

MOST IMMEDIATE

No. 17014/2/2006-Trg(Pub Pol-TERI)  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel and Training  
(Training Division)

Block-4, 3<sup>rd</sup> Floor, Old JNU Campus,  
New Delhi-110067  
Dated 6-7-2006

To.

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

Subject:- 2<sup>nd</sup> MA in Public Policy and Sustainable Development during 2007-09 at  
TERI School of Advanced Studies, New Delhi.

Sir/ Madam,

The Department of Personnel and Training is sponsoring two year MA programme in Public Policy and Sustainable Development, at TERI School of Advanced Studies, New Delhi every year. The first programme had begun in January 2006 and currently in progress. The second programme is scheduled to commence from 8<sup>th</sup> January 2007. A copy of the programme brochure is enclosed.

2. The programme is meant for serving officers of Group 'A' services, in the seniority of 7-20 years. 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 the Lyndon B. Johnson School of Government, University of Texas, Austin, USA. The participants will undergo institutional training for one year at TERI School of Advanced Studies in New Delhi. The second year will be at their work place and devoted to complete the dissertation.

3. This is a residential programme. During institutional training at TERI, the participants will be provided simple family accommodation. The institute is making its efforts to arrange the family accommodation from the private agencies on payment basis. If it will not be possible to arrange the family accommodation, the Delhi based officers may live in their own accommodation. Outside participants need to arrange family accommodation of their own in consultation with TERI. The allotment of the family accommodation would be subject to the condition that the participant would not be entitled to retain the residential accommodation for the full period of training at their place of posting prior to joining the course as the accommodation proposed to be provided is family accommodation.

4. I am enclosing herewith a copy of the programme brochure along with **terms and conditions** for officers admitted to the programme. I would request you to kindly circulate the programme amongst your officers and encourage as many as possible to apply.

5. Course fee- The course fee will be paid as under:

- (a) DoPT will meet the cost of international component of the programme for all participants. They would be entitled for allowances as applicable for short duration foreign training programme in the scheme of Domestic Funding of Foreign Training of DoPT.
- (b) The cost of domestic component of the programme @ Rs. 189,400 per participant, will be met by the respective cadre controlling /sponsoring authority of the Government of India (for example, DoPT for IAS officers, MHA for IPS officers etc.).
- (c) For the international component, DoPT would pay agreed amount to TERI towards the fees payable to the collaborating institute/university and also meet expenditure on travel, per diem and accommodation 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.

6. The sponsoring organizations, namely the organization where the officer is currently posted, will also have to meet the cost of (a) pay and allowances during the training period, (b) travel from place of posting to New Delhi and back, (c) travel cost towards field visit of the participants for collection of data/ information on their dissertation and visit to New Delhi for presentation of the dissertation, (d) a one time ad-hoc allowance of Rs.1500/- for stationary, and (e) cost of residential accommodation to be provided by the TERI during the training period.

7. Nomination of suitable officers, in the enclosed proforma, may please be sent to this Department through the appropriate cadre controlling authority of Government of India, so as to reach us on or before **15<sup>th</sup> September 2006**. Nominations received after this date will not be considered. A copy of the application may also be sent to Prof. Leena Srivastava, Executive Director, TERI School of Advanced Studies, Darbari Seth Block, Habitat Place, Lodi Road, New Delhi-110003. 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 formal application duly recommended by their cadre authorities. The sponsoring organizations are also requested to obtain all the clearances including cadre clearance as well as clearance from State Government in case of All India Services officers.

8. The nominations would be screened/ scrutinized and suitable officers may be called for an interview by the TERI.

9. Further details with regard to this programme will be available on the website of the TERI ([www.terischool.ac.in](http://www.terischool.ac.in)).

