



MANUU/ H.C/F.No.01/2020/ 1012

Dated: 23/12/2020


CIRCULAR

Sub : Nomination for 3rd Batch of Hindi Parangat Course under Hindi Teaching Scheme at MANUU, Hyderabad - Reg.

All the Heads of the Dept. / Section are requested to nominate **Teaching / Non-Teaching Staff** of your Dept. / Section for attending Hindi Parangat Course under Hindi Teaching Scheme, Department of Official Language, Ministry of Home Affairs, Govt. of India.

Hindi Parangat Course is applicable only for those who possess **working knowledge of Hindi**. The purpose of this course is to make the employee efficient in Hindi to discharge his official work.

You are hereby requested to forward the name of the employee's in the prescribed Proforma (attached) at the earliest so as enabling the Hindi Cell to complete the formalities of approval in time.



Hindi Officer
Hindi Cell

To,
All the Heads, Dept. / Section.

Copy to;

- * V.C. Peshi, PVC Peshi
- * Registrar Office
- * Concerned file

29
23/12


28/12/20



नामांकन के लिए निर्धारित प्रारूप
Prescribed Proforma for Nomination

हिन्दी पारंगत कक्षाओं का तीसरे बैच (जनवरी 2021 - मई 2021)
Hindi Parangat Classes 3rd Batch (January 2021 – May 2021).

Department/ Section/ विभाग / अनुभाग _____

School / संकाय _____

Details of the Nominee / नामित का विवरण:

1.	Name of the Employee / कर्मचारी का नाम	
2.	Designation / पदनाम	
3.	Office Name / कार्यालय का नाम	
4.	Phone No.* / फोन नं.*	
5.	Fax No. / फैक्स नं.	
6.	E-mail ID / ई-मेल आई.डी	
7.	Mother Tongue / मातृभाषा	
8.	Course for which Nominated / पाठ्यक्रम का नाम जिसके लिए नामित किया गया	
9.	Knowledge of Hindi / हिन्दी का ज्ञान	

Dept./Section Head
विभाग/ अनुभाग अध्यक्ष
Seal / मोहर

* Contact No. is Compulsory /* दूरभाष संख्या अनिवार्य हैं।