

No.42/08/2023-5Trg.
HARYANA GOVERNMENT
CHIEF SECRETARY OFFICE
TRAINING DEPARTMENT

Dated, Chandigarh the 03rd February, 2026

To

All the Administrative Secretaries to Govt. Haryana.

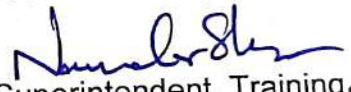
Subject:- Executive Development Programme – Call for nominations.

Sir/Madam,

I am directed to refer to the subject noted above and to forward herewith a copy of Ref No .EDP/VIS/Let/93-63-6699 dated 13.01.2026 received from Delhi State Institute of Secretariat Training & Development Plot No. 15, Partap Nagar, Mayur Vihar Phase 1, New Delhi, 110091, India, This letter has also been uploaded on the website of Chief Secretary Haryana i.e (<http://csharyana.gov.in>).

The necessary action may be taken in view of Government Instructions No. 22/38/2010-4Trg, dated 21.12.2022.

Yours faithfully,


Superintendent, Training

Endst. No. 42/08/2023-5Trg.

Dated Chandigarh, the 03rd February, 2026

A copy of the above is forwarded to the Additional Director(Trg.), Delhi State Institute of Secretariat Training & Development Plot No. 15, Partap Nagar, Mayur Vihar Phase 1, New Delhi, 110091, India,, w.r.t his letter dated 13.01.2026 for information.

— Sd —
Superintendent, Training

Delhi State Institute Of Secretariat Training & Development

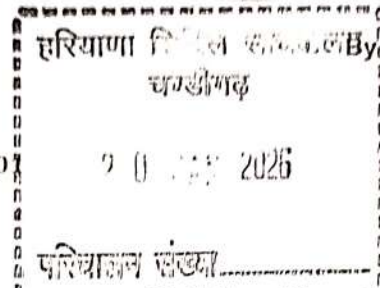
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No:-EDP/VIS/93-63-6699

New Delhi, Dated 13th January, 2026

To,

The Chief Secretary
Chief Secretary Office
4th Floor, Haryana Civil
Secretariat, Sector-1, Chandigarh.- 160001



Registered Speed Post

Subject: Executive Development Program - Call for Nominations

Dear Sir/Madam,

The Delhi State Institute Of Secretariat Training & Development (DSISTD), as an autonomous body for different sectors of the Indian industry. The primary objective of DSISTD is to provide training to officers belonging to the Central/State Government Service, as well as officers from other organized/subsidiary services that operate within the State and Central Government. This training aims to enhance the skills, knowledge, and capabilities of these officers, enabling them to perform their duties more effectively and efficiently. In essence, DSISTD plays a crucial role in the professional development of government officers, contributing to the overall improvement of administrative services within the central and state government.

These training topics hold significant relevance for modern government operations. Office Systems and E-Governance are crucial for streamlining administrative processes and embracing technology-driven citizen services. Stress Management ensures the mental and emotional health of government officials, translating to better decision-making. Project and Financial Management are essential for efficient resource allocation and successful project execution. Quality Control maintains high standards in government projects, while Record and Database Management facilitate informed decisions and transparency. Change Management enables smooth transitions, and Gender Sensitivity fosters an inclusive workplace. Leadership, Public Procurement, and Contract Management are vital for effective governance, and understanding the Right to Information Act ensures transparency. Digital Transformation enhances service delivery, and Hazardous Waste Management aligns with environmental goals. Overall, these topics collectively empower government employees, promote ethical practices, and elevate the efficiency and accountability of public service endeavors.

List of Executive Development Programs

S.NO.	Title of Programme	Programme Date	Venue	Course Fee Per Participant	
				Residential (Twin Sharing)	Residential (Single Sharing)
1.	Leadership & Managerial Skills, Management & Business Administration	9-11 March, 2026	Dalhousie (Himachal Pradesh)	56,600.00 (INR)	76,600.00 (INR)
2.	Professional Work & Personal Life Balance for High Productivity in Organization	9-11 March, 2026	Dalhousie (Himachal Pradesh)	56,600.00 (INR)	76,600.00 (INR)
3.	Environment, Social and Governance (ESG)- Way to Sustainability	9-11 March, 2026	Dalhousie (Himachal Pradesh)	56,600.00 (INR)	76,600.00 (INR)

