

Fwd: Request for Nominations of participants for the Training Programme organised by National Productivity Council, RD Mumbai scheduled in month of February 2026 at Goa

CM DELHI <cmdelhi@nic.in >

Fri, 19 Dec 2025 12:46:23 PM +0530

To "secyar"<secyar@nic.in>,"SERVICES SECY"<secservices@nic.in>,"Bipul Pathak" <psfin@nic.in>

Sir/Madam,

This email received at official email ID of Hon'ble Chief Minister, Delhi, is being forwarded for your kind perusal and further necessary action.

Regards,
Office of the Chief Minister, Delhi

===== Forwarded message =====
From: Abhishek Johri <abhishek.j@npcindia.gov.in>
To: "Gaurav Kadam" <kg.ramdass@npcindia.gov.in>
Cc: "RD Mumbai" <mumbai@npcindia.gov.in>
Date: Fri, 19 Dec 2025 12:32:46 +0530
Subject: Request for Nominations of participants for the Training Programme organised by National Productivity Council, RD Mumbai scheduled in month of February 2026 at Goa
===== Forwarded message =====

Respected Sir/Madam,

We are pleased to inform you that the National Productivity Council (under the Ministry of Commerce & Industry, Government of India) is organizing the following Residential Training Programmes at Goa during February 2026.

Sr. No.	Programme Code	Topic	Dates	Participant Level
1	T2526MUM02	Advance Course on Digital Workplace Management - (E-Office, PFMS, E-procurement & related GFR)	9 th to 13 th February 2026	All levels, account & finance officials
2	T2526MUM03	Training on Leadership Skill Development	16 th to 20 th February 2026	All levels
Program Fee excluding taxes:				
INR 70,000/- for Residential Participants & INR 55,000/- for Non-residential Participants				

Brochures of the above training programs are attached for your ready reference.

We trust that these training programs focusing on enhancing employee skills and workplace productivity will be of shared interest and importance to your

organization. National Productivity Council, RD Mumbai, kindly request you to nominate officials from your esteemed organization for the training programs.

For any further details, please contact Shri Gaurav Kadam, Deputy Director (Mobile: 8169039962).

We look forward to a fruitful association.

Thanking you,

With Regards,

Abhishek Johri

Assistant Director

राष्ट्रीय उत्पादकता परिषद / National Productivity Council
(डी. पी. आई. आई. टी., वाणिज्य एवं उद्योग मंत्रालय, भारत सरकार के अंतर्गत)

/ (Under DPIIT, Min. of Commerce & Industry, Govt. of India)

Unit No. 0009, C - Wing, Akshar Business Park, Sector - 25,

Vashi, Navi Mumbai - 400703

Mobile: 8920478983

3 Attachment(s)

Brochure - Advance Course on...
453.4 KB

Brochure - Training on Leaders...
450.1 KB

Letter for Training Programs.pdf
719.7 KB



National Productivity Council

Training Programme on

Advance Course on Digital Workplace Management – (E-office, PFMS, E-Procurement, & Related GFR)

PROGRAMME CODE: T2526MUM02

09-13 February 2026
(Goa)



1. ABOUT NPC

National Productivity Council (NPC) is an autonomous organization under the Department of Promotion of Industry and Internal Trade, Ministry of Commerce & Industry, Government of India. The present expertise available in NPC has a resource base of professionals from fields such as Economics, Industrial Engineering, Human Resource Management, Energy, Environment, IT, Project Monitoring and Evaluation, Research Studies and Baseline Surveys. In addition, services of external professionals and subject matter specialists are also sought on need basis, depending upon the nature and scope of work. NPC extends services from its headquarter at New Delhi and 12 regional offices across the country manned by more than 100 full time professionals. NPC has professionals from diverse fields to provide Consultancy, Capacity Building and Project Monitoring Unit (PMU) services to various organisations including Central Government Ministries and State Governments.

2. PROGRAMME THEME

The rapid transition from Legacy system to Digital work place has necessitated organization to develop skill of its employees for smooth transition and stress-free adoption of new technology and systems. The digital workplace management embraces the knowledge and knowhow of organizations digital business transformation aligning with new technology and business processes to improve operational efficiency and meet organizational goals. It's imperative for all organisations to enhance productivity with judicious use of resources and efficient management of workplace.

NPC with its vast experience and expertise in training has developed the program “**Advance Course on Digital Workplace Management - (E-office, PFMS, E-Procurement, & Related GFR)**” to impart technological knowledge, enhance commitment & willingness among participants to resolve challenges pertaining to skills and mindset/approach for the effective digital workplace. The participants with the newly acquired knowledge will be motivated to adopt the new technology and system to achieve higher productivity, higher quality, higher safety and reduce costs. The program will enable organizations to resolve the challenges of digital workplace and processes to enhance total factor productivity of the organization.

3. LEARNING OBJECTIVES

This training program prepares participants to:

- Understand emerging trends of digital technology in workplace and its impact on productivity and growth
- Learn to resolve issues & challenges for digital interventions in workplace.
- Implementing Digital workplace in Government
- Adapt to organisational change and the strategies for digital workplace
- Effectively Communicate at Workplace
- Working in functional /inter disciplinary teams for achieving Organizational Goals

4. BROAD PROGRAMME COVERAGE

The following topics shall be covered during the training:

- Workplace Management – Space, Technology, People

- Digital Workplace and Systems in Government (E-Office/ E-Procurement)
- Technological Challenges in Digital Workplace
- Communication using ICT & Developing a Positive Attitude
- Stress and Time Management
- Work in Cross Functional Teams at Multi Location

5. METHODOLOGY

Methodology of the training program would be participative in nature. The sessions would be based on conceptual deliberations, case studies, success stories and group exercises/discussions.

6. PARTICIPANTS' PROFILE

The programme is designed for officials working across different functional areas including administration, establishment, finance, personnel & training/HRD, etc. from State and Central Governments Departments/Ministries, Public Sector Units, Private Sector Enterprises, Urban Local Bodies, State Pollution Control Boards/Pollution Control Committees, Cooperatives, Corporations, Banks, NBFCs, Labor Unions/Associations, Financial Institutions and/or Academic and/or Research Institutions.

7. FACULTY

The faculty for the training programme will comprise of senior NPC Experts & other renowned and experienced Trainers from the respective field.

8. PROGRAMME FEE & VENUE

Programme Code	T2526MUM02	
Program Venue	Goa	
Programme Fee	Residential Participants ₹ 70,000/- + 18% GST	Non-Residential Participants ₹ 55,000 /- + 18% GST
For Residential Participants	Check-in at Hotel – 12:00 PM on 09.02.2026 Check-out from Hotel – 11:00 AM on 13.02.2026	

9. PAYMENT DETAILS

Programme fee inclusive of GST to be paid in advance and proof of payment to be attached along with application form.

- **ECS Payment Details:** Indian Overseas Bank, 70, Golf Link, New Delhi Branch; A/c No. 026501000009207, IFSC Code. IOBA0000265
- DD/Cheque should be drawn in the name of NATIONAL PRODUCTIVITY COUNCIL payable at NEW DELHI
- NPC'S PAN No: AAATN0402F, NPC'S GSTIN: 07AAATN0402F1Z8

As per GOI notification No. 9/2017-Integrated Tax (Rate) dated 28.06.17, Sr. No. 75, Heading 9992 (at page no. 19 of the notification) No GST is applicable where Services provided to the Central Government, State Government, UT Administration under any training programme for which total expenditure is borne by the Central Government, State Government, UT Administration.

