



Government of NCT of Delhi
Department of Information Technology
Delhi e-Governance Society

5th Level, B- Wing, Delhi Secretariat, I.P Estate, New Delhi.

3816/PAL/Dir
2-9-13

F.No.: F6(267)/2013/IT/Tech/5029-5178

Date: 22-8-13

CIRCULAR

Department of Information Technology, GNCTD is organizing a **04 days residential training** program on "**Information Security Management**" in association with National Institute for Smart Government (NISG). The details of the training program are as:-

Date: **18th September, 2013 (evening) to 22nd September, 2013 (forenoon)**

Venue: **Goa**

Nominations are invited from **IT Cadre and Middle level officers**. Delhi e-Governance Society, Department of IT, GNCTD will bear the expenditure related to the training (including boarding/lodging). Travel expenses would be borne by the concerned nominating department(s).

It is requested to send the nominations of IT Cadre and other Middle level officers in the prescribed format (attached as Annexure-I) after approval of Competent Authority to attend the said training programme latest by **5th September, 2013** at the above address. It is also requested to forward scanned copy of the nomination form to email id: **puja.b@semt.gov.in**.

For any other queries related to this programme, you may contact **Ms. Puja Barthakur, Consultant (SeMT) at Mobile No: 9560718832**.

(Ajay Chagti)

Additional Secretary (IT) & MS (DeGS)

To

1. All Principal Secretaries/Secretaries/HODs/Heads of Autonomous Bodies/Agencies

Copy for information to:-

1. Principal Secretary to Hon'ble Chief Minister
2. Secretaries to Hon'ble Ministers
3. OSD to Chief Secretary

Copy for information to:-

1. Programmer (IT) for uploading the Circular on the website of IT Dept, GNCTD

**Nomination form for "Information Security Management" training programme
scheduled in September, 2013**

1.) Details of Nominee:-

a.) Individual Details	
Name of the officer	
Designation of Officer	
Department Name	
Office Location	
Email id:	
Mobile No. & other contact details	
b.) Work Function Details	
Present Job Assignment including involvement in IT/e-Governance/Project Management initiatives, if any	

Signature of the H.O.D nominating the participant
(Name and Designation)