

Fwd: Workshop on e-Procurement & GeM by ISTM**Shri Dharmendra** <csdelhi@nic.in>

Fri, 19 Sep 2025 10:32:26 AM +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:** Friday, September 19, 2025 9:51:16 AM**Subject:** Workshop on e-Procurement & GeM by ISTM

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 : Workshop on e-Procurement & GeM

Course Code : WEP&GeM-04

Date : 17 Nov 2025 to 19 Nov 2025

Mode : Offline

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

Regards

Balaji N

Deputy Director

Institute of Secretariat Training & Management

Department of Personnel and Training (DoP&T)

JNU Campus (OLD), Olof Palme Marg,

New Delhi - 110067

--

Regards

O/o The Chief Secretary, Delhi

Fwd: Workshop on e-Procurement & GeM by ISTM**Shri Dharmendra** <csdelhi@nic.in>

Fri, 19 Sep 2025 10:32:26 AM +0530

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New Delhi - 110067

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Regards

O/o The Chief Secretary, Delhi

Fwd: Monitoring & Evaluation of Government Schemes by ISTM**Shri Dharmendra** <csdelhi@nic.in >

Wed, 17 Sep 2025 12:12:33 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:** Wednesday, September 17, 2025 10:06:42 AM**Subject:** Monitoring & Evaluation of Government Schemes by ISTM

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 : Monitoring & Evaluation of Government Schemes

Course Code : MEGS-12

Date : 03 Dec 2025 to 03 Dec 2025

Mode : Online

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

Regards

Namita Malik

Joint 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

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Regards

Namita Malik

Joint Director

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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

Fwd: Four days Training Programme (OFFLINE MODE) on Administrative Vigilance- Role of IO/PO (AV3-19) from 15th Dec, 2025 to 18th Dec, 2025 in ISTM.**Shri Dharmendra** <csdelhi@nic.in >

Tue, 23 Sep 2025 10:07:31 AM +0530

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

From: "Shri Dharmendra" <csdelhi@nic.in>**To:** "Sh Anil Kumar Singh" <secservices@nic.in>**Sent:** Tuesday, September 23, 2025 10:04:27 AM**Subject:** Fwd: Four days Training Programme (OFFLINE MODE) on Administrative Vigilance- Role of IO/PO (AV3-19) from 15th Dec, 2025 to 18th Dec, 2025 in ISTM.**From:** "Institute of Secretariat Training and Management (ISTM)" <istm@nic.in>**To:** jsns@ddpmod.gov.in**Sent:** Tuesday, September 23, 2025 9:58:12 AM**Subject:** Four days Training Programme (OFFLINE MODE) on Administrative Vigilance- Role of IO/PO (AV3-19) from 15th Dec, 2025 to 18th Dec, 2025 in ISTM.**फा.सं / FILE NO:Y-14014/11/2025-ISTM****दिनांक / Date: 23.09.2025**

To

All Ministries / Departments of the Govt. of India

All Attached & Subordinate Offices

5

All State Governments/All Union Territories

The Central Vigilance Commission/Election Commission of India/UPSC

All Public Sector Undertakings / All Autonomous Bodies

Subject: Four days Training Programme (OFFLINE MODE) on Administrative Vigilance- Role of IO/PO (AV3-19) from 15th Dec, 2025 to 18th Dec, 2025 in ISTM.

Madam/Sir,

The Training Course on **Administrative Vigilance- Role of IO/PO (AV3-19) in OFFLINE MODE** is scheduled to be conducted on 15.12.2025 to 18.12.2025. The details of the programme i.e. the objectives, course contents, level and type of participants, venue etc. are given in Annexure-I.


2. Nomination form for the course may be filled online at ISTM website https://www.istm.gov.in/home/online_nomination_form. It may please be noted that is mandatory to fill up nomination form online. However, the nominees must ensure that his/her nominations is cleared by his/her sponsoring authority before applying online. The sponsoring authority's letter may be sent separately by post or may mail scanned copies of their nomination after getting signed by their sponsoring authority to the email I.D. given at the end.

3. Only such officers should be nominated who can attend the programme on whole time basis. While making nominations, the level and type of participants as indicated in **Annexure-I** may kindly be borne in mind. An officer who has already attended similar programme conducted by ISTM or any other Institution should not be nominated for this programme. Nominations of eligible officials complete in all respect should reach the undersigned latest by **5th December, 2025**.

4. Only such candidates, whose nominations are accepted for the Workshop by the Institute of Secretariat Training & Management, would be allowed to join the workshop. It is, therefore, reiterated that nominees should be relieved only after acceptance by the Institute. **The acceptance of nomination letter will be uploaded in ISTM website www.istm.gov.in will also be communicated to the participants and Sponsoring Authorities through email.**

Encl: Annexure-I

Yours faithfully

 Signature not Available!**(Pushpendra K. Sharma)****Deputy Director & Course Coordinator****E-mail: pushpendra.k@gov.in****Tel: 011-26737603****ANNEXURE-I****COURSE INFORMATION SHEET**

1. COURSE TITLE: Training Programme on Administrative Vigilance- Role of IO/PO

2. COURSE CODE: AV3-19

3. DURATION: Four days (15th Dec to 18th Dec, 2025)

4. AIM OF THE COURSE:

To develop the skills required for functioning as Inquiry Officers & Presenting Officers.

5. OBJECTIVES: By the end of the training programme, the participants will be able to:

- 1) List out the Constitutional provisions relating to disciplinary proceedings.
- 2) Explain the Principles of Natural Justice.
- 3) Describe the Role & Functions of Inquiry Officer, Presenting Officer & Defence Assistant.
- 4) Draft the inquiry report.

6. BROAD CONTENT OF THE COURSE: -

- 1) Constitutional provisions relating to disciplinary proceedings
- 2) Principles of Natural Justice.
- 3) Departmental Investigations prior to disciplinary cases.
- 4) Analysis of charge sheet
- 5) Role & Functions of Inquiry Officer.
- 6) Role & Functions of Presenting Officer & Defence Asstt.
- 7) Preliminary Hearing

8) Regular Hearing and recording of evidence

9) Evaluation of Evidence.

10) Drafting of Inquiry Report & Action on IO's Report.

11) Mock Inquiry.

7. METHODOLOGY:

The programme will be organised on highly participative lines. The training methods will include lecture, group discussion, case study, mock inquiry etc.

8. PARTICIPANTS (Eligibility Conditions)

The programme is meant for the officers of the level of group 'A' & 'B' in the Central Secretariat and officers of equivalent status in the Central Govt. Offices/State Govt. or Public Sector Undertakings, who are required to discharge the function of Inquiry Officer/Presenting Officer.

9. COURSE CAPACITY:

The maximum number of participants that can be admitted to the Course is 30-40.

10. NOMINATIONS FOR THE COURSE:

Eligible and interested officers may be nominated for the course. The particulars of the nominees may be sent to the Course Director so as to reach him/her before **5th December, 2025.**

11. 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 regularly i.e. www.istm.gov.in. They may be relieved only after receipt of such intimation from ISTM.

12. COURSE FEE & OTHER EXPENSES:

A course fee of **Rs. 4,000/- (Rupees Two Thousand Only)** 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. Course fee is required to be paid through online mode as follows:

Website - Bharatkosh.gov.in

Ministry - Personnel, P.G. & P

Purpose - Course fee in ISTM

Deposit amount through online mode.

