

प्रमोद कुमार दास  
PRAMOD KUMAR DAS, I.A.S.  
संयुक्त सचिव  
JOINT SECRETARY  
TEL : 26106314



भारत सरकार  
कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय  
कार्मिक और प्रशिक्षण विभाग  
प्रशिक्षण प्रभाग  
ब्लॉक-4 पुराना जेएनयू कैम्पस  
नया महरौली रोड़ नई दिल्ली-110067  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training  
Training Division  
Block-IV, Old JNU Campus  
New Mehrauli Road, New Delhi-110067

D.O. No. T-21021/5/2015-Academy Desk

21 July, 2015

Dear Sir/Madam,

Please refer to my earlier D.O. letter of even No. dated 30.03.2015 (copy enclosed) wherein 39 officers, who were inducted into IAS from State Civil Service (SCS)/Non-SCS from various States were nominated for Phase III Mid Career Training Programme (MCTP) held during 01.06.2015 to 17.07.2015 at LBSNAA, Mussoorie. However, very less number of officers had participated in this training programme.

2. As you are aware the Government of India is organising a special induction training programme at LBSNAA, Mussoorie and 3 other ATIs to clear the backlog of induction training so that the Officers can finish the training by this year end.

3. Therefore, it has decided been that the officers, who have not undergone in Phase III MCTP at LBSNAA during from 01.06.2015 to 17.07.2015, may be nominated for induction training at LBSNAA, Mussoorie scheduled to be held from 27.07.2015 to 04.09.2015. The list of 24 officers who have to undergo the induction training at LBSNAA, Mussoorie is enclosed.

4. This training is a one time opportunity for the promotee State Civil Service officers who are inducted into IAS. You are requested that the concerned officers may be relieved in time to attend the training at LBSNAA.


5. The nodal officer in LBSNAA, Mussoorie for these programmes is Shri Dushyant Nariala, Joint Director (Email: dushyant.nariala@ias.nic.in, Phone: 0135-2630538(0), 2222000(EPBX)).

With regards,

Encl: List of officers nominated for the training

To

1. Chief Secretary, State Govt. of Gujarat.
2. Chief Secretary, State Govt. of Karnataka.
3. Chief Secretary, State Govt. of Madhya Pradesh.
4. Chief Secretary, State Govt. of Punjab.
5. Chief Secretary, State Govt. of Tamil Nadu.
6. Chief Secretary, State Govt. of Uttar Pradesh.
7. Chief Secretary, State Govt. of Uttarakhand.

Yours sincerely,  
  
(Pramod Kumar Das)

**Copy to:**

- (i) Director, LBSNAA with a request to provide necessary instructions/directions to concerned State Government/officers/ATIs.
- (ii) NIC, Training Division, DoPT with a request to upload this letter and its enclosures on DoPT website

List of officers who have not attended MCTP Phase III and being nominated for Induction Training at LBSNAA Mussoorie to be held during 27.07.2015 to 04.09.2015.

S.No.	Name of the State	Name of the candidate	Batch of issue of appointment notification	DOB
1.	Gujarat	Sh. R.B. Barad	2006	1-Sep-1964
2.	Gujarat	Sh. M.A. Pandya	2007	22-Dec-1964
3.	Gujarat	Sh. K.M. Bhimjiyani	2005	26-Jan-1964
4.	Karnataka	Sh. Shivayogi C Kalsad	2004	20-May-1963
5.	Madhya Pradesh	Sh. Shiv Narayna Singh Chouhan	2003	1-Nov-1957
6.	Madhya Pradesh	Sh. Janak Kumar Jain	2002	22-Sep-1966
7.	Madhya Pradesh	Sh. Anand Kumar Sharma	2002	22-Jun-1966
8.	Madhya Pradesh	Sh. Ravinder Singh	2005	29-Sep-1964
9.	Madhya Pradesh	Dr. Sh. Niwas Sharma	2004	1-Oct-1963
10.	Madhya Pradesh	Sh. Kavindra Kiyawat	2000	2-Oct-1961
11.	Punjab	Smt. Ritu Aggarwal	2006	14-Jul-1968
12.	Tamilnadu	Ms. S. Jayandhi	2007	12-Sep-1974
13.	Tamilnadu	Sh. V. Rajaram	2006	7-Jun-1970
14.	Tamilnadu	Dr. R. Selvaraj	2006	25-May-1969
15.	Tamilnadu	Sh. P. Shankar	2007	15-Jul-1969
16.	Tamilnadu	Sh. K.S. Palanisamy	2006	15-Jul-1968
17.	Tamilnadu	Sh. K. Vivekanandan	2006	5-Jun-1967
18.	Tamilnadu	Sh. V. Sampath	2006	11-May-1966
19.	Tamilnadu	T.N. Hariharan	2003	14-Jun-1965
20.	Tamilnadu	Sh. N. Venkatachalam	2006	29-Apr-1965
21.	Tamilnadu	Sh. L. Subramanian	2005	20-Oct-1964
22.	Tamilnadu	Dr. R. Nanthagopal	2006	23-May-1964
23.	Uttar Pradesh	Sh. Yogeshwar Ram Mishra	2005	8-May-1964
24.	Uttarakhand	Shri Hari Chandra Semwal	2003	7-May-1965

