

SERVICES DEPARTMENT: COORDINATION BRANCH
DELHI SECRETARIAT, 5th LEVEL, 'A' WING
I.P. ESTATE, NEW DELHI-110002
{<http://services.delhigovt.nic.in>}

F.10(239)/2017/Coord/081462042 / 990

Dated: 4/8/2020

To

All HODs/Pr. Secretaries/Secretaries,
Govt. of NCT of Delhi and
Autonomous Bodies of Delhi

Sir/Madam

I am directed to upload herewith Training Circulars received from Ministry/Departments/Other Autonomous Organization for information and necessary action.

S.No.	Departments	Letter No. & Date	Subject
1.	DoPT, Govt. of India (Training Division)	T-13011/1/2020-LTDP dated 07.02.2020	19 th Post Graduate Degree Programme in Public Policy and Management during 2020-21 at Centre for Public Policy, Indian Institute of Management, Bangalore (IIMB).
2.	Executive Education, IIM, Ahmedabad		Working Conference on "Authority Organization, Strategies and Politics of Relatedness, at Amer, Jaipur.
3.	DoPT, Govt. of India (Training Division)	T-13013/1/2020-LTDP dated 07.02.2020	12 th One year Diploma Programme in Public Policy and Sustainable Development (PP & SD) at the TERI School of Advance Studies, New Delhi."
4.	DoPT, Govt. of India (Training Division)	T-13012/1/2020-LTDP dated 07.02.2020	14 th Post Graduate Diploma Programme in Public Policy and Management (PGD-PPM) during 2020-21 at the Management Development Institute, Gurugram

Yours faithfully



(PAWAN KUMAR PARASHAR)
SECTION OFFICER (COORD.)

Dated: 04/08/2020

F.10(239)/2017/Coord/081462042 / 990

Copy to:

1. PA to. Secretary (Services)/PA to Special Secretary-I/II, Govt. of NCT of Delhi.
2. DS-I/II/III/IV
3. Coordination Branch, Services Department to upload the letter on the website of the Services Department.



(PAWAN KUMAR PARASHAR)
SECTION OFFICER (COORD.)

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GOVERNMENT OF NCT OF DELHI
DIRECTORATE OF TRAINING: UNION TERRITORIES CIVIL SERVICES
 Institutional Area, Behind Karkardooma Courts, Shahdara Delhi-110032
 Tele 20822456, Fax No. 20822470,

F.No F 5/01/05/2018-19/UTCS/TS-I/ 633-799

Dated: 11/2/2020

SEP/20/3808

19/2/2020

To

All HODs / Local/ Autonomous Bodies and Corporations,
 Government of NCT of Delhi

Sub: Training Programmes for the month of "March", 2020.

Sir/Madam,

The Directorate of Training will conduct the refresher programmes for officers / officials under various categories during the month of **March, 2020**, which are detailed below:

Sl. No.	Training Section	Course Name	Course Code	Duration	Dates	Last date of Receiving nominations
1.	AD-VI	Basic Computer Operations	GG	Two Days	03.03.2020 (Tuesday) - 04.03.2020 (Wednesday)	25.02.2020
2.	AD-IV	Interpersonal Skills : Team Building	ELS	Two Days	05.03.20 (Thursday) - 06.03.20 (Friday)	27.02.2020
3.	AD-I	Hindi Ka Karyalaya Mein Prayog	FE	Two Days	05.03.20 (Thursday) - 06.03.20 (Friday)	27.02.2020
4.	AD-I	Accounts Matters (including Pension, Basic Principles, Pay Structure & Allowance, Role of DDO/Cashier, Income Tax, Pension & Audit)	FE	Three Days	09.03.20 (Monday) - 11.03.20 (Wednesday)	02.03.2020
5.	AD-VI	RTI Act- Capacity Building	GG	Two Days	12.03.2020 (Thursday) - 13.03.2020 (Friday)	05.03.2020
6.	AD-V	Complaint Handling Mechanism for Sexual Harassment Committee Members	GA	One Day	13.03.2020 (Friday)	06.03.2020
7.	AD-V	Consumer Rights	GA	One Day	17.03.2020 (Tuesday)	10.03.2020

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 (on leave)
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8.	AD-VI	Computer Operations (Advanced Course)	GG	Three Days	17.03.2020 (Tuesday) - 19.03.2020 (Thursday)	10.03.2020
9.	AD-II	Procure to Purchase Cycle	MC	Three Days	18-03-20 (Wednesday) - 20-03-20 (Friday)	11.03.2020
10.	AD-II	Incident Command System Planning and Management in Case Of Disaster	MC	Three Days	25-03-20 (Wednesday) - 27-03-20 (Friday) (For District North East and Shahdara)	18.03.2020
11.	AD-IV	Personal Skills: Empowering Women- Self Defence Skills	ELS	Three Days	25.03.20 (Wednesday) - 27.03.20 (Friday)	18.03.2020

TARGET BENEFICIARIES OF THE COURSES

These Courses are designed to enhance the skill set and knowledge of the participating **officers/officials** and to make them familiar with the new concepts, initiatives and benchmarking of the field. Besides, it would help them in performance of their day-to-day duties/functioning of Department.

The Detailed Training Module / Learning Units are available on our website at utcs.delhigovt.nic.in under the link "Training".

NOMINATIONS FOR THE COURSE

It is requested that 4-5 suitable **officers / officials** may be nominated to participate in these courses. The nominations should be sent to the Course Coordinator concerned in time for each course as detailed below:-

Training Section	Name of Training package	Course Code	Tele Fax Number	E-mail address
I	Functional Efficiency	FE	20822457	adtrg1utcs.delhi@nic.in
II	Managerial Competence	MC	20822462	adtrg2utcs.delhi@nic.in
IV	Essential Life Skills	ELS	20822460	adtrg4utcs.delhi@nic.in
V	General Awareness	GA	20822459	adtrg5utcs.delhi@nic.in
VI	Good Governance	GG	20822458	adtrg6utcs.delhi@nic.in

349/c

INSTRUCTIONS for the participants:

To stop use of single use plastic, participants may be advised to bring their own non-plastic bottles for drinking purpose. Drinking R.O. water is available for all, through water coolers/dispensers. No water-bottles will be provided by the directorate.

1. Participants may contact the Course Coordinator concerned for any information/clarification on training course.
2. Filled up Nomination forms of nominated officials may be forwarded by department / may be filled by participants at the time of registration at 9.45 a.m. on the first day.
3. Training is usually from 10.00 a.m. to 4.30 p.m. Refreshments and lunch are included in the training.
4. **Contact number of the participants may kindly be sent with the nomination letter.**
5. Bio data form is available on the department's website **www.utcs.delhigovt.nic.in** under link 'Training'.


(Ravindra Singh)
ASSISTANT DIRECTOR (Admn.)

Copy to:

The Assistant Programmer, Dte. of Training: UTCS for uploading on the website of the Department.



SER/2020/3534
12/02/2020

348/c

Training Circular March.pdf
1 MB

From : RAVINDRA SINGH <adtrg1utcs.delhi@nic.in>
Subject : Training Programme for the month of "March-2020".

Wed, Feb 12, 2020 12:48 PM

1 attachment

To : Secretary Education GNCTD <secyedu@nic.in>,
Binay Bhushan <diredu@nic.in>,
skaushal261@gmail.com, add dir edu
<add.dir.edu@gmail.com>, spd delhi
<spd_delhi@rediffmail.com>, addl de school
<addl.de.school@gmail.com>,
anitasatia12@yahoo.co.in, nvndindia@gmail.com, K.
Murugan, Joint Director(IT) <jditedu.delhi@nic.in>,
ntkrishna56@yahoo.co.in, ddeeast@yahoo.co.in,
sciencebranch@gmail.com, dswa999@yahoo.co.in,
mekka@rediffmail.com, ddedistrictsouth@gmail.com,
ddnwb2010@gmail.com, schbranch@hotmail.com,
pradeeptayals@gmail.com, platatara@in.com,
gbsss1925009@gmail.com, drzskmarak@yahoo.in,
CDMO WEST DISTRICT <cmo_wz@nic.in>, CDMO
SWD <cmosw-dhs-delhi@nic.in>, CDMO-NDD
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dpmunorthwest@gmail.com,
dpmunorthwestdelhi@gmail.com, RKSEHGAL CDMO
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msdduh@yahoo.in, Dr. Satish Chander Chetal
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<dir.gbph@gmail.com>, gneddir@gmail.com,
msdhas2010@gmail.com, msjpch2010@gmail.com,
lnhmsoffice@gmail.com, Dr. Ramesh Chugh, Medical

12/2/2020
SS(SI)