HOW TO APPLY

- Please apply in prescribed application format enclosed with this brochure. Nominations may be sent to the following address:
- Last date for Receiving of nominations: 28.01.2026

Dr Arundhati Chattopadhyay Regional Director National Productivity Council, Unit No. 009 C Wing, Akshar Business Park, Sector 25, Vashi Navi Mumbai, 400703 Mobile: 09869519366 Email: achattopadhyay@npcindia.gov.in	Sh. Gaurav Kadam, Dy. Director Email: kg.ramdass@npcindia.gov.in Mobile No.: +91-8169039962;
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NATIONAL PRODUCTIVITY COUNCIL
5-6 Institutional Area, Lodhi Road, New Delhi – 110003

APPLICATION FORM FOR NOMINATIONS

Title of Programme: **Advance Course on Digital Workplace Management - (E-office, PFMS, E-Procurement, & Related GFR)**

Programme Code: **T2526MUM02**

Programme Duration: **09-13 February 2026**

Venue/ Location: **Goa**

Select Participation on Residential Basis ☐

OR Non-Residential Basis ☐

Details of Nominated Participants:

S. No	Name of Delegate	Designation	Mobile No.	Email ID	Participant Organisation Address (kindly provide full address of correspondence)
1					
2					
3					
4					
5					

Details of Nominating Authority:

S. No	Name of Nominating Authority	Designation	Mobile No.	Email ID	Nominating Authority Organization Address (kindly provide full address of correspondence)
1					

Select, if Organization is GST Exempted ☐

OR

Select, if Organization is Not GST Exempted ☐

SELF DECLARATION ON GST EXEMPTION (OPTIONAL)

As per GST notification No. 9/2017-Integrated Tax (Rate) dated 28.06.17, Sr. No. 75, Heading 9992 (at page no. 19 of the notification) No GST is applicable where Services provided to the Central Government, State Government, UT Administration under any training programme for which total expenditure is borne by the Central Government, State Government, UT Administration.

- I/We hereby declare that we meet all the conditions stipulated in the aforementioned GST notifications and qualify for exemption from GST payment for the training program mentioned above.
- I/We acknowledge that any breaches or non-compliance with the specified conditions may result in the collection of GST, interest, and penalty amounts by NPC on behalf of the GST department at a later stage whenever the GST department raises the same to NPC.
- I/We also declare that it is the responsibility of the participant organization to verify their eligibility to avail the benefit, and NPC is not responsible for checking the eligibility. *I certify that the above information is correct

Signature: _____ Date: _____ and Place: _____

For Organisation who are Not Exempted and having GST registration GST No. (Mandatory) _____

(Kindly provide the GST number of organisation on which GST Invoice to be raised)

Organisation PAN No. (Optional) _____

Organisation TAN No. (Mandatory on TDS deduction)) _____

DECLARATION

*I certify that the above information is correct

Signature: _____ Date: _____ and Place: _____

10. GENERAL INSTRUCTIONS

- ❖ Due to limited number of seats, it is recommended to send the nominations as per attached format at the earliest, for ensuring the availability. Acceptance of the nominations is subject to the seat availability and receipt of programme fee latest by the last date for nominations.
- ❖ The Residential programme fee covers the professional fees towards training, board & lodge of the Participant(s). The fee once deposited is non-refundable, however, substitutions are allowed.
- ❖ Each participant should carry their ID cards and necessary letters / orders issued by their department for attending the training program.
- ❖ The Non-Residential programme fee covers the professional fee towards training, lunch and refreshments during the training program. The fee once deposited is non-refundable, however, substitutions are allowed.
- ❖ NPC shall not bear any charges towards participants' to & fro travel from their residence / place of stay and the training program venue. All participants shall make their own arrangement to reach the venue on time as per the programme schedule.
- ❖ Participants are requested to assure their health and safety during the training period and NPC will not be liable for medical expenses incurred by the participants during the program.
- ❖ NPC will not provide boarding and lodging before and after the dates of programme. Participants planning to stay longer than the scheduled duration should arrange the same at their own cost.
- ❖ Settlement of additional bills: The hotel will be instructed to open separate folio for each participant. Participants may directly settle their additional dues regarding family member, laundry, telephone, mini bar, room service, overstay etc. with the hotel before checkout.
- ❖ The participants shall be awarded Certificate of Participation on successful completion of programme.
- ❖ Any other terms and conditions apply as may be notified by NPC at any point of time.
- ❖ Referring to GST guidelines, you are requested to confirm the applicability of GST payment for your department.
- ❖ Participants are required to follow the necessary COVID protocols during training.



National Productivity Council

Training Programme on Leadership Skill Development

PROGRAMME CODE: T2526MUM03

16 - 20 February 2026
(Goa)



1. ABOUT NPC

National Productivity Council (NPC) is an autonomous organization under the Department of Promotion of Industry and Internal Trade, Ministry of Commerce & Industry, Government of India. The present expertise available in NPC has a resource base of professionals from fields such as Economics, Industrial Engineering, Human Resource Management, Energy, Environment, IT, Project Monitoring and Evaluation, Research Studies and Baseline Surveys. In addition, services of external professionals and subject matter specialists are also sought on need basis, depending upon the nature and scope of work. NPC extends services from its headquarter at New Delhi and 12 regional offices across the country manned by more than 100 full time professionals. NPC has professionals from diverse fields to provide Consultancy, Capacity Building and Project Monitoring Unit (PMU) services to various organisations including Central Government Ministries and State Governments.

2. PROGRAMME THEME

Managing an organization and improving its performance on continuous basis requires efficient and effective leaders, managers and administrators especially in today's complex work environment and highly competitive scenario. High customer expectations and global economy have posed numerous challenges for the organizations to improve their image and performance. It is therefore essential for the top management/senior managers/officers to know modern management practices in order to identify, develop and sustain their competitive advantage.

The programme is designed keeping in view that government, public sector and private organizations need to train their officers/managers to develop requisite leadership, managerial and administrative skills so that they can meet the organizational expectations and take right decisions/actions to achieve organizational excellence.

This training programme will help the participants to develop effective leadership, managerial and administrative qualities by understanding the advanced management practices that fit into their management requirements, identify areas of concern and seek better solutions to improve performance of the organization.

3. LEARNING OBJECTIVES

This training program prepares participants to:

- To improve leadership, managerial and administrative skills among the participants.
- To explain advance management techniques for management and control of organizational functioning.
- To discuss implementation of advanced management techniques for improving managerial effectiveness.
- To develop top management/managers/officers for future challenges

4. BROAD PROGRAMME COVERAGE

The following topics shall be covered during the training:

- Effective Leadership and Managerial Skills
- Motivation and Team building

- Personality Development
- Modern HR Practices
- Modern Performance Management System
- Time and Stress Management
- Workplace Communication
- Crisis Management
- Change Management
- Participative Management
- Building High Performance Teams

5. METHODOLOGY

Methodology of the training program would be participative in nature. The sessions would be based on conceptual deliberations, case studies, success stories and group exercises/discussions.

6. PARTICIPANTS' PROFILE

The programme is designed for officials working across different functional areas of management including administration, finance, personnel & training/HRD, etc. from State and Central Governments Departments/Ministries, Public Sector Units, Private Sector Enterprises, Urban Local Bodies, State Pollution Control Boards/Pollution Control Committees, Cooperatives, Corporations, Banks, NBFCs, Labor Unions/Associations, Financial Institutions and/or Academic and/or Research Institutions.

7. FACULTY

The faculty for the training programme will comprise of senior NPC Experts & other renowned and experienced Trainers from the respective field.

8. PROGRAMME FEE & VENUE

Programme Code	T2526MUM03	
Program Venue	Goa	
Programme Fee	Residential Participants	Non-Residential Participants
	₹ 70,000/- + 18% GST	₹ 55,000 /- + 18% GST
For Residential Participants	Check-in at Hotel – 12:00 PM on 16.02.2026 Check-out from Hotel – 11:00 AM on 20.02.2026	

9. PAYMENT DETAILS

Programme fee inclusive of GST to be paid in advance and proof of payment to be attached along with application form.

