

MOST IMMEDIATE

No. L-11012/02/2009-LTT

Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training
(Training Division)

Block-4, 3rd Floor, Old JNU Campus,
New Delhi-110067
Dated **20th February, 2009**

To.

- Chief Secretaries to all State Governments and UTs
- Secretaries (All Ministries / Departments-Government of India)
- DG/Directors of State ATIs

Subject: Third Post Graduate Programme in Public Management and Policy during 2009-10 at Indian Institute of Management, Ahmedabad.

Madam/Sir,

The Department of Personnel and Training is sponsoring a One Year Post Graduate Programme in Public Management and Policy at Indian Institute of Management, Ahmedabad. Two programmes in the series have already been completed. The third programme is scheduled to commence from **1st April, 2009**.

2. This has been designed as a high quality programme with a set of core courses as well as a range of electives. It includes an international module of about six weeks' duration at a University of international repute. The institution will be jointly decided by DoPT and IIMA.

3. This is a compulsory residential programme and IIMA will provide suitable accommodation. The cost of accommodation would be Rs. 6000/- per month and the accommodation would be suitable for married students (Studio apartment) consisting of a bathroom, living room and kitchen. It would be partially furnished to include an air conditioner, a refrigerator, essential furniture etc. Electricity charges would be extra.

4. The boarding services of the International Management Development Centre and Management Development Centre would be available to the participants on additional payment at rates applicable for these services, if they desire to avail of the same, during their stay at IIMA..

5. I enclose herewith particulars of the programme along with terms and conditions for officers admitted to the programme. I would request you to circulate the programme amongst your officers and encourage as many as possible to apply. The details of the programme are available on the website of the Ministry of Personnel, Public Grievances and Pensions (www.permis.nic.in) and Prof. Sebastian Morris, Chairperson, PGP-PMP, may be contacted for any clarification at (pgppmp@iimahd.ernet.in).

6. **Course fees:** The course fees will be paid as under:

- (a) DoPT will meet the entire cost of international component for all participants. They would be entitled for allowances for boarding and lodging as applicable for short duration foreign training programmes under the scheme of Domestic Funding of Foreign Training.

- (b) The cost of domestic component of the programme @ Rs. 2,50,000 per participant will be met by the respective cadre controlling/sponsoring authority of the participant. In case of IAS officers, the DoPT being the Cadre authority of IAS will meet the cost of domestic component of the programme.
- (c) For the international component, DoPT would pay an agreed amount to IIMA, towards the fees payable to the collaborating institute and also meet expenditure on travel, per diem and boarding and lodging in respect of the candidates sponsored by DoPT. Details regarding the rates of per-diem allowances etc are given in the terms and conditions annexed.

7. The sponsoring organization, namely the organization where the officer is currently posted will have to meet the cost of (a) pay and allowances during the training period, (b) travel from place of posting to Ahmedabad and back, (c) a one time ad-hoc allowance of Rs.1500/- for stationery, and (d) cost of residential accommodation to be provided by IIMA during the training period.

8. Nominations of suitable officers, in the prescribed proforma downloadable from the website of IIM, Ahmedabad(www.iimahd.ernet.in)can be sent to this Department through the appropriate cadre controlling authority of Government of India along with additional information in Proforma-A (enclosed with this circular), so as to reach us on or before 10th March, 2009. Nominations received after this date will not be considered. A copy of the application may also be sent to Prof. Sebastian Morris, Chairperson, PGP-PMP, IIM, Ahmedabad. In order to save time, officers may send an advance copy of the application directly to this Department. However, their selection will not be confirmed without their formal applications being duly recommended by their cadre controlling authorities.

9. **It may please be brought to the notice of those officers who had earlier applied as per the advertisement of IIMA and were selected in the interview, to route their applications to DoP&T through their cadre controlling authorities for scrutiny. However, the applicants who were not selected in the interview of IIMA need not apply again.**

Yours faithfully,

(Ajay Sawhney)

Joint Secretary (Trg)

Tel: 26106314/Fax: 26107962

Copy to:

