No.12/46/2026-BPC&T.
Government of India
Ministry of Finance
Department of Economic Affairs
(BPC&T Section)

E-Mail

Kartavya Bhavan-I, New Delhi,
Dated the 17th September, 2026.

TRAINING CIRCULAR

Subject:- **In-person Singapore Cooperation Programme on "Technopreneurship : Enabling Innovation" from 18th January to 22nd January, 2027 in Singapore.**

The Republic of Singapore has invited nominations for **In-person Singapore Cooperation Programme on "Technopreneurship : Enabling Innovation" from 18th January to 22nd January, 2027 in Singapore** under the Technical Assistance Programme with India. The programme is intended for mid- to senior-level government officials who are involved in promoting innovation and technopreneurship. The eligibility conditions and other information about the course are mentioned in the Information Brochure received from the sponsoring Government **(Annex-I)**. Number of slots available for India is **One**.

2. Nomination of candidates is regulated by the guidelines prescribed by DEA, a synopsis of which is attached as **Annex-II**.

3. **The course is sponsored by Government of Singapore**, which will provide accommodation, local transport, medical insurance and daily allowance. **The nominated candidate or his/her nominating authority shall have to bear the cost of round trip air fare and other travel related expenses.** An undertaking to this effect has to be given by the participant or his/her Ministry/Department/State Government in case they agree to bear the travel expenses in the prescribed format **(Annex-III)**.

4. The following forms need to be duly completed and certified by the participant and the competent authority of the nominating Ministry/Department:

(i) Sponsoring Government's application to be filled online (available at https://go.gov.sg/techno-jan27). Printed copy of application submitted by the candidate online to SCP may be sent to DEA along with the other forms.
(ii) DEA's proforma - duly countersigned by competent authority **(Annex-IV)**.

5. **Application Form complete in all respects along with check-list should reach this Department through the Administrative Ministry/Department of Govt. of India/State Government/UT, as the case may be, not later than 06.11.2026** positively at the following address:-

Shri Vijay Shankar Upadhyaya,
Under Secretary (BPC&T),
Department of Economic Affairs, Ministry of Finance,
Hall No. 15061, Kartavya Bhavan -1, New Delhi-110001.
Ph:- 011-2401 2888
Email- **vs.upadhyay@gov.in**
chourasia.anil@nic.in

Contd.....2/-

(626)

6. Incomplete applications and nominations received after the cut-off date will not be entertained. This may please be noted for strict compliance to avoid disappointment at a later stage. The candidates are advised to have their applications processed through their administrative Departments well in time and send complete information asked for in the forms specified above. Details of various short-term training programmes are regularly uploaded on Ministry of Finance's website www.dea.gov.in under the link "Foreign Training Programmes" [https://dea.gov.in/foreign-training-and-employee-corner].

13.09.2016

(Vijay Shankar Upadhyaya)
Under Secretary to the Govt. of India

1. Joint Secretary (Admn.), Ministry of Micro, Small and Medium Enterprises, Udyog Bhawan, New Delhi.
2. Joint Secretary (Admn.), Department of Commerce, Udyog Bhawan, New Delhi.
3. Joint Secretary (Admn.), Department for Promotion of Industry & Internal Trade, Udyog Bhawan, New Delhi.
4. Joint Secretary (Admn. & Fin.), NITI Aayog, Yojaja Bhavan, New Delhi.
5. Joint Secretary (Admn.) of all Ministries/Departments, Government of India.
6. Chief Secretaries of all States Governments/UTs.

TO BE UPLOADED ON website of Department of Economic Affairs' WEBSITE [https://dea.gov.in/foreign-training-and-employee-corner].

TECHNOPRENEURSHIP: ENABLING INNOVATION

18 TO 22 JANUARY 2027

Sponsored by the

SINGAPORE COOPERATION PROGRAMME

under the

SCP TRAINING AWARD

to be conducted by

Action Community for Entrepreneurship (ACE) Ltd

Singapore Cooperation Programme

The Singapore Cooperation Programme (SCP) was established in 1992 to share Singapore's development experiences with other developing countries, with an emphasis on technical assistance. As a country whose only resource is its people, Singapore believes that human resource development is vital for sustained economic and social progress.

To date, over 165,000 officials from more than 180 countries, territories, and intergovernmental organisations have participated in SCP courses and study visits. The SCP is managed by the Development Partnerships Directorate of the Ministry of Foreign Affairs, Singapore.

Action Community for Entrepreneurship (ACE) Ltd

Action Community for Entrepreneurship (ACE.SG) is the national voice for the Singapore startup ecosystem, and a key trade association representing the interests of startups in Singapore. ACE.SG was established in 2003 by the Singapore Ministry of Trade and Industry, and re-launched as a private sector-led, non-profit organisation in 2014.

ACE.SG's Patron is Dr Tan See Leng, Minister for Trade and Industry (Energy and Industry). Working closely with the government and the startup community, ACE.SG aims to catalyse greater collaborations among ecosystem players and enable the development and growth of startups. ACE.SG also prioritises building international partner networks to connect the global and local startup community. For more information, please visit www.ace.sg.

Course Objectives

This course will provide an overview of the eco system and policies to support entrepreneurship and incubating start-ups.

Synopsis

Topics to be covered include:

- Singapore's approach to developing the innovation and startup ecosystem
- Critical factors for incubation and technology entrepreneurship
- Key elements of the start-up / entrepreneurship journey: from idea / lab to start-up to scale-up
- Major elements of start-up or entrepreneurship activity
- Case studies and learnings from successful start-up founders

Methodology

The course will be conducted in-person in Singapore and will include briefings, case studies, country presentations as well as group discussions.

Course Duration and Venue

The course will be held over 5 days from 18 to 22 January 2027 in Singapore.

Application Information

Applicants should be:

- Mid- to senior-level government officials who are involved in promoting innovation and technopreneurship;
- Nominated by their respective governments;
- Proficient in written and spoken English; and
- In good health.

Terms of Award

The course is sponsored by the Government of Singapore under the Singapore Cooperation Programme Training Award.

Under this programme arrangement, the Government of Singapore will bear the following expenses for the successful applicants (thereafter known as participants) during their training in Singapore. These expenses include:

- Course fees;
- Visa application fees for entry into Singapore [Note: participants are responsible for their own transit visas (if any)];
- Hotel accommodation for the entire duration of the course. Complimentary breakfast is provided in the hotel from the first day of the course to one day after the course;
- Per diem of One Hundred and Thirty Singapore Dollars (S$130) in cash from the first day to the last day of the course. A proportionate reduction in the per diem will be made if you are unable to attend the full duration of the course;
- Transportation between hotel and training venue; and
- Basic insurance coverage (Group Hospitalisation and Surgical; Group Personal Accident) for participants during their stay in Singapore, in accordance with the policy of a local insurance company.

Note:

- The nominating government will be responsible for its participants' round-trip airfares. Applicants are encouraged to verify the availability of funding for their round-trip airfares with their respective nominating government;
- Participants are to bear all expenses prior to receiving the per diem; and
- As the basic insurance coverage does not cover any pre-existing conditions/illnesses and/or any outpatient medical/dental treatment, participants are strongly advised to purchase comprehensive travel insurance which includes adequate coverage for medical evacuation in the event of any unexpected emergencies.

Regulations

Participants are required to comply with the following:

- For entry into Singapore, participants are required to adhere to the latest travel and health requirements/advisories as indicated at www.ica.gov.sg/enter-transit-depart;
- Strictly observe the course schedule and attend all training sessions. Participants will receive a certificate of completion from the SCP only upon **attaining full attendance of the course**. Any leave of absence must be substantiated with medical certificates or compelling reasons. Failure to attain full attendance will affect the eligibility for future SCP participations; and
- Carry out instructions and abide by conditions as may be stipulated by the nominating authority or government and the Government of Singapore and its appointed trainer, with respect to the course.

Application Procedure

(Closing date for nomination: **13 November 2026**)

The Government of Singapore is pleased to invite the respective National Focal Points for Technical Assistance (NFP) to nominate **1** suitable applicant(s). Selection of candidates will be based on merit. Should there be more applicants than training places, the Government of Singapore seeks the understanding of the respective NFPs in the event that its nominee(s) is not selected.

All nominees are to submit their applications online at **https://go.gov.sg/techno-jan27** by **13 November 2026**. NFPs are also required to endorse nominees via email links. Instructions and FAQs for Applicants and NFPs can be found at the links below:

- Applicants: https://go.gov.sg/start-guide
- NFPs: https://go.gov.sg/start-nfp

Note:

- Participants will receive a certificate of completion from the SCP upon completion of the course.
- Please refrain from making telephone and email inquiries on the status of your application while your application is being processed.
- The Ministry of Foreign Affairs, Singapore will inform all applicants of the outcome of their applications. The NFP will also be informed directly. Flight arrangements should be made only upon receipt of the Letter of Acceptance to the course.

Follow us at:

- SCP Website: www.scp.gov.sg
- Facebook: www.facebook.com/SCPFriends
- Instagram: www.instagram.com/SCPFriends

(622)

ANNEX-II

SUMMARY OF GUIDELINES PRESCRIBED BY DEPARTMENT OF ECONOMIC AFFAIRS

Before applying for the training programme, the candidates are requested to satisfy themselves whether they fulfill the eligibility conditions as per the guidelines on Foreign Training Programmes (FTP) administered by the Department of Economic Affairs(DEA), summarized below:-

Eligibility Conditions

Duration of Training	No. of years of service completed in Govt. as on the date of FTP	Upper age limit on the date of FTP	Cooling off period	Limit on participation in number of trainings in a year
Upto one week	5 years	Less than 58 years	Six months	Two FTPs of duration of less than one week in a calendar year
One to Two weeks	7 years	Less than 58 years	One year	One FTP of duration of one to two weeks in a calendar year
More than two weeks	9 years	Less than 55 years	Two years	One FTP of duration more than two weeks in a period of two years

Note:- Project-related training/official visits abroad are exempted from the provisions of cooling off.

2. Candidates and nominating authorities in Ministries/Departments/State Govts. Etc. should also satisfy themselves about the eligibility conditions prescribed by the sponsoring foreign Government/agency before sending the nomination to DEA.

HOW TO APPLY

3. **Filling up of application forms:-**

(i) Ensure that the **DEA proforma** is duly filled in and is complete in all respects. Without this proforma, application will not be entertained.

(ii) Ensure that the **application form prescribed by the sponsoring agency** is also complete in all respect, wherever the sponsoring agency asks for Country Report, the same should also be attached.

(iii) The column relating to **Vigilance Clearance** in DEA proforma should be filed in and certified by the competent authority. Alternately, vigilance clearance certificate by the concerned authority can also be attached. Applications without vigilance clearance at the time of applying will not be entertained.

(iv) In case of training programmes which ae not fully sponsored and where expenses on Air travel or any other expenses have to be borne by the candidate or his sponsoring Department, ensure that Part-A or Part-B, as the case may be, of the Undertaking Form is duly completed. Applications received without undertaking form will be summarily rejected. **It may be noted that submission f undertaking form is not necessary in respect of fully funded training programmes and the candidate can mention 'Not Applicable' in the form.**

4. **Nominations:-**

(i) In case there is more than one nomination for a particular course, the nominating authority State/Central Government should clearly indicate the prioritization of the nominees.

(ii) Application for the training programme is to be forwarded through the concerned Ministry/Department after completing all necessary formalities. Applications are not to be sent to the sponsoring foreign country/agency direct unless the same has been endorsed by the Nodal Department i.e. DEA.

5. **Clearance:-**

Once the nomination forwarded by DEA to the sponsoring Government is accepted and conveyed to the applicant, he/she will be responsible to complete all pre-departure formalities like obtaining political clearance from MEA and have the sanction order issued from his/her administrative Department etc.