- **ECS Payment Details:** Indian Overseas Bank, 70, Golf Link, New Delhi Branch; A/c No. 026501000009207, IFSC Code. IOBA0000265
- DD/Cheque should be drawn in the name of NATIONAL PRODUCTIVITY COUNCIL payable at NEW DELHI
- NPC'S PAN No: AAATN0402F, NPC'S GSTIN: 07AAATN0402F1Z8

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HOW TO APPLY

- Please apply in prescribed application format enclosed with this brochure. Nominations may be sent to the following address:
- Last date for Receiving of nominations: 01.02.2026

Dr Arundhati Chattopadhyay Regional Director National Productivity Council, Unit No. 009 C Wing, Akshar Business Park, Sector 25, Vashi Navi Mumbai, 400703 . Mobile: 09869519366 Email: achattopadhyay@npcindia.gov.in	Sh. Gaurav Kadam, Deputy Director Email: kg.ramdass@npcindia.gov.in Mobile No.: +91-8169039962;
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NATIONAL PRODUCTIVITY COUNCIL
5-6 Institutional Area, Lodhi Road, New Delhi – 110003

APPLICATION FORM FOR NOMINATIONS

Title of Programme: **Leadership Skill Development**

Programme Code: **T2526MUM03**

Programme Duration: **16-20 February 2026**

Venue/ Location: **Goa**

Select Participation on Residential Basis ☐

OR Non-Residential Basis ☐

Details of Nominated Participants:

S. No	Name of Delegate	Designation	Mobile No.	Email ID	Participant Organisation Address (kindly provide full address of correspondence)
1					
2					
3					
4					
5					

Details of Nominating Authority:

S. No	Name of Nominating Authority	Designation	Mobile No.	Email ID	Nominating Authority Organization Address (kindly provide full address of correspondence)
1					

Select, if Organization is GST Exempted ☐

OR

Select, if Organization is Not GST Exempted ☐

SELF DECLARATION ON GST EXEMPTION (OPTIONAL)

As per GST notification No. 9/2017-Integrated Tax (Rate) dated 28.06.17, Sr. No. 75, Heading 9992 (at page no. 19 of the notification) No GST is applicable where Services provided to the Central Government, State Government, UT Administration under any training programme for which total expenditure is borne by the Central Government, State Government, UT Administration.

- I/We hereby declare that we meet all the conditions stipulated in the aforementioned GST notifications and qualify for exemption from GST payment for the training program mentioned above.
- I/We acknowledge that any breaches or non-compliance with the specified conditions may result in the collection of GST, interest, and penalty amounts by NPC on behalf of the GST department at a later stage whenever the GST department raises the same to NPC.
- I/We also declare that it is the responsibility of the participant organization to verify their eligibility to avail the benefit, and NPC is not responsible for checking the eligibility. *I certify that the above information is correct

Signature: _____ Date: _____ and Place: _____

For Organisation who are Not Exempted and having GST registration GST No. (Mandatory) _____
 (Kindly provide the GST number of organisation on which GST Invoice to be raised)
 Organisation PAN No. (Optional) _____
 Organisation TAN No. (Mandatory on TDS deduction)) _____

DECLARATION

*I certify that the above information is correct

Signature: _____ Date: _____ and Place: _____

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- ❖ Due to limited number of seats, it is recommended to send the nominations as per attached format at the earliest, for ensuring the availability. Acceptance of the nominations is subject to the seat availability and receipt of programme fee latest by the last date for nominations.
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- ❖ Each participant should carry their ID cards and necessary letters / orders issued by their department for attending the training program.
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- ❖ Participants are requested to assure their health and safety during the training period and NPC will not be liable for medical expenses incurred by the participants during the program.
- ❖ NPC will not provide boarding and lodging before and after the dates of programme. Participants planning to stay longer than the scheduled duration should arrange the same at their own cost.
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- ❖ The participants shall be awarded Certificate of Participation on successful completion of programme.
- ❖ Any other terms and conditions apply as may be notified by NPC at any point of time.
- ❖ Referring to GST guidelines, you are requested to confirm the applicability of GST payment for your department.
- ❖ Participants are required to follow the necessary COVID protocols during training.

राष्ट्रीय उत्पादकता परिषद

(वाणिज्य एवं उद्योग मंत्रालय, भारत सरकार के अन्तर्गत)
युनिट नं 0009, सी विंग, अक्षर बिज़नेस पार्क,
सेक्टर 25, वाशी, नवी मुंबई 400703



NATIONAL PRODUCTIVITY COUNCIL

(Under Ministry of Commerce and Industry, Govt. of India)
Unit No. 0009, C Wing, Akshar Business Park,
Sector 25, Vashi, Navi Mumbai 400703

No. NPC/MUM/TP/25-26/02

Dt.: 15.12.2025

Sub: Request for nomination of participants for the Training Programme organised by National Productivity Council, RD Mumbai, scheduled in February 2026 at Goa.

Dear Sir/Madam,

We are pleased to inform you that the National Productivity Council (under the Ministry of Commerce & Industry, Government of India) is organising the following training programmes, to be held in Goa:

Sr. No.	Programme Code	Topic	Dates	Participant Level
1	T2526MUM02	Advance Course on Digital Workplace Management - (E-Office, PFMS, E-procurement & related GFR)	9 th to 13 th February 2026	All levels, account & finance officials
2	T2526MUM03	Training on Leadership Skill Development	16 th to 20 th February 2026	All levels
Program Fee excluding taxes:				
INR 70,000/- for Residential Participants & INR 55,000/- for Non-residential Participants				

Brochures of the above training programs are attached for your ready reference.

We trust that these training programmes focusing on enhancing employee skills and workplace productivity will be of shared interest and importance to your organisation.

National Productivity Council, RD Mumbai, kindly request you to nominate suitable participants from your esteemed organisation/department for the training programme.

We look forward to a fruitful association.

Thanking you,

Yours sincerely,

Arundhati
(Dr. Arundhati Chattopadhyay)
Regional Director

Enclosure: Programme Brochures

E-mail : mumbai@npcindia.gov.in

प्रधान कार्यालय : उत्पादकता भवन, लोदी रोड, नई दिल्ली - 110 003.

Head Office : 'Utpadakta Bhavan', Lodi Road, New Delhi - 110 003. Web.: www.npcindia.gov.in

Fwd: Kind invitation for nominations in Training Programme on "Community Based Disaster Risk Management" at NIDM Vijayawada Campus**Shri Rajeev Verma** <csdelhi@nic.in >

Wed, 24 Dec 2025 11:32:30 AM +0530

To "Secretary Services"<secservices@nic.in>

===== Forwarded message =====

From: Pankaj Kumar <pankajkumar.nidm@nidm.gov.in>

To: "cs"<cs@ap.gov.in>, "cs-arunachal"<cs-arunachal@nic.in>, "cs-assam"<cs-assam@nic.in>, "cs-bihar"<cs-bihar@nic.in>, "csofficecg"<csoffice.cg@gov.in>, "cs-goat"<cs-goat@nic.in>, "csguj"<csguj@gujarat.gov.in>, "chiefsecretary"<chiefsecretary@gujarat.gov.in>, "csdelhi"<csdelhi@nic.in>, "cs"<cs@haryana.nic.in>, "cs-hp"<cs-hp@nic.in>, "cs-jharkhand"<cs-jharkhand@nic.in>, "cs-jandk"<cs-jandk@nic.in>, "cs"<cs@karnataka.gov.in>, "chiefsecy"<chiefsecy@kerala.gov.in>, "chiefsecretary"<chiefsecretary@ladakh.gov.in>, "cs"<cs@mp.gov.in>, "cs"<cs@maharashtra.gov.in>, "cs-manipur"<cs-manipur@nic.in>, "cso-meg"<cso-meg@nic.in>, "cs-mizoram"<cs-mizoram@nic.in>, "csmizoram"<csmizoram@gmail.com>, "csngl"<csngl@nic.in>, "csori"<csori@nic.in>, "cs"<cs@py.gov.in>, "cs"<cs@punjab.gov.in>, "csraj"<csraj@rajasthan.gov.in>, "cs-rajasthan"<cs-rajasthan@nic.in>, "cs-sikkim"<cs-sikkim@nic.in>, "cs"<cs@tn.gov.in>, "cs"<cs@telangana.gov.in>, "cs-tripura"<cs-tripura@nic.in>, "csup"<csup@nic.in>, "csuttaranchal"<csuttaranchal@nic.in>, "chiefsecy"<chiefsecy@gmail.com>, "cs-westbengal"<cs-westbengal@nic.in>, "cs-chd"<cs-chd@chd.gov.in>, "adviser-chd"<adviser-chd@nic.in>, "cs-andaman"<cs-andaman@nic.in>, "cs-andamannicobar"<cs-andamannicobar@gov.in>, "lk-advisor"<lk-advisor@gov.in>, "cs-lak"<cs-lak@nic.in>, "devcom-d"<devcom-d@nic.in>, "advisor-dnhdd"<advisor-dnhdd@daman.nic.in>

