

RF 51478367 IN

भारत सरकार



GOVERNMENT OF INDIA

डाक विभाग, DEPARTMENT OF POSTS

कार्यालय:-निदेशक, डाक प्रशिक्षण केंद्र, दरभंगा-८४६००५

Office of the Director, Postal Training Centre, Darbhanga-846005

Ph: 06272-246194, Fax: 06272-246147, E-mail-dptc_darbhanga@indiapost.gov.in ,Website-ptcdarbhanga.in

To,

The Chief Postmaster General,
Bihar/Jharkhand/Odisha/West Bengal Circle.

No:-H-4/Trg./Trg. Calendar/Plan/2021-22

Dated at PTC DBN the 01.04.2021

Subject:- Induction Training Calendar for the 1st Quarter (April 2021 to June 2021) of 2021-22 at PTC Darbhanga, Bihar.

It is inform that PTC, Darbhanga is going to arrange Induction training for **Sorting Assistant (LGO) & Postal Assistant (LGO)** during the 1st Quarter of 2021-22. Training schedule and circle wise allotment for the aforesaid training is furnished below. It is therefore requested to utilize 100% allotted seats.

1. Course Name: SA (LGO) Induction Training Duration 8 Weeks

Sl. No.	Period	Circle								Total
		Bihar		Jharkhand		Odisha		W.Bengal		
		M	F	M	F	M	F	M	F	
1	19.04.2021 to 11.06.2021	08	02	04	01	02	03	05	05	30

2. Course Name: PA (LGO) Induction Training Duration 9 Weeks

Sl. No.	Period	Circle								Total
		Bihar		Jharkhand		Odisha		W.Bengal		
		M	F	M	F	M	F	M	F	
1	24.05.2021 to 24.07.2021	14	01	05	0	30	0	20	10	80

General Instructions for trainees are also enclosed herewith in Annexure-I which may be given to all the trainees deputed for training along with training order.

Enclosure: As above

sd/
Deputy Director
Postal Training Centre
Darbhanga-846005

Copy for information to:-

1. The DDG (Training) Dak Bhawan, New Delhi for information.
2. The Assistant Director (Training), Dak Bhawan, New Delhi.
3. The Director, RAKNPA, Ghaziabad for information.
4. All Directors, Postal Training Centre.
5. The Director CEPT Mysore. Kindly upload the calendar on India Post Website.
6. The Postmaster General, Northern Region, Muzaffarpur.
7. The AD (Admin), PTC, Darbhanga will ensure that during the period of the training all the classroom, Hostels and mess should be cleaned/sanitized-everyday and follow the instructions of COVID-19 guidelines.
8. The AD (Training-I & II), Sr. Instructor & All Instructors of PTC Darbhanga.
9. Notice Board, PTC Darbhanga
10. PA to Director, PTC Darbhanga for information.
11. Care Taker, PTC Darbhanga for information and necessary action.
12. Office Copy

Payment of Mess Fee through e-payment

- ☑ Payment of Mess fee through e-payment only (MPCM Counter)
- ☑ Name of the biller: PTC Darbhanga
- ☑ Biller ID: - 7921
- ☑ Biller description: Collection of Mess fees.

Fee structure for In-service Training towards Mess Fee is as below: -

Sl.no.	Name of Training	Duration	Mess fee per day
1.	SA (LGO) Induction	08 weeks	Rs. 260/- per day
2.	PA (LGO) Induction	09 weeks	Rs. 260/- per day

Note: It is compulsory to bring the Mess fee receipt at the time of registration without fail. Therefore, all trainees should be followed accordingly. These rates are subject to revision/variation.

Contact Details

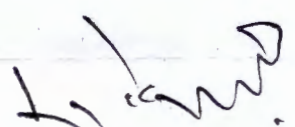
For any query mail us at dptc_darbhanga@indiapost.gov.in

Or

Call us STD Code 06272 Phone number 246191, 246194

Or

Visit www.ptcdarbhanga.in


Dy. Director
Postal Training Centre
Darbhanga-846005



Annexure-I

Postal Training Centre (PTC) Darbhanga

We have great pleasure in welcoming trainees to PTC Darbhanga for IP Induction courses. We have made all out efforts to make their stay comfortable here. At the same time, we have set out certain conditions to be observed while residing in the centre. We hope that they will strictly follow the instructions and enjoy their stay here.

General Information about PTC, Darbhanga

- ☑ How to reach: Postal Training Centre, Darbhanga is situated at Bela Palace in Sundarpur, Darbhanga, 2.5 km from Darbhanga Railway Junction [Station code DBG], 3 Kms from Darbhanga Bus Stand, Delhi More & 45 km from Samastipur Railway Junction [Station code SPJ].
- ☑ Accommodation: Postal Training Centre, Darbhanga has its hostel in the campus, where participants will be accommodated. There will be sharing of accommodation. Separate block are available for men and women trainees. Accommodation for the families of the participants is not available. Family members will not be allowed to stay in PTC Campus.
- ☑ Mess Facility: Mess facility is provided in PTC mess.
- ☑ Physical Training: Physical training activities are made compulsory for trainees. It is through Physical Training Instructor (PTI). Facilities for playing outdoor games and indoor games are available.

General Instructions.

- ☑ All courses are residential ones. Therefore, all trainees will have to stay compulsorily in the PTC hostels.
- ☑ Following officials should not be deputed for training in pursuance of Directorate memo No 4-3/2009-Trg. Dtd 11.11.2013:
- ☑ (i) Lady candidates who are in the family way and at advance stage of pregnancy (5 months & above), should not be deputed for training
- ☑ (ii) Lady candidates having very young babies should not be deputed for training
- ☑ (iii) Any official who is not in a fit condition or suffering from any serious disease, should not be deputed for training
- ☑ (iv) Any Official suffering from chronic illness who are above 55 years of age, should not be deputed for training
- ☑ Family member will not be allowed to stay in PTC campus on the day of reporting.
- ☑ Trainees will be debarred from training and sent back if any act of indiscipline is proved against him/her.
- ☑ Trainees will not be allowed to leave the campus except permitted hours.
- ☑ No leave will be granted during training period in normal course.

Important Instruction for trainees

1. The trainees should attend PTC Auditorium at 10:00 AM for registration work without fail on one day before of training.
2. The candidates are required to bring following items compulsorily with them.
Recent Passport/Stamp size coloured **Photographs-02**
3. Male candidate should bring black pant, white T- shirt, white socks and White canvas shoes for the purpose of PT/Yoga; formal shirt and formal trousers with a belt and formal leather shoes for training classes.
4. Female candidate should bring white salwar, white kameez, white duppatta, white socks and white Canvas shoes for the purpose of PT/Yoga; Sarees/Salwaar-Kameez for training classes.
5. One lock and keys.
6. Copy of training order. (One set Original and one set Photocopy)
7. e-payment receipt. [Original]
8. Aadhar Card or Departmental ID card.
9. All trainees will attend their classroom using mask and follow the guidelines of