

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.

No.	Received from Ministry/Department	Letter s No. with D ate	Brief Subject	Date of Trainin g/ Courses	Last d ate of receivi ng of Nomin ations
1.	Institute of Secretariat Training and Management (ISTM), Department of Personnel and Training (DOPT), GOI, JNU Campus, New Delhi-110067.	e-Receipt No. 17417 97/202 5	Two days Orientation Training Programme on Conduct Rules and Vigilance (OTP-C-PV-04) in OFFLINE MODE	01st Dec , 2025 to 2nd Dec 2025	21st Nov 2025
2.	Programme Section V.V. Giri National Labour Institute (Ministry of Labour & Employment, Govt. of India) NOIDA, Uttar Pradesh, INDIA	e-Receipt No. 17534 38(1)/2 025	Training Programme on Labour Codes and Rules at VVGNI Noida	17 Nov 2025 to 19 Nov 2025	5 Nominations requested
3.	(Gita Sharma) Training Assistant National Institute of Disaster Management (NIDM), Ministry of Home Affairs, Government of India New Delhi Through CS, Delhi	e-Receipt No. 17430 04/202 5	Reminder for Inviting the nominations for two weeks face-to-face International course on "Comprehensive Disaster Risk Management " under the ITEC Programme of the Ministry of External Affairs, Government of India from at NIDM Rohini Campus, New Delhi	15 Sept 2025 to 26 Sept 2025	05th Sept 2025
4.	Institute of Secretariat Training and Management (ISTM), Department of Personnel and Training (DOPT), GOI, JNU Campus,	e-Receipt No. 17481	Workshop on Communication Skills by ISTM	10 Nov 2025 to 11 Nov 2025	24th Oct 2025

	New Delhi-110067.	62(1)/2025		25	
5.	IC (Europe) Section, DPIIT, Vanijya Bhawan Through CS, Delhi	e-Receipt No. 17466 20(1)/2025	Confirmation of Workshop Date: EFTA-India TEPA Chapter 7 & EFTA Desk	11th Sept 2025	04th Sept 2025
6.	Institute of Secretariat Training and Management (ISTM), Department of Personnel and Training (DOPT), GOI, JNU Campus, New Delhi-110067.	e-Receipt No. 17573 21(1)/2025	Effective Cabinet Notes by ISTM	08 Dec 2025	1st Dec 2025
7.	Hari Krishan Founder & Facilitator - Life Transformation Academy Former Civil Servant (1995 Batch) ✉ harikrishan@lifetransformationacademy.co.in Through CS, Delhi	e-Receipt No. 17575 57(1)/2025	ICC Members Workshop-Courtyard by Marriott, Goa	5-9 October 2025	First come first serve basis
8.	Swami Prabodha Programme Coordinator Isha Foundation Through CS Delhi	e-Receipt No. 17533 38(1)/2025	DoPT - In-service Training Programme - Inner Engineering Leadership	5th Jan to 9 Jan 2026	Not mentioned

This is for your kind information please.

Yours faithfully
Digitally signed by
Harish Sharma

Encl: As above.

SECTION OFFICER(CDN)
Date: 17-09-2025
12:56:02

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.

SECTION OFFICER(CDN)