Training Branch

Subject matter relates to Training Branch. No 28/1/26

Suppld to 29/1/26

CFMS/Diary No. 10534
Dated 29/1/26

	CORPORATE SOCIAL RESPONSIBILITY (CSR)- Business meets Community for Sustainable Development	9-11 March,2026	Dalhousie (Himachal Pradesh)	56,600.00 (INR)	76,600.00 (INR)
	Modern Survey Techniques Including GIS/GPS & Total Station and Stress Management	9-11 March,2026	Dalhousie (Himachal Pradesh)	56,600.00 (INR)	76,600.00 (INR)
6.	e-governance & advance IT Tools: Transforming Government Sector" & GST Under Capacity Building	23-25 March,2026	Manali (Himachal Pradesh)	56,600.00 (INR)	76,600.00 (INR)
7.	"Public Procurement, E – Procurement, Govt. E- Marketplace (GeM) , PFMS & GST " Under Capacity Building program	23-25 March,2026	Manali (Himachal Pradesh)	56,600.00 (INR)	76,600.00 (INR)
8.	"Stress & Stress Management & Staff Development Improving Enhancing Efficiency and Behavioral Skills"	23-25 March,2026	Manali (Himachal Pradesh)	56,600.00 (INR)	76,600.00 (INR)
9.	Leadership & Managerial Skills, Management & Business Administration	23-25 March,2026	Manali (Himachal Pradesh)	56,600.00 (INR)	76,600.00 (INR)
10.	Book Keeping & Accounting, Accounting Standards & Strategy to Implement Accrual System of Accounting in Government Departments Autonomous Bodies & PSUs.	23-25 March,2026	Manali (Himachal Pradesh)	56,600.00 (INR)	76,600.00 (INR)
11.	Government e-Market place (Portal), Procurement from GeM, e- tendering, e- Governance & GST Under Capacity Building program in Govt. departments, autonomous bodies & PSUs	23-25 March,2026	Manali (Himachal Pradesh)	56,600.00 (INR)	76,600.00 (INR)
12.	"Public Procurement, E – Procurement, Govt. E- Marketplace (GeM) , PFMS & GST " Under Capacity Building program	23-25 March,2026	Manali (Himachal Pradesh)	56,600.00 (INR)	76,600.00 (INR)
13.	"Stress & Stress Management & Staff Development Improving Enhancing Efficiency and Behavioral Skills"	6-8 April, 2026	Cochin (Kochi) Kerala, India	56,600.00 (INR)	76,600.00 (INR)
14.	Quality Control and Quality Assurance in Concrete Construction including Extreme weather Concreting	6-8 April, 2026	Cochin (Kochi) Kerala, India	56,600.00 (INR)	76,600.00 (INR)
15.	Leadership & Managerial Skills, Management & Business Administration	6-8 April, 2026	Cochin (Kochi) Kerala, India	56,600.00 (INR)	76,600.00 (INR)
16.	Leadership & Team Building	6-8 April, 2026	Cochin (Kochi) Kerala, India	56,600.00 (INR)	76,600.00 (INR)
17.	Government e-Market place (Portal), Procurement from GeM, e- tendering, e- Governance & GST Under Capacity Building program in Govt. departments, autonomous bodies & PSUs	6-8 April, 2026	Cochin (Kochi) Kerala, India	56,600.00 (INR)	76,600.00 (INR)

