



GOVERNMENT OF KARNATAKA

Karnataka State Higher Education Council

No.KSHEC/02/Misc./2021-22. /254

Date:04-04-2022

To,

1. Registrar, Bangalore University, Bangalore
2. Registrar, Mysore University, Mysore
3. Registrar, Mangalore University, Mangalore
4. Registrar, Tumkur University, Tumkur
5. Registrar, Kuvempu University, Shivamogga
6. Registrar, Karnataka University, Dharwad
7. Registrar, Kannada University, Hampi
8. Registrar, Gulbarga University, Kalaburgi
9. Registrar, Karnataka State Women's University, Vijayapura
10. Registrar, Davanagere University, Davanagere
11. Registrar, Karnataka State Open University, Mysore
12. Registrar, Rani Channamma University, Belagavi
13. Registrar, Vijayanagara Sri Krishnadevaraya University, Bellary
14. Registrar, Karnataka State Samskrit University, Bangalore
15. Registrar, Karnataka State Dr.Gangubai Hangal Music and Performing Arts University, Mysore
16. Registrar, Karnataka Folklore University, Haveri
17. Registrar, Visvesvaraya Technological University, Belagavi
18. Registrar, Bangalore Central University, Bangalore
19. Registrar, Bangalore North university, Kolar
20. Registrar, Mandya University, Mandya
21. Registrar, Maharani's Cluster University, Bangalore
22. Registrar, Nrupathunga University, Bangalore
23. Registrar, Raichur University, Raichur
24. Registrar, Dr.Ambedkar School of Economics University, Bangalore

Sir,

Sub: NISTD letters regarding Capacity Building-Residential Training Program & Knowledge Co-creation Programme (International Study Tour) – Call for Nomination ...reg.

Ref: 1. National Institute of Secretariat Training & Development Letter No. NISTD/669/2022 dated 29-03-2022.

2. National Institute of Secretariat Training & Development Letter No. NISTD/339/2022 dated 29-03-2022.

With reference to the above, National Institute of Secretariat Training & Development (NISTD) is conducting Capacity Building-Residential Training Program & Knowledge Co-creation Programme (International Study Tour) to strengthen and improve the abilities of personnel and organisations to be able to perform their tasks in a more effective, efficient and sustainable manner. The letters received from NISTD (Two letters) are enclosed along with this letter for your kind information and further action in this regard.

Thanking you

Yours faithfully

Executive Director

Encl: As above

Copy to :

1. PS to Vice Chairman, Karnataka State Higher Education Council, Bengaluru.
2. PS to Additional Chief Secretary, Higher Education, M.S. Building, Bengaluru
3. Office Copy

No. 30, Prasanna Kumar Block, Y. Ramachandra Road, Gandhinagar, Bengaluru - 560 009

Ph : +9180 2234 1395 Web : www.kshec.karnataka.gov.in

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National Institute Of Secretariat Training & Development

B-11C, Inderprastha, TiilaShahbajpur, Loni, NCR New Delhi, Ghaziabad-201102, India
Ph. +91-120-2682107, +91-120-2682110, +91-120-2682111, Fax No: +91-120-2682109, WhatsAppNo+91-9811094923
E Mail:-infnistd@gmail.com, info@nistd.in, Website:-www.nistd.in

Ref No NISTD/669/2022

New Delhi, India, The Dated 29th March, 2022

To,

By E Mail

**The Executive Director
Karnataka State Higher Education Council
ed@kshec.ac.in**

Subject:- Capacity Building-Residential Training Program

Dear Sir/Madam,

National Institute Of Secretariat Training & Development (NISTD), (Established by Department of Labour, Govt. of National Capital Territory of Delhi) Registration Certificate of Establishment No. :2022094022 and representative of the various segments of Indian Industry. The Institute provides the impetus and the Organizational Infrastructure to raise Quality level across the Industry. This helps to secure wider appreciation of the Interest of the Construction Business by the Govt.

