

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

To

Dated, Chandigarh the 23rd April, 2026

All the IAS Officers to Government, Haryana.

Subject: Excutive Development Program- Call for Nomination

Sir/Madam,

I am directed to refer to the subject noted above and to forward herewith a copy of letter Ref. No. EDP/SAC/93-63-6696/2026, dated 26.03.2026 received from Addl. Director (TRG), Delhi State Institute Of Secretariat Training & Development, Plot No. 15, Pratap Nagar, Mayur Vihar Phase-1, New Delhi-110091 for further necessary action. This letter has also been uploaded on the website of Chief Secretary Haryana i.e [\(<http://csharyana.gov.in>\)](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,

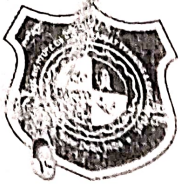

Superintendent, Training

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

Dated Chandigarh, the 23rd April, 2026

A copy of the above is forwarded to the Addl. Director (TRG), Delhi State Institute Of Secretariat Training & Development, Plot No. 15, Pratap Nagar, Mayur Vihar Phase-1, New Delhi-110091 w.r.t their letter dated 26.03.2026 for information.


Superintendent, Training



Delhi State Institute Of Secretariat Training & Development

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Ref No:-EDP/SAC/93-63-6696/2026

New Delhi, Dated 26th March, 2026

To,

The Chief Secretary
Haryana Secretariat, Sector 1
Chandigarh – 160001

By Registered & Stamped Post



Subject: Executive Development Program - Call for Nomination

Dear Sir/Madam,

The Delhi State Institute Of Secretariat Training & Development (DSISTD), Labour Department, Govt Of NCT Of Delhi serve 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 (GST Exempted)	
				Residential (Twin Sharing)	Residential (Single Sharing)
1.	"Stress & Stress Management & Staff Development Improving Enhancing Efficiency and Behavioral Skills"	25 th -26 th May,2026	Manali (Himachal Pradesh)	66,600.00 (INR)	76,600.00 (INR)
2.	Quality Control and Quality Assurance in Concrete Construction including Extreme weather Concreting	25 th -26 th May,2026	Manali (Himachal Pradesh)	66,600.00 (INR)	76,600.00 (INR)
3.	Leadership & Managerial Skills, Management & Business Administration	25 th -26 th May,2026	Manali (Himachal Pradesh)	66,600.00 (INR)	76,600.00 (INR)
4.	Leadership & Team Building	25 th -26 th May,2026	Manali (Himachal Pradesh)	66,600.00 (INR)	76,600.00 (INR)
5.	Government e-Market place (Portal), Procurement from GeM, e- tendering, e- Governance & GST Under Capacity Building program in Govt. departments, autonomous bodies & PSUs	25 th -26 th May,2026	Manali (Himachal Pradesh)	66,600.00 (INR)	76,600.00 (INR)

Training Branch

CFMS/Diary No 39645

Dated 09/04/26

6.	Emotional intelligence for Effective Leadership & Work Life Balance	08 th -09 th June,2026	Mount Abu (Rajasthan)	66,600.00 (INR)	76,600.00 (INR)
1.	Public Procurement and Contracts management	08 th -09 th June,2026	Mount Abu (Rajasthan)	66,600.00 (INR)	76,600.00 (INR)
2.	Systematic Problem Solving, Conflict resolution and change Management	08 th -09 th June,2026	Mount Abu (Rajasthan)	66,600.00 (INR)	76,600.00 (INR)
3.	Negotiation & Conflict Resolution Strategies	08 th -09 th June,2026	Mount Abu (Rajasthan)	66,600.00 (INR)	76,600.00 (INR)
4.	Leadership & Managerial Skills, Management & Business Administration	08 th -09 th June,2026	Mount Abu (Rajasthan)	66,600.00 (INR)	76,600.00 (INR)
5.	e-governance & Advance IT Tools Transforming Government Sector" & GST Under Capacity Building	08 th -09 th June,2026	Mount Abu (Rajasthan)	66,600.00 (INR)	76,600.00 (INR)
6.	"Public Procurement, E – Procurement, Govt. E-Marketplace (GeM) , PFMS & GST " Under Capacity Building program	08 th -09 th June,2026	Mount Abu (Rajasthan)	66,600.00 (INR)	76,600.00 (INR)
7.	"Stress & Stress Management & Staff Development Improving Enhancing Efficiency and Behavioral Skills"	22-23 June,2026	Jim Corbett (Uttarakhand) India	66,600.00 (INR)	76,600.00 (INR)
8.	Leadership & Managerial Skills, Management & Business Administration	22-23 June,2026	Jim Corbett (Uttarakhand) India	66,600.00 (INR)	76,600.00 (INR)
9.	Leadership & Team Building	22-23 June,2026	Jim Corbett (Uttarakhand) India	66,600.00 (INR)	76,600.00 (INR)
10.	Government e-Market place (Portal), Procurement from GeM, e- tendering, e- Governance & GST Under Capacity Building program in Govt. departments, autonomous bodies & PSUs	22-23 June,2026	Jim Corbett (Uttarakhand) India	66,600.00 (INR)	76,600.00 (INR)
11.	Book Keeping & Accounting, Accounting Standards & Strategy to Implement Accrual System of Accounting in Government Departments Autonomous Bodies & PSUs.	22-23 June,2026	Jim Corbett (Uttarakhand) India	66,600.00 (INR)	76,600.00 (INR)
12.	Emotional intelligence for Effective Leadership & Work Life Balance	22-23 June,2026	Jim Corbett (Uttarakhand) India	66,600.00 (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 3 Nights & 4 days.
- 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.

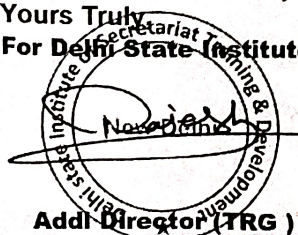
Transportation: Candidates are responsible for their own arrangements to reach the venue.

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)