

Workshop(Offline) on "Litigation Management (LTM-03)" from 26th March to 27th March, 2024 (02 days)**From :** ISTM <noreply-istm@nic.in>

Thu, Feb 29, 2024 10:16 AM

Subject : Workshop(Offline) on "Litigation Management (LTM-03)"
from 26th March to 27th March, 2024 (02 days)**To :** estt3@nic.in**Reply To :** ISTM <gupta.sanjeev76@nic.in>

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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

दिनांक / Date: 24 Jan, 2024

To

All Ministries / Departments of Govt. of India
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(Offline) on "Litigation Management (LTM-03)" from 26th March to 27th March, 2024 (02 days)

Sir/Madam,

I am directed to say that Workshop on "Litigation Management (LTM-03)" will be conducted by this Institute from **26th March to 27th March, 2024(02 days)**. Details of the objectives of the course / workshop, its contents, eligibility conditions, procedure for nomination and other information relating to the workshop and facilities available are given at **Annexure**.

2. "Nomination form" for the workshop may be filled online at <https://www.istm.gov.in/lms/registration>. It may kindly be noted that it is mandatory to fill form online. Also, the nominees must ensure that his/her nomination is approved by his/her sponsoring authority before applying online. The sponsoring letters should be sent separately by Email.

3. The Course is focused at essentials of litigation management like legal terminology, various important Acts and understanding court judgements etc.

4. While making nominations, the level and type of participants as indicated in Annexure-I may kindly be borne in mind. An officer who has already attended similar training course / workshop conducted by ISTM should not be nominated. The past date for receipt of nomination is extended upto 11th March, 2024.

Yours faithfully,

Sd/-

(Sanjeev Gupta)

Deputy Director & Course Director

Email: gupta.sanjeev76@nic.in
Tel. 2673 7503

ANNEXURE

COURSE INFORMATION SHEET

Code : LTM -03

Title : Workshop (**Offline**) for **Litigation Management (LTM-03)**.

Duration : **26th March to 27th March, 2024(02 days)**.

1. Aim : To develop skills required for undertaking legal terms, understanding court judgements, learn about various Acts in India etc.

2. Methodology : The Workshop shall be conducted in participative mode, including lecture and discussion.

3. Eligibility Conditions: The programme is meant for Group 'A' & 'B' officers in Central secretariat, State Government, Central Autonomous Bodies etc.

4. COURSE CAPACITY : 40 - 50

5. COURSE FEE AND OTHER EXPENSES:

A course fee of **Rs. 2000/-** per participant will be charged in advance in respect of such employees of Public Sector Undertaking/Autonomous Bodies etc. who may be granted admission in the course. Course fee is required to be paid through online mode as follows:

Procedure of Bharatkosh.gov.in

Website - Bharatkosh.gov.in

Ministry - Personnel, P.G. & P

Purpose - Course fee in ISTM

Deposit amount through online mode.

There is no Course fee for the officers of Central Govt./ State Govt./UT Administration and its Attached / Subordinate offices.

NOTE:

- i. Names of Candidates whose nominations are accepted by ISTM will be displayed on the website of ISTM i.e. www.istm.gov.in.
 - ii. They may be relieved only after display of their names on the website of ISTM.
 - iii. **No separate communication by post would be issued by ISTM and therefore the Sponsoring Authority/Participants are advised to check the website of ISTM www.istm.gov.in regularly.**
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