

Accs. G.A.A.

SEU-14

मुख्य सचिव का कार्यालय,

27 MAY 2026

Kartavya Bhavan-I, New Delhi,
Dated the 26th May, 2026.

TRAINING CIRCULAR

Subject:- In-person Singapore-Thailand Third Country Training Programme (TCTP) on "Digital Government Transformation" from 21st to 25th September, 2026 in Singapore.

1. The Republic of Singapore has invited nominations for **In-person Singapore-Thailand Third Country Training Programme (TCTP) on "Digital Government Transformation" from 21st to 25th September, 2026 in Singapore** under the Technical Assistance Programme with India. **The programme is intended for mid- to senior-level government officials from IT department, digital transformation offices and public service agencies responsible for modernising government operations and citizen services. The eligibility conditions and other information about the course are mentioned in the Information Brochure received from the sponsoring Government (Annex-I). Number of slots available for India is Two.**

2. Nominations of candidates is regulated by the guidelines prescribed by DEA, a synopsis of which is attached as **Annex-II**.

3. The course is sponsored by Government of Singapore and the Thailand International Cooperation Agency under the Singapore-Thailand Third Country Training Programme, who will provide round-trip air fare, accommodation, local transport, medical insurance and daily allowance.

4. The following forms need to be duly completed and certified by the participant and the competent authority of the nominating Ministry/Department:

(i) Sponsoring Government's application to be filled online (available at <https://go.gov.sg/tctp-dgt2026>). Printed copy of application submitted by the candidate online to SCP may be sent to DEA along with the other forms.
(ii) DEA's proforma - duly countersigned by competent authority (**Annex-IV**).

5. **"Application Form complete in all respects alongwith check-list reach this Department through the Administrative Ministry/Department of Govt. of India /State Government/UT, as the case may be, not later than 13.07.2026 positively at the following address:-**

Shri Pankaj Gangwar,
Under Secretary (BPC&T),
Department of Economic Affairs, Ministry of Finance,
Hall No. 15076, Kartavya Bhavan -1, New Delhi-110001.
Ph:- 011 - 2401 2878,
Email- pankaj.gangwar@gov.in
chourasia.anil@nic.in

Contd.....2/-

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6. Incomplete applications and nominations received after the cut-off date will not be entertained. This may please be noted for strict compliance to avoid disappointment at a later stage. The candidates are advised to have their applications processed through their administrative Departments well in time and send complete information asked for in the forms specified above. Details of various short-term training programmes are regularly uploaded on Ministry of Finance's website www.dea.gov.in under the link "Foreign Training Programmes" [<https://dea.gov.in/foreign-training-and-employee-corner>].

(Pankaj Gangwar)

Under Secretary to the Govt. of India

1. Joint Secretary (Admn.), Ministry of Electronics & Information Technology, Electronics Niketan, 6 CGO Complex, Lodhi Road, New Delhi.
2. Joint Secretary (Admn.), Ministry of Statistics & Programme Implementation, Sardar Patel Bhavan, New Delhi.
3. Joint Secretary (Admn.), NITI Aayog, Sansad Marg, New Delhi.
4. Joint Secretary (Admn.) of all Ministries/Departments, Government of India.
5. Chief Secretaries of all States Governments/UTs.

TO BE UPLOADED ON website of Department of Economic Affairs' WEBSITE
[<https://dea.gov.in/foreign-training-and-employee-corner>].

भारत सरकार
वित्त मंत्रालय
आर्थिक कार्य विभाग
(बीपीसी एंड टी अनुभाग)

कर्तव्य भवन-1, नई दिल्ली,
दिनांक 26 मई, 2026.

प्रशिक्षण परिपत्र

विषय : सिंगापुर में 21 से 25th September, 2026 तक "डिजिटल सरकारी परिवर्तन" पर व्यक्तिगत रूप से सिंगापुर-थाईलैंड तृतीय देश प्रशिक्षण कार्यक्रम (TCTP)।

सिंगापुर गणराज्य ने भारत के साथ तकनीकी सहायता कार्यक्रम के तहत सिंगापुर में 21 से 25th September, 2026 तक "डिजिटल सरकारी परिवर्तन" पर व्यक्तिगत रूप से सिंगापुर-थाईलैंड तृतीय देश प्रशिक्षण कार्यक्रम (TCTP) सिंगापुर को-ऑपरेशन प्रोग्राम के लिए नामांकन आमंत्रित किए हैं। इस कार्यक्रम का उद्देश्य सूचना प्रौद्योगिकी विभाग, डिजिटल परिवर्तन कार्यालयों और सरकारी संचालन और नागरिक सेवाओं के आधुनिकीकरण के लिए जिम्मेदार सार्वजनिक सेवा एजेंसियों के मध्य से वरिष्ठ स्तर के सरकारी अधिकारियों के लिए है। पात्रता शर्तों और पाठ्यक्रम के बारे में अन्य सूचना प्रायोजक सरकार से प्राप्त सूचना विवरणिका (अनुलग्नक-I) में दी गई है। भारत के लिए उपलब्ध स्लॉट की संख्या दो है।

2. अभ्यर्थियों के नामांकन को आर्थिक कार्य विभाग द्वारा निर्धारित दिशा-निर्देशों द्वारा विनियमित किया जाता है, जिसका सारांश अनुलग्नक-II के रूप में संलग्न किया गया है।

3. यह पाठ्यक्रम सिंगापुर-थाईलैंड तृतीय देश प्रशिक्षण कार्यक्रम के तहत सिंगापुर सरकार और थाईलैंड अंतर्राष्ट्रीय सहयोग एजेंसी द्वारा प्रायोजित है, जो राउंड-ट्रिप हवाई किराया, आवास, स्थानीय परिवहन, चिकित्सा बीमा और दैनिक भत्ता प्रदान करेगा।

4. निम्नलिखित प्रपत्रों को विधिवत रूप से पूरा किया जाना चाहिए और प्रतिभागी तथा नामांकनकर्ता मंत्रालय/विभाग के सक्षम प्राधिकारी द्वारा प्रमाणित किया जाना चाहिए:

- (i) प्रायोजक सरकार के आवेदन को ऑनलाइन भरा जाना है (<https://go.gov.sg/tctp-dgt2026>) पर उपलब्ध। एससीपी को ऑनलाइन अभ्यर्थी द्वारा प्रस्तुत आवेदन की मुद्रित प्रति अन्य प्रपत्रों के साथ डीईए को भेजी जाए।
- (ii) डीईए का प्रोफार्मा-सक्षम प्राधिकारी द्वारा विधिवत प्रतिहस्ताक्षरित (अनुलग्नक-IV)।

5. चेक-लिस्ट के साथ सभी प्रकार से पूर्ण आवेदन पत्र प्रशासनिक मंत्रालय/भारत सरकार के विभाग/राज्य सरकार/संघ राज्य क्षेत्र जैसा भी मामला हो, के माध्यम से इस विभाग को 13.07.2026 तक अवश्य ही निम्नलिखित पते पर पहुंच जाने चाहिए:-

श्री पंकज गंगवार,
अवर सचिव (बीपीसी एंड टी),
आर्थिक कार्य विभाग, वित्त मंत्रालय,
हॉल नं. 15076, कर्तव्य भवन -1, नई दिल्ली-110001।
पीएच:- 011 - 2401 2878,
ईमेल- pankaj.gangwar@gov.in
chourasia.anil@nic.in

6. अपूर्ण आवेदनों और अंतिम तिथि के बाद प्राप्त नामांकनों पर विचार नहीं किया जाएगा। इसका कड़ाई से अनुपालन किया जाए ताकि बाद में निराशा न हो। अभ्यर्थियों को सलाह दी जाती है कि वे अपने आवेदनों के संबंध में अपने प्रशासनिक विभागों के माध्यम से समय पर कार्रवाई करें और ऊपर निर्दिष्ट प्रपत्रों में मांगी गई पूर्ण जानकारी भेजें। विभिन्न अल्पकालिक प्रशिक्षण कार्यक्रमों का विवरण नियमित रूप से वित्त मंत्रालय की वेबसाइट www.dea.gov.in पर "विदेशी प्रशिक्षण कार्यक्रम" [<https://dea.gov.in/foreign-training-and-employee-corner>] लिंक के तहत अपलोड किया जाता है।

