

Fwd: Registration started for the Two-day Capsule Course on Disaster Mitigation and Management scheduled to be held during 25-26 June 2025 at NITS, Noida

gobk



Shri Dharmendra <csdelhi@nic.in>

Wed, 21 May 2025 4:14:25 PM +0530

To "Sh Anil Kumar Singh" <secservices@nic.in>, "Divisional Commissioner" <divcom@nic.in>, "Shri Navin K. Choudhary" <psud@nic.in>

From: "Harleen Kaur" <astolg.delhi@nic.in>

To: vcdda@dda.org.in, "Shri Dharmendra" <csdelhi@nic.in>, "Spl. Secretary to LG" <jslg.delhi@gov.in>, "Sonika Singh" <pstolg.delhi@nic.in>

Sent: Wednesday, May 21, 2025 4:05:17 PM

Subject: Fwd: Registration started for the Two-day Capsule Course on Disaster Mitigation and Management scheduled to be held during 25-26 June 2025 at NITS, Noida

From: "Sh. Ashish Kundra, IAS, Pr. Secretary to LG" <seclg@nic.in>

To: "Harleen Kaur" <astolg.delhi@nic.in>

Sent: Wednesday, May 21, 2025 3:53:44 PM

Subject: Fwd: Registration started for the Two-day Capsule Course on Disaster Mitigation and Management scheduled to be held during 25-26 June 2025 at NITS, Noida

From: "NITS BIS" <nits@bis.gov.in>

To: vcdda@dda.org.in, "Sh. Ashish Kundra, IAS, Pr. Secretary to LG" <seclg@nic.in>, "SURENDRA SINGH" <sslg.delhi@gov.in>, "Sonika Singh" <pstolg.delhi@nic.in>

Cc: "Madhurima Madhav" <madhurima@bis.gov.in>

Sent: Wednesday, May 21, 2025 2:14:09 PM

Subject: Registration started for the Two-day Capsule Course on Disaster Mitigation and Management scheduled to be held during 25-26 June 2025 at NITS, Noida

Sanmen Singh
20/5/25

Spl. Secy (Sec)

भारतीय मानक ब्यूरो
Bureau of Indian Standards

21/5

27/5

Sh. Anil
D. S. Singh

28.5.25

20/5/25

805/C

राष्ट्रीय मानकीकरण प्रशिक्षण संस्थान
National Institute of Training for Standardization
ए 20-21, इंस्टीट्यूशनल एरिया, सेक्टर 62, नोएडा -201301
A 20-21, Institutional Area, Sector 62, NOIDA-201301

Respected Madam/Sir,

Bureau of Indian Standards, the National Standards Body of the country is organizing a Capsule Course on Disaster Mitigation and Management during 25-26 June 2025 at NITS, Noida. The course is designed for architects and engineers of construction agencies as well as emergency/risk management officials of various departments, preferably those with technical background. Key topics which will be covered in the course includes, earthquake, cyclone, landslide, and lightning risk mitigation, retrofitting, societal security, and disaster response.

Key Highlights of the Training are listed below:

- **Certificate of Participation:** All participants will receive a Certificate of participation upon completion of the course.
- **Practical Insights:** The training module includes detailed coverage of concerned codes and standards and their practical applications
- **Faculties:** Esteemed members involved in the concerned technical committees of BIS.

For more details about the course, please click on the link given below or read the attached Brochure:

https://www.services.bis.gov.in/php/BIS_2.0/trainings/index.php/HomeUser/annual_action_calendar_by_category/19

There is no training fee for Government officials (Central/States/UTs) officially nominated by the Head of their Department/Organization for the training course.

We kindly request you to attend/depute officials to participate in this training programme. For registering to the course, kindly use the link as above. In case of any difficulty in registering for the course, you may send the nominations for the course through email to madhurima@bis.gov.in (with a copy to nits@bis.gov.in). In such a case, we will facilitate on-spot registration and payment of course fees and hostel fees, if applicable.

Accommodation at NITS' hostel is available at a nominal cost. Charges are as below:

- Rs. 1500/- plus GST per person per night for room on double sharing basis; and
- Rs. 2000/- plus GST per person per night for room on single occupancy.

Considering that the seats are limited and would be provided on first come first serve basis, we once again request you to register or nominate officials/faculties from your organization/institute for the course, at the earliest.

We kindly request you to further disseminate this information to all stakeholders concerned to enable them to participate in the training programme, and support us in our endeavours towards national capacity building.

In case of any further query, please contact the undersigned.

guy/c

Thanking you and with regards,

मधुरिमा माधव / Madhurima Madhav

वैज्ञानिक 'ई'/निदेशक //Scientist 'E'/Director

राष्ट्रीय मानकीकरण प्रशिक्षण संस्थान /

National Institute of Training for Standardization

भारतीय मानक ब्यूरो/Bureau of Indian Standards

(उपभोक्ता मामले, खाद्य एवं सार्वजनिक वितरण मंत्रालय) /

(Ministry of Consumer Affairs, Food & Public Distribution)

ए-20 एवं 21, इंस्टीट्यूशनल एरिया/A-20 & 21, Institutional Area

सेक्टर/Sector 62, नोएडा/Noida

गौतम बुद्ध नगर/Gautam Buddh Nagar

पिन/Pin: 201301

उत्तर प्रदेश/Uttar Pradesh

मोबाइल/Mobile: +91 9560886417

ईमेल/email: nits@bis.gov.in, madhurima@bis.gov.in

803k

—
Regards
O/o The Chief Secretary, Delhi

1 Attachment(s)

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Capsule Course on
**Disaster Mitigation
and Management**

25 - 26 June 2025



NATIONAL INSTITUTE OF TRAINING FOR STANDARDIZATION
BUREAU OF INDIAN STANDARDS

Ministry of Consumer Affairs, Food & Public Distribution
Government of India

30/11/20

Bureau of Indian Standards (BIS) being the National Standards Body of the country discharges multitude of functions and services for enhancing the quality ecosystem in the Country. The activities of BIS include standards formulation at national and international level, conformity assessment schemes (Product Certification, Systems Certification, Registration and Hallmarking) testing and training. All these activities are carried out through their network of headquarters, regional and branch offices and labs spread throughout the country.