No.T-21021/5/2015-Academy Desk  
Government of India  
Department of Personnel & Training  
(Training Division)

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Block No. IV, Old JNU, Campus  
New Delhi, dated the 30<sup>th</sup> March, 2015

To

1. Chief Secretary, State Govt. of Bihar.
2. Chief Secretary, State Govt. of Gujarat.
3. Chief Secretary, State Govt. of Haryana.
4. Chief Secretary, State Govt. of Karnataka.
5. Chief Secretary, State Govt. of Madhya Pradesh.
6. Chief Secretary, State Govt. of Punjab.
7. Chief Secretary, State Govt. of Tamil Nadu.
8. Chief Secretary, State Govt. of Uttar Pradesh.
9. Chief Secretary, State Govt. of Uttarakhand.

Subject:- Scheme for clearing of backlog of training of officers promoted into IAS from SCS by nominating these officers for 9th round of Phase-III mandatory, Mid-Career Training Programme (MCTP), scheduled to be started on 1<sup>st</sup> June, 2015 – reg.

...

Sir,

As you are aware that as per Rule (5) of Indian Administrative Service (Probation) Rules, 1954, it has been stated:

“(2) A probationer referred to in sub-rule (2) of rule 3, shall within the period of probation or the extended period of probation, as the case may be, undergo such training in the Academy or in the State Training Institution or in any other recognized training institution in the country for such period as the Central Government may consider necessary.

Provided that where a probationer does not undergo such training within the period of probation or the extended period of probation, as the case may be, he shall be reverted to his substantive post in the State Civil Service.”

2. Further, the following proviso has been inserted in the Indian Administrative Service (Probation) Rules, 1954, sub-rule (2) of rule 5:-

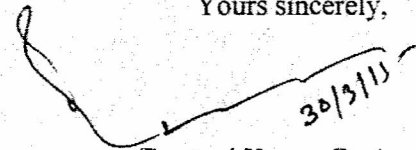
“Provided further that a probationer who has less than four years of service for retirement on superannuation at the time of his induction into IAS or has undergone mid-career training programme category III after induction, may not be nominated for induction training.”

3. It was observed that a number of promoted IAS officers have not undergone Induction / Phase III Training as per above Rules. Accordingly, DoPT has taken information of such officers from the all the State Govts., with a view to clear the backlog by providing one time opportunity. From the information received from yours state, a list of 39 search officers to undergo Phase III. MCTP is enclosed.

4. In view of the foregoing, a one time opportunity is being provided to these 39 backlog officers to undergo Phase III, MCTP, scheduled to be started on 1<sup>st</sup> June, 2015 in Lal Bahadur Shastri National Academy of Administration. The respective State Govts. are requested to instruct all the 39 IAS officers (as per list attached) to enroll ‘on-line’ positively by 30<sup>th</sup> April, 2015 and to relieve them for participation in the aforesaid programme. Thereafter, no opportunity will be provided. Non-compliance by concerned IAS officers would attract provision of Rule (5) of Indian Administrative Service (Probation) Rules, 1954, as cited above.

5. The officers may fill and submit the proforma available at the website of LBSNAA ([www.lbsnaa.ernet.in](http://www.lbsnaa.ernet.in)) by 30<sup>th</sup> April, 2015, positively. In case of any queries, the officers may kindly be advised to contact the Course Coordinator, Dr. Prem Singh, Deputy Director (Sr.) at his e-mail address [prem.bogzi@ias.nic.in](mailto:prem.bogzi@ias.nic.in).

Yours sincerely,



(Pramod Kumar Das)

Joint Secretary to the Government of India

Encl: As above

Copy to:-

1. Director, LBSNAA, Mussoorie, Dehradun, Uttarakhand.
2. AS (S&V), DoPT, North Block, New Delhi.
3. PSO to Secretary, DoPT, North Block.
4. All 39 eligible IAS officers, indicated in the enclosed list.