(पंकज गंगवार)

अवर सचिव, भारत सरकार

1. संयुक्त सचिव (एडीएमएन), इलेक्ट्रॉनिक्स और सूचना प्रौद्योगिकी मंत्रालय, इलेक्ट्रॉनिक्स निकेतन, 6 सीजीओ कॉम्प्लेक्स, लोधी रोड, नई दिल्ली ।
2. संयुक्त सचिव (एडीएमएन), सांख्यिकी और कार्यक्रम कार्यान्वयन मंत्रालय, सरदार पटेल भवन, नई दिल्ली ।
3. संयुक्त सचिव (एडीएमएन), नीति आयोग, संसद मार्ग, नई दिल्ली ।
4. संयुक्त सचिव (प्रशासन) भारत सरकार की सभी मंत्रालयों/विभागों, ।
5. सभी राज्य सरकारों/संघ राज्य क्षेत्रों के मुख्य सचिव।

आर्थिक कार्य विभाग की वेबसाइट पर अपलोड किया जाएगा
[<https://dea.gov.in/foreign-training-and-employee-corner>]

DIGITAL GOVERNMENT TRANSFORMATION

21 TO 25 SEPTEMBER 2026

Jointly Sponsored by the

SINGAPORE COOPERATION PROGRAMME

and the

THAILAND INTERNATIONAL COOPERATION AGENCY

under the

SINGAPORE-THAILAND THIRD COUNTRY TRAINING PROGRAMME

Singapore Cooperation Programme

Singapore has provided technical assistance to other developing countries since the 1960s. As a country whose only resource is its people, Singapore believes that human resource development is vital for economic and social progress. Singapore itself has benefited from training provided by other countries and international organisations.

In 1992, the Singapore Cooperation Programme (SCP) was established to bring together under one framework the various technical assistance programmes offered by Singapore. Through the SCP, the range and number of training programmes were increased to share Singapore's development experience with other developing countries.

To date, over 160,000 officials from more than 180 countries, territories, and intergovernmental organisations have participated in our courses and study visits. The SCP is managed by the Development Partnerships Directorate (DPD) of the Ministry of Foreign Affairs, Singapore.

Thailand International Cooperation Agency (TICA), Ministry of Foreign Affairs, Thailand

TICA is a national focal point for Thailand's international development cooperation. It was established in 2004 to realise Thailand's aspiration to be a contributor to international development cooperation. Believing that global challenges are best addressed through international cooperation and global partnership, TICA continues to work closely together with its development partners to realise the global development agenda through various capacity-building and human resources development programmes. In response to the recent changes in the global landscape of development cooperation, TICA has strengthened its partnerships to harness the synergy of South-South and Triangular Cooperation to tackle global development challenges, including expediting the implementation of Sustainable Development Goals (SDGs). It also continues to realign our focuses in order to deliver Thailand's commitments as a reliable global partner.

Since 1991, TICA, in collaboration with educational institutions in Thailand, has offered short-term training courses under its Annual International Training Course (AITC) programme. The number of

courses offered each year varies between 25 to 35 courses for 20 to 35 participants per course.

AITC not only fosters good and friendly relations which Thailand has already enjoyed with recipient countries across regions, but also helps Thailand to reach out to those countries with which we desire to engage more closely. The courses offered by TICA in 2026 are categorised into 7 themes: Sufficiency Economy Philosophy (SEP) for SGDs, Agriculture and Food Security, Health and Wellness, Climate Resilience, Trade and Economy, Inclusive Development, and Science, Technology and Innovation (STI) for Development.

Singapore-Thailand Third Country Training Programme (TCTP)

Since 1997, the Development Partnerships Directorate of the Singapore Ministry of Foreign Affairs has collaborated with TICA to extend technical assistance under the Singapore-Thailand TCTP. As partners in the technical cooperation cluster under the Civil Service Exchange Programme (CSEP), we conduct an annual review of the TCTP and renew our commitment to jointly share our experience and expertise with our ASEAN friends.

To date, more than 1,100 government officials from ASEAN Secretariat, ASEAN and Timor-Leste have participated in our training courses conducted in the areas of economic, environment and urban development, as well as public administration.

Course Objectives

The course will provide participants with practical knowledge and strategic frameworks for implementing comprehensive digital government transformation. Participants will learn how to modernise government operations, design citizen-centric digital services, and build institutional capabilities for sustained digital innovation whilst ensuring cybersecurity, data protection, and digital inclusion across diverse populations.

Course Outline

Course topics may include:

- Strategic planning for whole-of-government digital transformation
- Citizen-centric service design and user experience principles
- Digital identity and authentication systems
- Data governance and interoperability frameworks
- Cybersecurity for government systems and citizen data protection.
- Digital inclusion strategies and accessibility standards.
- Singapore's Smart Nation Initiatives and GovTech Approach
- Thailand's digital government ecosystem and lessons learnt
- Change management and capacity building for digital adoption

Methodology

This course will be conducted in English through formal lectures and class activities by experienced trainers, academics and/or policy makers in relevant topics, with opportunities for group discussions, sharing sessions, case studies and/or evaluation sessions. Site visits to relevant agencies and facilities will be arranged.

Course Duration and Venue

This course will be conducted in-person from **21 to 25 September 2026** in Singapore.

Invited Countries

ASEAN Secretariat (ASEC), Bangladesh, Bhutan, Brunei, Cambodia, India, Indonesia, Lao PDR, Malaysia, Maldives, Myanmar, Nepal, Pakistan, the Philippines, Sri Lanka, Thailand, Timor-Leste and Vietnam.

expenses beyond what is covered by the insurance policy.

Application Information

Applicants should be:

- Mid- to senior-level government officials from IT departments, digital transformation offices, and public service agencies responsible for modernising government operations and citizen services.
- Nominated by their government;
- Proficient in English;
- In good health; and
- Prepared to participate actively in the programme.

Note:

- Participants are to bear their personal expenses that might be incurred prior to receiving the allowance; and
- As the basic insurance coverage is limited, participants are strongly advised to purchase comprehensive travel insurance which includes adequate coverage of medical evacuation in the event of any unexpected emergencies.

Terms of Award

This course is sponsored by the Governments of Singapore and Thailand under the Singapore-Thailand TCTP.

Under this programme arrangement, the Government of Singapore will bear the following expenses for the successful applicants thereafter known as "participants", during the course in Singapore. These expenses include:

- An Economy Class round-trip air ticket to Singapore.
- Accommodation for the entire duration of the course. Complimentary breakfast is provided in the hotel from the first day to one day after the course.
- A daily allowance of One Hundred and Thirty Singapore Dollars (S\$130) from the first day to the last day of the course. A proportionate reduction in the daily allowance will be made if you are unable to attend the full duration of the course.
- Transportation to the training venue and site visits during the course.
- Basic insurance coverage (Group Hospitalisation and Surgical; Group Personal Accident) for the duration of the course in Singapore, in accordance with the policy of a local insurance company. This does not cover any pre-existing conditions / illnesses and/or any outpatient medical / dental treatment. Participants are personally liable for all medical

Regulations

Participants are required to comply with the following:

- For entry into Singapore, participants are required to adhere to the latest travel and health requirements/advisories as indicated at www.ica.gov.sg/enter-transit-depart;
- Strictly observe the course schedule and attend all training sessions. Participants will receive a certificate of completion from the SCP only upon **attaining full attendance of the course**. Any leave of absence must be substantiated with medical certificates or compelling reasons. Failure to attain full attendance will affect the eligibility for future SCP participations; and
- Carry out instructions and abide by conditions as may be stipulated by the nominating authority or government and the Government of Singapore and its appointed trainer, with respect to the course.

Application Procedure

(Closing date for nomination: **20 July 2026**)

The Governments of Singapore and Thailand are pleased to invite the respective National Focal Points for Technical Assistance (NFP) of ASEAN Member States and South Asian Countries to nominate **two (02)** suitable applicants. Selection of applicants will be based on merit. Should there be more applicants than training places, the Government of Singapore seeks the understanding

of the respective NFPs in the event that its nominee(s) is not selected.