Cc: "ed-apsdma"<ed-apsdma@ap.gov.in>, "seoc-apsdma"<seoc-apsdma@ap.gov.in>, "commr_relief_rev"<commr_relief_rev@ap.gov.in>, "danisulu"<danisulu@gmail.com>, "dkangki"<dkangki@gmail.com>, "sdma-assam"<sdma-assam@gov.in>, "secy-disastermgmt-bih"<secy-disastermgmt-bih@nic.in>, "revenuecg"<revenue.cg@nic.in>, "secyrevgoa"<secyrev.goa@gov.in>, "ceo-gsdma"<ceo-gsdma@gujarat.gov.in>, "smgr5-gsdma"<smgr5-gsdma@gujarat.gov.in>, "ceo"<ceo@gsdma.org>, "fcr"<fcr@hry.nic.in>, "secretaryrevenue2"<secretaryrevenue2@gmail.com>, "sdmaharyana"<sdmaharyana@gmail.com>, "sdma-hp"<sdma-hp@nic.in>, "dmjharkhand"<dmjharkhand@gmail.com>, "sec-home-jhr"<sec-home-jhr@nic.in>, "secyrelief-rev"<secyrelief-rev@karnataka.gov.in>, "secydm"<secy.dm@gmail.com>, "director"<director@ksndmc.org>, "dmckar"<dmc.kar@gmail.com>, "keralasdma"<keralasdma@gmail.com>, "commissionerdmkerala"<commissionerdmkerala@gmail.com>, "adminksdma"<admin.ksdma@kerala.gov.in>, "secyhomep"<secyhomep@mp.gov.in>, "reliefcom"<reliefcom@mp.nic.in>, "mpstatecoordsdma"<mpstatecoord.sdma@mp.gov.in>, "ed"<ed@dmibhopal.nic.in>, "directordm"<director.dm@maharashtra.gov.in>, "seocmanipur"<seocmanipur@gmail.com>, "cs-manipur"<cs-manipur@nic.in>, "secymanipurdm"<secymanipurdm@gmail.com>, "matsiewdor"<matsiewdor@gmail.com>, "sdmadeptt-meg"<sdmadeptt-meg@gov.in>, "mizoramdmr"<mizoramdmr@gmail.com>, "secydmr123"<secydmr123@gmail.com>, "sdmanagaland"<sdma.nagaland@gmail.com>, "nsdmanagaland"<nsdmanagaland@gmail.com>, "osdma"<osdma@osdma.org>, "md"<md@osdma.org>, "fcr"<fcr@punjab.gov.in>, "relief-rj"<relief-rj@nic.in>, "directorssdma"<directorssdma@gmail.com>, "ssdma01"<ssdma01@gmail.com>, "skmlrdm"<skmlrdm@gmail.com>, "tnsdma"<tnsdma@tn.gov.in>, "tnsdmadirector"<tnsdma.director@gmail.com>, "jdttnsdma"<jdttnsdma@gmail.com>, "dg-fireservices"<dg-fireservices@telangana.gov.in>, "secydwssanitation2023"

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Date: Wed, 24 Dec 2025 10:35:25 +0530

Subject: Kind invitation for nominations in Training Programme on "Community Based Disaster Risk Management" at NIDM Vijayawada Campus

===== Forwarded message =====

Dear Sir/Madam,

Greeting from NIDM!

National Institute of Disaster Management (NIDM), Ministry of Home Affairs, Government of India, is organizing a five days Face-to-Face Training Programme on "**Community Based Disaster Risk Management (CBDRM)**" scheduled to be held from **9th to 13th February 2026, at NIDM Vijayawada Campus.**

In this regard, you are kindly requested for nominations of **one to two entry level to mid-career official** from each department/authority, namely Housing, Women and Child Development, Health, Education, Jalshakti, Panchayati Raj, Rural Development and SDMA/DDMA, who are actively involved in the implementation of government's welfare schemes at the grassroots level, disaster management and allied fields.

The boarding & lodging arrangements of the outstation participants shall be done in NIDM South Campus, Vijayawada. We request to nominating institutions to inform the deputed officials to not to plan their travel to NIDM until they receive an official confirmation communication from NIDM. The travel for the course has to be borne by the deputing department. NO Family accommodation is available for the course.

NIDM looking forward to your cooperation in sharing the **nominations preferably by January 31st, 2026.** For any assistance/enquiry, your office or nominated officials may reach out through email or call to Dr. Pankaj Kumar at pankajkumar.nidm@nic.in, mob. 8410454208 and Dr. Sushma Guleria at sushma.nidm@nidm.gov.in, phone no. 011 20873422.

Looking forward to an early communication.

Thank you.

Yours sincerely,

Dr. Pankaj Kumar

Assistant Professor

National Institute of Disaster Management (NIDM)

Ministry of Home Affairs, Government of India

Plot No. 15, Pocket-3, Block-B, Sector-29, Rohini, Delhi – 110042

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538.6 KB

List of Chief Secretaries of Stat...

468.9 KB

List of SDMAs.pdf

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Concept Note_v3.pdf

426.6 KB

Nomination Form.docx

21.8 KB

मधुप व्यास, भा. प्र. से.
कार्यकारी निदेशक

Madhup Vyas, IAS
Executive Director



राष्ट्रीय आपदा प्रबंधन संस्थान
National Institute of Disaster Management
(गृह मंत्रालय, भारत सरकार)
Ministry of Home Affairs, Govt. of India
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सेक्टर 29, रोहिणी, दिल्ली - 110042
Plot No. 15, Block B, Pocket 3,
Sector 29, Rohini, Delhi-110042

NIDM/Trg./CBDRM/2025/04
December 23rd, 2025

Dear Sir / Madam,

National Institute of Disaster Management (NIDM), Ministry of Home Affairs, Government of India, is organizing a five days Face-to-Face Training Programme on “Community Based Disaster Risk Management (CBDRM)” scheduled to be held from 9th to 13th February 2026, at NIDM Vijayawada Campus.

2. This course equips entry- to mid-career professionals in disaster risk reduction with the skills to train others and effectively engage with communities. It promotes scientific risk assessment and community participation, enabling vulnerable groups to actively prepare for and respond to disasters, and fostering resilience and effective knowledge transfer at the grassroots level.
3. In this regard, you are kindly requested to nominate **one to two entry level to mid-career official from each** department/authority, namely Housing, Women and Child Development, Health, Education, Jalshakti, Panchayati Raj, Rural Development and SDMAs/DDMAs, who are actively involved in the implementation of government's welfare schemes at the grassroots level, disaster management and allied fields.
4. The boarding & lodging arrangements of the outstation participants shall be done in NIDM South Campus, Vijayawada. We request to nominating institutions to inform the deputed officials to not to plan their travel to NIDM until they receive an official confirmation communication from NIDM. The travel for the course has to be borne by the deputing department. NO Family accommodation is available for the course.
5. I look forward to your cooperation in sharing the nominations preferably by **January 31st, 2026**. For any assistance/enquiry, your office or nominated officials may reach out through email or call to Dr. Pankaj Kumar, Assistant Professor at pankajkumar.nidm@nic.in, mob. 8410454208 and Dr. Sushma Guleria, Assistant Professor at sushma.nidm@nidm.gov.in, phone no. 011 20873422.

