

GOVT. OF NCT OF DELHI
SERVICES DEPARTMENT: COORDINATION BRANCH
DELHI SECRETARIAT, 5th LEVEL, 'A' WING
I.P. ESTATE, NEW DELHI-110002

To

**All ACS/Pr. Secretaries/Secretaries/HODs,
Govt. of NCT of Delhi**

Sub: Uploading of Misc. Training Circular/Misc. Correspondence.

Sir/Madam,

I am directed to upload the following training letter/Misc. Correspondence/office memorandums received from various Ministries/Departments for vide circulations at their end.

S I. N o.	Received from Ministry/Department	Letters No. with Date	Brief Subject	Date of Training / Courses	Last date of receiving of No min ations
1.	Institute of Secretariat Training and Management (ISTM), Department of Personnel and Training (DOPT), GOI, JNU Campus, New Delhi-110067.	e-Receipt No. 2055929 /2026	ToT on e-Content Development by ISTM	06 Apr 2026 to 07 Apr 2026	12 Mar 2026
2.	Institute of Secretariat Training and Management (ISTM), Department of Personnel and Training (DOPT), GOI, JNU Campus, New Delhi-110067.	e-Receipt No. 2055883 /2026	Public Policy for Good Governance by ISTM	27 Apr 2026 to 29 Apr 2026	15 Mar 2026
3.	Institute of Secretariat Training and Management (ISTM), Department of Personnel and Training (DOPT), GOI, JNU Campus, New Delhi-110067.	e-Receipt No. 2055929 /2026	Workshop on Pay Fixation at ISTM, New Delhi	04 May 2026 to 06 May 2026	03 Apr 2026
4.	Institute of Secretariat Training and Management (ISTM), Department of Personnel and Training (DOPT), GOI, JNU Campus, New Delhi-110067.	e-Receipt No. 2055874 /2026	Programme on Pensions & Other Retirement Benefits by ISTM	23 Mar 2026 to 25 Mar 2026	23 Feb 2026
	Institute of Secretariat Training and Management	e-Receipt		08 Jun 20	30

5.	Int (ISTM), Department of Personnel and Training (DOPT), GOI, JNU Campus, New Delhi-110067.	No. 2055905/2026	Service Orientation by ISTM	26 to 09 Jun 2026	May 2026
6.	Institute of Secretariat Training and Management (ISTM), Department of Personnel and Training (DOPT), GOI, JNU Campus, New Delhi-110067.	e-Receipt No. 2055932/2026	Workshop on Communication Skills by ISTM	13 Apr 2026 to 14 Apr 2026	10 Mar 2026

This is for your kind information please.

Yours faithfully

Digitally signed by
Manoj

Encl: As above.

Date: 23-02-2026
SECTION OFFICER (CDN)
16:22:39

Copy for information to:-

1. PS to Secretary (Services), Govt. of NCT of Delhi.
2. PA to Special Secretary(Services), Govt. of NCT of Delhi.
3. PA to Dy. Secretary-I/II/III Services Department, Govt. of NCT of Delhi.
4. Dealing Assistant (CDN), Services Department , GNCTD with the request to upload this letter on the website of Services Department.