All nominees are to submit their applications **online** at <http://go.gov.sg/tctp-dgt2026> by **20 July 2026**. NFPs are also required to endorse nominees via email links. Instructions and FAQs for Applicants and NFPs can be found at the links below:

- Applicants: <https://go.gov.sg/start-guide>
- NFPs: <https://go.gov.sg/start-nfp>

Note:

- Applications must be completed in full. Incomplete application forms will not be considered. Please contact Devon Tan (devon_tan@mfa.gov.sg) and Clara Ho (Clara_HO@mfa.gov.sg) if you encounter technical issues during application.
- Participants will receive a certificate of completion from the SCP upon completion of the course.
- Please refrain from making telephone and email inquiries on the status of your application while your application is being processed.
- The Ministry of Foreign Affairs, Singapore will inform all applicants of the outcome of their applications. The NFP will also be informed directly. Flight arrangements should be made only upon receipt of the Letter of Acceptance to the course.

Follow us at:

- SCP Website: www.scp.gov.sg
- Facebook: www.facebook.com/SCPFriends
- Instagram: www.instagram.com/SCPFriends

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ANNEX-II**SUMMARY OF GUIDELINES PRESCRIBED BY DEPARTMENT OF ECONOMIC AFFAIRS**

Before applying for the training programme, the candidates are requested to satisfy themselves whether they fulfill the eligibility conditions as per the guidelines on Foreign Training Programmes (FTP) administered by the Department of Economic Affairs (DEA), summarized below:-

Eligibility Conditions

Duration of Training	No. of years of service completed in Govt. as on the date of FTP	Upper age limit on the date of FTP	Cooling off period	Limit on participation in number of trainings in a year
Upto one week	5 years	Less than 58 years	Six months	Two FTPs of duration of less than one week in a calendar year
One to Two weeks	7 years	Less than 58 years	One year	One FTP of duration of one to two weeks in a calendar year
More than two weeks	9 years	Less than 55 years	Two years	One FTP of duration more than two weeks in a period of two years

Note:- Project-related training/official visits abroad are exempted from the provisions of cooling off.

2. Candidates and nominating authorities in Ministries/Departments/State Govts. Etc. should also satisfy themselves about the eligibility conditions prescribed by the sponsoring foreign Government/agency before sending the nomination to DEA.

HOW TO APPLY**3. Filling up of application forms:-**

- (i) Ensure that the **DEA proforma** is duly filled in and is complete in all respects. Without this proforma, application will not be entertained.
- (ii) Ensure that the **application form prescribed by the sponsoring agency** is also complete in all respect, wherever the sponsoring agency asks for Country Report, the same should also be attached.
- (iii) The column relating to **Vigilance Clearance** in DEA proforma should be filled in and certified by the competent authority. Alternately, vigilance clearance certificate by the concerned authority can also be attached. Applications without vigilance clearance at the time of applying will not be entertained.
- (iv) **In case of training programmes which are not fully sponsored** and where expenses on Air travel or any other expenses have to be borne by the candidate or his sponsoring Department, ensure that Part-A or Part-B, as the case may be, of the Undertaking Form is duly completed. Applications received without undertaking form will be summarily rejected. **It may be noted that submission of undertaking form is not necessary in respect of fully funded training programmes and the candidate can mention 'Not Applicable' in the form.**

4. Nominations:-

- (i) In case there is more than one nomination for a particular course, the nominating authority State/Central Government should clearly indicate the prioritization of the nominees.
- (ii) Application for the training programme is to be forwarded through the concerned Ministry/Department after completing all necessary formalities. Applications are not to be sent to the sponsoring foreign country/agency direct unless the same has been endorsed by the Nodal Department i.e. DEA.

5. Clearance:-

Once the nomination forwarded by DEA to the sponsoring Government is accepted and conveyed to the applicant, he/she will be responsible to complete all pre-departure formalities like obtaining political clearance from MEA and have the sanction order issued from his/her administrative Department etc.

Abbreviation:-

JICA - Japan International Cooperation Agency, SCPTA - Singapore Cooperation Programme Training Award, IMF - International Monetary Fund, MTCP - Malaysian Technical Cooperation Programme.

DEA PROFORMA FOR FOREIGN TRAINING

1. Name				
2. Date of Birth		3. Male/Female		
4. Educational Qualifications		5. Date of Entry into Govt. Service		
6. Service to which Officer belongs		7. Date of Regular appointment		
8. Details of Posts held during the last five years (starting from present) :				
S.No.	Post held & Pay level	Period of Posting	Ministry/Department/ Organization	Nature of Work
9. Name of training programme applied for and its relevance to the candidate				
10. Papers etc, if any, published by the candidate				
11. Details of Foreign Training Programmes attended during the last two years :				
S.No.	Dates & Duration Of Training	Subject/title of training	Name of the Training Institution	Source of funding
Signature of the candidate:				
Office Phone : Mobile No. :				
E-mail :				
<u>CERTIFICATE</u>				
Certified that Shri/Ms. _____ is clear from vigilance angle. In case the programme is not fully funded, Undertaking in the prescribed proforma (Part A/Part B) is attached.				
Signature of the Competent Administrative Authority of the applicant with Name, Designation, Phone Number and Email (alongwith official seal)				

ANNEX-IV

CHECK LIST

Sl. No.	Required Documents	YES/NO
1.	MTCP Application Form/ JICA Application Form / Online Submitted Singapore Application Form alongwith supervisor endorsement	
2.	Complete DEA Proforma alongwith Vigilance Clearance	
3.	Whether Application has been recommended/ nominated by Line Ministry/Department/State Government	
4.	Whether undertaking by Ministry/Department is given for bearing the air fare for the travel where training is not fully funded.	

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In-person Singapore-Thailand Third Country Training Programme
(ICTP) on "Digital Government Transformation" from 21st to 25th
September, 2026 in Singapore