Capacity Building for better cities is the effort to strengthen and improve the abilities of personnel and organizations to be able to perform their tasks in a more effective, efficient and sustainable manner. It needs to be appreciated that capacity building is a long term and ongoing effort which needs to be institutionalised in the planning and implementation process starting from the ULB to state to the central level programs. Capacity Building needs to be a continuous and ongoing initiative whose aim is to improve and facilitate the skill sets and processes involving human and other perceivable inputs. There is a need to calibrate and benchmark continuously against measurable indicators over a period of time in order to make course corrections to achieve the desired results.

The objective of Capacity Building programme as emphasised are:

- Professionalizing urban management through creation of a municipal cadre, city managers who can manage and govern cities especially in urban planning, E-governance / IT, municipal infrastructure and service delivery.
 - Enhancing capacities/supply side/agencies to provide state of the art skills and resources to meet required demands of city managers and associated agencies thereby enhancing their capacities to improve city management, governance reforms, municipal infrastructure and service delivery.
- Institutionalise the use of appropriate tools and processes to enable better planning and implementation of municipal infrastructure, service delivery and governance reforms.

We are approaching you through this letter with a request to disseminate the list of these program to all the departments/ offices in your Area of responsibility so that they can avail the benefit of the same.

These programs will help the officers to identify the areas of weakness in the systems and thus boost the economy and employment in the State.

List of Training Programs:

S No	Training Topics	Date Duration 3 Days	Venue	Participation Fee Non Residential RS	Participation Fee Residential RS
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Handwritten notes:
Circulate among universities
EDDPA
314

Handwritten notes:
30/3/2022
SMT va)

		03-05 April, 2022 (Last Date 25 th March, 2022)	Summit Swiss Heritage Resort & Spa Darjeeling West Bengal	19,690.00+ 18% GST	39,690.00+ 18% GST
2.	Preventive Vigilance & Strategic Financial Management, RTI & GST.	03-05 April, 2022 (Last Date 25 th March, 2022)	Summit Swiss Heritage Resort & Spa Darjeeling West Bengal	19,690.00+ 18% GST	39,690.00+ 18% GST
3.	Work Life Balance and Stress Management, RTI & GST.	03-05 April, 2022 (Last Date 25 th March, 2022)	Summit Swiss Heritage Resort & Spa Darjeeling West Bengal	19,690.00+ 18% GST	39,690.00+ 18% GST
4.	BUSINESS EXCELLENCE FOR ORGANIZATIONAL PERFORMANCE, RTI & GST.	03-05 April, 2022 (Last Date 25 th March, 2022)	Summit Hermon Hotel and Spa Darjeeling West Bengal	19,690.00+ 18% GST	39,690.00+ 18% GST
5.	INNOVATION & CHANGE MANAGEMENT FOR ORGANIZATIONAL EXCELLENCE, RTI & GST.	03-05 April, 2022 (Last Date 25 th March, 2022)	Summit Hermon Hotel and Spa Darjeeling West Bengal	19,690.00+ 18% GST	39,690.00+ 18% GST
6.	Digital Workplace : Essentials for non-IT Executives, RTI & GST.	03-05 April, 2022 (Last Date 25 th March, 2022)	Summit Hermon Hotel and Spa Darjeeling West Bengal	19,690.00+ 18% GST	39,690.00+ 18% GST
7.	Building Organizational Excellence in Digital Era, RTI & GST.	03-05 April, 2022 (Last Date 25 th March, 2022)	Ramada by Wyndham Darjeeling Darjeeling West Bengal	19,690.00+ 18% GST	39,690.00+ 18% GST
8.	Organizational Productivity through Digital Transformation, RTI & GST.	03-05 April, 2022 (Last Date 25 th March, 2022)	Ramada by Wyndham Darjeeling Darjeeling West Bengal	19,690.00+ 18% GST	39,690.00+ 18% GST
9.	Project Management- Tools & Techniques, RTI & GST.	03-05 April, 2022 (Last Date 25 th March, 2022)	Ramada by Wyndham Darjeeling Darjeeling West Bengal	19,690.00+ 18% GST	39,690.00+ 18% GST
10.	Supply chain management, RTI & GST.	03-05 April, 2022 (Last Date 25 th March, 2022)	Central Heritage Resort and Spa Darjeeling West Bengal	19,690.00+ 18% GST	39,690.00+ 18% GST
11.	Total Quality Management RTI & GST	03-05 April, 2022 (Last Date 25 th March, 2022)	Central Heritage Resort and Spa Darjeeling West Bengal	19,690.00+ 18% GST	39,690.00+ 18% GST
12.	Logistics and Inventory Management RTI & GST	03-05 April, 2022 (Last Date 25 th March, 2022)	Central Heritage Resort and Spa Darjeeling West Bengal	19,690.00+ 18% GST	39,690.00+ 18% GST
13.	Transformational Leadership & Managing Change RTI & GST	08-10 May, 2022 (Last Date 03 rd May, 2022)	Sterling Ooty Fern Hill Ooty Tamil Naidu	19,690.00+ 18% GST	39,690.00+ 18% GST
14.	Performance Management through Talent Management RTI & GST	08-10 May, 2022 (Last Date 03 rd May, 2022)	Sterling Ooty Fern Hill Ooty Tamil Naidu	19,690.00+ 18% GST	39,690.00+ 18% GST
15.	Stress Management for Achieving & Sustaining Performance RTI & GST	08-10 May, 2022 (Last Date 03 rd May, 2022)	Sterling Ooty Fern Hill Ooty Tamil Naidu	19,690.00+ 18% GST	39,690.00+ 18% GST
16.	Smart Governance: Public Service Delivery in Digital India RTI & GST	08-10 May, 2022 (Last Date 03 rd May, 2022)	Sterling Ooty Elk Hill Ooty Tamil Naidu	19,690.00+ 18% GST	39,690.00+ 18% GST
17.	Advance Course On Secretarial Effectiveness : Capacity Building RTI & GST	08-10 May, 2022 (Last Date 03 rd May, 2022)	Sterling Ooty Elk Hill Ooty Tamil Naidu	19,690.00+ 18% GST	39,690.00+ 18% GST
18.	Administrative Effectiveness, Focus: Preventive Vigilance, e-Procurement RTI & GST	08-10 May, 2022 (Last Date 03 rd May, 2022)	Sterling Ooty Elk Hill Ooty Tamil Naidu	19,690.00+ 18% GST	39,690.00+ 18% GST
19.	Advance Course On Secretarial Effectiveness : Capacity Building	05-07 June, 2022 (Last Date 01 st June, 2022)	Fortune Park Dalhousie Dalhousie Himachal Pradesh,	19,690.00+ 18% GST	39,690.00+ 18% GST

