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Fwd: Three days Training Programme for "Big Data Analytics in Government - Basic (BDAB-08)" scheduled to be conducted in ISTM from 08th September 2025 to 10th September 2025 – regarding.



Shri Dharmendra <csdelhi@nic.in>

Thu, 05 Jun 2025 3:54:16 PM +0530

To "Sh Anil Kumar Singh"<secservices@nic.in>

From: "Institute of Secretariat Training and Management (ISTM)" <istm@nic.in>

To: jsns@ddpmod.gov.in

Sent: Thursday, June 5, 2025 3:38:12 PM

Subject: Three days Training Programme for "Big Data Analytics in Government - Basic (BDAB-08)" scheduled to be conducted in ISTM from 08th September 2025 to 10th September 2025 – regarding.



Date: 30th May, 2025

To

Secretary to the Government of India (All Ministries / Departments)

All Attached & Subordinate Offices

All State Governments / All Union Territories

The Central Vigilance Commission / Election Commission of India / UPSC

All Public Sector Undertakings / All Autonomous Bodies

Santosh Datta
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05/06/25

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a/c Subject: Three days Training Programme for "Big Data Analytics in Government - Basic (BDAB-08)" scheduled to be conducted in ISTM from 08th September 2025 to 10th September 2025 – regarding.

Madam / Sir,

I am directed to say that Institute of Secretariat Training & Management will be conducting three Days Offline Training Programme for "Big Data Analytics in Government - Basic (BDAB-08)" is scheduled to be conducted in ISTM from 08th September 2025 to 10th September 2025.

2. Details of the Programme and eligibility requirements are given at **Annexure-**. All Ministries / Departments / Organisation of Government of India are requested to nominate suitable Officers to attend the programme. The nominees may be advised to fill up the nomination forms online at https://www.istm.gov.in/home/online_nomination_form. It may kindly be noted that it is mandatory to fill the form online. The last date for receiving of online nominations is **05th August,2025**

3. Names of selected candidates will be put on the website of ISTM. No individual communication of acceptance will be issued. Therefore, all sponsoring authorities are requested to ensure that only those candidates selected for the Programme are relieved to attend it, whose names are appearing on the ISTM website.

4. There is no course fee for participants from Government Ministries/Departments/ Attached offices/ Subordinate offices. However, a course fee of **Rs. 3,000/-** per participant is payable in respect of nominees from **Autonomous Institutes/ Public Sector Undertakings** through online payment mode to PAO (DP & AR) as per details given below:-

Yours faithfully,

(Rajesh Singh)

Deputy Director & Course Coordinator

E-mail: r.singh25@gov.in

Tel:-011 26737611

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ANNEXURE**COURSE INFORMATION SHEET**

Code	:	BDAB-08
Course Name:	:	Training programme/workshop on Big Data Analytics in Government Basic
Duration	:	03 days (from 08 th September 2025 to 10 th September 2025)
Mode	:	Offline
Venue	:	ISTM, New Delhi

Aim of the Course : To develop the skills required for work in Big Data Analytics in Government – BDAB-08 (Basic)

Course coverage :

- i. Concepts of Big Data
- ii. Data Lake
- iii. Data Processing
- iv. Data Analysis
- v. Data Interpretation and its use
- vi. Sentiment Analysis
- vii. Filtering of Data
- viii. Pivot Tables and Slicers
- ix. Data Analysis Techniques (R, Excel, Hadoop, AI Tools)
- x. Hand on Experience on Data Analytics and visualization

Methodology:

The Workshop shall be conducted through offline in participative mode, including lecture and discussion on real life problems in Big Data Analytics

Eligibility Conditions:

21C The programme is meant for the Group "A" / Up to Gr. "B" officers of the Central Government and officers of comparable status in the Central Govt. Offices / State Govts. or Public Sector Enterprises/Autonomous Bodies.

Note: - It is a blended program, hence, participants are required to successfully complete the similar course on i-GOT platform and produce the course completion certificate copy on the day of beginning of this course. Without iGOT course completion certificate participants shall not be entertained participation in this course.

Course Capacity: 30 – 35

Nominations for the Course:

Eligible and interested officers may be nominated for the course. The nominated Officers may apply online by **05th August, 2025**. and the particulars of the nominees with the approval of the sponsoring authority, details of fee paid (if applicable) may be sent to the Course Coordinator latest by **05th August, 2025**.

Acceptance of Nomination:

Candidates whose nominations are accepted by ISTM shall be intimated through ISTM's website. No separate communication by post would be issued by ISTM and therefore the Sponsoring Authority/Participants may see the website of ISTM www.istm.gov.in regularly. They may be relieved only after receipt of such intimation from ISTM.

Course Fee and Other Expenses:

A capitation fee of Rs. 3000/- per participant will be charged in advance in respect of such employees of Public Sector Undertaking/Autonomous Bodies etc. who may be granted admission in the course. No course fee is payable in respect of employees of Ministries/ Departments/Attached Office/Subordinate Office of Govt. of India. The Course fee may be paid through online mode as follows:

Website - www.bharatkosh.gov.in

Go to "Quick Payment"

Ministry - 034-Personnel, P.G. & P

Purpose - Course fee in ISTM

Also, please do share the Payment details (copy of online payment receipt) with your Name & Office name on email: r.singh25@gov.in after confirmation of nomination from ISTM.

Hostel Accommodation: -

ISTM provides hostel facility to the officers coming from outstation (outside Delhi). It is not mandatory to stay in Hostel. For any query regarding booking kindly contact Shri Dhasmana, Hostel Warden / Care Taker (Mob. No.8076072465).

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Sir/Madam,

We are pleased to inform you that Institute of Secretariat Training & Management (ISTM) will be conducting a Training Programme, highlights of which is as under:

Course Name : Big Data Analytics in Government - Basic

Course Code : BDAB-08

Date : 08 Sep 2025 to 10 Sep 2025

Mode : Offline

For more details, click here for "[COURSE CIRCULAR](#)" and please visit our website at www.istm.gov.in.

Regards

Rajesh Singh

Deputy Director

Institute of Secretariat Training & Management

Department of Personnel and Training (DoP&T)

JNU Campus (OLD), Olof Palme Marg,

New Delhi - 110067

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Regards

O/o The Chief Secretary, Delhi