

(11)

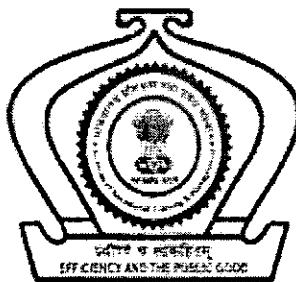
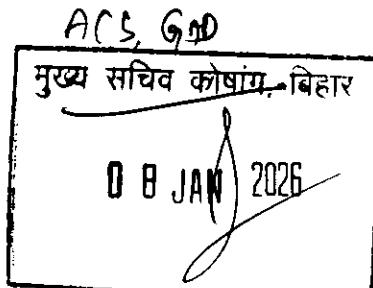
## Design of Training by ISTM

E-Ma..

**Institute of Secretariat Training and Management (ISTM) < istm@nic.in >**

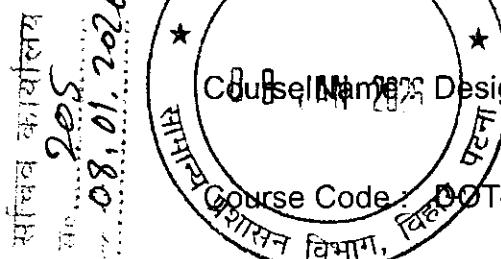
Wed, 07 Jan 2026 5:35:29 PM +0530

To "jsns" &lt;jsns@ddpmod.gov.in&gt;

SS(18)

Sir/Madam,

We are pleased to inform you that Institute of Secretariat Training & Management (ISTM) will be conducting a Training Programme, highlights of which is as under:



Date : 23 Feb 2026 to 27 Feb 2026

Mode : Offline

For more details, click here for "COURSE CIRCULAR" and please visit our website at [www.istm.gov.in](http://www.istm.gov.in).

Regards

12 JAN 2026  
Bhagaban Padhy

Deputy Director

Institute of Secretariat Training &amp; Management

S.0-18 Department of Personnel and Training (DoP&T)

JNU Campus (OLD), Olof Palme Marg,

New Delhi - 110067

प्रति दिन  
13.01.2026

225/2116-18  
13.1.26

201124 11:00 AM

20  
E-MAIL

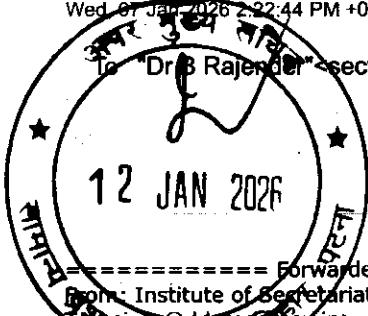
Fwd: Three days Training Programme on " Pension and other Retirement benefits" (PRB1-21) in OFFLINE MODE from 20th April to 22nd April, 2026 in ISTM.

SSC 18)

Chief Secretary Bihar <cs-bihar@nic.in>

Wed, 07 Jan 2026 09:22:44 PM +0530

To: "Dr B Rajender" <secy-par-bih@nic.in>



बिहार सरकार  
अपन राज्य प्रशासन कोर्ट  
सारांग वाला भवन  
इ-मेल ID: 12.69  
नियम: 12.1.4

===== Forwarded message =====

From: Institute of Secretariat Training and Management (ISTM) <istm@nic.in>

To: 131117@ddpmo.gov.in>

Date: Wednesday, 07 Jan 2026 09:51:09 +0530

Subject: Three days Training Programme on " Pension and other Retirement benefits" (PRB1-21) in OFFLINE MODE from 20th April to 22nd April, 2026 in ISTM.

===== Forwarded message =====

OSD-18  
13/1/26

FILE NO: Y-17012/1/2026-AD Account

Dated the 06<sup>th</sup> January, 2026

To

All Ministries/ Departments of the Govt. of India  
All Attached & Subordinate Offices  
All State Governments/All Union Territories  
The Central Vigilance Commission/Election Commission of India/UPSC  
All Public Sector Undertakings / All Autonomous Bodies

Subject: Three days Training Programme on " Pension and other Retirement benefits" (PRB1-21) in OFFLINE MODE from 20<sup>th</sup> April to 22<sup>nd</sup> April, 2026 in ISTM.

Madam/Sir,

The Three days Training Programme on "Pension and other Retirement benefits" (PRB1-21) in OFFLINE MODE is scheduled to be conducted from 20<sup>th</sup> April, 2026 to 22<sup>nd</sup> April, 2026 in ISTM, New Delhi. The details of the programme i.e. the objectives, course contents, level and type of participants, venue etc. are given in Annexure-I.

2. Nomination form for the course may be filled online at ISTM website [https://www.istm.gov.in/home/online\\_nomination\\_form](https://www.istm.gov.in/home/online_nomination_form). It may please be noted that it is mandatory to fill up nomination form online. However, the nominees must ensure that his/her nominations is cleared by his/her sponsoring authority before applying online. The sponsoring authority's letter may be sent separately by post or a scanned copy of letter may be sent through e-mail I.D. given at the end.

3. Only such officers should be nominated who can attend the programme on whole time basis. While making nominations, the level and type of participants as indicated in Annexure-I may kindly be borne in mind. An officer who has already attended similar programme conducted by ISTM or any other Institution should not be nominated for this programme. Nominations of eligible officials complete in all respect should reach the undersigned latest by 10<sup>th</sup> April, 2026.

