

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.

Sl. No.	Received from Ministry/Department	Letters No. with Date	Brief Subject	Date of Training/ Courses	Last date of receiving of Nominations
1.	Institute of Secretariat Training and Management (ISTM), Department of Personnel and Training (DOPT), GOI, JNU Campus, New Delhi-110067.	e-Receipt No. 1817523/2025	Handling RTI Matters by ISTM	01 Dec 2025 to 02 Dec 2025	17th Nov 2025
2.	Institute of Secretariat Training and Management (ISTM), Department of Personnel and Training (DOPT), GOI, JNU Campus, New Delhi-110067.	e-Receipt No. 1814887/2025	MS-Power Point-Advance by ISTM	03 Nov 2025 to 04 Nov 2025	03rd Oct 2025
3.	Anil Kumar Chourasia, ASO, BPC&T Section Bilateral Cooperation Division Department of Economic Affairs Ministry of Finance (Through CS, Delhi)	e-Receipt No. 1817533/2025	In-person Singapore Cooperation Programme on "Industry 4.0 and The Future of Artificial Intelligence and Big Data Analytics" f	9th Feb to 13th Feb, 2026	05th Dec 2025
4.	Institute of Secretariat Training and Management (ISTM), Department of Personnel and Training (DOPT), GOI, JNU Campus, New Delhi-110067.	e-Receipt No. 1817645/2025	Two Days Workshop on Litigation Management (LTM-10) in ISTM	19 Jan 2026 to 20 Jan 2026	05th Jan 2025
5.	Anna Roy, Programme Director (DM&A) NITI Aayog, Govt. of India (Through CS, Delhi)	e-Receipt No. 1814300/2025	Invitation for Data Forum, 2025 to be held in Bhopal, MP	20 Nov 2025 to 21 Nov 2025	Not Mentioned
	Dr. Mohammed Mujahed Ali Programme Director, Centre for Management St	e-Receipt	Call for Nominations - 5-Day Residential Programme	27 Oct t	Not

6.	Studies Administrative Staff College of India, Hyderabad (Through CS, Delhi)	No. 1821759 /2025	on Fraud Risk Management and Forensic Safeguards	o 31 Oct 2025	Men tion ed
7.	Section Officer, Capacity Building Unit Infrastructure Finance Secretariat, DEA Ministry of Finance, Government of India 4th Floor, STC Building, Janpath, New Delhi 110 001 (Through CS, Delhi)	e-Receipt No. 1824663 /2025	Inviting nominations for the Capacity Building Training Program at AJNIFM, Faridabad	01 Dec 2 025 to 1 7 Dec 20 25	2 W eek Prior
8.	Kishore . Assistant Director Institute of Secretariat Training & Management Department of Personnel and Training (DoP&T) JNU Campus (OLD), Olof Palme Marg, New Delhi - 110067	e-Receipt No. 1824641 /2025	Responsible use of AI in W orkplace by ISTM	15 Dec 2 025 to 1 6 Dec 20 25	14th Nov 202 5

This is for your kind information please.

Encl: As above.

Yours faithfully
Digitally signed by
Harish Sharma
Date: 17-10-2025
17:34:11
SECTION OFFICER (CDN)

Copy for information to:-

1. PS to Pr. 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.