

INDIAN COUNCIL OF AGRICULTURAL RESEARCH
KAB-II, PUSA, New Delhi-12
HRM Unit

F.No. HRM-3(10)/2018-KAB./218

Dated:- 11 Dec, 2018

OFFICE MEMORANDUM

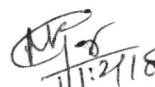
Subject:- Training programmes being conducted by ISTM, New Delhi during 2018-19

The Institute of Secretariat Training and Management (ISTM), New Delhi has invited nominations for the following training programmes to be conducted at ISTM, New Delhi. The details of the training programmes and scheduled dates are mentioned here under :-

S.No.	Training programmes	Date
1	Workshop on Goods and Service Tax	7 th January to 8 th January 2019
2	Workshop on Goods and Service Tax	28 th January to 29 th January 2019

The above said workshop is for Section Officer and above level officers. The Officers who are desirous to attend above programmes may send their nomination in the prescribed nomination form through proper channel to HRM Unit, ICAR HQs by email only latest by **14.12.2018** as per ATP 2018-19 for onward transmission to ISTM, New Delhi. The Nomination Form may be downloaded from ICAR website under **Col. Circular/HRM Unit**. The nomination may not be sent online directly to ISTM until it is approved by the Council.

The Officers who have already attended this workshop need not apply. The applicants will not be allowed to withdraw their nominations after acceptance by ISTM, New Delhi. The participation in the above programmes will be subject to acceptance of nomination by ISTM, New Delhi and also further orders from the Council.


(N.K. Jain)

Principal Scientist (HRM)

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Distribution:-

1. All Officers/ Sections of ICAR HQs at KB/KAB-I&II/ NASC, New Delhi
2. All Directors of ICAR Institutes/PDS
3. All HRD Nodal Officers of ICAR Institutes
4. E-office Notice Board
5. ICAR Portal
6. Guard File

**Institute of Secretariat Training & Management****Online Nomination Form****Participants Login**

*Select Course	Select Course ▼		
*Have you previously attended any course at ISTM?	☐ Yes ☒ No		
*Mobile No.	+91		
*First Name	Select title ▼	Middle Name	*Last Name
Name in Hindi			* Father's / Spouse's / Mother's / Guardian's name
*Gender	Select Gender ▼	*Category	Select Category ▼
*Differently Abled	☐ Yes ☒ No		
*Date of Birth			* Educational Qualification
* Service	Select Service ▼	* Designation / Rank	Select Designation / Rank ▼
*Level of Pay Matrix	Select Level ▼		
*Date of Joining Service			* Date of Joining Current Post
* Brief Service Particulars			

ORGANISATION DETAILS

* Organisation Name		* Organisation Type	Select Organisation Type ▼
* Organisation Email		*Organisation Phone	
* Organisation Street Address			
* Organisation City		*Organisation Pincode	
* Organisation State	Select Organisation State ▼		

PERSONAL / RESIDENCE DETAILS

Aadhaar Number		*Email	
* Street Address			
* City		* Pincode	
*State	Select Residence State ▼		

OTHER DETAILS

* Emergency Contact Details

*How the training is likely to benefit the nominee as well as the organisation (in 2 lines).

Whether Hostel Accommodation is
required

☐

(Checked = Yes; Unchecked = No;)

*I certify that the above information is
correct

☐

Note: Computer Generated Confirmation Page of online Application Form is to be forwarded to ISTM by Post / Email
after obtaining the signature of sponsoring authority.

Enter Image Characters

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