21.	Transformational Leadership & Managing Change RTI & GST	05-07 June, 2022 (Last Date 01 st June,2022)	Fortune Park Dalhousie Dalhousie Himachal Pradesh	19,690.00+ 18% GST	39,690.00+ 18% GST
22.	Performance Management through Talent Management RTI & GST	05-07 June, 2022 (Last Date 01 st June,2022)	Hotel Mount View Dalhousie Dalhousie Himachal Pradesh	19,690.00+ 18% GST	39,690.00+ 18% GST
23.	Stress Management for Achieving & Sustaining Performance RTI & GST	05-07 June, 2022 (Last Date 01 st June,2022)	Hotel Mount View Dalhousie Dalhousie Himachal Pradesh	19,690.00+ 18% GST	39,690.00+ 18% GST
24.	Smart Governance: Public Service Delivery in Digital India RTI & GST	05-07 June, 2022 (Last Date 01 st June,2022)	Hotel Mount View Dalhousie Dalhousie Himachal Pradesh	19,690.00+ 18% GST	39,690.00+ 18% GST
25.	Administrative Effectiveness, Focus: Preventive Vigilance, e-Procurement RTI & GST	03-05 July, 2022 (Last Date 01 st July,2022)	Tree of Life Homestead Corbett Country Jim Corbett Ramnagar Uttarakhand.	19,690.00+ 18% GST	39,690.00+ 18% GST
26.	Seminar on ISO 9001, ISO 14001 and ISO 45001, RTI & GST.	03-05 July, 2022 (Last Date 01 st July,2022)	Tree of Life Homestead Corbett Country Jim Corbett Ramnagar Uttarakhand	19,690.00+ 18% GST	39,690.00+ 18% GST
27.	Leadership Excellence and Effective Decision Making, RTI & GST.	03-05 July, 2022 (Last Date 01 st July,2022)	Maulik Mansion Resort Jim Corbett Ramnagar Uttarakhand	19,690.00+ 18% GST	39,690.00+ 18% GST
28.	LEADERSHIP COMPETENCIES FOR ORGANISATIONAL EXCELLENCE, RTI & GST.	03-05 July, 2022 (Last Date 01 st July,2022)	Maulik Mansion Resort Jim Corbett Ramnagar Uttarakhand	19,690.00+ 18% GST	39,690.00+ 18% GST
29.	ENHANCING ORGANIZATIONAL PRODUCTIVITY THROUGH DIGITAL TRANSFORMATION, RTI & GST.	03-05 July, 2022 (Last Date 01 st July,2022)	Corbett Suman Grand Jim Corbett Ramnagar Uttarakhand	19,690.00+ 18% GST	39,690.00+ 18% GST