cs-
bihar < cs-bihar@nic.in >

ANIL KUMAR CHOURASIA Assistant Section Officer, DEA,
Min. Of Finance

<
chourasia.anil@nic.in
>

Wed, 27 May 2026 10:58:10 AM +0530

To "Bhuvnesh Kumar Kumar"<bhuvnesh.k@meity.gov.in>,"Arindam Modak"
<arindam.modak@gov.in>,"KS REJIMON"<ks.rejimon@nic.in>,"ash-mohfw"
<ash-mohfw@nic.in>,"RAJEEV KUMAR"<jsadmin-mha@nic.in>,"rohitmathur"
<rohit.mathur@nic.in>,"jspc-cpc"<jspc-cpc@gov.in>,"jschem-cpc"<jschem-
cpc@gov.in>,"jssk-dst"<jssk-dst@gov.in>,"Kchaturvedi"
<K.chaturvedi@gov.in>,"jsupa-mhupa"<jsupa-mhupa@gov.in>,"js-mowr"<js-
mowr@nic.in>,"jshe-mhrd"<jshe-mhrd@nic.in>,"jsad-moe"<jsad-
moe@gov.in>,"jscc-agri"<jscc-agri@nic.in>,"js1tourism"<js1.tourism@gov.in>,"js-
ship"<js-ship@nic.in>,"sureshkumar1972"
<suresh.kumar1972@gov.in>,"jsdpiitbd"<jsdpiit.bd@gov.in>,"jssme"
<js.sme@nic.in>,"satyajitmishra"<satyajit.mishra@nic.in>,"jsrc-mord"<jsrc-
mord@gov.in>,"amstaff"<amstaff@rb.railnet.gov.in>,"crb"
<crb@rb.railnet.gov.in>,"pallaviagarwal"<pallavi.agarwal@gov.in>,"js"
<js@moes.gov.in>,"samirkumar"<samirkumar@nic.in>,"djagdale"
<d.jagdale@gov.in>,"Vijay Kumar Sinha"<sinha.vijay@nic.in>,"jscd-msje"<jscd-
msje@nic.in>,"RAJEEV SHARMA"<wb113@ifs.nic.in>,"Jyotsana Ekka"<ddgtrg-
dot@nic.in>,"srinivasdanda"<srinivas.danda@gov.in>,"Abhijit Phukon"<eaap-
dfs@nic.in>,"jse"<jse@nic.in>,"jsskmmoca"<jsskm.moca@nic.in>,"jsnavy-dma"
<jsnavy-dma@gov.in>,"raghurajmr"<raghurajmr@ias.nic.in>,"sagarmehra"
<sagar.mehra@nic.in>,"hkhajong"<hk.hajong@nic.in>,"sthakur"
<sthakur@nic.in>,"jsadmasi-culture"<jsadmasi-culture@gov.in>,"jsestt"
<jsestt@mea.gov.in>,"Sanjayroy14"<Sanjay.roy14@nic.in>,"satishkj"
<satish.kj@nic.in>,"SD Sharma"<js.admn-dopt@gov.in>,"js-ca"<js-
ca@nic.in>,"Dushyant Mudgal"<ddgestt@indiapost.gov.in>,"anandsunita"
<anand.sunita@nic.in>,"nkmishra"<nk.mishra@nic.in>,"js2-mopr"<js2-
mopr@gov.in>,"jslr-dolr"<jslr-dolr@nic.in>,"shailendrak"
<shailendra.k@nic.in>,"js-skj-dpe"<js-skj-dpe@gov.in>,"js-establishmentmoc"
<js-establishment.moc@gov.in>,"vijaymittal"<vijay.mittal@nic.in>,"rpthakur25"
<rp.thakur25@nic.in>,"ara-hccg"<ara-hc.cg@gov.in>,"masaldangaurav"
<masaldan.gaurav@nic.in>,"Praveen D"<d.praveen@nic.in>,"information"
<information@cbi.gov.in>,"jslegal1"<jslegal1@mea.gov.in>,"jsfilmsinb"
<jsfilms.inb@nic.in>,"gnsingh13"<gn.singh13@nic.in>,"jsaa"
<jsaa@dae.gov.in>,"js-dor"<js-dor@gov.in>,"cs"<cs@ap.gov.in>,"cs-arunachal"
<cs-arunachal@nic.in>,"cs-assam"<cs-assam@nic.in>,"csofficecg"
<csoffice.cg@nic.in>,"cs-bihar"<cs-bihar@nic.in>,"csdelhi"
<csdelhi@nic.in>,"chiefsecretary"<chiefsecretary@gujarat.gov.in>,"cs-goat"<cs-
goa@nic.in>,"cs"<cs@hry.nic.in>,"cs-hp"<cs-hp@nic.in>,"cs-jandk"<cs-
jandk@nic.in>,"cs-jharkhand"<cs-jharkhand@nic.in>,"cs"
<cs@karnataka.gov.in>,"chiefsecy"<chiefsecy@kerala.gov.in>,"cs"
<cs@mp.nic.in>,"cs"<cs@maharashtra.gov.in>,"cs-manipur"<cs-
manipur@nic.in>,"cso-meg"<cso-meg@nic.in>,"cs-mizoram"<cs-
mizoram@nic.in>,"csngl"<csngl@nic.in>,"csori"<csori@nic.in>,"cs"
<cs@punjab.gov.in>,"csraj"<csraj@rajasthan.gov.in>,"cs-skm"<cs-
skm@nic.in>,"cs-tripura"<cs-tripura@nic.in>,"cs-uttaranchal"<cs-
uttaranchal@nic.in>,"csup"<csup@nic.in>,"cs-westbengal"<cs-

24/11/24 52112107
westbengal@nic.in>,"cs-andaman"<cs-andaman@nic.in>,"cspon"
<cs.pon@nic.in>,"cs"<cs@tn.gov.in>

Cc "Pankaj Gangwar Gangwar"<pankaj.gangwar@gov.in>

Sir/Madam,

Please find attachment regarding **In-person** Singapore-Thailand Third Country Training Programme (TCTP) on "**Digital Government Transformation**" from **21st to 25th September, 2026 in Singapore**, for information and necessary action.

With regards,

Anil Kumar Chourasia,
ASO, BPC&T Section,
Bilateral Cooperation Division,
Department of Economic Affairs,
Ministry of Finance,
Kartavya Bhavan -1.
Telephone no. : 24012886

1 Attachment(s)

12-28-26-final.pdf

3 MB

मुख्य सचिव कोषांग, बिहार

22 MAY 2026

Kartavya Bhavan-I, New Delhi,
Dated the 22nd May, 2026.

TRAINING CIRCULAR

Subject:- **In-person** Singapore Cooperation Programme on "Integrated Water Resources Management" from 2nd to 5th November, 2026 in Singapore.

Chief Secretary, Bihar

The Republic of Singapore has invited nominations for **In-person** Singapore Cooperation Programme on "Integrated Water Resources Management" from 2nd to 5th November, 2026 in Singapore under the Technical Assistance Programme with India. The programme is intended for mid- to senior-level government officials involved in integrated water resources, water, sanitation as well as stormwater management. The eligibility conditions and other information about the course are mentioned in the Information Brochure received from the sponsoring Government (Annex-I). Number of slots available for India is **One**.

2. Nomination of candidates is regulated by the guidelines prescribed by DEA, a synopsis of which is attached as **Annex-II**.

3. The course is sponsored by Government of Singapore under the Singapore-UNICEF JOINT TRAINING PROGRAMME, who will provide accommodation, local transport, medical insurance and daily allowance. The nominated candidate or his/her nominating authority shall have to bear the cost of round trip air fare and other travel related expenses. An undertaking to this effect has to be given by the participant or his/her Ministry/Department/State Government in case they agree to bear the travel expenses in the prescribed format (**Annex-III**).

4. The following forms need to be duly completed and certified by the participant and the competent authority of the nominating Ministry/Department:

- Sponsoring Government's application to be filled online (available at <https://go.gov.sg/scp-iwrm>). Printed copy of application submitted by the candidate online to SCP may be sent to DEA along with the other forms.
- DEA's proforma - duly countersigned by competent authority (**Annex-IV**).

5. Application Form complete in all respects alongwith check-list reach this Department through the Administrative Ministry/Department of Govt. of India /State Government/UT, as the case may be, not later than 24.07.2026 positively at the following address:-

Shri Pankaj Gangwar,
Under Secretary (BPC&T),
Department of Economic Affairs, Ministry of Finance,
Hall No. 15076, Kartavya Bhavan -1, New Delhi-110001.
Ph:- 011-2401 2878,
Email- pankaj.gangwar@gov.in
chourasia.anil@nic.in

Contd.....2/-

6. Incomplete applications and nominations received after the cut-off date will not be entertained. This may please be noted for strict compliance to avoid disappointment at a later stage. The candidates are advised to have their applications processed through their administrative Departments well in time and send complete information asked for in the forms specified above. Details of various short-term training programmes are regularly uploaded on Ministry of Finance's website www.dea.gov.in under the link "Foreign Training Programmes" [<https://dea.gov.in/foreign-training-and-employee-corner>].

(Pankaj Gangwar)

Under Secretary to the Govt. of India

1. Joint Secretary(Estt.), Department of Drinking Water and Sanitation, 4th Floor, Pandit Deendayal Antyodaya Bhawan, CGO Complex, Lodhi Road, New Delhi-110003
2. Joint Secretary(Admn.), Ministry of Housing & Urban Affairs, Nirman Bhavan, New Delhi.
3. Joint Secretary(Admn.), Department of Water Resources, River Development & Ganga Rejuvenation, Shastri Bhawan, Rafi Marg, New Delhi.
4. Joint Secretary (Admn.) of all Ministries/Departments, Government of India.
5. Chief Secretaries of all States Governments/UTs.

TO BE UPLOADED ON website of Department of Economic Affairs' WEBSITE
[<https://dea.gov.in/foreign-training-and-employee-corner>].

भारत सरकार
वित्त मंत्रालय
आर्थिक कार्य विभाग
(बीपीसी एंड टी अनुभाग)

कर्तव्य भवन-1, नई दिल्ली,
दिनांक 22 मई, 2026.

