

F.No. 17014/09/2014-Trg(Misc.)
Government of India
Department of Personnel & Training
Training Division

Sub: Inviting Comments/Suggestions from various stakeholders on proposal for nomination of Employee of the month in DoPT, to attend appropriate training programmes of one week duration.

Comments and suggestions are invited from various stakeholders on a proposal for nomination of Employee of the month in DoPT, to attend appropriate training programmes of one week duration in select institutes in India. The proposal is under consideration with the Training Division, Department of Personnel and Training, Government of India.

2. To recognize the employees with outstanding performance, the Department selects an Employee of the Month. It has been decided that such Employees should be nominated for appropriate training programme of one week duration to incentivize and motivate them and other employees for even better performance in future, and also to provide them opportunities for upgrading their skills.

3. In view of their diverse seniority levels and competency requirements, relevance of programs will differ for each employee. Hence, availability of appropriate training programs at various domestic institutions of repute was assessed. Among various training programs conducted by such institutions, it has been found that the programs offered by the Training Division under In-Service Training programme scheme (for AIS Officers and other officers working under Central Staffing Scheme in GoI), and programs conducted at ISTM & state ATIs, and relevant programmes conducted by National Productivity Council (NPC) are suitable for incentivising and motivating those officers/employees who have been declared employees of the month.

4. Accordingly, it is proposed that employees may be allowed to opt for a program of their choice as mentioned in table below:

Seniority Level of Employee	Type of Training Programme
Under Secretary	c) In-Service Training Programmes for AIS Officers and other officers working under Central Staffing Scheme in GoI; or d) Relevant programme from NPC Calendar
Section Officer/ Assistant	Option to select from relevant programs offered by NPC
MTS/Group C	From Programmes offered by ISTM/ state ATIs

5. Comments/Suggestions on above proposal may be sent to email: jitesh.gupta@nic.in before 25 Nov 2014.


(Rajesh Arya)
Director (Trg.)