In addition to the above programme other customized programs to the choice can be organized

GENERAL INSTRUCTIONS

- Please book the tickets after receiving confirmation from our end.
- The residential Participation fee covers the Professional fees towards training, Board & Lodge of the Participant(S) and site visits. The Non residential fee covers the Training charges, working lunch and sight visits only.
- For accompanying spouse and/or children (in the age group of 5 to 12 years), the tentative charges would be Rs.9,000 and Rs.7,500 + 18% GST respectively for the entire duration, payable to NISTD In Advance.
- The fee once deposited is Non-refundable, however substitutions are allowed.
- Acceptance of the nominations is/are subject to the seat availability and receipt of the participation fee latest by last date for Nominations.
- Please note that NISTD would not provide accommodation before or after the above dates and participants requiring it would arrange the same on their own.
- Participation fee is non-refundable. However, substitution can be made or the fees can be adjusted against future nominations.

CONTACT INFORMATION

Further enquiries regarding participation in the Training Program may be addressed to:
The Program Coordinator

REGISTRATION

Nominations stating Participant's Name, Designation, Contact Address, Telephone, Fax, Mobile Number, and Email ID ,along with DD/Cheque or details of UTR No. towards Participation fees including GST @18% should reach at following address

The Addl Director (ADMIN)

National Institute Of Secretariat Training & Development
B-11C, Inderprastha, Tiila Shabajpur, NCR New Delhi,
Ghaziabad-201102, India

Accommodation would be available if confirmed in advance payment before Commencement of the Program.

Note: Participants opting for the residential program should Check into the Hotel on the day prior to the first day of the course (afternoon). Check-out will be the morning of day 3 of the course.

Note:- The Institute encourages prospective participants and their managements to write in advance specifying any issues/problems areas which they would like to be included in course material/or and discussed during the workshop provided they are within the ambit of the subject of the program.

OUR FACULTY

We have our own regular Faculty. Serving officers are also invited by us as Guest Faculty. All our faculty members have rich experience since they are mostly retired Joint Secretary level officers .

METHODOLOGY

Our main emphasis is on having full involvement of the participants in the subject matter under discussion. Our faculty members deliver lectures interspersed with healthy discussion with participants so as to ensure that they get full grasp of the subject and have clear concept of the rules and their application. Case studies, group discussion, exercises etc. are also held.

NOMINATION

Each Nomination, Residential/ Non Residential, should be accompanied by a RTGS/NEFT/Demand Draft of the required amount drawn in favor of "National Institute Of Secretariat Training & Development " payable at New Delhi and should be sent in advance along with the nomination.

Payment for Defence Employees will be received after completion of the course and submission of our pre-receipted Bills. Cheques of Outstation Units will not be accepted. Substitution of nominees is permitted.

Participants opting for residential accommodation are requested to go directly and check-in into the Hotel . Participants are free to stay at any other place of their choice and convenience.

