

**SERVICES DEPARTMENT: COORDINATION BRANCH  
DELHI SECRETARIAT, 5th LEVEL, 'A' WING  
I.P. ESTATE, NEW DELHI-110002  
{<http://services.delhigovt.nic.in>}**

F.10(24)/2014/Coord/081257399/1920-27

Dated: 30/07/2020

To

All HODs/Pr. Secretaries/Secretaries,  
Govt. of NCT of Delhi and  
Autonomous Bodies of Delhi

Sir/Madam

I am directed to upload herewith OM No.T-16017/11/2019-iGOT dated 15.06.2020 regarding Foreign Training conducted by Cadre Controlling Authorities (CCAs)/ Central Training Institutes (CTIs) for information and necessary action.

Yours faithfully

Encl:- As above.



((PAWAN KUMAR PARASHAR)  
SECTION OFFICER (COORD.)

F.10(24)/2014/Coord/081257399/1920-27

Dated: 30/07/2020

Copy to:

1. PS to ACS (Services).
2. PA to Special Secretary-I/II, Services Department, GNCTD.
3. DS-I/II/III/IV, Services Department, GNCTD.



((PAWAN KUMAR PARASHAR)  
SECTION OFFICER (COORD.)

4741C  
IMMEDIATE

No: T-16017/11/2019-iGOT  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
D/o Personnel & Training  
(Training Division)

\*\*\*\*\*

Block No. 4, Old JNU Campus, New Delhi  
Dated: 15.06.2020

**OFFICE MEMORANDUM**

Subject: Foreign Trainings conducted by Cadre Controlling Authorities (CCAs)/Central Training Institutes (CTIs).

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The undersigned is directed to say that D/o Personnel & Training, Cadre Controlling Authorities (CCAs) and Central Training Institutes (CTIs) conduct Foreign Training or have international component as part of overall training programme.

2. Due to the outbreak of COVID-19 pandemic and in view of the safety measures and the financial austerity, all Cadre Controlling Authorities (CCAs) and Central Training Institutes (CTIs) are informed that no Foreign Training shall be conducted during the current financial year viz. 2020-2021.

3. However, under exceptional circumstances, if it is felt necessary to conduct any Foreign Training, prior approval of DoPT must be obtained.

  
(Manoj Gupta)

Under Secretary to the Govt. of India  
Ph: 26165682

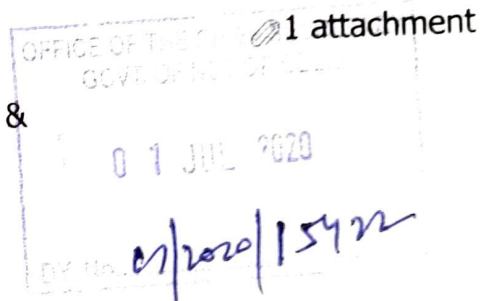
All Cadre Controlling Authorities and  
Central Training Institutes

**Knowledge Co-creation(International Study Tour), Online training Program-  
Administration,Establishment,Accounts matters reg & EDP Programmes- Call For  
Nominations**

**From :** chairman@nistd.in

Tue, Jun 30, 2020 06:32 PM

**Subject :** Knowledge Co-creation(International Study Tour),  
Online training Program-  
Administration,Establishment,Accounts matters reg &  
EDP Programmes- Call For Nominations



**To :** Shri Vijay Kumar Dev <csdelhi@nic.in>

**Cc :** Infoedc1978@gmail.com, Chairman@nistd.in

Ref No M/339/2020  
2020

New Delhi the Dated 30<sup>th</sup> June,  
To,  
By E Mail & Registered Post

**The Chief Secretary  
Delhi Secretariat, IP Estate,  
New Delhi - 110002  
[csdelhi@nic.in](mailto:csdelhi@nic.in)**

**Subject:- Knowledge Co-creation Program (International Study Tour)-Call For  
Nominations**

Dear Sir/Madam,

Please find here with Attached. Executive Development Program, Capacity Building  
Onsite Training programs & - International Study Tour, For Different Executive  
Officials In Your Organization .This is for your kind Information and necessary  
action for nominating your officials in different Trainings.