4. Only such candidates, whose nominations are accepted for the Training Programme by the Institute of Secretariat Training & Management would be allowed to join the workshop. It is, therefore, reiterated that nominees should be relieved only after acceptance by the Institute.

5. The acceptance of nomination letter will be uploaded on the ISTM's website [www.istm.gov.in](http://www.istm.gov.in). The sponsoring authorities will also be communicated through e-mail. The nominees are thus requested to regularly check the website of ISTM

Encl: Annexure-I

Yours faithfully

Sd/-  
(Tarun)  
Assistant Director & Course Coordinator  
E-mail: [tarun.160891\[at\]gov.in](mailto:tarun.160891[at]gov.in)

239/210-18  
13.1.26

## ANNEXURE-I

## COURSE INFORMATION SHEET

## 1. COURSE TITLE: Programme on Pension and Other

## Retirement benefits

## 2. COURSE CODE: (PRB1-21)

3. DURATION: Three days (20<sup>th</sup> April, 2026 to 22<sup>nd</sup> April, 2026)

4. AIM: The objectives which the above Training Programme seeks to achieve are broadly to help the participants to:

- a) Acquire a detailed knowledge and understanding of the provisions of the Central Civil Services (Pension) Rules 2021, Central Services (Commutation of Pension) Rules 1981, General Provident Fund (Central Services) Rules 1960, Central Govt. Employees Group Insurance Scheme 1980.
- b) Develop an understanding and in-depth knowledge of the procedure relating to determination and authorization of pension, retirement gratuity, death gratuity and family pension.
- c) Sharpen their professional skills for the proper determination and authorization of the benefits due to the pensioners.
- d) To acquire the knowledge of e-bhavishya for submission of pension papers.

## 5. BROAD CONTENT OF THE COURSE

- a) Scope and applicability of the Central Civil Services (Pension) Rules, 2021.
- b) Calculation of qualifying service, average emoluments , determination and authorization of the amounts of pensionary benefits.
- c) Preparation of pension papers on retirement and on death of a Govt. servant.
- d) Provisions relating to TA on Retirement/Death of a Govt. Servant.
- e) Provisions relating to encashment of leave.
- f) Scope and applicability of the General Provident Fund (Central Services) Rules,1960.
- g) Provisions relating to Central Govt. Employees Group Insurance Scheme.
- h) Overview relating to New Pension Scheme.

**6. METHODOLOGY:** The programme will be conducted in Offline mode. Lecture and Discussions along with case illustrations, whenever required, will be used. The participants will also have an opportunity of discussing actual problems faced by them in dealing with the specific cases in their organization.

## 7. PARTICIPANTS (Eligibility Conditions)

The programme is meant for Group-A and Group-B Officers in the Central/State Government Ministries/Departments and officers of equivalent rank in the Central/State Govt. Offices/ PSUs/Autonomous Bodies, etc.

**8. COURSE CAPACITY:** The maximum number of participants that can be admitted to the Course is 25-30.

**9. NOMINATIONS FOR THE COURSE:** Eligible and interested officers may be nominated for the course. The particulars of the nominees may be sent to the Course Coordinator so as to reach him before **10<sup>th</sup> April, 2026**.

**10. ACCEPTANCE OF NOMINATION:** Candidates whose nominations are accepted by ISTM shall be intimated through ISTM's website. No separate communication by post would be issued by ISTM and therefore the Sponsoring Authority/Participants may see the website of ISTM i.e. [www.istm.gov.in](http://www.istm.gov.in) regularly. They may be relieved only after receipt of such intimation from ISTM.

## 11. COURSE FEE &amp; OTHER EXPENSES:

There is no course fee for Central Govt. and State Govt. employees. A course fee of Rs. 3,000/- (Rupees Three Thousand Only) per participant will be charged in advance in respect of such employees of Public Sector Undertaking/Autonomous Bodies who may be granted admission in the course.

Course fee can be paid through following methods.

## Procedure of payment of Course fee on Bharatkosh.gov.in

Website - Bharatkosh.gov.in

Ministry - Personnel, P.G. & P

Purpose - Course fee in ISTM

## Deposit amount through online mode and forward the receipt to ISTM.

After payment, send the screen shot/transaction details through email and bring a copy of the same at the time of reporting at ISTM.

## 12. Hostel Accommodation:

ISTM has a modest hostel facility where rooms are available on first-come-first-serve basis. For details relating to the tariff and availability of accommodation at the ISTM Hostel, the applicants whose nominations are accepted and published in ISTM website may contact the Caretaker or Hostel Warden at Tele Fax No.011-26737717/16 and / or apply online for booking of room through the link: [www.istm.gov.in](http://www.istm.gov.in) -> training -> participants login-> book hostel (one month before the starting of the course. Family members of the participants are NOT allowed to stay in the hostel with the participants.

Note: Only those candidates whose nominations are accepted by ISTM should be relieved by the sponsoring authorities.

