

**Department of Posts**  
**Office of the Director, Postal Training Centre Saharanpur-247002**

To,

**The Chief Postmaster General**  
**DEL/HRY/HP/J&K/PUB/RAJ/UP/UK**

No: - PL-2/6/Ch.III

dated at Saharanpur, the 20.09.2017

Sub: - Revised Training Calendar for 3<sup>rd</sup> Quarter of 2017-18 of PTC Saharanpur.

Ref: - PL-2/6/Ch.III dated 05.09.2017.

Sir/Madam,

Kindly refer to the Training Calendar circulated as noted above. In addition to the mentioned Training schedule, two special batches on Vigilance and related matters are scheduled and mentioned as **Annexure-I** along with number of seats allotted to the circles.

2. General Instructions for the trainees are also enclosed (**Annexure-II**) and this may kindly be intimated/forwarded to all unit heads for circulation to all trainees who are deputed for training.

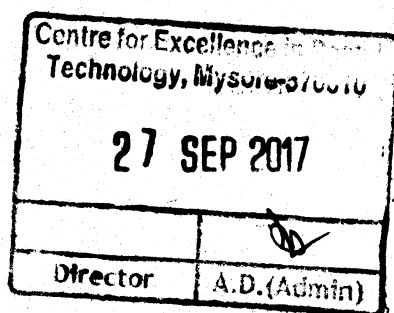
**Kindly ensure full utilization of seats.**

**Annexure I**

**Training Activities in Vigilance and related Matters      Duration: 3 days**

Sl. No.	Period	Circle wise allotment of seats								Total
		DEL	HP	HRY	J&K	PUB	RAJ	UK	UP	
1	09/10/17 to 11/10/17	3	3	3	3	3	4	3	4	26
2	01/11/17 to 03/11/17	3	3	3	3	3	4	3	4	26

**Eligible Criteria: IP/ASP- those who are related with Vigilance/Investigation branches.**



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**Dy. Director**  
**Postal Training Centre**  
**Saharanpur-247002**

*Postakya*

## Annexure-II

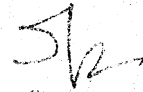
### Instructions for trainees:-

1. The trainees should report at Postal Training Centre, Saharanpur one day prior to the start of the training.
2. No leave will be granted to the trainees during the training period.
3. **The dress code during the training period is Pant/ shirts with formal leather shoes (black or brown in color with socks) for men & Salwar / Kameez/ Choodidar / Sarees with shoes/ chappals for women. Other dresses like Jeans, T-shirt, Half pant, Capri etc. are not allowed.**
4. **Mobile phones are not permitted in the academic block and use of Mobile Phone is strictly prohibited during study hours.**
5. Payment to be made by trainees for all the charges including fooding and lodging etc. during the entire training period, aprox. Rs 150/day. Beside it Canteen Charges will be based on utilization of food item in canteen.  
**The trainees who do not pay full amount will not be permitted to undergo the training & will be sent back forthwith.**
6. Physical Training is a part of training. If any trainee found absent in PT class, suitable action will be taken by the competent authority.
7. Trainees are not allowed to leave the campus without proper permission. From 21:00 to 22:30 hrs, all the trainees have to stay in their hostel rooms compulsorily for study purpose. Other than study, No other activity are permissible during the study period.
8. Light are to be switched off compulsorily at 23:00 hrs
9. No accommodation will be provided to the Family members / relatives of the trainees.
10. ***Drinking/ keeping of alcohol, intoxicating drinks smoking and chewing tobacco/ Gutkha is strictly prohibited in the campus. Strict action will be taken against those, who will not follow these instructions. The trainee will be debarred from training and sent back if any act of indiscipline is proved against him/her.***
11. Trainees are not allowed to keep any type of weapons during the training period; suitable action; will be taken by the competent authority.
12. The participants may kindly be directed to report at training centre on the previous day of commencement of training or up to 08:00 AM on the day of commencement.

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### Copy to-

1. DDG (Trg), Department of Posts, Dak Bhawan, Sansad Marg, New Delhi.
2. Director PTC Guwahati/Darbhanga/Vadodara/Mysore/Madurai.
3. General Manager, CEPT Mysore-570010 with a request to upload the revised calendar on the India post website.
4. AD (Admin) PTC Saharanpur -For N/A.

  
Dy. Director  
Postal Training Centre  
Saharanpur-247002