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भारत सरकार / GOVERNMENT OF INDIA
सचिवालय प्रशिक्षण तथा प्रबन्ध संस्थान

INSTITUTE OF SECRETARIAT TRAINING & MANAGEMENT

(एक आईएसओ 9001:2015 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

Dated: 29 November, 2023

Circular

A study tour is one of the mandatory components of CTP CSS courses. The study visit also involves institutional visits i.e. implementation of central/state Govt. schemes at ground zero level, various Projects, visit to different Govt. organization etc. The Study Tour to be conducted for trainee officers of ISTM is an off-campus training programme, using "Field Visit" methodology. The objectives of the Study Tour, inter alia, include:

- To provide participants an opportunity to understand India's history, cultural heritage and art in various forms.
- To let them experience environment and wild life conservation efforts.
- To observe the developmental activities taken up in urban, rural and tribal areas.
- To expose the trainees to development work being done by Public Sector Undertaking and (other institutions) under mega projects.
- To develop qualities like team spirit, time management, management of resources, management of crisis and adaptability to various situations.

2. One of the CSS CTP Level E courses is likely to proceed to Srinagar sector from 20 Dec to 24 Dec 2023. As per the directions of competent authority the DS/Dir level officers of DoPT can also be involved for the study tour component. In case any DS/Director level Officer of DOPT is willing to lead the participants for the study visit and can be spared from his/her office for the duration above he/she may contact the undersigned through e-mail/Telephone latest by 8th Dec 2023.

Yours faithfully,

Namita K

(Namita Malik)

Joint Director & Course Director

Email id: namita.malik@gov.in

Tel No.: 26737608

प्रशासनिक ब्लॉक, ज.ने.वि. परिसर (पुराना) / ADMINISTRATIVE BLOCK, JNU CAMPUS (OLD),
ओलोफ पाल्मे मार्ग, नई दिल्ली - 110067 / OLOF PALME MARG, NEW DELHI - 110067

वेबसाइट / WEBSITE - <https://www.istm.gov.in>; टेलीफैक्स / FAX - 011-26104183; ई-मेल / E-Mail - istm@nic.in