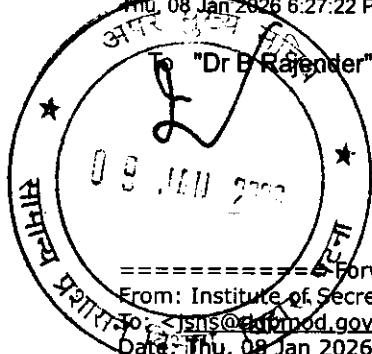
S.O. (18)

E-MAIL

Chief Secretary Bihar <cs-bihar@nic.in>

Thu, 08 Jan 2026 6:27:22 PM +0530

"Dr B Rajender" <secy-par-bih@nic.in>



===== Forwarded message =====

From: Institute of Secretariat Training and Management (ISTM) <istm@nic.in>

To: <istm@istmmod.gov.in>

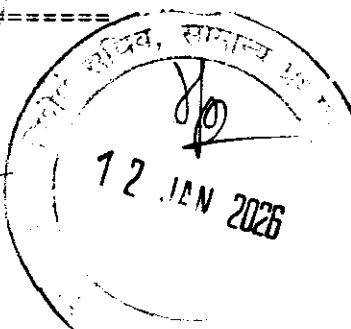
Date: Thu, 08 Jan 2026 15:42:05 +0530

Subject: e-Record Management by ISTM

===== Forwarded message =====



OSD-18



Sir/Madam,

We are pleased to inform you that Institute of Secretariat Training & Management (ISTM) will be conducting a Training Programme, highlights of which is as under:

Course Name : e-Record Management

Course Code : e-RM-25

Date : 16 Mar 2026 to 16 Mar 2026

Mode : Online

For more details, click here for "COURSE CIRCULAR" and please visit our website at [www.istm.gov.in](http://www.istm.gov.in).

Regards

Anjali Rana

Assistant Director

Institute of Secretariat Training & Management

Department of Personnel and Training (DoP&T)

JNU Campus (OLD), Olof Palme Marg,

New Delhi - 110067

बिहार राज्यालय  
अधिकारी प्रशिक्षण विभाग  
सामाजिक प्रशिक्षण विभाग  
ई-मेल संख्या..... 1177  
दिनांक..... 9.1.26

सामाजिक प्रशिक्षण विभाग  
13.01.2026  
S.O. (18)

218/27/18  
13.1.26

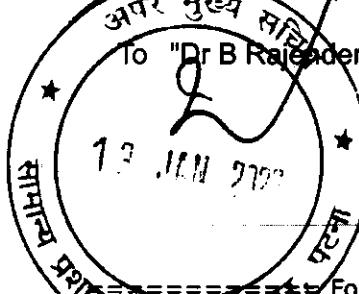
Fwd: In-Service Course for Sr. Library Professionals by ISTM

५८१४)

Chief Secretary Bihar <cs-bihar@nic.in>

Mon, 12 Jan 2026 6:05:43 PM +0530

to "Dr B Rajender" <secy-par-bih@nic.in>



===== Forwarded message =====

From: Institute of Secretariat Training and Management (ISTM) <istm@nic.in>

To: <esoffice.cg@gov.in>

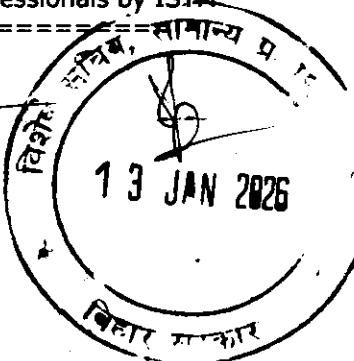
Date: Mon, 12 Jan 2026 12:53:47 +0530

Subject: In-Service Course for Sr. Library Professionals by ISTM

===== Forwarded message =====



OSD-18



Sir/Madam,

We are pleased to inform you that Institute of Secretariat Training & Management (ISTM) will be conducting a Training Programme, highlights of which is as under:

Course Name : In-Service Course for Sr. Library Professionals

Course Code : ISC-SLP-01

Date : 16 Feb 2026 to 20 Feb 2026

Mode : Offline

*S.O-18* For more details, click here for "COURSE CIRCULAR" and please visit our website at [www.istm.gov.in](http://www.istm.gov.in).

Regards

*Kishore*

Assistant Director

Institute of Secretariat Training & Management

Department of Personnel and Training (DoP&T)

JNU Campus (OLD), Olof Palme Marg,

New Delhi - 110067

बिहार सरकार  
अप्र० १९९७ दे० १२.१.२६  
सामाजिक विकास बोर्ड  
ई-गोपनीय दिनांक १२.१.२६  
दिनांक १२.१.२६

२६१५८१८  
१५.०१.२०२६

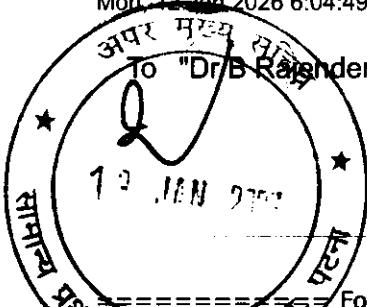
E-MAIL

Fwd: Right to Information - Public Information Officers by ISTM

52 (18)

Chief Secretary Bihar &lt;cs-bihar@nic.in&gt;

Mon, 12 Jan 2026 6:04:49 PM +0530



To "Dr B Raigender" &lt;secy-par-bih@nic.in&gt;

===== Forwarded message =====

From: Institute of Secretariat Training and Management (ISTM) <istm@nic.in>  
To: 12jan2026@cgov.in