प्रशिक्षण परिपत्र

विषय : सिंगापुर में 2 से 5 नवंबर, 2026 तक " एकीकृत जल संसाधन प्रबंधन " पर व्यक्तिगत सिंगापुर सहयोग कार्यक्रम ।

सिंगापुर गणराज्य ने भारत के साथ तकनीकी सहायता कार्यक्रम के तहत सिंगापुर में 2 से 5 नवंबर, 2026 तक " एकीकृत जल संसाधन प्रबंधन " पर व्यक्तिगत सिंगापुर सहयोग कार्यक्रम सिंगापुर को-ऑपरेशन प्रोग्राम के लिए नामांकन आमंत्रित किए हैं। यह कार्यक्रम का उद्देश्य एकीकृत जल संसाधन, जल, स्वच्छता के साथ - साथ स्टॉर्मवाटर प्रबंधन में शामिल मध्यम से वरिष्ठ स्तर के सरकारी अधिकारियों के लिए है। पात्रता शर्तों और पाठ्यक्रम के बारे में अन्य सूचना प्रायोजक सरकार से प्राप्त सूचना विवरणिका (अनुलग्नक-I) में दी गई है। भारत के लिए उपलब्ध स्लॉट की संख्या एक है।

2. अभ्यर्थियों के नामांकन को आर्थिक कार्य विभाग द्वारा निर्धारित दिशा-निर्देशों द्वारा विनियमित किया जाता है, जिसका सारांश अनुलग्नक-II के रूप में संलग्न किया गया है।

3. यह पाठ्यक्रम सिंगापुर - यूनिसेफ संयुक्त प्रशिक्षण कार्यक्रम के तहत सिंगापुर सरकार द्वारा प्रायोजित किया गया है, जो आवास, स्थानीय परिवहन, चिकित्सा बीमा और दैनिक भत्ता प्रदान करेगा। नामित उम्मीदवार या उसके नामांकित प्राधिकरण को राउंड ट्रिप हवाई किराए और अन्य यात्रा संबंधित खर्चों की लागत वहन करनी होगी। इस आशय का एक वचन प्रतिभागी या उसके मंत्रालय / विभाग / राज्य सरकार द्वारा दिया जाना है यदि वे यात्रा खर्चों को वहन करने के लिए सहमत हैं।

4. निम्नलिखित प्रपत्रों को विधिवत रूप से पूरा किया जाना चाहिए और प्रतिभागी तथा नामांकनकर्ता मंत्रालय/विभाग के सक्षम प्राधिकारी द्वारा प्रमाणित किया जाना चाहिए:

- (i) प्रायोजक सरकार के आवेदन को ऑनलाइन भरा जाना है (<https://go.gov.sg/scp-iwrm>) पर उपलब्ध। एससीपी को ऑनलाइन अभ्यर्थी द्वारा प्रस्तुत आवेदन की मुद्रित प्रति अन्य प्रपत्रों के साथ डीईए को भेजी जाए।
- (ii) डीईए का प्रोफार्मा-सक्षम प्राधिकारी द्वारा विधिवत प्रतिहस्ताक्षरित (अनुलग्नक-IV)।

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5. चेक-लिस्ट के साथ सभी प्रकार से पूर्ण आवेदन पत्र प्रशासनिक मंत्रालय/भारत सरकार के विभाग/राज्य सरकार/संघ राज्य क्षेत्र जैसा भी मामला हो, के माध्यम से इस विभाग को 24.07.2026 तक अवश्य ही निम्नलिखित पते पर पहुंच जाने चाहिए:-

श्री पंकज गंगवार,
अवर सचिव (बीपीसी एंड टी),
आर्थिक कार्य विभाग, वित्त मंत्रालय,
हॉल नं. 15076, कर्तव्य भवन -1, नई दिल्ली-110001।
पीएच:- 011 - 2401 2878,
ईमेल- pankaj.gangwar@gov.in
chourasia.anil@nic.in

6. अपूर्ण आवेदनों और अंतिम तिथि के बाद प्राप्त नामांकनों पर विचार नहीं किया जाएगा। इसका कड़ाई से अनुपालन किया जाए ताकि बाद में निराशा न हो। अभ्यर्थियों को सलाह दी जाती है कि वे अपने आवेदनों के संबंध में अपने प्रशासनिक विभागों के माध्यम से समय पर कार्रवाई करें और ऊपर निर्दिष्ट प्रपत्रों में मांगी गई पूर्ण जानकारी भेजें। विभिन्न अल्पकालिक प्रशिक्षण कार्यक्रमों का विवरण नियमित रूप से वित्त मंत्रालय की वेबसाइट www.dea.gov.in पर "विदेशी प्रशिक्षण कार्यक्रम" [<https://dea.gov.in/foreign-training-and-employee-corner>] लिंक के तहत अपलोड किया जाता है।



(पंकज गंगवार)

अवर सचिव, भारत सरकार

1. संयुक्त सचिव (ईएसटी), पेयजल और स्वच्छता विभाग, 4 वीं मंजिल, पंडित दीनदयाल अंत्योदय भवन, सीजीओ कॉम्प्लेक्स, लोधी रोड, नई दिल्ली - 110003.
2. संयुक्त सचिव (एडीएमएन), आवास और शहरी मामलों के मंत्रालय, निर्माण भवन, नई दिल्ली ।
3. संयुक्त सचिव (एडीएमएन), जल संसाधन, नदी विकास और गंगा संरक्षण विभाग, शास्त्री भवन।
4. संयुक्त सचिव (प्रशासन) भारत सरकार की सभी मंत्रालयों/विभागों, ।
5. सभी राज्य सरकारों/संघ राज्य क्षेत्रों के मुख्य सचिव।

आर्थिक कार्य विभाग की वेबसाइट पर अपलोड किया जाएगा
[<https://dea.gov.in/foreign-training-and-employee-corner>]



INTEGRATED WATER RESOURCES MANAGEMENT 2 TO 5 NOVEMBER 2026

Jointly sponsored by the
SINGAPORE COOPERATION PROGRAMME
and the
UNITED NATIONS CHILDREN'S FUND
under the
SINGAPORE – UNICEF JOINT TRAINING PROGRAMME
to be conducted by
**PUB, SINGAPORE'S NATIONAL WATER AGENCY –
SINGAPORE WATER ACADEMY**
and the
UNICEF

Singapore Cooperation Programme

Singapore has provided technical assistance to other developing countries since the 1960s. As a country whose only resource is its people, Singapore believes that human resource development is vital for economic and social progress. Singapore itself has benefited from training provided by other countries and international organisations.

In 1992, the Singapore Cooperation Programme (SCP) was established to bring together under one framework the various technical assistance programmes offered by Singapore. Through the SCP, the range and number of training programmes were increased to share Singapore's development experience with other developing countries.

To date, more than 160,000 officials from more than 180 developing countries, territories and intergovernmental organisations have participated in our courses and study visits. The SCP is managed by the Development Partnerships Directorate of the Singapore Ministry of Foreign Affairs.

UNICEF

UNICEF works in over 190 countries and territories to save children's lives, to defend their rights, and to help them fulfil their full potential, from early childhood through adolescence. UNICEF has spent nearly 80 years working to improve the lives of children and their families. Safe water, improved sanitation and good hygiene (WASH) is a foundation for development towards health, equity, gender equality and education and is at the centre of the 2030 Agenda for Sustainable Development.

Goal 6 of the Sustainable Development Goals (SDGs) aims to "ensure availability and sustainable management of water and sanitation for all". UNICEF works within the global framework to support governments in achieving these goals. Water is a precondition to life on Earth and is essential for sustainable development. Safe drinking water and sanitation are human rights and are critical for socioeconomic development, food security and healthy ecosystems.

However, climate change is increasing variability in the water cycle. This leads to

negative impacts on drinking water availability and quality, and reduced performance of sanitation and hygiene services, with challenges to physical accessibility and affordability. Key water supply risks include damage to infrastructure from flooding, loss of water sources due to declining rainfall and increasing demand, and changes in water quality within both sources and distribution systems. Sanitation concerns include damage and reduce capacity of sewers receiving wastewater.

SDG 13 aims to “take urgent action to combat climate change,” and represents a significant advancement beyond the previous Millennium Development Goals. It includes increasing adaptation and resilience at both the national and community levels and building capacity at all levels to respond to the climate change. Since the impacts of climate change are most commonly experienced through the medium of water, adaptation measures required target many aspects of the Water, Sanitation and Hygiene (WASH) sector.

Key actions to reduce climate risks include integrating climate resilience measures into water safety planning, as well as improving the monitoring, management and allocation of water resources. To address these growing threats to the WASH system due to climate change, UNICEF applies a resilient-based approach in its WASH programming across the countries helping governments and partners to better design and implement a Climate Resilient WASH Programmes. For more information on UNICEF, please visit <https://www.unicef.org/water-sanitation-and-hygiene-wash>.