**117<sup>th</sup> Induction Training Programme for IAS Officers  
27<sup>th</sup> July to 4<sup>th</sup> September, 2015**

**JOINING INSTRUCTIONS**

**1. PROGRAMME DURATION AND VENUE**

The programme will commence on 27<sup>th</sup> July, 2015 at 9:00 am at Mussoorie and will conclude on 4<sup>th</sup> September, 2015 with the Valediction ceremony at New Delhi. The participants are required to report at Mussoorie by the evening of 26<sup>th</sup> July, 2015 (Sunday).

The programme will be conducted at Lal Bahadur Shastri National Academy of Administration, Mussoorie. The arrangements for boarding and lodging of the participants have been made in the campus.

**2. PROGRAMME DESIGN**

The course has been designed to provide the participants a perspective on the All India Services and the policy environment in the country. The course intends to equip the participants with skills for effective administration and an in-depth understanding of key areas of governance. There will also be focus on ICT skills, experience sharing by participants, project appraisal and public private partnership. The course will include outbound component including visit to Sri Lanka and various parts of India.

**(a) EXPERIENCE SHARING PRESENTATIONS (ESP)**

Based on their administrative experiences the participants will be required write a paper about any one experience of their choice and send us these papers by **15 July, 2015**. This is a mandatory requirement to be considered for the course. Few well written experience papers would be selected for presentation in class during the course.

It would be advisable to choose topics where noteworthy innovations have been made or significant learning can be derived by the other participants.

**(b) STUDY TOUR**

A study tour will be arranged as a part of the programme. The Academy will make arrangements for transport, boarding and lodging. However the cost of travel & boarding/ lodging will be borne by the respective State Governments. The detailed list of the payments to be made by the sponsoring state governments is given at Point No 7 in the following pages.

The participants are required to wear ceremonial dress while calling on VIPs during this tour.

**The participants may be taken on a foreign exposure visit. They should therefore, bring their official (White) passport.**

**If for some reason white passport is not available, the participant should bring their personal (Blue) passport. In case their old passport (either white or blue) has lapsed/expired, relevant original cancellation/surrender certificate and/or cancelled passport may be brought.**

**(c) Participants are required to bring their own laptops. Internet facilities are available in the campus as well as the hostel rooms.**

### **3. ABSENCE OR LEAVE**

As the effective duration of the programme (excluding study tour) is only six weeks, presence for the entire duration is mandatory. **No leave shall be granted during the programme.**

### **4. ARRANGEMENTS FOR BOARDING AND LODGING**

Boarding and lodging for the participants will be **provided by the Academy**. As per Government of India, Department of Personnel and Training's O.M. No. 12017/02/2012-TNP(S) dated 26.03.2012 the boarding and lodging charges will be Rs. 1,250/- per day per participant for their stay at Mussoorie. The boarding/lodging charges will be Rs. 3,750/- per day per participant while on tour within India (kindly refer to Table A point 6 for details).

### **5. FORMAL OCCASIONS**

All officers are advised to bring along formal clothes since the dress code during the class room sessions is formal. In addition to this there will be several occasions both within the Academy and during the Study Tour when the participants would be required to dress formally.

The prescribed dress is as follows:-

#### **(a) FOR WOMEN**

- (i) Formal : Saree, Salwar-Suit, Formal Western Wear
- (ii) Ceremonial : Saree

#### **(b) FOR MEN**

- (i) Formal : Blazer - Tie / Lounge Suit with formal Shoes
- (ii) Ceremonial : Black / White Buttoned up Coat (Bandhgala) with Black/white Trousers respectively  
Black or white Sherwani with white Chooridar.

## 6. GUESTS

The family members and spouses of the participants will not be accommodated on campus.

## 7. PAYMENTS

**The sponsoring government will, have to bear the following expenditure in respect of each participant:-**

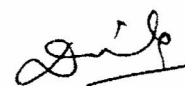
- (a) Boarding / lodging charges at Academy.
- (b) Study tour (including Foreign Visit) and the total amount to be brought by each participant is **Rs.2.25 lacs in the form of a DD in favour of the Director, LBSNAA payable at SBI LBSNAA branch, Mussoorie.** The cost of travel to and from Academy of participants will also be borne by the State Governments apart from the above.
- (c) Miscellaneous expenditures on contributions to various Societies and Association of LBSNAA.

## 8. REFERENCE MATERIAL ON THE STATES

The Academy is continuously collecting and compiling relevant material pertaining to the developmental and other activities of different States and Union Territories. Therefore, the participants are requested to bring brochures, documents, reports, films, slides about such activities in their States. It is requested that the participants bring copies of the latest telephone directory and the Civil List of the State too.