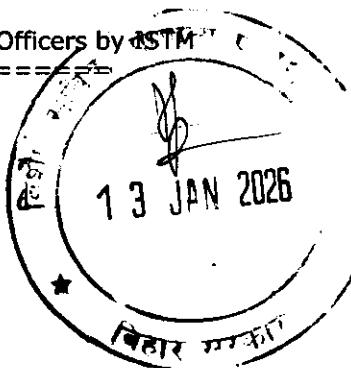
Date: Mon, 12 Jan 2026 12:59:34 +0530

Subject: Right to Information - Public Information Officers by ISTM

===== Forwarded message =====



OSD-18



Sir/Madam,

We are pleased to inform you that Institute of Secretariat Training & Management (ISTM) will be conducting a Training Programme, highlights of which is as under:

Course Name : Right to Information - Public Information Officers

Course Code : RTI-PIO-44

Date : 02 Mar 2026 to 03 Mar 2026

Mode : Offline

बिहार सरकार  
 अपर समूह ..... दोस्रांग  
 सामाजिक प्रशासन ..... दोस्रांग  
 ई-मेल असेसर ..... 1498  
 दिनांक ..... 12.1.26

24/5/2026  
 15.01.2026

For more details, click here for "COURSE CIRCULAR" and please visit our website at [www.istm.gov.in](http://www.istm.gov.in).

Regards

Kishore .

Assistant Director

Institute of Secretariat Training &amp; Management

Department of Personnel and Training (DoP&amp;T)

JNU Campus (OLD), Olof Palme Marg,

New Delhi - 110067

E- 5054894 (JK)

One Day Workshop on Income Tax (WITAX-19) in ONLINE MODE on 13.04.2026 – regarding.

E-Mail

ACG, GAD

मुख्य सचिव कामराग, विहार

Institute of Secretariat Training and Management (ISTM) < istm@nic.in >

Thu, 08 Jan 2026 5:45:42 PM +0530

09 JAN 2026

To "jsns" <jsns@ddpmo.gov.in>



55 (18)

File No.: Y-17022/01/2026-ISTM

भारत सरकार / GOVERNMENT OF INDIA

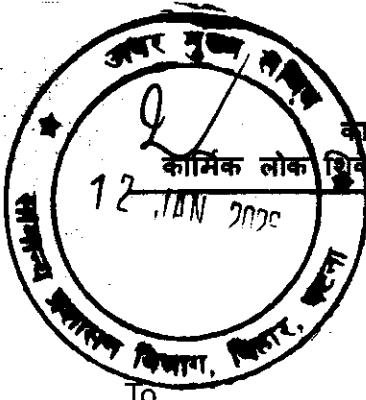
सचिवालय प्रशिक्षण तथा प्रबन्ध संस्थान

INSTITUTE OF SECRETARIAT TRAINING & MANAGEMENT

(एक आईएसओ9001:2015 संस्था / AN ISO 9001:2015 INSTITUTION)

कार्यिक एवं प्रशिक्षण विभाग / DEPARTMENT OF PERSONNEL & TRAINING

कार्यिक लोक शिकायत और पेंशन मंत्रालय / MINISTRY OF PERSONNEL PUBLIC GRIEVANCES & PENSIONS



Date: 08<sup>th</sup> January, 2026

All Ministries / Departments of the Govt. of India

All Attached & Subordinate Offices

All State Governments/All Union Territories

The Central Vigilance Commission/Election Commission of India/UPSC

All Public Sector Undertakings / All Autonomous Bodies

OSD-18

13 JAN 2026

27/1/2026  
15.01.2026

Subject: One Day Workshop on Income Tax (WITAX-19) in ONLINE MODE on 13.04.2026 – regarding.

Madam/ Sir,

I am directed to say that a one day Workshop on Income Tax (WITAX-19) will be conducted in **ONLINE MODE** on 13.04.2026. Details of the objectives of programme, its content, eligibility conditions, procedure for nomination and other information relating to the programme and facilities available are given at **Annexure**.

मुख्य सचिव कार्यालय  
दायरी सं. 237  
दिनांक 12.01.2026

S.O 18

*[Signature]*

13

2. Nomination form for the course may be filled online at ISTM website [https://www.istm.gov.in/home/online\\_nomination\\_form](https://www.istm.gov.in/home/online_nomination_form). It may please be noted that is mandatory to fill up nomination form online. However, the nominees must ensure that his/her nominations is cleared by his/her sponsoring authority before applying online. The sponsoring authority's letter may be sent separately by post or may mail scanned copies of their nomination after getting signed by their sponsoring authority to the email I.D. given at the end.

3. Only such officials should be nominated who can attend this programme on whole time basis. While making nominations the level and type of participants as indicated in Annexure may kindly be borne in mind. An officer who has already attended similar training course / workshop conducted by ISTM should not be nominated. Nominations of eligible officials complete in all respect should reach the undersigned latest by **30<sup>th</sup> March, 2026**.