Abbreviation:-

JICA - Japan International Cooperation Agency, SCPTA - Singapore Cooperation Programme Training Award, IMF - International Monetary Fund, MTCP - Malaysian Technical Cooperation Programme.

ANNEX-III (621)

DEA PROFORMA FOR FOREIGN TRAINING

1. Name			
2. Date of Birth		3. Male/Female	
4.Educational Qualifications		5. Date of Entry into Govt. Service	
6.Service to which Officer belongs		7. Date of Regular appointment	

8. Details of Posts held during the last five years (starting from present) :

S.No.	Post held & Pay level	Period of Posting	Ministry/Department/ Organization	Nature of Work

9. Name of training programme applied for and its relevance to the candidate	
10. Papers etc, if any, published by the candidate	

11. Details of Foreign Training Programmes attended during the last two years :

S.No.	Dates & Duration Of Training	Subject/title of training	Name of the Training Institution	Source of funding

Signature of the candidate:	
Office Phone : Mobile No. :	
E-mail :	

CERTIFICATE

Certified that Shri/Ms. _____ is clear from vigilance angle. In case the programme is not fully funded, Undertaking in the prescribed proforma (Part A/Part B) is attached.

Signature of the Competent Administrative Authority of the applicant with Name, Designation, Phone Number and Email (alongwith official seal)	

620

ANNEX-IV

CHECK LIST

Sl. No.	Required Documents	YES/NO
1.	**MTCP Application Form/ JICA Application Form / Online Submitted Singapore Application Form alongwith supervisor endorsement**	
2.	**Complete DEA Proforma alongwith Vigilance Clearance**	
3.	**Whether Application has been recommended/ nominated by Line Ministry/Department/State Government**	
4.	**Whether undertaking by Ministry/Department is given for bearing the air fare for the travel where training is not fully funded.**	

Annex-III

To be filled only in case the Training Programme is not fully sponsored

PART-A

UNDERTAKING

This is to certify that in the event of selection, Ministry/ Department/ State Government of _____ undertakes to bear the cost of round-trip airfare and other related expenses (which may also include the expenditure on local travel, accommodation, insurance, living and other expenses, depending upon the terms of sponsorship for each course/training, as specified in the brochure/letter of concerned sponsoring organization) in respect of Shri/Ms._____Designation_____working in this Department/ Ministry/ State Government for attending Training Programme/Course on _____sponsored by _____ from _____ to _____.

Signature of Competent Authority
Name
Designation
(SEAL)

----------OR----------

PART- B

UNDERTAKING FOR SELF FINANCING

This is to certify that in the event of my selection, I _____ holding the post of_____in the Ministry/Department/State Government of _____ undertake to bear the cost of round-trip airfare and other related expenses (which may also include the expenditure on local travel, accommodation, insurance, living and other expenses, depending upon the terms of sponsorship for each course/training, as specified in the brochure/letter of concerned sponsoring organization) for attending Training Programme/Course on_____sponsored by_____ from _____ to _____.

This issues with the approval of the Competent Authority.

(Signature of the candidate)
Name, Designation (With seal)

Countersigned by:

Signature of Competent Authority
Name, Designation (With seal)

cs-bihar < cs-bihar@nic.in >

In-person Singapore Cooperation Programme on "Technopreneurship : Enabling Innovation" from 18th January to 22nd January, 2027 in Singapore

ANIL KUMAR CHOURASIA Assistant Section Officer, DEA, Min. Of Finance < chourasia.anil@nic.in >

Thu, 17 Sep 2026 3:11:43 PM +0530

To "Vinamra Mishra"<js.tech.msme@gov.in>,"Mr Kumar" <suresh.kumar1972@gov.in>,"Jai Prakash Shivahare"<js-jps@gov.in>,"KS REJIMON"<ks.rejimon@nic.in>,"ash-mohfw"<ash-mohfw@nic.in>,"RAJEEV KUMAR"<jsadmin-mha@nic.in>,"rohitmathur"<rohit.mathur@nic.in>,"jspc-cpc" <jspc-cpc@gov.in>,"jschem-cpc"<jschem-cpc@gov.in>,"Bhuvnesh Kumar Kumar" <bhuvnesh.k@meity.gov.in>,"jssk-dst"<jssk-dst@gov.in>,"Kchaturvedi" <K.chaturvedi@gov.in>,"jsupa-mhupa"<jsupa-mhupa@gov.in>,"js-mowr"<js-mowr@nic.in>,"Syed Rizwi"<syed.rizwi@gov.in>,"jsad-moe"<jsad-moe@gov.in>,"Sanjay Kumar Agarwal"<agarwal.sanjay@nic.in>,"js1tourism" <js1.tourism@gov.in>,"VENKATESAPATHY S"<js-shipping@gov.in>,"satyajitmishra"<satyajit.mishra@nic.in>,"jsrc-mord"<jsrc-mord@gov.in>,"amstaff"<amstaff@rb.railnet.gov.in>,"crb" <crb@rb.railnet.gov.in>,"pallaviagarwal"<pallavi.agarwal@gov.in>,"js" <js@moes.gov.in>,"samirkumar"<samirkumar@nic.in>,"ANUPAM KUMAR" <jsadmin-mnre@gov.in>,"Vijay Kumar Sinha"<sinha.vijay@nic.in>,"SAJEESH KUMAR N"<jsadmin-dosje@gov.in>,"RAJEEV SHARMA" <wb113@ifs.nic.in>,"Jyotsana Ekka"<ddgtrg-dot@nic.in>,"srinivasdanda" <srinivas.danda@gov.in>,"Saurabh Kumar"<eaap-dfs@nic.in>,"jse" <jse@nic.in>,"JS DT"<jsdt-moca@gov.in>,"jsnavy-dma"<jsnavy-dma@gov.in>,"raghurajmr"<raghurajmr@ias.nic.in>,"sagarmehra" <sagar.mehra@nic.in>,"Awadhesh Kumar"<srea-dop@gov.in>,"sthakur" <sthakur@nic.in>,"jsadmasi-culture"<jsadmasi-culture@gov.in>,"jsestt" <jsestt@mea.gov.in>,"Sanjayroy14"<Sanjay.roy14@nic.in>,"satishkj" <satish.kj@nic.in>,"SD Sharma"<js.admn-dopt@gov.in>,"js-ca"<js-ca@nic.in>,"Dushyant Mudgal"<ddgestt@indiapost.gov.in>,"Mohd Muqeem" <mohd.muqeem@gov.in>,"nkmishra"<nk.mishra@nic.in>,"js2-mopr"<js2-mopr@gov.in>,"jslr-dolr"<jslr-dolr@nic.in>,"AGARWAL NAVIN" <navin.agarwal71@gov.in>,"LUCAS KAMSUAN"<js.admn-dpe@gov.in>,"js-establishmentmoc"<js-establishment.moc@gov.in>,"vijaymittal" <vijay.mittal@nic.in>,"rpthakur25"<rp.thakur25@nic.in>,"ara-hccg"<ara-hc.cg@gov.in>,"masaldangaurav"<masaldan.gaurav@nic.in>,"Praveen D" <d.praveen@nic.in>,"information"<information@cbi.gov.in>,"arindammodak" <arindam.modak@gov.in>,"jslegal1"<jslegal1@mea.gov.in>,"jsfilmsinb" <jsfilms.inb@nic.in>,"Dr. Muthukumarasamy B"<js-nlm@dahd.nic.in>,"jsaa" <jsaa@dae.gov.in>,"js-dor"<js-dor@gov.in>,"cs"<cs@ap.gov.in>,"cs-arunachal" <cs-arunachal@nic.in>,"cs-assam"<cs-assam@nic.in>,"csofficecg" <csoffice.cg@nic.in>,"cs-bihar"<cs-bihar@nic.in>,"csdelhi" <csdelhi@nic.in>,"chiefsecretary"<chiefsecretary@gujarat.gov.in>,"cs-goa"<cs-goa@nic.in>,"cs"<cs@hry.nic.in>,"cs-hp"<cs-hp@nic.in>,"cs-jandk"<cs-jandk@nic.in>,"cs-jharkhand"<cs-jharkhand@nic.in>,"cs" <cs@karnataka.gov.in>,"chiefsecy"<chiefsecy@kerala.gov.in>,"cs" <cs@mp.nic.in>,"cs"<cs@maharashtra.gov.in>,"cs-manipur"<cs-manipur@nic.in>,"cso-meg"<cso-meg@nic.in>,"cs-mizoram"<cs-mizoram@nic.in>,"csngl"<csngl@nic.in>,"csori"<csori@nic.in>,"cs" <cs@punjab.gov.in>,"csraj"<csraj@rajasthan.gov.in>,"cs-skm"<cs-skm@nic.in>,"cs-tripura"<cs-tripura@nic.in>,"cs-uttaranchal"<cs-uttaranchal@nic.in>,"csup"<csup@nic.in>,"cs-westbengal"<cs-

(612)

westbengal@nic.in>,"cs-andaman"<cs-andaman@nic.in>,"cspon" <cs.pon@nic.in>,"cs"<cs@tn.gov.in>

Cc "Vijay Upadhyaya"<vs.upadhyay@gov.in>

Sir/Madam,

Please find attachment regarding **In-person** Singapore Cooperation Programme on **"Technopreneurship : Enabling Innovation" from 18th January to 22nd January, 2027 in Singapore**, for information and necessary action.

With regards,

Anil Kumar Chourasia,
ASO, BPC&T Section,
Bilateral Cooperation Division,
Department of Economic Affairs,
Ministry of Finance,
Kartavya Bhavan -1.
Telephone no. : 24012886

1 Attachment(s)

12-46-26-final.pdf
2.3 MB

616

secy-par-bih < secy-par-bih@nic.in >

ESCI IT: PDT on "Project Management & Monitoring using MS Project 2021" Scheduled from "12 - 14 Oct 2026".

5.5(18)

< ict@escihyd.org >
Thu, 24 Sep 2026 11:37:30 AM +0530
To ""<<undisclosed-recipients:>>
Bcc "secy-par-bih"<secy-par-bih@nic.in>
Tags not in Contacts

5166/गा०-18
29.9.26

25 SEP 2026

Dear Sir/Madam,
Greetings from Engineering Staff College of India (ESCI)!

We are pleased to share the upcoming **Professional Development Programs** being offered by the **Information Technology Division, Engineering Staff College of India (ESCI), Hyderabad.**

ESCI, established in **1981**, is a premier National Training Institute and an autonomous organ of **The Institution of Engineers (India)**, providing professional training and education in engineering, technology and techno-management domains.

J.S.18 Our programs are designed to help **Officers, Executives, Managers and Technical Professionals** upgrade their knowledge, enhance workplace capabilities and keep pace with emerging technologies and professional practices.

UPCOMING PROFESSIONAL DEVELOPMENT PROGRAMS

Program	Dates	Duration	Mode	Course Fee
Procurement Rules for Goods & Services including GeM Portal & GFR 2026 Guidelines	05–07 Oct 2026	3 Days	Offline	₹18,000
Network Administration: Configuring & Securing LANs and WANs	05–09 Oct 2026	5 Days	Offline	₹30,000
Project Management & Monitoring using MS Project 2021	12–14 Oct 2026	3 Days	Offline	₹18,000
SAP S/4 HANA ABAP	26–31 Oct 2026	6 Days	Offline	₹60,000
Generative AI for Managers & Team Leaders – Shillong, Meghalaya	28–30 Oct 2026	3 Days	Offline	₹48,000
Cyber Security Best Practices for Managers & Executives	26–28 Oct 2026	3 Days	Offline / Online	₹18,000 / ₹11,000
BOSS Linux Administration	27–30 Oct 2026	4 Days	Offline / Online	₹22,000 / ₹15,000

28 SEP 2026

Why Choose ESCI?