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DSH

13/2/2020

50/CN

14/02/2020

Sh. Jashu Ji

Suprintendent., Pt.MMMH <ms_mnhosp@nic.in>, Dr.
Rajiv Sagar <msmbh@hub.nic.in>,
drncjoshi@gmail.com, principalnhmc@gmail.com,
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mssrhch@gmail.com, mshccmh@gmail.com,
sunilkhatti@gmail.com, cnbc2003@yahoo.co.in,
shivsarin@gmail.com, janakpurijssh@yahoo.com,
dpmaids@gmail.com, dsci delhi
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catsambulance@yahoo.com,
cbpayurved@yahoo.co.in, Dr. Sunil Kumar
<msgtbh@nic.in>, ams hoo gtb
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Commissioner <divcom@nic.in>, Dr Anil Agarwal
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binduaggarwal123@rediffmail.com, r chander32
<r.chander32@yahoo.co.in>,
neetesh1984@gmail.com,
shaktikumar85@gmail.com,
deepaknirvan21@gmail.com,
ddmanewdelhi@gmail.com, deepak nirvan
<deepak_nirvan@ymail.com>, sanjay sindri
<sanjay.sindri@yahoo.com>,
yogitabhatia1@gmail.com, harishk243@gmail.com,
singh ak159 <singh.ak159@gmail.com>, anjali ddma
<anjali.ddma@gmail.com>, jslamba dm
<jslamba.dm@gmail.com>,
rukmaniddmas@gmail.com, rakesh ddma
<rakesh.ddma@gmail.com>,
arorakunwarrajat@yahoo.in,
rajalcooldude@gmail.com, hemantkumar
suryawanshi
<hemantkumar.suryawanshi@gmail.com>,
ddmanorthpc@gmail.com,
Jatindersingh1788@gmail.com, panchayat delhi
<panchayat.delhi@gmail.com>

Cc : Divisional Commissioner <divcom@nic.in>, Dr Anil
Agarwal <asrev.delhi@nic.in>, ansupa@ymail.com,
neetesh1984@gmail.com, hemantkumar suryawanshi
<hemantkumar.suryawanshi@gmail.com>, Secretary
Education GNCTD <secyedu@nic.in>, Binay Bhushan
<diredu@nic.in>, skaushal261@gmail.com, add dir
edu <add.dir.edu@gmail.com>, spd delhi
<spd_delhi@rediffmail.com>, addl de school
<addl.de.school@gmail.com>,
anitasatia12@yahoo.co.in, nvndindia@gmail.com, K.
Murugan, Joint Director(IT) <jditedu.delhi@nic.in>,
ntkrishna56@yahoo.co.in, ddeeast@yahoo.co.in,
sciencebranch@gmail.com, ddswwa999@yahoo.co.in,

3476

INSTRUCTIONS for the participants:

To stop use of single use plastic, participants may be advised to bring their own non-plastic bottles for drinking purpose. Drinking R.O. water is available for all, through water coolers/dispensers. No water-bottles will be provided by the directorate.

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3. Training is usually from 10.00 a.m. to 4.30 p.m. Refreshments and lunch are included in the training.
4. **Contact number of the participants may kindly be sent with the nomination letter.**
5. Bio data form is available on the department's website **www.utcs.delhigovt.nic.in** under link 'Training'.



(Ravindra Singh)
ASSISTANT DIRECTOR (Admn.)

Copy to:

The Assistant Programmer, Dte. of Training: UTCS for uploading on the website of the Department.

<mjain.delhishelter@gmail.com>,
admnofficer2mcd@gmail.com, abconlnh@gmail.com,
registrar@delhinursngcouncil.com

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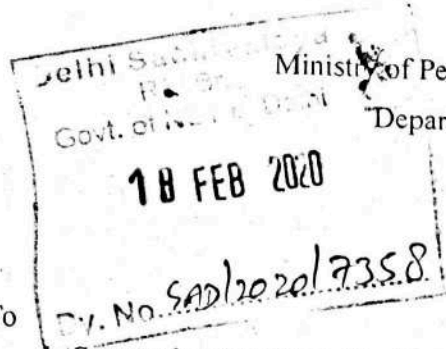
Sir/Madam,

Kindly find attached herewith the **Training Programme for the Month of "March-2020"**.

Ravindra Singh
Assistant Director Trg.-I
Union Territory Civil Services



 **Training Circular March.pdf**
1 MB

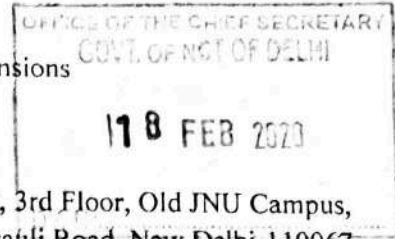


Government of India

Ministry of Personnel, Public Grievances and Pensions

Department of Personnel and Training

(Training Division)

Block-IV, 3rd Floor, Old JNU Campus,
New Mehrauli Road, New Delhi-110067Dated: 07th February, 2020

To

1. Secretaries (All Ministries/Departments in Government of India)
2. Chief Secretaries to all State Governments
3. Administrators of Union Territories
4. Directors General/Directors of State & Central Training Institutions

Sub: 14th Post Graduate Diploma Programme in Public Policy and Management (PGD-PPM) during 2020-21 at the Management Development Institute, Gurugram.

Madam/Sir,

The 14th Post- Graduate Diploma in Public Policy and Management (PGD-PPM) is scheduled to commence from 08th July, 2020 at the Management Development Institute- Gurugram.

18-02-2020
Secy (Sec) on leave
2. This programme has been designed as a high quality programme with a set of core courses as well as a range of electives. It includes an international module of about Two weeks' duration at a foreign university.

18/2/20
3. Please find enclosed herewith particulars of the programme along with terms and conditions for officers admitted to the programme. I would request you to kindly circulate the programme amongst your officers and encourage as many as possible to apply. The details of the programme are available on the DoP&T, Training Division's website <http://dopttrg.nic.in/> → Programmes → PGDPPM, MDI-Gurugram and also on the website of MDI- Gurugram i.e. www.mdi.ac.in.

SS(S-1)
4. The nominated Officers will be required to develop a Policy Paper on the issue to be identified in consultation with the Ministries/Departments/State Governments etc. where they are presently working. This policy paper will have to be submitted by the officer to their respective Ministries/Departments/State Governments etc. at the end of the programme. The Ministries/Departments/States will also nominate a Nodal Officer of the rank of JS or above to the Government of India for mentoring and guidance to the sponsored officer for developing the policy document and coordinating with MDI-G in the matter.

S.P.C.N)

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22/2/2020

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Banerjee

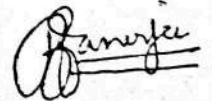
5. Nomination of suitable officers, in the prescribed proforma, may please be sent to this Department through the appropriate Cadre Controlling Authority so as to reach us on or before 15th April, 2020. Nominations received after this date will not be considered. The nominations would be scrutinized and officers fulfilling the conditions of eligibility will be called for an interview by MDI-G. The interview dates and time will be intimated to the officers by MDI-G. In order to save time, the officers are permitted to send an Advance Copy of their application directly to this office and MDI-G. The officers will also be called for interview based on their advance applications. However, final selection will be subject to receipt of his/her formal application, duly recommended by their cadre controlling authorities along with Vigilance Clearance. Therefore, it is in the interest of the officers to get their applications routed through their Cadre Controlling Authority as early as possible.

6. Further details of this programme may be ascertained from Dr. Pawan Kumar Verma, Admin Officer, School of Public Policy & Governance, Management Development Institute, Mehrauli-Gurugram Road, Sukhrali, Gurugram-122007 (Haryana) Telephone: 0124-4560553, Mobile: 9818222029, E-mail Id: pawan@mdi.ac.in, website: www.mdi.ac.in.

7. All Ministries/Departments/ State Governments/UTs/CCAs etc. are advised to give wide publicity to the programme and upload this circular on their websites for the information of all concerned.

Encl: Terms and conditions

Yours faithfully,



(Biswajit Banerjee)

Under Secretary to the Government of India

Telephone: 011-26194167

(E-mail: biswajitbanerjee.edu@nic.in)

Copy to:

1. Comptroller & Auditor General of India, New Delhi
2. Secretary, Union Public Service Commission, New Delhi
3. Election Commission of India, New Delhi
4. Controller General of Accounts, New Delhi
5. Deputy Director General (Training), Department of Post, Dak Bhavan, New Delhi
6. Deputy Director General (Training), Department of Telecom, Sanchar Bhavan, New Delhi
7. Director(Training), Railway Board, Rail Bhavan, New Delhi

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8. Director (Police), Ministry of Home Affairs for nomination of IPS Officers.
 9. Director General, CPWD Training Institute, Nirman Bhavan, New Delhi
 10. Director, Bureau of Police Research and Development, CGO Complex, New Delhi
 11. Establishment Officer, Department of Personnel & Training, New Delhi
 12. Deptt. of Personnel & Training (CS Division), Lok Nayak Bhavan, New Delhi
 13. Dr. Pawan Kumar Verma, Admin Officer, Management Development Institute, Mehrauli Road, Sukhrali, Gurugram-122001 with request to consider applications received on or before 15th April, 2020.
 14. NIC, Training Division, for uploading the notification on DoP&T website (<https://dopt.gov.in/>) and Training Division's Website (<http://dopttrg.nic.in/>).