During the last two decades, significant number of natural disasters such as earthquakes, landslides, cyclones etc, had occurred in our country leading to a huge loss of life and property. These losses have shown that the built environment was fragile, and needed adequate attention. It has been found that most of the casualties occurred in these devastating events are due to the collapse of buildings and structures, which had no safeguarding features or are not properly designed. This emphasizes the need for taking many initiatives, including strict compliance of municipal bye-laws and design codes in India and creating awareness among concerned stakeholders for implementation of the various provisions in the concerned standards.

Adoption of the latest standards in this field is the key solution to make disaster resilient infrastructure. Design codes must also be effectively enforced to ensure that buildings and their occupants benefit from advances in the provisions and guidelines covered in them.

BIS has formulated a number of standards in the field of disaster mitigation. These standards provide the good practices for structural design of buildings and enhance the resilience and safety of structures during natural disasters. Other standards relating to assessment and retrofitting of buildings provide guidance to improve the structural stability and resilience of the existing buildings. In addition to above, BIS Standards relating to societal safety, such as those for early warning system, planning for mass evacuation etc, are also important to effectively deal with emergency situations. Here are some key standards that contribute to disaster mitigation and management -

1. IS 1893 (Part 1): 2016 – Criteria for Earthquake Resistant Design of Structures
2. IS 4326: 2013 – Earthquake Resistant Design and Construction of Buildings - Code of Practice
3. IS 13920: 2016 – Ductile Design and Detailing of Reinforced Concrete Structures Subjected to Seismic Forces - Code of Practice
4. IS 15498: 2023 – Improving the Cyclonic Resistance of Low-Rise Houses and Other Buildings - Guidelines
5. IS 17163: 2020 – Site Specific Investigation and Stability Analysis of Landslides — Guidelines
6. IS 14680: 1999 – Landslide Control - Guidelines
7. IS 17164: 2020 – Design and Construction of Cyclone Shelters — Guidelines
8. IS 17848: 2022 – Confined Masonry for Earthquake Resistance Code of Practice
9. IS 17951: 2023 – Method for Determination of Performance Relating to Safety of External Building Envelope Impacted by Wind Borne Debris
10. IS 18168: 2023 – Earthquake Resistant Design and Detailing of Steel Buildings - Code of Practice
11. IS 18289: 2023 – Post - Earthquake Safety Assessment of Buildings — Guidelines
12. IS/ISO 22315: 2014 – Societal Security — Mass Evacuation — Guidelines for Planning
13. IS/ISO 22322: 2015 – Societal Security — Emergency Management — Guidelines for Public Warning
14. IS/ISO 22328-1: 2020 – Security and Resilience — Emergency Management — Part 1 General Guidelines for the Implementation of Community Based Disaster Early Warning System

Capacity building and awareness of professionals and concerned authorities on the latest provisions in the above standards is crucial for Disaster Mitigation to ensure the safety and resilience of structures during natural disasters for mitigating potential risks to life and property. It is also pertinent to train them about conducting post disaster needs assessment for long term recovery and reconstruction. Accordingly, Two-Day capsule courses are being organized by BIS at NITS, Noida to sensitize the stakeholders about these standards for their copious implementation.

Who should attend?

- Buildings Professionals such as Architects, Engineers, Town Planners, and officials of Town and Country Planning Departments, Development Authorities, Municipal Corporations, State Housing Boards, State PWDs, State Disaster Management Authorities and all those concerned with city planning, building regulation, and planning, design, construction and maintenance of disaster resilient buildings & built assets and facilities and officials involved in emergency management.

Course Schedule & Duration

- The Course is of 2 days duration scheduled during **25-26 June 2025** at **National Institute of Training for Standardization (NITS), Noida**. The Course is classroom-based and will be held in physical mode only.

Fees

- Rs. 1,500/- plus applicable GST (for two-day course).

*No training fees for Government officials (Central/States/UTs) officially nominated by the Head of their Department/Organization.

How to Apply?

- Application has to be made through BIS Training Portal through the following link www.manakonline.in or by emailing filled-up application form to nits@bis.gov.in (please see the details given after the Training Module).

Criteria for Selection and Batch Size

- Batch size – 40
- Selection on First come First serve basis

Certification

- Certificate of participation on completion of the course.

Venue

- The course will be run by NITS, Noida at its campus at:
National Institute of Training for Standardization
A-20&21, Institutional Area
Sector 62, Noida 201309
(Uttar Pradesh)
Location:

http://www.google.co.in/maps/place/National+Institute+of+Training+for+Standardization/@28.6281237,77.3642317,17z/data=!3m1!1e3m!1s0x390ce54fd3e943a3:0x99d1c8f1dfb50f8m2!3d28.628119!5d77.3658066!16s%2F%2F1h%18hwm7entry%3Fg_ep=EgoyMDI1MDQyMC4wOXMDSoASAPQAw%3D%3D

- Hostel facilities at NITS, Noida can be availed on payment basis.