- ☑ Experienced faculty and industry professionals
- ☑ Practical and application-oriented training
- ☑ Programs designed for working professionals
- ☑ Offline and online training options for selected programs
- ☑ Customized programs based on organizational requirements
- ☑ Training at **ESCI Campus, Hyderabad** or at the **client's premises**

बिहार सरकार
28548
दिनांक 24.9.26

Customized / In-House Training

ESCI also designs and conducts **exclusive customized training programs** for organizations based on their specific technology, functional and professional development requirements. Programs can be conducted **at your organization's campus or at ESCI Campus, Hyderabad**, in offline or online mode.

श्री विशाल
विनीत।
28.9.2026

Nominate Your Officials / Employees

We invite your organization to **nominate suitable Officers, Managers, Executives and Technical Professionals** for these programs and provide them with an opportunity to upgrade their professional and technological skills.

For detailed program contents and brochures:
ESCI – Information Technology Division

We would be pleased to discuss your organization's training requirements and develop a **customized training calendar** for your employees.

For further information, nominations or customized training requirements, please feel free to contact us.

With Regards,
Syed Azgar
Sr. Faculty & Head – IT
Information Technology Division
Engineering Staff College of India (ESCI)
Old Bombay Road, Gachibowli, Hyderabad – 500 032, Telangana, India
- **it@escihyd.org**

☎ **040-66304123/24/25 | 8886661060**
www.escihyd.org

We look forward to your participation and continued association with ESCI.

8 Attachment(s)

Project Managment Monitoring... 338 KB	Procurement of Goods and Se... 354.3 KB	SAP S4 HANA ABAP - 26 - 31 ... 357.2 KB
Generative AI Program 28 - 30... 831.2 KB	BOSS Linux Administration 27 ... 738.1 KB	Cyber Security Best Practices f... 514.5 KB
ESCI-IT Training Calendar 202... 297.5 KB	Network Administration - Confi... 826.6 KB	

Engineering Staff College of India

Autonomous Organ of The Institution of Engineers (India)

Old Bombay Road, Gachi Bowli, Hyderabad – 500 032. Telangana, India

INFORMATION TECHNOLOGY DIVISION

(61)

PROFESSIONAL DEVELOPMENT PROGRAMME

Project Management & Monitoring Using MS Project 2021

12 - 14 Oct 2026

(Offline Program)

Introduction

In a competitive world, organizations are constantly looking for opportunities in the form of new products, new ventures, new markets, expansion of the existing facilities, new partners etc., and in the process of dealing with these issues, the organizations are required to master the good practices of project management. It is imperative that projects are managed to win the confidence of stakeholders, realize efficiency and effectiveness in all phases of the projects and to improve the life cycle utility of the projects

This training is designed to help you gain good knowledge about Project Management as well as prepare you for creating & managing your project plan using **MS Project 2021**

Objectives

- To understand Components of a Project Management
- To understand Working with Tasks
- To understand how to create and work with Resources
- To understand Tracking and Managing Projects using **MS Project 2021**
- To understand Managing a Project with a Case Study

Course Coverage

- About Project Management
- Working with MS Projects 2021
- MS Projects 2021 Features
- Working with Project
- Setting up Project Files
- Creating and Saving Projects
- Creating a Project from template
- Setting up Calendars
- Defining working and non-working time
- Creating Tasks
- Linking and Timing Tasks
- Creating Resources
- Assigning Tasks to Resources
- Working with views
- Fine Tuning the Project Schedule
- Tracking and Managing a Project
- Viewing and Reporting Project Information
- Sharing Projects
- Master Project
- Managing a project with a Case Study

Methodology

Methodology of the programme Includes

- Instructor led Hands-on Practical Classroom training at ESCI Lab for Offline Participants
- Online Interactive Hand-on Practical sessions for Online Participants.
- Chalk & Talk sessions, group discussions, case studies, debates, sharing of experiences Learning

613

Target Participants

- Project Managers, Program Managers,
- Senior & Middle Level Engineers, Managers, Professionals, Executives and Practicing Engineers managing projects in Government, Public & Private sector companies.
- Scientists working in Defence Laboratories, Officers from the Armed Forces. .
- Professors / Faculty members for Engineering / Management Colleges & Universities.

Benefits to the participants

- After completing this course, the participant will be able to learn best practices for managing projects & creating & managing your project plan using **MS Project 2021**
- A rare opportunity to experience sharing among numbers of guest speakers and experts from various organizations from all over India.

Programme Dates & Timings

Dates: 12 - 14 Oct 2026

Venue : Engineering Staff College of India, Hyderabad.

Session timings will be from 10:00 – 17:00 hrs, 15 Minutes Tea breaks and 1hour lunch.

Course Director

Mr. Syed Azgar , MBA(IT), RHCE, MCSA
Sr Faculty & Head IT,
Information Technology Division,
Engineering Staff College of India, Hyderabad.

Course Fee Classroom Training

- ₹ **18,000/- (Residential Fee)** per participant. Fee includes Single / Double AC accommodation as per the avalibality, course smaterial, course kit, Breakfast. Lunch, Dinner, Tea / Coffee and Snacks during the actual days of the training program

GST @18% is to be paid extra and above the training fee as training. **PAN Card No.** AAATT3439Q. **GST No: 36AAATT3439Q1ZV, HS No.: 999293** (under commercial training or coaching services – clause 65(105) (ZZC) of Finance act – 1994).

Programme fee is to be paid in in favour of **"THE INSTITUTION OF ENGINEERS (INDIA) – ENGINEERING STAFF COLLEGE OF INDIA"** by **Electronic Fund Transfer (EFT)** to ESCI – **Axis Bank** A/c No. **912010049234564** with The Axis Bank Ltd, Old Mumbai Hwy, Cyberhills Colony, P Janardhan Reddy Nagar, GachiBowli Hyderabad-500032 by NEFT/ RTGS/ IFSC Code No. UTIB 0000733 – MICR No.500211020. **While using EFT method of payment, please ensure to communicate us your company name, our invoice reference and programme title.**

Registration

To register manually please send your nominations giving details of name, designation, contact address, email address, mobile no, telephone and fax number of the participant along with the details of mode of payment of fee, addressed to : **it@escihyd.org**

A Certificate of participation will be awarded to each participant on conclusion of the programme.

Information Technology Division, Engineering Staff College of India
Gachi Bowli, Hyderabad – Telangana 500 032
Phone: 040 – 66304100 (EPABX) 66304123/24/25 (Direct), 8886661060 Fax: 040 – 66304103
Email: it@escihyd.org, web portal: www.escihyd.org

Methodology

Methodology of the programme includes

- Instructor led Hands-on Practical Classroom training at ESCI Lab for Offline Participants
- Online Interactive Hand-on Practical sessions for Online Participants.
- Chalk & Talk sessions, group discussions, case studies, debates, sharing of experiences.

Target Participants

- Officers working in Procurement Deportment or Accounts Deportment
- All the Managers / Executives / Engineers of Govt, Defence & Public Sector, who are Invoilved in GeM Procurement & dealing eTenders through GeM

Programme Dates & Timings

Dates: 05 - 07 Oct 2026

session timings will be from 10:00 – 17:00 hrs with 15 Minutes Tea break, 1 hour lunch break.

Course Director

Mr. Syed Azgar , MBA(IT), RHCE, MCSA
Sr Faculty & Head IT,
Information Technology Division,
Engineering Staff College of India, Hyderabad.

Course Fee Offline Training

Rs.18,000/- (Residential Fee) per participant. Fee includes course material, course kit, Single AC accommodation as per availability, Breakfast, Lunch, Dinner, Tea / Coffee and Snacks during the actual days of the training program.

GST @18% is to be paid extra and above the training fee as training. **PAN Card No.** AAATT3439Q. **GST No: 36AAATT3439Q1ZV, HS No.: 999293** (under commercial training or coaching services – clause 65(105) (ZZC) of Finance act – 1994).

Programme fee is to be paid in in favour of **"THE INSTITUTION OF ENGINEERS (INDIA) – ENGINEERING STAFF COLLEGE OF INDIA"** by **Electronic Fund Transfer (EFT)** to ESCI – **Axis Bank** A/c No. **912010049234564** with The Axis Bank Ltd, Old Mumbai Hwy, Cyberhills Colony, P Janardhan Reddy Nagar, GachiBowli Hyderabad-500032 by NEFT/ RTGS/ IFSC Code No. UTIB 0000733 – MICR No.500211020. **While using EFT method of payment, please ensure to communicate us your company name, our invoice reference and programme title.**

Registration

To register manually please send your nominations giving details of name, designation, contact address, email address, mobile no, telephone and fax number of the participant along with the details of mode of payment of fee, addressed to : **it@escihyd.org**

A Certificate of participation will be awarded to each participant on conclusion of the programme.

Information Technology Division, Engineering Staff College of India
Gachi Bowli, Hyderabad – Telangana 500 032
Phone: 040 – 66304100 (EPABX) 66304123/24/25 (Direct), 8886661060 Fax: 040 – 66304103
Email: it@escihyd.org, web portal: www.escihyd.org

Engineering Staff College of India

Autonomous Organ of The Institution of Engineers (India)

Old Bombay Road, Gachi Bowli, Hyderabad -- 500 032. Telangana, India

INFORMATION TECHNOLOGY DIVISION

CONTINUING PROFESSIONAL DEVELOPMENT PROGRAMME ON

SAP S/4 HANA ABAP

26 – 31 October 2026

Classroom Training

Introduction

SAP ABAP (Advanced Business Application Programming) on HANA (High-Performance Analytic Appliance) refers to the development environment and programming language used to create custom applications within the SAP HANA platform. ABAP is a high-level programming language used for developing business applications in the SAP environment.

When ABAP is combined with SAP HANA, it enables developers to take advantage of the advanced capabilities of the HANA database, such as in-memory computing, real-time analytics, and advanced data processing. This combination allows for the development of high-performance applications that can process large volumes of data in real-time.

Objectives

- Acquiring core ABAP skills
- Advanced capabilities of the HANA database.

Course Coverage

- Core ABAP Skills
- Taking ABAP to SAP HANA
- Code-to-Data with SAP HANA as Secondary Database
- Code-to-Data with ABAP 7.5
- Code-to-Data with SAP HANA as Primary Database
- SAP HANA Proxy Objects
- Advanced Topics
- ABAP core data services and data modelling
- ABAP RESTful Application Programming Model
- Object-oriented design
- SAP clean core extensibility and ABAP cloud
- ABAP SQL and code pushdown

Methodology

Methodology of the programme includes class room sessions with Lecture / Discussion with Hands- on Practical, with tools, audio visual aid, bench marked video shows, Chalk & Talk sessions, group discussions, case studies, debates, sharing of experiences etc. All the sessions will be interactive demanding active participation from all the members

Target Participants

- **Data Analysts, SAP BI Consultants, SAP HANA analysts etc. and all others who work with data, dashboards and KPIs etc. can attend the training programme.**

(6)

Programme Dates & Timings

Venue: ESCI Campus Hyderabad
Dates: 26 – 31 Oct 26
Session timings will be from 10:00 – 17:00 hrs with 01 Hour Lunch break & 15 Minutes Tea break

Course Director
Mr. Syed Azgar, MBA(IT), RHCE, MCSA
Sr Faculty & Head IT,
Information Technology Division,
Engineering Staff College of India, Hyderabad.

Course Fee for Classroom

- ₹ **60,000/- (Residential Fee)** per participant. Fee includes Single AC accommodation, course material, course kit, Breakfast. Lunch, Dinner, Tea / Coffee and Snacks during the actual days of the training program.

GST @18% is to be paid extra and above the training fee as training. **PAN Card No.** AAATT3439Q. **GST No: 36AAATT3439Q1ZV, HS No.: 999293** (under commercial training or coaching services – clause 65(105) (ZZC) of Finance act – 1994).