TEA/COFFEE BREAK

11:15 AM to 11:30 AM & 03:15 PM to 03:30 PM

LUNCH

01:00 PM to 02:00 PM

ADMISSION PROCEDURE

PROGRAMME DURATION & SCHEDULE

It will be a three day Technical Workshop . Timing will be 9.30 AM to 5.00 pm daily. There will be 4 sessions each day. Each session will be of 75 minutes duration.

REPORTING TIME

The participants are to report for registration at 9:00 AM at Venue.

ARRANGEMENTS BY US

Accommodation Breakfast, Dinner & Working Lunch, Tea/Coffee with Snacks, Course material, Pad, Pen, Bag/Folder, Participation Certificate , Photography.

Transport:-The candidates have to make their own arrangements.

Certification

The participants will be awarded certificates on completion of the course without any absenteeism on 3rd day at the end of the course.

Change of Schedule

The aforesaid Program shall be conducted as per schedule and will not be changed / postponed or cancelled except for reasons unforeseen & beyond our control.

Note: You can call the Central Line +91-9811094923 for any queries regarding the Workshop.

We solicit your kind cooperation by sending the Nominations at earliest since it is a limited seat program and registrations will be done on first come first serve basis only.

We would also welcome invitation from your side for On-Site Training program at your premises

Payment: In advance or before commencement of training program through RTGS/NEFT bank draft in favor of "National Institute Of Secretariat Training & Development" payable at New Delhi.

Kindly do the needful & expecting for confirmation and further response at the earliest.

Thanking you in anticipation, for any details please feel free to get in touch with undersigned.

For National Institute Of Secretariat Training & Development

Addl Director (ADMIN)



National Institute Of Secretariat Training & Development

B-11C, Inderprastha, TiilaShahbajpur, NCR New Delhi, Ghaziabad, Uttar Pradesh Pin 201102

Ph. 0120-2682107, 0120-2682110, 0120-2682111, Fax No:-0120-2682109, WhatsAppNo+91-9811094923

E Mail:-infonistd@gmail.com, info@nistd.in, Website:-www.nistd.in

Ref No NISTD/339/2022

New Delhi India the Dated 29th March, 2022

To,

By E Mail

The Executive Director
Karnataka State Higher Education Council
ed@kshec.ac.in

Subject:- Knowledge Co-creation Programme (International Study Tour) -Call For Nomination

Dear Sir/Madam,

National Institute Of Secretariat Training & Development (NISTD), (Established by Department of Labour, Govt. of National Capital Territory of Delhi) Registration Certificate of Establishment No. :2022094022 and representative of the various segments of Indian Industry. The Institute provides the impetus and the Organizational Infrastructure to raise Quality level across the Industry. This helps to secure wider appreciation of the Interest of the Construction Business by the Govt.

The Complexities and Ever Changing Nature of today's Business Environment necessitates constant Evolution and Upgradation of one's Knowledge repository. While there is no match for Experimental Learning, one needs to keep abreast of Emerging Technologies and Good Practices to Improve one's productivity on the project and overall work, which are generally Technical in Nature. Its our Great Pleasure to convey you that we have conducted Study Tour for Construction Professionals, Specialized Program" These Programs have been specially designed for the Executives & Decision Makers who are serving in Local, State, Central Govt. and the Corporate Sector.

As you are aware that India is fast becoming a focal point for the world as a Business & Sports Destination and there is need for providing International Level facilities not only in Tier-I cities but also other cities which have great potential to Develop into International Business Centers. This Program has been specially designed for the Executives & Decision Makers who are serving in Local, State, Central Govt. and the Corporate Sector. As you are aware that India is fast becoming a focal point for the world as a Business & Sports Destination and there is need for providing International Level facilities not only in Tier-I cities but also other cities which have great potential to Develop into International Business Centers.

The Development of Cities would provide better Job Opportunities for the Working Class, better Living Conditions for the family, Better Recreational and Amusement Facilities. In short a better life style for the citizen. With a view to Provide Ideas, Concepts And Exposure to the Decision Makers.

