

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	Letters No. with Date	Brief Subject	Date of Trainin g/ Course s	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. 1992158/2026	e-Record Management by ISTM	16 Mar 2026	03 Mar 2026
2.	Hari Krishan Former Civil Servant (IRPS – 1995 Batch) harikrishan@lifetransformationacademy.co.in	e-Receipt No. 1991280/2026	Workshops for ICC/LC Members (POSH) & PIOs (RTI)	19 Jan 2026 to 20 Jan 2026	First come first serve basis
3.	Institute of Secretariat Training and Management (ISTM), Department of Personnel and Training (DOPT), GOI, JNU Campus, New Delhi-110067.	e-Receipt No. 1987583/2026	Three days Training Programme on “ Pension and other Retirement benefits” (PRB1-21) in OFFLINE MODE	20 April 2026 to 22 April, 2026	10 April, 2026
4.	Institute of Secretariat Training and Management (ISTM), Department of Personnel and Training (DOPT), GOI, JNU Campus, New Delhi-110067.	e-Receipt No. 1987597/2026	Two days Offline Orientation Training Programme for the Retiring Government Officials (OTP-RGO-22) to be held at ISTM	27 April 2026 to 28 April, 2026	17 April, 2026
5.	Institute of Secretariat Training and Management (ISTM), Department of Personnel and Training (DOPT), GOI, JNU Campus, New Delhi-110067.	e-Receipt No. 1982555/2026	One day Online Training Programme on (e-RM-24) “e-Record Management	24 Feb 2026	17 Feb 2026

6.	Institute of Secretariat Training and Management (ISTM), Department of Personnel and Training (DOPT), GOI, JNU Campus, New Delhi-110067.	e-Receipt No. 1997842/2026	Three Days Workshop on e-Procurement & GeM (WEP&GeM-07) in ISTM	20 April 2026 to 22 April, 2026	06 April 2026
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This is for your kind information please.

Yours faithfully

Digitally signed by
Manoj

Encl: As above.

Date: 19-01-2026
SECTION OFFICER (CDN)
13:05:00

Copy for information to:-

1. PS to ACS (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.