



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

File No. Y-19039/01/2019

Date: 11th September, 2019

To

Secy. to the Govt. of India (All Ministries / Departments)
 All Attached & Subordinate Offices
 All State Governments / All Union Territories
 The Central Vigilance Commission / Election Commission of India / UPSC
 All Public Sector Undertakings / All Autonomous Bodies

Subject : Workshop on Public Policy Formulation (WPPF 02) from 14th to 18th October, 2019 at ISTM.

Respected Madam/Sir,

Kindly refer to ISTM circular of even no. dated 5th February, 2019 with respect to the course mentioned above which was earlier scheduled to be held from 29th April to 3rd May, 2019. The course is now re-scheduled from 14th to 18th October, 2019. It is requested that Officers of the level of Section Officers or Equivalent level and above who are engaged in Policy Making Exercise may please be nominated. The earlier circular may please be seen in the link <https://www.istm.gov.in/home/circular>. On line application may please be submitted through link [http://www.istm.gov.in/home/online nomination form](http://www.istm.gov.in/home/online%20nomination%20form). In case, the officer(s) previous date are still permitted to join the course on revised dates. There is no necessity to apply afresh.

Yours faithfully,

-Sd/-

(Moloy Sanyal)
 Deputy Secretary to the Govt. of India
 Email ID: moloy-sanyal@nic.in

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And JPL
 MS abc
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DD (Tsp)

Kindly consult Policy
 at office of
 11/10

14/10/19
 Dir (L) on leave

Director (AT) - L.O

Received at
 5.00 pm
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