



GOVERNMENT OF GOA
Goa State Higher Education Council
Goa Education Complex, Alto, Porvorim - Goa



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File No.GS-SEGPU/Training & workshop/5/2025-26/280

Dated: 09/10/2025

To,
The Principal,
Higher Secondary School,

**Subject: Nomination of Staff for SamarthX Employee Module
Hands-On Data Entry Training Workshop for Higher Secondary
Schools in Goa.**

Respected Sir/Madam,

The **Goa State Samarth e-Governance Project Unit**, functioning under the **Goa State Higher Education Council (GSHEC)**, is actively engaged in the implementation of the **SamarthX e-Governance platform** across all schools in the state. This initiative aims to streamline and digitize administrative processes, ensuring efficiency and transparency in school governance.

As part of this implementation, a **hands-on training workshop** has been scheduled to train school staff on the *Employee Onboarding Module* of SamarthX Portal. This training is crucial to equip your staff with the necessary knowledge and skills to effectively manage employee data and related processes on the platform.

The details of the workshop are as follows:

Date 13th October 2025 - Conference Hall, Second
& Floor, SCERT Building, Porvorim, Goa.

Venue 14th October 2025 - Conference Hall, Second
Floor, Goa Board of Secondary & Higher
Secondary Education Building, Porvorim, Goa.

15th October 2025 - Conference Hall, Second
Floor, SCERT Building, Porvorim, Goa.

Time Morning Session(10:00 AM to 1:00 PM)
&
Afternoon Session (2:00 PM to 5:00 PM)

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We kindly request you to **depute two members from your school**, preferably:

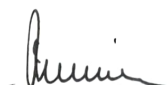
1. **One Computer Teacher**
2. **One Administrative Staff**

The nominated participants are expected to act as *resource persons* within your school to assist other staff members in using the SamarthX e-Gov employee module on the platform effectively.

We look forward to your kind cooperation in ensuring successful participation from your school.

Yours sincerely,

Issued by 
Dated 09/10/25
Goa State Higher Education Council
Porvorim, Bardez-Goa


(Bhushan Savaikar)

Executive Director
(Goa State Higher Education Council)

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