

BIO-DATA (GUEST FACULTY)



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Subject/Topics	CCS (Conduct) Rules-164, CCS (CCA) Rules-1965 FR & SR Office Procedures (Dak/File Management etc.) Noting & Drafting RTI Act. DRTI Act. Hindi Ka Karyalaya Mein Prayog Cashless Transactions Computer Operations specially MS Word, MS Power Point (Basic & Advance)