TRAINING MODULE

799/c

TWO-DAY CAPSULE COURSE ON DISASTER MITIGATION AND MANAGEMENT 25-26 JUNE 2025

Time	Topic	Faculty
Day 1 (25 June 2025, Wednesday)		
09:00 h – 09:30 h	Registration	NITS Team
09:30 h – 11:00 h	Water and Climate Change related Risk Mitigation	To be decided
11:00 h – 11:15 h	Tea Break	
11:15 h – 12:45 h	Seismic Risk Mitigation	Prof. Rupen Goswami Professor (Civil Engg.), IIT Madras
12:45 h – 13:30 h	Lunch Break	
13:30 h – 14:30 h	Cyclonic Risk Mitigation	Dr P. Harikrishnan Chief Scientist & Head (Wind Engg. Lab), CSIR-SERC, Chennai
14:30 h – 16:00 h	Post Disaster Needs Assessment	To be decided
16:00 h – 16:15 h	Tea Break	
16:15 h – 17:45 h	Lightning Protection	Dr K. Janakiraman Head-Market Development, OBO Bettermann India Pvt Ltd, Oragadam
DAY 2 (26 June 2025, Thursday)		
09:30 h – 11:00 h	Societal Security and Emergency Management	Dr Sri Kalyana Rama Jyosyula Associate Professor, Mahindra University, Hyderabad
11:00 h – 11:15 h	Tea Break	
11:15 h – 12:45 h	Landslide Risk Mitigation	Dr Ajay Chaurasia Chief Scientist, CSIR-CBRI, Roorkee
12:45 h – 13:30 h	Lunch Break	
13:30 h – 15:00 h	Disaster Risk Reduction and Capacity Building	Dr Jog Bhatia Senior Consultant cum Director Training, MGSIPA, Chandigarh
15:00 h – 15:15 h	Tea Break	
15:15 h – 16:45 h	Retrofitting of Structures	Shri Nitin S. Verma Founder & Managing Partner, Aadhar Consultancy and Infrastructure, Noida
16:45 h – 17:15 h	BIS Website – A Useful Resource	Smt Madhurima Madhav Sec. 'E'/Director (NITS), BIS
17:15 h – 17:30 h	Feedback and Certificate Distribution	NITS Team

7/8/25

National Institute of Training for Standardization (NITS)
Bureau of Indian Standards

**CAPSULE COURSE ON DISASTER
MITIGATION AND MANAGEMENT**

DATE: 25-26 JUNE 2025

VENUE: NITS, NOIDA

PROCEDURE

The Application has to be made through BIS "Training Portal" as explained below

VISIT the **E-BIS Website:** www.manakonline.in

CLICK on the **"Training"** Head

LOGIN by clicking on the blue **"LOGIN"** button on the top right corner

SIGNUP by clicking on **"SIGNUP"** on the Member Login Page if you are not a member otherwise **"SIGN IN"** using your credentials

FILL OUT all the fields and click on **"REGISTER"** and complete the registration process.

CHOOSE the course you want to apply for, fill in the required information and **"PAY"** the requisite fee.

For any further queries, you may contact:

Smt. Madhurima Madhav
Scientist-E/Director (NITS)
madhurima@bis.gov.in
Mobile: 9560886417



राष्ट्रीय मानकीकरण प्रशिक्षण संस्थान, नोएडा/NATIONAL INSTITUTE OF TRAINING FOR STANDARDIZATION, NOIDA
भारतीय मानक ब्यूरो/ BUREAU OF INDIAN STANDARDS

Nomination Form

Name of the Programme			
Date of the Programme		Venue:	
Sponsoring Organization (OR In Individual Capacity) with complete Address			
Telephone /Mobile Number			
Organization/Firm GST No.			
Email ID			

Participants Details

Sl. No.	Name (IN CAPITAL LETTERS)	Designation	Contact No.	Email
1.				
2.				
3.				
4.				
5.				

Will you stay in Hostel?		If yes, please mention the date and time					
Yes	No	Arrival	Date	Time	Departure	Date	Time

Details of Payment (in Rupees)

Training Fees *	Hostel Charges *	GST **	Discount, if any	Total amount

Mode of Payment

Name of Bank	UTR No. & Date of transaction # (for NEFT/Net banking/ IMPS/UPI payment)	Amount (in Rs.)

* For Training/hostel fees, see NITS Training Calendar at BIS website www.bis.gov.in. (Stay in hostel is charged on Night stay basis).
For payments by NEFT, Payment should be made to Bureau of Indian Standards, Savings A/c No. 712210100000650, Bank of India, Sec-62 Noida, Branch Code 7122, IFSC Code BKID0007122.
NITS GST No. 09AAATB0431G2Z8, SAC Code: 999294 Applicable GST@ 18% on Training fee and Hostel fee.

Date: _____

Signature and Seal _____

The nomination form should preferably be scanned and e-mailed to madhurima@bis.gov.in, nits@bis.gov.in, hnits@bis.gov.in and reach NITS at least one week before the programme date. For sending hard copy, letter may be addressed to:
Head, National Institute of Training for Standardization (NITS), Bureau of Indian Standards, A - 20& 21, Institutional Area, Sector - 62, NOIDA - 201309 (U. P.)
Phones: 0120 - 4670227, 4670232, Email: madhurima@bis.gov.in, nits@bis.gov.in, hnits@bis.gov.in, Website: <http://www.bis.gov.in>

Important:

- Participants are requested to get the confirmation from NITS, whether, nomination has been accepted or not before attending the programme.
- Rules for Refund of Training & Hostel Fees:**
 - A refund of full fees shall be made when cancellation/withdrawal of nomination is made **at least 15 days** in advance of the date of the training.
 - Cancellation/withdrawal of nomination is made **less than 15 days** in advance of the date of the training programme or is not informed, a **cancellation charge of 25%** of the training fees would be levied. The balance amount after deducting the cancellation charges would be returned.

796/E



Reach Us

National Institute of Training for Standardization
Bureau of Indian Standards
A 20&21, Institutional Area,
Sector 62, NOIDA 201309, UP
Phone: +91 120 4670227 / 232
Email: nits@bis.gov.in, huits@bis.gov.in



bis.gov.in

Fwd: Prevention, Prohibition and Redressal of Sexual Harassment of Women at Work
Place by ISTM

495/c

Shri Dharmendra <csdelhi@nic.in>

Thu, 15 May 2025 2:03:30 PM +0530



To "Sh Anil Kumar Singh"<secservices@nic.in>,"Ms. Mitali Namchoom"<wcd@nic.in>

From: "Institute of Secretariat Training and Management (ISTM)" <istm@nic.in>
To: cvo@ucobank.co.in
Sent: Thursday, May 15, 2025 1:22:39 PM
Subject: Prevention, Prohibition and Redressal of Sexual Harassment of Women at Work Place by ISTM

ISTM

Sir/Madam,

We are pleased to inform you that Institute of Secretariat Training & Management (ISTM) will be conducting a Training Programme, highlights of which is as under:

Course Name :	Prevention, Prohibition and Redressal of Sexual Harassment of Women at Work Place
Course Code :	POSH-27
Date :	06 Aug 2025 to 07 Aug 2025
Mode :	Offline

For more details, click here for "COURSE CIRCULAR" and please visit our website at www.istm.gov.in.

