

**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/081462042/2893-2899

Dated: 08/10/2020

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.	National Council Government Executive Programmes, Vyakti Vikas Kendra India, The Art of Living.	GEP/DEL/20/0855 dated 16/08/2020	Art of Living Training Programme as part of the foundation and mid-career training for DANICS (Executive and Allied Services Officers), Institutional training for IAS and IFoS officers at the Directorate of Training (UTCS), Delhi.
2	National Productivity Council	Through Email dated 30/08/2020	Webinar Web based Training programme and E-learning certificate course- By National Productivity Council.

Yours faithfully



(PRADEEP KUMAR)  
SECTION OFFICER (COORD.)

F.10(239)/2017/Coord/081462042/2893-2899

Dated: 08/10/2020

Copy to:-

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



(PRADEEP KUMAR)  
SECTION OFFICER (COORD.)

## Proposal - The Art of Living Government Executive Programmes

**From :** govtprog@artofliving.org Mon, Aug 17, 2020 03:57 PM  
**Subject :** Proposal - The Art of Living Government Executive Programmes 2 attachments  
**To :** Shri Vijay Kumar Dev <csdelhi@nic.in> 17 AUG 2020  
**Cc :** mlm 31 <mlm\_31@yahoo.com>, gaurav verma <gaurav.verma@artofliving.org>, rohan jain <rohan.jain@in.artofliving.org>, president@gep.artofliving.org, trustees@vvki.org, chairman@vvki.org

Dear Sir,

Hope you are doing well.

It will be our great privilege to associate with the Govt. of NCT of Delhi and bring the much needed service of the Art of Living Training Programmes for DANICS (Executive and Allied Services officers), and IAS and IFoS officers.

**Please find attached proposal and other information for your kind consideration and action.**

Also, for your reference, sharing a short video, in which senior officers have shared their experiences about the Government Executive Programmes of the Art of Living  
 - <https://youtu.be/IpnOiSCNoXg>

Regards,

Rohan Jain  
 Secretary, National Council  
 Government Executive Programmes  
 Vyakti Vikas Kendra India, The Art of Living  
 Mobile: +91 7768876363  
 Email: [nationalcouncil@gep.artofliving.org](mailto:nationalcouncil@gep.artofliving.org)

Art of Living Government Executive Programmes

Mob: 7290044297, 98

Add: VVKI, Gate No. 1, Art of Living International Campus, 21st KM, Kanakpura Road, Udipalya, Bengaluru (KA) 560082

Email: [govtprog@artofliving.org](mailto:govtprog@artofliving.org)

Website: [www.artofliving.org](http://www.artofliving.org)

— **Proposal\_The Art of Living\_2020\_DEL855\_Chief Secretary Delhi.pdf**  
 360 KB

— **Annexure - 3,4,5 - DoPT Sanction, GEP Impact, Research SKY.pdf** - Page 30  
 6 MB



## GOVERNMENT EXECUTIVE PROGRAMMES

No.: GEP/DEL/20/0855

Date: 16-Aug-2020

To,  
Shri Vijay Kumar Dev  
Chief Secretary, Govt. of NCT of Delhi,  
Delhi

**Subject: The Art of Living Government Executive Programme – A Proposal**

Dear Sir,

1. Warm greetings from the department of Government Executive Programme, Art of Living Organisation (a brief introduction at Annexure 1). Website at [www.artofliving.org](http://www.artofliving.org) provides more information and details of the programmes and projects that the Foundation undertakes.

2. **Proposal.** This is a proposal with regards to introducing the Art of Living Training Programme as part of the foundation and mid-career training for DANICS (Executive and Allied Services officers), Institutional training for IAS and IFoS officers at the Directorate of Training (UTCS), Delhi. **Please find details of the programme placed at Annexure 2.** Due to the restrictions and social distancing norms, the programme at present will be conducted online through ZOOM or similar application. Campus programmes will be resumed when situation improves and the department considers it appropriate.

