

T. Jacob  
Additional Secretary  
Tel: 23094010



भारत सरकार  
कार्मिक और प्रशिक्षण विभाग  
कार्मिक, लोक विद्यमानता तथा भ्रष्टाचार  
रोधक विभाग, नई दिल्ली-110001  
GOVERNMENT OF INDIA  
DEPT. OF HR, DO, ED, TRAINING & TCC/DO  
AN INSTITUTE FOR IMPROVING PUBLIC SERVICE DELIVER  
IN INDIA  
GATE NO. 1, NEW DELHI-110001

DO NO.14015/39/2014-AIS-I  
Dated the 8<sup>th</sup> April, 2015

Dear Sir / Madam,

As you are aware that in a meeting held by Secretary, DoP&T on 19.12.2014 with Cadre Controlling Authorities (CCAs), it was inter-alia decided that officers of previous batches who have not done Foundation Course (FC) so far, will be required to undergo either Crash Course of 15 (fifteen) days duration or 'Special Foundation Course' of normal duration. In pursuance of the said decision, names of officers of previous batches for Crash Course/Special Foundation Course have been received from various CCAs.

2. It has been observed that in IAS, IPS & IFoS, weightage is assigned to performance in FC for the purpose of fixation of inter-se seniority. Further, in ITS successful completion of FC is necessary for confirmation in the service. Therefore, for those officers where clearing of FC has an implication for fixation of inter-se seniority or for confirmation in the service, FC has to be completed.

3. Other Group 'A' services participating in Civil Services Examination (CSE) do not assign any weightage to FC either for the purpose of fixation of Seniority or for confirmation in service. You may appreciate that the basic purpose of having the FC is to provide opportunity for intermixing of the Officer Trainees allocated to various services and to develop *esprit de corps* amongst them. Therefore, it is felt that at this stage asking officers of previous batches to mandatorily undergo FC training, will not serve the purpose for which it is meant.

4. I shall be grateful if you could convey your considered views on having Crash Course/Special Foundation Course for officers of previous batches belonging to your service. Further, in case, your Department is still interested to have Crash Course/Special Foundation Course for the officers of previous batches pertaining to your service, it would be appreciated if you could indicate the same to this Department, latest by **16.4.2015**. Incidentally it may also be mentioned that the "Crash Course" and "Special Foundation Course" are tentatively scheduled to be held in May-June, 2015 and from 1<sup>st</sup> September, 2015 at Dr. Marri Channa Reddy Human Resource Development Institute, Hyderabad & HIPA Gurgaon, respectively

With Kind Regards,

Yours Sincerely

(T. Jacob)

To

Cadre Controlling Authorities (As per list enclosed)



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Copy for information to:-

1. Shri Rajeev Kapoor, Director, LBSNAA, Mussorie, Uttrakhand
2. Shri S.K. Jindal, Director, Training Division, DoP&T, Old JNU Campus, New Delhi.

(S.S. Shukla)  
Under Secretary to the Government of India

S. No.	Service/Office	Name and Address
1.	D/o Revenue	Shri Shaktikanta Das, Secretary, Department of Revenue, 128-A/North Block, New Delhi.
2.	IRS(IT)	Ms. Anita Kapur, Chairperson, Central Board of Direct Taxes, North Block, New Delhi
3.	IA&AS	Ms. Ajanta Dayalan, Deputy C&AG, Pocket-9, Deen Dayal Upadhyaya Marg, New Delhi - 110124.
4.	IFS	Shri Sibi George, JS(AD), South Block, New Delhi.
5.	IDAS	Shri A.N. Das, Joint Secretary, Ministry of Defence, South Block, New Delhi
6.	IIS	Shri Anurag Srivastava, Joint Secretary, Ministry of Information & Broadcasting, Room No 552, A wing, Shastri Bhawan New Delhi-110001.
7.	IOFS	Ms. Kusum Singh, Joint Secretary, Department of Defence Production, Ministry of Defence, South Block, New Delhi.
8.	IRTS, IRPS, IRAS, RPF	Smt. Rashmi Chowdhary, EDE/GL, Ministry of Railways, Rail Bhawan, New Delhi
9.	ICLS	Shri Ajay Das Mehrotra, Joint Secretary, Ministry of Corporate Affairs, 5 <sup>th</sup> Floor, A Block, Shastri Bhawan, New Delhi.
10.	IRS(C&CE)	Ms. J. M. Shanti Sundharam, Chairperson, CBEC, North Block, New Delhi.
11.	IRS(C&CE)	Dr. G. Sree Kumar Menon, DG, CBEC, North Block, New Delhi
12.	IDES	Shri P. Daniel, Additional Director General (Admn & Vigilence), Director General of Defence States, M/o Defence, Raksha Sampada Bhawan, Ulan Baatar Marg, Delhi Cantt., New Delhi-110010.

13.	IPoS	Shri V. P. Singh, DDG (Personnel), Ministry of Communication & IT, Department of Posts, Dak Bhavan, New Delhi.
14.	IP&TAFS	Shri Saurabh K Tiwari, Deputy Director General, Department of Telecommunication, Sanchar Bhavan, New Delhi.
15.	ICAS	Shri Jawahar Thakur, Controller General of Accounts, O/o Controller General of Accounts, Ministry of Finance, Lok Nayak Bhawan, Khan Market, New Delhi-110511.