

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 l. No.	Received from Ministry/Department	Lette rs N o. wi th D ate	Brief Subject	Date of Train ing/ Cour ses	Last date of recei ving of Nomi natio ns
1.	Mudaliar Jitendra, Assistant Director- Will School of Business, UPES Dehradun, Uttrakhand	e- Recei pt No. 1898 531/ 2025	Proposal for "SHA KTI" - Women Lea dership Program	Not m entio ned	Not m entio ned
2.	(Gita Sharma) Training Assistant, National Institute of Disaster Management, Ministry of Home Affairs, Govt. of India, New Delhi.	e- Recei pt No. 1913 068/ 2025	Reminder for Invi ting Nominations for the 11th Com prehensive Cours e on Disaster Risk Man agement	05 Ja n 202 6 to 1 6 Jan 2026	18 De c 202 5
3.	Institute of Secretariat Training and Management (ISTM), Department of Personnel and Training (DOPT), GOI, JNU Campus, New Delhi-110067.	e- Recei pt No. 1912 641/ 2025	Orientation Traini ng Programme on PFMS by ISTM	29 De c 202 5 to 3 0 Dec 2025	12 De c 202 5
4.	Hari Krishan Former Civil Servant (1995 Batch) Founder & Facilitator - Life Transformation Academy harikrishan@lifetransformation	e-Re ceipt No. 1913 010/ 2025	Workshops on Co urt Cases Manag ement AND Time, Energy, Stress & Life Mgt, Crowne Plaza, Ne	17 De c 202 5 to 1 9 Dec 2025	First come first s erve basis

	academy.co.in	2025	w Delhi		
5.	Shri Rajesh Sund Director (Economic Services), NPC Faculty & Programme Coordinator	e- Recei pt No. 1914 272/ 2025	NPC Residential T raining Program on "Effective Offi ce Administration & Financial Management" { Sri Vijaya Puram (Port Blair), A & N }	19 Ja n 202 6 to 2 3 Jan 2026	05 Ja n 202 6
6.	Rangeet Mitra, SPM NIWAS Digital Academy, Kolkata	e- Recei pt No. 1914 298/ 2025	Nomination of Pa rticipants for the J JM training at SP M-NIWAS, Kolkata for the month of January 2026 to March 20 26	06 Ja n 202 6 to 1 9 Mar 2026	One Week prior t o star t date
7.	Rangeet Mitra, SPM NIWAS Digital Academy, Kolkata	e- Recei pt No. 1912 679/ 2025	Nomination of Pa rticipants for the J JM training at SP M-NIWAS, Kolkata for the month of January 2026 to March 20 26	12 Ja n 202 6 to 2 7 Mar 2026	One Week prior t o star t date
8.	Uma Magesh Under Secretary to Govt. of India Department of Personnel & Training	e- Recei pt No. 1913 026/ 2025	One-Week In-Ser vice Training(IST) Programme on "A lternate Methods of Dispute Resolution (ADR) " at Nani Palkhiv ala Arbitration Ce ntre, Chennai	08 De c 202 5 to 1 2 Dec 2025	Not m entio ned

This is for your kind information please.

Yours faithfully
Digitally signed by
Harish Sharma
Date: 12-12-2025

Encl: As above.

SECTION OFFICER (N)

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
to upload this letter on the website of Services Department.

request