PUB, Singapore's National Water Agency

PUB is the national water agency, and manages Singapore's water supply, water catchment and used water in an integrated way. PUB has ensured a diversified and sustainable supply of water for Singapore with the Four National Taps – local catchment water, imported water, high-grade reclaimed water known as NEWater, and desalinated water. Its approach to water management can be distilled into three key

strategies: collect every drop of water, reuse water endlessly, and desalinate more seawater. PUB also manages both inland and coastal flood risks holistically and leads and coordinates whole-of-government efforts in ensuring coastal and flood resilience. For more information on PUB, please visit <https://www.pub.gov.sg>.

Singapore Water Academy

The Singapore Water Academy is PUB's institute for capability development in urban water management. It builds a skilled and future-ready workforce through structured, competency-based training, and collaborates with local and international partners to facilitate knowledge exchange across the water sector.

Course Objective

Conducted in collaboration with UNICEF, this course discusses approaches to integrated water resources, including potable water, used water and stormwater management to deal with the extreme weather conditions brought on by climate change.

This programme also aims to build and/or strengthen the capacities of government officials working on the sustainable use of water resources through climate-resilient approaches.

Course Outline

Course topics will include, but not be limited to, the following:

- Integrated management of water resources including potable water, used water and stormwater in Singapore
- Site visits to PUB facilities
- Climate resilient water, sanitation and hygiene (WASH) Strategic Framework
- Climate Risk Analysis for WASH

**SINGAPORE COOPERATION PROGRAMME
SINGAPORE-UNICEF JOINT TRAINING PROGRAMME
GENERAL INFORMATION BROCHURE**

- Risk Assessment Tools for Climate Change impacts to Water and Sanitation systems
- WASH-Water Resource Management Cooperation Framework
- Appraising and identifying appropriate climate resilient options and solutions for resilient WASH systems
- WASH Enabling Environment and WASH Bottleneck Analysis for sustained WASH services
- Climate Financing and Global Climate Agenda for WASH
- Group Project Discussion and Presentation.

Methodology

This course will be conducted in person through lectures and site visits by experienced trainers, in relevant topics, with opportunities for group discussions, sharing and network sessions.

Course Duration

The programme will be conducted in person over four days from **2 to 5 November 2026** in Singapore.

Application Information

Applicants should be:

- Mid-to senior-level government officials involved in integrated water resources, water, sanitation as well as stormwater management.
- Nominated by their respective governments.
- Proficient in written and spoken English as the course is conducted fully in English without translation.
- In good health.
- Prepared to participate actively in the programme.

Terms of Award

The course is jointly sponsored by the Government of Singapore and the UNICEF under

the Singapore-UNICEF Joint Training Programme.

Under this programme arrangement, the Government of Singapore will bear the following expenses for the successful applicants (thereafter known as participants) during their training in Singapore.

These expenses include:

- Course fees, including lecture fees, administrative fees, and course materials.
- Accommodation for the entire duration of the course. Complimentary breakfast is provided in the hotel from the first day of the course to one day after the course;
- A daily training allowance of One Hundred and Thirty Singapore Dollars (S\$130) from the first day to the last day of the course. A proportionate reduction in the daily training allowance will be made if you are unable to attend the full duration of the course;
- Transportation to the training venue and site visits during the course; and
- Basic insurance coverage (Group Hospitalisation and Surgical; Group Personal Accident) for the duration of the course in Singapore, in accordance with the policy of a local insurance company. This does not cover any pre-existing conditions/ illnesses and/or any outpatient medical/ dental treatment. Participants are personally liable for all medical expenses beyond what is covered by the insurance policy.

Note:

- **The nominating government will be responsible for its participants' round-trip airfares**
- Participants are to bear all expenses prior to receiving the per diem; and
- As the basic insurance coverage is limited, participants are strongly advised to purchase comprehensive travel insurance which includes adequate coverage of COVID-19 related expenses and medical evacuation in the event of any unexpected emergencies.

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Regulations

Participants are required to comply with the following:

- For entry into Singapore, participants are required to adhere to the latest travel and health requirements/advisories as indicated at www.ica.gov.sg/enter-transit-depart
- Strictly observe course schedules and attend all training sessions
- Carry out instructions and abide by conditions as may be stipulated by the nominating Authority or Government and the Government of Singapore and its appointed trainer, with respect to the course
- Not bring any member of their family and/or aide during the duration of the course
- Not to engage in political activities, or any form of employment for profit or gain while in Singapore
- Discontinue the course, in the event they fall seriously ill and are considered unable to continue the course or have committed an improper act;
- Return to their respective home countries upon completion of the course

Application Procedure

(Closing date for nomination: **31 July 2026**)

The Government of Singapore and UNICEF are pleased to invite the respective National Focal Point for Technical Assistance to nominate **one (1)** suitable applicant. Nominees for the in-person programme must have obtained the electronic certificate of completion for the virtual programme and the selection of candidates will be based on merit, the evaluation of written proposals submitted after the virtual programme, and other factors. Should there be more applicants than training places, the Government of Singapore seeks the understanding of the respective National Focal Point for Technical Assistance in the event that its nominee(s) is not selected.

All nominees are to submit their applications online at <https://go.gov.sg/scp-iwrm> by **Friday, 31 July 2026**. All application forms must also be **endorsed** by the respective Ministry of Foreign Affairs or National Focal Point for Technical

Assistance via email links. Instructions and FAQs for Applicants and NFPs can be found at the links below:

- Applicants: <https://go.gov.sg/start-guide>
- NFPs: <https://go.gov.sg/start-nfp>

Note:

- Participants will receive a certificate of completion from the SCP upon completion of the in-person course.
- Please refrain from making telephone and email inquiries on the status of your application while your application is being processed.
- The **Ministry of Foreign Affairs, Singapore** will inform all applicants of the outcome of their applications. The NFP will also be informed directly.
- Flight arrangements are to be made only upon receipt of the Letter of Acceptance to the course.

Follow us at:

- SCP Website: www.scp.gov.sg
- SCP Facebook: www.facebook.com/SCPFriends
- SCP Instagram: www.instagram.com/SCPFriends

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SUMMARY OF GUIDELINES PRESCRIBED BY DEPARTMENT OF ECONOMIC AFFAIRS

Before applying for the training programme, the candidates are requested to satisfy themselves whether they fulfill the eligibility conditions as per the guidelines on Foreign Training Programmes (FTP) administered by the Department of Economic Affairs (DEA), summarized below:-

Eligibility Conditions

Duration of Training	No. of years of service completed in Govt. as on the date of FTP	Upper age limit on the date of FTP	Cooling off period	Limit on participation in number of trainings in a year
Upto one week	5 years	Less than 58 years	Six months	Two FTPs of duration of less than one week in a calendar year
One to Two weeks	7 years	Less than 58 years	One year	One FTP of duration of one to two weeks in a calendar year
More than two weeks	9 years	Less than 55 years	Two years	One FTP of duration more than two weeks in a period of two years

Note:- Project-related training/official visits abroad are exempted from the provisions of cooling off.

2. Candidates and nominating authorities in Ministries/Departments/State Govts. Etc. should also satisfy themselves about the eligibility conditions prescribed by the sponsoring foreign Government/agency before sending the nomination to DEA.

HOW TO APPLY

3. Filling up of application forms:-

- (i) Ensure that the **DEA proforma** is duly filled in and is complete in all respects. Without this proforma, application will not be entertained.
- (ii) Ensure that the **application form prescribed by the sponsoring agency** is also complete in all respect, wherever the sponsoring agency asks for Country Report, the same should also be attached.
- (iii) The column relating to **Vigilance Clearance** in DEA proforma should be filed in and certified by the competent authority. Alternately, vigilance clearance certificate by the concerned authority can also be attached. Applications without vigilance clearance at the time of applying will not be entertained.
- (iv) **In case of training programmes which are not fully sponsored** and where expenses on Air travel or any other expenses have to be borne by the candidate or his sponsoring Department, ensure that Part-A or Part-B, as the case may be, of the Undertaking Form is duly completed. Applications received without undertaking form will be summarily rejected. **It may be noted that submission of undertaking form is not necessary in respect of fully funded training programmes and the candidate can mention 'Not Applicable' in the form.**

4. Nominations:-

- (i) In case there is more than one nomination for a particular course, the nominating authority State/Central Government should clearly indicate the prioritization of the nominees.
- (ii) Application for the training programme is to be forwarded through the concerned Ministry/Department after completing all necessary formalities. Applications are not to be sent to the sponsoring foreign country/agency direct unless the same has been endorsed by the Nodal Department i.e. DEA.