## 9. WEATHER

The weather in Mussoorie during this period of the year will be pleasant (day 14°C-24°C and night 8°C-14°C). The bedding, including blankets and sufficient linen will be provided in the hostel rooms. The participants are however advised, to bring light woollen clothes as well as an umbrella/raincoat.



(Dushyant Nariala)  
Joint Director &  
Course Coordinator



**TRAVEL TO MUSSOORIE**

Mussoorie is connected to Dehradun by road. A few important trains terminating at Dehra Dun are:

Sl. No.	Train Name & No.	Departure	Arrival
i.	Mussoorie Express [14041]	Delhi 2215 hrs.	Dehra Dun 0810 hrs. (next day)
ii.	Shatabdi Express [12017]	New Delhi 0645 hrs.	Dehra Dun 1240 hrs.
iii.	Nanda Devi AC Express [12205]	New Delhi 2350 hrs.	Dehra Dun 0540 hrs (next day)
iv.	Dehradun Express[19019]	H. Nizamuddin 0550 hrs.	Dehra Dun 1735 hrs
v.	DDN Jan Shatabdi Express(12055]	New Delhi 1520 hrs.	Dehra Dun 2110 hrs.

The following flights are available from New Delhi:

I	9W - 824	New Delhi 1110 hrs.	Dehradun Jolly Grant 1210 hrs.
li	SG - 2323	New Delhi 0950 hrs.	Dehradun Jolly Grant 1040 hrs.
lii	AI - 9609	New Delhi 1215 hrs.	Dehradun Jolly Grant 1315 hrs.
lv	9W - 307	New Delhi 1425 hrs.	Dehradun Jolly Grant 1525 hrs.
v	SG - 2327	New Delhi 1520 hrs.	Dehradun Jolly Grant 1605 hrs.
vi	SG - 2329	New Delhi 1850 hrs.	Dehradun Jolly Grant 1940 hrs.
vii	9W - 839	New Delhi 1820 hrs.	Dehradun Jolly Grant 1910 hrs.
viii	AI - 9809	New Delhi 1810 hrs.	Dehradun Jolly Grant 1910 hrs.

Mussoorie is at a distance of 35 kms from the Dehradun Railway Station and 85 kms from the Jollygrant Airport, Dehradun. It takes about an hour from the Railway Station and two hrs from the Airport by taxi. Taxi services are available from the railway station and the airport.

The Academy bus/vehicles will be available on 26<sup>th</sup> July, 2015 (Sunday) at Dehradun railway station for the participants who are coming by the Shatabadi Express (Train No. 12017). A vehicle can be made available at the Railway Station/Airport, for other trains/flights as well, in case the travel plans are intimated in advance by the participants.

**Lal Bahadur Shastri National Academy of Administration, Mussoorie**

**117<sup>th</sup> Induction Training Programme for IAS Officers**  
(27<sup>th</sup> July to 4<sup>th</sup> September, 2015)

**PROFORMA FOR CONFIRMING PARTICIPATION**  
(Please fill up appropriate information)

From:

To,

Shri Dushyant Nariala, IAS  
Joint Director & Course Coordinator,  
117<sup>th</sup> Induction Training Programme for IAS Officers  
Lal Bahadur Shastri National Academy of Administration,  
**MUSSOORIE - 248 179**  
**Fax No. 0135-2632720/2632350**

Sir,

1. I have been informed about acceptance of my nomination for the 117<sup>th</sup> Induction Training Programme and I confirm that I will report at Mussoorie.
2. Travel Details: Coming by Air/Train/Road \_\_\_\_\_ (Given  
Flight/Train Number) on \_\_\_\_\_ (Date & time).
3. States (places) in India that I have visited one \_\_\_\_\_  
\_\_\_\_\_

Yours faithfully,

( )



**117th Induction Training Programme  
For IAS Officers  
(27 July to 4 September, 2015)**

**REGISTRATION FORM**

1. Name (in block letters) \_\_\_\_\_
2. Designation \_\_\_\_\_
3. Cadre & Year of Allotment \_\_\_\_\_
4. Batch \_\_\_\_\_
5. Pay Scale Pay Band \_\_\_\_\_ Grade Pay \_\_\_\_\_
6. Date of Birth \_\_\_\_\_
7. Marriage Anniversary \_\_\_\_\_
8. Official Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
9. Residential Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
10. Telephone (with STD) Office \_\_\_\_\_ Residence \_\_\_\_\_  
Mobile \_\_\_\_\_ Fax \_\_\_\_\_  
E-mail \_\_\_\_\_

Date .....

Signature