

Dy Director (Systems) I  
Diary No. 4835  
Date 31.7.25



DELHI DEVELOPMENT AUTHORITY  
OFFICE OF THE EE (TRAINING CELL)  
C-1/302, VIKAS SADAN, DDA, INA,  
DELHI-110023

Dy. Director (Sys)-II  
Diary No. 344  
Date 18/7/25

CIRCULAR

No. F3(01)2025-26/Misc./EE/Trg./DDA/44

Dated: 17/07/2025

Sub: - Inviting Nomination for the Offline Internal training programmes (Time: 10:30 AM to 01:30 PM) to be conducted in the month of August, 2025.

Sir/ Madam,

Internal Training Calendar for the FY 2025-26 has already been circulated vide no. PERS/TRG/0002/2022/F1/-AD (TRAINING DEPTT.)/39 dated:13/03/2025. Accordingly, nominations are invited for the offline/classroom training programmes scheduled in the month of August, 2025 at C-1/318, Third Floor, Training Hall, Vikas Sadan. The details of the training programmes are as follows: -

Sl. No	Date	Course	Organised by	Concerned Department & Level of participant	Name of the faculty
1	01.08.2025	E-HRMS.	EE (Trg.)	Engineering Deptt.	Varsha, Consultant, NIC Mob.9810962999 baisoyasanjeev1973@gmail.com
2	08.08.2025	Matter relating to scheme, policy, laws wrt arbitration & limitation project management.	EE (Trg.)	Engineering Deptt. & Legal Deptt.	Savita Malhotra, Dy. C.L.A./DDA Mob.9968076939 depclaiidda@dda.gov.in
3	29.08.2025	Green Building Designed/ECBC Provisions and Green Rating Manual CPWD 2019.	EE (Trg.)	Architect & Planning & Engineering Deptt.	Er. R.K. Gupta, Retd. SE/DDA Mob: 9810369687 rkguptadda@gmail.com

All the HOD's and Zonal Heads are requested to get the same circulated amongst all the concerned officers/Officials in their respective Departments/Zonal offices and arrange to send nominations (Name, Designation, Contact Number & E-Mail IDs) from your department at least one week prior to the Date of the Training Programme. Nominations can also be sent via mail on [setrgdda@gmail.com](mailto:setrgdda@gmail.com). You are also requested to intimate the nominated officer/official to attend the said training programmes.

Ex. Engineer (Training)

Copy to: -

- Commissioner (Planning).
- Chief Vigilance Officer.
- Chief Architect.
- All Chief Engineers.
- Director (Trg.) for kind information.
- DD (Training) for kind information.
- ✓ DD Systems: With the request to upload this circular on DDA's website.
- All the Concerned Faculty: With the request to deliver the lecture as per Schedule mentioned above.

Referring to DD (S) Sh. Nitin Joshi  
31/7/25  
DDA-1

Joshi  
1-8-25  
DD (S) Sh. Raman  
Sh. Dev, Website Gym

Ex. Engineer (Training) 17/07/2025