3. **Programme Objective and Structure.** The officers in demanding jobs today face pressures and challenges from many quarters viz. work related, family problems, socio-economic conditions etc. These affect their state of mind and hamper their efficiency. Some individuals learn on their own how to handle these stresses through mental and physical wellness practices but majority remain unaware. **Such wellness skills being as important as professional skills for leadership and competencies, can also be imparted institutionally in a structured manner.** The GEP Dept. of the Art of Living organisation has several structured programmes to meet these requirements. There are different programmes for officers of varying seniority and experience. **These programmes incorporate practical, simple yet highly effective methods, which draw upon ancient timeless and widely acclaimed wisdom.** The appeal of the Training Programme cuts across all barriers of religion, caste, gender or socio-economic status. Some of these have been tailor-made to strengthen the competencies identified in the **National Training Policy 2012 for public servants.**

4. **GEP for In-Service Training.** The Art of Living Training Programmes have also been part of the In-Service training programme for senior Government Officials. A copy of the last



sanction for such courses is placed at **Annexure 3**. The following officers have participated in the past: -

- (a) IAS, IPS, IFS etc. through the Department of Personnel & Training (DoPT), Government of India.
- (b) IFS officers through the Ministry of Environment Forests & Climate Change (MoEF&CC), Government of India.
- (c) IRS officers through the Central Board of Direct Taxes, Government of India.

5. **Ministries and Departments Benefitted from GEP.** The Art of Living Training Programmes have been conducted in the past and continues to be conducted for various Government Ministries and Departments across the country. Some of these are the Department of Personnel & Training (DoPT), M/o Home Affairs, M/o Environment, Forests & Climate Change (MoEFCC), Central Vigilance Commission, M/o External Affairs, M/o Finance, IGNC, Planning Commission, Election Commission, M/o Fertilizer, M/o Petroleum, M/o Corporate Affairs, M/o Railways, M/o Consumer Affairs, M/o Road Transport & Highways, M/o Shipping, DRDO, DGQA & CGDA under M/o Defence, etc.

#### 6. **Programme Credentials.**

(a) **Participant Feedback.** The outcome of the Training Programme is evident in the impressive feedback shared by the participants. Participants have given a **very high overall rating** for the Programme as well as for its contribution in their personal & professional lives. Each component of the Programme has also been very highly rated by the Participants. Please find impact of the Art of Living Training Programmes on government officials based on feedback of 1000+ government officials (**Annexure 4**).

(b) **Medical Research.** The benefits of the Training Programmes have been **well researched by reputed institutes like AIIMS, NIMHANS and others** (**Annexure 5**). Some of the commonly reported benefits are:

- a. Improved efficiency and productivity.
- b. Improved feeling of belongingness and better team work.
- c. Improved morale and sense of responsibility.
- d. Improved physical health.
- e. Positive attitude and disposition.
- f. Rejuvenation and Relaxation.
- g. Ability to deal with anxiety, stress and negative emotions.
- h. Ability to manage one's own emotion and practical tools for Emotional Intelligence.

7. **Programme Execution Method.** The training normally is a contact programme conducted in the physical presence of the participants. In view of the current restrictions **due**

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to COVID-19 crisis, the programme will be conducted online. We have a full-fledged technical setup with high quality camera, mic, broadband, and support staff to deliver and manage high quality online sessions. The methodology of the online training programme would be similar to our regular programme involving interactions, demonstration and practice of yoga, meditation and breathing techniques, activities, group discussions etc. We have an exclusive pool of specially trained and highly experienced facilitators for the offered programme who shall deliver the modules online to the officers in the form of structured, well researched and tested modules.

9. We request you to favourably consider our proposal and approve this initiative of the Art of Living and partner with us to empower the officers with necessary skill sets, tools and techniques that will enhance competencies for personal excellence.

With highest regards.

