

Fwd: ToT on e-Content Development by ISTM

Shri Rajeev Verma <csdelhi@nic.in >

Fri, 06 Feb 2026 9:25:48 PM +0530

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

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

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

To: <jsns@ddpmod.gov.in>

Date: Fri, 06 Feb 2026 21:05:54 +0530

Subject: ToT on e-Content Development 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 : ToT on e-Content Development

Course Code : TOTECD-04

Date : 06 Apr 2026 to 07 Apr 2026

Mode : Offline

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

Regards

Moloy Sanyal

Faculty Consultant

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

Moloy Sanyal

Faculty Consultant

Institute of Secretariat Training & Management

Department of Personnel and Training (DoP&T)

JNU Campus (OLD), Olof Palme Marg,

New Delhi - 110067

Fwd: Public Policy for Good Governance by ISTM

Shri Rajeev Verma <csdelhi@nic.in>

Fri, 06 Feb 2026 9:25:36 PM +0530

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

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

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

To: <jsns@ddpmod.gov.in>

Date: Fri, 06 Feb 2026 21:08:51 +0530

Subject: Public Policy for Good Governance 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 : Public Policy for Good Governance

Course Code : PPGG-08

Date : 27 Apr 2026 to 29 Apr 2026

Mode : Offline

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

Regards

Moloy Sanyal

Faculty Consultant

Institute of Secretariat Training & Management

Department of Personnel and Training (DoP&T)

JNU Campus (OLD), Olof Palme Marg,

New Delhi - 110067

Fwd: Public Policy for Good Governance by ISTM

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Regards

Moloy Sanyal

Faculty Consultant

Institute of Secretariat Training & Management

Department of Personnel and Training (DoP&T)

JNU Campus (OLD), Olof Palme Marg,

New Delhi - 110067

Fwd: Workshop on Pay Fixation 4th to 6th May, 2026 at ISTM, New Delhi**Shri Rajeev Verma** <csdelhi@nic.in >

Fri, 06 Feb 2026 2:58:47 PM +0530

To "Secretary Services"<secservices@nic.in>,"Joint Director Planning"<jdplg@nic.in>

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

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

Date: Fri, 06 Feb 2026 14:52:57 +0530

Subject: Workshop on Pay Fixation 4th to 6th May, 2026 at ISTM, New Delhi

===== 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 Pay Fixation

Course Code : WPF-39

Date : 04 May 2026 to 06 May 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

Fwd: Workshop on Pay Fixation 4th to 6th May, 2026 at ISTM, New Delhi

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To "Secretary Services"<secservices@nic.in>,"Joint Director Planning"<jdplg@nic.in>

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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

Fwd: Workshop on Office Procedure & Noting & Drafting by ISTM**Shri Rajeev Verma** <csdelhi@nic.in>

Mon, 09 Feb 2026 12:25:58 PM +0530

To "Secretary Services"<secservices@nic.in>,"Secretary AR"<secyar@nic.in>

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

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

Date: Mon, 09 Feb 2026 12:10:46 +0530

Subject: Workshop on Office Procedure & Noting & Drafting 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 Office Procedure & Noting & Drafting

Course Code : WOP&ND-06

Date : 16 Mar 2026 to 18 Mar 2026

Mode : Offline

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

Regards

Vijay Kumar Keshari

Deputy Director

Institute of Secretariat Training & Management

Department of Personnel and Training (DoP&T)

JNU Campus (OLD), Olof Palme Marg,

New Delhi - 110067

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Regards

Vijay Kumar Keshari

Deputy Director

Institute of Secretariat Training & Management

Department of Personnel and Training (DoP&T)

JNU Campus (OLD), Olof Palme Marg,

New Delhi - 110067

Fwd: Programme on Pensions & Other Retirement Benefits by ISTM

Shri Rajeev Verma <csdelhi@nic.in>

Mon, 09 Feb 2026 12:25:33 PM +0530

To "Bipul Pathak"<psfin@nic.in>,"Secretary Services"<secservices@nic.in>

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

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

To: <jsns@ddpmod.gov.in>

Date: Mon, 09 Feb 2026 12:12:00 +0530

Subject: Programme on Pensions & Other Retirement Benefits 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 : Programme on Pensions & Other Retirement Benefits

Course Code : PRB-01-22

Date : 23 Mar 2026 to 25 Mar 2026

Mode : Offline

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

Regards

Vijay Kumar Keshari

Deputy Director

Institute of Secretariat Training & Management

Department of Personnel and Training (DoP&T)

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New Delhi - 110067

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Vijay Kumar Keshari

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JNU Campus (OLD), Olof Palme Marg,

New Delhi - 110067

Fwd: Service Orientation by ISTM**Shri Rajeev Verma** <csdelhi@nic.in >

Fri, 06 Feb 2026 9:25:31 PM +0530

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

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

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

Date: Fri, 06 Feb 2026 21:12:47 +0530

Subject: Service Orientation 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 : Service Orientation

Course Code : SO-03

Date : 08 Jun 2026 to 09 Jun 2026

Mode : Offline

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

Regards

Moloy Sanyal

Faculty Consultant

Institute of Secretariat Training & Management

Department of Personnel and Training (DoP&T)

JNU Campus (OLD), Olof Palme Marg,

New Delhi - 110067

Fwd: Service Orientation by ISTM

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Date : 08 Jun 2026 to 09 Jun 2026

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Regards

Moloy Sanyal

Faculty Consultant

Institute of Secretariat Training & Management

Department of Personnel and Training (DoP&T)

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New Delhi - 110067

Fwd: Workshop on Communication Skills by ISTM**Shri Rajeev Verma** <csdelhi@nic.in>

Fri, 06 Feb 2026 9:25:42 PM +0530

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

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

From: Shri Rajeev Verma <csdelhi@nic.in>

To: "azadsingh.tte"<azadsingh.tte@delhi.gov.in>, "pstechedu"<pstechedu@nic.in>

Date: Fri, 06 Feb 2026 21:25:04 +0530

Subject: Fwd: Workshop on Communication Skills by ISTM

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

To: <jsns@ddpmod.gov.in>

Date: Fri, 06 Feb 2026 21:08:09 +0530

Subject: Workshop on Communication Skills by ISTM

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Sir/Madam,

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

Course Name : Workshop on Communication Skills

Course Code : WCS-22

Date : 13 Apr 2026 to 14 Apr 2026

Mode : Offline

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

Regards

Moloy Sanyal

Faculty Consultant

Institute of Secretariat Training & Management 13

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New Delhi - 110067

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To: "azadsingh.tte"<azadsingh.tte@delhi.gov.in>, "pstechedu"<pstechedu@nic.in>

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