Kindly do the needful & expecting for confirmation and further response at the  
earliest.

Thanking You

Regards

National Institute Of Secretariat Training & Development

B-11C, Inderprastha, Tiila Shabajpur, NCR New Delhi,

Ghaziabad-201102

Ph. +91-120-2682107, 2682110, 2682111

Fax No:-+91-120-2682109, M-09811094923

E Mail:-[info@nistd.in](mailto:info@nistd.in), [infonistd@gmail.com](mailto:infonistd@gmail.com), Website:-[www.nistd.in](http://www.nistd.in)

15



YEARS OF  
CELEBRATING  
THE MAHATMA

"Cleanliness is next to Godliness"

SAVE PAPER - THINK BEFORE YOU PRINT

**Knowledge Co-creation(International Study Tour), Online training Program-  
Administration,Establishment,Accounts matters reg & EDP Programmes- Call  
For Nominations.pdf**

1 MB



02/07/2020

Fwd: Knowledge Co-creation(International Study Tour), Online training Program-  
Administration, Establishment, Accounts matters reg & EDP Programmes- Call For Nominations

473/C

From : Shri Vijay Kumar Dev <csdelhi@nic.in>

Thu, Jul 02, 2020 10:51 AM

Subject : Fwd: Knowledge Co-creation(International Study Tour), Online training Program-  
Administration, Establishment, Accounts matters reg & EDP Programmes- Call For Nominations

1 attachment

To : SATYA GOPAL <secservices@nic.in>

From: chairman@nistd.in

To: "Shri Vijay Kumar Dev" <csdelhi@nic.in>

Cc: Infoedc1978@gmail.com, Chairman@nistd.in

Sent: Tuesday, June 30, 2020 6:28:04 PM

Subject: Knowledge Co-creation(International Study Tour), Online training Program- Administration, Establishment, Accounts matters reg & EDP Programmes- Call For Nominations

Ref No M/339/2020

New Delhi the Dated 30<sup>th</sup> June, 2020

By E Mail & Registered Post

To,

The Chief Secretary  
Delhi Secretariat, IP Estate,  
New Delhi - 110002  
[csdelhi@nic.in](mailto:csdelhi@nic.in)

Subject:- Knowledge Co-creation Program (International Study Tour)-Call For Nominations

Dear Sir/Madam,

Please find here with Attached. Executive Development Program, Capacity Building Onsite Training programs & - International Study Tour, For Different Executive Officials In Your Organization .This is for your kind Information and necessary action for nominating your officials in different Trainings.

Kindly do the needful & expecting for confirmation and further response at the earliest.

Thanking You

Regards

National Institute Of Secretariat Training & Development

B-11C, Inderprastha, Tiila Shabajpur, NCR New Delhi,

Ghaziabad-201102

Ph. +91-120-2682107, 2682110, 2682111

Fax No: +91-120-2682109, M-09811094923

E Mail: [info@nistd.in](mailto:info@nistd.in), [infonistd@gmail.com](mailto:infonistd@gmail.com), Website: [www.nistd.in](http://www.nistd.in)



Knowledge Co-creation(International Study Tour), Online training Program-  
Administration, Establishment, Accounts matters reg & EDP Programmes- Call For Nominations.pdf

09/07/2020  
H. Joshi



# National Institute of Secretariat Training & Development

Ref No W/339/2020

New Delhi the Dated \_\_\_\_/\_\_\_\_/2020

To,

## Subject:- Knowledge Co-creation Program (International Study Tour)-Call For Nominations

Dear Sir/Madam,

National Institute of Secretariat Training & Development (NISTD), autonomous body registered under the Societies Registration Act XXI of 1860 and representative of the various segments of Indian Industry. The Institute provides the impetus and the Organizational Infrastructure to raise Quality level across the Industry. This helps to secure wider appreciation of the Interest of the Construction Business by the Govt.

