

3. Central training for existing staff working as Diarists, Despatchers, Recorders and Record Suppliers will be arranged by the Appointment Department Training to this Class of staff which will be recruited subsequent to the Central training should be arranged by each Department on the lines suggested above under the supervision of the Registrar, and where there is no Registrar, under the Head Assistant.

4. The Departments are requested to forward the names of typists, diarists, despatchers, recorders and record suppliers whom they wish to be trained centrally.

5. Action taken by each department to put the scheme into effect will be reviewed at the end of April, 1950.

X-4. 32. T. A. TO L. D. TRAINEES.

No. OM/T-108/58-7526, dated Patna, the 12th September, 1958, from the Under-Secretary to the Government of Bihar, Cabinet Secretariat (Organisation and Methods Section), to the Personal Assistant to Commissioner, Bhagalpur Division, Bhagalpur.

SUBJECT.—Training of L. D. Secretariat Examination passed candidates, their pay and T. A. during training at Patna.

With reference to your letter no. 40-24-58-4809-Misc., dated the 25th July, 1958. I am directed to say that L. D. Assistants on probation, if and when, required to attend the training class at Patna will be entitled, during the period or their deputation to the training class, to draw the pay admissible to them from their own offices. They will also draw T. A. and halting allowance from their own offices. For their journey to Patna and back. they will draw T. A. as on tour and draw halting allowance at full rates for the first 30 days and half the ordinary rates for the remaining period of their stay at Patna.

2. The Accountant-General, Bihar has been informed.

संख्या ओ० एम०/डी-102/74-585

बिहार सरकार,

कार्मिक विभाग

(संघटन एवं पद्धति प्रशाखा)

सेवा में,

सचिवालय के सभी विभाग एवं संलग्न कार्यालय

मुख्य मंत्री सचिवालय

राजस्व पर्वद

आरक्षी महानिरीक्षक के सहायक

आयुक्त पटना/भागलपुर/मुजफ्फरपुर/राँची/सहरसा/दरभंगा प्रमंडलों के कार्यालय

राँची के मुख्य वन संरक्षक, हजारीबाग एवं मगध अंचल, पटना के वन संरक्षकों के कार्यालय ।

पटना, दिनांक 10 जुलाई, 1971।

विषय :—विभागों में पदस्थापित परीक्ष्यमाण-निम्नवर्गीय सहायकों का प्रथम चरण प्रशिक्षण ।

निदेशानुसार अधोहस्ताक्षरी को कहना है कि कार्मिक विभाग के संकल्प संख्या 907, दिनांक 8-6-76 (प्रतिलिपि संलग्न) की कंडिका 3 (क) के अनुसार सचिवालय एवं संलग्न कार्यालयों के ऐसे अस्थायी निम्नवर्गीय सहायकों को जो दिनचर्या