There is no Course fee for the officers of Central Govt./ State Govt./UT Administration and its Attached / Subordinate offices.

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ISTM has a modest hostel facility where rooms are available on first-come-first-served basis. For details relating to the tariff and availability of accommodation at the ISTM Hostel, the applicants whose nominations are accepted and published in ISTM website may contact the Caretaker or Hostel Warden at Tele Fax No.011-26737717/16 and / or apply online for booking of room through the link: www.istm.gov.in -> training -> participants login-> book hostel (one month before the starting of the course. Family members of the participants are NOT allowed to stay in the hostel with the participants.

Note: Only those candidates whose nominations are accepted by ISTM should be relieved by the sponsoring authorities.

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Regards
O/o The Chief Secretary, Delhi

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O/o The Chief Secretary, Delhi

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O/o The Chief Secretary, Delhi

Fwd: Online Training Program on 'Introduction to Python Programming and Applications in Water Resources Sector' during 06-17 October 2025**Shri Dharmendra** <csdelhi@nic.in>

Wed, 24 Sep 2025 3:18:19 PM +0530

To "Sh Anil Kumar Singh"<secservices@nic.in>,"CEO DJB"
<ceodelhi.djb@nic.in>,"Vijay Kumar Bidhuri"<psud@nic.in>

From: "nwa pune" <nwa.pune@gmail.com>**To:** "Chaitanya K S" <deputydirector1-nwa@gov.in>**Sent:** Wednesday, September 24, 2025 3:11:33 PM**Subject:** Fwd: Online Training Program on 'Introduction to Python Programming and Applications in Water Resources Sector' during 06-17 October 2025

Sir/Madam,

National Water Academy, CWC, Pune is organizing an online Training Program **'Introduction to Python Programming & Its Applications in Water Resources Sector'** during 06-17 October 2025. Water resources professionals from Centre/State Government Departments, Centre/State PSUs, and other stakeholders interested in the subject may be nominated/encouraged to participate in this training program by registering in the Google Form: <https://forms.gle/BgTgnLqTbwiGyBjG6> on or before 03rd October 2025.

The training program will be conducted on NWA e-Learning Platform (<https://www.nwapune.gov.in>) and registered participants will receive instructions on how to join the course. Information Brochure giving the details about the program is enclosed for ready reference.

Regards

Chaitanya K S
Deputy Director
National Water Academy
Central Water Commission, Pune

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धन्यवाद,

राष्ट्रीय जल अकादमी,

केन्द्रीय जल आयोग,

जल शक्ति मंत्रालय,

भारत सरकार,

पुणे - 411024

www.nwapune.gov.in

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Regards
O/o The Chief Secretary, Delhi

2 Attachment(s)

Nomination Letter_Python Pro...
324.1 KB

Information Brochure_Python ...
518.2 KB

भारत सरकार
जल शक्ति मंत्रालय
जल संसाधन नदी विकास एवं गंगा संरक्षण विभाग
केन्द्रीय जल आयोग
राष्ट्रीय जल अकादमी



Government of India
Ministry of Jal Shakti
Dept. of Water Resources, RD&GR
Central Water Commission
National Water Academy

पत्र संख्या: टी-980119/7/2025-राजअ/

दिनांक : 23 सितम्बर 2025

प्रति

संलग्न सूची के अनुसार

विषय : 06-17 अक्टूबर 2025 के दौरान दूरस्थ शिक्षा के माध्यम से 'Introduction to Python Programming and Applications in Water Resources Sector' पर प्रशिक्षण कार्यक्रम - नामांकन के लिए अनुरोध - संबंधित

महोदय/महोदया,

राष्ट्रीय जल अकादमी (NWA), केन्द्रीय जल आयोग (CWC), 06-17 अक्टूबर 2025 के दौरान एक ऑनलाइन प्रशिक्षण कार्यक्रम 'Introduction to Python Programming and Applications in Water Resources Sector' का आयोजन कर रही है। केंद्र/राज्य सरकार के विभागों, केंद्र/राज्य सार्वजनिक उपक्रमों और इस विषय में रुचि रखने वाले अन्य हितधारकों के जल संसाधन पेशेवरों को 03 अक्टूबर 2025 तक या उससे पहले Google फॉर्म: <https://forms.gle/BgTgnLqTbwiGyBjG6> पर पंजीकरण करके इस प्रशिक्षण कार्यक्रम में भाग लेने के लिए नामांकित/प्रोत्साहित किया जा सकता है।

प्रशिक्षण कार्यक्रम NWA ई-लर्निंग प्लेटफॉर्म (<https://www.nwapune.gov.in>) पर आयोजित किया जाएगा और पंजीकृत प्रतिभागियों को पाठ्यक्रम में शामिल होने के निर्देश प्राप्त होंगे। कार्यक्रम के बारे में विस्तृत जानकारी देने वाली सूचना विवरणिका त्वरित संदर्भ के लिए संलग्न है।

यह मुख्य अभियंता, NWA, CWC, पुणे के अनुमोदन से जारी किया जाता है।

भवदीय

(चैतन्य के एस)

उप निदेशक एवं कार्यक्रम निदेशक



भारत सरकार
जल शक्ति मंत्रालय
जल संसाधन नदी विकास एवं गंगा संरक्षण विभाग
केन्द्रीय जल आयोग
राष्ट्रीय जल अकादमी



Government of India
Ministry of Jal Shakti
Dept. of Water Resources, RD&GR
Central Water Commission
National Water Academy

Lr no.: T-980119/7/2025-NWA/

दिनांक: 23 September 2025

To

As per list enclosed

Sub: Online Training Program on 'Introduction to Python Programming and Applications in Water Resources Sector' during 06-17 October 2025 - Request for Nominations – Reg

Sir/Madam,

National Water Academy, CWC, Pune is organizing an online Training Program '**Introduction to Python Programming & Its Applications in Water Resources Sector**' during 06-17 October 2025. Water resources professionals from Centre/State Government Departments, Centre/State PSUs, and other stakeholders interested in the subject may be nominated/encouraged to participate in this training program by registering in the Google Form: <https://forms.gle/BgTgnLqTbwiGyBjG6> on or before 03rd October 2025.

The training program will be conducted on NWA e-Learning Platform (<https://www.nwapune.gov.in>) and registered participants will receive instructions on how to join the course. Information Brochure giving the details about the program is enclosed for ready reference.

This issues with the approval of Chief Engineer, NWA, CWC, Pune.