18.	Emotional intelligence for Effective Leadership & Work Life Balance	20-22 April, 2026	Darjeeling West Bengal, India	56,600.00 (INR)	76,600.00 (INR)
19.	Public Procurement and Contracts management	20-22 April, 2026	Darjeeling West Bengal, India	56,600.00 (INR)	76,600.00 (INR)
20.	Systematic Problem Solving, Conflict resolution and change Management	20-22 April, 2026	Darjeeling West Bengal, India	56,600.00 (INR)	76,600.00 (INR)
21.	Negotiation & Conflict Resolution Strategies	20-22 April, 2026	Darjeeling West Bengal, India	56,600.00 (INR)	76,600.00 (INR)
22.	Leadership & Managerial Skills, Management & Business Administration	20-22 April, 2026	Darjeeling West Bengal, India	56,600.00 (INR)	76,600.00 (INR)
23.	e-governance & Advance IT Tools Transforming Government Sector" & GST Under Capacity Building	20-22 April, 2026	Darjeeling West Bengal, India	56,600.00 (INR)	76,600.00 (INR)
24.	"Public Procurement, E – Procurement, Govt. E- Marketplace (GeM) , PFMS & GST " Under Capacity Building program	20-22 April, 2026	Darjeeling West Bengal, India	56,600.00 (INR)	76,600.00 (INR)
25.	"Stress & Stress Management & Staff Development Improving Enhancing Efficiency and Behavioral Skills"	4-5 May,2026	Jim Corbett (Uttarakhand) India	56,600.00 (INR)	76,600.00 (INR)
26.	Leadership & Managerial Skills, Management & Business Administration	4-5 May,2026	Jim Corbett (Uttarakhand) India	56,600.00 (INR)	76,600.00 (INR)
27.	Leadership & Team Building	4-5 May,2026	Jim Corbett (Uttarakhand) India	56,600.00 (INR)	76,600.00 (INR)
28.	Government e-Market place (Portal), Procurement from GeM, e- tendering, e- Governance & GST Under Capacity Building program in Govt. departments, autonomous bodies & PSUs	4-5 May,2026	Jim Corbett (Uttarakhand) India	56,600.00 (INR)	76,600.00 (INR)
29.	Book Keeping & Accounting, Accounting Standards & Strategy to Implement Accrual System of Accounting in Government Departments Autonomous Bodies & PSUs.	4-5 May,2026	Jim Corbett (Uttarakhand) India	56,600.00 (INR)	76,600.00 (INR)
30.	Emotional intelligence for Effective Leadership & Work Life Balance	4-5 May,2026	Jim Corbett (Uttarakhand) India	56,600.00 (INR)	76,600.00 (INR)
31.	Leadership & Managerial Skills, Management & Business Administration	18-19 May,2026	Srinagar (Jammu & Kashmir)	56,600.00 (INR)	76,600.00 (INR)
32.	e-governance & Advance IT Tools: Transforming Government Sector" & GST Under Capacity Building	18-19 May,2026	Srinagar (Jammu & Kashmir)	56,600.00 (INR)	76,600.00 (INR)
33.	"Public Procurement, E – Procurement, Govt. E- Marketplace (GeM) , PFMS & GST " Under Capacity Building program	18-19 May,2026	Srinagar (Jammu & Kashmir)	56,600.00 (INR)	76,600.00 (INR)
34.	"Stress & Stress Management & Staff Development Improving Enhancing Efficiency and Behavioral Skills"	18-19 May,2026	Srinagar (Jammu & Kashmir)	56,600.00 (INR)	76,600.00 (INR)

35.	Leadership & Managerial Skills, Management & Business Administration	18-19 May,2026	Srinagar (Jammu & Kashmir)	56,600.00 (INR)	76,600.00 (INR)
36.	Government e-Market place (Portal), Procurement from GeM, e- tendering, e- Governance & GST Under Capacity Building program in Govt. departments, autonomous bodies & PSUs	18-19 May,2026	Srinagar (Jammu & Kashmir)	56,600.00 (INR)	76,600.00 (INR)
37.	Leadership & Team Building	18-19 May,2026	Srinagar (Jammu & Kashmir)	56,600.00 (INR)	76,600.00 (INR)
38.	Emotional intelligence for Effective Leadership & Work Life Balance	18-19 May,2026	Srinagar (Jammu & Kashmir)	56,600.00 (INR)	76,600.00 (INR)
39.	Public Procurement and Contracts management	18-19 May,2026	Srinagar (Jammu & Kashmir)	56,600.00 (INR)	76,600.00 (INR)

In addition to the above programme other customized Executive Development Programs to the destinations of choice can be organized.

GENERAL INSTRUCTIONS

- Once you receive confirmation from your end, you can proceed with booking the tickets.
 - "Participants who choose the residential program are required to check in at the hotel one day before the course starts and check out on after one day the course ends."
 - Participants choosing the residential program will be accommodated for 4 days and 3 nights.
 - Upon successful completion of the program, participants will receive a Certificate of Participation.
 - Once the fee is paid, it is non-refundable, but substitutions are permissible.
 - Accommodation: Participants will be accommodated in a comfortable in 4 Star hotel. The package covers the stay cost, Daily Breakfast, Lunch & Dinner at hotel.
- Payment: Advance payment or before the start of the training program via RTGS/NEFT is required. The Accommodation will be provided for those who confirm their stay with advance payment before the program begins.

ADMISSION PROCEDURE

Admission will be granted strictly on a first-come, first-served basis. Notification regarding the nominee's acceptance into the program will be promptly communicated following the receipt of the nomination.

Transportation: Candidates are responsible for their own arrangements to reach the venue.

For participants choosing residential accommodation, please proceed directly to the hotel for check-in.

Please take the necessary actions and we look forward to receiving your confirmation and further response as soon as possible.

Yours Truly,

For Delhi State Institute Of Secretariat Training & Development


 Addl. Director (TRG)