Regards

Moloy Sanyal

Faculty Consultant

Institute of Secretariat Training & Management

Department of Personnel and Training (DoP&T)

JNU Campus (OLD), Olof Palme Marg,

New Delhi - 110067

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D. S. S. S.
Sh. Singh
S. S. S. S.
S. S. S. S.

Regards
O/o The Chief Secretary, Delhi

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20/05/28

Subject: Workshop on Financial Management in Government by ISTM

Sir/Madam,

We are pleased to inform you that Institute of Secretariat Training & Management (ISTM) will be conducting a Training Programme, highlights of which is as under:

Mode : Offline

For more details, click here for "COURSE CIRCULAR" and please visit our website at www.istm.gov.in.

Regards

Vipin Kumar Bhargava

Deputy Director

Institute of Secretariat Training & Management

Department of Personnel and Training (DoP&T)

JNU Campus (OLD), Olof Palme Marg,

New Delhi - 110067

Regards

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Shri Dharmendra <csdelhi@nic.in>

Mon, 19 May 2025 4:24:11 PM +0530

To "Sh Anil Kumar Singh"<secservices@nic.in>



From: "Institute of Secretariat Training and Management (ISTM)" <istm@nic.in>

To: jsns@ddpmod.gov.in

Sent: Monday, May 19, 2025 4:20:45 PM

Subject: Monitoring & Evaluation of Government Schemes by ISTM



Sir/Madam,

We are pleased to inform you that Institute of Secretariat Training & Management (ISTM) will be conducting a Training Programme, highlights of which is as under:

Course Name : Monitoring & Evaluation of Government Schemes

Course Code : MEGS-11

Date : 01 Sep 2025 to 01 Sep 2025

Mode : Online

For more details, click here for "COURSE CIRCULAR" and please visit our website at www.istm.gov.in.

Regards

Bhagaban Padhy

Deputy Director

Institute of Secretariat Training & Management

Department of Personnel and Training (DoP&T)

JNU Campus (OLD), Olof Palme Marg,

New Delhi - 110067

M. Col. Louis
SS(Secretary)
DSE(S) 6
21.5.25
So (EDN)
Subj
96
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Regards

29/1/20

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Tue, 20 May 2025 11:48:36 AM +0530

Subject: Statistical Tools and Techniques by ISTM

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Regards

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10494(B)
22/05/2025

788k

Shri Dharmendra <csdelhi@nic.in>

Tue, 20 May 2025 11:50:57 AM +0530

To "Sh Anil Kumar Singh" <secservices@nic.in>, "arupdate" <arupdate@nic.in>

From: "Institute of Secretariat Training and Management (ISTM)" <istm@nic.in>

To: jsns@ddpmod.gov.in

Sent: Tuesday, May 20, 2025 10:58:05 AM

Subject: Work Life Balance & Anger Management by ISTM



Sir/Madam,

We are pleased to inform you that Institute of Secretariat Training & Management (ISTM) will be conducting a Training Programme, highlights of which is as under:

Course Name : Work Life Balance & Anger Management

Course Code : WLBAM-04

Date : 18 Aug 2025 to 19 Aug 2025

Mode : Offline

For more details, click here for "[COURSE CIRCULAR](#)" and please visit our website at www.istm.gov.in.

Regards

Priyanka Dhull

Deputy Director

Institute of Secretariat Training & Management

Department of Personnel and Training (DoP&T)

JNU Campus (OLD), Olof Palme Marg,

New Delhi - 110067

--

Regards

7871C

Shri Dharmendra <csdelhi@nic.in>

Tue, 20 May 2025 11:58:01 AM +0530

To "Sh Anil Kumar Singh"<secservices@nic.in>

786/K
10494 (A)
22/05/2025

From: "Mukesh Kumar" <mukesh.kr07@gov.in>

To: "K. Vijayanand, IAS" <cs@ap.gov.in>, "Chief Secretary, Bihar" <cs-bihar@nic.in>, "Chief Secretary Office Chhattisgarh" <csoffice.cg@gov.in>, "Dr. V Candavelou IAS" <cs-go@nic.in>, "Manish Kumar Gupta" <cs-arunachal@nic.in>, "Dr. Ravi Kota" <cs-assam@nic.in>, csguj@gujarat.gov.in, "Prabodh Saxena" <cs-hp@nic.in>, "Sh. Anurag Rastogi, IAS" <cs@hry.nic.in>, branchtrg@gmail.com, "Alka Tiwari" <cs-jharkhand@nic.in>, cs@karnataka.gov.in, chiefsecy@kerala.gov.in, "Anurag Jain" <cs@mp.nic.in>, chiefsecy@maharashtra.gov.in, "cs-manipur" <cs-manipur@nic.in>, "cso-meg" <cs-meg@nic.in>, "cs-mizoram" <cs-mizoram@nic.in>, "Jan e Alam, Chief Secretary Nagaland" <csnagl@nic.in>, "Shri Manoj Ahuja" <csori@nic.in>, "Chief Secretary Punjab" <cs@punjab.gov.in>, csraj@rajasthan.gov.in, "Shri Ravindra Telang, IAS" <cs-skm@hub.nic.in>, cs@tn.gov.in, "CS Telangana" <cs@telangana.gov.in>, "cs-tripura" <cs-tripura@nic.in>, "CHIEF SECRETARY OFFICE GOVT OF UP" <csup@nic.in>, "chief secretary" <cs-uttaranchal@nic.in>, "Dr. Manoj Pant" <cs-westbengal@nic.in>, "Dr. Chandra Bhushan Kumar IAS" <cs-andaman@nic.in>, admn-chandigarh@nic.in, "Administrator DNH DD" <administrator-dd-dnh@nic.in>, "Shri Dharmendra" <csdelhi@nic.in>, "Praful Patel" <lk-admin@nic.in>, "Dr Sharat Chauhan, I.A.S , Chief Secretary to Government, Government of Puducherry" <cs.pon@nic.in>, "cs-jandk" <cs-jandk@nic.in>, "Advisor to LG" <advisor-lg-ladakh@gov.in>, "Tanu Shree" <directordhti@caomod.nic.in>

