

NOTIFICATION

Subject: Training database build up for last three years (2015-16; 2016-17; 2017-18)

Training Department is taking every step to empower and strengthen the employees with knowledge, skills and desired competencies by arranging various training programs. Training Department is exploring the opportunities of Training programs on the basis of history of training programs attended by every employee.

All the employees of MSETCL are hereby informed that, Training section is verifying the data of trainings attended by all the employees during last three years. The consolidated list of trainings attended by all the employees is prepared. All the employees are requested to check the details of trainings attended by individual. If there is any mismatch of trainings details entered in excel sheet, then it is requested to submit the details of training by submitting Google form. The link for Google form is given below:

Link1: <https://goo.gl/forms/Bo5MLZeAf00QJDs33>

(For submission of additional training details. Multiple training details can be submitted by submitting the Google form multiple times.)

Only those details of training entries should be made which are missed out in a consolidated excel sheet latest by dt.25.06.2018. Consolidated excel sheet can be downloaded by using link given below:

Link2: <http://cutt.us/msetcltrainings>

(Consolidated excel sheet)

It is responsibility of every employee to update and provide correct training details; because depending on this data their future training programs will be decided.

Date: 20.06.2018

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Chief General Manager (HR)