

No. A4/16214/2010/HRD

From

The Director

To

Head of All IHRD Institutions

Sir,

*Sub:- IHRD – ASC – Training Programme in Joomla based content management system  
– reg:-*

In connection with the numerous training programs being conducted in the Academic Staff College, it is decided to conduct a training program for IHRD staff on 'Joomla based content management system' on 6<sup>th</sup> & 7<sup>th</sup> of January 2011. This training program will be conducted by experts from the industry, at Academic Staff College, IHRD Headquarters, Trivandrum.

The Head of institution is requested to forward the list of IHRD staff who wish to participate in this program via e-mail on or before 31<sup>st</sup> December 2010, with the following details.

- a. Name of the participant
- b. Designation
- c. Mobile Phone Number

In this connection, I kindly request the head of the institution to make this matter aware to all IHRD staff members.

**Yours faithfully**

**Sd/-  
Additional Director  
(Administration & Planning)**