GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
SERVICES DEPARTMENT
(SERVICES-I BRANCH)
DELHI SECRETARIAT: 7TH FLOOR: "B" WING
I.P.ESTATE: NEW DELHI-110002.

F. No. 2/25/2008/S.I/Pt./12845 Dated: 22/05/2012

Dte. of T... Diary No. 3669
24 MAY 2012
Muni Maya Ram Marg
T. V. Tower, ...
Delhi-1...

To

All Pr. Secretaries/Secretaries,
Heads of Department,
Local & Autonomous Bodies,
Govt. of NCT of Delhi, Delhi.

Sub: Training Programmes/Course.

Madam/Sir,

I am to refer to following training programme/course to be conducted by different Institutes in 2012-13 details of which are available in the website mentioned against each programme.

S. No.	Name of Trg. Programme/ Workshop /Research etc	Name of Institute/ sponsoring agency with website	Reference No
1	DTS Course in Hindi Language	Harish Chandra Mathur Rajasthan State Public Administration Institute [www.hcmripa.gov.in]	25(1)/DTS/RIPA /2012/153-179 dated 12.4.12
2.	NPC/HRM Group Training Calendar 2012-13	National Productivity Council [www.npcindia.gov.in]	NPC/HRM/TRN./ 2012-12 dated 27.3.2012
3	Two days workshop on National Training Policy	Institute of Secretariat Training & Management (ISTM website)	330049/1/2012 -ISTM (WNTP) dated 03.04.12
4	Management Development Programme on Finance for Non - "Finance Executives".	NIFM [http://www.nifm.ac.in]	B-33012/1/ 2012 FNF(KPK) dated 23.3.2012
5	Training of Trainers (ToTs) courses under Trainer Development Programme.	DoPT [http://persmin.nic.in/otraining/Index.asp]	12021/6/2011-trg.I dated 21.3.2012

It is requested that all the officers under your department may be directed to go through the details of above training programmes available on website mentioned against each and forward the nominations of willing/eligible officers in the prescribed format complete in all respect to this department well in advance so that this office could submit the same to the concerned authority before the last date of submission of application.

Yours faithfully,

(SONIKA SINGH)
ADDITIONAL SECRETARY (SERVICES)