NISTD has planned to organise the international study tours on different topics in below mentioned cities

Sl. No	Topic	Country to be Visited	Programme Date	Tour Cost (Rs) Per Participant + 18% GST Extra
1.	International Capacity Building Program on Smart City-Power, Health, Infrastructure, Building & Roads Development projects "Smart and Sustainable Cities" under Capacity Building program Technical Cooperation Program Government Of UAE	Dubai, Abu Dhabi (UAE)"	03rd July, 2022 to 11th July, 2022 (1 Day in New Delhi+ 8 Days International)	INR 2,96,000.00 + 18% GST

3.	Smart Metering E- Charging Renewable Energy Resources & Battery Energy Storage System "Smart and Sustainable Cities" under Capacity Building program Technical Cooperation Program with Government Of UAE	Moscow, St Petersburg, Kazan Russia	09th August,2022 To 20th August,2022 (01 Day in New Delhi+ 10 Days international)	INR 3,39,000.00 + 18% GST
4.	"Gender Mainstreaming Policies for Government Officers (A)" & "Smart and Sustainable Cities" under Capacity Building program Technical Cooperation Program with Government Of Russia	Moscow, St Petersburg, Kazan Russia	09th August,2022 To 20th August,2022 (01 Day in New Delhi+ 10 Days international)	INR 3,39,000.00 + 18% GST
5.	International Capacity Building Program on Smart City-Power, Health, Infrastructure, Building & Roads Development projects "Smart and Sustainable Cities" under Capacity Building program Technical Cooperation Program Government of Russia	Moscow, St Petersburg, Kazan Russia	09th August,2022 To 20th August,2022 (01 Day in New Delhi+ 10 Days international)	INR 3,39,000.00 + 18% GST
6.	"Development of Urban Road Network (A)Operation and Maintenance of Urban Water Supply System (Water Quality and Purification) (B)" & "Smart and Sustainable Cities" under Capacity Building program Technical Cooperation Program Government of Japan	"Tokyo" (Japan)	09th September,2022 To 19th September,2022 (01 Day in New Delhi+ 10 Days international)	INR 3,69,000.00 + 18% GST
7.	Japan's Model Of Infrastructure Development"Smart and Sustainable Cities" under Capacity Building program Technical Cooperation Program Government Of Japan	"Tokyo" (Japan)	09th September,2022 To 19th September,2022 (01 Day in New Delhi+ 10 Days international)	INR 3,69,000.00 + 18% GST
8.	"Sustainable Forestry Management with Community Participation" & "Smart and Sustainable Cities" under Capacity Building program Technical Cooperation Program of Government Singapore, Malaysia & Thailand	"Singapore, Kuala Lumpur & Bangkok"	06th October ,2022 To 13th October, 2022 (1 Day in New Delhi+ 7 Days International)	INR 2,96,000.00 + 18% GST
9.	"Seismology, Earthquake Engineering and Tsunami Disaster Mitigation" & "Smart and Sustainable Cities" under Capacity Building program Technical Cooperation Program Government of Europe	Belgium, Switzerland & Netherlands (Europe)	16 th October,2022 To 26th October, 2022 (1 Day in New Delhi+ 10 Days International)	INR 3,96,000.00 + 18% GST
10.	"Operation and Maintenance of Urban Water Supply System (Water Quality and Purification) (B)" & "Smart and Sustainable Cities" under Capacity Building program Technical Cooperation Program Government of Europe	Belgium, Switzerland & Netherlands (Europe)	16 th October,2022 To 26th October, 2022 (1 Day in New Delhi+ 10 Days International)	INR 3,96,000.00 + 18% GST
11.	Integrated Lake, River and Coastal Basin Management for Sustainable Use and Preservation of Water Resources under Capacity Building program Technical Cooperation Program Government of Europe	Belgium, Switzerland & Netherlands (Europe)	16 th October,2022 To 26th October, 2022 (1 Day in New Delhi+ 10 Days International)	INR 3,96,000.00 + 18% GST
12.	Child protection system, especially juvenile justice. Protection of Children from Sexual Offences (POCSO) Act, 2012; Juvenile Justice,	Belgium, Switzerland & Netherlands (Europe)	16 th October,2022 To 26th October, 2022 (1 Day in New Delhi+ 10 Days International)	INR 3,96,000.00 + 18% GST
13.	"Community Based Disaster Risk Reduction (A)" & "Smart and Sustainable Cities" under Capacity Building program Technical Cooperation Program with Government of Australia	Sydney, Melbourne, Wollongong Australia	06th November,2022 To 13th November 2022 (1 Day in New Delhi+ 07 Days International)	INR 3,69,000.00 + 18% GST
14.	"Public health, Food, Civil Supplies, Lifestyle-Related Diseases Prevention" & "Smart and Sustainable Cities" under Capacity Building program Technical Cooperation Program with Government Of Australia	Sydney, Melbourne, Wollongong Australia	06th November,2022 To 13th November 2022 (1 Day in New Delhi+ 07 Days International)	INR 3,69,000.00 + 18% GST
15.	"Participatory Irrigation Management System for Paddies (A), Development of Agricultural, Horticulture, Animal Husbandry, Fisheries, Cooperatives Improvement of Management	Sydney, Melbourne, Wollongong Australia	06th November,2022 To 13th November 2022 (1 Day in New Delhi+ 07	INR 3,69,000.00