5. Clearance:-

Once the nomination forwarded by DEA to the sponsoring Government is accepted and conveyed to the applicant, he/she will be responsible to complete all pre-departure formalities like obtaining political clearance from MEA and have the sanction order issued from his/her administrative Department etc.

Abbreviation:-

JICA - Japan International Cooperation Agency, SCPTA - Singapore Cooperation Programme Training Award, IMF - International Monetary Fund, MTCP - Malaysian Technical Cooperation Programme.

DEA PROFORMA FOR FOREIGN TRAINING

1. Name				
2. Date of Birth		3. Male/Female		
4. Educational Qualifications		5. Date of Entry into Govt. Service		
6. Service to which Officer belongs		7. Date of Regular appointment		
8. Details of Posts held during the last five years (starting from present) :				
S.No.	Post held & Pay level	Period of Posting	Ministry/Department/ Organization	Nature of Work
9. Name of training programme applied for and its relevance to the candidate				
10. Papers etc, if any, published by the candidate				
11. Details of Foreign Training Programmes attended during the last two years :				
S.No.	Dates & Duration Of Training	Subject/title of training	Name of the Training Institution	Source of funding
Signature of the candidate:				
Office Phone :				
Mobile No. :				
E-mail :				
<u>CERTIFICATE</u>				
Certified that Shri/Ms. _____ is clear from vigilance angle. In case the programme is not fully funded, Undertaking in the prescribed proforma (Part A/Part B) is attached.				
Signature of the Competent Administrative Authority of the applicant with Name, Designation, Phone Number and Email (alongwith official seal)				

To be filled only in case the Training Programme is not fully sponsored

PART-A

UNDERTAKING

This is to certify that in the event of selection, Ministry/ Department/ State Government of _____ undertakes to bear the cost of round-trip airfare and other related expenses (which may also include the expenditure on local travel, accommodation, insurance, living and other expenses, depending upon the terms of sponsorship for each course/training, as specified in the brochure/letter of concerned sponsoring organization) in respect of Shri/Ms. _____ Designation _____ working in this Department/ Ministry/ State Government for attending Training Programme/Course on _____ sponsored by _____ from _____ to _____.

Signature of Competent Authority

Name

Designation

(SEAL)

-----OR-----

PART- B

UNDERTAKING FOR SELF FINANCING

This is to certify that in the event of my selection, I _____ holding the post of _____ in the Ministry/Department/State Government of _____ undertake to bear the cost of round-trip airfare and other related expenses (which may also include the expenditure on local travel, accommodation, insurance, living and other expenses, depending upon the terms of sponsorship for each course/training, as specified in the brochure/letter of concerned sponsoring organization) for attending Training Programme/Course on _____ sponsored by _____ from _____ to _____.

This issues with the approval of the Competent Authority.

(Signature of the candidate)
Name, Designation (With seal)

Countersigned by:

Signature of Competent Authority
Name, Designation (With seal)

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ANNEX-IV

CHECK LIST

Sl. No.	Required Documents	YES/NO
1.	MTCP Application Form/ JICA Application Form / Online Submitted Singapore Application Form alongwith supervisor endorsement	
2.	Complete DEA Proforma alongwith Vigilance Clearance	
3.	Whether Application has been recommended/ nominated by Line Ministry/Department/State Government	
4.	Whether undertaking by Ministry/Department is given for bearing the air fare for the travel where training is not fully funded.	

Person Singapore Cooperation Programme on "Integrated Water Resources Management" from 2nd to 5th November, 2026 in Singapore

cs-bihar < cs-bihar@nic.in >

343

**ANIL KUMAR CHOURASIA Assistant Section Officer, DEA,
Min. Of Finance**

<
chourasia.anil@nic.in
>

Fri, 22 May 2026 4:42:16 PM +0530

To "Mr Kumar"<samirkumar@nic.in>,"Mr KUMAR"<jsupa-mhupa@gov.in>,"Subodh Yadav"<js-mowr@nic.in>,"ash-mohfw"<ash-mohfw@nic.in>,"RAJEEV KUMAR"<jsadmin-mha@nic.in>,"rohitmathur"<rohit.mathur@nic.in>,"jspc-cpc"<jspc-cpc@gov.in>,"jschem-cpc"<jschem-cpc@gov.in>,"Bhuvnesh Kumar Kumar"<bhuvnesh.k@meity.gov.in>,"jssk-dst"<jssk-dst@gov.in>,"Kchaturvedi"<K.chaturvedi@gov.in>,"jshe-mhrd"<jshe-mhrd@nic.in>,"jsad-moe"<jsad-moe@gov.in>,"jscc-agri"<jscc-agri@nic.in>,"js1tourism"<js1.tourism@gov.in>,"js-ship"<js-ship@nic.in>,"sureshkumar1972"<suresh.kumar1972@gov.in>,"jsdpiitbd"<jsdpiit.bd@gov.in>,"jssme"<js.sme@nic.in>,"satyajitmishra"<satyajit.mishra@nic.in>,"jsrc-mord"<jsrc-mord@gov.in>,"amstaff"<amstaff@rb.railnet.gov.in>,"crb"<crb@rb.railnet.gov.in>,"KS REJIMON"<ks.rejimon@nic.in>,"pallaviagarwal"<pallavi.agarwal@gov.in>,"js"<js@moes.gov.in>,"djagdale"<d.jagdale@gov.in>,"Vijay Kumar Sinha"<sinha.vijay@nic.in>,"jscd-msje"<jscd-msje@nic.in>,"RAJEEV SHARMA"<wb113@ifs.nic.in>,"Jyotsana Ekka"<ddgtrg-dot@nic.in>,"srinivasdanda"<srinivas.danda@gov.in>,"Abhijit Phukon"<eaap-dfs@nic.in>,"jse"<jse@nic.in>,"jsskmmoca"<jsskm.moca@nic.in>,"jsnavy-dma"<jsnavy-dma@gov.in>,"raghurajmr"<raghurajmr@ias.nic.in>,"sagarmehra"<sagar.mehra@nic.in>,"hkhajong"<hk.hajong@nic.in>,"sthakur"<sthakur@nic.in>,"jsadmasi-culture"<jsadmasi-culture@gov.in>,"jsestt"<jsestt@mea.gov.in>,"Sanjayroy14"<Sanjay.roy14@nic.in>,"satishkj"<satish.kj@nic.in>,"SD Sharma"<js.admn-dopt@gov.in>,"js-ca"<js-ca@nic.in>,"Dushyant Mudgal"<ddgestt@indiapost.gov.in>,"anandsunita"<anand.sunita@nic.in>,"nkmishra"<nk.mishra@nic.in>,"js2-mopr"<js2-mopr@gov.in>,"jslr-dolr"<jslr-dolr@nic.in>,"shailendrak"<shailendra.k@nic.in>,"js-skj-dpe"<js-skj-dpe@gov.in>,"js-establishmentmoc"<js-establishment.moc@gov.in>,"vijaymittal"<vijay.mittal@nic.in>,"rpthakur25"<rp.thakur25@nic.in>,"ara-hccg"<ara-hc.cg@gov.in>,"masaldangaurav"<masaldan.gaurav@nic.in>,"Praveen D"<d.praveen@nic.in>,"information"<information@cbi.gov.in>,"arindammodak"<arindam.modak@gov.in>,"jslegal1"<jslegal1@mea.gov.in>,"jsfilmsinb"<jsfilms.inb@nic.in>,"gnsingh13"<gn.singh13@nic.in>,"jsaa"<jsaa@dae.gov.in>,"js-dor"<js-dor@gov.in>,"cs"<cs@ap.gov.in>,"cs-arunachal"<cs-arunachal@nic.in>,"cs-assam"<cs-assam@nic.in>,"csofficecg"<csoffice.cg@nic.in>,"cs-bihar"<cs-bihar@nic.in>,"csdelhi"<csdelhi@nic.in>,"chiefsecretary"<chiefsecretary@gujarat.gov.in>,"cs-goat"<cs-goat@nic.in>,"cs"<cs@hry.nic.in>,"cs-hp"<cs-hp@nic.in>,"cs-jandk"<cs-jandk@nic.in>,"cs-jharkhand"<cs-jharkhand@nic.in>,"cs"<cs@karnataka.gov.in>,"chiefsecy"<chiefsecy@kerala.gov.in>,"cs"<cs@mp.nic.in>,"cs"<cs@maharashtra.gov.in>,"cs-manipur"<cs-manipur@nic.in>,"cso-meg"<cso-meg@nic.in>,"cs-mizoram"<cs-mizoram@nic.in>,"csngl"<csngl@nic.in>,"csori"<csori@nic.in>,"cs"<cs@punjab.gov.in>,"csraj"<csraj@rajasthan.gov.in>,"cs-skm"<cs-skm@nic.in>,"cs-tripura"<cs-tripura@nic.in>,"cs-uttaranchal"<cs-uttaranchal@nic.in>,"csup"<csup@nic.in>,"cs-westbengal"<cs-