With warm regards,

Yours sincerely,

(Signature)
23.12.25
(Madhup Vyas)

To,

The Chief Secretaries (as per the list attached)

CC: SDMAs (as per the list attached)

Encl:

- Concept note with course schedule and nomination form

आपदा प्रबंधन महाविचार पूरा भारत भागीदार

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Concept Note on
**Training Programme on
 Community Based Disaster Risk Management**

Date: 9th – 13th February 2026

Venue: NIDM Vijayawada



The concept of Community Based Disaster Risk Management (CBDRM) is practised under different names like Community Based Disaster Preparedness, Community Based Disaster Management or Community Based Mitigation Programme, but in reality, all these programs have the same purpose, which is to reduce the negative impact of disaster risks. The main understanding behind all such activities is to find ways and measures to prevent, mitigate or reduce the impact and risks of disasters through the participation and involvement of communities.

The rationale for involving communities in disaster preparedness and mitigation activities is based on the assumption that the community is the real sufferer and the first responder and it has developed its own coping mechanisms and strategy to reduce the impact of the disasters. It is imperative to appreciate the local knowledge and resources and to build on them to improve the capacity of the people to withstand the impact of disasters. Moreover, ownership of disaster risk reduction should not be stripped from local people who would be left even more powerless in case external intervention does not occur. In fact, building community leadership and a chain of trained community cadres through a participatory approach can help harness the resilience and resourcefulness of the community to cope up with exigencies. Involvement and participation of the communities will ensure a collective and coordinated action during emergencies. Hence, disaster risk reduction activities should be based on participatory approaches involving local communities as much as possible, considering them as proactive stakeholders and not passive targets for intervention. Furthermore, it is not only the "big" disasters that destroy lives and livelihoods. Accumulated losses from small floods, droughts and landslides can exceed the losses from big disasters and contribute significantly to increased vulnerability at the local level. These disasters attract little media attention and communities are often left on their own to cope with the destruction. This provides another reason to invest in Community Based Disaster Risk Management.

The CBDRM approach provides opportunities for the local community to evaluate their own situation based on their own experiences initially. Under this approach, the local community not only becomes part of creating plans and decisions but also becomes a major player in its implementation. Although the community is given greater roles in the decision-making and implementation processes, the approach does not ignore the importance of scientific and objective risk assessment and planning. It acknowledges that as many stakeholders as needed should be involved in the process, with the end goal of achieving capacities and transferring of resources to the community, which level who would assume the biggest responsibility in disaster risk reduction and management.

Realizing the pivotal role played by the community, the **National Institute of Disaster Management** is organizing a **training programme on Community Based Disaster Risk Management (CBDRM) scheduled on 9th - 13th February 2026 at NIDM Vijayawada Campus**. The aim of this training programme is to develop skills among participants to implement CBDRM programmes at the grassroots level. It is designed for the officials who are either working at the grassroots level or will subsequently engage with communities to disseminate the knowledge gained from this training.

2. Aim of the Training Programme

- The CBDRM approach provides opportunities for the local community to evaluate their own situation based on their own experiences initially. Under this approach, the local community not only becomes part of creating plans and decisions, but also becomes a major player in its implementation. Although the local communities has limited roles in the decision-making and implementation processes, the approach does not ignore the importance of scientific and objective risk assessment and planning. It acknowledges that as many stakeholders as necessary should be involved in the process, with the ultimate goal of building capacities and transferring resources to the community level, which will assume the greatest responsibility in disaster risk reduction and management.
- The main aim of this CBDRM training programme is to build the capacity of participants by equipping them with the necessary skills and knowledge to train their subordinates and frontline officials. These trained individuals will then work to sensitize communities about key CBDRM concepts, particularly those supported by evidence and scientific research. Through this cascading approach, knowledge transfer will take place effectively, fostering awareness and resilience at the grassroots level. Ultimately, this programme will contribute to the empowerment of vulnerable communities, enabling them to better understand, prepare for, and respond to disaster risks.

3. Duration of the Training Programme

Initially, the duration of the training programme will be five days. Since, the training involves a number of discussions and interactive sessions, therefore, if need arises, the duration may be extended depending upon the interest and involvement of the participants.

4. Objective of the Programme:

The primary objective of this training programme is to enhance participants' capacity by providing them with the essential skills and knowledge needed to train their subordinates and frontline officials. The detailed objectives of this programme are:

1. To explain the basic concepts, fundamentals, principles, and institutional mechanisms of Disaster Management.
2. To provide an overview of the basic concepts of CBDRM and to identify the strengths and weaknesses of existing systems and strategies for mitigating and managing disaster risks.
3. To understand the rise in vulnerabilities due to climate change and their potential impacts on the population, infrastructure, and economy.
4. To strengthen fire safety within disaster risk management, respond effectively to fires, and adhere to fire safety measures.
5. To equip participants with the necessary skills to provide first aid and perform search and rescue techniques, including hands-on practice simulating real-life disaster situations, and to sensitize them to effectively assist victims of calamities within critical timeframes.
6. To discuss various schemes for vulnerable communities where disaster risk management is mainstreamed into development programs.

7. To illustrate case studies highlighting the role of the community in both pre- and post-disaster scenarios.
8. To describe the process of developing a community-based disaster management plan.

5. Language of Instruction

The primary language of instruction will be English; however, resource persons will strive to conduct sessions bilingually to ensure better understanding and inclusivity for all participants, accommodating those more comfortable with the second language.

6. Target Group

The key target audience is entry- to mid-level officials (Group A and B) from central, state, and local governments, Central Ministries/Departments, SDMA's, ATIs, NDRF, SDRF, academicians from the Universities/Institutes those are member under U-Net, various line departments, and others engaged in disaster management, policymaking, governance, humanitarian aid, and first response.

7. Methodology

This training programme will be conducted face-to-face (classroom-based) and will use a variety of interactive and engaging teaching methods to enhance learning. The training methodology includes:

- Use of whiteboard for clear explanations and illustrations
- PowerPoint presentations to provide structured and visual content
- Practical exercises to apply concepts in real scenarios
- Hands-on activities to develop essential skills through experience
- Group work to encourage collaboration and peer learning
- Discussions to foster deeper understanding and exchange of ideas
- Question-and-answer sessions to clarify doubts and reinforce knowledge

These methods aim to ensure comprehensive and effective learning for all participants.

8. Boarding, Lodging & Venue of the Programme

The boarding and lodging for the participants shall be arranged by NIDM. Travel expenses of the participants shall be borne by respective nominating organisation/department/institute. Confirmation of nominations will be communicated via email. It is therefore requested that nominating officials await confirmation before planning their journey. There is no course fee for participating in this training programme. **The training will be held at NIDM Vijayawada Campus which is located at Kondapavaluru Village, Gannavaram Mandal, Krishna District, Andhra Pradesh – 521212.**

9. Structure of the Training Modules

The complete training program is divided into five modules, each with multiple sessions. Detailed session information is provided in the training schedule for participants' reference.

Module 1.	A Conceptual Framework & Vulnerability Profile
Module 2.	CBDRM Plan and Survival Skills
Module 3.	Health and Disasters

Module 4.	Group Exercise/Field Visits
Module 5.	Integrating Disaster Risk Reduction into Developmental Schemes

10.Expected Outcomes

- Participants will understand fundamental concepts, principles, and institutional mechanisms of disaster management and CBDRM.
- Participants would be better equipped to identify strengths and weaknesses in existing disaster risk mitigation and management strategies.
- Participants will develop understanding to recognize climate change-induced vulnerabilities & others and their impacts on communities and infrastructure.
- Participant will develop skills in fire safety, first aid, search and rescue, with practical hands-on disaster response.
- Participants will gain knowledge of schemes supporting vulnerable communities and how disaster risk management is integrated into development.
- Participants will understand the strength of coordination among agencies and vulnerable sections for integrated disaster management.
- This training programme will enhance capacity to plan and implement disaster risk management strategies at various levels, along with greater awareness and utilization of technological tools for disaster risk reduction.
- Participants will learn to analyse community roles through case studies and develop a tailored community-based disaster management plan.

