

No.15/1/2012-Admn (Pt)
Government of India
Ministry of Water Resources


Shram Shakti Bhawan, Rafi Marg
New Delhi, dated 12th September, 2012

Subject: **Training programmes conducted by ISTM**

ISTM is conducting the following training programmes:-

S.No.	Name of the Training	Date of the Training/ Workshop	Eligibility criteria
1.	Training Course on "Good Governance:	19 th to 23 rd November, 2012	Group 'A' and 'B' Officers
2.	Training Programme in Microsoft Office Suite	5 th to 9 th November, 2012	Officers and staff

2. Willing and eligible officers may kindly forward their nomination through proper channel to reach Administration Section latest by 20.9.2012 positively.


(L.P. SHARMA)
UNDER SECRETARY TO THE GOVT. OF INDIA
TEL. NO. 23738126

To,

1. All Wing Heads/ SMDs in the Ministry – It is requested to kindly request the concerned organizations to nominate their officials to ISTM for the above mentioned training programmes.
2. All Officers/ Sections/ Desks in the Ministry of Water Resources

Copy to :-

1. Notice Board of the Ministry
2. NIC Cell – for uploading on the circular page of the intranet.