(Biswajit Banerjee)

Under Secretary to the Govt of India

14th Post Graduate Diploma in Public Policy and Management at Management
Development Institute, Gurugram

The 14th Post Graduate Diploma in Public Policy and Management (PGD-PPM), at Management Development Institute, Gurugram, will commence from 08.07.2020. This has been designed to be a high quality programme with a set of 'Core Courses' as well as a range of 'Electives'. The officers will complete the 'Domestic component' as well as the 'International component (Two weeks)' at MDI and an International School respectively during the year and will return to the departments for posting. The nominated Officers will be required to develop a Policy Paper on the issue to be identified in consultation with the Ministries/Departments/State Governments etc. where they are presently working. This policy paper will have to be submitted by the officer to their respective Ministries/Departments/State Governments etc. at the end of the programme. The Ministries/Departments/States will also nominate a **Nodal Officer** of the rank of JS or above to the Government of India for mentoring and guidance to the sponsored officer for developing the policy document and coordinating with MDI-G in this matter.

2. Eligibility:

The programme is open to officers of All India Services, Central Services (organized & non-organized, technical & non-technical), faculty members of State Administrative Training Institutes and also officers of the State Civil Services (SCS)/Non-State Civil Services (Non-SCS) subject to the following eligibility conditions:

Length of service	Officers should have completed 5 years of Group 'A' service as on commencement of the programme.
Age	The officers should have at least three years remaining service after completion of the programme.
Earlier Training	The officers should not have undergone a training Programme of 12-weeks or more duration in India during a period of 5 years preceding the date of commencement of this Programme. Further, the officer should not have undergone a Programme of training abroad of more than 2-weeks in preceding 2-years, more than one month in preceding 3-years or more than six months in the preceding 5-years.



3. Course Fees:

(a) (i) The Fee for the **Domestic Course** of the programme is **Rs. 5,80,800/-** (Rupees Five Lakh Eighty Thousand Eight Hundred only) plus expenses towards Rural/NGO attachment subject to maximum of Rs. 30,000/- (Rupees Thirty Thousand only) [Total Domestic Component Rs. 6,10,800/-].

(ii) The Fee for the '**International Component**' of the programme is **Rs. 4,32,000/-** (Rupees Four Lakh Thirty Two Thousand only), which will include air fare, course fees, Boarding and Lodging costs. During the International Immersion of the programme, the Per-diem Allowance @ 25% of the approved rates shall be paid to the participants.

(b) The total Domestic Course fee plus NGO/Rural attachment plus International Component would be **Rs. 10,42,800/-** (Rs. Ten Lakh Forty Two Thousand Eight Hundred Only).

(c) **The entire Course Fee** (*Domestic Course fee, expenses towards Rural/NGO attachment, International Course fee*) would be met by the concerned Cadre Controlling Authorities (for example, DoP&T for IAS, Central Secretariat Service (CSS) and Central Secretariat Stenographers' Service (CSSS) Officers, MHA for IPS officers, MOEF for IFoS officers etc). However, the cost of Visa fees (if any), medical insurance etc., will be met by the Ministries/ Departments / State Governments where the officers are presently working on actual basis. All arrangements for stay abroad during the international component of the programme will be arranged by MDI through the collaborating institution and no participant will be permitted to make his/her own arrangements of stay during the training abroad.

(d) In case of officers belonging to any Group 'A' Service and working on deputation basis in a Public Sector Undertaking (PSU) the entire cost of the programme (domestic as well as international component containing course fee, *boarding* and lodging charges, airfare, per diem allowances etc.) shall be borne by the concerned PSU in which the officer is working. In the event of his/her selection, the joining of such officer in the programme is strictly subject to the confirmation of the concerned PSU to bear the entire expenditure of the programme to the institute in respect of such officer.

(e) The entire Programme fee [Rs. 10,42,800/- (Rs. Ten Lakh Forty Two Thousand Eight Hundred Only)] need to be paid in full at the time of joining the programme or/and in any case within 30 days of commencement of programme.

(f) The Ministry/ Department/ State Government/ Organization etc. where the officer is currently posted, will meet the cost of (a) pay and allowances during the programme period, (b) travel from



place or posting to Gurugram and back, (c) travel towards field visits of the participants for collection of data/information for the dissertation, (d) travel to Gurugram for presentation of the dissertation at the end of the programme, (e) Per diem allowance during international immersion and (f) one time allowance of Rs.5000/- (Rupees five thousand only) for stationery etc.

4. Hostel Facilities

This is a compulsory residential programme and MDI-G will provide suitable accommodation at their campus at the rate of Rs. 10,000/- (Rs. Ten Thousand only) per month per participant. The expenditure will be met by the Cadre Controlling Authority of the participants.

5. Conditions for officers admitted to the programme:

In case of officers, sponsored by the Government of India/State Governments for this programme, the following conditions will apply:

(i) The entire period of training programme (institutional training of 12 months) will be treated as on duty under FR 9(6)(b)(i);

(ii) The Ministries/ Departments/State Governments may fill up the vacancy caused by the deputation of the officers;

(iii) For the grant of special pay/ Central deputation (Tenure allowance) (CDTA), the participants will be regulated as under:-

(a) The officers who proceed for training programme during their tenure of central deputation will continue to receive CDTA for the period of their entitlement against Central deputation tenure. If any period of training programme falls beyond the tenure of Central deputation or the officers proceed for training programme at the end of their tenure at the Centre, CDTA will not be admissible.

{Note-The tenure of central deputation in so far as it relates to this program, would also include the period of leave upto 2 months that may be granted by the central Ministry/ Department to the officers before their repatriation to the parent cadre}

(b) The officers not on central deputation and also not in receipt of CDTA, whether they proceed on training programme from Gurugram, or outside Gurugram will not be entitled to any Special pay drawn before proceeding for the programme.

(iv) Officers of the Central Government, State Government and Union Territories coming from outside Gurugram to participate in the program will be allowed one of the following two options by the sponsoring authorities:-

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(a) The officers will be treated as on duty on tour. They will draw travelling allowance as on tour and allowances as per para II (a) of the Ministry of Finance, Department of Expenditure O.M. 19030/2/86-E-IV dated 24.3.86 amended from time to time.

OR

(b) The officers will be treated as on transfer. They will not be entitled to the Government accommodation at the original place of posting.

(v) In case an officer proceeding on training programme is a *bona fide* occupant of Government accommodation in the general pool controlled by the Directorate of Estates, he/she could retain the residential accommodation for the full period of the programme at his/her place of posting provided the residence is required for *bona fide* use of members of his/her family.

(vi) Officers of the Central Government entitled to facility of residential telephone at the time of joining this programme will be allowed to retain the residential telephone sanctioned to them on usual terms for six months and thereafter on the condition that the officers will pay all calls in excess of the free calls allowed by the Telecommunication Department as stipulated in Ministry of Finance (Department of Expenditure) O.M. No. 7(10)E(Coord)/79 dated 1st August, 1979 as amended from time to time.

(vii) The salary and other claims of the officers will be paid by the Ministry/Department/Office where they were last working before joining this programme.

6. Selection procedure and forwarding of nominations

- (i) The Cadre Controlling Authority (CCA) should recommend names of only those Groups 'A' officers who are likely to stay with the CCA for some more time. Officers whose names have been recommended for central deputation/ or figuring in the 'offer list' for central deputation under the 'Central Staffing Scheme' should not be nominated for the PGD-PPM programme. Failure to withdraw the applications of such officers for the PGD-PPM may result in debarment of officers for central deputation for five years.
- (ii) Officers on deputation to Government of India under the Central Staffing Scheme must complete at least two years of their tenure on deputation on the date of this notification to become eligible to apply for this programme. It may be noted that in respect of Officers appointed under the 'Central Staffing Scheme', 'NOC' from the Office of Establishment Officer, DOPT should be obtained before forwarding their applications/nominations for this Long Term Domestic Programme.
- (iii) The faculty members of the State ATIs who have completed at least three years on the date of starting of the program are also eligible to apply for the programme. However, those faculty members who belong to State Civil Services need not necessarily fulfil this condition. The selected faculty members, however, would be required to stay in the ATI for next three years after completion of the programme.

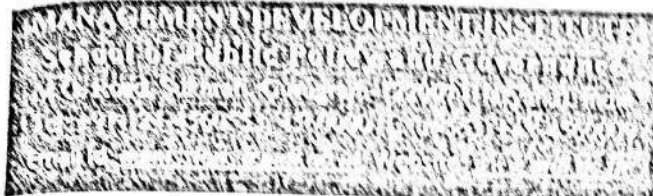


7. Forwarding of nominations

- (i) Concurrence of State Governments, wherever necessary, would have to be obtained by the Cadre Controlling Authority before sending the nominations to DoP&T.
- (ii) Copy of the application form and other documents are attached. The same may also be obtained by logging on to MDI's website www.mdi.ac.in or DoP&T Training Division's website <http://dopttrg.nic.in/> → Programmes → PGDPPM, MDI-Gurugram. Cadre Controlling Authorities are requested to forward duly filled applications in respect of suitable officers (who are clear from vigilance angle) along with information in **PART- B** so as to reach us on or before **15th April, 2020**.
- (iii) Nominations received after the due date will not be considered.
- (iv) In order to save time, the Officers are permitted to send an Advance copy of the application to the Director, Management Development Institute, Mehrauli Road, Sukhrali, Gurugram- 122007.
- (v) The nominations would be scrutinized and officers fulfilling the conditions of eligibility will be called for an interview by MDI-G. The interview date and time will be intimated to the officers by MDI-G. In order to save time, the officers are permitted to send an advance copy of the application directly to this office. The officers may be called for interview based on their advance applications. However, final selection will be subject to receipt of his/her formal application, duly recommended by their Cadre Controlling Authorities; therefore, it is in the interest of the officers to get their applications routed through their Cadre Controlling Authority as early as possible.

