

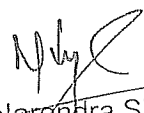
Shram Shakti Bhawan, Rafi Marg
New Delhi, dated 12th February, 2015

TRAINING CIRCULAR

The following trainings/workshops are being conducted at ISTM in the coming months:-

S.No	Name of the Workshop	Conducting Institute	Date of the Training/ workshop & Venue	Eligibility Criteria	Last date of Receipt of Nomination in Admin.
1	Performance Monitoring & Evaluation	ISTM	7 th -8 th May, 2015	SO & above	09.03.2015
2	Establishment Rules	ISTM	25 th -29 th May, 2015	Assistant & above	23.03.2015
3	Right to Information Act, 2005	ISTM	27 th March, 2015	SO & above	17.02.2015
4	Project Formulation & Approval	ISTM	13 th - 14 th April, 2015	DIRECTOR/ DS/US/SO	16.02.2015
5	Ethics & Values in Public Governance	ISTM	13 th - 15 th April, 2015	Gazetted Officers	27.02.2015
6	RTI Act. 2005	ISTM	27 th - 28 th April, 2015	CPIO	06.03.2015
7	MS Word	ISTM	22 nd - 24 th April, 2015	Officers/ Staff	20.02.2015
8	Noting/Drafting	ISTM	13 th - 14 th April, 2015	SO/Asstt	20.02.2015
9	Good Governance	ISTM	27 th April- 1 st May, 2015	Group 'A' & 'B' officers	27.02.2015

2. Interested and eligible officers may kindly send their nominations through proper channel so as to reach Administration Section latest by date as mentioned above.


(Narendra Singh)
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Copy to:

1. All Divisional Heads in the Ministry of Water Resources, RD & GR.
2. Notice Board of the Ministry
3. NIC Cell – for uploading on the circular page of the intranet.
4. CWC/CSMRS may directly nominate their officers and staff in the above courses.