Programme fee is to be paid in in favour of **"THE INSTITUTION OF ENGINEERS (INDIA) – ENGINEERING STAFF COLLEGE OF INDIA"** by **Electronic Fund Transfer (EFT)** to ESCI – **Axis Bank** A/c No. **912010049234564** with The Axis Bank Ltd, Old Mumbai Hwy, Cyberhills Colony, P Janardhan Reddy Nagar, GachiBowli Hyderabad-500032 by NEFT/ RTGS/ IFSC Code No. UTIB 0000733 – MICR No.500211020. **While using EFT method of payment, please ensure to communicate us your company name, our invoice reference and programme title.**

Registration

To register manually please send your nominations giving details of name, designation, contact address, email address, mobile no, telephone and fax number of the participant along with the details of mode of payment of fee, addressed to : **it@escihyd.org**

A Certificate of participation will be awarded to each participant on conclusion of the programme.

Information Technology Division, Engineering Staff College of India
Gachi Bowli, Hyderabad – Telangana 500 032
Phone: 040 – 66304100 (EPABX) 66304123/24/25 (Direct), 8886661060 Fax: 040 – 66304103
Email: it@escihyd.org web portal: www.escihyd.org

E-Mail E-6281892 (609)

Secy, GAD
मुख्य सचिव कार्यालय, बिहार

cs-bihar < cs-bihar@nic.in >

Nomination for Residential Training Programmes – October to December 2026

18 SEP 2026

Ashok Kumar < ashok.kumar@npcindia.gov.in >
Thu, 17 Sep 2026 4:00:52 PM +0530

To "cs-andaman"<cs-andaman@nic.in>
Bcc "cs-bihar"<cs-bihar@nic.in>

15(8)

आदरणीय महोदय / महोदया, Respected Sir/ Madam,

We are glad to inform you that National Productivity Council, Chandigarh (Under Ministry of Commerce & Industry, Govt. of India) is organizing following Training Programme on:

- **"Transparency and Efficiency: Advanced Course on RTI and Modern Management Practices" from 19-23 October 2026 at Manali (Himachal Pradesh)**
- **"Managing Finance for Improving Organizational Performance & Effective Management" from 02-06 November 2026 at Goa**
- **"Leadership & Managerial Excellence for Effective Administration" from 14-18 December 2026 at Sri Vijayapuram (Port Blair).**

The brochure contains detailed information about the programme (course coverage & programme fee) are attached herewith. You are requested to kindly nominate employee(s) of your esteemed organisation for the above-mentioned training programme(s) for capacity building and skill enhancement. The number of seats is limited, and nominations will be accepted on first-cum-first-served basis.

5135/प्रा०-18
28.9.26

Thanking you,
सादर / Regards,

अशोक कुमार / Ashok Kumar
प्रभारी- क्षेत्रीय निदेशक / In-Charge Regional Director
राष्ट्रीय उत्पादकता परिषद / NATIONAL PRODUCTIVITY COUNCIL
वाणिज्य और उद्योग मंत्रालय, भारत सरकार के अधीन / Under Ministry of Commerce & Industry, Govt. of India
सीआरआरआईडी परिसर, अनुसंधान एवं औद्योगिक विकास केंद्र/ CRRID Campus, Centre for Research in Rural and Industrial Development,
प्लॉट संख्या 2ए, मध्य मार्ग, सेक्टर 19ए, चंडीगढ़-160019/ Plot No 2A, Madhya Marg, Sector 19 A, Chandigarh- 160019
मोबाइल / Mobile: +91 9888481938
वेबसाइट / Website: http://www.npcindia.gov.in

श्री विश्राम S.O-18 24.09.26

मुख्य सचिव कार्यालय, बिहार पत्रांक सं 5659 दिनांक 22.09.2026

विशेष सचिव, सामान्य प्रशासन विभाग, बिहार 23 SEP 2026

सचिव, सामान्य प्रशासन विभाग, बिहार 23 SEP 2026

J.S-018

608

3 Attachment(s)

Training Brochure-Leadership ...
532.3 KB

Training Brochure-Managing Fi...
539.3 KB

Training Brochure-Transparen...
601.4 KB

608

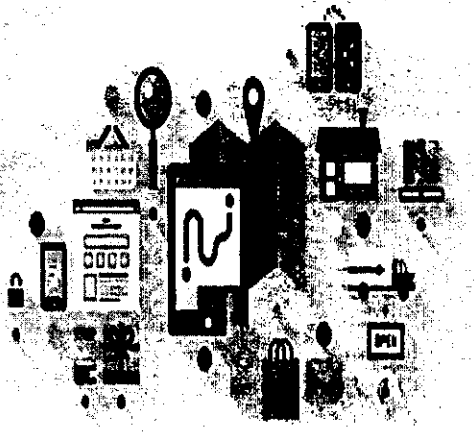
National Productivity Council, Chandigarh

Training Programme on Leadership & Managerial Excellence for Effective Administration

PROGRAMME CODE (12627CHD05)

14-18th December 2026

Sri Vijaya Puram (Port Blair)



606

1. ABOUT NPC

National Productivity Council (NPC) is an autonomous organization under the Department of Promotion of Industry and Internal Trade, Ministry of Commerce & Industry, Government of India. The present expertise available in NPC has a resource base of professionals from fields such as Economics, Industrial Engineering, Human Resource Management, Energy, Environment, IT, Project Monitoring and Evaluation, Research Studies and Baseline Surveys. In addition, services of external professionals and subject matter specialists are also sought on need basis, depending upon the nature and scope of work. NPC extends services from itsheadquarter at New Delhi and 12 regional offices across the country manned by more than 100 full time professionals.NPC has professionals from diverse fields to provide Consultancy, Capacity Building and Project Monitoring Unit (PMU) services to various organisations including Central Government Ministries and State Governments.

2. PROGRAMME THEME

The programme focuses on enhancing leadership and managerial competencies among government officials to improve decision-making, team performance, and service delivery. It aims to build effective administrative systems through strategic thinking, innovation, and people-centric governance.

3. LEARNING OBJECTIVE

The objective of the training is to equip participants with essential leadership and managerial skills required for effective administration. Participants will develop the ability to make informed decisions, manage teams efficiently, and handle administrative challenges with confidence. The programme will enhance their capacity to foster collaboration, improve workplace productivity, and promote accountability and ethical governance. It will also provide practical insights to strengthen communication, problem-solving, and result-oriented management practices.

4. BROAD PROGRAMME COVERAGE

- Principles of leadership and managerial effectiveness
- Decision-making and problem-solving in administration
- Communication and interpersonal skills for leaders
- Team building, motivation, and conflict management
- Time management and productivity enhancement
- Emotional intelligence and leadership behaviour
- Ethics, accountability, and good governance practices
- Managing change and innovation in government organizations
- Performance management and result-oriented administration

5. METHODOLOGY

Methodology of the training program would be participative in nature. The sessions would be based on conceptual deliberations, case studies, success stories and group exercises/discussions.

6. PARTICIPANTS' PROFILE

Officials from Central & State Government Departments, Academic Institutions, Public Sector Undertakings, Private Sector Units, Co-operative Sector Organizations, Financial Institutions, NBFCs, Corporations, Labor Unions/Associations.

7. FACULTY

The faculty for the training programme will comprise of senior NPC Experts & other renowned and experienced Trainers from the respective field.

8. PROGRAMME FEE & VENUE

Programme Code	***T2627CHD05***	
Program Venue	**Sri Vijaya Puram (Port Blair)**	
Programme Fee	Residential Participants □ 75,000_____ /- + 18% GST	Non-Residential Participants □ 60,000_____ /- + 18% GST
For Residential Participants	Check-in at hotel- *(12:00 pm) on 14th December 2026* Check-out from Hotel - *(9:00 am) on 18th December, 2026*	

9. PAYMENT DETAILS

Programme fee inclusive of GST to be paid in advance and proof of payment to be attached along with application form.

- **ECS Payment Details**: Indian Overseas Bank, 70, Golf Link, New Delhi Branch;
- **A/c No.** 026501000009207,
- **IFSC Code**. IOBA0000265
- DD/Cheque should be drawn in the name of NATIONAL PRODUCTIVITY COUNCIL payable at NEW DELHI
- **NPC'S PAN No:** AAATN0402F, **NPC'S GSTIN**: 04AAATN0402F2ZD

As per GOI notification No. 9/2017-Integrated Tax (Rate) dated 28.06.17, Sr. No. 75, Heading 9992 (at page no. 19 of the notification) No GST is applicable where Services provided to the Central Government, State Government, UT Administration under any training programme for which total expenditure is borne by the Central Government, State Government, UT Administration.

HOW TO APPLY

- Please apply in prescribed application format enclosed with this brochure. Nominations may be sent to the following address:
- **Last date for Receiving of nominations: 04th December 2026**

Ashok Kumar In Charge Regional Director Mobile No. +91 9888481938 Email: **ashok.kumar@npcindia.gov.in**	Sh. Suvyendu Shivakar, Deputy Director Mobile No.: +91-6287872655 Email: **suvyendu.s@npcindia.gov.in**
National Productivity Council, Chandigarh CRRID Campus, Centre for Research in Rural and Industrial Development, Plot No 2A, Madhya Marg, Sector 19 A, Chandigarh-160019	

603

NATIONAL PRODUCTIVITY COUNCIL
5-6 Institutional Area, Lodhi Road, New Delhi – 110003

APPLICATION FORM FOR NOMINATIONS

Title of Programme: Leadership & Managerial Excellence for Effective Administration

Productivity Programme Code: TP2627CHD05

Programme Duration: 14th Dec–18th Dec 2026 **Venue/ Location:** Sri Vijaypuram

Select Participation on Residential Basis ☐ **OR Non-Residential Basis** ☐

Details of Nominated Participants:

S. No	Name of Delegate	Designation	Mobile No.	Email ID	Participant Organisation Address (kindly provide full address of correspondence)
1					
2					
3					
4					

Details of Nominating Authority:

S. No	Name of Nominating Authority	Designation	Mobile No.	Email ID	Nominating Authority Organization Address (kindly provide full address of correspondence)
1					

Select, if Organization **is GST Exempted** ☐ **OR** Select, if Organization **is Not GST Exempted** ☐

SELF DECLARATION ON GST EXEMPTION (OPTIONAL)

As per GST notification No. 9/2017-Integrated Tax (Rate) dated 28.06.17, Sr. No. 75, Heading 9992 (at page no. 19 of the notification) No GST is applicable where Services provided to the Central Government, State Government, UT Administration under any training programme for which total expenditure is borne by the Central Government, State Government, UT Administration.

- I/We hereby declare that we meet all the conditions stipulated in the aforementioned GST notifications and qualify for exemption from GST payment for the training program mentioned above.
- I/We acknowledge that any breaches or non-compliance with the specified conditions may result in the collection of GST, interest, and penalty amounts by NPC on behalf of the GST department at a later stage whenever the GST department raises the same to NPC.
- I/We also declare that it is the responsibility of the participant organization to verify their eligibility to avail the benefit, and NPC is not responsible for checking the eligibility. *I certify that the above information is correct

Signature:_____ Date:_____ and Place:_____

For Organisation who are Not Exempted and having GST registrationGST No. (Mandatory)_____
(Kindly provide the GST number of organisation on which GST Invoice to be raised)
Organisation PAN No. (Optional) _____
Organisation TAN No. (Mandatory on TDS deduction)) _____

DECLARATION

*I certify that the above information is correct

Signature: _____Date: _____ and Place:_____

602

10. GENERAL INSTRUCTIONS

- Due to limited number of seats, it is recommended to send the nominations as per attached format at the earliest, for ensuring the availability. Acceptance of the nominations is subject to the seat availability and receipt of programme fee latest by the last date for nominations.
- The Residential programme fee covers the professional fees towards training, board & lodge of the Participant(s). The fee once deposited is non-refundable, however, substitutions are allowed.
- Each participant should carry their ID cards and necessary letters / orders issued by their department for attending the training program.
- The Non-Residential programme fee covers the professional fee towards training, lunch and refreshments during the training program. The fee once deposited is non-refundable, however, substitutions are allowed.
- NPC shall not bear any charges towards participants' to &fro travel from their residence / place of stay and the training program venue. All participants shall make their own arrangement to reach the venue on time as per the programme schedule.
- Participants are requested to assure their health and safety during the training period and NPC will not be liable for medical expenses incurred by the participants during the program.
- NPC will not provide boarding and lodging before and after the dates of programme. Participants planning to stay longer than the scheduled duration should arrange the same at their own cost.
- Settlement of additional bills: The hotel will be instructed to open separate folio for each participant. Participants may directly settle their additional dues regarding family member, laundry, telephone, mini bar, room service, overstay etc. with the hotel before checkout.
- The participants shall be awarded Certificate of Participation on successful completion of programme.
- Any other terms and conditions apply as may be notified by NPC at any point of time.
- Referring to GST guidelines, you are requested to confirm the applicability of GST payment for your department.
- Participants are required to follow the necessary COVID protocols during training.