Rohan Jain

Secretary, Government Executive Programmes

Vyakti Vikas Kendra India, The Art of Living

Mobile: +91 7768876363

Email: [nationalcouncil@gep.artofliving.org](mailto:nationalcouncil@gep.artofliving.org)

**Enclosed:**

Annexure 1: Brief note About The Art of Living

Annexure 2: Details of the Proposed Training Programme

Annexure 3: Sanction letters from DoPT, MoEF&CC, CBDT

Annexure 4: Impact of Government Executive Programmes

Annexure 5: Research on Sudarshan Kriya

Address for Correspondence –

Shanmukha Hall,

Vyakti Vikas Kendra India,

Gate no. 1,

Near the Art of Living International Centre,

21<sup>st</sup> km, Kanakpura Road

Bengaluru - 560082

GEP Desk: [govtprog@artofliving.org](mailto:govtprog@artofliving.org)

Priyanka Kumar: 9717032198

Abhishek Sharma: 9916392050

Chandni: 7290044298





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## Annexure-1

### **About The Art of Living**

The Art of Living Foundation is one of the largest volunteer-based NGOs in the world having a presence in 155 countries and over 370 million people worldwide have participated in its various Programs. The Art of Living is founded and inspired by 'Padma Vibhushan' Gurudev Sri Sri Ravi Shankar, world renowned humanitarian and spiritual leader. We enjoy special consultative status with the ECOSOC of the United Nations, and are globally recognized for the outstanding work we have accomplished in the development of Human Values for the past 36 years.

The Art of Living Training Programmes are guided by Gurudev's philosophy of peace: "Unless we have a stress-free mind and a violence-free society, we cannot achieve world peace." Apart from various Training Programmes, the Art of Living Foundation has spread peace across communities through diverse humanitarian projects, including conflict resolution, disaster relief, sustainable rural development, empowerment of women, prisoner rehabilitation, education for all, and environmental sustainability. **Funds from the Training Programmes are used to sustain such humanitarian and social projects.**

The Art of Living is a multi-faceted organisation with one of the largest volunteer bases in the world. The international headquarters is located in Bangalore, India. It operates through a few Trusts, governed by various boards of independent trustees who are each appointed with a term of two years. All the accounts are regularly audited by an external auditor. Other than expenses, no trustee is entitled to benefits in terms of salary etc.

Art of Living Founder, Gurudev Sri Sri Ravi Shankar has been honored worldwide for his contribution to humanity. While 25 cities in the USA celebrate Sri Sri Ravi Shankar Days, he has also been bestowed 15 honorary doctorates by universities across the globe. Various governments the world over have honored him with highest civilian awards (partial list below):

- India: "Padma Vibhushan" – Second Highest Civilian Honor
- Peru: "Diploma de Honor" by the National Congress of Peru, Lima, June 30, 2015
- Colombia: Highest civilian award, "Orden de la Democracia Simón Bolívar", Bogota, Colombia, June 24, 2015
- Paraguay: Highest civilian award, "National Order of Merito de Comuneros", Paraguay, September 13, 2012
- Russia: "Human of the World" Award, (bestowed by the Academy of National Security of Russia), July 1, 2011
- Honored by the city of Washington DC by proclaiming the week of his visit as 'Human Values Week' in March 2007
- Mongolia: "Order of the Pole Star", 2006 (The highest civilian award), 2006
- Canada: The "Humanitarian Award" by the city of Brampton, Ontario, 2006
- Russia: "Peter the Great" First Grade Award, 2006



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## Annexure-2

### Proposed Online Training Programme Details for IAS and IFoS officers

**Name** Art of Living - Building Competencies for Personal Excellence

Programme type	Duration	Contribution (inclusive of taxes)	Location
Campus Programme	15 hours spread over 3 full days or 3 hrs X 5 consecutive days	Rs. 7500/- per person	UTCS or as arranged by the department
Online	2.5 hrs X 4 consecutive days	Rs. 5000/- per person	Zoom or similar application