8. Bond to be executed by the officer:

Before joining the programme, the officer is required to execute a Bond to the extent that "in the event of his/her failing to resume duty or resigning or retiring from service or otherwise quitting service, without returning to duty after expiry or termination of the period of the long term programme or failing to complete the programme, or quitting the service at any time within a period of FIVE (5) years after his/her return to duty, the officer shall forthwith pay to the Government or as may be directed by the Government, on demand all charges and expenses that shall or may have been incurred by the Government for the programme i.e. all monies paid to him/her or expended on his/her account during the programme period such as pay and allowances, leave salary, cost of fee, travelling and other expenses, cost of international travel and cost of training abroad met by the Government/agency concerned together with interest thereon from the date of demand at Government rates for the time being in force on Government loans or if payment is made in a country other than India, the equivalent of the said amount in currency of that country converted at the official rate of exchange between that country and India and together with all costs between the attorney and the client.



Government of India
Department of Personnel & Training
Block- IV, 3rd Floor, Old JNU Campus,
New Mehrauli Road, New Delhi-110067
Phone No: 011-26194167, Fax No: 011-26106314,
Website: <https://dopt.gov.in/>

APPLICATION FOR ADMISSION IN 14th POST GRADUATE PROGRAMME IN PUBLIC POLICY & MANAGEMENT

(Programme Commences on 08th July, 2020 Last date of receiving application is 15th April, 2020)

(For Govt sponsored candidates)

PART-A

1. PERSONAL DETAILS				<i>Paste a recent passport sized photograph</i>	
Title (Mr./Ms/Dr.)					
Full name in block letters (First name, Middle name, Surname)					
Father's full name					
Mother's full name					
Gender (Put \checkmark)	Male <input type="checkbox"/>	Female <input type="checkbox"/>	Date of birth	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>
				DD	MM Year
Date of Superannuation	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	Age as on 08-07-2020	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>
	DD	MM Year		Year	MM
Nationality				Religion	
Caste category (Put \checkmark)	General <input type="checkbox"/>	OBC <input type="checkbox"/>	SC <input type="checkbox"/>	ST <input type="checkbox"/>	
Equivalent Rank in Govt. of India			Level in Pay Matrix as per 7 th CPC/ Grade Pay with Pay Band		
2. MINISTRY/DEPARTMENT DETAILS					
Name of the Ministry/ Department					
Designation					
Office Address					
	State	<input type="text"/>	PIN	<input type="text"/>	
Telephone No.				Fax	
Service cadre with year of allotment					
Length of service in Group-A					
Are you presently on deputation to the Govt. of India (Put \checkmark)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	If yes, from which date:		
Date of completion of tenure?					

3. ADDRESS FOR CORRESPONDENCE

Address				
City		State		PIN
Telephone No			Fax No	
Mobile No				
Email ID (In Capital Letters) (Main and alternate)				

4. ACADEMIC RECORD

Sr. No	Examination/ Degree/ Diploma passed	Name of the Board/University/ Institution	Passing Percentage/ Grade/ Division/CGPA	Year of Joining the Course	Year of Passing the Course
1					
2					
3					
4					
5					

5. DETAILS OF WORK EXPERIENCE

Sr. No	Post held	Department/ Organization	Tenure		Pay Scale	Nature of responsibility
			From	To		
1						
2						
3						
4						
5						
6						

Total experience (in years)

339 Lc

6. DETAILS OF TRAINING PROGRAMS ATTENDED (IN INDIA & ABROAD) [Duration should be at least two weeks or more](Kindly refer to 'Earlier Training' caption under para 2 of Terms & Conditions)

Sr. No	Name of Course / Training Programme	Name of the Institution/ Place	Year	Duration (in weeks)
1				
2				
3				

7. Additional Information:- (please attach separate sheets regarding the following)

- Indicate the Public Policy area identified by you with the approval of your Ministry/Deptt./State Govt. etc. for preparation of the Policy document during the programme period.
- Briefly describe your job responsibilities and your achievements at your work place.
- What are your career goals and how does this program fit in with your plans.
- Briefly describe your publications, leadership roles, community work or any other work you consider significant for your proposed study.
- Is there any other information that you would like to provide about yourself?

8. DECLARATION

I certify that the information given in this application form is correct and true to the best of my knowledge. I agree to abide by the decision of the authorities regarding my selection to the programme.

Place:

Date:

(Signature)

Instructions:

- The application form is to be sent through the Cadre Controlling Authority.
- However, you may kindly send the Advance Copy directly to Shri Ram Meena, Section Officer (LTDP), Training Division, Department of Personnel and Training, Government of India, Room No- 406, 4th Floor, Block-4, Old JNU Campus, New Delhi-110067 [E-mail: s.meena63@nic.in] as well as to Chairperson (Admissions) Management Development Institute, Mehrauli-Gurugram Road, Sukhrali, Gurugram-122007 (Haryana).
- Please ensure that this application is routed through the Cadre Controlling Authority so as to reach DoPT (Training Division) latest by 15th April, 2020.
- The application envelop should be superscripted as "Application for admission in 14th PGD-PPM (2020-21) at MDI, Gurugram"

PART - B

(For the use of the Cadre Controlling Authority only)

1. Is there any vigilance case pending or contemplated against the officer? (put ✓)

Yes

No

If YES, please give details:

2. Is there any standing adverse entry against the officer? (put ✓)

Yes

No

If YES, please give details:

3. Is the applicant's overall ACR grading "Very Good"? (put ✓)

Yes

No

If NO, please give details:

4. Whether cadre clearance has been obtained? (put ✓)

Yes

No

(For officers, who would be completing their deputation tenures prior to joining the PGD-PPM? In such cases, clearance of the State Government/Parent department has to be obtained)

Has the candidate been offered a central deputation also?

Yes

No

If selected, will the candidate be released for the Programme?

Yes

No

5. Topic for Policy paper to be selected by the officer with the approval of the Ministry/ Department State Government etc. where the officer is currently working.

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6. Details of Nodal Officer (of the rank of JS or above to the Government of India) nominated by the Ministry/Department/State Government etc. where the officer is currently working for mentoring and guidance to the Sponsored Officer for developing the policy documents.

Name: _____

Designation: _____

Office address: _____

Telephone No. : _____

Fax No. : _____

E-mail Id: _____

CADRE CONTROLLING AUTHORITY

Name of the Cadre Controlling Authority (Department/Ministry)	
Contact person	
Designation	
Address	
Tel No	
Fax No	
Email ID	

Place:

Date:

(Signature of the
Cadre Controlling Authority)

File No. _____

Office Seal (Compulsory)

Format of Bond To be executed by a Government Servant Before Proceeding for the 14th Post Graduate Diploma in Public Policy and Management (PGD-PPM) of Management Development Institute (MDI), Gurugram

KNOW ALL MEN BY THESE PRESENTS THAT I, _____, resident of _____, at present employed as _____ in the Ministry/Department _____, do hereby bind myself and my heirs, executors and administrators to pay to the President of India (hereinafter called the 'Government') on demand, 'all charges and expenses' that shall or may have been incurred by the Government for the programme i.e. all monies paid to me or expended on my account during the programme period such as pay and allowances, leave salary, cost of fee, travelling and other expenses, cost of international travel and cost of training abroad met by the govt./agency concerned, etc. at MDI- Gurugram, together with interest thereon from the date of demand at Government rates, for the time being in force, on Government loans or, if payment is made in a country other than India, the equivalent of the said amount in currency of that country converted at the official rate of exchange between that country and India AND TOGETHER with all costs between the attorney and the client.

WHEREAS I, _____, am being deputed for PGD-PPM programme at MDI- Gurugram which includes about 2 weeks international exposure by the Department of Personnel and Training (DoP&T), Government of India,

AND WHEREAS for the better protection of the Government I have agreed to execute this bond with such conditions as written hereunder:

NOW THE CONDITION OF THE ABOVE WRITTEN OBLIGATION IS THAT, in the event of my failing to resume duty, or resigning or retiring from service or otherwise quitting service, without returning to duty after expiry or termination of the period of the programme, OR failing to complete the programme, OR quitting the service at any time within a period of FIVE (5) years or before superannuation which is earlier after my return to duty, I shall forthwith pay to the Government or as may be directed by the Government, on demand the said sum together with interest thereon from the date of demand at Government rates for the time being in force on Government loans.

AND upon my making such payment the above written obligations shall be void and of no effect, otherwise it shall be and remain in full force and virtue.

The Bond shall in all respects be governed by the laws of India for the time being in force and the rights and liabilities hereunder shall, where necessary, be accordingly determined by the appropriate Courts of India

The Government of India has agreed to bear the stamp duty payable on this bond.

Signed and delivered this the _____ day of _____ month of the year 2020.

Signed and delivered by _____ (Name and Designation)

In the presence of _____ and _____.