4. Only such candidates, whose nominations are accepted by the Institute of Secretariat Training & Management, would be allowed to join the online training programme. It is, therefore, reiterated that nominees should be relieved only after acceptance by the Institute. **The acceptance of nomination letter will be uploaded in ISTM website ([www.istm.gov.in](http://www.istm.gov.in)). This will also be communicated to the participants and Sponsoring Authorities through email only.**

**Enclosure: Annexure**

**Yours faithfully,**

**-sd-**

**(Vipin Kumar Bhargava)**

**Deputy Director & Course Coordinator**

**Email ID: [vkbhargava.84\[at\]gov.in](mailto:vkbhargava.84[at]gov.in)**

**Tele No. : 011-26737611**

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प्रशासनिक भवान, ज.न.वि. परिसर (पुराना) / ADMINISTRATIVE BLOCK, JNU CAMPUS (OLD),  
ओलोफ पाल्मे मार्ग, नई दिल्ली - 110067 / OLOF PALME MARG, NEW DELHI - 110067  
वेबसाइट / WEBSITE - <https://www.istm.gov.in>; टेलीफोन / FAX - 011-26104183; ई-मेल / E-Mail - [istm@nic.in](mailto:istm@nic.in)

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**ANNEXTURE**

**COURSE INFORMATION SHEET**

Topic: Call for Nominations - Three Day Capacity Building Program on "Navigating Procurement via GeM, Strategic Contracts (including EPC) - Dispute Resolution & Risk Mitigation" during 23 - 25 February, 2026 at Puri (Odisha)

SJ (18)

<co...@gmail.com>

Mon, 12 Jan 2026 10:03:39 AM +0530

To: <<undisclosed-recipients:>>  
Bcc: "secy-parlmn...@minfin.nic.in">

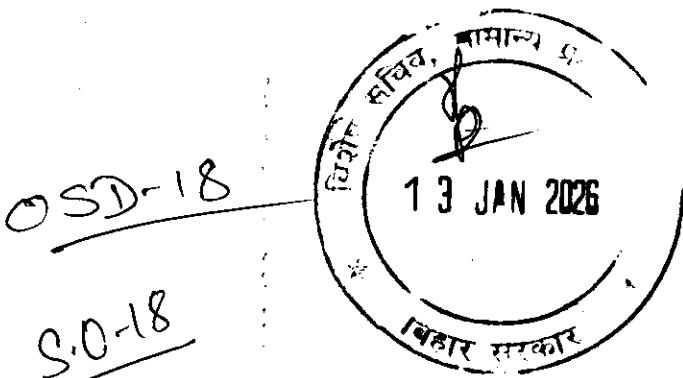
Tags: \* Nominations

Dear Sir/Ma'am,

Indian Institute of Corporate Affairs (established by the Ministry of Corporate Affairs, Govt. of India) announces Three Day Capacity Building Program "Navigating Procurement via Government e Marketplace (GeM), Strategic Contracts (including EPC) - Dispute Resolution & Risk Mitigation" during 23 - 25 February, 2026 at Toshali Sands, Puri (Odisha).

In view of the importance of the subject, may we seek your support for this capacity building program by nominating delegates from different offices under your Ministry/Department/Esteemed organization by sending the nominations along with Program Fee.

For more information, please refer to the attached letter along with the detailed program outline.



मेरी फाइल

विभाग सचिवालय  
आमा...  
संसद  
दृ...  
दिनांक.....  
14.9.6  
12.1.26

28/Jan/18  
15.01.2026

## Three Day Capacity Building Program (50<sup>th</sup> Edition)

on

"Navigating Procurement via Government e Marketplace (GeM),  
Strategic Contracts (including EPC) - Dispute Resolution & Risk Mitigation"

23 - 25 February, 2026 - Toshali Sands, Puri (Odisha)

ENROL NOW

### Benefits / Objectives:-

- Gain an overall understanding of the essential aspects of operating and handling the GeM web portal.
- To enable participants to adopt the best procurement practices for floating tenders, evaluation & award in all types of procurement
- Provide users the speed and flexibility of e-commerce site in sourcing its requirement
- To drive efficiency, transparency and inclusivity in India's Public Procurement domain
- To have technology enabled dynamic, self-sustaining, user friendly, fair and transparent procurement system
- To promote standardization of products, demand aggregation, Make in India
- Identify the document that becomes a legally enforceable part of a contract
- To provide users the speed and flexibility of e-commerce sites in sourcing its requirements
- Reduce the risk of delaying a project by using contract negotiations

### What do our Participants say:-

- Based on various cases discussed, learnt about best practices to be followed
- Topic covered very well and learned new things with examples
- Will help in dealing with GeM related issues
- Both pre & post contract management including dispute resolution mechanism very well explained with experiences & examples.
- Case studies & examples were helpful in getting the topic more clearly.
- Will help in better analysis and examination of contract
- Will enhance the quality of procurement work in future
- Deeper understanding of practical aspects of commercial contract
- All concept of drafting very well explained with easy examples.
- Several barriers of MSMEs in commercial contract clarified by faculty and very interactive session

