

**GOVT. OF NCT OF DELHI**  
**SERVICES DEPARTMENT: COORDINATION BRANCH**  
**DELHI SECRETARIAT, 5<sup>th</sup> 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 l. No.	Received from Ministry/Department	Letter s No. with D ate	Brief Subject	Date of Training / Courses	Las t d ate of rec eiv ing of No mi nat ion s
1.	Institute of Secretariat Training and Management (ISTM), Department of Personnel and Training (DOPT), GOI, JNU Campus, New Delhi-110067.	e-Receipt No. 17778 14/2025	Workshop on e-Procurement & GeM by ISTM	17 Nov 2025 to 19 Nov 2025	04th Nov 2025
2.	Namita Malik Joint 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. 17738 87/2025	Monitoring & Evaluation of Government Schemes by ISTM	03 Dec 2025 to 03 Dec 2025	15th Nov 2025
3.	Institute of Secretariat Training and Management (ISTM), Department of Personnel and Training (DOPT), GOI, JNU Campus, New Delhi-110067.	e-Receipt No. 17842 26/2025	Four days Training Programme (OFFLINE MODE) on Administrative Vigilance- Role of IO/PO (AV3-19)	15th Dec, 2025 to 18th Dec, 2025	05th Dec 2025
4.	Chaitanya K S Deputy Director National Water Academy Central Water Commission, Pune	e-Receipt No. 17894 12/2025	Online Training Program on 'Introduction to Python Programming and Applications in Water Resources Sector'	06 Oct 2025-17 Oct 2025	03rd Oct 2025

5.	Institute of Secretariat Training and Management (ISTM), Department of Personnel and Training (DOPT), GOI, JNU Campus, New Delhi-110067.	e-Receipt No. 1791691(1)/2025	Workshop on Pay Fixation by ISTM	22 Dec 2025 to 23 Dec 2025	15th Dec 2025
6.	Training Research and Publication Cell LBSNAA Through CS, Delhi	e-Receipt No. 1783823(2)/2025	Nomination for participation in Workshop on Developing State Level Capacity Building Plans- Phase I	24 Sep to 25 Sep 2025	16th Sep 2025
7.	International Institute of Projects & Program Management in association with SCOPE Through CM Delhi	e-Receipt No. 1802813/2025	Three Day Workshop on the totality of Project Management at SCOPE Convention Centre, New Delhi	06 Oct 2025-08 Oct 2025	Not mentioned

This is for your kind information please.

Yours faithfully,

Digitally signed by  
Harish Sharma

Date: 06-10-2025

15:39:58

SECTION OFFICER(CDN)

Encl: As above.

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.