- (i) Comptroller & Auditor General of India, New Delhi
- (ii) Secretary, Union Public Service Commission, New Delhi
- (iii) Election Commission of India, New Delhi
- (iv) All Cadre Controlling Authorities/ All State Training Institutes
- (v) Controller General of Accounts, New Delhi
- (vi) Deputy Director General (Training), Department of Post, Dak Bhavan, New Delhi
- (vii) Executive Director (Training), Railway Board, Rail Bhavan, New Delhi
- (viii) Director (Police), Ministry of Home Affairs for nomination of IPS Officers.
- (ix) Director General, CPWD Training Institute, Nirman Bhavan, New Delhi
- (x) Director, Bureau of Police Research and Development, CGO Complex, New Delhi
- (xi) Establishment Officer, Department of Personnel & Training, New Delhi
- (xii) Director (HRD) Ordnance Factory Board, 10-A Auckland Road, Calcutta.
- (xiii) Director, Indian Institute of Management, Ahmedabad 380 015.
- (xiv) Prof. Sebastian Morris, Chairperson, PGP-PMP, IIM, Ahmedabad 380 015.

*Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training
(Training Division)*

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Third Post Graduate Programme in Public Management and Policy 2009-10
at Indian Institute of Management, Ahmedabad

The Training Division of Department of Personnel and Training is sponsoring a Post Graduate Programme in Public Management and Policy (PGP-PMP) at Indian Institute of Management, Ahmedabad. The third programme will commence from 1st April, 2009.

Eligibility Conditions

The programme is open to officers of All India Services, Central services (organized and non-organized, technical and non-technical), faculty members of the State Administrative Training Institutes and also Officers of the State Civil Services subject to the following eligibility conditions:

(a)	<i>Length of Service</i>	The officer should have put in at least 7 years of Group 'A' service.
(b)	<i>Age</i>	The officers should not be more than 50 years of age on 01.04.2009 (53 years in case of officers belonging to Scheduled Caste and Scheduled Tribe)
(c)	<i>Earlier Training</i>	The officers should not have undergone a training programme of 12-weeks or more duration in India during a period of 5 years preceding the date of commencement of this programme. Further the officer should not have undergone a programme of training abroad of more than 2-weeks in preceding 2 years, more than one month in preceding 3 years or more than six months in the preceding 5 years.

Course Fees

(a) DoPT will meet the cost of the international component of the programme (including travel) for all the participants. The cost would be met out of the Scheme of Domestic Funding of Foreign Training.

(b) The cost of the domestic component of the programme (Rs. 2.50 lakh) will be met by the respective cadre controlling authority in the Government of India (for example, DoPT for IAS officers, MHA for IPS officers etc.).

(c) The sponsoring organizations, namely the organization where the officer is currently posted, will meet the cost of [a] pay and allowances during the training period [b] travel from place of posting to Ahmedabad and back, [c] a one-time allowance of Rs.1500/- for stationery etc. and [d] cost of lodging facilities to the participants at the rate of Rs.6000/- per month per participant to be provided by IIM Ahmedabad during the programme.

(d) During international training, the daily allowance will be paid to the participants on the basis of extant approved rates for short-term training programmes under the Scheme of 'Domestic Funding of Foreign Training' of DoPT. No representation will be entertained in this regard. The approved rates are as under:

Per diem

Duration/Period	Approved rate per diem
0-14 days	US\$ 56.25
15-28 days	US\$ 42.00
More than 28 days	US\$ 900 per month

Where the course fee includes boarding and lodging charges, the rate of per diem shall be as under:

Duration/Period	Approved rate per diem
0-14 days	US\$ 21.00
15-28 days	US\$ 15.00
More than 28 days	US\$ 12.00

If the course fee does not include the boarding and lodging charges, the lodging charges may be given at the rate of 150% (upper limit) of pre-revised rates of per diem.

The cost of Visa fees (if any), medical insurance etc will be met by the sponsoring authority on actual basis.

Conditions for officers admitted to the program

In case of officers, sponsored by the Government of India for this programme, the following conditions will apply:

- (i) The entire period of training (institutional training of 12 months) will be treated as on duty under FR 9(6)(b)(i);
- (ii) The Ministries/ Departments/ State Governments may fill up the vacancy caused by the deputation of the officers;
- (iii) For the grant of special pay/ Central deputation (Tenure allowance) (CDTA), the participants will be regulated as under:-
 - (a) The officers who proceed for training during their tenure of central deputation will continue to receive CDTA for the period of their entitlement against Central deputation tenure. If any period of training falls beyond the tenure of Central deputation or the officers proceed for training at the end of their tenure at the Centre, CDTA will not be admissible.

{Note-The tenure of central deputation in so far as it relates to this program, would also include the period of leave upto 2 months that may be granted by the central Ministry/ Department to the officers before their repatriation to the parent cadre}
 - (b) The officers not on central deputation and also not in receipt of CDTA, whether they proceed on training from Delhi, or outside Delhi will not be entitled to any Special pay drawn before proceeding for the training.

