

Fwd: Responsible use of AI in Workplace by ISTM



Shri Dharmendra <csdelhi@nic.in>

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To "Secretary (IT)"<secyit@nic.in>,"Sh Anil Kumar Singh"<secservices@nic.in>

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

To: jsns@ddpmod.gov.in

Sent: Monday, June 30, 2025 4:29:00 PM

Subject: Responsible use of AI in Workplace 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 : Responsible use of AI in Workplace

Course Code : RU-AI-W-04

Date : 04 Aug 2025 to 05 Aug 2025

Mode : Offline

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

Regards

Bhagaban Padhy

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

Handwritten signatures and dates at the bottom of the page, including "Santosh Datta PS 01/7/25", "Sh. Bhat", "SP-secy (sw)", and "DS-III (S) 1.7.25".