### PROGRAMME FEE

<b>Training Venue</b>	Toshali Sands, Puri Puri-Koraput Highway, Biju Patnaik Odisha - 752007
<b>Training Date</b>	23 - 25 February, 2026
<b>Residential Program Fee</b>	INR 43,070/- (INR 36,500 + 18% GST) per participant
<b>Non-Residential Program Fee</b>	INR 27,730/- (INR 23,500 + 18% GST) per participant
<p><b>▪ For Individual Nomination - No Discount is applicable</b></p> <p><b>▪ For Standard Group of min. 2 &amp; upto 3 nominations from one organization - We will be offering a discount of 5% Program Fee</b></p> <p><b>▪ For Prime Group of minimum 4 &amp; above nominations from one organization - We will be offering a discount of 10% for the additional participants. (Example: in case of 6 nominations from one organization, 3 nominations will be eligible for 5% discount and additional 3 nominations will be eligible for 10% discount)</b></p>	

### PROGRAMME DIRECTOR

Mr. Rajesh Batra,  
Head-Centre for MSME  
Indian Institute of Corporate Affairs

F-mail: [rajesb.batra@iica.in](mailto:rajesb.batra@iica.in)

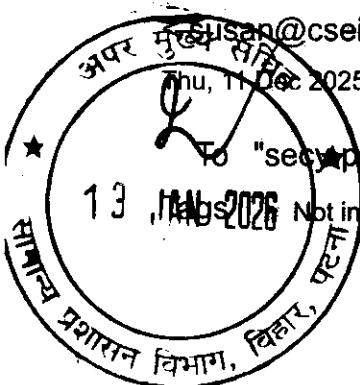
### PROGRAMME COORDINATOR

Mr. Nitin Wahl,  
Consultant  
Indian Institute of Corporate Affairs

F-mail: [cmsme.iica@gmail.com](mailto:cmsme.iica@gmail.com)

Global Online Certificate Course: Environment Data, Maps and GIS for Communication in 21st Century

S.O. (18)



GLOBAL ONLINE CERTIFICATE COURSE

Environment data, maps and GIS (Geographic Information System) for communication in 21st century

(Focus on climate change and extreme weather events)

DATES: January 21, 2026 - February 4, 2026

DURATION: 15 hours

PLATFORMS: Zoom and Moodle

विहार सरकार  
अपर मुख्यमंत्री.....  
सामान्य विभाग.....  
ई-मेल संख्या..... 1576  
दिनांक..... 13.1.26

**TRAINING FEES : INR 4000 (for Indian participants) and USD 100 (for global participants)**

For Registration click here

<https://www.cseindia.org/otprograms/register?type=dtegis2026>

In today's dynamic, data-driven world, mastering the skills of finding, processing, and visualizing environmental and sustainability data is essential for career advancement and professional success.

As we confront 21st-century challenges such as climate change, air pollution, water scarcity, urbanization, biodiversity loss, and sustainable development, the role of GIS and maps in environmental communication becomes increasingly vital.

मेरी विज्ञापन  
परिवार  
15.01.2026

By analyzing and integrating data and maps, we can gain a comprehensive understanding of sustainability and development issues. Among these challenges, climate change stands out as the most pressing global risk for the next decade, representing a profound social, political, economic, and environmental challenge.

When effectively understood and visualized, spatial and environmental data can serve as a powerful foundation for research and actions aimed at mitigating or adapting to climate change.

So, the Centre for Science and Environment (CSE), one of leading think tanks in Global South on the politics of development, environment and climate change, invites you to join its Global Online Certificate Course. This course is designed to equip you with the skills to interpret spatial data through hands-on training in Quantum GIS, a powerful tool for analyzing spatial data and visualising impactful maps

### **WHAT WILL YOU LEARN?**

**Data Sourcing:** Learn how and where to research for relevant spatial data. You will learn to find different data sets, clean and transform and make them ready for analysis using QGIS.

**Data Analysis:** Learn how to read, analyse and make sense of spatial or geographic data

**Data Visualisation:** Understand the basic concepts of visualisation and learn to visualise spatial data using QGIS for research, environmental management and communication

**Note:** *Take a broad view of the role of GIS in environmental communication and management, but will focus on climate change and its impacts including extreme weather events.*

### **WHO CAN ATTEND?**

- Environmental and development professionals associated with environmental management, conservation, and sustainability.
- Researchers in environmental science, geography, and urban planning.
- Government officials and policymakers in environmental policy, urban planning and sustainable development
- NGOs and Civil Society Organizations

- Urban planners, engineers and other professionals in infrastructure development and sustainable urban planning.
- Corporate Sustainability Officers
- Reporters and media professionals covering environment and sustainability
- Aspiring professionals in environmental science, GIS, or sustainability and others interested in the subject

## **COURSE STRUCTURE**

- **The self-paced online programme will have video lectures, presentations, tutorials, quizzes and assignment** Participants will also get an opportunity to work on an in-depth project of their choice.
- The programme will also have **three live interactive sessions** for meeting the trainers and fellow participants.
- **The programme has been designed in such a way that it can be completed along with a regular job or study.**

## **THE COURSE IS BROKEN DOWN INTO FOUR MODULES**

- **Module 1:** Introduction to spatial data (focus on environment), along with a beginners guide to QGIS
- **Module 2:** Finding the right data, maps and dashboards on environment and development for in-depth research
- **Module 3:** Spatial data processing and analysis to make data meaningful
- **Module 4:** Visualising spatial data through maps

### **Key requirements**

#### **All participants would require:**

A computer/laptop

A high-speed internet connection

## **COURSE DIRECTOR**

**Kiran Pandey**

Programme director

Information Management, CSE

Email: [kiran@cseindia.org](mailto:kiran@cseindia.org)

Phone: +91-9871215338

## **COURSE COORDINATOR**

**Susan Chacko**

Senior Manager

Information Management, CSE

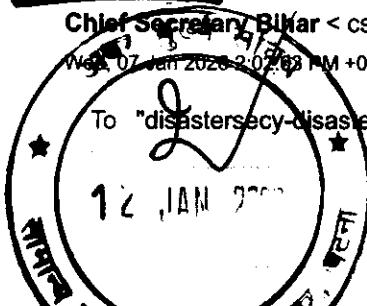
Email: [susan@cseindia.org](mailto:susan@cseindia.org)

Phone: +91-9958387577

[Click Here](#) to unsubscribe from this newsletter.