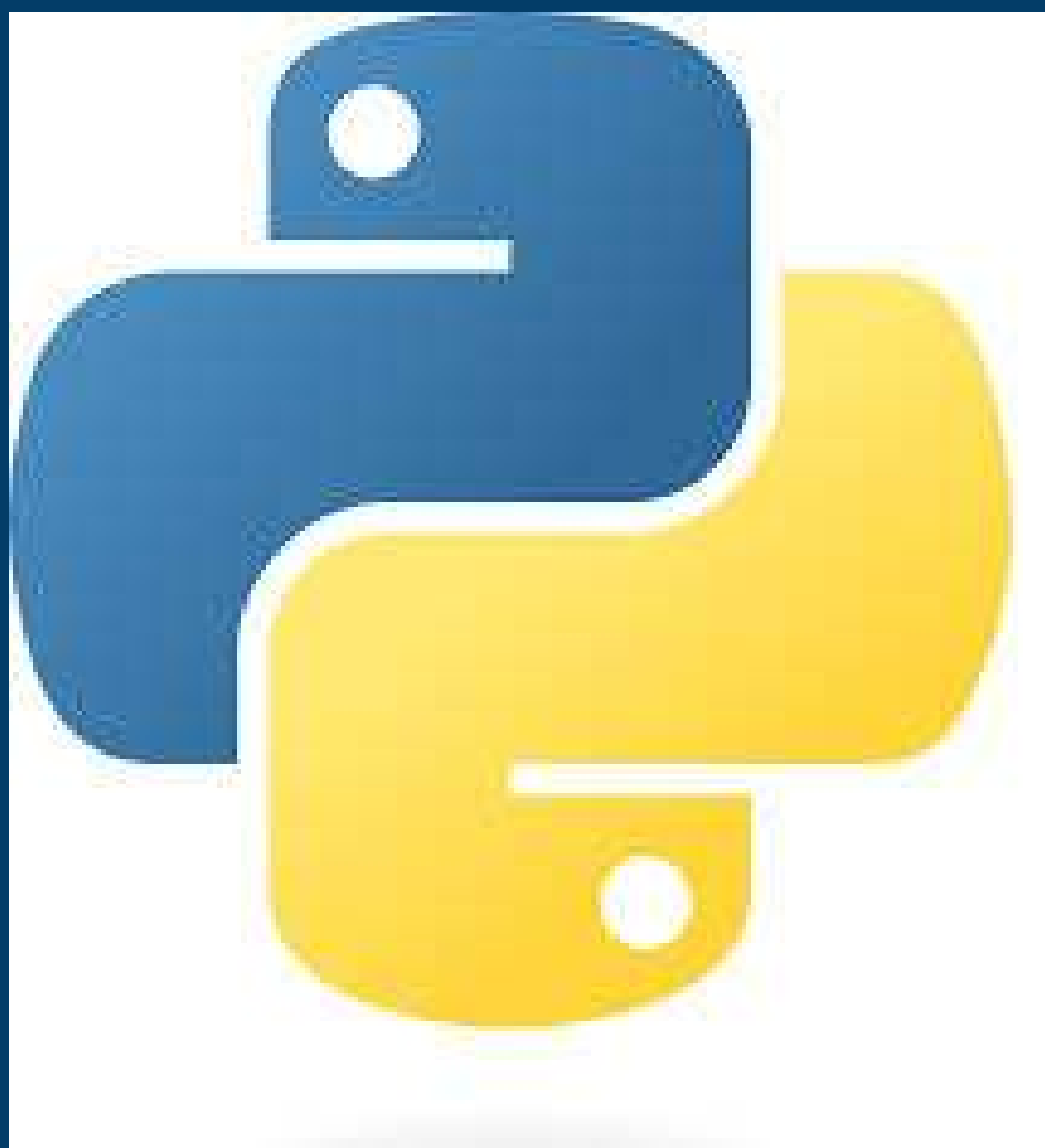
Yours Sincerely

(Chaitanya K S)
Dy. Director & Course Director



Central Water Commission National Water Academy

Online Training Program on 'Introduction to Python Programming and Applications in Water Resources Sector' (06-17 October 2025)



Introduction

Python is an open-source general purpose programming language that has a strong presence in the GIS industry. It is the primary scripting language for both licensed and opensource GIS software. Geo-Spatial technologies & Data analytics have great potential to address a variety of issues related to water sector. This training program is designed as a foundational course for water professionals who have some basic understanding of Programming, GIS & Remote Sensing

Program Contents

- Jupyter Notebooks & Basic Data Types in Python
- Data Structures in Python
- Functions, Loops and Control Flow in Python
- Error and File Handling in Python
- Working with Pandas & Numpy
- Data Visualization using Python
- Geospatial Analysis using Python
- QGIS Customization using Python



Central Water Commission National Water Academy

Online Training Program on 'Introduction to Python Programming and Applications in Water Resources Sector' (06-17 October 2025)



Program Format

Online lecture modules with flexi-time approach through NWA e-Learning Portal. Participants are required to complete the modules and assessment tests for receiving the e-certificate.

Who can attend

Water Resources professionals from the Centre/State Government departments and all other stakeholders interested in the subject

Fee

There is no course fee

Registration

Fill in the Google form using the link given below or by scanning QR Code on or before 03.10.2025

<https://forms.gle/BgTgnLqTbwiGyBjG6>

For any further information please contact:

Chaitanya K S

Dy. Director & Course Coordinator

National Water Academy, Pune - 411024

Mob :9910771794 E-mail: deputydirector1-nwa@gov.in/nwa.mah@nic.in

Fwd: Online Training Program on 'Introduction to Python Programming and Applications in Water Resources Sector' during 06-17 October 2025**Shri Dharmendra** <csdelhi@nic.in>

Wed, 24 Sep 2025 3:18:19 PM +0530

To "Sh Anil Kumar Singh"<secservices@nic.in>,"CEO DJB"
<ceodelhi.djb@nic.in>,"Vijay Kumar Bidhuri"<psud@nic.in>

From: "nwa pune" <nwa.pune@gmail.com>**To:** "Chaitanya K S" <deputydirector1-nwa@gov.in>**Sent:** Wednesday, September 24, 2025 3:11:33 PM**Subject:** Fwd: Online Training Program on 'Introduction to Python Programming and Applications in Water Resources Sector' during 06-17 October 2025

Sir/Madam,

National Water Academy, CWC, Pune is organizing an online Training Program **'Introduction to Python Programming & Its Applications in Water Resources Sector'** during 06-17 October 2025. Water resources professionals from Centre/State Government Departments, Centre/State PSUs, and other stakeholders interested in the subject may be nominated/encouraged to participate in this training program by registering in the Google Form: <https://forms.gle/BgTgnLqTbwiGyBjG6> on or before 03rd October 2025.

The training program will be conducted on NWA e-Learning Platform (<https://www.nwapune.gov.in>) and registered participants will receive instructions on how to join the course. Information Brochure giving the details about the program is enclosed for ready reference.

Regards

Chaitanya K S
Deputy Director
National Water Academy
Central Water Commission, Pune

--

धन्यवाद,

राष्ट्रीय जल अकादमी,

केन्द्रीय जल आयोग,

जल शक्ति मंत्रालय,

भारत सरकार,

पुणे - 411024

www.nwapune.gov.in

--

Regards
O/o The Chief Secretary, Delhi

2 Attachment(s)

Nomination Letter_Python Pro...
324.1 KB

Information Brochure_Python ...
518.2 KB

भारत सरकार
जल शक्ति मंत्रालय
जल संसाधन नदी विकास एवं गंगा संरक्षण विभाग
केन्द्रीय जल आयोग
राष्ट्रीय जल अकादमी



Government of India
Ministry of Jal Shakti
Dept. of Water Resources, RD&GR
Central Water Commission
National Water Academy

पत्र संख्या: टी-980119/7/2025-राजअ/

दिनांक : 23 सितम्बर 2025

प्रति

संलग्न सूची के अनुसार

विषय : 06-17 अक्टूबर 2025 के दौरान दूरस्थ शिक्षा के माध्यम से 'Introduction to Python Programming and Applications in Water Resources Sector' पर प्रशिक्षण कार्यक्रम - नामांकन के लिए अनुरोध - संबंधित