Cc: "Manoj Kataria" <manoj.kataria14@nic.in>, "UMA MAGESH (US-PSU)" <uma.magesh@nic.in>, "Vijay S" <vjays@cag.gov.in>

Sent: Thursday, May 15, 2025 4:56:39 PM

Subject: Long Term Domestic Training Programme "One-year Digital Transformation Programme" (DTP) in Indian Institute of Management - Kozhikode (IIMK) - 2025-26.

Respected Ma'am/Sir,

Kindly find the attachement on the subject mentioned above.

With Regards,

Mukesh Kumar,
ASO (LTDP),
Training Division,
DoPT, New Delhi 110067

785/C

Regards
O/o The Chief Secretary, Delhi

1 Attachment(s)

Signed Circular of 1st DTP at Il...
576.6 KB

784/c

No. T-13017/4/2025-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: 15th May, 2025

To

1. Secretaries (All Ministries/Departments in Government of India)
2. The Chief Secretaries to all State Governments
3. Administrators of Union Territories
4. All the Cadre Controlling Authorities
5. Directors General/Directors of Central & State Training Institutes

Sub: Long Term Domestic Training Programme "One-year Digital Transformation Programme" (DTP) in Indian Institute of Management – Kozhikode (IIMK) – 2025-26

Sir/Madam,

It is hereby informed that **Indian Institute of Management – Kozhikode** in Collaboration with this Department is offering a Long Term Domestic Programme on "One-year Digital Transformation Programme" (DTP) from July 28th, 2025. DTP is designed as a 1 year hybrid programme and will be carried out at IIM Kozhikode Campus.

Course pedagogy:

2. The DTP has been conceptualized as an officer friendly domestic training programme on Digital Transformation without any international component. This provides the advantage of minimal dislocation of officers from their workplaces and allows them to continue with their current assignment/posting during the duration of the course. The Digital Transformation Programme for Senior Officers is a year-long, high-impact executive education initiative designed to equip senior professionals with the strategic insight, digital capabilities, and leadership acumen needed to drive transformative change within their organizations. This comprehensive 200-hour (one-year) programme combines academic rigor with practical relevance across 11 cutting-edge modules.

3. Structured across three academic terms and two immersive in-campus modules, the programme provides a deep dive into the strategic, technological, analytical, and organizational dimensions of digital transformation. Participants will explore emerging technologies, data-driven decision-making, agile leadership, platform ecosystems, legal

consideration, and risk governance – culminating in a Capstone Project where they develop a tailored digital transformation roadmap for their organization. Blending in-campus residencies, live online classes, industry interactions, and hands-on project work, the programme fosters a peer learning environment that enables participants to reflect, collaborate, and lead digital initiatives with clarity and confidence. Whether in the public sector, traditional industries, or tech-forward enterprises, this programme empowers senior officers to become architects of sustainable digital change.

283/c

4. The programme is open to officers belonging to All India Services (Indian Administrative Service, Indian Police Service and Indian Forest Service), Central Civil Services (Group 'A'), faculty members of State Administrative Training Institutes (ATIs) and Central Training Institutes (CTIs) and also Officers of the State Civil Services (Group 'A') subject to the eligibility conditions as enclosed.

5. Details of the '**Terms and Conditions**' of the programme, application form and other documents are enclosed with this letter. Further details with regard to this programme may be ascertained from Mr. Shaji C P, Administrative Officer, Digital Transformation Programme (DTP), IIM Kozhikode – 673570 via email on mdp-inc@iimk.ac.in and websites of IIM Kozhikode https://iimk.ac.in/uploads/courseDetails/329704693_2025-05-14_05-30-26.pdf and DoP&T, Training Division's website <http://dopttrq.nic.in/>

6. Each Participant (nominated officers) will have to work on a Capstone Project on "Driving the Real-World Digital Transformation" which will be showcasing real world application, reflection & learning from the Capstone Experience. This Special Capstone element of this programme is the module that aims to bring participants up to speed on a few of the globally important emerging policy and trends and themes. The Capstone Project may be pursued individually or in teams and will be presented during the final in-campus immersion. Guided by faculty mentors, participants will develop strategic recommendations, execution plan, and risk mitigation frameworks that reflect practical feasibility and innovation. The Capstone ensures a meaningful bridge between theory and application, reinforcing the programme's commitment to actionable learning and strategic impact.

7. 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 **July 05th, 2025**. Nominations received after this date will not be considered. The

7814
nominations would be scrutinized and officers shortlisted by the selection committee based on profile and statement of purpose, fulfilling the conditions of eligibility will be called for interview/discussion by IIM Kozhikode. The discussion will be on a virtual platform and the date and time will be intimated to the officers by IIM Kozhikode. In order to save time, the officers are permitted to send an 'Advance Copy' of their applications directly to this office and IIM Kozhikode via email to mdp-inc@iimk.ac.in. The officers will also be called for discussion 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 and approval of Competent Authority in DoPT. Therefore, it is in the interest of the officers to get their applications routed through their Cadre Controlling Authorities as early as possible.

8. 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.

Yours faithfully,

Encl: Terms and conditions

Uma Magesh

(Uma Magesh)

Under Secretary to the Government of India
Telephone: 011-26706310

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
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, N. Delhi
13. Shri Shaji C P, Administrative Officer, Digital Transformation Programme (DTP), at IIM Kozhikode – 673570 with request to consider applications received on or before July 05th, 2025.
14. NIC, Training Division, for uploading the notification on DoP&T website (<https://dopt.gov.in/>) and Training Division's (<http://dopttrg.nic.in/>) webpage.