The Complexities and Ever Changing Nature of today's Business Environment necessitates constant Evolution and Upgradation of one's Knowledge repository. While there is no match for Experimental Learning, one needs to keep abreast of Emerging Technologies and Good Practices to Improve one's productivity on the project and overall work, which are generally Technical in Nature. It's our Great Pleasure to convey you that we have conducted Study Tour for Construction Professionals, Specialized Program. These Programs have been specially designed for the Executives & Decision Makers who are serving in Local, State, Central Govt. and the Corporate Sector.

As you are aware that India is fast becoming a focal point for the world as a Business & Sports Destination and there is need for providing International Level facilities not only in Tier-I cities but also other cities which have great potential to Develop into International Business Centers.

This Program has been specially designed for the Executives & Decision Makers who are serving in Local, State, Central Govt. and the Corporate Sector. As you are aware that India is fast becoming a focal point for the world as a Business & Sports Destination and there is need for providing International Level facilities not only in Tier-I cities but also other cities which have great potential to Develop into International Business Centers. The Development of Cities would provide better Job Opportunities for the Working Class, better Living Conditions for the family, Better Recreational and Amusement Facilities. In short a better life style for the citizen. With a view to Provide Ideas, Concepts And Exposure to the Decision Makers. NISTD is planning to organize a International Study Tour of the proposed cities

Sl. No	Topic For Study Tour	Countries to be Visited	Program Date	Tour Cost (Rs) Per Participant + 18% GST Extra
1.	"Participatory Irrigation Management System for Paddies (A), Development of Agricultural, Horticulture, Animal Husbandry, Fisheries, Cooperatives Improvement of Management Capacity" & "Smart and Sustainable Cities" under Capacity Building program Technical Cooperation Program Government of Singapore, Malaysia & Thailand.	"Singapore, Kuala Lumpur & Bangkok"	06 <sup>th</sup> August, 2020 To 13 <sup>th</sup> August, 2020 (1 Day in New Delhi + 7 Days International)	INR 3,96,000.00
2.	"Sustainable Forestry Management with Community Participation" & "Smart and Sustainable Cities" under Capacity Building program Technical Cooperation Program of Government Singapore, Malaysia & Thailand	"Singapore, Kuala Lumpur & Bangkok"		
3.	International Capacity Building Program on Smart City-Power, Health, Infrastructure, Building & Roads Development projects "Smart and Sustainable Cities" under Capacity Building program Technical Cooperation Program Government of Europe	Stockholm (Sweden), Cologne (Germany) and Barcelona (Spain) Europe	16 <sup>th</sup> August, 2020 to 24 <sup>th</sup> August, 2020 (1 Day in New Delhi + 8 Days International)	INR 4,96,000.00
4.	"Development of Urban Road Network (A)" Operation and Maintenance of Urban Water Supply System (Water Quality and Purification) (B)" & "Smart and Sustainable Cities" under Capacity Building program Technical Cooperation Program Government of Europe	Stockholm (Sweden), Cologne (Germany) and Barcelona (Spain) Europe		
5.	"Seismology, Earthquake Engineering and Tsunami Disaster Mitigation" & "Smart and Sustainable Cities" under Capacity Building program Technical Cooperation Program Government of Europe	Stockholm (Sweden), Cologne (Germany) and Barcelona (Spain)	03 <sup>rd</sup> September, 2020	



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## National Institute of Secretariat Training & Development