महोदय/महोदया,

राष्ट्रीय जल अकादमी (NWA), केन्द्रीय जल आयोग (CWC), 06-17 अक्टूबर 2025 के दौरान एक ऑनलाइन प्रशिक्षण कार्यक्रम 'Introduction to Python Programming and Applications in Water Resources Sector' का आयोजन कर रही है। केंद्र/राज्य सरकार के विभागों, केंद्र/राज्य सार्वजनिक उपक्रमों और इस विषय में रुचि रखने वाले अन्य हितधारकों के जल संसाधन पेशेवरों को 03 अक्टूबर 2025 तक या उससे पहले Google फॉर्म: <https://forms.gle/BgTgnLqTbwiGyBjG6> पर पंजीकरण करके इस प्रशिक्षण कार्यक्रम में भाग लेने के लिए नामांकित/प्रोत्साहित किया जा सकता है।

प्रशिक्षण कार्यक्रम NWA ई-लर्निंग प्लेटफॉर्म (<https://www.nwapune.gov.in>) पर आयोजित किया जाएगा और पंजीकृत प्रतिभागियों को पाठ्यक्रम में शामिल होने के निर्देश प्राप्त होंगे। कार्यक्रम के बारे में विस्तृत जानकारी देने वाली सूचना विवरणिका त्वरित संदर्भ के लिए संलग्न है।

यह मुख्य अभियंता, NWA, CWC, पुणे के अनुमोदन से जारी किया जाता है।

भवदीय

(चैतन्य के एस)

उप निदेशक एवं कार्यक्रम निदेशक

भारत सरकार
जल शक्ति मंत्रालय
जल संसाधन नदी विकास एवं गंगा संरक्षण विभाग
केन्द्रीय जल आयोग
राष्ट्रीय जल अकादमी



Government of India
Ministry of Jal Shakti
Dept. of Water Resources, RD&GR
Central Water Commission
National Water Academy

Lr no.: T-980119/7/2025-NWA/

दिनांक: 23 September 2025

To

As per list enclosed

Sub: Online Training Program on 'Introduction to Python Programming and Applications in Water Resources Sector' during 06-17 October 2025 - Request for Nominations – Reg

Sir/Madam,

National Water Academy, CWC, Pune is organizing an online Training Program '**Introduction to Python Programming & Its Applications in Water Resources Sector**' during 06-17 October 2025. Water resources professionals from Centre/State Government Departments, Centre/State PSUs, and other stakeholders interested in the subject may be nominated/encouraged to participate in this training program by registering in the Google Form: <https://forms.gle/BgTgnLqTbwiGyBjG6> on or before 03rd October 2025.

The training program will be conducted on NWA e-Learning Platform (<https://www.nwapune.gov.in>) and registered participants will receive instructions on how to join the course. Information Brochure giving the details about the program is enclosed for ready reference.

This issues with the approval of Chief Engineer, NWA, CWC, Pune.

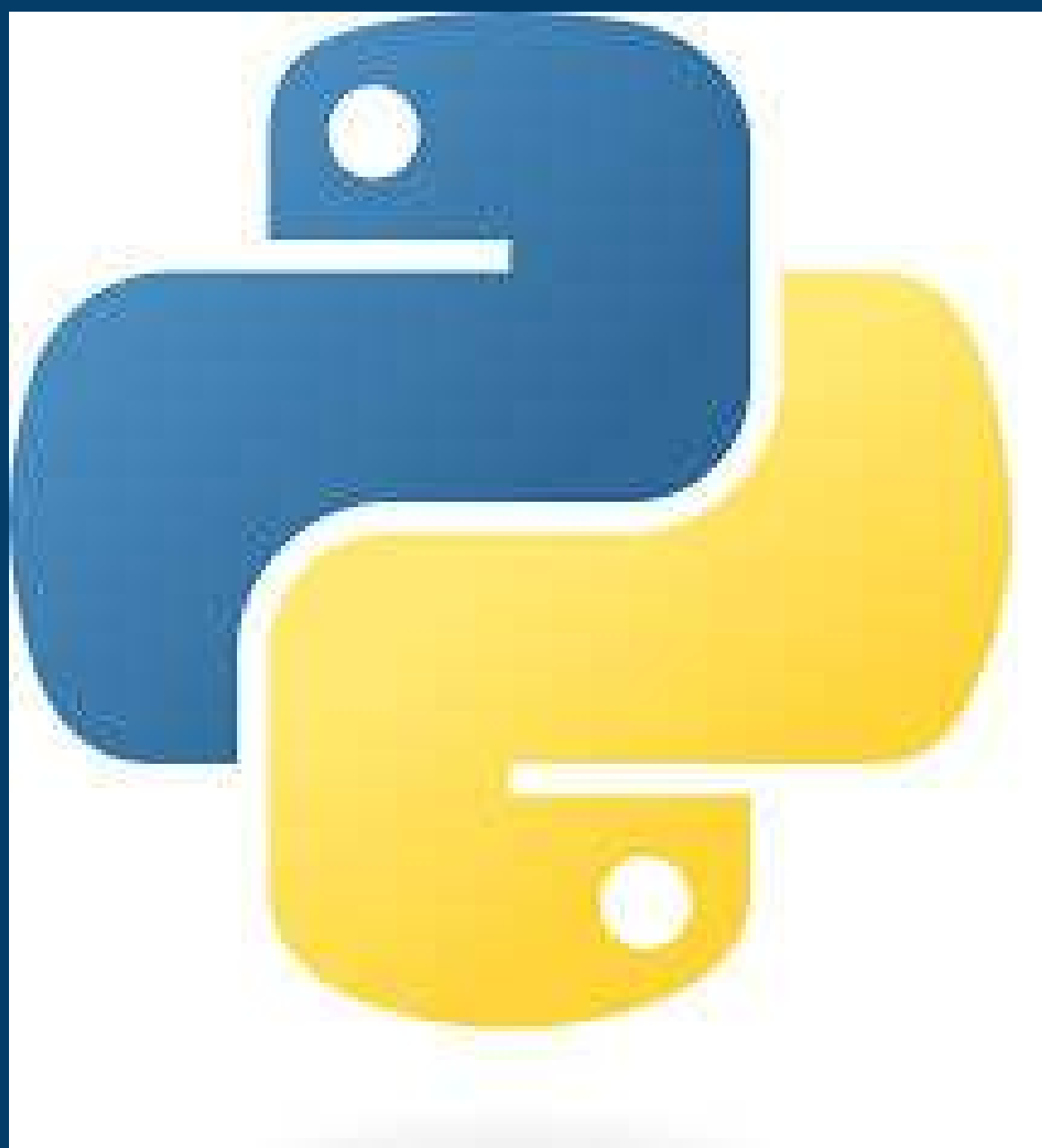
Yours Sincerely

(Chaitanya K S)
Dy. Director & Course Director



Central Water Commission National Water Academy

Online Training Program on 'Introduction to Python Programming and Applications in Water Resources Sector' (06-17 October 2025)



Introduction

Python is an open-source general purpose programming language that has a strong presence in the GIS industry. It is the primary scripting language for both licensed and opensource GIS software. Geo-Spatial technologies & Data analytics have great potential to address a variety of issues related to water sector. This training program is designed as a foundational course for water professionals who have some basic understanding of Programming, GIS & Remote Sensing

Program Contents

- Jupyter Notebooks & Basic Data Types in Python
- Data Structures in Python
- Functions, Loops and Control Flow in Python
- Error and File Handling in Python
- Working with Pandas & Numpy
- Data Visualization using Python
- Geospatial Analysis using Python
- QGIS Customization using Python



Central Water Commission National Water Academy

Online Training Program on 'Introduction to Python Programming and Applications in Water Resources Sector' (06-17 October 2025)



Program Format

Online lecture modules with flexi-time approach through NWA e-Learning Portal. Participants are required to complete the modules and assessment tests for receiving the e-certificate.

