

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

F.10(210)/2017/Coord/081447319/ 1114-1117

Date:- 05-06-24

To

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

Sub: Uploading of Training Circular

Sir/Madam,

I am directed to upload the following training letters/circulars/office memorandums received from various Ministries/Departments for circulation.

Sl. No.	Ministry/Department	Letter No./Dy. No.& Date	Subject	Last date
1.	Indian Institute of Corporate Affairs, Under Ministry of Corporate Affairs, Gol, Haryana	Dy. No. 8429 dated 29.04.2024	Four day capacity building program on 'Advance Procurement & Contract Management(18-21 June, 2024 at Shillong)	Not mentioned
2.	Delhi Technical University Delhi	Dy. No. 8178 dated 24.04.2024 Dy. No. CS/2024/9698 dated 23.04.2024	DST Sponsored 21 days program	Not mentioned
3.	National Institute of Secretariat Training & Development, Ghaziabad	7821 dated 18.04.2024	Knowledge co-creation Programme (international Study Tour)-call for nominations	Not mentioned
4.	Ministry of Law & Justice Shastri Bhawan, New Delhi 110001.	Dy. No. CS/2024/6787 dated 15.03.2024	34 <sup>th</sup> Basic Course in Legislative Drafting from 29 July,2024 to 25 <sup>th</sup> October 2024	21.06.2024

This is for your kind information please.

Yours faithfully

Encl: As above

SECTION OFFICER/L.O.

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Copy for information to:-

1. Dy. Secretary-I/II/III, Services Department, Govt. of NCT of Delhi
2. PS to Pr. Secretary (Services), Govt. of NCT of Delhi.
3. PA to Special Secretary (Services), Govt. of NCT of Delhi.

SECTION OFFICER/L.O.