



भारत सरकार /Government of India  
कौशल विकास एवं उद्यमशीलता मंत्रालय/  
Ministry of Skill Development & Entrepreneurship  
क्षेत्रीयकौशलविकासएवंउद्यमशीलतानिदेशालय, तमिलनाडु/  
Regional Directorate of Skill Development and Entrepreneurship, Tamil Nadu



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नं/No: RDSDE/CH/D-18017/3/2022-23/Misc/ - 1440

दिनांक/Date: 20.01.2023

**OFFICE ORDER**

Sub: Preparedness for the upcoming G20 list of activities-Reg.

Ref: MSDE E-mail dated:13.01.2023.

The following duties and responsibilities are hereby allocated to the Officers and Officials in connection with the celebration upcoming G20 of 31.01.2023, as detailed below.

Sl.No.	Duty allocation	Responsibility
1.	Placement of G20 logo theme (Vasudhaiva Kutumbakam) on the landing page of the Institute website organizing	Shri Sunil, M.K, Training Officer Shri M. Ganesh, Vocational Instructor
2	G20 logo posters / banners in class Room and Labs	Trade / section In-charges
3.	Organize quiz / poster making / debate competitions for the candidates and prize distribution to the winners.	Shri P.Govindaraj,T.O, Shri S. Sankar, T.O and Shri B. Rajagopalan, TSI
4.	Placing of G20 logo posters / banners in the campus	Shri S. Chockalingam, T.O, Shri G. Rajan, SDM and Shri. S. Mahesh, SK
5	Organize guest lecturers / Industry speaker's sessions at the Institute on future of work.	
6	Organize Webinars / physical events in collaboration with industry partners and academic institutions across themes identified in the education and Employment working Group such as Sectoral growth trends and skills required in future and addressing global skill gaps.	Trade In-charges
7	Conduct aspiration survey for the students on future Skills, analyze the results and showcase the survey result.	Trade In-charges in their respective trade.
8	Organize awareness session/s for faculty and management Staff on G20 and future of work.	Trade In-charges / Training In-charges
9	Organize hackathon on future of work and prize distribution to the winners	Trade In-charges
10	Organize quiz / Poster making / debate competitions for the candidates and prize distribution to the winners	Shri P.Govindaraj,T.O, Shri S. Sankar, T.O , Shri G. Rajan, SDM, Shri B. Rajagopalan, TSI
11	Photo & Video coverage programme / competition of Video content on activities of NSTI for submission to Exhibition at IIT Madras.	Shri P. Thiruvnaukkarasu, AD .Shri Manu Kumar, H.A, TO Shri N Ragavendran, UDC, Shri Diggvijay Kumar, MTS
12	PA System arrangements	Smt.K. Hemalatha, VI &Shri Gaurav Sharma, JC

13	Multipurpose Hall arrangements	Shri Naresh kumar T.O Shri B. Rajagopalan, TSI
14	Distribution of Refreshments	Shri. J. Nithya Raj, MTS Shri U Babu, MTS
15	General co-ordination for all the above events	Shri G Rajan, Sr. D'Man, Shri N Ragavendran, UDC, Shri K Aranganathan, LDC & shri B Rajagopal, TSI

  
**(G.C. Ramamurthy)**  
**Joint Director /Principal**

TO,

All above Officials & Officers

Copy to:-

1. The DD (Trg), NSTI, Chennai-32
2. The Admin.Officer, RDSDE, Chennai-32
3. DDO, RDSDE, Chennai-32.