

MOST IMMEDIATE

No. 12037/42/2010-FTC
Government of India
Department of Personnel & Training
Training Division
(Block No.IV, Old JNU Campus, New Delhi 110 067)

New Delhi, the 9th February 2011

To,

- (i) Secretaries to **Ministries/Departments** of Govt of India (as per list)
- (ii) Chief Secretaries of all State Governments/Administrators of all UTs

Subject Customized Programme on 'Urban Management and Public Service Delivery' at Lee Kuan Yew School of Public Policy, Singapore.

Sir/Madam,

Training Division, Department of Personnel & Training is in the process of organizing a customized training programme on the subject 'Urban Management and Public Service Delivery' at the Lee Kuan Yew School of Public Policy, Singapore from 17-25 March 2011.

2. The programme is designed to **broaden** the perspective and deepen the analytical skill sets of senior officers working in the urban sector particularly in urban public service delivery. It aims to equip the participants with tools they can use to analyze current systemic and organization constraints on public service delivery. The programme would draw from Singapore's contemporary development of **world-class** urban public services as a running case study.

3. It is requested that nomination of 2 (two) suitable officers for the programme may kindly be forwarded to this division as per the following criteria:

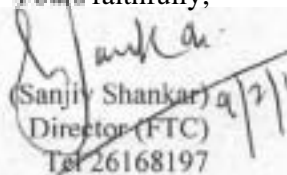
- (i) **Officer(s)** of the rank of Under Secretary/Deputy Secretary/Director/Joint Secretary to the Government of India or their equivalent in the **States/UTs** would be eligible.
- (ii) The upper age limit for the nominated **officer(s)** is 52 years as on 1.4.2011.

- (iii) Officer(s) who have been debarred from nomination for foreign training on their failure to attend the training programmes to which they might have been nominated earlier, may not be nominated.
- (iv) Officer(s) nominated should be presently working in the field of Urban Development and Management in capital cities and prime municipal areas for at least one year and is likely to continue working for a further period of 2 years in the same field.
- (v) Only those officer(s) who can be spared for the training period as mentioned above and are clear from vigilance angle may be nominated.
- (vi) A brief in about 100 words may be given by the recommending authority justifying the nomination of each such nominated officer(s).

5. The final selection of officers would be done in DOPT out of all nominations received. The entire cost of participation in the training, except for local pre-departure expenses, will be borne under the **DFFT** Scheme of the DOPT.

6. Since the names of the officers are to be conveyed to the Lee Kuan Yew School immediately, it is requested that nomination from your Ministry/Department/State Government/UT may be forwarded by **22nd February** 2011 positively.

Yours faithfully,


(Sanjay Shankar) 9/2/11
Director (FTC)
Tel 26168197