

**आलोक कुमार**  
**ALOK KUMAR**  
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 रोड, 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

Dated: 10<sup>th</sup> March, 2014

DO No. 12017/08/2013-TNP(S)

Dear *Sir,*

As you are aware, under the existing scheme of in-service training programmes for IAS Officers and Officers working under Central Staffing Scheme, all eligible officers are expected to attend 1-week in-service training programme each year in a block of two years. Under the current block of year 2014-2016, the year 2014-2015 is the first year of this block which is commencing from April, 2014.

2. The IAS Officers from 1984 to 2009 batches are eligible to attend the 1-week in-service training programme this year. Officers at the levels of Deputy Secretary/Director/Joint Secretary in the Central Ministries/Departments, who are posted under the Central Staffing Scheme, are also eligible to attend the 1-week training programme.

3. From this year it has been decided to open these training programmes to members of the other All India Service Officers also namely Indian Police Service and Indian Forest Service Officers from the State/Central Government. The eligibility criteria as regards age would remain same as given in para 2 above.

4. I enclose herewith the calendar of the 1-week in-service training programme available for the year 2014-2015 (**Annexure-I**). I request that the calendar may kindly be circulated among the eligible officers requesting them to intimate their options at least one month before the commencement of the course.

5. In case of Officers from the Indian Police Service and Indian Forest Service, the nominations with the approval of the Competent Authority may be sent to Training Division, Department of Personnel and Training at least one and a half month in advance before the commencement of the course, under intimation to their Cadre Controlling Authority namely Ministry of Home Affairs for Indian Police Service and Ministry of Environment and Forests for Indian Forest Service Officers.

6. It is also requested that the officers may be encouraged to opt for those training programmes which are relevant to their current jobs as well as the kind of assignments they are likely to hold in future.

7. While nominating these officers in the training programmes, the complete address with ID Number of the officer, telephone number, fax number and e-mail address must be given. The list of nominated officers may kindly be sent to this Department or to Shri A K Joshi, Director (Training), email: [aditya.joshi@nic.in](mailto:aditya.joshi@nic.in) well in advance before the commencement of the training programme.

Yours sincerely,

*(Signature)*  
(Alok Kumar)

To

Secretaries of all Ministries/Departments of Government of India (As per list enclosed)



**Training Calendar for One Week In-Service Training Programmes to be conducted in FY 2014-15**

S. No	Institute	Name of the programme	Date From	Date To
1.	National Institute of Public Finance and Policy (NIPFP)-New Delhi	Fiscal Policy and Macroeconomic Management	16/06/2014	20/06/2014
2.	National Power Training Institute (NPTI)-Faridabad	Procurement Procedures & Contracting	21/07/2014	25/07/2014
3.	Indian Institute of Capital Market (IICM)-Mumbai	Financial Market Regulations	04/08/2014	08/08/2014
4.	National Academy of Audit & Accounts (NAAA)-Shimla	Improving Governance through Accountability	04/08/2014	08/08/2014
5.	Administrative Staff College of India (ASCI)-Hyderabad	Ethical Leadership in Public Governance	25/08/2014	29/08/2014
6.	Anna Institute of Management (AIM)-Chennai	Project Management	01/09/2014	05/09/2014
7.	Indian Institute of Capital Market (IICM)-Mumbai	Financing Infrastructure Projects Through Capital Market	15/09/2014	19/09/2014
8.	The Energy and Resources Institute (TERI)- New Delhi	Climate Change and State Preparedness: Impacts, Vulnerability and Adaptation"	15/09/2014	19/09/2014
9.	IILM Institute for Higher Education (IILM)-New Delhi	Ethics & Accountability in Civil Services for Good Governance	22/09/2014	26/09/2014
10.	The Energy and Resources Institute (TERI)-New Delhi	Climate Change and State Preparedness in the Hilly and Mountainous and Coastal Regions of India	13/10/2014	17/10/2014
11.	National Institute of Advanced Studies (NIAS)-Bangalore	Multidisciplinary Perspectives on Urban Development	13/10/2014	17/10/2014
12.	O P Jindal Global University (JGU)-Sonipat	Leadership and Stress Management	27/10/2014	31/10/2014
13.	Indian Institute of Foreign Trade (IIFT)-New Delhi	International Negotiations	27/10/2014	31/10/2014
14.	CUTS Institute for Regulation & Competition (CUTS)-New Delhi	Public Procurement	10/11/2014	14/11/2014
15.	IC Centre for Governance (ICCG)-Panchgani	Ethics in Public Governance	17/11/2014	21/11/2014
16.	Tata Management Training Centre (TMTC)-Pune	Developing Leadership Excellence Program	17/11/2014	21/11/2014
17.	Indian Institute of Foreign Trade (IIFT)-New Delhi	WTO & Intellectual Property Rights	24/11/2014	28/11/2014
18.	Administrative Staff College of India (ASCI)-Hyderabad	Infrastructure Finance	15/12/2014	19/12/2014
19.	Administrative Training Institute (ATI)-Mysore	Natural Resource Management	15/12/2014	19/12/2014
20.	National Institute of Financial Management (NIFM)-Faridabad	Public Private Partnership	05/01/2015	09/01/2015
21.	Tata Institute of Social Sciences (TISS) - Mumbai	Public Governance, Innovation and Social Policy Analysis	19/01/2015	23/01/2015
22.	National Institute of Financial Management (NIFM), Faridabad	Enhancing Analytical Skills for Rational Decision Making in Globalised World	02/02/2015	06/02/2015
23.	International Centre for Information Systems & Audit (ICISA)-NOIDA	Public Financial Management & Accountability	09/02/2015	13/02/2015
24.	O P Jindal Global University (JGU)-Sonipat	Finance for Non-Finance Executives	23/02/2015	27/02/2015