Who can attend

Water Resources professionals from the Centre/State Government departments and all other stakeholders interested in the subject

Fee

There is no course fee

Registration

Fill in the Google form using the link given below or by scanning QR Code on or before 03.10.2025

<https://forms.gle/BgTgnLqTbwiGyBjG6>

For any further information please contact:

Chaitanya K S

Dy. Director & Course Coordinator

National Water Academy, Pune - 411024

Mob :9910771794 E-mail: deputydirector1-nwa@gov.in/nwa.mah@nic.in

Fwd: Workshop on Pay Fixation by ISTM**Shri Dharmendra** <csdelhi@nic.in >

Thu, 25 Sep 2025 11:29:16 AM +0530

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

From: "Institute of Secretariat Training and Management (ISTM)" <istm@nic.in>**To:** cs@karnataka.gov.in**Sent:** Thursday, September 25, 2025 11:21:22 AM**Subject:** Workshop on Pay Fixation by ISTM

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 : Workshop on Pay Fixation

Course Code : WPF-37

Date : 22 Dec 2025 to 23 Dec 2025

Mode : Offline

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

Regards

Rooshan Kumar Mishra

Assistant Director

Institute of Secretariat Training & Management

Department of Personnel and Training (DoP&T)

JNU Campus (OLD), Olof Palme Marg,

New Delhi - 110067

--

Regards

O/o The Chief Secretary, Delhi

Fwd: Workshop on Pay Fixation by ISTM

Shri Dharmendra <csdelhi@nic.in>

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Regards

Rooshan Kumar Mishra

Assistant Director

Institute of Secretariat Training & Management

Department of Personnel and Training (DoP&T)

JNU Campus (OLD), Olof Palme Marg,

New Delhi - 110067

--

Regards

O/o The Chief Secretary, Delhi

Fwd: Nomination for participation in Workshop on Developing State Level Capacity Building Plans- Phase I

Shri Dharmendra <csdelhi@nic.in>

Mon, 22 Sep 2025 4:02:47 PM +0530

To "Sh Anil Kumar Singh"<secservices@nic.in>,"Ms. Anjali Sehrawat"
<dirtte.delhi@delhi.gov.in>

From: "Shri Dharmendra" <csdelhi@nic.in>

To: "ACS GAD" <sgad@nic.in>

Sent: Friday, September 19, 2025 5:58:39 PM

Subject: Nomination for participation in Workshop on Developing State Level Capacity Building Plans- Phase I

From: "Training Research and Publication Cell LBSNAA" <trdc.lbsnaa@nic.in>

To: "Shri Dharmendra" <csdelhi@nic.in>, "Capacity Building Commission" <cbc-dopt@gov.in>

Cc: "Training Research and Publication Cell LBSNAA" <trdc.lbsnaa@nic.in>

Sent: Friday, September 19, 2025 5:04:27 PM

Subject: Nomination for participation in Workshop on Developing State Level Capacity Building Plans- Phase I

Respected Sir,

Please find attached a letter from the Director, LBSNAA, regarding participation of Heads of Administrative Training Institutes in the workshop on *Developing State Level Capacity Building Plans* to be held on **24-25 September 2025 at New Delhi**.

You are kindly requested to nominate suitable participants as per the details mentioned in the letter.

Regards,

TRP Cell

--

Regards
O/o The Chief Secretary, Delhi

--

Regards
O/o The Chief Secretary, Delhi

1 Attachment(s)

CS NCT of Delhi.pdf
797.4 KB



International Year
of Cooperatives

Cooperatives Build a Better World

श्रीराम तरणिकांति, भाप्रसे
निदेशक

Sriram Taranikanti, IAS
Director

No: T30030/1/2019-TRPC
10th September 2025

To

The Chief Secretary
Government of NCT of Delhi
Delhi - 110002
Email: csdelhi@nic.in

Subject: Nomination for participation in Workshop on Developing State Level Capacity Building Plans - Phase 1 – Regarding.

Sir / Madam,

Greetings from the Lal Bahadur Shastri National Academy of Administration (LBSNAA).

The General Administrative Department, along with the key Administrative Training Institutes (ATIs) situated in the State play a pivotal role in the establishment of governance systems in the State. They are the key institutions for capacity building of not only those personnel to whom they have a direct and a supervisory responsibility but also for many other services that play a critical role in the governance framework. Thus, they are ideally the nodal institutions responsible for leading the creation and implementation of State-wide Capacity Building Plans (CBPs).

In this endeavor, they need to work closely with the different State departments, as also other capacity building institutions of the state. To support them in this critical role, the LBSNAA, in collaboration with the Capacity Building Commission (CBC), is organizing a two-day workshop on **24th and 25th September 2025** in **New Delhi**.

This workshop aims to:

1. Identify the capacity building principles and competencies needed for each of the positions operational at various levels of governance.
2. Share tools, templates, and frameworks that will enable preparation of CBPs for each of the positions.
3. Facilitate hands-on exercises for developing department-level and State-level CBPs.
4. Initiate the institutionalisation of capacity-building work through GAD / ATIs across States and their line departments.
5. Strengthen the coordination between LBSNAA, Personnel Departments, and ATIs in States to build on the Capacity building framework in a sustained manner.

..Contd..

लाल बहादुर शास्त्री राष्ट्रीय प्रशासन अकादमी (भारत सरकार) मसूरी - 248 179

Lal Bahadur Shastri National Academy of Administration (Govt. of India) Mussoorie - 248 179

Phone : +91 135 2632289 Email : director-lbsnaa@gov.in

<http://www.lbsnaa.gov.in>

-2-

It is proposed to use actual human resource related data, to the extent possible, for creating the CBPs during the workshop. As such, arrangements are being made, to make available data of this kind for the workshop. However, based on ready availability, either substantial or even sample data of State level HRMS, that has among others, details such as name of department, location of posting (State/District/Block, etc.), designation, designation-wise count, employee group, etc. may be advised to be brought to the workshop to make the exercise more specific and attuned to your State.

The presence of the leadership of the GAD in this workshop will be essential in leading this initiative at the State level. It is therefore requested to advise the Secretary of State GAD to participate in this workshop in person along with 1-2 other senior members from the Department / nodal training institute.

The nominations for participation in this workshop may be sent by 16th September 2025 to Ms. Shanmuga Priya Mishra, IAS, Deputy Director (Sr.) and Workshop Coordinator (Email: mishra.sp@mp.gov.in. & Mobile No. 6260811743).

We look forward to your continued support as we take this next step towards strengthening governance systems across India through collaborative capacity building.