Yours faithfully,

(Ajay Sawhney)  
Joint Secretary (Trg)  
Tel: 26106314  
Fax: 26107962

Copy to :

- Comptroller & Auditor General of India, New Delhi
- Secretary, Union Public Service Commission, New Delhi
- Election Commission of India, New Delhi
- All Cadre Controlling Authorities
- Deputy Director General (Training ), Department of Post, Dak Bhavan, New Delhi
- Executive Director (Training), Railway Board , Rail Bhavan, New Delhi
- Director (Police), Ministry of Home Affairs for nomination of IPS Officers.
- Director General, CPWD Training Institute, Nirman Bhavan, New Delhi
- Director, Bureau of Police Research and Development, CGO Complex, New Delhi
- Establishment Officer, Department of Personnel & Training, New Delhi
- Director (HRD) Ordnance Factory Board, 10-A Auckland Road, Calcutta.
- Executive Director, TERI School of Advanced Studies, Darbari Seth Block, Habitat Place, Lodi Road, New Delhi-110003

(Ajay Sawhney)  
Joint Secretary (Trg)

**Department of Personnel & Training  
Training Division**

**Terms and Conditions**

2<sup>nd</sup> MA ( Public Policy and Sustainable Development )during 2007-09

at

TERI School of Advanced Studies, New Delhi.

**Eligibility Conditions:-**

The programme is open to officers of All India Services, Central services (organized and non-organized, technical and non-technical) subject to the following eligibility conditions:

(a)	Length of Service	The officer should have put in at least 7 years of Group 'A' service.
(b)	Age	The officers should not be more than 50 years of age on 1-1-2007 (53 years in case of officers belonging to Scheduled Caste and Scheduled Tribe)
(c)	Earlier Training	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 program of training abroad of more than 2-weeks in preceding 2years, more than one month in preceding 3 years or more than six months in the preceding 5 years.

**Course Fees:-**

The course fee will be paid as under:

- (a) DoPT will meet the cost of international component of the programme for all participants. They would be entitled for allowances as applicable for short duration foreign training programme in the scheme of Domestic Funding of Foreign Training of DoPT.
- (b) The cost of domestic component of the programme @ Rs. 189,400 per participant, will be met by the respective cadre controlling /sponsoring authority of 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 have to meet the cost of (a) pay and allowances during the training period, (b) travel from place of posting to New Delhi and back, (c) travel cost towards field visit of the participants for collection of data/information on their dissertation and visit to New Delhi for presentation of the dissertation, (d) a one time ad-hoc allowance of Rs.1500/- for stationary, and (v) cost of residential accommodation to be provided by the TERI during the training period.

(d) During international training at University of Texas, USA 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:-

(i) Per diem

Duration /period	Proposed rate per diem
0-14 days	US\$37.50
15-28 days	US \$ 28.10
More than 28 days	US \$ 600 per month

(ii) Where the course fee includes boarding and lodging charges the rate of per diem may be as under;-

Duration /period	Proposed rate per diem
0-14 days	US\$ 14.00
15-28 days	US \$ 10.50
More than 28 days	US \$ 8.50

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

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

### **Conditions for officers admitted to the programme:-**

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

- (i) The entire period (one year) of institutional training 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) The entire period of training will be excluded for the purpose of computing the tenure of the officer at the centre.
- (iv) 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 programme, would also include the period of leave up to 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.

(v) Officers of the Central Government, State Government and Union Territories coming from outside New Delhi to participate in the programme 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 traveling 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.

(vi) The programme is residential. During the training at TERI, the participants will need residential family accommodation. The institute is making its efforts to arrange the family accommodation from the private agencies on payment basis. The allotment of the accommodation would be subject to the condition that the participant would not be entitled to retain the residential accommodation for the full period of training at their place of posting prior to joining the course as the accommodation proposed to be provided is family accommodation.

(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. The accommodation charges will be met by the sponsoring organizations.

Selection procedure and forwarding of nominations: -

The Cadre Controlling Authority (CCA) should recommend names of only those Group 'A' officer 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 programme. Failure to withdraw the names of officers on offers who are nominated for programme, may result into debarment of officers for central deputation for five years.

Forwarding of nominations:-

Nomination of suitable officers, in the enclosed proforma, may please be sent to this Department with a copy to Prof. Leena Srivastava, Executive Director, TERI School of Advanced Studies, Darbari Seth Block, Habitat Place, Lodi Road, New Delhi-110003 so as to reach on or before **15<sup>th</sup> September 2006**. Nominations received after this date will not be considered. The nominations would be screened / scrutinized and suitable officers will be called for an interview. It is therefore, requested that the nominations may be forwarded well in advance. The sponsoring organizations are also requested to obtain all the clearances including cadre clearance as well as clearance from State Government in case of All India Services officers.