Fwd: Reminder 1 - Kind invitation for nominations in Training Programme on "Community Based Disaster Risk Management" at NIDM Vijayawada Campus

5:5 (18)



Chief Secretary Bihar <cs-bihar@nic.in>

Wed, 07 Jan 2026 2:02:03 AM +0530

To "disastersecy-disastermgmt-bih" <disastersecy-disastermgmt-bih@nic.in>, "Dr B Rajender" <secy-par-bih@nic.in>

12 JAN 2026

===== Forwarded message =====

From: "Santosh Mishra" <smishra.nidm@nidm.gov.in>  
To: "Chief Bihar" <cs-bihar@nic.in>, "csoffice.cg" <csoffice.cg@gov.in>

Cc: "Pankaj Kumar" <pankajkumar.nidm@nidm.gov.in>

Date: Wed, 07 Jan 2026 11:16:51 +0530

Subject: Reminder 1 - Kind invitation for nominations in Training Programme on "Community Based Disaster Risk Management" at NIDM Vijayawada Campus

===== Forwarded message =====

Dear Sir/Madam,

Greeting from NIDM!

A formal invitation was emailed to you on 24<sup>th</sup> December 2015, with DO letter no. NIDM/Trg./CBDRM/2025/04, dated 23<sup>rd</sup> December 2025 and we have not received any nomination yet. We request you to kindly expedite the process to nominate officials for the training programme on "Community Based Disaster Risk Management (CBDRM)" scheduled to be held from 9<sup>th</sup> to 13<sup>th</sup> February 2026, at NIDM Vijayawada Campus.

In this regard, you are kindly requested to nominate two entry level to mid-career official (Group A or B post) from your Ministry/departments, along with reserve candidates, who are actively involved in the field of disaster management or allied field.

**Kindly find the attached DO letter, concept note along with programme schedule, and nomination form.** NIDM looks forward to your kind cooperation in sharing the confirmation of nominations at your earliest convenience.

For any assistance/enquiry, your office or nominated officials may reach out through email or call to Dr. Pankaj Kumar at [pankajkumar.nidm@nidm.gov.in](mailto:pankajkumar.nidm@nidm.gov.in), mob. 8410454208 and Dr. Sushma Guleria at [sushma.nidm@nidm.gov.in](mailto:sushma.nidm@nidm.gov.in), phone no. 011 20873422.

Looking forward to an early communication.

Thank you.

Yours sincerely,

Santosh Mishra

Training Assistant

Mb: 8700240210

National Institute of Disaster Management (NIDM)

Ministry of Home Affairs, Government of India

Plot No. 15, Pocket-3, Block-B, Sector-29, Rohini, Delhi - 110042

8700240210

OSD-18  
12/1/18

मिस्टर बालामार  
संसदीय विभाग  
इ-प्रॉटोकॉल नं. 1372  
दिनांक..... 12.1.26

S.O-18  
13.1.26

240 13.1.26  
Q110-18

5 Attachment(s)

DO CS - 04.pdf

538.6 KB

मी फारित  
फारित  
13.01.2026

Nomination Form (1).docx

22.2 KB

concept note.pdf

426.6 KB

**5**  
List of Chief Secretaries of Stat...  
468.9 KB

List of SDMAs.pdf  
279.6 KB

मधुप व्यास, आ. प. डे.  
कार्यकारी निदेशक  
**Madhup Vyas, IAS**  
Executive Director



राष्ट्रीय आपदा प्रबंधन संस्थान  
National Institute of Disaster Management  
(गृह मंत्रालय, भारत सरकार)  
Ministry of Home Affairs, Govt. of India  
प्लॉट नं. 15, ब्लॉक बी, पॉकेट 3,  
सेक्टर 29, रोहिणी, दिल्ली - 110042  
Plot No. 15, Block B, Pocket 3,  
Sector 29, Rohini, Delhi-110042

NIDM/Trg./CBDRM/2025/04  
December 23<sup>rd</sup>, 2025

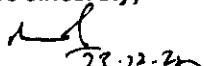
Dear Sir / Madam,

National Institute of Disaster Management (NIDM), Ministry of Home Affairs, Government of India, is organizing a five days Face-to-Face Training Programme on "Community Based Disaster Risk Management (CBDRM)" scheduled to be held from 9<sup>th</sup> to 13<sup>th</sup> February 2026, at NIDM Vijayawada Campus.