Witnesses: 1. _____
2. _____

ACCEPTED
on behalf of the President of India by the Cadre Controlling Authority
(Authorized Signatory)[Office Seal Compulsory]

No. T-13013/1/2020-LTDP

Government of India

Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training
(Training Division)

18 FEB 2020

OFFICE OF THE CHIEF SECRETARY
GOVT. OF NCT OF DELHI
18 FEB 2020
3271

3rd Floor Block-IV, Old JNU Campus,
New Mehrauli Road, New Delhi-110067,
Dated: 07th February, 2020

To

- No. SA/2020/19351
1. Secretaries (All Ministries/Departments in Government of India)
 2. The Chief Secretaries to all State Governments
 3. Administrators of Union Territories
 4. Directors General/Directors of State & Central Training Institutions

Sub: 12th One year Diploma Programme in Public Policy and Sustainable Development (PP & SD)
at the TERI School of Advance Studies, New Delhi— Regarding.

18.02.2020 Sir/Madam,

12th One year Diploma Programme in Public Policy and Sustainable Development at the TERI School of Advance Studies, New Delhi is scheduled to commence from 28th July, 2020, for which Registration will be held on 27th July, 2020.

2. This programme has been designed as a high quality programme with a set of core courses as well as a range of electives. It includes an international module of about Two weeks' duration at a foreign Institute.

3. The nominated Officers will be required to develop a Policy Paper on the issue to be identified in consultation with the Ministries/Departments/State Governments etc. where they are presently working. This policy paper will have to be submitted by the officer to their respective Ministries/Departments/State Governments etc. at the end of the programme. The Ministries/Departments/States will also nominate a Nodal Officer of the rank of JS or above to the Government of India for mentoring and guidance to the sponsored officer for developing the policy document and coordinating with TERI School of Advance Studies in the matter.

4. The officers selected for the programme also have an option to continue with the programme for the second year for a Two year M.A. (Public Policy and Sustainable Development) Degree Programme, *if they so wish*, wherein they will be required to complete a dissertation while on the job during the second year. Such officers will work on a dissertation under the guidance of a faculty member of the TERI School of Advance Studies and will return to the Institute for presenting and defending the same at the end of the second year by sparing a couple of weeks. Such officers will be

awarded a degree in M.A. in Public Policy and Sustainable Development after they have completed the domestic component, International component and dissertation in the second year successfully.

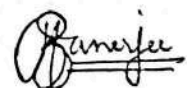
5. It is requested that the circular may be given wide publicity among officers of your cadre. Applications complete in all respect, after obtaining necessary clearances including Vigilance Clearance from Cadre Controlling Authority/State Government (wherever necessary) may please be sent to this office, so as to reach us on or before 09th April, 2020. Nominations received after this date will not be considered. A copy of the application may also be sent to the Vice Chancellor, TERI School of Advance Studies, 10, Institutional Area, Vasant Kunj, New Delhi-110070. The nominations would be scrutinized and officers fulfilling the conditions of eligibility will be called for an interview by TERI, New Delhi. The interview date and time will be intimated to the officers by TERI School of Advance Studies, New Delhi. In order to save time, the officers are permitted to send an advance copy of the application directly to this office and TERI School of Advance Studies. The officers may be called for interview based on their advance applications. However, final selection will be subject to receipt of their formal application, duly recommended by their Cadre Controlling Authorities. It is, therefore in the interest of the officers to get their applications routed through their Cadre Controlling Authority as early as possible.

6. Further details with regard to this programme may be ascertained from TERI School of Advance Studies, New Delhi (Phone No. 011-71800222, Fax No. 011-26122874, E-Mail: venkataraman.ln@teriuniversity.ac.in. Details of the programme are also available at TERI's website www.terisas.ac.in and DoP&T Training Division's website <http://dopttrg.nic.in/> → Programmes → M.A. at TERI, New Delhi.

7. All Ministries/ Departments/ State Governments/ UTs/ CCAs etc. are advised to give wide publicity to the programme, upload this circular on their websites for the information of all concerned and encourage the officers to apply.

Encl: Terms and conditions

Yours faithfully,



(Biswajit Banerjee)

Under Secretary to the Government of India

Telephone: 011-26194167

(E-mail: biswajitbanerjee.edu@nic.in)

Copy to:

1. The Comptroller and Auditor General of India, New Delhi
2. Secretary, Union Public Service Commission, New Delhi
3. The Election Commission of India, New Delhi

**12th One year Diploma Programme in Public Policy and Sustainable Development at the
TERI School of Advance Studies, New Delhi – commencing from 14th July, 2020**

The 12th One year Diploma Programme in Public Policy and Sustainable Development at the TERI School of Advance Studies, New Delhi, will commence from 28.07.2020. This has been designed to be a high quality programme with a set of 'Core Courses' as well as a range of 'Electives'. Under the programme conceived as a 'one-year' Diploma Programme in Public Policy and Sustainable Development, the officers will complete a 'Domestic Component' at TERI School of Advance Studies, New Delhi as well as an 'International Component' of about two weeks at a Foreign Institute. The nominated Officers will be required to develop a Policy Paper on the issue to be identified in consultation with the Ministries/Departments/State Governments etc. where they are presently working. This policy paper will have to be submitted by the officer to their respective Ministries/Departments/State Governments etc. at the end of the programme. The Ministries/Departments/States will also nominate a **Nodal Officer** of the rank of JS or above to the Government of India for mentoring and guidance to the sponsored officer for developing the policy document and coordinating with TERI School of Advance Studies in this matter.

The officers selected for the programme also have an option to continue with the programme for the second year for the Two year M.A. (Public Policy and Sustainable Development) Degree Programme, *if they so wish*, wherein they will be required to complete a dissertation while on job during the second year. Such officers will work on a dissertation under the guidance of a faculty member of the TERI School of Advance Studies, and will return to the Institute for presenting and defending the same, at the end of the second year by sparing a couple of weeks. Such officers will be awarded a degree in M.A. in Public Policy and Sustainable Development after they have completed the domestic component, International component and dissertation in the second year successfully.

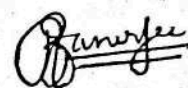
2. Eligibility:

The programme is open to officers of All India Services, Central Services (organized & non-organized, technical & non-technical), faculty members of State Administrative Training Institutes and also officers of the State Civil Services (SCS)/Non-State Civil Services (Non-SCS) subject to the following eligibility conditions:

Length of service	Officers should have completed 5 years of Group 'A' service as on commencement of the programme.
Age	The officers should have at least three years remaining service after completion of the programme.



4. Controller General of Accounts, New Delhi
5. Deputy Director General (Training), Department of Post, Dak Bhavan, New Delhi
6. Deputy Director General (Training), Department of Telecom, Sanchar Bhavan, New Delhi
7. Director (Training), Railway Board, Rail Bhavan, New Delhi
8. Director (Police), Ministry of Home Affairs for nomination of IPS Officers
9. Director General, CPWD Training Institute, Nirman Bhavan, New Delhi
10. Director, Bureau of Police Research and Development, CGO Complex, New Delhi
11. Establishment Officer, Department of Personnel & Training, North Block, New Delhi
12. Deptt. of Personnel & Training (CS Division), Lok Nayak Bhavan, New Delhi
13. Vice Chancellor, TERI School of Advance Studies, 10, Institutional Area, Vasant Kunj, New Delhi- 110070. The Vice Chancellor is requested to consider applications received on or before 09th April, 2020.
14. NIC, Training Division, for uploading the notification on DoP&T website (<http://dopt.gov.in/>) and Training Division's website (<http://dopttrg.nic.in/>).



(Biswajit Banerjee)

Under Secretary to the Government of India

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(e) The entire Programme fee [Rs. 8,58,000/- (Rs. Eight Lakh Fifty Eight Thousand Only)] need to be paid in full at the time of joining the programme or/and in any case within 30 days of commencement of programme.

(f) The Ministry/ Department/ State Government/ Organization etc. where the officer is currently posted, will meet the cost of (a) pay and allowances during the programme period, (b) travel from place of posting to Delhi and back, (c) travel towards field visits of the participants for collection of data/information for the dissertation, (d) travel to Delhi for presentation of the dissertation at the end of the programme, (e) Per-diem allowance during international immersion and (f) one time allowance of Rs.5000/- (Rupees five thousand only) for stationery etc.

4. Hostel Facilities

TERI School of Advance Studies would assist the participants in getting rented accommodation in nearby areas. The Domestic Accommodation fee would be Rs. 15,000/- (Rs. Fifteen Thousand only) per month per participant. The expenditure will be met by the Cadre Controlling Authority of the participants.

5. Conditions for officers admitted to the programme:

In case of officers, sponsored by the Government of India/State Governments for this programme, the following conditions will apply:

- (i) The entire period of training programme (institutional training of 12 months) will be treated as on duty under FR 9(6)(b)(i);
- (ii) The Ministries/ Departments/State Governments may fill up the vacancy caused by the deputation of the officers;
- (iii) For the grant of special pay/ Central deputation (Tenure allowance) (CDTA), the participants will be regulated as under:-

- (a) The officers who proceed for training programme during their tenure of central deputation will continue to receive CDTA for the period of their entitlement against Central deputation tenure. If any period of training programme falls beyond the tenure of Central deputation or the officers proceed for training programme at the end of their tenure at the Centre, CDTA will not be admissible for this period.