(iv) Officers of the Central Government, State Government and Union Territories coming from outside Ahmedabad to participate in the program will be allowed one of the following two options by the sponsoring authorities:-

(a) The officers will be treated as on duty on tour. They will draw travelling allowance as on tour and allowances as per para II(a) of the Ministry of Finance, Department of Expenditure O.M. 19030/2/86-E-IV dated 24.3.86 amended from time to time.

OR

(b) The officers will be treated as on transfer. They will not be entitled to the Government accommodation at the original place of posting.

(v) In case an officer proceeding on training is a *bona fide* occupant of Government accommodation in the general pool controlled by the Directorate of Estates, he could retain the residential accommodation for the full period of training at his place of posting provided the residence is required for *bona fide* use of members of his family.

(vi) Officers of the Central Government entitled to facility of residential telephone at the time of joining this programme will be allowed to retain the residential telephone sanctioned to them on usual terms for six months and thereafter on the condition that the officers will pay all calls in excess of the free calls allowed by the Telecommunication Department as stipulated in Ministry of Finance (Department of Expenditure) O.M.No. 7(10)E(Coord)/79 dated 1st August, 1979 as amended from time to time.

(vii) The salary and other claims of the officers be paid by the Ministry/Department/Office where they were last working before joining this programme.

Bond to be executed by the officer:

Before joining the programme, the officer is required to execute a Bond to the extent that "in the event of his/her failing to resume duty or resigning or retiring from service or otherwise quitting service, without returning to duty after expire or termination of the period of the long term training programme or failing to complete th training programme, or quitting the service at any time within a period of FIVE (5) years after his/her return to duty y, the officer shall forthwith pay to the Government or as may be directed by the Government, on demand all charges and expenses that shall or may have been incurred by the Government for the training i.e. all monies paid to him/her or expended on his/her account during training such as pay and allowances, leave salary, cost of fee, travelling and other expenses, cost of international travel and cost of training abroad met by the Government/agency concerned together with interest thereon from the date of demand at Government rates for the time being in force on Government loans of if payment is made in a country other than India, the equivalent of the said amount in currency of that country converted at the official rate of exchange between that country and India and together with all costs between the attorney and the client.

Hostel Facilities

This is a fully residential programme. IIM, Ahmedabad will provide suitable accommodation (partially furnished studio apartment) to the participants of the programme at the rate of Rs.6000/- per month per participant. Electricity charges will be extra. The expenditure will be met by the sponsoring authorities of the participants.

Selection procedure and forwarding of nominations

The Cadre Controlling Authority (CCA) should recommend names of only those Group 'A' officers who are likely to stay with the CCA for some more time. Officers whose names have been recommended for central deputation should not be nominated for the PGP-PMP. Failure to withdraw the names of officers on offer who are nominated for programme, may result in debarment of officers for central deputation for five years.

Officers on deputation to Government of India under the Central Staffing Scheme must complete at least two years of their tenure on deputation on the date of this notification to become eligible to apply for this programme.

The faculty members of the State ATIs who have completed at least three years on the date of starting of the program are also eligible to apply for the programme. However, those faculty members who belong to state civil services need not necessarily fulfil this condition. The selected faculty members, however, would be required to stay in the ATI for next three years after completion of the programme.

Forwarding of nominations

Nominations of suitable officers, in the enclosed proforma, may please be sent to this Department through the appropriate cadre controlling authority of the Government of India, so as to reach us on or before **10th March, 2009**. Nominations received after this date will not be considered. A copy of the application may also be sent to Prof. Sebastian Morris, Chairperson, PGP-PMP, IIM, Ahmedabad 380 015. E mail: pgppmp@iimahd.ernet.in . In order to save time, officers may send an advance copy of the application directly to this Department. However, their selection will not be confirmed without their formal applications being duly recommended by their cadre controlling authorities. The nominations would be screened/scrutinized and suitable officers will be called for an interview.

It may please be brought to the notice of those officers who had earlier applied as per the advertisement of IIMA for PGP-PMP of 2009-10 and were selected in the interview, to route their applications to DoP&T through their cadre controlling authorities for scrutiny. However, the applicants who were not selected in the interview of IIMA need not apply again.