Uma Magesh
(Uma Magesh)

Under Secretary to the Government of India
Telephone: 011-26706310

780/c

1st One-year Digital Transformation Programme (DTP) at Indian Institute of Management - Kozhikode

The 1st One-year Digital Transformation Programme (DTP) at Indian Institute of Management – Kozhikode will commence from July 28th 2025. Unlike the other existing Long Term Domestic Programmes of this Department, which have full time components of institutional attachment, the DTP has been conceptualized as an officer friendly domestic training programme on Digital Transformation without any international component. This provides the advantage of minimal dislocation of officers from their workplaces and allows them to continue with their current assignment/posting during the duration of the course. The Digital Transformation Programme for Senior Officers is a year-long, high-impact executive education initiative designed to equip senior professionals with the strategic insight, digital capabilities, and leadership acumen needed to drive transformative change within their organizations. This comprehensive 200-hour (one-year) programme combines academic rigor with practical relevance across 11 cutting-edge modules.

Structured across three academic terms and two immersive in-campus modules, the programme provides a deep dive into the strategic, technological, analytical, and organizational dimensions of digital transformation. Participants will explore emerging technologies, data-driven decision-making, agile leadership, platform ecosystems, legal consideration, and risk governance – culminating in a Capstone Project where they develop a tailored digital transformation roadmap for their organization. Blending in-campus residencies, live online classes, industry interactions, and hands-on project work, the programme fosters a peer learning environment that enables participants to reflect, collaborate, and lead digital initiatives with clarity and confidence. Whether in the public sector, traditional industries, or tech-forward enterprises, this programme empowers senior officers to become architects of sustainable digital change.

Each Participant (nominated officers) will have to work on a Capstone Project on "Driving the Real-World Digital Transformation" which will be showcasing real world application, reflection & learning from the Capstone Experience. This Special Capstone element of this programme is the module that aims to bring participants up to speed on a few of the globally important emerging policy and trends and themes. The Capstone Project may be pursued individually or in teams and will be presented during the final in-campus immersion. Guided by faculty mentors, participants will develop strategic recommendations, execution plan, and risk mitigation frameworks that reflect practical feasibility and innovation. The Capstone ensures a meaningful bridge between theory and application, reinforcing the programme's commitment to actionable learning and strategic impact.

2. **Eligibility:**

The programme is open to officers of All India Services (IAS, IPS & IFoS), Central Civil Services (Group 'A'), faculty members of State Administrative Training Institutes (ATIs) and also officers of the State Civil Services (Group 'A') 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 five 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) The course fee for the programme is **Rs. 7.40 Lakh** (Rupee Seven Lakh Fourty Thousand Only) + **Goods & Service Tax (GST)** as per applicable rates per participant. The fee is inclusive of Study Materials, Faculty Fees, Participant Boarding & Lodging (Two Campus Immersions as above), Special Networking Dinner & Cultural Events & Programme Kit. The nomination for the programme and payment of course fee shall be made by the 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.]. In case an officer is posted in an office outside his/her cadre establishment, the nomination may be done by that office in consultation with his/her Cadre Controlling Authority.

(b) The Program fee [Rs. 7.40 Lakh (Rs. Seven Lakh and Fourty Thousand Only)] plus Goods & Service Tax (GST) as per applicable rates per participant. The Course fee has to be paid within six weeks upon the commencement of the programme. The payment should be mad through RTGS/ NEFT/ Demand Draft or At Par Cheque drawn in favour of 'Indian Institute of Management, Kozhikode' payable to Kozhikode (Calicut).

4. **Programme structure :**

- The duration of DTP is one year, and the programme consists of 3 terms and there would be Two In-Campus session during the one-year period.
- Term Structure: The programme will be comprised of 10 credits. Each full credit course is of 20 hours of teaching, and thus, the total programme duration would be 200 hours (In-Campus, Live Virtual and Asynchronous mode, etc.).
- The hybrid programme will have a combination of in-person classes, live virtual sessions and self-paced asynchronous content. 80-90% of the content will be In-campus and live online sessions and a very limited session in asynchronous mode.
- The participants will have to work on a capstone project on "Driving the Real-World Digital Transformation" which will be showcasing real world application, reflection & learning from the Capstone Experience. This special capstone element of this programme is the module that aims to bring participants up to speed on a few of the globally important emerging policy and trends and themes.
- The participants will also undergo an interactive session to meet the leaders in Digital Transformation, public intellectuals, leaders of industry and civil society to understand the essence of the Digital Transformation environment in a real world setting.
- A field trip during the programme will be organized to provide diverse perspectives to the participants.
- IIM Kozhikode has distinguished itself as a unique and influential player in the realm of management education, blending academic excellence with real-world commercial acumen. The participant must attend minimum 80% sessions and obtain an overall passing grade for the successful completion of the programme.
- Those participants missing out any component or a significant part thereof will have to complete the programme with the next batch with prior approval and after completing necessary formalities.
- The Graduation ceremony will be held at IIMK Campus. The participants will be informed well in advance about the dates.

5. **Programme Modules** : The Digital Transformation Programme will cover the following 11 modules and also the Capstone Project:

- Foundations of Digital Transformation
- Navigating the Digital Eco-System

- Business Model Innovation in the Digital Era
- Data Based Decision Making
- Artificial Intelligence & Advanced Data Analytics
- Managing Digital Transformation
- People Process & Technology Alignment
- Functional Digital Transformation
- Digital Capabilities & Emerging Technologies
- Managing Digital Projects and Risks
- Legal & Regulatory Aspects of Digital Transformation

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6. **Programme Schedule** (Tentative)

Sl. No.	Dates	Remarks
1	July 28 – August 1, 2025	@IIMK Campus Kozhikode One Week of Campus Immersion
2	August 04 – November 14, 2025	Term I
3	November 17, 2025 – February 27, 2026	Term II
4	March 2 – June 12, 2026	Term III
5	July 06 – July 10, 2026	@IIMK Campus Kozhikode One Week of Campus Immersion

7. **Hostel Facilities**

Indian Institute of Management – Kozhikode will provide rent-free furnished residential accommodation in the Institute to the participants and will arrange a boarding facility, which is included in the course fee.