{Note-The tenure of central deputation in so far as it relates to this programme, would also include the period of leave upto 2 months that may be granted by the central Ministry/ Department to the officers before their repatriation to the parent cadre}



Earlier Training	The officers should not have undergone a training Programme of 12-weeks or more duration in India during a period of 5 years preceding the date of commencement of this Programme. Further, the officer should not have undergone a Programme of training abroad of more than 2-weeks in preceding 2-years, more than one month in preceding 3-years or more than six months in the preceding 5-years.
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3. Course Fees:

(a) (i) The Fee for the **Domestic Course** of the programme is **Rs. 3.96 Lakh** (Rupees Three Lakh Ninty Six Thousand Only) plus expenses towards Rural/NGO attachment subject to maximum of Rs. 30,000/- (Rupees Thirty Thousand only) [Total Domestic Component Rs. 4,26,000/-].

(ii) The Fee for the '**International Component**' of the programme is **Rs. 4.32 Lakh** (Rupees Four Lakh Thirty Two Thousand Only), which will include air fare, course fees, Boarding and Lodging costs. During the International Immersion of the programme, the Per-diem Allowance @ 25% of approved rates shall be paid to the participants.

(b) The total Domestic Course fee plus NGO/Rural attachment plus International Component would be **Rs. 8,58,000/-** (Rs. Eight Lakh Fifty Eight Thousand Only).

(c) **The entire Course Fee** (Domestic Course fee, expenses towards Rural/NGO attachment and International Course fee) would be **met by the concerned Cadre Controlling Authorities** (for example, DoP&T for IAS, Central Secretariat Service (CSS) and Central Secretariat Stenographers' Service (CSSS) Officers, MHA for IPS officers, MOEF for IFoS officers etc). However, the cost of Visa fees (if any), medical insurance etc., will be met by the Ministries/ Departments / State Governments where the officers are presently working on actual basis. All arrangements for stay abroad during the international component of the programme will be arranged by TERI through the collaborating institution and no participant will be permitted to make his/her own arrangements of stay during the training abroad.

(d) In case of officers belonging to any Group 'A' Service and working on deputation basis in a Public Sector Undertaking (PSU) the entire cost of the programme (domestic as well as international component containing course fee, *boarding* and lodging charges, airfare, per diem allowances etc.) shall be borne by the concerned PSU in which the officer is working. In the event of his/her selection, the joining of such officer in the programme is strictly subject to the confirmation of the concerned PSU to bear the entire expenditure of the programme to the institute in respect of such officer.

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- (ii) Officers on deputation to Government of India under the Central Staffing Scheme must complete at least two years of their tenure on deputation on the date of this notification to become eligible to apply for this programme. It may be noted that in respect of Officers appointed under the 'Central Staffing Scheme', 'NOC' from the Office of Establishment Officer, DOPT should be obtained before forwarding their applications/nominations for this Long Term Domestic Programme.
 - (iii) The faculty members of the State ATIs who have completed at least three years on the date of starting of the program are also eligible to apply for the programme. However, those faculty members who belong to State Civil Services need not necessarily fulfill this condition. The selected faculty members, however, would be required to stay in the ATI for next three years after completion of the programme.

7. Forwarding of nominations

- (i) Concurrence of State Governments, wherever necessary, would have to be obtained by the Cadre Controlling Authority before sending the nominations to DoP&T.
- (ii) Copy of the application form and other documents are attached. The same may also be obtained by logging on to TERI's website www.terisas.ac.in. Cadre Controlling Authorities are requested to forward duly filled applications in respect of suitable officers along with information in **PART-B**, so as to reach us on or before **09th April, 2020**.
- (iii) Nominations received after the due date will not be considered.
- (iv) In order to save time, the Officers are permitted to send an advance copy of the application to the Vice Chancellor, TERI School of Advance Studies, 10, Institutional Area, Vasant Kunj, New Delhi- 110070.
- (v) The nominations would be scrutinized and officers fulfilling the conditions of eligibility will be called for an interview by TERI School of Advance Studies. The interview date and time will be intimated to the officers by TERI School of Advance Studies. In order to save time, the officers are permitted to send an advance copy of the application directly to this office and TERI School of Advance Studies. The officers may be called for interview based on their advance applications. However, final selection will be subject to receipt of his/her formal application, duly recommended by their Cadre Controlling Authorities. Therefore, it is in the interest of the officers to get their applications routed through their Cadre Controlling Authority as early as possible.

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(b) The officers not on central deputation and also not in receipt of CDTA, whether they proceed on training programme from Delhi, or outside Delhi will not be entitled to any Special pay drawn before proceeding for the programme.

(iv) Officers of the Central Government, State Government and Union Territories coming from outside Delhi to participate in the programme will be allowed one of the following two options by the sponsoring authorities:-

(a) The officers will be treated as on duty on tour. They will draw travelling allowance as on tour and allowances as per para II (a) of the Ministry of Finance, Department of Expenditure O.M. 19030/2/86-E-IV dated 24.3.86 amended from time to time.

OR

(b) The officers will be treated as on transfer. They will not be entitled to the Government accommodation at the original place of posting.

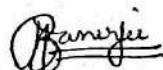
(v) In case an officer proceeding on training programme is a *bona fide* occupant of Government accommodation in the general pool controlled by the Directorate of Estates, he/she could retain the residential accommodation for the full period of the programme at his/her place of posting provided the residence is required for *bona fide* use of members of his/her family.

(vi) Officers of the Central Government entitled to facility of residential telephone at the time of joining this programme will be allowed to retain the residential telephone sanctioned to them on usual terms for six months and thereafter on the condition that the officers will pay all calls in excess of the free calls allowed by the Telecommunication Department as stipulated in Ministry of Finance (Department of Expenditure) O.M. No. 7(10)E(Coord)/79 dated 1st August, 1979 as amended from time to time.

(vii) The salary and other claims of the officers will be paid by the Ministry/Department/Office where they were last working before joining this programme.

6. Selection procedure and forwarding of nominations

(i) The Cadre Controlling Authority (CCA) should recommend names of only those Groups 'A' officers who are likely to stay with the CCA for some more time. Officers whose names have been recommended for central deputation/ or figuring in the 'offer list' for central deputation under the 'Central Staffing Scheme' should not be nominated for the PP & SD programme. Failure to withdraw the applications of such officers for the PP & SD may result in debarment of officers for central deputation for five years.



8. Bond to be executed by the officer:

Before joining the programme, the officer is required to execute a Bond to the extent that "in the event of his/her failing to resume duty or resigning or retiring from service or otherwise quitting service, without returning to duty after expiry or termination of the period of the long term programme or failing to complete the programme, or quitting the service at any time within a period of FIVE (5) years after his/her return to duty, the officer shall forthwith pay to the Government or as may be directed by the Government, on demand all charges and expenses that shall or may have been incurred by the Government for the programme i.e. all monies paid to him/her or expended on his/her account during the programme period such as pay and allowances, leave salary, cost of fee, travelling and other expenses, cost of international travel and cost of training abroad met by the Government/agency concerned together with interest thereon from the date of demand at Government rates for the time being in force on Government loans or if payment is made in a country other than India, the equivalent of the said amount in currency of that country converted at the official rate of exchange between that country and India and together with all costs between the attorney and the client.

Pamerjee

Government of India
Department of Personnel & Training
Block- IV, 3rd Floor, Old JNU Campus,
New Mehrauli Road, New Delhi- 110067
Phone No: 011-26194167, Fax No: 011-26106314,
Website: <http://dopt.gov.in>

Application for 12th One year Diploma Programme in Public Policy and Sustainable Development
(Programme Commences on 28th July, 2020 Last date of receiving application is 09th April, 2019)

(For Govt sponsored candidates)

PART-A			
1. PERSONAL DETAILS			Paste a recent passport sized photograph
Title (Mr./Ms/Dr.)			
Full name in block letters (First name, Middle name, Surname)			
Father's full name			
Mother's full name			
Gender (Put <input checked="" type="checkbox"/>)	Male <input type="checkbox"/> Female <input type="checkbox"/>	Date of birth	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> DD MM Year
Date of Superannuation	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> DD MM Year	Age as on 28-07-2020	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> Year MM
Nationality	Religion		
Caste category (Put <input checked="" type="checkbox"/>)	General <input type="checkbox"/> OBC <input type="checkbox"/> SC <input type="checkbox"/> ST <input type="checkbox"/>		
Equivalent Rank in Govt. of India	Level in Pay Matrix (as per 7 th CPC)		
2. MINISTRY/DEPARTMENT DETAILS			
Name of the Ministry/ Department			
Designation			
Office Address			
	State	PIN	
Telephone No.	Fax		
Service cadre with year of allotment			
Length of service in Group-A			
Are you presently on deputation to the Govt. of India (Put <input checked="" type="checkbox"/>)	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, from which date:	
Date of completion of tenure?			