PROFORMA-A

(Additional information to be sent to DoPT only)

POST GRADUATE PROGRAMME IN PUBLIC MANAGEMENT AND POLICY 2009-10

CONDUCTED BY INDIAN INSTITUTE OF MANAGEMENT, AHMEDABAD

(To be filled by the officer)

1	Name of the officer (in capital):	
2	Present designation:	
3	Official Address: Residential address: Telephone No: Fax No: Mobile No: e-mail :	
4	Service/ cadre to which the officer belongs (with year of allotment):	
5	Length of Service in Group 'A'	
6	Do you belong to a Scheduled Caste/Scheduled Tribe	SC ST
7	Are you presently on deputation to the Government of India under Central Staffing Scheme	Yes/No
8	If yes, from what date	
9	What is the date of completion of tenure?	

10.Details of in-service training programs/ courses attended **(in India and abroad)** {duration should be at least two weeks or more}

S.No.	Name of the course/ training program	Year	Name of the place/Institution	Duration (in Weeks)
	In India			
	Abroad			

11. DECLARATION

I certify that the information given in this application form is correct and true to the best of my knowledge. I agree to abide by the decision of the authorities regarding my selection to the programme.

Place

Date

Signature of the candidate

PART-B

To be filled in by the Sponsoring Authority

Is there any vigilance case pending or contemplated against the officer? Yes No

If yes, please give details

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.....

Is there any standing adverse entry against the officer? Yes No

If yes, please give details

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Is the applicant's overall ACR gradings "Very Good"? Yes No

If no, please give details

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Whether cadre clearance has been obtained? Yes No

(For officers, who would be completing their deputation tenures prior to joining the PGDPPM? In such cases, clearance of the State Government/Parent department has to be obtained)

Has the candidate been offered a central deputation also? Yes No

If selected, will the candidate be released for the programme? Yes No

Name of the sponsoring authority:

Designation:.....

Office:.....

Date

Place

Signature of the Sponsoring Authority

**FORMAT OF BOND TO BE EXECUTED BY A GOVERNMENT SERVANT BEFORE
PROCEEDING ABROAD FOR LONG TERM FOREIGN TRAINING UNDER THE
SCHEME OF DOMESTIC FUNDING OF FOREIGN TRAINING (DFFT)**

KNOW ALL MEN BY THESE PRESENTS THAT I, -----, resident of -----, at present employed as --- in the Ministry/Department-----, do hereby bind myself and my heirs, executors and administrators to pay to the President of India (hereinafter called the 'Government') on demand, 'all charges and expenses' that shall or may have been incurred by the Government for my foreign training i.e. all monies paid to me or expended on my account during training such as pay and allowances, leave salary, cost of fee, travelling and other expenses, cost of international travel and cost of training abroad met by the govt./agency concerned, etc. at ---- (Name of the university/institution) in ----- (Name of the Country), together with interest thereon from the date of demand at Government rates, for the time being in force, on Government loans or, if payment is made in a country other than India, the equivalent of the said amount in currency of that country converted at the official rate of exchange between that country and India AND TOGETHER with all costs between the attorney and the client.

WHEREAS I, -----, am being deputed for training abroad to attend Long Term Foreign Training programme under the Scheme of DFFT, by the Department of Personnel and Training (DoP&T), Government of India,

AND WHEREAS for the better protection of the Government I have agreed to execute this bond with such conditions as written hereunder:

NOW THE CONDITION OF THE ABOVE WRITTEN OBLIGATION IS THAT, in the event of my failing to resume duty, or resigning or retiring from service or otherwise quitting service, without returning to duty after expiry or termination of the period of foreign training, OR failing to complete the training programme, OR quitting the service at any time within a period of FIVE (5) years after my return to duty, I shall forthwith pay to the Government or as may be directed by the Government, on demand the said sum together with interest thereon from the date of demand at Government rates for the time being in force on Government loans.

AND upon my making such payment the above written obligations shall be void and of no effect, otherwise it shall be and remain in full force and virtue.

The Bond shall in all respects be governed by the laws of India for the time being in force and the rights and liabilities hereunder shall, where necessary, be accordingly determined by the appropriate Courts of India

The Government of India has agreed to bear the stamp duty payable on this bond.

Signed and delivered this the ----- day of ----- month of the year Two Thousand and Eight.

Signed and delivered by ----- (Name and designation

In the presence of ----- and -----

Witnesses: 1. _____
2. _____

ACCEPTED
on behalf of the President of India by the Cadre Controlling Authority
(Authorised Signatory)