CVC VAW 2026: Capacity-Building Programmes **secy-par-bih** < secy-par-bih@nic.in >

S.M(18)

Life Transformation Academy < harikrishan@lifetransformationacademy.co.in >
Sun, 06 Sep 2026 4:16:19 PM +0530

To "secy-par-bih" <secy-par-bih@nic.in>

25 SEP 2026

Additional Chief Secretary / Principal Secretary
General Administration Department, Government of Bihar

Subject: CVC VAW 2026: Capacity-Building Programmes

Reference: CVC Circular No. 04/08/26 (No. 026/VGL/030) dated 03.08.2026 – Observance of Vigilance Awareness Week 2026, theme "सत्यनिष्ठा से समृद्धि / Probity for Prosperity".

Dear Leadership,

The Central Vigilance Commission (CVC), vide the circular under reference, has advised all organisations to undertake a **three-month Preventive Vigilance Campaign from 17 August 2026 to 16 November 2026**. As part of the identified focus area of **Capacity Building Programmes**, organisations have been advised to encourage their employees to undertake courses during the campaign period on four specified areas — *IT & Cyber Security and Cyber Hygiene; Public Procurement; GeM – New Features and Functionalities; and Conduct Rules and Conflict of Interest.*

To facilitate organisations in effectively implementing this important capacity-building initiative within the campaign period, we are pleased to inform you that we are organising a series of focused workshops covering the above areas. These programmes will be conducted by experienced senior Government officers, former CVC/Vigilance officers, civil servants and subject-matter experts, bringing together policy perspective, domain expertise and practical experience.

Workshop Particulars

S. No.	Programme (as per CVC Circular)	Dates	Venue & Timings
1	Public Procurement and GeM – New Features and Functionalities	16 – 18 September 2026 (3 days)	Hotel Crowne Plaza, Okhla, New Delhi (09:30 AM -5:30 PM)
2	Conduct Rules and Conflict of Interest	21 September 2026	
3	IT & Cyber Security and Cyber Hygiene	25 September 2026	

28 SEP 2026

Broad Areas of Coverage

I. Public Procurement and GeM – New Features and Functionalities (3 days)

Broad Area	Indicative Coverage

श्री विश्राम
दिनांक 28.9.2026

बिहार सरकार
सचिव कार्यालय
सामान्य प्रशासन विभाग
ई-मेल संख्या 28557
दिनांक 24.9.26

5175 / GT - 18
29.9.26

Legal and policy framework	General Financial Rules; Department of Expenditure manuals for procurement of goods, works, services and consultancy; delegation of financial powers; Make in India, MSE and start-up preferences; Public Procurement (Preference to Make in India) Order and restrictions on bidders from countries sharing a land border.
Procurement planning and demand management	Annual procurement planning; need assessment and justification; consolidation of demand and avoidance of splitting; framework and rate contracts; make-or-buy and lease-or-purchase decisions; timelines and lead-time management.
Specifications and estimation	Writing functional and need-based specifications; generic versus proprietary; avoiding restrictive and brand-biased conditions; realistic estimation; market survey and rate analysis; price benchmarking and reasonableness of rates.
Tendering, evaluation and award	Modes of tendering; bid documents and eligibility criteria; e-procurement discipline; bid opening, technical and financial evaluation; single-bid and limited-response situations; negotiation policy; award and communication.
GeM – platform, features and functionalities	Buyer and consignee roles; catalogue, direct purchase, L1 and bid modes; new features, functionalities and recent platform updates; custom bids and category-specific parameters; reverse auction on GeM; price discovery, benchmarking and documentation of GeM decisions; GeM Availability and Assessment Reporting; grievance and vendor rating mechanisms.
Contract formation and management	Essential and protective clauses; delivery schedule, inspection and acceptance; payment terms, price variation, security deposit and performance guarantee; amendments and extensions; liquidated damages, risk purchase and termination; dispute resolution and arbitration.
Contract closure and reconciliation	Completion of warranty and defect liability obligations; final payment; materials reconciliation, payment reconciliation and reconciliation with the user department across departments involved in execution; closure certification and records.
Integrity, audit and vigilance interface	Common audit and vigilance observations in procurement; fraud indicators, cartelisation and bid rigging; conflict of interest and vendor interface protocols; Integrity Pact; file discipline, recording of reasons and audit trail; responding to audit and CVC references.

II. Conduct Rules and Conflict of Interest (1 day)

Broad Area	Indicative Coverage
Conduct rules framework	CCS (Conduct) Rules and the corresponding CDA and conduct rules of CPSEs, banks, insurance companies and autonomous bodies; applicability; the general standards of integrity, devotion to duty and propriety; conduct in the digital and social media environment.
Property, financial and business obligations	Immovable and movable property returns; sanction and intimation requirements; investments, lending and borrowing; insolvency and habitual indebtedness; private trade, employment and consultancy; gifts, hospitality, sponsored visits and foreign travel.
Conflict of interest	Actual, potential and perceived conflict; disclosure and recusal mechanisms; relatives and associates in business dealings with the

599

LIFE
TRANSFORMATION ACADEMY

Life Transformation Academy

251, SF, Kailash Hills, East of Kailash, New Delhi-110065
website: www.lifetransformationacademy.co.in

No. LTA/2026/CVC/VAW/2026 New Delhi, dated 4 September, 2026

Additional Chief Secretary / Principal Secretary
General Administration Department, Government of Bihar

Subject: CVC VAW 2026: Capacity-Building Programmes

Reference: CVC Circular No. 04/08/26 (No. 026/VGL/030) dated 03.08.2026 – Observance of Vigilance Awareness Week 2026, theme "सत्यनिष्ठा से समृद्धि / Probity for Prosperity".

Dear Leadership,

The Central Vigilance Commission (CVC), vide the circular under reference, has advised all organisations to undertake a **three-month Preventive Vigilance Campaign from 17 August 2026 to 16 November 2026**. As part of the identified focus area of **Capacity Building Programmes**, organisations have been advised to encourage their employees to undertake courses during the campaign period on four specified areas — *IT & Cyber Security and Cyber Hygiene; Public Procurement; GeM – New Features and Functionalities; and Conduct Rules and Conflict of Interest.*

To facilitate organisations in effectively implementing this important capacity-building initiative within the campaign period, we are pleased to inform you that we are organising a series of focused workshops covering the above areas. These programmes will be conducted by experienced senior Government officers, former CVC/Vigilance officers, civil servants and subject-matter experts, bringing together policy perspective, domain expertise and practical experience. The workshops are designed to provide participants with a practical understanding of the applicable Government guidelines, procedures, emerging challenges, preventive controls and good governance practices, enabling organisations to strengthen institutional capacity and preventive vigilance.

Workshop Particulars

S. No.	Programme (as per CVC Circular)	Dates	Venue & Timings
1	Public Procurement and GeM – New Features and Functionalities	16 – 18 September 2026 (3 days)	Hotel Crowne Plaza, Okhla, New Delhi (09:30 AM -5:30 PM)
2	Conduct Rules and Conflict of Interest	21 September 2026	
3	IT & Cyber Security and Cyber Hygiene	25 September 2026	

Broad Areas of Coverage

I. Public Procurement and GeM – New Features and Functionalities (3 days)

Broad Area	Indicative Coverage
Legal and policy framework	General Financial Rules; Department of Expenditure manuals for procurement of goods, works, services and consultancy; delegation of financial powers; Make in India, MSE and start-up preferences; Public Procurement (Preference to Make in India) Order and restrictions on bidders from countries sharing a land border.
Procurement planning and demand management	Annual procurement planning; need assessment and justification; consolidation of demand and avoidance of splitting; framework and rate contracts; make-or-buy and lease-or-purchase decisions; timelines and lead-time management.
Specifications and estimation	Writing functional and need-based specifications; generic versus proprietary; avoiding restrictive and brand-biased conditions; realistic estimation; market survey and rate analysis; price benchmarking and reasonableness of rates.
Tendering, evaluation and award	Modes of tendering; bid documents and eligibility criteria; e-procurement discipline; bid opening, technical and financial evaluation; single-bid and limited-response situations; negotiation policy; award and communication.
GeM – platform, features and functionalities	Buyer and consignee roles; catalogue, direct purchase, L1 and bid modes; new features, functionalities and recent platform updates; custom bids and category-specific parameters; reverse auction on GeM; price discovery, benchmarking and documentation of GeM decisions; GeM Availability and Assessment Reporting; grievance and vendor rating mechanisms.
Contract formation and management	Essential and protective clauses; delivery schedule, inspection and acceptance; payment terms, price variation, security deposit and performance guarantee; amendments and extensions; liquidated damages, risk purchase and termination; dispute resolution and arbitration.
Contract closure and reconciliation	Completion of warranty and defect liability obligations; final payment; materials reconciliation, payment reconciliation and reconciliation with the user department across departments involved in execution; closure certification and records.
Integrity, audit and vigilance interface	Common audit and vigilance observations in procurement; fraud indicators, cartelisation and bid rigging; conflict of interest and vendor interface protocols; Integrity Pact; file discipline, recording of reasons and audit trail; responding to audit and CVC references.

II. Conduct Rules and Conflict of Interest (1 day)

Broad Area	Indicative Coverage
Conduct rules framework	CCS (Conduct) Rules and the corresponding CDA and conduct rules of CPSEs, banks, insurance companies and autonomous bodies; applicability; the general standards of integrity, devotion to duty and propriety; conduct in the digital and social media environment.

Property, financial and business obligations	Immovable and movable property returns; sanction and intimation requirements; investments, lending and borrowing; insolvency and habitual indebtedness; private trade, employment and consultancy; gifts, hospitality, sponsored visits and foreign travel.
Conflict of interest	Actual, potential and perceived conflict; disclosure and recusal mechanisms; relatives and associates in business dealings with the organisation; post-retirement and cooling-off considerations; conflict in procurement, recruitment, inspection and sanctioning functions.
Misconduct and disciplinary proceedings	Patterns of misconduct and early warning signals; preliminary versus regular enquiry; drafting of charge-sheets and articles of charge; roles of the disciplinary authority, inquiry officer and presenting officer; principles of natural justice; penalties, appeal and review.
Vigilance interface and timelines	Vigilance angle and its determination; First Stage and Second Stage Advice of the Commission and the model timelines for their implementation; consultation with the CVC and UPSC; agreed-list and sensitive-post management; preventive vigilance measures.
Institutional practice	Conduct rules compliance calendar; disclosure formats and registers; sensitisation of officers; documentation that withstands scrutiny in appeal, tribunal and court proceedings.