	Integrated Basin River and Catchment Basin Management for Sustainable Use and Preservation of Water Resources under Capacity Building program Technical Cooperation Program Government of Europe	Sydney, Melbourne and Wollongong Australia	To 13th November 2022 (1 Day in New Delhi+ 07 Days International)	3,69,000.00 + 18% GST
17.	Child protection system, especially juvenile justice. Protection of Children from Sexual Offences (POCSO) Act, 2012; Juvenile Justice,	Sydney, Melbourne, Wollongong Australia	06th November,2022 To 13th November 2022 (1 Day in New Delhi+ 07 Days International)	INR 3,69,000.00 + 18% GST

In addition to the above programme other customized international study tour programs to the destinations of choice can be organized.

Payment Terms

Payment in advance after confirmation of nomination, RTGS/NEFT/Demand draft drawn in favor of "National Institute Of Secretariat Training & Development" payable at New Delhi.

The names of candidates along with the photocopy of passport should be provided at least 30 days in advance to facilitate National Institute Of Secretariat Training & Development to make the necessary reservations for travel stay booking of faculties, securing visa and activities for efficient planning of the training program.

Inclusions

The training professional fee per Participant shall include following:-

Overall program management charges including faculty charges & Training infrastructure charges

Return economy class airfare, All Transfers & Visites by luxury Ac Coach, Return Air Port Transfer. Visa & Clearnce etc

Stay In Star Hotel, Daily Breakfast, Lunch & Dinner, Travel/Medical/Delay/Baggage loss insurance for each participant., Site Visit for each Participant.

Study tour participant:— Bureaucrats, Engineers, Executives, Finance officers, Decision makers, Urban planners, architects and landscape architects, representatives of cultural organizations, and elected officials. These professionals will visit a range of projects and gain insight through meetings with city officials, site visits to ongoing projects, and meetings with community leaders. Tour focuses on cities in transition and the rehabilitation of run-down neighborhoods.

The site visits are planned to give firsthand experience of the facilities providing services to the cities

CONTACT INFORMATION

Further enquiries regarding participation in the Training Program may be addressed to:

The Program Coordinator (Economic Services) NISTD

Ph. +91-120-2682107, 2682110, 2682111, Fax No: +91-120-2682109,

WhatsAppNo +91-9811094923

E Mail:-info@nistd.in, infonistd@gmail.com

REGISTRATION

Nominations stating Participant's Name, Designation, Contact Address, Telephone, Fax, Mobile Number, and Email ID ,along with DD/Cheque or details of UTR No. towards Participation fees including GST @18% should reach at following address

The Addl. Director (Trg)

National Institute of Secretariat Training & Development
Plot No. 11, Sector 11, Gurgaon, Haryana
Gurgaon-122002 India

May I request you to Convey your Willingness to participate in this program, and also the nomination of the other Officers from your Organization, who may like to participate to Develop the Nation.

Thanking You,
For National Institute Of Secretariat Training & Development



(Director General)