Yours faithfully,



(Sriram Taranikanti)
Director

**Adesh Jain****Chairman, i2P2M & Founder
World Project Management Forum**B.Sc. B.E. (ITSc), M.Engg (Canada)
Often referred to as Bhishma Pitamah of
Project Management"I am very excited about your vision of
WPMF, Adesh! (Andy Kaufman, USA)**Sixth National****Three days Workshop on****TOTALITY OF PROJECT MANAGEMENT (TPM)**

including the ISO/IEC 17024:2012 accredited Certificate In Project Management (CIPM) exam

6-7-8 October 2025 (Mon-Tue-Wed)

Tagore Chamber, SCOPE Convention Centre, Lodhi Road, New Delhi

Smt. Rekha Gupta
Hon'ble Chief Minister
Government of NCT Delhi
NEW DELHI

September 10, 2025

Dear Hon'ble Chief Minister,

Project management is emerging as the backbone of the growth of the State economy.
*A must for the State Government officers*International Institute of Projects and Program Management (i2P2M) **in association with the Standing Conference of Public Enterprises (SCOPE)**, an apex body of the Public Sector Enterprises, attached to Department of Public Enterprises, Ministry of Finance, GoI is organising the **Sixth National** three-day workshop on 'Totality of Project Management (TPM)' from **6th to 8th October 2025** at SCOPE Complex, New Delhi (Brochure is enclosed).The **Totality of Project Management (TPM) workshop** which is in line with **NITI Aayog's recommended project management syllabus**, is relevant to Indian States and the Government, including PSUs. TPM builds a solid project management knowledge base and also prepares for the Certificate In Project Management (CIPM).

i2P2M administers the CIPM exam, which is the only Indian company with ISO 17024:2012 accreditation in project management for CIPM by NABCB of Quality Council of India, an autonomous body set up by the Ministry of Commerce and Industry, Government of India.

We look forward to your State taking full advantage of this unique 3-day workshop on project management by nominating **12 to 15 officers from different ministries**. We have a special offer of **2 complimentary participants** for every 4 paid nominations.

It is a great opportunity to take full advantage to enhance effective project deliveries in almost all sectors. Projects are at the core of today's world of change.

With best wishes,

Adesh Jain
Chairman, i2P2M

Amo/51992
17/09/25

18/09
OSD (Services)

for necessary action

23/09

19/09/25

Secy. (Services)

SATISH KANOJIA
OSD to Chief Minister

24/09/25
OSD (IT)

Sp. Secy (Secy)

2nd Floor, A - 48, Sector 5, Noida - 201301 (U.P), Email: chairman@i2p2m.com

Mobile: +91 9810322048, Office Tel. (+91-120) 2420483, Office Cell: +91 9999684623, CIN No.: U80302UP2008NPL189948

Atul Sobti
Director General



SCOPE/DG/i2P2M/2025-26
9th September 2025

Dear *Chief Executive,*

**Sub.: Three Day Workshop on the Totality of Project Management (TPM)-
6th -8th October 2025, at SCOPE Convention Centre, New Delhi**

Project Management is emerging at the core in managing complexities in a world of change. Completion of projects within time and cost would make a major difference in making companies competitive and it would also contribute to the growth of the national economy. Public Sector Enterprises (PSEs), being central to the India's Economic Development and national initiatives such as 'Make in India', 'Smart Cities', 'Viksit Bharat' etc., its essential for them to engage in effective Project Management to ensure timely and successful completion of projects. SCOPE is committed to building project management competencies in light of the turbulent business environment due to impact of technology, AI and Geo-political reality impacting the supply chain.

In this context, International Institute of Projects and Program Management (i2P2M) is organizing a **three-day workshop** on the **Totality of Project Management (TPM)**. The workshop will commence from **6th-8th October, 2025** at **SCOPE Convention Centre, Lodhi Road, New Delhi**.

Recognizing the pertinence of the subject and eminent role of CPSEs in the economy, **concerned executives may be nominated from your organisation for the program so that the benefit of the workshop is optimally utilised by the public sector workforce.** For further details, Workshop Brochure is enclosed.

The nominations may be forwarded directly to Chairman of i2P2M at chairman@i2p2m.com as per details given in the brochure.

With regards,

Yours sincerely,

Encl.: Workshop Brochure

Atul Sobti
(Atul Sobti)

To: Chief Executives of all PSEs

Copy to: Director HR of all PSEs

STANDING CONFERENCE OF PUBLIC ENTERPRISES

(An apex body of Public Enterprises)

1st Floor, Core No. 8, SCOPE Complex 7, Lodhi Road, New Delhi-110 003, INDIA Ph.: +91-11-24362604, 24360689 Fax: 24361371
Email: scopedg@scopeonline.in, Website: www.scopeonline.in



**International Institute of
Projects & Program Management**
(a section 8 not for profit company)

Building Project Management Competencies Globally &
Pioneering Project Management Certification Worldwide

In association with



'Project Management is the new economic infrastructure' - Fujitsu, Japan (2001)

'Project management is an art and science of converting vision into reality' - Adesh Jain (1992)

Sixth National Three days Workshop on

TOTALITY OF PROJECT MANAGEMENT (TPM)

prepares for the ISO/IEC 17024:2012 accredited Certificate In Project Management (CIPM)

6-7-8 October 2025 (Mon-Tue-Wed)

Tagore Chamber, SCOPE Convention Centre, Lodhi Road, New Delhi

Excerpts from **NITI Aayog** Task Force Report on Project & Program Management

"The curriculum to address following knowledge areas for project management and should consider the project from concept to commissioning encompassing all life cycle phases i.e. **Conceptualize, Plan, Organize, Implement, Control, Integrate, Deliver/closeout and Knowledge Leverage**".

Totality of Project Management is in line with **NITI Aayog's** above recommendation
NITI Aayog recognises **i2P2M** as a **Global Project Management Certification Body**



What makes Certificate In Project Management (CIPM) program world class is its comprehensive syllabus covering 8 project life cycles phases, 36 knowledge areas and 117 concepts with an extremely robust certification process. I myself have gone through the CIPM and in my opinion, **it should be a pre-requisite for all PM professionals globally.**

- Dr. B. Nag, Professor, IIM Calcutta (2015)



Even though I have studied Project Management as a subject in UG & PG, this kind of an in-depth insight I have never received. It took only two days to go into such a depth shows the **knowledge & passion of the faculties.**

- Shreejith T. V, LPSC, ISRO (2025)

Build competencies and make your company competitive in the world of change

About Organisers



**International Institute of
Projects & Program Management**
(a section 8 not for profit company)

Building Project Management Competencies Globally &
Pioneering Project Management Certification Worldwide

i2P2M - International Institute of Projects and Program Management, is a not for profit company incorporated in 2008 with the vision to equip project leaders, managers, and professionals globally to oversee the complexities of tomorrow. i2P2M has a distinguished Academic Industry Council (AIC) from Academia, Industry, and Government which provides strategic direction and policy framework.

i2P2M's aim is to build competencies in managing complexities, nurturing a project mindset, improving decision making processes, understanding the challenges in managing diverse stakeholders, experiential learning through the use of real time simulations and enhancing learning effectiveness through sharing experience from industry leaders.

i2P2M has two major streams. One stream is in providing the Executive Diploma in Project Management (EDPM) program which comprises of Four Levels that covers a 360-degree exposure to managing change. The second stream relates to administering of ISO 17024:2012 accredited Certificate In Project Management (CIPM) credential. NITI Aayog has recognized i2P2M as a global PM certification body.

