

**No. HIPA (Trg.) G-15/2004-XII**  
Government of Himachal Pradesh  
Institute of Public Administration

Fairlawns, Shimla-171012

*Handwritten:* Dated 17.07.2015

**Office Order**

Keeping in view the bad weather and incessant rains, following courses which were scheduled to be held as per details given below have been postponed. Next date of course commencement will be communicated soon.

Sr. No.	Name of the Course	Duration
1.	Office Procedure and Financial Administration	20-07-2015 to 24-07-2015
2.	Right to Information Act, 2005 & Public Service Guarantee Act, 2011	20-07-2015 to 23-07-2015

*Handwritten signature*  
**Joint Director,**

H.P.Institute of Public Administration,  
Fairlawns, Shimla- 171012

No. HIPA (Trg.) G-15/2004  
Copy forwarded to:

*Handwritten:* Dated: 17-7-2015

1. Shri V.P.S.Panwar, Deputy Controller (F&A) / Shri R.S. Kapoor, Assistant Professor (PA) Course Directors of the above mentioned course for information and necessary action please.
- ✓ 2. Assistant Professor (IT), HIPA for display on the HIPA Website.
3. The dealing assistants of the above mentioned course with a direction that they should inform each participants of the above mentioned course telephonically immediately.

*Handwritten signature*  
**Joint Director,**

H.P.Institute of Public Administration,  
Fairlawns, Shimla- 171012