#### **Programme Contents**

- Building Competencies for Personal Excellence, a program approved by the DoPT, is a unique offering of The Art of Living for officers of the All India and Central Civil Services.
- There is a strong connection to the National Training Policy of the Government of India, placing emphasis on the individual and personal development. The course is specifically designed for introspection and gaining tools that enhance Leadership qualities in the participants. Below are the broad modules covered in the Programme -
- Short and Medium Yoga sequences for Daily Practice
- Yoga, Pranayama and Meditation:
  - Meditation and Power Nap Techniques
  - Science of Body-Breath-Mind complex
  - Breath modulation for focus and relaxation
- Sudarshan Kriya – a powerful breathing technique, proprietary of The Art of Living
- Knowledge based discussions on the topics of: levels of Human Existence and dealing with them, Natural characteristics of the mind and tips to deal with them, Dynamics of inter-personal relationships, Responsibility and Power of Mind
- Interactive processes, games and discussions aimed at improving life skills, better response to work and life situations, achieving higher productivity, efficiency & commitment, management of emotions & dealing with negativity
- This program shall also contain special modules on leadership and management sutras for effective leadership, building positive and inclusive work environment, communication and conflict resolution, overcoming bias barriers, improving listening skills, karma yoga and nation building, ethical leadership, management tools which are specific to the participants' roles and responsibilities.

**Pre-requisites** Age: 18 years and above (no upper limit)

**Fitness** No psychiatric illness





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**Annexure-2**

**Proposed Training Programme Details for DANICS (Executive & Allied Services officers)**

**Name** Art of Living - Government Executive Programme

<b>Programme type</b>	<b>Duration</b>	<b>Contribution (inclusive of taxes)</b>	<b>Location</b>
Campus Programme	15 hours spread over 3 full days or 3 hrs X 5 consecutive days	Rs. 3500/- per person	UTCS or as arranged by the department
Online	2.5 hrs X 4 consecutive days	Rs. 3000/- per person	Zoom or similar application

**Programme Contents**

- Interactive processes, games and discussions aimed at improving life skills, better response to work and life situations, achieving higher productivity, efficiency & commitment, management of emotions & dealing with negativity
- Team Building
- Motivation vs Inspiration
- Listening skills & Communication
- Sudarshan Kriya – a powerful breathing technique, proprietary of The Art of Living
- Short and Medium Yoga sequences for Daily Practice
- Yoga, Pranayama and Meditation:
  - Meditation and Power Nap Techniques
  - Science of Body-Breath-Mind complex
  - Breath modulation for focus and relaxation
- Knowledge based discussions on the topics of: Various levels of Human Existence and dealing with them, Natural characteristics of the mind and tips to deal with them, Dynamics of inter-personal relationships, Responsibility and Power of Mind

**Pre-requisites** Age: 18 years and above (no upper limit)  
**Fitness** No psychiatric illness

**DETAILS OF MAKING PAYMENT FOR ALL PROGRAMMES**

Payee: Vyakti Vikas Kendra India  
Current Account No: 37194780878,  
State Bank of India, AOL Branch Udayapura, Bengaluru 560082  
IFSC Code: SBIN0040871  
PAN Number: AAATV1617L | GST Number: 29AAATV1617L1Z6



**Fwd: Proposal - The Art of Living Government Executive Programmes**

**From :** Shri Vijay Kumar Dev <csdelhi@nic.in>  
**Subject :** Fwd: Proposal - The Art of Living Government Executive Programmes  
**To :** SATYA GOPAL <secservices@nic.in>, Pr Secretary Home GNCTD  
 <pshome@nic.in>, Sanjeev Khirwar <senv@nic.in>  
**Cc :** achagti@yahoo.com

Mon, Aug 17, 2020 05:09 PM  
 2 attachments

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 18/08/2020

**From:** govtprog@artofliving.org  
**To:** "Shri Vijay Kumar Dev" <csdelhi@nic.in>  
**Cc:** "mlm 31" <mlm\_31@yahoo.com>, "gaurav verma" <gaurav.verma@artofliving.org>, "rohan jain" <rohan.jain@in.artofliving.org>, president@gep.artofliving.org, trustees@vvki.org, chairman@vvki.org  
**Sent:** Monday, August 17, 2020 3:53:25 PM  
**Subject:** Proposal - The Art of Living Government Executive Programmes

Dear Sir,

Hope you are doing well.

It will be our great privilege to associate with the Govt. of NCT of Delhi and bring the much needed service of the Art of Living Training Programmes for DANICS (Executive and Allied Services officers), and IAS and IFoS officers.

