

**GOVT. OF NCT OF DELHI**  
**SERVICES DEPARTMENT: COORDINATION BRANCH**  
**DELHI SECRETARIAT, 5<sup>th</sup> LEVEL, 'A' WING**  
**I.P. ESTATE, NEW DELHI-110002**

F.10(577)/Coord./Misc. Trg./2025/081801848/1479

Date:- 04/07/2025

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.	Ministry/Department	Letter No./Date	Subject	Date of Training	Last date of receiving Nominations
1.	Ministry of Personnel, Public Grievances & Pension, Department of Personnel and Training, Training Division, DoPT, New Delhi.	Dy. No. 13201 dated 20.06.2025	Long Term Domestic Training Programme on "Public Policy and Sustainable Leadership (PPSL)" and "Public Human Resources Management (PHRM)" at XLRI Xavier School of Management, Jamshedpur 2025-26- extension of last date regarding.	--	10 <sup>th</sup> July, 2025
2.	Management Development Institute, Gurgaon, Haryana	Dy. No. GAD/2025/25 603 dated 16.06.2025	Inviting nomination of Government Officer for Capacity Building in the DoPT supported in '18 <sup>th</sup> Post-Graduate Program in Management-Public Policy and Management (PGDM-PPM) during 2025-27 at MDI Gurgaon.	w.e.f 11 <sup>th</sup> September, 2025	31 <sup>th</sup> July, 2025
3.	Institute of Secretariat Training and Management (ISTM), Deptt. of Personal and Training, JNU Campus, New Delhi.	Dy. No. 13139 dated 19.06.2025	Workshop on conduct of Inquiry on Complaints relating to Sexual Harassment of Women at workplace	04 <sup>th</sup> to 05 <sup>th</sup> August, 2025	--

4.	Institute of Secretariat Training and Management (ISTM), Deptt. of Personal and Training, JNU Campus, New Delhi.	Dy. No.13137 dated 19.06.2025	Training Programme on Administrative Vigilance-Role of IP/PO.	15 <sup>th</sup> to 18 <sup>th</sup> September, 2025	--
5.	Institute of Secretariat Training and Management (ISTM), Deptt. of Personal and Training, JNU Campus, New Delhi.	Dy. No. 12855 dated 17.06.2025	Workshop by ISTM on 'Prevention, Prohibition and Redressal of Sexual Harassment of Women at Work Place	06 <sup>th</sup> to 07 <sup>th</sup> August, 2025	--
6.	Institute of Secretariat Training and Management (ISTM), Deptt. of Personal and Training, JNU Campus, New Delhi.	Dy. No. 12993 dated 18.06.2025	Training on Stress Management by ISTM	11 <sup>th</sup> to 12 <sup>th</sup> August, 2025	--
7.	Institute of Secretariat Training and Management (ISTM), Deptt. of Personal and Training, JNU Campus, New Delhi.	Dy. No. 12928 dated 18.06.2025	Training on Handling Parliamentary matters by ISTM	6 <sup>th</sup> to 7 <sup>th</sup> August, 2025	--
8.	Institute of Secretariat Training and Management (ISTM), Deptt. of Personal and Training, JNU Campus, New Delhi.	Dy. No. 13183 dated 20.06.2025	Training on Responsible use of AI in workplace by ISTM	15 <sup>th</sup> to 16 <sup>th</sup> December, 2025	--
9.	Institute of Secretariat Training and Management (ISTM), Deptt. of Personal and Training, JNU Campus, New Delhi.	Dy. No. 13184 dated 20.06.2025	Training on Big Data Analytics in Government-Basic by ISTM	27 <sup>th</sup> to 29 <sup>th</sup> October, 2025	--
10.	Institute of Secretariat Training and Management (ISTM), Deptt. of Personal and Training, JNU Campus, New Delhi.	Dy. No. 13192 dated 20.06.2025	Training of Handling RTI Matters by ISTM	14 <sup>th</sup> to 15 <sup>th</sup> July 2025	--

This is for your kind information please.

Yours faithfully

*[Signature]*  
04/07/2025

SECTION OFFICER(CDN)

Encl: As above.

F.10(577)/Coord./Misc. Trg./2025/081801848/1479

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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.

*[Signature]*  
04/07/2025

SECTION OFFICER(CDN)