



# Engineering Staff College of India

Autonomous Organ of The Institution of Engineers (India)

Old Bombay Road, Gachi Bowli, Hyderabad – 500 032

Phones: 040 – 66304100/4123/4124/4125, Fax: 040-23000336

Email: [it@escihyd.org](mailto:it@escihyd.org) ; Website: [www.escihyd.org](http://www.escihyd.org)



**Syed Azgar, MBA (IT)**

Faculty – Cum – Manager IT

Information Technology Division

Ref No. ESCI/IT-2044/2018-19

Date: 20.04.2018

To

Kumad Singh (Executive Director-Personnel)

Himachal Pradesh State Electricity

Vidyut Bhavan

Shimla

Himachal Pradesh - 171004

## Confirmation of Nomination / Order

Dear Sir,

<b>Subject :</b>	Professional Development programme on “ <b>Information Security and Disaster Recovery Plan</b> ” scheduled from <b>25 – 27 Apr 2018</b> at ESCI, Hyderabad, Telangana.
<b>Customers Ref.:</b>	Ref. to your e-mail dated 3 <sup>rd</sup> Apr 18.
<b>ESCI's Ref :</b>	ESCI-IT/CPDP/2018-19: Brochure / E-mail
<b>Nominations Received :</b>	1. Er. Prakash Chand (AE-IT)
<b>Course Fee :</b>	Programme Fee per participant @ 15,000/- (Plus 18% GST - Residential)

1. We hereby confirm the above stated nomination.
2. As per rule from GOI, service tax liability arises from the last day of services rendered. Therefore you are requested to submit the fees at Engineering Staff College of India, before the commencement of training programme.
3. Please arrange to send payment by Cash or DD / Cheque towards residential participation fee drawn in favour of “**The Institution of Engineers (India) – Engineering Staff College of India**” payable at Hyderabad.
4. Alternatively the payment may be made by **Electronic Fund Transfer (EFT)** to ESCI – **Axis Bank** A/c No. **912010049234564** with The Axis Bank Ltd, Old Mumbai Hwy, Cyberhills Colony, P Janardhan Reddy Nagar, GachiBowli Hyderabad-500032 by NEFT/ RTGS/ IFSC Code No. UTIB 0000733 – MICR No.500211020. ESCI **PAN No.** is AAATT3439Q and **GST No.** 36AAATT3439Q1ZV. **While using EFT method of payment, please ensure to communicate us your company name, our invoice reference and programme title.**
5. Please advise the participants to send his /her travel plans with their mobile numbers and organization GST No at least one week before from date of commencement of training programme by mail on [it@escihyd.org](mailto:it@escihyd.org), or **Fax No 040-23000336**, so that we can arrange all logistics except local transport as we don't have vehicles.
6. We would request you to seek the participant's expectations from this training programme, to accommodate the same in designing of training module, to the extent possible.
7. **Pl. Contact Mr. Sandeep, Marketing Executive, 9640549743 or Mr. Syed Azgar, Prog. Director 9885041181.**

Thanking You

Yours Sincerely,

(Syed Azgar)

09885041181