



Personnel Training Academy

Jawalakhel, Lalitpur, Nepal

PARTICIPATION CERTIFICATE



MR. PURUSHOTAM PANDEY

has successfully completed the in-service
training programme on

OFFICE MANAGEMENT

for Non Gazetted Class I Staff of the Government of Nepal
from 20th Dec. 2011 to 27th Jan. 2012 (30 working Days)

and is placed in the~~first~~..... division.

Pradeep Shrestha

(Mr. Pradeep Shrestha)
Program Co-ordinator

Bed Prasad Poudyal

(Mr. Bed Prasad Poudyal)
Chief, Secretarial Skills Section

Bal Chandra Mishra

(Dr. Bal Chandra Mishra)
Executive Director