

F. No. DPE-GM-15/0001/2018-GM-FTS-8884  
Government of India  
Ministry of Heavy Industries & Public Enterprises  
Department of Public Enterprises

Public Enterprises Bhawan,  
Block no. 14, CGO complex,  
Lodhi Road, New Delhi-110003.

Dated: 31<sup>st</sup> July, 2018

To  
The CMDs/ MDs  
All operating CPSEs (Through e-mails)

**Subject:** Two one week (5 days) programmes for the Officers of CPSEs regarding HR related issues like RTI Act, Establishment Rules, Review under FR(56)j, Enquiry & Disciplinary Proceedings etc. at ISTM, Delhi during the year 2018-19.

Respected Sir/ Madam,


The undersigned is directed to state that DPE in collaboration with ISTM is organizing two one week (5 days) programmes on the above mentioned subject during the year 2018-19 as per following details:

Sr. No.	Venue of Programmes : Institute of Secretariat Training & Management (ISTM) Administrative Block, JNU (old) Campus, Olof Palme Marg, New Delhi, 110067		
	Duration of Programme	Course Directors	DPE Coordinator
(i)	22 <sup>nd</sup> – 26 <sup>th</sup> October 2018	Sh. Bhagaban Padhy, Asst. Director, (M) : 9868449436 Email: <a href="mailto:bpadhy@nic.in">bpadhy@nic.in</a>	Shri Rajesh Puri, Deputy Director (M) 7982724714
(ii)	26 <sup>th</sup> – 30 <sup>th</sup> November 2018	Sh. Agam Aggarwal, Deputy Director, (M) : 9810957831 Email: <a href="mailto:agam.aggarwal@nic.in">agam.aggarwal@nic.in</a>	E-mail: <a href="mailto:gen.mgm-dpe@nic.in">gen.mgm-dpe@nic.in</a>

2. It is requested to send advance nominations for the above said programmes through e-mail at [gen.mgm-dpe@nic.in](mailto:gen.mgm-dpe@nic.in).

P.T.O.

3. It is informed that limited free boarding and lodging facility is also available at ISTM hostel which may be availed by the participants. The boarding and lodging expenses at ISTM hostel and participation charges for the workshop will be borne by DPE. The expenditure on travel, boarding and lodging outside the ISTM campus however, will be borne by the concerned organisation of the participant. As the numbers of seats for the workshop at ISTM are limited, it is requested to nominate the officers early. The furnishing of Aadhaar number is must for participation in these programmes.

  
(Rajesh Puri)  
Deputy Director

CC: (i) NIC, DPE to upload on DPE web-site.

(ii) All officers of DPE.

(iii) Sh. Agam Aggarwal, Deputy Director, ISTM

(iv) Sh. Bhagaban Padhy, Asst. Director, ISTM