11.Organizing Team

Patron	Shri Madhup Vyas, IAS, Executive Director, NIDM
Course Coordinator	Dr. Pankaj Kumar, Assistant Professor, NIDM
Course Co-coordinator	Dr. Sushma Guleria, Assistant Professor, NIDM

12.Course Schedule

Day – 1: Monday, 9 th February 2026			
Time	Detail	Dignitaries	
09:15 – 09:45	Registration	Organizing Team	
Inaugural			
09:45 – 10:00	Programme Overview and Context Setting	Dr. Sushma Guleria, Asst. Prof. NIDM	
10:00 – 10:10	Welcome Address	Col. P.S. Reddy, JD NIDM Vijayawada	
10:10 – 10:30	Inaugural Address	Shri Madhup Vyas, IAS, ED NIDM	
10:30 – 10:35	Vote of Thanks	Dr. Pankaj Kumar, Asst. Prof. NIDM	
10:35 – 11:00	Group Photograph followed by High Tea		
Time	Title	Andragogy	Faculty

11:00 – 11:45	Session 0. Icebreaking and expectations from participants	Interaction & Discussions	Coordinators
11:45 – 13:00	Session 1. Disasters and Development: Conceptual Framework	Brainstorming, Presentation and Discussion	Dr. Pankaj Kumar
13:00 – 14:00	Lunch		
14:00 – 15:15	Session 2. Community Based Disaster Risk Management: Conceptual Framework	Presentation, Discussion	Dr. Sushma Guleria
15:15 – 15:30	Tea Break		
15:30 – 16:45	Session 3. Disasters in States: Vulnerability Profile	Presentation, Discussion	Dr. Amarjeet Kumar
16:45 – 17:30	Session 4. Tools and Techniques for HRVC Analysis	Presentation, Discussion	Dr. Sushma Guleria
Day – 2: Tuesday, 10 th February 2026			
09:30 – 10:45	Session 5. Multi-Hazard Assessment	Presentation, Discussion and Group Activity	Dr. Pankaj Kumar
10:45 – 11:00	Tea Break		
11:00 – 12:15	Session 6. Preparation of Community Based Disaster Management Plan: Process and Framework	Presentation, Discussion and Group Activity	Dr. Sushma Guleria
12:15 – 13:30	Session 7. Best Practices and Lessons Learnt: CBDRM	Presentation, Discussion	Dr. Sushma Guleria
13:30 – 14:30	Lunch		
14:30 – 15:45	Session 8. Family Disaster Management Plan	Presentation, Discussion and Group Activity	Dr. Sushma Guleria
15:45 – 16:00	Tea Break		
16:00 – 17:30	Session 9. Psychosocial Care in Disasters	Presentation, Discussion and Group Activity	Dr. Sushma Guleria
Day – 3: Wednesday, 11 th February 2026			
09:30 – 10:45	Session 10. Search and Rescue in Disasters: at Community Level	Presentation, Discussion	NDRF
10:45 – 11:00	Tea Break		
11:00 - 12:15	Session 11. First Aid during Disasters	Presentation, Discussion and Group Activity	NDRF
12:15 – 13:30	Session 12. Life Saving Skills, CPR at the time of Emergency/ Disaster.	Presentation, Discussion and Group Activity	NDRF

13:30 – 14:30	Lunch		
14:30 – 15:45	Session 13. Inclusive CBDRM Programme: Leaving no one behind	Presentation, Discussion	Dr. Pankaj Kumar
15:45 – 16:00	Tea Break		
16:00 – 17:30	Session 14. School-Based Emergency and Disaster Management	Presentation, Discussion and Group Activity	Dr. Pankaj Kumar
Day – 4: Thursday, 12th February 2025			
09:30 – 10:45	Session 15. Managing Specific Emergencies and Disasters in the Workplace and Community	Presentation, Discussion and Group Activity	Mr. Manjeet Singh
10:45 – 11:00	Tea Break		
11:00 – 13:00	Session 16. Fire Risk Mitigation Strategies	Presentation, Discussions and Demonstration	Fire Services (TBC)
13:00 – 14:00	Tea Break		
14:00 – 15:45	Session 17. Scenario Based Exercise	Chart Papers and/or PPTs	Dr. Pankaj Kumar
15:45 – 16:00	Tea Break		
16:00 – 17:30	Session 18. Presentations and Discussions	Chart Papers and/or PPTs	Dr. Pankaj Kumar
Day – 5: Friday, 13th February 2026			
09:30 – 10:45	Session 19. Integrating Disaster Risk Reduction into Development Schemes	Presentation and Discussion	Shri Rohit Kumar
10:45 – 11:00	Tea Break		
11:00 – 12:15	Session 20. CBDRM: Do's and don'ts for different types of disasters: mock drill	Presentation, Discussion and Group Activity	Dr. Pankaj Kumar
Valedictory			
12:15 – 12:45	Review and Feedback	Participants	
12:45 – 13:00	Valedictory Address	Shri Madhup Vyas, IAS, ED NIDM	
13:00 – 13:25	Certificate Distribution	Col. P.S. Reddy, JD NIDM	
13:25 – 13:30	Vote of Thanks	Dr. Pankaj Kumar, Asst. Prof. NIDM	

NATIONAL INSTITUTE OF DISASTER MANAGEMENT (NIDM)
Ministry of Home Affairs, Govt. of India, New Delhi

Nomination Form

Name of the Programme: Two-week “**Comprehensive Course on Disaster Manager**
scheduled on 3rd – 14th November 2025 at NIDM Rohini Delhi

Venue: **NIDM Rohini Campus, New Delhi**

Name of the Participant:

Designation: **Level:** **Group:** **Date of Birth/Age:**

Name and Address of the Organization:

Residential Address:

Telephone: STD Code: **Office:** **Residence:**

Mobile: **Email:**

Blood Group: **Alternative Number:** **Any kind of Allergies:**

Expectations from the programme:

In what way do you think that this training programme will be useful?

Accommodation requirement during the Training Programme (Required/Not required)?

Date:

**Name, Designation and Signature of the
Nominating Authority**

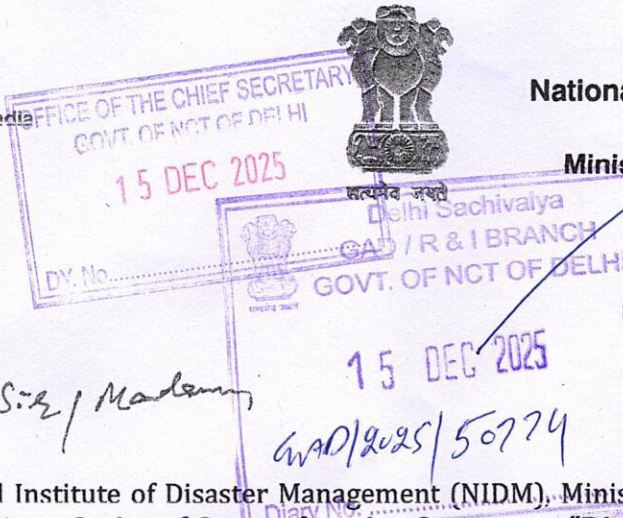
Venue Address: NIDM Rohini Campus, Delhi -110042

(Ministry of Home Affairs, Govt. of India)

<https://nidm.gov.in>

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मधुप व्यास, भा. प्र. से.
कार्यकारी निदेशक
Madhup Vyas, IAS
Executive Director



राष्ट्रीय आपदा प्रबंधन संस्थान
National Institute of Disaster Management
(गृह मंत्रालय, भारत सरकार)
Ministry of Home Affairs, Govt. of India
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NIDM/TRG/CC/2025
December 8, 2025

National Institute of Disaster Management (NIDM), Ministry of Home Affairs, Government of India, is organizing a **Series of Comprehensive Courses on "Disaster Risk Management"**. The two-week residential courses are especially designed to enhance the knowledge and skills of entry-to-mid level career officials involved in disaster risk reduction and management.

2. The courses aim to provide a comprehensive understanding of the Disaster Management Cycle including key components such as prevention, mitigation, preparedness, response and recovery & reconstruction. In addition, the courses will also address emerging and cross-cutting subjects such as Risk Financing, Post-Disaster Needs Assessment (PDNA) and inclusive approaches.
3. The comprehensive courses scheduled for the upcoming quarter are listed below along with the details of the course coordinators.

