EXTENSION EDUCATION INSTITUTE  
(Southern Region)  
Dept. of Agriculture, Cooperation & Farmers Welfare, 
Ministry of Agriculture & Farmers Welfare, Govt. of India  
Professor Jayashankar Telangana State Agricultural University  
Rajendranagar, Hyderabad-500 030  

Dr. V. Sudha Rani  
M. Sc. (Ag.), Ph.D.,  
Director  

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To  
The Director of Agriculture  
Vikas Bhavan  
Trivandrum-695 001, Kerala.  

Sir,  


Ref: Arising  

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I submit to inform that, as per the subject cited I request you to kindly depute the officers for the On-Campus training programmes from 21st January to 15th February, 2020 and also requested to send nominations along with their contact numbers and travel eligibility immediately as per slots allotted for making necessary arrangements at this end.  

It is also requested to include SC/ST and more women participants in your deputed officers to the training programme.  

Govt. of India is very keen in having full participation in each training from client states and instructed EEIs to give feedback regarding the same to Govt. of India. Hence it is requested to nominate allotted number of officers to attend the On-campus trainings at EEI, Hyderabad during 2019-20.  

<table>
<thead>
<tr>
<th>S. No</th>
<th>Name of the On campus Training</th>
<th>Dates</th>
<th>Duration (Days)</th>
<th>Slots allotted (No. of Participants)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Soft Skills for Personality Development</td>
<td>21st to 25th Jan, 2020</td>
<td>5</td>
<td>5</td>
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<tr>
<td>2</td>
<td>Managerial Skills for Effective Extension Delivery</td>
<td>21st to 25th Jan, 2020</td>
<td>5</td>
<td>5</td>
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<tr>
<td>3</td>
<td>Time &amp; Stress Management for Women Extension Functionaries</td>
<td>27th to 31st Jan, 2020</td>
<td>5</td>
<td>5</td>
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<tr>
<td>4</td>
<td>Self Managing Leadership for Individual and Organizational Excellence</td>
<td>3rd to 7th Feb, 2020</td>
<td>5</td>
<td>5</td>
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<tr>
<td>5</td>
<td>Leadership and Team Building Skills for Organizational Excellence</td>
<td>3rd to 7th Feb, 2020</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>6</td>
<td>Innovative Strategies in Marketing for Agriculture and Allied Sectors</td>
<td>11th to 15th Feb, 2020</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>7</td>
<td>Export Orientation in Agriculture and Allied Sectors</td>
<td>11th to 15th Feb, 2020</td>
<td>5</td>
<td>5</td>
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</tbody>
</table>

P.T.O.
Free boarding and lodging facilities to the participants are provided at this institute. Participants will also be paid travel expenses as per their eligibility mentioned by concerned authority. The Nominated Officers may please be informed to produce the allotment to travel and to be certified by the concerned authority and Original tickets to & fro without fail to avail travel charges. In case of non-production of the same, the participants will be paid Sleeper Class Train / Bus-fare. The mobile numbers of the nominated officers may kindly be provided to this office for ensuring participants.

With warm Regards

Yours Sincerely,

[Signature]

DIRECTOR

Copy submitted to Addl. Commissioner (Extension), Ministry of Agriculture & Farmers Welfare, New Delhi, for favor of kind information.
Copy submitted to Director (Extension Training), Directorate of Extension, Ministry of Agriculture & Farmers Welfare, Department of Agriculture, Cooperation & Farmers Welfare, Govt. of India, IASRI Campus, Pusa, New Delhi, for favor of kind information.
Copy to Training Section, EEI, Hyderabad.
Copy to PS to Director, EEI, Hyderabad.

End. No. (E2) - 18057/2019 dt. 24/12/2019

Copy communicated to all Principal Agricultural Officers for sending nomination of officers who have not attended the similar training programme previously.

Nomination should contain e-mail id and contact details of the participants. Each nomination should reach this office one day before commencement of training.

Copy to Director, A&F-W, Department.

[Signature]

[Name]

[Title]