8. **Conditions for officers admitted to the programme:**

In case of officers, sponsored by the Government of India/State Governments for this programme, the entire period of absence from duty on account of residencies/travel will be treated as on duty under FR 9(6)(b)(i).

9. **Selection procedure and forwarding of nominations**

- The Cadre Controlling Authority (CCA) should recommend names of only those Group 'A' officers who are likely to stay with the CCA for some more time.

- (ii) Officers on deputation to Government of India under the Central Staffing Scheme must have completed at least **two years** of their tenure on central 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 the 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.

10. **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 sending an email to mdp-inc@iimk.ac.in or by logging on to DoP&T, Training Division's website https://dopttrg.nic.in/IIM_Kozhikode.html. Cadre Controlling Authorities are requested to forward duly filled applications in respect of suitable officers (who are clear from vigilance angle) along with complete information in **Part- B** of the Application Pro-forma so as to reach us on or before **July 05th, 2025**.
- (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 Mr. Shaji C P, Administrative Officer, Digital Transformation Programme (DTP), IIM Kozhikode – 673570 via email on mdp-inc@iimk.ac.in.
- (v) The nominations would be scrutinized and officers shortlisted by the selection committee based on profile and statement of purpose, fulfilling the conditions of eligibility will be called for interview/discussion by IIM Kozhikode. The discussion will be on a virtual platform and the date and time will be intimated to the officers by IIM Kozhikode. In order to save time, the officers are permitted to send an **Advance Copy** of the application directly to this office. The officers will also be called for discussion 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 and approval of the Competent Authority in DoPT. Therefore, it is in the interest of the officers to get their applications routed through their Cadre Controlling Authorities as early as possible.

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11. **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 programme or failing to complete the programme, or quitting the service at any time within a period of FIVE (5) years after completing the programme, 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 training 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 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".



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Government of India
Department of Personnel & Training
Block IV, Floor 3, Old JNU Campus
New Mehrauli Road, New Delhi – 110 067
Phone: 011 26706310 | <http://dopttrg.gov.in>

IIM Kozhikode
IIMK Campus PO.
Kozhikode - 673571
Phone: 0495 2809549/ 208
Email: mdp-inc@iimk.ac.in

**APPLICATION FOR ADMISSION IN ONE YEAR HYBRID PROGRAMME IN
DIGITAL TRANSFORMATION**

(Programme commences on 28th July 2025
Last date of receiving application July 05, 2025)

(FORMAT FOR GOVERNMENT SPONSORED PARTICIPANTS)

PART A

PERSONAL DETAILS	
Full Name (Mr/Ms / Dr.) (First Name, Middle Name, Surname)	
Gender (Put √)	Male Female Transgender
Date of Birth	DD/MM/YYYY
Age as on 28-07-2025	
Date of Superannuation	
Religion	
Caste Category (Put √)	General OBC SC ST
Designation	
Level in Pay Matrix as per 7 th CPC/Grade with Pay Band	
Address for Correspondence (with Pin code, Email Id & Mobile No.)	

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MINISTRY / DEPARTMENT DETAILS		
Name of the Ministry/Department		
Designation of Applicant		
Office Address with Pin Code		
	State	Pin Code:
Mobile No. & Email ID		
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 / No If Yes, from which date:	
Date of Completion of Tenure		

ACADEMIC RECORD				
Sl. No.	Examination/Degree/Diploma passed	Name of the Board / University/Institution	Percentage/ Grade/ CGPA	Year of passing
1.				
2.				
3.				
4.				
5.				
6.				

27/10

DETAILS OF WORK EXPERIENCE

Sr. No.	Designation	Department/ Organization	Tenure		Pay Scale	Nature of Responsibility
			From	To		

DETAILS OF TRAINING PROGRAMMES ATTENDED (INDIA & ABROAD)
(The duration should be at least two weeks or more)

Sl. No.	Name of Course / Training Programmes Attended	Name of the Institution	Year	Duration (in weeks)

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Additional Information		
Sl. No.	Particulars	Responses
1	Brief Description about your job profile & responsibilities	
2	Statement of Purpose Why you are interested in this programme?	
3	Significant Achievements like publications, Leadership roles, Digital / AI Contributions in your Organization	
4	Any other Information	

Instructions:

- The application form is to be sent through the concerned department / cadre controlling authority
- However, you may kindly send the advance copy directly to Sh. Manoj Kataria, Section Officer (LTDP), Training Division, Department of Personnel & Training, Govt. of India, Room No.403, 4th Floor, Block IV, Old JNU Campus, New Delhi –

110067 via email to manoj.kataria14@nic.in or Mr. Shaji C P, Administrative Officer via email to mdp-inc@iimk.ac.in

770k

- Specific queries, if any, may please be addressed to (Email: manoj.kataria14@nic.in) or Mr. Shaji C P, Administrative Officer, IIM Kozhikode, Kozhikode – 673570 (mdp-inc@iimk.ac.in) 0495 2809208
- Please ensure that this application is routed through the Cadre Controlling Authority so as to reach the DoPT (Training Division) latest by July 5th, 2025.
- The application envelop should be superscripted as "APPLICATION FOR ADMISSION IN ONE YEAR HYBRID PROGRAMME IN DIGITAL TRANSFORMATION" at IIM Kozhikode.

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.

