



D.O. No. 12017/02/2016-TNP (S)

Dear Sir/Madam,

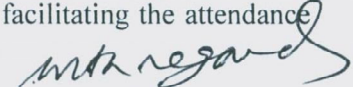
As you are aware Department of Personnel & Training arranges one week In-Service Training Programme for All India Service (IAS, IPS & IFoS), Officers working under Central Staffing Scheme and officers of Central Secretariat Service (CSS)/ Central Secretariat Stenographer Service (CSSS) (DS/Sr. PPS and above level) every year.

2. The calendar for the In-Service Training Programme 2016-17 has been finalized and uploaded in the website of this Department at www.persmin.nic.in. I am also enclosing a copy of the training calendar for 2016-17. I request you that the calendar may kindly be circulated among the eligible officers requesting them to submit their option before commencement of the course. All eligible IAS Officers are required to give their willingness through the Intra IAS portal and all other officers through the proforma linked at www.persmin.nic.in. IAS officers are requested to send mail mentioning their names, Allotment Year and Cadre to persinfotech@nic.in/tdp-trg@nic.in for Username/Password related queries.

3. All AIS (IAS, IPS and IFoS) officers with minimum 4 years of service and up to the rank of Secretary to the Government of India/Chief Secretary and equivalent, Group 'A' officers working under the Central Staffing Scheme in the Government of India and officers of CSS/CSSS (DS/Sr. PPS and above) are eligible to attend the aforesaid training programme.

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

5. I solicit your kind cooperation for the successful conduct of the training programmes, by enabling wide publicity of the programmes amongst the officers and facilitating the attendance of a large number of officers in these programmes.


Yours sincerely,


(Jishnu Barua)

To

Secretaries to all Ministries/Departments of Govt. of India (As per DoPT's standard list)

List of Institutes for In- Service Training Calendar for the year 2016-17:-

S.No.	Programme Shortlisted	Institute	Tentative dates
1.	Fiscal Policy and Macro-economic management	National Institute of Public Finance & Policy(NIPFP), N. Delhi	19 th – 23 rd September, 2016
2.	Climate Change and State preparedness: Impacts, Vulnerability and Adaptation	The Energy and Resources Institute (TERI), New Delhi	26 th – 30 th September 2016
3.	Investigating Economic Crimes in Financial Markets	National Institute of Security Markets (NISM), Mumbai	3 rd - 7 th October, 2016
4.	Competition Law and Market Regulation	Indian Institute of Corporate Affairs (IICA), Manesar, Haryana	24 th – 28 th October, 2016
5.	Building Competencies for Personal Excellence in Public Governance	The Art of Living Foundation, Bangalore.	7 th -11 th November, 2016
6.	Smart Cities	Housing and Urban Development Corporation Ltd. (HUDCO), N. Delhi	7 th -11 th November, 2016
7.	Social Policy and Governance	Tata Institute of Social Sciences, Mumbai	21 st – 25 th November, 2016
8.	The Sustainable Development Goals: Mainstreaming into the National Development Framework	The Energy and Resource Institute (TERI), New Delhi	28 th November – 2 nd December, 2016
9.	Fiscal Policy and Macro-economic management	National Institute of Public Finance & Policy(NIPFP), N. Delhi	5 th – 9 th December, 2016
10.	E-governance (opportunities and challenges)	Gujarat National Law University, Gandhinagar	12 th – 16 th December, 2016
11.	Building Competencies for Personal Excellence in Public Governance	The Art of Living Foundation, Bangalore.	9 th – 13 th January, 2017
12.	Ethics in Public Services	IC Centre for Governance (ICCG), Panchgani	16 th – 20 th January, 2017
13.	Inner Engineering Leadership programme	Isha (Foundation) Yoga Centre, Coimbatore	23 rd -27 th January, 2017
14.	Leadership, Innovation and Good Governance	Tata Institute of Social Sciences, Mumbai	30 th January-3 rd February, 2017
15.	Developing Leadership Excellence	Tata Management Training Centre (TMTC), Pune	30 th January– 3 rd February, 2017
16.	Developing Leadership Excellence	Tata Management Training Centre (TMTC), Pune	6 th – 10 th February,2017
17.	Innovations in Public Service Delivery	Administrative Staff College of India (ASCI), Hyderabad	6 th – 10 th February, 2017
18.	Development vis-a-vis LWE/Insurgency Issues	S.V.P.National Police Academy, Hyderabad	13 th – 17 th February, 2017
19.	Ethics in Public Services	IC Centre for Governance (ICCG), Panchgani	27 th February - 3 rd March, 2017
20.	Inner Engineering Leadership programme	Isha (Foundation) Yoga Centre, Coimbatore	5 th -9 th December,2016

General Guidelines for In- Service Training Programme for AIS Officers (IAS, IPS & IFoS), officers working under the Central Staffing Scheme, Central Secretariat Service (CSS) and Central Secretariat Stenographer Service (CSSS) Officers.

This is one-week In-Service Training Programme for the year 2016-17 for AIS officers (IAS, IPS & IFoS), officers working under the Central Staffing Scheme and Central Secretariat Service (CSS) and Central Secretariat Stenographer Service (CSSS) Officers.

2. Eligibility:

- (a) AIS officers (IAS, IPS & IFoS)
- (b) Officers working under the Central Staffing in the Government of India.

With minimum of 4 years of Service up to the rank of Secretary to the Govt. of India and Chief Secretary in the State Govt. and equivalent.

- (c) Central Secretariat Service (CSS) and Central Secretariat Stenographer Service (CSSS) Officers of the level DS/ Sr. PPS and above.

3. All the training programmes are residential in nature. Accommodation facility will be provided to the participants by the training institutes who are organizing the training programme.

4. The IAS officers are required to apply on-line through the Intra IAS portal. All other Officers are required to apply through the prescribed proforma available with these guidelines after obtaining approval of the competent authority of the Department/ Ministry/ State Government/ Cadre controlling authority concerned.

5. Officers who are due for retirement may not be sponsored for the training programme scheduled in the month in which they are due to retire.

6. The Officers can attend only one In-Service Training Programme during 2016-17.

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Application for In- Service Training Programme for officers other than IAS for the year 2016-17

Name	Service/Cadre		Allotment Year/Year of posting in the present post
Present Designation			
Ministry/Department			
Official Address			
Contact details	Office:	Mobile:	Email:
Eligibility: Minimum 4 years of Group 'A' service as on 01/04/2016.			
Date of joining/Appointment in Group 'A' Service			
Training programmes opted (in the order of preference)	(1)	(2)	(3)
Date:	Place:	Signature of applicant:	

- ✓ It is certified that the officer has not earlier been nominated/attended any One-Week In-Service Training Programme during the calendar 2016-17.
- ✓ It is also certified that the details filled by the applicant in the form are correct as per official records.

(Signature, Name & Designation of Controlling Authority)