III. IT & Cyber Security and Cyber Hygiene (1 day)

Broad Area	**Indicative Coverage**
Threat landscape	Attack patterns directed at Government and public sector organisations; phishing, spear phishing and business e-mail compromise; ransomware; insider threat; supply chain and third-party vendor risk; recent case studies and their administrative consequences.
Personal cyber hygiene	Password and multi-factor authentication practice; official versus personal e-mail and messaging; device, removable media and public Wi-Fi discipline; safe and policy-compliant use of AI and cloud tools with official data; work-from-anywhere precautions.
Data classification, records and privacy	Handling of classified and sensitive information; clean desk and clean screen practice; e-Office and digital file discipline; retention, archival and secure disposal; obligations under the data protection framework; interface with the Right to Information regime.
Institutional controls and governance	Organisational cyber security policy; CERT-In directions and reporting timelines; identity, access and privilege management; backup, recovery and business continuity; patching and asset inventory; IT and information systems audit; procurement of IT systems with security requirements built in.
Incident response	Recognising and escalating an incident; the first hour — containment, preservation of evidence and communication; forensic readiness; statutory and regulatory reporting; post-incident review and corrective action.
Practical drills	Live phishing and social engineering simulation; identification exercise; unit-level cyber hygiene checklist; participant action plans.

Cross-cutting coverage: Each programme additionally addresses documentation and record-keeping standards, the audit and vigilance perspective on the subject, and an

action-planning session that converts learning into unit-level checklists — material that the organisation can annex to its own campaign report.

Faculty

Faculty	Profile
Dr. N. K. Gautam	M.Com, LLB, LLM, MBA (Fin), MBA (DM), CA, CFA, CPA (US), Ph.D.; C-IFRS (ACCA-UK), DISA (ICAI), Certified Forensic Auditor, DoPT Accredited Trainer. 37 years in Central Government Ministries as Examiner / Auditor / Faculty / Master Trainer and Group 'A' officer. Former Programme Coordinator and Faculty Member, INGAF (Institute of Government Accounts & Finance), Ministry of Finance. Has trained officers of NIA, NTRO, EPFO, CRPF, ISTM, NACIN, Income Tax, NIOS, MSME, CAT, IIPA, telecom and PSU organisations, and ITEC participants from over 150 countries, on service rules, public financial management, procurement and GeM, risk and forensic audit and vigilance.
Hari Krishan	*Former Civil Servant (IRPS 1995)* | *Former Principal Chief Personnel Officer, Indian Railways* | *Author, "Indian Railway Establishment Rules & Labour Laws" (Hindi)* A former Indian Railway Personnel Service (IRPS) officer with over 28 years of experience in HR, Industrial Relations, labour administration, disciplinary proceedings and labour litigation across the Government and Public Sector. He has served as Principal Chief Personnel Officer, Rail Coach Factory; General Manager (HR), DFCCIL; and Director (Pay Commission), Ministry of Railways. Author of "रेलवे सेवा नियम एवं श्रम कानून संहिता" (Indian Railway Establishment Rules & Labour Laws) published by Bahri Publishers — authorised publishers of Railways. He has conducted executive development programmes for more than 150+ Government Ministries, CPSEs, Banks, Insurance Companies, Universities and Corporate organisations on Ethics and Governance, Conduct & Discipline Rules, New Labour Codes, Industrial Relations, HR, governance and workplace compliance.
Guest Faculty	Domain experts drawn from the Central Vigilance Commission ecosystem, GeM, CERT-In empanelled cyber security practitioners and serving procurement and disciplinary-proceedings specialists, invited session-wise.

Who Should Attend

- Procurement and GeM: officers of the indenting, technical, finance, purchase and contract cells; GeM buyers and consignees; and vigilance officers dealing with procurement complaints.
- Conduct Rules and Conflict of Interest: administration and establishment officers, disciplinary authorities, inquiry officers, presenting officers and vigilance functionaries.
- IT & Cyber Security and Cyber Hygiene: all officers handling official data and systems, with a dedicated track for IT, systems and information security teams.

Pedagogy and Deliverables

- Session-wise handouts covering rule principles, decision checklists, sample note structures and monitoring points.
- Case discussions drawn from live audit and vigilance observations, followed by an integrated end-to-end case workshop.

595

- Pre-training collection of three to five anonymised practical issues from the nominating organisation, for contextual discussion.
- Participant action-plan template for improvements in their own units, and a senior officer clinic for unresolved issues.
- Certificate of participation for each officer with individual and group photographs.

Programme Fee

NUMBER OF NOMINATIONS	Public Procurement and GeM – New Features and Functionalities (16-18 Sept 2026) (3 days)	Conduct Rules and Conflict of Interest (21 Sept 2026) (1 day)	IT & Cyber Security and Cyber Hygiene (25 Sept 2026) (1 day)
	FEE PER PARTICIPANT (₹)	FEE PER PARTICIPANT (₹)	FEE PER PARTICIPANT (₹)
1–2 Participants	₹ 22,500	₹ 10500	₹ 10500
3–4 Participants	₹ 20,500	₹ 9500	₹ 9500
5 or more Participants	₹ 19,500	₹ 8500	₹ 8500

GST @18% shall be charged additionally, as applicable.

Note: As per GOI notification No. 9/2017-Integrated Tax (Rate) dated 28.06.17, Sr. No. 75, Heading 9992 (at page no. 19 of the notification), no GST is applicable where services are provided to the Central Government, State Government, UT Administration under any training programme for which total expenditure is borne by the Central Government, State Government, or UT Administration.

Inclusions

The programme fee includes:

- Participation in the expert-led workshop
- Programme material and reference resources
- Lunch and refreshments during the programme
- Certificate of Participation with individual and group photograph

Payment Details

Account Name	Life Transformation Academy Pvt. Ltd.
Bank	Indian Bank, Lajpat Nagar, New Delhi
Account No.	50522861294
IFSC Code	IDIB000L512
GSTIN · PAN	07AAECL1465D1ZS · AAECL1465D
MSME Udyam · TReDS ID	UDYAM-DL-09-0011080 · LI0064568

Our Esteemed Clients & Participation Record

Trusted by **150+ organisations** across Government Ministries, Public Sector Enterprises, Banks, Regulatory Bodies, and Academic Institutions.

Govt. Ministries & Agencies	Railways · Steel · Health · Law & Justice · Science & Technology · Agriculture · C-DOT · NITI Aayog · CBDT · Prasar Bharati · DDA · MCD · DTC · Delhi Police · Kerala Police · Labour Departments (Delhi, UP)
PSUs & Corporates	Oil India · Bharat Petroleum · GAIL · SAIL · HPCL · NTPC · NALCO · BHEL · HCL · NMDC · WCL · MDSL · CONCOR · RITES · RailTel · RVNL · POWERGRID · Balmer & Lawrie · PTC India · NBCC · WAPCOS · MMTC · SPMCIL · DFCCIL · EIL · CWC · RCF · NFL · NSIC · SJVN · YANTRA
Banks & Financial Institutions	Punjab National Bank · Bank of Baroda · EXIM Bank · UCO Bank · Canara Bank · Kotak Bank · Bank of India · Indian Bank · LIC · AIC · IIFCL · PFRDA · IFCI
Academic & Training Institutions	IIM Mumbai · IIFT · IRIFM · IRISET · Baroda Apex Academy · Central Universities: Rajasthan, Haryana, Uttar Pradesh, Manipur, Chhattisgarh

INVITATION FOR NOMINATIONS

Nominations may be emailed to harikrishan@lifetransformationacademy.co.in with the participant's Name, Designation, Organisation, Email ID, Mobile Number and the Organisation's GSTIN details.

For any further information, please feel free to contact the undersigned directly by email or mobile.

With warm regards,

Hari Krishan
Former Civil Servant (1995 Batch)
Former Principal Chief Personnel Officer (Railways)
Founder & Lead Facilitator, Life Transformation Academy
harikrishan@lifetransformationacademy.co.in
+91-8368480712 · 9717636975

593

secy-par-bih < secy-par-bih@nic.in >

Fwd: Three Days Workshop on "Pay Fixation (WPF-41)" in ISTM from 14.12.2026 to 16.12.2026 - regarding.

Chief Secretary Bihar < cs-bihar@nic.in >
Fri, 18 Sep 2026 3:09:48 PM +0530

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

Chief Secretary Bihar

5145/सा०प्र०/18
28.9.26

========== Forwarded message ==========
From: Institute of Secretariat Training and Management (ISTM) <istm@nic.in>
To: [illegible]@dopmod.gov.in>
Date: Fri, 18 Sep 2026 14:53:46 +0530
Subject: Three Days Workshop on "Pay Fixation (WPF-41)" in ISTM from 14.12.2026 to 16.12.2026 - regarding.
========== Forwarded message ==========

V.S-18

विशेष सचिव, सामान्य प्रशासन विभाग
29 SEP 2026
बिहार

श्री विद्यार्थी

सत्यमेव जयते

आज़ादी का अमृत महोत्सव

File No.: Y-17015/03/2026-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)
कार्मिक एवं प्रशिक्षण विभाग / DEPARTMENT OF PERSONNEL & TRAINING
कार्मिक लोक शिकायत और पेंशन मंत्रालय / MINISTRY OF PERSONNEL PUBLIC GRIEVANCES & PENSIONS

Date: 18.09.2026

बिहार सरकार
सचिव कोषांग
सामान्य प्रशासन विभाग
ई-मेल संख्या...28765
दिनांक.....22.9.26

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 Workshop on "Pay Fixation (WPF-41)" in ISTM from 14.12.2026 to 16.12.2026 - regarding.

Madam/ Sir,

I am directed to say that a Three Days Workshop on Pay Fixation (WPF-41) will be conducted in ISTM from 14.12.2026 to 16.12.2026. 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.**

S.U-18
24.09.26
श्री विद्यार्थी

2. Nomination form for the course may be filled online at ISTM website 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 physically on whole time basis. While making nominations the level and type of participants as indicated in **Annexure** may kindly be

borne in mind. Nominations of eligible officials complete in all respect should reach the undersigned latest by
04th December, 2026.

4. Only such candidates, whose nominations are accepted by the Institute of Secretariat Training & Management, would be allowed to join the 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). This will also be communicated to the participants and Sponsoring Authorities through email only.**

Enclosure: Annexure

Yours faithfully,

VKBhargava

(Vipin Kumar Bhargava)
Deputy Director & Course Coordinator
Email ID: vkbhargava.84[at]gov.in
Tele No. : 011-26737611

प्रशासनिक ब्लाक, ज.ने.वि. परिसर (पुराना) / ADMINISTRATIVE BLOCK, JNU CAMPUS (OLD),
ओलोफ पाल्मे मार्ग, नई दिल्ली - 110067/ OLOF PALME MARG, NEW DELHI – 110067
वेबसाईट / WEBSITE – https://www.istm.gov.in; टेलीफैक्स / FAX – 011-26104183; ई-मेल / E-Mail – istm@nic.in

ANNEXTURE

COURSE INFORMATION SHEET

1. COURSE TITLE: Workshop on Pay Fixation
2. COURSE CODE: WPF-41
3. DURATION: Three days (14.12.2026 to 16.12.2026)
4. TIME: 09:00 AM to 5:30 PM
5. AIM OF THE COURSE:
The participants will be able to apply pay fixation rules and procedures under different circumstances.
6. METHODOLOGY: The Workshop shall be conducted through offline mode, including lecture and discussion.
7. Broad Contents of the Workshop:

i. Applicability of various provision on Fixation of Pay under different circumstances
ii. Fixation of pay w.e.f. the date of promotion and w.e.f. next increment following promotion
iii. Financial Effects of Penalties.
iv. Modified Assured Career Promotion (MACP)
v. Pay Fixation for re-employed pensioners.

8. PARTICIPANTS (Eligibility Conditions): The programme is meant for the all employees working in the Central Govt. Offices/State Govt./Public Sector Undertakings/Autonomous Bodies/Attached Offices/ Subordinate Offices.
9. COURSE CAPACITY: The maximum number of participants that can be admitted to the Course is 30.

10. 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/her before **04th December, 2026.**
11. 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 regularly i.e. www.istm.gov.in. They may be relieved only after receipt of such intimation from ISTM.