6. DETAILS OF TRAINING PROGRAMS ATTENDED (IN INDIA & ABROAD) [Duration should be at least two weeks or more][Kindly refer to 'Earlier Training' caption under para 2 of Terms & Conditions]

Sr. No	Name of Course / Training Programme	Name of the Institution/ Place	Year	Duration (in weeks)
1				
2				
3				

7. Additional Information:- (please attach separate sheets regarding the following)

- Indicate the Public Policy area identified by you with the approval of your Ministry/Deptt./State Govt. etc. for preparation of the Policy document during the programme period.
- Briefly describe your job responsibilities and your achievements at your work place.
- What are your career goals and how does this program fit in with your plans.
- Briefly describe your publications, leadership roles, community work or any other work you consider significant for your proposed study.
- Is there any other information that you would like to provide about yourself?

8. DECLARATION

I certify that the information given in this application form is correct and true to the best of my knowledge. I agree to abide by the decision of the authorities regarding my selection to the programme.

Place:

(Signature)

Date:

Instructions:

- The application form is to be sent through the Cadre Controlling Authority.
- However, you may kindly send the Advance Copy directly to Shri Ram Meena, Section Officer (LTDP), Training Division, Department of Personnel and Training, Government of India, Room No- 403, 4th Floor, Block-4, Old JNU Campus, New Delhi-110067 [E-mail: s.meena63@nic.in] as well as to Vice Chancellor, TERI School of Advance Studies, 10, Institutional Area, Vasant Kunj, New Delhi- 110070.
- Please ensure that this application is routed through the Cadre Controlling Authority so as to reach DoPT (Training Division) latest by 09th April, 2020.
- The application envelop should be superscripted as "Application for admission in 12th PP & SD (2020-21) at TERI School of Advance Studies, New Delhi".

3. ADDRESS FOR CORRESPONDENCE				
Address				
City				
Telephone No	State	PIN		
Mobile No	Fax No			
Email ID [In capital letters] (Main and alternate)				

4. ACADEMIC RECORD					
Sr. No	Examination/ Degree/ Diploma passed	Name of the Board/Institute/ Institution	Passing Percentage/ Grade/ Division/CGPA	Year of Joining the Course	Year of Passing the Course
1					
2					
3					
4					
5					
6					

5. DETAILS OF WORK EXPERIENCE						
Sr. No	Post held	Department/ Organization	Tenure		Pay Scale	Nature of responsibility
			From	To		
1						
2						
3						
4						
5						
6						

Total experience (in years)

3311c
6. Details of Nodal Officer (of the rank of JS or above to the Government of India) nominated by the Ministry/ Department/ State Government etc. where the officer is currently working for mentoring and guidance to the Sponsored Officer for developing the policy documents.

Name: _____

Designation: _____

Office address: _____

Telephone No. : _____

Fax No. : _____

E-mail Id: _____

Cadre Controlling Authority:

Name of the Cadre Controlling Authority (Department/Ministry)	
Contact Person	
Designation	
Address	
Telephone No.	
Fax No.	
E-mail ID	

Place: _____

Date: _____

(Signature of the
Cadre Controlling Authority)

File No. _____

Office Seal (Compulsory)

PART - B

(For the use of the Cadre Controlling Authority only)

1. Is there any vigilance case pending or contemplated against the officer? (put ✓)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<hr/>		
<hr/>		

2. Is there any standing adverse entry against the officer? (put ✓)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If YES, please give details:		
<hr/>		
<hr/>		

3. Is the applicant's overall ACR grading "Very Good"? (put ✓)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<hr/>		
<hr/>		

4. Whether cadre clearance has been obtained? (put ✓)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
(For officers, who would be completing their deputation tenures prior to joining the PP & SD? In such cases, clearance of the State Government/Parent department has to be obtained)		
Has the candidate been offered a central deputation also?		
Yes <input type="checkbox"/> No <input type="checkbox"/>		
If selected, will the candidate be released for the Programme?		
Yes <input type="checkbox"/> No <input type="checkbox"/>		

5. Topic for Policy paper to be selected by the officer with the approval of the Ministry/ Department/ State Government etc. where the officer is currently working.

Format of Bond to be executed by a Government Servant before proceeding for 12th One Year
Diploma Programme in Public Policy and Sustainable Development (PP & SD) at the TERI
School of Advance Studies, New Delhi

KNOW ALL MEN BY THESE PRESENTS THAT I, _____, resident of _____, at present employed as _____ in the Ministry/Department _____, do hereby bind myself and my heirs, executors and administrators to pay to the President of India (hereinafter called the 'Government') on demand, 'all charges and expenses' that shall or may have been incurred by the Government for the programme by TERI i.e. all monies paid to me or expended on my account during the programme period such as pay and allowances, leave salary, cost of fee, travelling and other expenses, cost of international travel and cost of training abroad met by the govt./agency concerned, etc. being conducted by TERI School of Advance Studies together with interest thereon from the date of demand at Government rates, for the time being in force, on Government loans or, if payment is made in a country other than India, the equivalent of the said amount in currency of that country converted at the official rate of exchange between that country and India AND TOGETHER with all costs between the attorney and the client.

Whereas I, _____, am being deputed for PP & SD programme by TERI School of Advance Studies, New Delhi which includes 2 weeks international exposure by the Department of Personnel and Training (DoP&T), Government of India,

And whereas, for the better protection of the Government I have agreed to execute this bond with such conditions as written hereunder:

NOW THE CONDITION OF THE ABOVE WRITTEN OBLIGATION IS THAT, in the event of my failing to resume duty, or resigning or retiring from service or otherwise quitting service, without returning to duty after expiry or termination of the period of the PP & SD programme, OR failing to complete the programme, OR quitting the service at any time within a period of FIVE (5) years after my return to duty, I shall forthwith pay to the Government or as may be directed by the Government, on demand the said sum together with interest thereon from the date of demand at Government rates for the time being in force on Government loans.

And upon my making such payment the above written obligations shall be void and of no effect, otherwise it shall be and remain in full force and virtue.

The Bond shall in all respects be governed by the laws of India for the time being in force and the rights and liabilities hereunder shall, where necessary, be accordingly determined by the appropriate Courts of India

The Government of India has agreed to bear the stamp duty payable on this bond.

Signed and delivered this the _____ day of _____ month of the year 2020.

Signed and delivered by _____ (Name and Designation)

In the presence of _____ and _____

Witnesses: 1. _____
2. _____

ACCEPTED
On behalf of the President of India by the Cadre Controlling Authority
(Authorized Signatory)[Office Seal Compulsory]



कार्यकारी शिक्षा
भारतीय प्रबंध संस्थान अहमदाबाद
वस्त्रापुर, अहमदाबाद 380015

EXECUTIVE EDUCATION

INDIAN INSTITUTE OF MANAGEMENT AHMEDABAD

VASTRAPUR, AHMEDABAD 380015

Professor Ajeet N. Mathur
Conference Director, AOSPOR 2020

Dear Sir / Madam,

OFFICE OF THE CHIEF SECRETARY
GOVT. OF NCT OF DELHI

03 FEB 2020

April 2, 2019

DY. No.

CS/20/3531

Working Conference on "Authority, Organisation, Strategies and Politics of Relatedness", April 23-29, 2020 at Clarks Amer, Jaipur

Working with leaders and managers has revealed that blockages in strategy implementation are the most formidable and problematic management and leadership challenges in organisations. There are powerful ways of learning to link strategy with effective teamwork and organisation development. But these skills cannot be learnt from reading or listening to lectures or simulations or cases. This is why IIM Ahmedabad offers working conferences as an accelerated learning experience-the eleventh year we are doing so because previous offerings were much appreciated.

To integrate the learning and help transfer that to organisational roles, appropriate events are built into the conference design. Benefits to organisations include increased capacity to lead and to organise harmonious and effective teams at work for managing in rapidly changing and complex environments. I request you to make the time to read the brochure (attached) that has more details. If you have any questions, you are welcome to get in touch through email/phone with the Conference Administrator, Vidya Kadambari (vidyak@iima.ac.in) at +91-70690 74821 or with me.

Places available are limited to 48 by design. Subject to availability of places, nominations are welcome until places get filled or **March 9, 2020** whichever is earlier. Early bird discount is available for those registering by **June 29, 2019**.

Our previous working conferences on this theme have often been oversubscribed. We recommend that you decide on your nominations soonest to avoid disappointment. We look forward to receiving nominations from your organisation.

Yours sincerely,

Ajeet Mathur

Ajeet N. Mathur
Conference Director, AOSPOR 2020
Phone: +91 79 6632 4858
Mobile: +91 97147 11888
Email: anmathur@iima.ac.in

Vidya Kadambari

Vidya Kadambari
Conference Administrator, AOSPOR 2020
Phone: +91 79 6632 4466
Mobile/Whats App: +91 70690 74821
Email: vidyak@iima.ac.in

Enclosed: Brochure and Nomination form

Phone: +91-79-6632 4461 to 69 and 4472 to 77 • Fax: +91-79-2630 0352 (ExEd) / 2630 6896 (General)
Email: vidyak@iima.ac.in • Website: <http://www.iima.ac.in/exed/AOSPOR2020/>

NOMINATION FORM



Working Conference on Authority, Organisation, Strategies and Politics of Relatedness (AOSPOR)

April 23 - 29, 2020 at Hotel Clarks Amer, Jaipur

Closing Date for
Nominations

Monday, March 9, 2020

Note: See brochure for discount on registrations done by Saturday, June 29, 2019

Send the completed form to:

Ms. Vidya Kadambari

Conference Administrator, AOSPOR 2020

Executive Education Office, Indian Institute of Management Ahmedabad, New Campus, Vastrapur, Ahmedabad - 380015

• Phone: +91-79-6632 4466 • Mobile: +91- 70690 74821 • Fax: +91-79-2630 0352 • Email: vidyak@iima.ac.in

TO BE FILLED BY THE NOMINEE

Name					
Male		Female		Age	
Designation					
Organisation					
Address for communication					
City		Pin		Fax	
Phone	(Office)		(Residential)		
Email				Mobile	
Current role and responsibilities					
How would you wish your name to appear in the Conference Name Badge?					