(Name & Signature)

Place :

Date :

PART - B
(For the use of the Cadre Controlling Authority only)

289/C

Name of Applicant: _____

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

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

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

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 DTP ? 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"/>

Cadre Controlling Authority:

768/c

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

Place:

(Signature of the

Date:

Cadre Controlling Authority)

File No. _____

Office Seal (Compulsory)

Format of Bond to be executed by a Government Servant before proceeding for 1st Digital Transformation Programme (DTP) of Indian Institute of Management – Kozhikode

28/11/2025

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 my DTP programme by IIM Kozhikode 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 met by the govt./agency concerned, etc. being conducted by IIM Kozhikode 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 DTP programme by IIM Kozhikode.

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 DTP programme, OR failing to complete the programme, OR quitting the service at any time within a period of FIVE (5) years or before superannuation, whichever 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 2025.

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]

28/11/2025

266/c

Capacity Building Program in Association with AJNIFM, Faridabad on "Infrastructure Finance" from 23-27 June, 2025 - reg.

From : Capacity Building Unit <cbu-dea@gov.in>

Thu, May 22, 2025 11:56 AM

Subject : Capacity Building Program in Association with AJNIFM, Faridabad on "Infrastructure Finance" from 23-27 June, 2025 - reg.

3 attachments

To : K. Vijayanand, IAS <cs@ap.gov.in>, Manish Kumar Gupta <cs-arunachal@nic.in>, Dr. Ravi Kota <cs-assam@nic.in>, Chief Secretary, Bihar <cs-bihar@nic.in>, Chief Secretary Office Chhattisgarh <csoffice.cg@gov.in>, Dr. V Candavelou IAS <cs-go@nic.in>, cs@guj@gujarat.gov.in, Sh. Anurag Rastogi, IAS <cs@hry.nic.in>, Prabodh Saxena <cs-hp@nic.in>, Alka Tiwari <cs-jharkhand@nic.in>, cs@karnataka.gov.in, Dr. A Jayathilak IAS <chiefsecy@kerala.gov.in>, Anurag Jain <cs@mp.nic.in>, cs@maharashtra.gov.in, cs-manipur <cs-manipur@nic.in>, cso-meg <cso-meg@nic.in>, cs-mizoram <cs-mizoram@nic.in>, Jan e Alam, Chief Secretary Nagaland <csnag@nic.in>, Shri Manoj Ahuja <csori@nic.in>, Chief Secretary Punjab <cs@punjab.gov.in>, csraj@rajasthan.gov.in, Shri Ravindra Telang, IAS <cs-skm@nic.in>, cs@tn.gov.in, CS Telangana <cs@telangana.gov.in>, cs-tripura <cs-tripura@nic.in>, CHIEF SECRETARY OFFICE GOVT OF UP <csup@nic.in>, chief secretary <cs-uttaranchal@nic.in>, Dr. Manoj Pant <cs-westbengal@nic.in>, Rajeev Verma <adviser-chd@nic.in>, Shri Amit Singla <advisor-dnh-dd@daman.nic.in>, Shri Amit Singla <devcom-dd@nic.in>, Advisor to the Administrator UTL <lk-advisor@gov.in>, Advisor to LG <advisor-lg-ladakh@gov.in>, Dr. Chandra Bhushan Kumar IAS <cs-andaman@nic.in>, cs-jandk <cs-jandk@nic.in>, Shri Dharmendra <csdelhi@nic.in>, Dr Sharat Chauhan, I.A.S , Chief Secretary to Government, Government of Puducherry <cs.pon@nic.in>, Dr Sharat Chauhan, I.A.S , Chief Secretary to Government, Government of Puducherry <cs@py.gov.in>

Cc : seema joshi <seema.joshi@gov.in>, Harish Yadav <harish.yadav@nic.in>, Solomon Arokiaraj <js-infradea@gov.in>

Respected Sir/Madam,

Please find attached herewith DEA's office memorandum dated 19.05.2025 inviting nominations for the capacity building programs in association with AJNIFM, Faridabad on



Seema Joshi
26/5/25

Sp. Secy (Sec)

h

27/5/25

DSH/TS/27.5.25

Sh. Brij
28/5/25

22/5/25
h
26/5/25
✓

784/C

F.No. 3/2/2021-CBU-Part (3)
Government of India
Ministry of Finance
Department of Economic Affairs
Infrastructure Finance Secretariat
Infrastructure Policy & Planning Division
Capacity Building Unit

Room No. 405, STC Building
Janpath, New Delhi
Dated: 19th May, 2025

OFFICE MEMORANDUM

Subject: Inviting nominations for Capacity Building Training Program at Arun Jaitley National Institute of Financial Management (AJNIFM), Faridabad – reg.

Department of Economic Affairs (DEA) is mandated with the work of organizing capacity building training programs on regular basis for officials involved in infrastructure project conceptualization, structuring, planning, implementation, and monitoring etc.

2. To strengthen this objective, DEA has collaborated with AJNIFM, Faridabad to conduct following offline training program:

S. No.	Program Name	Duration	Date	Target Audience
1.	Infrastructure Finance	05 days	23 rd to 27 th June, 2025	Officials in Central or State Govt/ Semi Govt entities/CPSEs or State PSUs/ ULBs, finance professionals, project managers, policy makers, and anyone interested in the field of infrastructure finance. Prior knowledge of basic finance principles is recommended. The course would have significant take-away for junior and middle levels officials.

3. Accordingly, nominations of 1-2 officers from your Ministry/ Department/ Organization are invited as per the target audience mentioned above. The said program has limited seats and can accommodate only **30-35 participants**. The nomination for the training program may kindly be sent latest by **2 weeks prior to the start of the training program**. The nominations, as per the proforma placed below, may kindly be sent to the email id: cbu-dea@gov.in.

4. It is stated that training fees and expenses on account of accommodation & food will be borne by DEA for these training programs. Confirmation of participation of the nominated officers (if selected) for the said trainings will be conveyed separately by DEA (SOP for the nomination process is attached for reference).

Encl: As above


(Seema Joshi)
Director

- To,
- (i) The Secretaries of all Ministries/Departments Under Central Government of India
 - ✓ (ii) The Chief Secretaries of all the State / UTs in India
 - (iii) CPSEs