

**Online Refresher Training Course for the Head Assistants  
from 12/10/2020 to 16/10/2020**

As approved by Personnel & Administrative Reforms Department, Government of West Bengal, the 5 days online training for 18 Head Assistants commenced from the 12th of October and ended on the 16th of October, 2020.

3 trainees were disallowed to join the training as their nominations were received after the commencement of the training. The matter has been communicated to the concerned department.

The course was designed as a refresher training course to keep them abreast of the changes and modifications in the process of governance.

The trainees were forthcoming and each topic deliberated concluded with a doubt clearing session.

During the whole period of training Learning Management System (LMS) was extensively used. Course materials have been uploaded in the LMS. Self-assessment test and course end evaluation were conducted through LMS.

Shri Sonam Bhutia, WBCS(Exe), Officer on Special Duty, ATI acted as the Course Director.