

**ADMINISTRATIVE TRAINING INSTITUTE (ATI)
GOVERNMENT OF ARUNACHAL PRADESH
D-SECTOR: NAHARLAGUN**

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Website: www.ati.arunachal.gov.in

No.TRG/ATI-33/2025 / 3368-3467 Dated Naharlagun the 24th June' 2025

To

The Deputy Commissioner of Tawang/ Bichom /West Kameng/ East Kameng/ Pakke-Kessang/ Upper Subansiri/ Lower Subansiri/ Siang/ Upper Siang/ West Siang/ East Siang/ Lower Siang/ Shi Yomi/ Leparada/ Kurung Kumey/ Papum Pare/ Kra Daadi/ Kamle/ Changlang/ Tirap/ Longding/ Lohit/ Namsai/ Anjaw/ Dibang Valley/ Lower Dibang Valley/ Kayi Panyor/ /Capital Complex.

Sub:- 3(three) days Re-fresher Training on “Pay Fixation-II” for the Ministerial Staff of District Administration Govt. of A.P, w.e.f 15th to 17th July' 2025; Nomination of Participants thereof .

Sir/Madam,

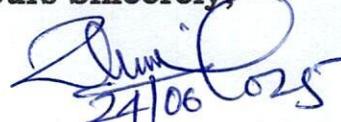
The Administrative Training Institute, Govt. of Arunachal Pradesh, Naharlagun will conduct 3(three) days Re-fresher Training Programme on **“Pay Fixation-II” for the Ministerial Staff of District Administration Govt. of A.P at ATI Naharlagun w.e.f.15th to 17th July 2025** under the sponsorship DoPT, Govt. of India, New Delhi under its Plan Training Assistance for the year 2025-2026.

The objectives of the training programme is to enable the participants to: **acquire the knowledge on the provisions of Pay Fixation, sharpen the professional skills for practical application of the above provision in difficult types of cases, share and exchange practical experience & ideas in dealing with day to day problems in relation to fixation of pay.**

02(two) slots are kept against each District and total number of participant is restricted to 25 (Twenty Five) only on **“first come first service basis”**. Therefore, the nominating authorities are requested to forward their nominations on or **before 11th July' 2025 at the e-mail Id and website given in the letter head above**. A copy of Nomination Form is enclosed. The nominating authorities and nominees should confirm their selection before joining the Programme from following persons:-

1. Shri Bittu Kri (APCS), Deputy Director ATI-cum-Course Coordinator- 8415079830
2. Smti Hage Yapa, SPA to Director ATI- 9615287487
3. Smti Chenga Lhamu (LA) ATI-9862174197

Yours Sincerely,

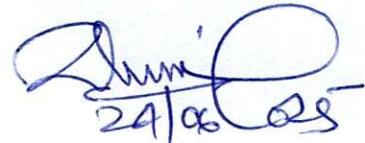

Pate Marik)
Director (Training)
Administrative Training Institute,
Naharlagun

Memo No.TRG/ATI-33/2025

Dated Naharlagun, the 21st June' 2025

Copy for information and necessary action to:-

1. The Secretary (AR & Training), Govt. of Arunachal Pradesh, Itanagar for information.
2. The SPA to Director ATI for information and necessary action.
3. Shri Bittu Kri, Deputy Director ATI-cum-Course Coordinator for necessary follow-up action.
4. Smti Chenga Lhamu (LA), ATI for information and necessary action.
5. The Office copy.



(Pate Marik)
Director (Training)
Administrative Training Institute,
Naharlagun

NOMINATION FORM

1. Programme Title :
2. Name of the Institute :
3. Venue :
4. Programme Dates :
5. Name of the Candidate :
- (In capital letter)
6. SC/ST/OBC/Others :
7. Date of Birth :
8. Designation :
9. Pay Matrix :
10. Basic Pay :
11. Academic Qualification :
12. Professional Qualification :
13. Address for the Communication (with Pin) :

Office Phone No..... email Id.....

Mobile No. of Nominee.....

Brief Description of the duties of the nominee:

Place:

(Signature of the Nominee)

Date:

TO BE FILLED IN BY THE SPONSORING AUTHORITY

Certified that:-

- (a) The particulars given above are correct.
- (b) Due care has been taken of the training needs of the nominee(s) with reference to his/her present & future duties with reference to the contents of the course.
- (c) The nominee. If selected, will be relieved on full-time basis for attending the programme.

Address of the sponsoring authority for communication:

Address:

Contact No.: (A) Office:

 (B) Mobile:

 (C) Email Id:

Signature & Date of the Sponsoring Authority with Seal