Some of the 22 distinguished members of Academic Industry Council* (AIC) of i2P2M



T K A Nair
Adviser to Fmr. Prime Minister
Chairman, AIC



Adesh Jain
Member Secretary



Dr. Rajiv Kumar
Fmr. Vice Chairman
NITI Aayog



Dr. Deepak Vohra
Special Advisor to
Prime Ministers in Africa
and in Ladakh



Sanjay Mitra
Former Defence Secretary
Government of India



**Air Marshal (Retd.)
Dr. Rajeev Sachdeva**



Prof. G. Rangarajan
Director, IISc



Prof. R T Krishnan
Director
IIM, Bengaluru



Dr. S Chattopadhyay
Professor & Fmr.
Director IIM, Calcutta



Dr. V. Ramgopal Rao
Vice Chancellor,
BITS Pilani



Atul Sobti
Director General,
SCOPE and Member,
Governing Body, ILO Geneva



Vinayak Pai
MD & CEO
TATA Projects



K Venkataramanan
Fmr. CEO, MD
L&T



Representative from

सड़क परिवहन
एवं राजमार्ग मंत्रालय
MINISTRY OF
ROAD TRANSPORT
AND HIGHWAYS



Representative from

रक्षा मंत्रालय
MINISTRY OF
DEFENCE

*Designations as on 27th June 2025



Standing Conference of Public Enterprises (SCOPE), being the apex body of **Public Sector Enterprises (PSEs) in India** has been playing a constructive role in going beyond the general set up of capacity building programs by inculcating international best practices and helping PSEs in meeting highest set of benchmarks of governance and good business without compromising on the commercial aspects.

SCOPE has evolved itself into an effective organization by reinventing, repositioning and rebooting itself through a series of novel initiatives thereby developing into an Impactful, Innovative and Inspiring apex body expanding its horizon beyond learning and development to effective policy advocacy, research & studies and brand building to enable PSEs to carve a niche for themselves in the global map.



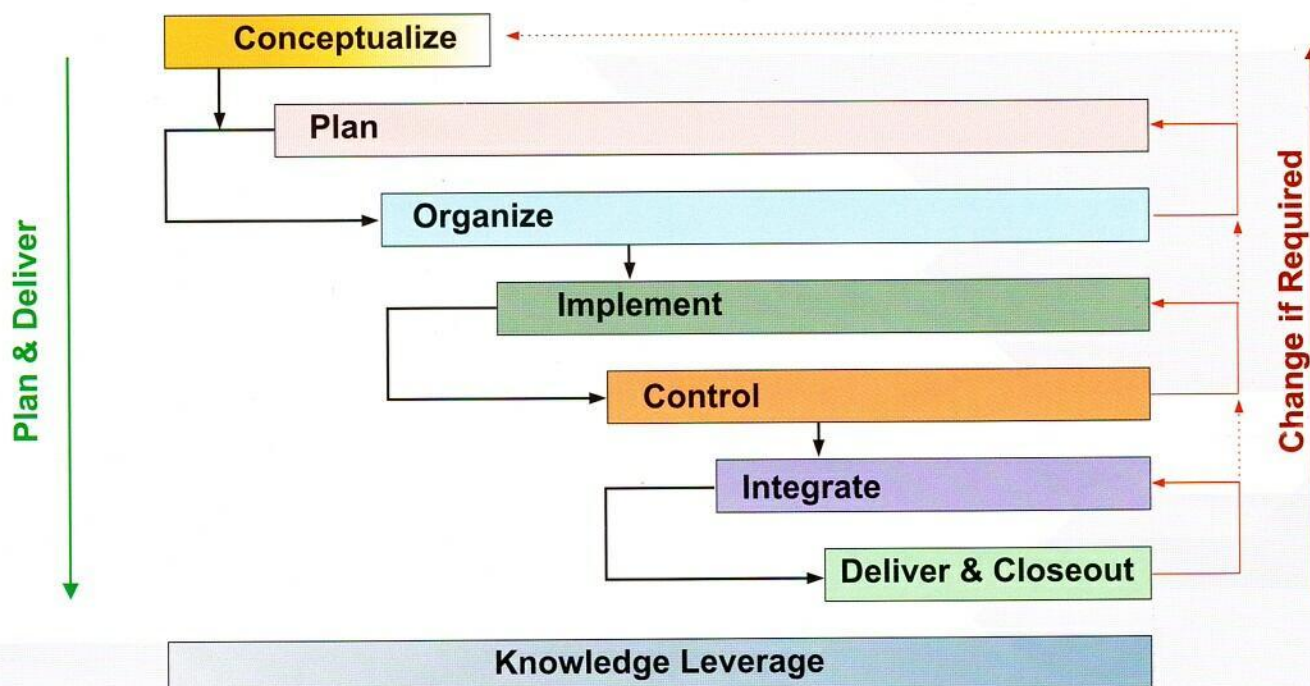
Shri Atul Sobti, Director General, SCOPE and Member, Governing Body, ILO Geneva inaugurating the TPM Workshop

Fifth National Workshop on Totality of Project Management (TPM) with 80+ participants held from September 23 to 25, 2024, New Delhi organised by i2P2M in association with SCOPE

Totality of Project Management (TPM) Syllabus

TPM training program leading to ISO 17024:2012 accredited Certificate In Project Management (CIPM) is the only PM program globally that is in line with NITI Aayog's recommended PM curriculum

Totality of Project Management (TPM) covers 8 Project Life Cycle (PLC) Phases, 37 Knowledge Areas and 127 Concepts.



Totality of Project Management (TPM) syllabus being most robust at a global level builds the solid foundation enabling professionals to manage complexities and uncertainties inherent in the projects. The 3-day workshop on TPM organised in association with SCOPE is a major initiative in nurturing project mindset through building of competencies.

NITI Aayog recognises i2P2M as a Global Project Management Certification Body

Few other feedbacks

"Superb program, superb faculty, 100% satisfied. Was mind blowing. The programme was arranged nicely. There is lot of contents which is priceless. It must be kept mandatory for any engineer to first go through this course and thereafter he can be selected in Project Department".

- P R Parate, GM (PJ), IOC



"Really lucky to have enrolled in this course. The Totality of Project Management (TPM) is absolutely a gem. It mixes all basic and the profound and neatly connects them with simple and solid fundamentals. Top of the shelf course".

- Anupam Mukherjee, CGM, NTPC



Globally the most unique & exhaustive syllabus covering 8 project life cycle phases

3

Totality of Project Management (TPM) the only one globally which is in line with NITI Aayog's recommendations for project management curriculum

This Task Force under the Chair of Sh. Amitabh Kant, CEO, NITI Aayog included 7 Secretaries to Government of India as well as industry experts like CMDs of NTPC, ONGC, L&T and i2P2M .

- The curriculum of project management was finalised by the Task Force members considering all the syllabus of the global certification bodies from USA, Europe and U.K. including i2P2M.