12. COURSE FEE:

(i) No course fee is required for Central Government, State Government & UT Government Servant etc.

(ii) 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 etc, after confirmation of nomination from ISTM. **Course fee is required to be paid through Online Payment Mode as per details given below.**

(iii) **This course fee should be paid only after confirmation of nomination from ISTM.**

(iv) Course fee is required to be paid through Online Payment Mode as per details given below.

591

Website – www.bharatkosh.gov.in
Go to: Quick Payment Option
Chose: 34- Ministry – Personnel. P.G & P
Course Fee – ISTM

OR

Click on Link:- https://bharatkosh.gov.in/MinistryInfo/SwachhBharatKosh

(v) Please share the copy of payment receipt on email **vkbhargava.84[at]gov.in**.

13. HOSTEL ACCOMMODATION:

ISTM has a modest hostel facility where rooms are available on first-come-first-served basis. For details relating to the tariff and availability of accommodation at the ISTM Hostel, the applicants whose nominations are confirmed and published on ISTM website may contact the Caretaker or Hostel Warden at Mobile No.9971835322 Family members of the participants are NOT allowed to stay in the hostel with the participants.

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 : Workshop on Pay Fixation

Course Code : WPF-41

Date : 14 Dec 2026 to 16 Dec 2026

Mode : Offline

For more details, click here for "COURSE CIRCULAR" and please visit our website at www.istm.gov.in.

Regards

Vipin Kumar Bhargava

Deputy Director

Institute of Secretariat Training & Management

Department of Personnel and Training (DoP&T)

JNU Campus (OLD),Olof Palme Marg,

New Delhi - 110067

No. A-51/03/2026/MRC (State Rozgar Mela)

E-6296261

भारत सरकार E-Mail

GOVERNMENT OF INDIA

कार्मिक लोक शिकायत और पेंशन मंत्रालय

MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES AND PENSIONS

कार्मिक एवं प्रशिक्षण विभाग

Department of Personnel & Training

(Mission Recruitment Cell, NRA & Public Examinations)

***

PS, GAD

मुख्य सचिव कोषांग बिहार

23 SEP 2026

Work Hall No: 31078, 1st Floor,
Kartavya Bhavan-3, Janpath Road, New Delhi

Dated the 22nd September, 2026

5174/2TC18
29.9.26

The Chief Secretary
Government of Bihar
Chief Secretary, Bihar

Subject: **Furnishing of information regarding recruitment and State level Rozgar Melas organized by State Government- reg.**

SS(18)

Sir/Madam,

24 SEP 2026

I am directed to refer to this Department's earlier communications (e-mails/letter) regarding furnishing of information relating to direct recruitment undertaken by the State Governments and organization of State-level Rozgar Melas (copy enclosed).

2. The State Government of Bihar is once again requested to take note of the following –

Sl. No.	Month-	Details
(i)	Total direct recruitment made/No. of appointment letters issued	
(ii) (a)	No. of Rozgar Mela (s) organized during the above period (with Date/Month)	
(b)	No. of appointment letters distributed in each Rozgar Mela (with brief details of posts filled)	

(i) Information regarding direct recruitment made to all regular posts in State Govt. Departments/State PSUs/Autonomous Bodies/Subordinate Offices/ULBS/PRIs etc. and organization of State-level Rozgar Melas, on a monthly basis to this Department by the 10th of the following month as per format below.

मुख्य सचिव कार्यालय
आवक सं. 5251
दिनांक 24.09.2026

J.S-18

विशेष सचिव, सामान्य प्रशासन विभाग
बिहार

28 SEP 2026

U.S.-18

28 SEP 2026

बिहार, पटना

श्री विवास
28.9.2026

Contd...

(ii) Information available with this Department regarding direct recruitment and State Rozgar Melas for the period July 2024 till August 2026 as enclosed in Annexure may be validated.

(iii) Wherever more than 5,000 appointment/offer letters are proposed to be distributed in any upcoming State Rozgar Mela, advance intimation at least two weeks prior to the event, may be given to this Department.

(iv) Particulars of the designated Nodal Officer, not below the rank of Secretary to the State Government, may also be furnished/reconfirmed.

3. The above information may be furnished to the Mission Recruitment Cell (MRC), Department of Personnel & Training, Kartavya Bhavan-3, New Delhi-110001, through the designated official e-mail address: **mrcell-dopt@gov.in**.

4. This issues with the approval of Secretary (P).

Yours faithfully,

Encl: as above,

Deepak
22/09/26.

(Deepak Meena)
Under Secretary to the Government of India
Tel.: 011-24010538
E-mail: mrcell-dopt@gov.in

588

Mission Recruitment- Details of Recruitment made under the Rozgar Mela Organized by State Government-Reg

Deepak Meena <mrcell-dopt@gov.in>

Wed, 27 May 2026 5:20:59 PM +0530 SENT (OLD)

"G. Sai Prasad IAS" <cs@ap.gov.in>, "Manish Gupta" <cs-arunachal@nic.in>, "Dr Ravi Kota" <cs-assam@nic.in>, "Chief Secretary Bihar" <cs-bihar@nic.in>, "csoffice.cg" <csoffice.cg@gov.in>, "V Candavelou IAS" <cs-goa@nic.in>, "csguj" <csguj@gujarat.gov.in>, "cs-haryana" <cs-haryana@nic.in>, "Anurag jain" <cs@mp.nic.in>, "cs" <cs@maharashtra.gov.in>, "cso-meg" <Cso-meg@nic.in>, "Sentiyanger Imchen" <csngl@nic.in>, "csraj" <csraj@rajasthan.gov.in>, "Shri Telang" <Cs-skm@hub.nic.in>, "cs-tripura" <Cs-tripura@nic.in>, "Chief Secretary Uttar Pradesh" <csup@nic.in>, "chief secretary" <Cs-uttaranchal@nic.in>, "Chiefsecy" <Chiefsecy@gmail.com>, "cs-pondicherry" <cs-pondicherry@nic.in>, "Shri Rajeev Verma" <csdelhi@nic.in>, "Dr Sharat Chauhan" <cs.pon@nic.in>, "Anurag Rastogi" <cs@hry.nic.in>, "Sanjay kumar Shukla" <psgad@mp.gov.in>, "SHAMSHER RAWAT" <rawatss@nic.in>

"Nandini Paliwal" <secservices@nic.in>, "acs gadservices" <acs.gadservices@maharashtra.gov.in>, "Manoj Shukla (GoG-GAD Dept.)" <so-g2-gad@gujarat.gov.in>, "Resident Commissioner" <rescm-pn@nic.in>, "sec4karmik" <sec4karmik@gmail.com>, "Raghuraj Faldesai" <us-pers.goa@nic.in>, "dteu" <dteu@rediffmail.com>, "employment tr" <employment.gov.tr@gmail.com>, "RECRUITMENTCELL DOP" <recruitmentcell.dop@rajasthan.gov.in>, "personnel" <personnel.depart.b@gmail.com>, "karmiksection3" <karmiksection3@gmail.com>, "desk12 gad" <desk12.gad@maharashtra.gov.in>, "SD Sharma" <js.admn-dopt@gov.in>, "SD Sharma" <som.sharma@gov.in>, "Sushant Ranjan" <ranjans@cag.gov.in>, "GAUTAM KUMAR" <gautam.k82@nic.in>, "DEEPAK MEENA" <deepak.meena90@gov.in>, "Bharat Kumar" <bharat.kumar13@gov.in>

Respected Sir/Madam,

With reference to the DoPT's **(Mission Recruitment) e-mails dated 03.02.2026 & 11.12.2025 regarding** "details of Recruitment made under the Rozgar Mela Organized by State Government", the undersigned is directed to state that Central Ministries/ Departments are filling up vacancies in mission mode and National Rozgar Melas are being organized at regular intervals at 40-50 locations across the country to distribute appointment letters to newly recruited candidates in Central Government Ministries/Departments/Organizations/PSUs/Autonomous Bodies etc. So far, 19 Rozgar Melas have been organized at the Central level.

2. Several State Governments have also been organizing Rozgar Melas in their respective States. In this regard, it has been decided to seek information regarding the total direct recruitment and State level Rozgar Melas organized by the State Governments on a monthly basis.

3. Accordingly, the nodal officers of the respective States are requested to provide the following information to this Department on **a monthly basis:**

Sl. No.	Name of State:- Period/Month:-	
(i)	Total no. of direct recruitment undertaken by State Government for all State Govt. Departments/State PSUs/Autonomous Bodies/Subordinate Offices/ULBs/PRIs etc. during the month (i.e. no. of regular vacancies filled up purely through direct recruitment, excluding vacancies filled through promotion/deputation)	
(ii) (a)	No. of Rozgar Mela(s) organized during the month (with Date)	
(b)	No. of appointment letters distributed in the Rozgar Melas (for regular posts in all State Govt. Departments/State PSUs/Autonomous Bodies/Subordinate Offices/ULBs/PRIs etc.) during the month. Details may be given for each Rozgar Mela.	
(iii)	A brief write-up may also be provided about the posts to which direct recruitment has been made / appointment letters have been distributed in Rozgar Melas.	

4. It is requested that the above information may be shared with this department on **a monthly basis by the 10th of the following month** through email on mrcell-dopt@gov.in.

5. This may please be accorded priority as the matter is being monitored at the highest level.

6. This issues with the approval of Joint Secretary (AT & A /MRC), DoPT.

Regards
(Gautam Kumar)
Under Secretary (Mission Recruitment Cell)
Department of Personnel & Training, Government of India
Hall No-31049, 1st Floor, Kartavya Bhavan-3, New Delhi - 110001
Telephone No.- 011-24010538

Bihar			
Annexure-1	March, 2025	51000	News Article published by Patna Press on 09.03.2025
Annexure-2	May, 2025	315	News Article published by IANSlive on 19.05.2025
Annexure-3	June, 2025	21391	News Article published by ANI on 28.06.2025
Annexure-4	July, 2025	7468	News Article published by The Assam Tribune on 07.07.2025
Annexure-5	August, 2025	5353	News Article published by United News Of India on 19.08.2025
Annexure-6	October, 2025	3942	News Article published by Prabhat Khabar on 04.10.2025 (page no. 22)
Annexure-7	April, 2026	4954	Tweet from @NitishKumar on 08.04.2026

586

S:S (18)

secy-par-bih < secy-par-bih@nic.in >

Fwd: Work Life Balance & Anger Management by ISTM

सचिव सामान्य प्रशासन विभाग, बिहार, पटना

Chief Secretary Bihar < cs-bihar@nic.in >
Fri, 18 Sep 2026 12:15:33 PM +0530

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

CEP 2026

Chief Secretary Bihar

========== Forwarded message ==========
From: Institute of Secretariat Training and Management (ISTM) <istm@nic.in>
To: <jsns@ddpmod.gov.in>
Date: Fri, 18 Sep 2026 10:47:54 +0530
Subject: Work Life Balance & Anger Management by ISTM
========== Forwarded message ==========

V.S-18

विशेष सचिव, सामान्य प्रशासन विभाग, बिहार

23 SEP 2026

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 : Work Life Balance & Anger Management

Course Code : WLBAM-07

Date : 21 Dec 2026 to 22 Dec 2026

Mode : Offline

For more details, click here for "COURSE CIRCULAR" and please visit our website at www.istm.gov.in.