6.	"Operation and Maintenance of Urban Water Supply System ( Water Quality and Purification) (B)" & "Smart and Sustainable Cities" under Capacity Building program Technical Cooperation Program Government of Europe	Stockholm (Sweden), Cologne (Germany) and Barcelona (Spain) Europe	to 11 <sup>th</sup> September, 2020 (1 Day in New Delhi+ 8 Days International)	INR 4,96,000.00
7.	"Community Based Disaster Risk Reduction (A)" & "Smart and Sustainable Cities" under Capacity Building program Technical Cooperation Program with Government of Australia	Sydney, Melbourne, Wollongong Australia	16 <sup>th</sup> September, 2020 To 26 <sup>th</sup> September, 2020 (1 Day in New Delhi+ 10 Days International)	INR 5,69,000.00
8.	"Public heath, Food, Civil Supplies, Lifestyle- Related Diseases Prevention" & "Smart and Sustainable Cities" under Capacity Building program Technical Cooperation Program with Government Of Australia	Sydney, Melbourne, Wollongong Australia		
9.	"Middle East Models of Infrastructures Developed"Smart and Sustainable Cities" under Capacity Building program Technical Cooperation ProgramwithGovernment Of UAE	Dubai, Abu Dhabi (UAE)"	06 <sup>th</sup> October, 2020 To 13 <sup>th</sup> October, 2020	INR 3,96,000.00
10.	Japan's Model Of Infrastructure Development"Smart and Sustainable Cities" under Capacity Building program Technical Cooperation Program Government Of Japan	"Tokyo, Nagoya & Osaka" (Japan)	19 <sup>th</sup> October, 2020 to 26 <sup>th</sup> October, 2020	INR 4,39,000.00
11.	Smart Metering E- Charging Renewable Energy Resources & Battery Energy Storage System "Smart and Sustainable Cities" under Capacity Building program Technical Cooperation Program with Government Of Russia	Moscow, St Petersburg, Kazan Russia	09 <sup>th</sup> November, 2020 To 20 <sup>th</sup> November, 2020	INR 6,39,000.00
12.	"Gender Mainstreaming Policies for Government Officers (A)" & "Smart and Sustainable Cities" under Capacity Building program Technical Cooperation Program with Government Of Russia	Moscow, St Petersburg, Kazan Russia	(02 Day in New Delhi+ 10 Days international)	

In addition to the above programme other customized international study tour programs to the destinations of choice can be organized

### Payment Terms

Payment in advance after confirmation of nomination, Demand draft drawn in favor of "National Institute of Secretariat Training & Development" payable at New Delhi.

The names of candidates along with the photocopy of passport should be provided at least 30 days in advance to facilitate National Institute of Secretariat Training & Development to make the necessary reservations for travel stay booking of faculties, securing visa and activities for efficient planning of the training program.

### Inclusions

The training professional fee per Participant shall include following:-

Overall program management charges including faculty charges & Training infrastructure charges

Return economy class airfare, All Transfers & Visites by luxury Ac Coach, Return Air Port Transfer. Visa

Stay In 4 Star Hotel, Daily Breakfast, Lunch & Dinner for each Participant., USD 50/day/person Daily allowance ( Per diem), Travel/Medical/Delay/Baggage loss insurance for each participant., Site Visit for each Participant.

Study tour participants :- Bureaucrats, Engineers, Executives, Finance officers, Decision makers, Urban planners, architects and landscape architects, representatives of cultural organizations, and elected officials. These professionals will visit a range of projects and gain insight through meetings with city officials, site visits to ongoing projects, and meetings with community leaders. Tour focuses on cities in transition and the rehabilitation of run-down neighborhoods.

The site visits are planned to give firsthand experience of the facilities providing services to the cities

May I request you to Convey your Willingness to participate in this program, and also the nomination of the other Officers from your Organization, who may like to participate to Develop the Nation.

Thanking You,

For National Institute of Secretariat Training & Development

R. Kumar

(Director General)

B-11C, Inderprastha, Tiila Shabajpur, NCR New Delhi, Ghaziabad-201102

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