2. This course equips entry- to mid-career professionals in disaster risk reduction with the skills to train others and effectively engage with communities. It promotes scientific risk assessment and community participation, enabling vulnerable groups to actively prepare for and respond to disasters, and fostering resilience and effective knowledge transfer at the grassroots level.
3. In this regard, you are kindly requested to nominate one to two entry level to mid-career official from each department/authority, namely Housing, Women and Child Development, Health, Education, Jalshakti, Panchayati Raj, Rural Development and SDMAs/DDMAs, who are actively involved in the implementation of government's welfare schemes at the grassroots level, disaster management and allied fields.
4. The boarding & lodging arrangements of the outstation participants shall be done in NIDM South Campus, Vijayawada. We request to nominating institutions to inform the deputed officials to not to plan their travel to NIDM until they receive an official confirmation communication from NIDM. The travel for the course has to be borne by the deputing department. NO Family accommodation is available for the course.
5. I look forward to your cooperation in sharing the nominations preferably by January 31<sup>st</sup>, 2026. For any assistance/enquiry, your office or nominated officials may reach out through email or call to Dr. Pankaj Kumar, Assistant Professor at [pankajkumar.nidm@nic.in](mailto:pankajkumar.nidm@nic.in), mob. 8410454208 and Dr. Sushma Guleria, Assistant Professor at [sushma.nidm@nidm.gov.in](mailto:sushma.nidm@nidm.gov.in), phone no. 011 20873422.

With warm regards,

Yours sincerely,

  
23.12.25  
(Madhup Vyas)

To,

The Chief Secretaries (as per the list attached)

CC: SDMAs (as per the list attached)

Encl:

- Concept note with course schedule and nomination form

आपदा प्रबंधन महाविचार: पूरा भारत आगीदार

**NATIONAL INSTITUTE OF DISASTER MANAGEMENT (NIDM)**  
**(Ministry of Home Affairs, Govt. of India)**

**Nomination Form**

**Name of the Programme:** Training Programme on “Community Based Disaster Risk Management” scheduled on 9<sup>th</sup> – 13<sup>th</sup> February 2026 at NIDM Vijayawada

**Venue:** NIDM Vijayawada Campus

**Name of the Participant:** \_\_\_\_\_

**Designation:** \_\_\_\_\_ **Level:** \_\_\_\_\_ **Group:** \_\_\_\_\_ **Date of Birth/Age:** \_\_\_\_\_

**Name and Address of the Organization:** \_\_\_\_\_  
 \_\_\_\_\_

**Residential Address:** \_\_\_\_\_  
 \_\_\_\_\_

**Telephone/STD Code:** \_\_\_\_\_ **Office:** \_\_\_\_\_ **Residence:** \_\_\_\_\_

**Mobile:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Blood Group:** \_\_\_\_\_ **Alternative Number:** \_\_\_\_\_ **Any kind of Allergies:** \_\_\_\_\_

**Expectations from the programme:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**In what way do you think that this training programme will be useful?**  
 \_\_\_\_\_  
 \_\_\_\_\_

**Accommodation requirement during the Training Programme (Required/Not required)?**

**Date:** \_\_\_\_\_

**Name, Designation and Signature of the  
 Nominating Authority**

**Venue Address: NIDM Vijayawada (Southern Campus)**  
 (Ministry of Home Affairs, Government of India)

Kondapavuluru Village, Gannavaram Mandal, Krishna District, Andhra Pradesh - 521212

<https://nidm.gov.in>

Sopa9m:Knowledge Co-creation Programme (International Study Tour) - Call for Nominations

S.O-18

<additional\_recipient@dsistd.org>  
Wed, 07 Jan 2026 14:03:26 +0530  
To "secy-pa-bih" <secy-pa-bih@nic.in>  
Tags: Not in Contacts

12 JAN 2026

**Delhi State Institute Of Secretariat Training & Development**

(An ISO 9001:2015 Institute)

Plot No 15, Pratap Nagar, Above KBM Electro, Pocket 1, Mayur Vihar, Delhi, 110091

Ph. +91-011-22158852, +91-011-22158851, +91-9811094923

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

Ref No 20249-669  
Dated 12/1/26

New Delhi

To,

The Hon'ble Secretary/Chief Secretary/Principal Secretary/Secretary/Chairman/Managing Director/Director/Vice Chancellor/Registrar/Competent Authority

**SUBJECT: Knowledge Co-creation Programme (International Study Tour), Executive Development Programme & Onsite Training Program - Call for Nominations**

Dear Sir/Madam,

Greetings from DSISTD.

We are pleased to invite nominations for our **2026 International Study Tours** designed exclusively for **senior Government Officials, PSUs, Autonomous Bodies, Boards & Corporations**. These programmes offer global exposure through visits to **USA, UK, Europe, Australia, Japan, and more**?covering themes such as:

- Leadership & Managerial Excellence
- Smart & Sustainable Cities
- Public Health & Infrastructure Development
- Renewable Energy & Smart Metering
- Urban Water Supply & Disaster Mitigation

We look forward to your valued nominations.

**Akash Choudhary**  
Manager (TRG)  
Mob: +91-9811094923

1 Attachment(s)

Knowledge Co-creation Program...

विहार गारकार  
अग्रदूत अपार्टमेंट कॉम्प्लेक्स  
लामा-८, लालकाला इलाम  
कृष्णपुर-१३२०  
प.रा.स. .... १२.१.२६

233/ ११०-१८  
13.1.26

