



Training Programme

on

Working with MS-Excel

7th -9th March, 2018



Duration of Training:

The duration of Training is of three days, scheduled from 07- 09 March, 2018

Eligibility

This training programme is open for scientists **working in ICAR institute**. Having working knowledge of computer operation and some exposure to MS-Office. The maximum number of participants will be twenty (20 Nos).

TA/DA, Boarding and Lodging

The training expenditures like TA/DA, accommodation, food charges have to be borne by the sponsoring institute of the participants. The accommodation and food facility will be provided at our Guest House on payment basis.

Note: Please do not bring your spouse or family member during the course as there is limited space in guest house.

The selected candidate are advised to send their detail travel plan in advance through email yashpal.singh1@icar.gov.in; ypivri@gmail.com

Application Procedure

Application form attached with this brochure can be photo copied or it can be downloaded from institute website www.ivri.nic.in. The duly filled application may please be send to Sh. Yash Pal Scientist (SS) & Course Coordinator, ARIS Cell, ICAR-Indian Veterinary Research Institute, Izatnagar, Bareilly- 243 122 (U.P), **latest by 5th March, 2018.**

Venue of Training:

- On-Line Examination Centre, ICAR-IVRI Izatnagar

Programme Director

Dr. Sanjay Kumar,
Principal Scientist,
Incharge
ARIS Cell,
ICAR-IVRI, Izatnagar

Programme Coordinators

Sh. Yash Pal,
Scientist (SS),
ARIS Cell,
ICAR-IVRI, Izatnagar

Sh. Ajay Shukla,
CTO,
Divn. of LES & IT,
ICAR-IVRI, Izatnagar

Important dates

Last date for receipt of application	5th March 2018 up to 11:00 AM
Information to selected candidates	5th March 2018 up to 03:00 PM
Commencement of training program	7th March, 2018



Application form
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1. Full Name (in block letters):
2. Designation:.....
3. Division/Section:
4. E-mail:5. Mobile:
6. Date of birth: 7. Gender:
7. Work experience (years):

8. Academic Details:

Degree	University	Year of Passing
Graduation		
Post graduation		
Doctorate		

Signature of the applicant

Place:

Date:

Recommendation of the Forwarding Institution

Name & Designation

Signature and Seal

Date:

Note: Duly filled application form may please be submitted to Sh. Yash Pal Scientist (SS) & Course Coordinator, ARIS Cell, E- mail: yashpal.singh1@icar.gov.in; ypivri@gmail.com, ICAR-Indian Veterinary Research Institute, Izatnagar, Bareilly -243 122 (UP) on or before **5th March, 2018 11:00 AM**