S. No.	Particular	Date	Venue	Course Coordinator	Contact Details
1.	12 th Comprehensive Course on Disaster Management	02.02.2026 - 13.02.2026	NIDM Rohini Campus, Delhi	Dr. Garima Aggarwal	garima.nidm@govco ntractor.in
2.	13 th Comprehensive Course on Disaster Management	16.02.2026 - 27.02.2026	NIDM Rohini Campus, Delhi	Sh. Shekher Chaturvedi	shekher.nidm@nidm.gov.in
3.	14 th Comprehensive Course on Disaster Management	09.03.2026 - 20.03.2026	NIDM Rohini Campus, Delhi	Dr. Arkaprabha Sarkar, Dr. Ajinder Walia & Dr. Prerna Joshi	arkaprabha.nidm@nidm.gov.in ajinder.nidm@nidm.gov.in prerna.nidm@nidm.gov.in

4. You are kindly requested to **nominate 03-04, entry-to-mid level career official (Group A or B post) from your organization**, who is actively involved in the field of disaster management for each of the three courses mentioned above.
5. NIDM will host all participants on its campus and provide necessary boarding & lodging facilities. However, travel arrangements of the candidate shall be borne by the respective State/UT.
6. I look forward to your cooperation in sharing the confirmation of the nominations, to the respective course coordinators.

With regards,

Yours sincerely,

87.12.25
(Madhup Vyas)

To,

- The Chief Secretaries of the States/UTs
(As per the list enclosed)

आपदा प्रबंधन महाविचार: पूरा भारत भागीदार

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Nomination of women officials for the five da Advanced level residential training on "Building Resilience Against Cyber Threats," from 23rd February to 27th February 2026 under the "CyberShakti" project , sponsored by MeitY, Govt of India

prabhakumari <prabhakumari@cdac.in >

Wed, 17 Dec 2025 4:31:27 PM +0530

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Cc "Rekha Saraswat"<rekhasaraswat@cdac.in>

Dear Sir/Madam,

CDAC Noida is a premier R&D organization under Ministry of Electronics and Information technology(MeitY), Government of India. We at CDAC Noida are involved in the execution of important Government schemes for the benefit of Indian organizations and citizens.

As part of the ongoing efforts of Government of India ,to empower women in the digital domain, CDAC Noida is pleased to inform you that a five days residential training programmes on "Building Resilience Against Cyber Threats" is being organized by CDAC Noida under the "CyberShakti: Empowering Indian Women Government Officials in Cybersecurity" project from 23rd February to 27th February 2026 at CDAC Noida . This initiative, sponsored by MeitY, aims to equip women professionals with the necessary knowledge and skills to safeguard against cyber threats and enhance cybersecurity resilience across various sectors.

The training will cover the conceptual understanding of latest security mechanisms in Network Security, Web Application security, End Point Security, Cloud Security and Cyber Forensics. Hands-on exercises based on Real Life Attack Scenarios and a Cyber Drill & Capture the Flag (CTF) event will be conducted to allow participants to delve into the real time environment of cyber-attacks.

This training is an excellent opportunity for the participants to develop critical competencies and strengthen their ability to manage and mitigate cyber risks. The content has been specifically designed to prepare participants to take on roles such as Deputy CISOs and CISOs within their respective organizations, contributing to the overall growth of cyber security expertise among women in Government.

To realize the vision of making women empowered in the domain of cyber security to play crucial roles within their organizations, it is requested to nominate suitable women candidates from your organization who can benefit from this training . The filled and signed nomination forms(attached), clearly mentioning the details of participants may be sent by **10th February 2026** to undersigned .

It may kindly be noted that the training programme will be free of cost and the participants will be provided free of cost accommodation in CDAC Noida empanelled hotels also.

However the participants will have to bear the travel cost to and from their respective stations and no TA DA will be provided.

The women officials, who are already working in the cyber security field or have basic knowledge of cyber security may kindly be preferred for nomination.

The programme brochure and the nomination form are attached for your reference.

For any query kindly revert back to undersigned.

Thanks and Regards

Rekha Saraswat

Mob No: 9971011448



[C-DAC is on Social-Media too. Kindly follow us at:

Facebook: <https://www.facebook.com/CDACINDIA> & Twitter: @cdacindia]

This e-mail is for the sole use of the intended recipient(s) and may contain confidential and privileged information. If you are not the intended recipient, please contact the sender by reply e-mail and destroy all copies and the original message. Any unauthorized review, use, disclosure, dissemination, forwarding, printing or copying of this email is strictly prohibited and appropriate legal action will be taken.

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3 Attachment(s)

image001.jpg

35.2 KB

Building Resilience Against Cy...

1.4 MB

Nomination Form for CyberSh...

23.5 KB

5-DAY ADVANCED TRAINING PROGRAMME ON

Building Resilience Against Cyber Threats

Under the Cyber Shakti Project

Empowering Indian Women Government Officials



- **Organized by:** C-DAC Noida **Funded by:** Ministry of Electronics and Information Technology , Govt of India
- **Training Dates:** 23rd Feb to 27th Feb 2026
- **Venue:** C-DAC Noida

About the Programme

C-DAC Noida, under the Cyber Shakti project, invites nominations for the 5-day Advanced Training Programme on "Building Resilience Against Cyber Threats", designed to enhance the cyber security capabilities of women Govt officials. This initiative aims to equip participants with the knowledge required to build resilience against evolving cyber threats.



Key Features

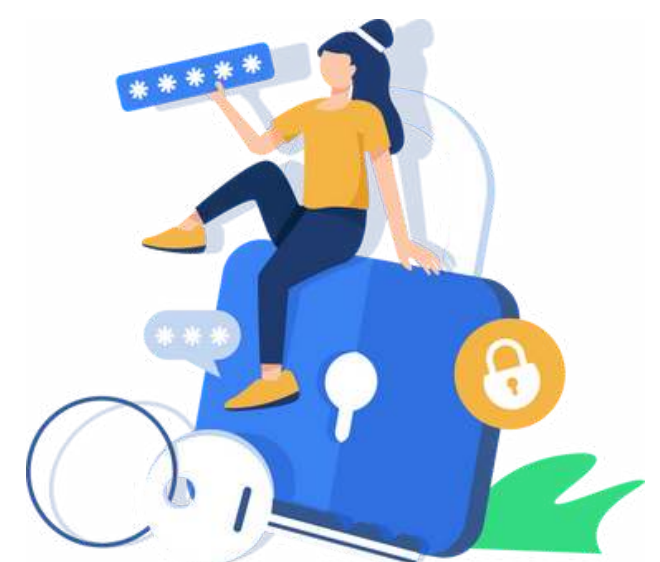
- ▶ Interactive sessions with industry experts.
- ▶ Hands-on exercises with real-life attack scenarios.
- ▶ Capture the Flag (CTF) challenges.
- ▶ Cyber Drill Exercises.
- ▶ Comprehensive course material.

Programme Objectives

- Enhance cybersecurity leadership skills.
- Develop advanced technical knowledge and awareness of emerging threats.
- Strengthen incident and crisis management capabilities.
- Build and implement effective security strategies.
- Promote networking and peer learning.

Course Coverage

- **Network Security:** Threat identification and mitigation.
- **Web Application Security:** Securing online platforms.
- **Endpoint Security:** Protecting user devices.
- **Cloud Security:** Safeguarding cloud-based resources.
- **Cyber Forensics:** Investigating cyber incidents.



Target Audience

Women government employees from various government organisations, PSUs, and state governments who:

- Are involved in or responsible for cybersecurity tasks.
- Wish to upskill and develop capabilities to work as Deputy CISOs/CISOs.

Eligibility Criteria

- Strong knowledge of networking concepts.
- Basic understanding of cybersecurity concepts.
- Complete at least 2 iGOT cybersecurity courses before training starts.