Regards

Anit Shishir Kerketta

Deputy Director

Institute of Secretariat Training & Management

Department of Personnel and Training (DoP&T)

JNU Campus (OLD),Olof Palme Marg,

New Delhi - 110067

बिहार सरकार
सचिव सचिवालय
सामान्य प्रशासन विभाग
ई-मेल संख्या... 28353
दिनांक... 22.9.26

S:D-18 22/9/26 श्री विश्राम

5134/सा.प्र.-18
28.9.26

585

Sc (18)

secy-par-bih < secy-par-bih@nic.in >

Fwd: Seminar on Right to Information by ISTM

सचिव
सामान्य प्रशासन विभाग, बिहार, पटना
23 SEP 2026

Chief Secretary Bihar < cs-bihar@nic.in >
Fri, 18 Sep 2026 12:13:10 PM +0530
To "[illegible] Rajender"<secy-par-bih@nic.in>

Chief Secretary Bihar

V.S.-18

========== Forwarded message ==========
From: Institute of Secretariat Training and Management (ISTM) <istm@nic.in>
To: <jsns@ddpmod.gov.in>
Date: Fri, 18 Sep 2026 10:44:10 +0530
Subject: Seminar on Right to Information by ISTM
========== Forwarded message ==========

विशेष सचिव
23 SEP 2026
बिहार

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 : Seminar on Right to Information

Course Code : S-RTI-27

Date : 16 Nov 2026 to 16 Nov 2026

Mode : Offline

5132 | 2TI-18
28.9.26

For more details, click here for "COURSE CIRCULAR" and please visit our website at www.istm.gov.in.

Regards

Anit Shishir Kerketta

Deputy Director

Institute of Secretariat Training & Management

Department of Personnel and Training (DoP&T)

JNU Campus (OLD),Olof Palme Marg,

New Delhi - 110067

बिहार सरकार
सचिव कोशांग
सामान्य प्रशासन विभाग
पत्रांक 2835/
दिनांक 22.9.26

S-2-18
24.09.26
श्री विश्राम

584

secy-par-bih < secy-par-bih@nic.in >

Fwd: Workshop on Team Building and Leadership by ISTM

55 18.

[redacted]hief Secretary Bihar < cs-bihar@nic.in >
Fri, 18 Sep 2026 12:12:54 PM +0530

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

23 SEP 2026
Chief Secretary Bihar

---------- Forwarded message ----------
From: Institute of Secretariat Training and Management (ISTM) <istm@nic.in>
To: <jsns@ddpmod.gov.in>
Date: Fri, 18 Sep 2026 10:41:10 +0530
Subject: Workshop on Team Building and Leadership by ISTM
---------- Forwarded message ----------

V.S-18

5131/2T.18
28.9.26

23 SEP 2026

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 : Workshop on Team Building and Leadership

Course Code : WTBL-15

Date : 28 Sep 2026 to 29 Sep 2026

Mode : Offline

For more details, click here for "COURSE CIRCULAR" and please visit our website at www.istm.gov.in.

Regards

Anit Shishir Kerketta

Deputy Director

Institute of Secretariat Training & Management

Department of Personnel and Training (DoP&T)

JNU Campus (OLD),Olof Palme Marg,

New Delhi - 110067

28349
22.9.26

S.D-18
24.9.26
श्री विशाल

583

secy-par-bih < secy-par-bih@nic.in >

Fwd: Workshop on Emerging Technology and Dashboard by ISTM

S.S (18)

Chief Secretary Bihar < cs-bihar@nic.in >
Fri, 18 Sep 2026 12:22:41 PM +0530

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

Chief Secretary Bihar

========== Forwarded message ==========
From: Institute of Secretariat Training and Management (ISTM) <istm@nic.in>
To: <jsns@ddpmod.gov.in>
Date: Fri, 18 Sep 2026 11:21:20 +0530
Subject: Workshop on Emerging Technology and Dashboard by ISTM
========== Forwarded message ==========

V.S-18

23 SEP 2026

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 : Workshop on Emerging Technology and Dashboard

Course Code : WETD-12

Date : 12 Oct 2026 to 13 Oct 2026

Mode : Offline

बिहार सरकार
सचिव कार्यालय
सामान्य प्रशासन विभाग
ई-मेल संख्या 28350
दिनांक 22.9.26

For more details, click here for "COURSE CIRCULAR" and please visit our website at 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

5130 | GAD-18 S.O-18 24.09.26
23.9.26
सा विज्ञप्ति

582

secy-par-bih < secy-par-bih@nic.in >

Fwd: Handling Parliamentary Matters by ISTM

Chief Secretary Bihar < cs-bihar@nic.in >
Fri, 18 Sep 2026 5:14:18 PM +0530
To "Dr B Rajender"<secy-par-bih@nic.in>

Chief Secretary Bihar

========== Forwarded message ==========
From: Institute of Secretariat Training and Management (ISTM) <istm@nic.in>
To: <js[redacted]mod.gov.in>
Date: Fri, 18 Sep 2026 15:48:02 +0530
Subject: Handling Parliamentary Matters by ISTM
========== Forwarded message ==========

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 : Handling Parliamentary Matters

Course Code : HPM-13

Date : 12 Oct 2026 to 13 Oct 2026

Mode : Offline

For more details, click here for "COURSE CIRCULAR" and please visit our website at www.istm.gov.in.

Regards

Anit Shishir Kerketta

Deputy Director

Institute of Secretariat Training & Management

Department of Personnel and Training (DoP&T)

JNU Campus (OLD),Olof Palme Marg,

New Delhi - 110067

581

secy-par-bih < secy-par-bih@nic.in >

Fwd: Use of Artificial Intelligence in Governance by ISTM

5511(18)

Chief Secretary Bihar < cs-bihar@nic.in >
Fri, 18 Sep 2026 3:29:11 PM +0530

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

सचिव
Chief Secretary Bihar

2

1

========== Forwarded message ==========
From: Institute of Secretariat Training and Management (ISTM) <istm@nic.in>
To: <jsns@ddpmod.gov.in>
Date: Fri, 18 Sep 2026 15:22:21 +0530
Subject: Use of Artificial Intelligence in Governance by ISTM
========== Forwarded message ==========

V.S-18

विशेष सचिव, बिहार सरकार
23 SEP 2026

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 : Use of Artificial Intelligence in Governance

Course Code : U-AI-G-3

Date : 28 Dec 2026 to 29 Dec 2026

Mode : Offline

5137/सा०-18
23.9.26

For more details, click here for "COURSE CIRCULAR" and please visit our website at 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
प्रशिक्षण प्रभाग
प्राप्तांक संख्या...28367
दिनांक.....22.9.26

श्री विशाल 5.10.18

secy-par-bih < secy-par-bih@nic.in >

Fwd: Workshop on Office Procedure & Noting & Drafting by ISTM

Chief Secretary Bihar < cs-bihar@nic.in >
Fri, 18 Sep 2026 3:27:44 PM +0530

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

Chief Secretary Bihar

---------- Forwarded message ----------
From: Institute of Secretariat Training and Management (ISTM) <istm@nic.in>
To: <jsns@ddpmod.gov.in>
Date: Fri, 18 Sep 2026 15:15:22 +0530
Subject: Workshop on Office Procedure & Noting & Drafting by ISTM
---------- Forwarded message ----------

23 SEP 2026

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 : Workshop on Office Procedure & Noting & Drafting

Course Code : WOP&ND-10

Date : 02 Nov 2026 to 04 Nov 2026

Mode : Offline

For more details, click here for "COURSE CIRCULAR" and please visit our website at 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
सामान्य प्रशासन विभाग
ई-पेज संख्या 28368
दिनांक 22.9.26

secy-par-bih < secy-par-bih@nic.in >

Fwd: Workshop on Unified Pension Scheme/New Pension Scheme by ISTM

Chief Secretary Bihar < cs-bihar@nic.in >
Fri, 18 Sep 2026 12:15:39 PM +0530

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

सचिव, सामान्य प्रशासन विभाग, बिहार, पटना
23 SEP 2026
Chief Secretary Bihar

========== Forwarded message ==========
From: Institute of Secretariat Training and Management (ISTM) <istm@nic.in>
To: <jsns@ddpmod.gov.in>
Date: Fri, 18 Sep 2026 10:49:03 +0530
Subject: Workshop on Unified Pension Scheme/New Pension Scheme by ISTM
========== Forwarded message ==========

विशेष सचिव, सामान्य प्रशासन विभाग, बिहार
23 SEP 2026

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 : Workshop on Unified Pension Scheme/New Pension Scheme

Course Code : W-UPS/NPS-11

Date : 28 Dec 2026 to 28 Dec 2026

Mode : Offline

For more details, click here for "COURSE CIRCULAR" and please visit our website at www.istm.gov.in.

Regards

Anit Shishir Kerketta

Deputy Director

Institute of Secretariat Training & Management

Department of Personnel and Training (DoP&T)

JNU Campus (OLD),Olof Palme Marg,

New Delhi - 110067

588

secy-par-bih < secy-par-bih@nic.in >

Fwd: Workshop on Team Building and Leadership by ISTM

S.J (18)

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

Tue, 22 Sep 2026 5:37:07 PM +0530

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

23 SEP 2026
Chief Secretary Bihar

========== Forwarded message ==========
From: Institute of Secretariat Training and Management (ISTM) <istm@nic.in>
To: <jsns@ddpmod.gov.in>
Date: Tue, 22 Sep 2026 14:18:01 +0530
Subject: Workshop on Team Building and Leadership by ISTM
========== Forwarded message ==========

J.S-18

सचिव, सामान्य प्रशासन
24 SEP 2026
बिहार सरकार

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 : Workshop on Team Building and Leadership

Course Code : WTBL-15

Date : 28 Sep 2026 to 29 Sep 2026

Mode : Offline

For more details, click here for "COURSE CIRCULAR" and please visit our website at www.istm.gov.in.

Regards

Anit Shishir Kerketta

Deputy Director

Institute of Secretariat Training & Management

Department of Personnel and Training (DoP&T)

JNU Campus (OLD),Olof Palme Marg,

New Delhi - 110067

बिहार सरकार
सचिव कोषांग
सामान्य प्रशासन विभाग
ई-मेल संख्या..28.416.
दिनांक.....23.9.26

S.J-18
25.9.26

श्री विक्रम

5147 | सा-18
28.9.26

576

secy-par-bih < secy-par-bih@nic.in >

Fwd: Stress Management by ISTM

5518

Chief Secretary Bihar < cs-bihar@nic.in >
Fri, 18 Sep 2026 6:52:11 PM +0530

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

Chief Secretary Bihar

========== Forwarded message ==========
From: Institute of Secretariat Training and Management (ISTM) <istm@nic.in>
To: [redacted]@gov.in>
Date: Fri, 18 Sep 2026 18:10:49 +0530
Subject: Stress Management by ISTM
========== Forwarded message ==========

V.S-18

23 SEP 2026

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 : Stress Management

Course Code : SM-20

Date : 16 Nov 2026 to 16 Nov 2026

Mode : Offline

For more details, click here for "COURSE CIRCULAR" and please visit our website at www.istm.gov.in.

Regards

Priyanka Dhull

Deputy Director

Institute of Secretariat Training & Management

Department of Personnel and Training (DoP&T)

JNU Campus (OLD),Olof Palme Marg,

New Delhi - 110067

दिनांक 21.9.26

5140/ PTT-18
28.9.26

श्री विश्राम 5.9.18 24.09.26

secy-par-bih < secy-par-bih@nic.in >

Fwd: Programme on Pensions & Other Retirement Benefits by ISTM

Chief Secretary Bihar < cs-bihar@nic.in >
Fri, 18 Sep 2026 3:29:05 PM +0530
To "Dr B Rajender"<secy-par-bih@nic.in>

Chief Secretary Bihar

========== Forwarded message ==========
From: Institute of Secretariat Training and Management (ISTM) <istm@nic.in>
To: [redacted]@ddpmod.gov.in>
Date: Fri, 18 Sep 2026 15:20:36 +0530
Subject: Programme on Pensions & Other Retirement Benefits by ISTM
========== Forwarded message ==========

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 : Programme on Pensions & Other Retirement Benefits

Course Code : PRB1-23

Date : 30 Nov 2026 to 02 Dec 2026

Mode : Offline

For more details, click here for "COURSE CIRCULAR" and please visit our website at 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