EDUCATION

Degree/Diploma/Certificate	Subject(s)	Year	College/University/Institution

WORK EXPERIENCE

Organisation (current first)	Position	Years of experience

Previous group relations conference/other experiential learning course, if any			
Programme title		Duration	Year
Dietary/health related requirements, if any			
Veg / Non Veg	Dietary restrictions, if any	Special needs	Anything else
Your expectations from this working conference?			
Designation of role - holder to whom you report			
How would you wish your name to appear in the Conference Certificate?			

Date: _____

Signature of Participant: _____

TO BE FILLED BY THE SPONSOR			
Name of the Sponsor		Designation	
Organisation			
Tax Deduction Account Number (T.A.N.)			
Permanent Account Number (P.A.N.)			
GST Registration Number			
Address for communication			
City		Pin	
Phone		Fax	
Email			
Information about your Organisation			
Total assets (last year)		Total sales turnover (last year)	
Major products / services			
Form of Organisation	Proprietary	Partnership	Public Sector
			Public/ Private Ltd.
			Others (specify)

Date: _____

Sponsor's Signature: _____

Kindly indicate how you learnt about this EEP

1. Advertisement (Please specify): _____ 3. Direct Mailing (Yes/No): _____
 2. Website/Email: _____ 4. Others (Please Specify): _____

Payment Details ECS Details

IIM Ahmedabad YES Bank Account Number: 9369EEP, IFSC: YESB00000007, SWIFT Code: YESBINBB

1. Amount _____; 2. Transaction Ref. No. _____ and Date _____
 3. A/c. from which the payment is made _____; 4. Purpose of Remittance: AOSPOR 2020

From : Chairperson PGPPM <pgppmchair@iimb.ac.in>
Subject : DoPT Notification for PGPPM at IIMB
To : PGPPM Office <pgppmoffice@iimb.ac.in>

Tue, Feb 11, 2020 03:57 PM

1 attachment

Dear Sir/ Madam,

Greetings from Indian Institute of Management Bangalore (IIMB).

I am writing to you in connection with our Post Graduate Programme in Public Policy and Management (PGPPM) is now a Degree Granting Programme offered at IIMB. PGPPM was started with assistance from UNDP and Government of India. It was originally initiated for the officers in mid-career in government of India and subsequently offered to candidates from outside the government. Though the programme has been designed for officers of central/state governments and PSUs, the focus so far was on the civil service officers of Government of India. We would like to extend this programme for the officers of state governments and PSUs as well.

In this connection, we request your office to circulate the programme information to your colleagues, cadres, and officers association and circles to give widest possible circulation. Please find attached the DoPT notification for PGPPM 2020-21 batch for your kind information and reference. The last date for submission of application for Government sponsored candidates is **March 2, 2020** and the programme will commence from **April 24, 2020**.

For any clarification, please feel free to contact us.

Thanking you,

Best Regards,

Anil B Suraj
Associate Professor of Practice,
Chairperson,
Post Graduate Programme in Public Policy & Management (PGPPM)
Indian Institute of Management Bangalore
Phone: 080 26993265/2699 3490
Email : pgppmchair@iimb.ac.in

Attention: iimb.ac.in is our new domain

***** Disclaimer *****

This email message, its content and any files transmitted with it are intended solely for the originally intended addressee(s) and may be

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15/02/20

Sh. Poojashri

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No.T-13011/1/2020-LTDP
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training
(Training Division)

3rd Floor Block-IV, Old JNU Campus,
New Mehrauli Road, New Delhi-110067,
Dated: 07th February, 2020

To

1. Secretaries (All Ministries/Departments in Government of India)
2. The Chief Secretaries to all State Governments
3. Administrators of Union Territories
4. Directors General/Directors of State Training Institutions

Sub: 19th Post Graduate Degree Programme in Public Policy and Management during 2020-21 at the Centre for Public Policy, Indian Institute of Management, Bangalore— Regarding.

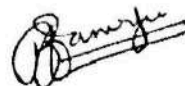
Sir/Madam,

The 19th Post Graduate Degree Programme in Public Policy and Management (PGPPM) is scheduled to commence at the Centre for Public Policy (CPP), Indian Institute of Management, Bangalore (IIMB) from **24th April, 2020** for which reporting and registration at IIM-B campus will also be held on same day. Unlike the previous batches of this programme, **PGPPM is now a Degree programme.**

2. The programme is meant for officers of All India Services, Central Services—organized & non-organized, technical & non-technical, faculty members of State Administrative Training Institutes and also for officers of the State Civil Services (SCS) & Non-State Civil Services (Non-SCS) and has been designed to be a high quality programme with a set of 'Core Courses' as well as a range of 'Electives'. The selected officers will be required to complete the 'Domestic component' at IIMB as well as the 'International component (about 2 weeks)' at an International School during the duration of the programme.

3. Details of the 'Terms and Conditions' of the programme, application form and other documents are enclosed to this letter. Details of the programme are also available at IIMB's website <https://www.iimb.ac.in/programmes/pgppm> and DoP&T, Training Division's website <http://dopttrg.nic.in/>. → Programmes → PGPPM, IIM-Bangalore.

4. The nominated Officers will be required to develop a Policy Paper on the issue to be identified in consultation with the Ministries/ Departments/ State Governments etc. where they are currently working.



325/c

This Policy Paper will have to be submitted by the officer to their respective Ministries/ Departments/ State Governments etc. at the end of the programme. The Ministries/ Departments/ State Governments will also nominate a Nodal Officer of the rank of Joint Secretary or above to the Government of India for mentoring and guidance to the sponsored officer for developing the Policy document and co-ordinating with IIM-B in the matter.

5. Nominations of suitable officers in the prescribed pro-forma may please be sent to this Department through their Cadre Controlling Authorities so as to reach us on or before 2nd March, 2020. Nominations received after this date will not be considered. The nominations would be scrutinized and officers fulfilling the conditions of eligibility will be called for interview by IIM-B. The interview Date, time & place will be intimated to the officers by IIM-B. In order to save time, the officers are permitted to send an Advance Copy of their applications directly to this office & IIM-B. The officers will also be called for interview based on their advance applications. However, final selection will be subject to receipt of his/her formal application, duly recommended by the Cadre Controlling Authorities along with Vigilance Clearance. Therefore, it is in the interest of the officers to get their applications routed through their Cadre Controlling Authorities as early as possible.

6. Further details with regard to this programme may be ascertained from Shri Sharath Kumar K Rao, Administrative Officer, PGPPM Office, Indian Institute of Management, Bannerghatta Road, Bangalore-560076 (Phone No. 080-26993326/ 3265, Fax No. 080-26584050, E-Mail: pgppmoffice@iimb.ernet.in) and websites of IIMB.

7. All Ministries/ Departments/ State Governments/ UTs/ CCAs etc. are advised to give wide publicity to the programme, upload this circular on their websites for the information of all concerned and encourage the officers to apply.

Encl: Terms and conditions

Yours faithfully,



(Biswajit Banerjee)

Under Secretary to the Government of India

Telephone: 011-26194167

(E-mail: biswajitbanerjee.edu@nic.in)

Copy to:

1. The Comptroller and Auditor General of India, New Delhi
2. Secretary, Union Public Service Commission, New Delhi
3. The Election Commission of India, New Delhi

3246

4. Controller General of Accounts, New Delhi
5. Deputy Director General (Training), Department of Post, Dak Bhavan, New Delhi
6. Director (Training), Railway Board, Rail Bhavan, New Delhi
7. Director (Police), Ministry of Home Affairs for nomination of IPS Officers
8. Director General, CPWD Training Institute, Nirman Bhavan, New Delhi
9. Director, Bureau of Police Research and Development, CGO Complex, New Delhi
10. Establishment Officer, Department of Personnel & Training, North Block, New Delhi
11. Director (HRD), Ordnance Factory Board, 10-A, SK Bose Road, Kolkatta
12. Director, IIMB, Bannerghatta Road, Bangalore-560076
13. Chairperson, PGPPM, Centre for Public Policy, Indian Institute of Management, Bannerghatta Road, Bangalore-560076. The Chairperson is requested to consider applications received on or before **2nd March, 2020** based on their eligibility for calling the officers for the interview.
14. Additional Secretary & FA, Ministry of Home Affairs, North Block, New Delhi- 110 001
15. NIC, Training Division, for uploading the notification on DoP&T website (<https://dopt.gov.in/>) and Training Division's (<http://dopttrg.nic.in/>) website.



(Biswajit Banerjee)

Under Secretary to the Government of India