Reproduced by i2P2M


Excerpts From
REPORT OF THE TASK FORCE ON
PROJECT & PROGRAM
MANAGEMENT



NITI Aayog

"Excerpts from NITI Aayog's Task Force Report on Projects and Program Management released in June 2019 are given in the next many slides"

Reproduced by i2P2M


Excerpts From
REPORT OF THE TASK FORCE ON
PROJECT & PROGRAM
MANAGEMENT



NITI Aayog

"Project management is an art and science of converting vision into reality and to achieve this, a 'Project Mindset' must be nurtured amongst all in organisations"


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Excerpts From
REPORT OF THE TASK FORCE ON
PROJECT & PROGRAM
MANAGEMENT




NITI Aayog

"The curriculum to address following knowledge areas for project management & should consider the project from concept to commissioning encompassing all life cycle phases i.e. **Conceptualize, Plan, Organize, Implement, Control, Integrate, Deliver/closeout and Knowledge Leverage**"

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Excerpts From
REPORT OF THE TASK FORCE ON
PROJECT & PROGRAM
MANAGEMENT



NITI Aayog

"Courses are required to be tailor made to the Indian context enriched with the experiences faced by the project implementation authorities on-ground"

Note: One can download the full NITI Aayog Task Force report on Project and Program Management at <https://www.niti.gov.in/sites/default/files/2023-03/Task-Force-Report-on-Project-Program-Management.pdf>

"The curriculum to address following knowledge areas for project management and should consider the project from concept to commissioning encompassing all life cycle phases i.e. **Conceptualize, Plan, Organize, Implement, Control, Integrate, Deliver/closeout and Knowledge Leverage**":

- | | |
|--|--|
| <ul style="list-style-type: none"> Stakeholder Management Project Delivery system such as PPP, Design/ Build, EPC etc. Project Finance Scope Management Time Management Cost Management Quality Management Human Resource Management Communication handling | <ul style="list-style-type: none"> Risk Management Procurement & Contract Management Communication Management Performance Evaluation and Project Monitoring System Integration Management Safety Management Health and Environment Management Corporate Social Responsibility Soft Dimensions covering Leadership, Motivation, Conflict Resolution, Problem Solving, Presentation skills etc. |
|--|--|

Certificate In Project Management (CIPM)

i2P2M is only certification body in India to have ISO/IEC17024:2012 accreditation for CIPM

Certificate In Project Management (CIPM) is based on the most robust project management syllabus covering 8 project life cycle phases, 37 knowledge areas and 127 PM concepts.



ISO/IEC 17024:2012 provides a framework for ensuring consistency, credibility, and quality in certification programs. By complying with this standard, **certification bodies** can demonstrate their adherence to internationally recognized practices and build trust among all stakeholders.

Certificate In Project Management (CIPM) is ISO/IEC 17024:2012 accredited. It is administered by International Institute of Projects & Program Management (i2P2M).



PrCB 002

**(International Accreditation
as per ISO/IEC 17024:2012)**

NABCB - National Accreditation Board for Certification Bodies under Quality Council of India (QCI) which is the autonomous body set up by the Ministry of Commerce and Industry, Government of India.

Certificate In Project Management (CIPM) is administered by International Institute of Projects & Program Management (i2P2M), **which is the only Indian Company with ISO/IEC 17024:2012 accreditation in Project Management** for it's Certificate In Project Management (CIPM) from NABCB under QCI.

CIPM exam methodology is most robust amongst all the other global PM certification bodies. **CIPM is the only certification at a global level which has negative marking.** A candidate has to pass in 4 Sections independently as well as secure overall passing marks.

A great recognition for CIPM



CIPM holders will be eligible to get certification from International Association of Project Managers (IAPM), Europe

CIPM certification is recognised by International Association of Project Managers (IAPM). After acquiring CIPM credential, one is eligible to get Certified Senior Project Manager (CSPM) from IAPM, a reputed global organisation.

With CIPM credential, one can acquire the prestigious Certified Senior Project Manager (CSPM) (IAPM) certificate at almost no cost thus resulting in savings of INR 1.8 lacs in case you go for it without CIPM credential.

CIPM credential has global reach for building a solid foundation in project management

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i2P2M MOU with CMDF, Philippines Government



Historic MoU was signed on 7 July 2023, between **Construction Manpower Development Foundation (CMDF)**, **Philippines**, a national government agency created pursuant to Presidential Decree No. 1748, Philippines and **International Institute of Projects and Program Management (i2P2M)**, a not-for-profit company under section 8, India. CMDF has replaced PMP of PMI by **Totality of Project Management** leading to the **Certificate In Project Management (CIPM)**. an ISO/IEC 17024:2012 accredited the only one in India.

CIPM - Make In India initiative with Global Reach

i2P2M in association with SCOPE - Fifth National 3 day Workshop on Totality of Project Management (TPM)

leading to the ISO/IEC 17024:2012 accredited Certificate In Project Management (CIPM)
September 23 to 25, 2024, Tagore Chamber, SCOPE Convention Centre, Lodhi Road, New Delhi



Faculties along with the 80+ participants of Totality of Project Management Workshop

CIPM credential has global reach - Made in India Initiative

CIPM Exam is administered by i2P2M.

NITI Aayog has recognised i2P2M as one of the four Global Project Management Certification Bodies.

i2P2M's Project Management credential – Certificate In Project Management (CIPM) for Individuals is widely used across India covering public sector companies, private sector companies and central and state governments. CIPM holders are in 25 countries.

22500+ persons across 650+ organisations have CIPM credential

 **CIPM credential holders are across 25 countries. Some of them are :**



Some International Organisations / Central Government



Indian States



Some of the 650+ companies with CIPM credential holders



Endorsement from 650+ Companies

Some glimpses of 3 day workshop on Totality of Project Management organised by i2P2M in association with SCOPE at Tagore Chamber, SCOPE Convention Centre, Lodhi Road, New Delhi

Fourth National Workshop (2023)



(August 29 to 31, 2023) Adesh Jain (right) Chairman, i2P2M introducing the TPM program & explaining the reasons as why TPM program followed by ISO 17024:2012 CIPM accredited credential was becoming globally the most robust & structured. Shri Atul Sobti (center) Director General, SCOPE and Member, Governing Body, ILO Geneva inaugurating the TPM Workshop

Fifth National Workshop (2024)



(September 23 to 25, 2024) There were 80+ participants from various public sector undertaking such as BEML, BEL, NLC, NTPC, EIL, HPCL, ITI, NRL, Pradip Port, Kolkata Port Trust, NTPC & NSPCL



"CIPM will be a major step forward for the profession and for the enterprises to create a common understanding in managing change."

- Dr. Hiroshi Tanaka, President, Project Management Association, Japan and PM Advocate of JGC Corpn. (2007)



"Eight project life cycle phases cover the totality of the PM profession and it is well structured methodology."

- Dr. Vladimir Voropajev, President, Russia project Mgmt. Association (2007)

Who should Attend

Professionals at all levels who want to understand the intricacies of project management and excel in managing projects and operations, advance their career and contribute towards organisational excellence.

Registration Fee

- **Per Person: Rs. 39,500 + GST at 18%**
Above Fee includes both training and the certification fee of Rs. 12,500
- For **3 paid nominations** from an organisation, 1 additional person on complimentary basis.
- For **4 paid nominations** from an organisation, 2 additional persons on complimentary basis.

Mode of Payment

- Payment through Bank Transfer to:
"International Institute of Projects and Program Management". Bank details can be provided on request.
- Registration fee **does not** include travel and hotel accommodation.

Venue

Tagore Chamber, SCOPE Convention Centre, Lodhi Road, New Delhi - 110003

Date: 6-7-8 October 2025, Time: 9:30 am to 5:30 pm

For more details, please contact:

Achla Asthana, Workshop Coordinator

International Institute of Projects & Program Management (i2P2M)

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"Project Management is the new economic infrastructure" - Fujitsu