

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	Letter s No. with D ate	Brief Subject	Date of Training/ Courses	La st da te of re cei vin g of No mi na tio ns
1.	Institute of Secretariat Training and Management (ISTM), Department of Personnel and Training (DOPT), GOI, JNU Campus, New Delhi-110067.	e- Receip t No.23 10519 /2026	Workshop on Office Procedure & Noting & Drafting by ISTM	31 Aug 2026 to 02 Sep 2026	31 Jul y 2 02 6
2.	Institute of Secretariat Training and Management (ISTM), Department of Personnel and Training (DOPT), GOI, JNU Campus, New Delhi-110067.	e- Receip t No.23 10485 /2026	Revised Circular for One Day (ONLINE) Workshop on "e-Record Management (e-RM-27	27 July 2026	22 Jul y 2 02 6
3.	Anil Kumar Chourasia, ASO, BPC&T Section, Bilateral Cooperation Division, Department of Economic Affairs, Ministry of Finance, Kartavya Bhavan -1. Telephone no. : 24012886	e- Receip t No.23 22752 /2026	Online and In-person Knowledge Co-Creation Program on "Development and Promotion of New Industries through Accelerating Innovation	8 Sept to 18 Sept, 2026 (online & 23 Sep to 10 Oct, 2026 (In-person)	20 Jul y 2 02 6
4.	Ankit Dudeja Director (A&C) & Course Director National Water Academy Central Water Commission Khadakwasla, Pune	e- Receip t No.23 19513 /2026	Request for Nomination of Officers for Training Program on Flood Plain Zoning being conducted at National Water Academy, Central Water Commission	08 July 2026 to 10 July 2026	01 Jul y 2 02 6

			ion, Pune		
5.	(Gita Sharma) Training Assistant, National Institute of Disaster Management, Ministry of Home Affairs, Govt. of India , New Delhi. Mob: 08851861892	e-Receipt No.23 13831 /2026	Kind invitation of nominations for the 5 Days Training Programme on " Post-Disaster Needs Assessment (PDNA)	13 July 2026 to 17 July 2026	06 Jul y 2 02 6
6.	Anil Kumar Chourasia, ASO, BPC&T Section, Bilateral Cooperation Division, Department of Economic Affairs, Ministry of Finance, Kartavya Bhavan -1. Telephone no. : 24012886	e-Receipt No.23 21612 /2026	In Person Singapore Cooperation Programme on Introduction to National Health Resilience Planning	28 Sept to 02 Oct, 2026	17 Jul y 2 02 6
7.	Kumar Kushal Director, National Water Academy, Pune	e-Receipt No.23 24488 /2026	Training Programs on "Hydrological Modeling using Free Tools" at NWA, Pune	06 July 2026 to 10 July 2026	01 Jul y 2 02 6

This issues with the approval of Competent Authority.

This is for your kind information please.

Yours faithfully

Digitally signed by
Babu Lal
Date: 29-06-2026
15:44:07

Encl: As above.

SECTION OFFICER (CDN)

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.