Website Link for iGOT: <https://igotkarmayogi.gov.in/>



BATCH SIZE:
MAXIMUM 30 PARTICIPANTS

**NONIMATION
DEADLINE**
10th Feb 2026

Expected Outcomes

- Improved strategic vision and leadership skills.
- Enhanced risk management capabilities.
- Deeper technical expertise and awareness of emerging threats.
- Stronger cybersecurity governance and compliance frameworks.
- Better crisis management and incident response planning.

Logistics and Facilities

- Accommodation in C-DAC empaneled hotels. Daily transport between hotel and training venue. Training kits & complimentary meals (lunch and tea/snacks). Participants are responsible for any travel beyond the arrangements provided. TA/DA will not be provided.



Organisations are encouraged to nominate eligible women employees by submitting the filled and signed nomination forms via email to:

rekhasaraswat@cdac.in

**Nomination Form for CyberShakti-
5 Days Offline Advanced Training Programme on "Building Resilience Against Cyber Threats"**

(To be filled by the applicant/participant)

Date:

Under project "CyberShakti: Empowering Indian Women Government Officials in Cyber Security" funded by Ministry of Electronics and Information Technology (MeitY), Govt. of India.		
Course Name	:	5 Days Offline Advanced Training Programme on "Building Resilience Against Cyber Threats"
Training Date	:	23 February to 27 th February 2026
Officer Name (as per Gov ID)	:	
Date of Birth	:	
Mobile Number	:	
Email ID (official ID)	:	
Designation	:	
Name of Organization	:	
State/region	:	
District	:	
No. of Years of Experience	:	
Area of Expertise	:	
Involved in previous programme under CyberShakti Project ¹	:	Yes / No
If previous answer is, yes provide details (Program Name / Date)	:	

I hereby declare that all the information provided above is true.

Officer's Signature

The participant has been nominated for the training purpose by the department. If selected, he/she shall be relieved from duties for _____ days from _____ to _____ for attending 5 Days Offline Advance level training programme under CyberShakti Project.

(Signature with Date)

Head of Department/Dean/Director

(For office purpose)

The above submitted information has been verified and recommended.

(Signature)

Chief Investigator (Project)

¹Participants are not allowed to enrol in the same program for more than once

Fwd: Workshop on Emerging Technology and Dashboard by ISTM**Shri Rajeev Verma** <csdelhi@nic.in >

Mon, 29 Dec 2025 6:41:20 PM +0530

To "A. Anbarasu"<secservices@nic.in>

===== Forwarded message =====

From: Institute of Secretariat Training and Management (ISTM) <istm@nic.in>To: <jsns@ddpmod.gov.in>

Date: Mon, 29 Dec 2025 17:15:57 +0530

Subject: Workshop on Emerging Technology and Dashboard by ISTM

===== Forwarded message =====



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 Emerging Technology and Dashboard

Course Code : WETD-10

Date : 23 Mar 2026 to 24 Mar 2026

Mode : Offline

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

Regards

Jitender Bhatti

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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Shri Rajeev Verma <csdelhi@nic.in>

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To "Director UTCS"<dutcs@nic.in>,"Secretary Services"<secservices@nic.in>

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From: Mukesh Kumar <mukesh.kr07@gov.in>

To: "Dr. Sameer Sharma, IAS" <cs@ap.gov.in>, "Chief Secretary Bihar" <cs-bihar@nic.in>, "Chief Secretary Office" <csoffice.cg@gov.in>, "Puneet Kumar Goel IAS Chief Secretary" <cs-go@nic.in>, "Dharmendra" <cs-arunachal@nic.in>, "Jishnu Barua IAS" <cs-assam@nic.in>, "csguj" <csguj@gujarat.gov.in>, "Mr R D Dhiman" <cs-hp@nic.in>, "Sanjeev Kaushal, IAS" <cs@hry.nic.in>, "branchtrg" <branchtrg@gmail.com>, "Shri Sukhdev Singh" <cs-jharkhand@nic.in>, "cs" <cs@karnataka.gov.in>, "chiefsecy" <chiefsecy@kerala.gov.in>, "Iqbal Singh Bains" <cs@mp.nic.in>, "chiefsecy" <chiefsecy@maharashtra.gov.in>, "cs-manipur" <cs-manipur@nic.in>, "cso-meg" <cso-meg@nic.in>, "cs-mizoram" <cs-mizoram@nic.in>, "Jan e Alam, Chief Secretary Nagaland" <csngl@nic.in>, "Suresh Chandra Mahapatra" <csori@nic.in>, "cs" <cs@punjab.gov.in>, "csraj" <csraj@rajasthan.gov.in>, "Mr S.C Gupta" <cs-skm@hub.nic.in>, "cs" <cs@tn.gov.in>, "CS Telangana" <cs@telangana.gov.in>, "cs-tripura" <cs-tripura@nic.in>, "CHIEF SECRETARY OFFCE GOVT OF UP" <csup@nic.in>, "chief secretary" <cs-uttaranchal@nic.in>, "Shri H K Dwivedi" <cs-westbengal@nic.in>, "cs-andaman" <cs-andaman@nic.in>, "admn-chandigarh" <admn-chandigarh@nic.in>, "administrator-dd-dnh" <administrator-dd-dnh@nic.in>, "csdelhi" <csdelhi@nic.in>, "lk-admin" <lk-admin@nic.in>, "cspon" <cs.pon@nic.in>, "cs-jandk" <cs-jandk@nic.in>, "advisor-lg-ladakh" <advisor-lg-ladakh@gov.in>, "directordhti" <directordhti@caomod.nic.in>

Cc: "Manoj Kataria" <manoj.kataria14@nic.in>, "UMA MAGESH" <uma.magesh@nic.in>, "Vijay S" <vijays@cag.gov.in>

Date: Fri, 12 Dec 2025 12:05:01 +0530

Subject: Long Term Domestic Training Programme "Advanced Programme for Public Human Resource Management" (APPHRM) - by Indian Institute of Management, Lucknow - Rescheduled.

===== Forwarded message =====

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With Regards,

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ASO (LTDP),
Training Division,
DoPT, New Delhi 110067

1 Attachment(s)

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59.2 KB

F.No. T-13019(2)/1/2025-LTDP
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Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training
(Training Division)

3rd Floor Block-IV, Old JNU Campus,
New Mehrauli Road, New Delhi-110067,
Dated: 12th December, 2025

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2. The Chief Secretaries to all State Governments
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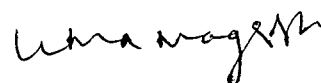
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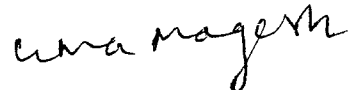


(Uma Magesh)

Under Secretary to the Government of India
Telephone: 011-26706382

Copy to:

1. The Comptroller and Auditor General of India, New Delhi
2. Secretary, Union Public Service Commission, New Delhi
3. The Election Commission of India, New Delhi
4. Controller General of Accounts, New Delhi
5. Deputy Director General (Training), Department of Post, Dak Bhavan, New Delhi
6. Deputy Director General (Training), Department of Telecom, Sanchar Bhavan, New Delhi
7. Director (Training), Railway Board, Rail Bhavan, New Delhi
8. Director (Police), Ministry of Home Affairs for nomination of IPS Officers
9. Director General, CPWD Training Institute, Nirman Bhavan, New Delhi
10. Director, Bureau of Police Research and Development, CGO Complex, New Delhi
11. Establishment Officer, Department of Personnel & Training, North Block, New Delhi
12. Deptt. of Personnel & Training (CS Division), Lok Nayak Bhavan, New Delhi
13. Ms. Isha Rishi, Programme Coordinator, Advanced Programme for Public Human Resource Management, Indian Institute of Management, Lucknow, Prabandh Nagar, IIM Road Lucknow - 226013 with request to consider applications received on or before March 1st, 2026.
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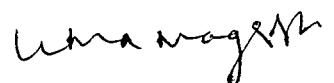
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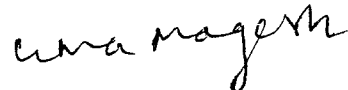


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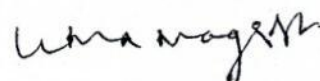
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