**Please find attached proposal and other information for your kind consideration and action.**

Also, for your reference, sharing a short video, in which senior officers have shared their experiences about the Government Executive Programmes of the Art of Living - <https://youtu.be/IpnOiSCNoXg>

Regards,

Rohan Jain  
 Secretary, National Council  
 Government Executive Programmes  
 Vyakti Vikas Kendra India, The Art of Living  
 Mobile: +91 7768876363  
 Email: [nationalcouncil@gep.artofliving.org](mailto:nationalcouncil@gep.artofliving.org)

Art of Living Government Executive Programmes  
 Mob: 7290044297, 98  
 Add: VVKI, Gate No. 1, Art of Living International Campus, 21st KM, Kanakpura Road, Udipalya, Bengaluru (KA) 560082  
 Email: [govtprog@artofliving.org](mailto:govtprog@artofliving.org)  
 Website: [www.artofliving.org](http://www.artofliving.org)



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Mr. Xagun  
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Email

csdelhi@nic.in

## Webinar , Web based Training programme and E- learning certificate course - By National Productivity Council

**From :** RD\_Bhubaneshwar Group  
<bhubaneshwar@npcindia.gov.in>

Sun, Aug 30, 2020 07:49 PM

**Subject :** Webinar , Web based Training programme and E- learning certificate course - By National Productivity Council

01/2020/20910

2 attachments

DS to CS  
31.8.20

ACS (Sec)

Dear Sir/Madam,

As you are aware, **National Productivity Council (Organisation Under Ministry of Commerce & Industry , Govt of India)** among various other productivity enhancement activities is actively involved in the capacity building activities of the industry and other organisations. In this connection, you will be pleased to note that National Productivity Council has been conducting a number of Webinars during the lockdown period and is continuing to do so in the Unlock period also on various modern techno-managerial topics relevant to the service & industry sector for capacity building. As a part of this activity NPC ,Bhubaneshwar is scheduled to organize 6 short duration webinars and 1 three day web based programme in the month of September 2020 and short term E-learning certificate course on "Industrial energy efficiency" (1<sup>st</sup> October to 27<sup>th</sup> November 2020) . It will be highly appreciated if you kindly nominate/circulate these details within the organisation/ among your employees.

### Short Duration Webinar

Sl. No	Name of the Webinar	Date and Time	Participant fee (INR inclusive of GST)
1	Fostering a Growth Mindset – For Improving Performance & bettering relationships	07.09.20 03:00 PM	Rs.472
2	Overview of Failure Mode effect Analysis & Control Plan	10.09.20 03:00 PM	Rs.472
3	KAIROS – Making the most of now	14.09.20 03:00 PM	Rs.472
4	Quality Management 4.0 in the era of Digital Transformation	18.09.20 03:00 PM	Rs.472
5	Empowering your team	24.09.20 03:00 PM	Rs.472
6	Quality Circle for productivity & Quality Improvement through Problem Solving	29.09.20 11:00 PM	Rs.472

SS (Sec)  
DS-II

24/9/20  
SO (CN)

### Live web based Training Programme

Sl. No	Name of the programme	Date and Time	Participant fee (INR inclusive of GST)
1	Successful retirement Planning	28-30 September 2020	Rs.3,540/-

### Self assisted E learning – 2 Month Certificate course with 40 Hours online class

Sl. No	Name of the programme	Date and Time	Participant fee
1	Industrial energy	1st October – 27th November	Rs.7,500/- Plus GST

Mr Yogendra



efficiency

2020

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You are requested to nominate few of your employees for this online webinar / live Training programme / self assisted e-learning. Please feel free to contact us for any additional information or clarification

Thanking you

Yours truly,

Saravanan. G  
Regional Director  
M: 9849174781

**NATIONAL PRODUCTIVITY COUNCIL**

(Under Ministry of Commerce & Industry, Govt. of India)

A/7, Surya Nagar, Bhubaneswar - 751003, Orissa

Tel : undefined/ 26, Fax : 2397380

email : [npcbbs@bsnl.in](mailto:npcbbs@bsnl.in)

Visit us : [www.npcindia.gov.in](http://www.npcindia.gov.in)

Please avail our services of ePASS and  
visit [https://www.npcindia.gov.in/NPC/User/epass\\_home\\_page](https://www.npcindia.gov.in/NPC/User/epass_home_page)

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