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To
The Editor,

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Sir,

I request that the following matter may kindly be published in your esteemed daily:

Rejuvenating the Official Procedures a Robust Office Culture Work

A two-day training programme on official procedures was jointly organized by the Anna Institute of Management, Chennai and Tamil Nadu Agricultural University (TNAU) on 17-7-2014 at Rasi Seeds Hall, TNAU to impart administrative and accounts skills for the staff working across the departments of the University. The main intent of the training is to nurture excellence in auditing, accounting, understanding the administrative technicalities, statute's rules and regulations, purchase nuances procedures facilitating the staff to update and renew the skills.

Earlier Dr. M. Chandrasekar, Director, Planning & Monitoring, TNAU welcomed the gathering. He emphasized the need for such a kind of training for a flawless administration and accounts. Th. M.R. Jangannathan, Faculty of Anna Institute of Management, Chennai appreciated the initiative of TNAU in introducing this sort of training which is first of its kind spreaded in various Districts of Tamil Nadu, enabling the staff to equip on litigation management and related guidelines. He also endorsed the efforts of the Institute. While highlighting the success of Anna Institute of Management in this type of training activities, he brought out the success quotient of 57 candidates who had bagged civil services is this current year as highest achievement. He also believed that this training would reduce the gap, that are existing in the official set up, which hampers the effective and efficient office management.

Dr. K. Ramasamy, Vice- chancellor, TNAU in his introductory note, said that the training on official procedure is a maiden attempt, which break no bars in age in acquiring skills. He also quoted in Japan that even at century old age people are prepared to learn and get doctorates. He also wanted this training need not be a dreadful experience as most of the participants were aged, but it should be platform for non-chalent and willful learning. He also believed that training will tailor make the activities and to fulfill the expectations of the assigned job without difficulties and to complete the task with elan and finesse. He also exhorted the staff to utilize the opportunity and nurture the excellence giving the fullest dedication to the official works handled by the staff. He lamented that the cultural heritage is loosing its sheen and this training would transform the lives b y understanding the concepts through clarification and unfathomable ideologies, which will be clarified by parrying volley of questions. He appreciated the patronage rendered by Dr. V. Iraianbu, I.A.S., Director, Anna Institute of Management, Chennai to conduct the baring.

Ultimately Dr. M. Maheswaran, Director of Research, TNAU, proposed a formal vote of thanks. The two training programme will be handled by Mr. R. Ranganathan & Mr. R.J. Xavier who are the guest faculties of Anna Institute of Management, Chennai.

Nearly 100 participants representing the staff of various cadres in the administrative, accounting and clericals are present for these couple of days of training.

Public Relations Officer