



ANNA INSTITUTE OF MANAGEMENT

(Sponsored by the Government of Tamil Nadu)

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THIRU K. GNANADESIKAN, I.A.S.,
ADDL. CHIEF SECRETARY TO GOVERNMENT/
DIRECTOR, ANNA INSTITUTE OF MANAGEMENT &
DIRECTOR GENERAL OF TRAINING

Lr. No. P/2930/201718 : Dt: 05.10.2017

To

Sir,

Sub: GoTN sponsored training programme on " Pre-retirement
Counselling" – Nominations invited – reg.

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We propose to conduct Government of Tamil Nadu sponsored training programme on "Pre-Retirement Counselling" at our Institute in two batches as mentioned below :-

Batch I 01.11.2017 to 03.11.2017
Batch II 17.01.2018 to 19.01.2018

The programme is suitable for those officers in your Department / Organisation who are due to retire in the next one year. The coverage of the training will include psychological, financial and health-related aspects of post-retirement life.

The participants will be provided with mid-morning coffee, working lunch, afternoon tea/snacks, course-kit and course materials. Since the Government of Tamil Nadu sponsors this programme, there is no course fee for participation. However, TA/DA of the participants if any, should be borne by your Department / Organisation.

Kindly nominate one or two officials from your organization, along with contact details of the nominated officials (Mobile No/Email ID). We request you to send your nominations for the two batches on or before 30.10.2017 and 27.12.2017 respectively by post or e-mail, and the nominations may be registered through our website www.annainstitutue.org under the link "ONLINE REGISTRATION" after obtaining the official approval order from the nominating authority. Nominations recommended after the above two last dates for each of the batches will strictly not be entertained. As the nominations will be restricted to 30, admission will be made on first-come-first-served basis.

The participants are requested to bring the copy of our confirmation acknowledgement mail. It is informed that as maximum of 30 participants will be accommodated in a batch, the participants who send their nominations by post are requested to confirm their participation over phone.

Anna Institute of Management will provide course kit and reading materials and other logistics including lodging arrangements for the outstation participants, on a first come first service basis (excluding breakfast and dinner).

The training programme starts at 10.15 a.m and ends at 5.45 pm. The training will be conducted at Anna Institute of Management, 163/ 1, "MAHIZHAMPOO", P.S. Kumarasamy Raja Salai (Greenways Road), near to State Human Rights Commission Office , Greenways Road Railway Station and Raja Annamalai Puram, Chennai – 28.

For further details kindly contact Thiru. A. Mohamed Jamaluddin, Programme Director, aimchn@dataone.in and website: annainstitute.org.

Yours faithfully,



for Director, AIM & DGT