(342) westbengal@nic.in>,"cs-andaman"<cs-andaman@nic.in>,"cspon"
<cs.pon@nic.in>,"cs"<cs@tn.gov.in>

Cc "Pankaj Gangwar Gangwar"<pankaj.gangwar@gov.in>

Sir/Madam,

Please find attachment regarding **In-person** Singapore Cooperation Programme on **"Integrated Water Resources Management"** from 2nd to 5th November, 2026 in Singapore, for information and necessary action.

With regards,

Anil Kumar Chourasia,
ASO, BPC&T Section,
Bilateral Cooperation Division,
Department of Economic Affairs,
Ministry of Finance,
Kartavya Bhavan -1.
Telephone no. : 24012886

1 Attachment(s)

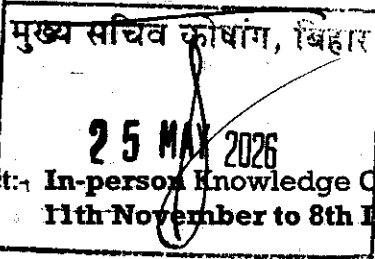
12-27-26-final.pdf
3.3 MB

E-Mail

No.13/4/2026-BPC&T.
Government of India
Ministry of Finance
Department of Economic Affairs
(BPC&T Section)

E-5678267
(34)

Acq. GAD



TRAINING CIRCULAR

Kartavya Bhavan-1, New Delhi,
Dated the 25th May, 2026.

Subject:- In-person Knowledge Co-Creation Program on "Urban Railways Management" from 11th November to 8th December, 2026 in Japan.

SS(18) The Government of Japan has invited nominations for In-person Knowledge Co-Creation Program on "Urban Railways Management" from 11th November to 8th December, 2026 in Japan under the Technical Assistance Programme with India. The programme is intended for the Government officials and railway operators in charge of urban transportation in the target countries. The eligibility conditions and other information about the course are mentioned in the Information Brochure received from the sponsoring Government (Annex-I). Number of slots available for India is One.

2. Nomination of candidates is regulated by the guidelines prescribed by DEA, a synopsis of which is attached as Annex-II.

The course is sponsored by Government of Japan, who will provide round-trip air fare, accommodation and living allowance.

4. The following forms need to be duly completed and certified by the participant and the competent authority of the nominating Ministry/Department of Govt. of India/State Govts/UTs

- OSD-18
- (i) Sponsoring Government's application form (with information on Military Status) together with the **Medical History Questionnaire**.
 - (ii) DEA's prescribed proforma - duly countersigned by competent authority (Annex-III).
 - (iii) A photocopy of the **Passport**.
 - (iv) **English Score Sheet**.

3. Application Form complete in all respects reach this Department through the Administrative Ministry/Department of Govt. of India /State Government/UT, as the case may be, not later than 16.07.2026 positively at the following address :-

Shri Pankaj Gangwar,
Under Secretary (BPC&T),
Department of Economic Affairs, Ministry of Finance,
Hall No. 15076, Kartavya Bhavan -1, New Delhi-110001.
Ph:- 011 - 2401 2878,
Email- pankaj.gangwar@gov.in
chourasia.anil@nic.in

मुख्य सचिव कार्यालय
डा.सं. 3144
दिनांक 26.05.2026

S.O-18
21/6/26
2.6.26

2689/21618
2.6.26

.....2/-

6. An advance copy of application complete in all respects (except DEA proforma) may be sent to Mr. WAKAMATSU Eiji, Senior Representative, JICA India Office, 16th Floor, Hindustan Times House, 18-20, Kasturba Gandhi Marg, New Delhi-110001. However, the candidate whose nomination is approved by the Selection Committee in DEA would be considered by JICA.

7. Incomplete applications and nominations received after the cut-off date will not be entertained. This may please be noted for strict compliance to avoid disappointment at a later stage. The candidates are advised to have their applications processed through their administrative Departments well in time and send complete information asked for in the forms specified above. Details of various short-term training programmes are regularly uploaded on Ministry of Finance's website www.dea.gov.in under the link "Foreign Training Programmes" [<https://dea.gov.in/foreign-training-and-employee-corner>].

(Pankaj Gangwar)

Under Secretary to the Govt. of India
Tele: 24012878

1. Joint Secretary (Admn.), Ministry of Railway, Rail Bhawan, New Delhi.
2. Joint Secretary (Admn.) of all Ministries/Departments, Government of India.
3. Chief Secretaries of all States Governments/UTs.
4. Senior Representative, JICA India Office, 16th Floor, Hindustan Times House, 18-20 Kasturba Gandhi Marg, New Delhi -1.

TO BE UPLOADED ON MOF'S WEBSITE

[<https://dea.gov.in/foreign-training-and-employee-corner>]



भारत सरकार

वित्त मंत्रालय

आर्थिक कार्य विभाग

(बीपीसी एंड टी अनुभाग)

.....

कर्तव्य भवन-1, नई दिल्ली,

दिनांक 25 मई 2026 ।

प्रशिक्षण परिपत्र

विषय:- जापान में 11th November से 8th December, 2026 तक "शहरी रेलवे प्रबंधन" पर व्यक्तिगत ज्ञान सह-निर्माण कार्यक्रम ।

जापान सरकार ने भारत के साथ तकनीकी सहायता कार्यक्रम के तहत जापान में 11th November से 8th December, 2026 तक "शहरी रेलवे प्रबंधन" पर व्यक्तिगत ज्ञान सह-निर्माण कार्यक्रम नॉलेज को-क्रिएशन प्रोग्राम के लिए नामांकन आमंत्रित किए हैं। यह कार्यक्रम लक्षित देशों में शहरी परिवहन के प्रभारी सरकारी अधिकारियों और रेलवे ऑपरेटरों के लिए है। पात्रता शर्तों और पाठ्यक्रम के बारे में अन्य सूचना प्रायोजक सरकार से प्राप्त सूचना विवरणिका (अनुलग्नक-I) में दी गई है। भारत के लिए उपलब्ध स्लॉट की संख्या एक है।

2. अभ्यर्थियों के नामांकन को आर्थिक कार्य विभाग द्वारा निर्धारित दिशा-निर्देशों द्वारा विनियमित किया जाता है, जिसका सारांश अनुलग्नक-II के रूप में संलग्न किया गया है।

3. यह पाठ्यक्रम जापान सरकार द्वारा प्रायोजित है, जो राउंड-ट्रिप हवाई किराया, आवास और रहने का भत्ता प्रदान करेगा।

4. निम्नलिखित प्रपत्रों को विधिवत रूप से पूर्ण किया जाना चाहिए और प्रतिभागी और नामांकनकर्ता मंत्रालय/भारत सरकार/राज्य सरकारों/संघ राज्य क्षेत्रों के सक्षम प्राधिकारी द्वारा प्रमाणित किया जाना चाहिए:

- (i) चिकित्सा इतिहास प्रश्नावली के साथ सरकार के आवेदन पत्र (सैन्य स्थिति पर जानकारी के साथ) को प्रायोजित करना ।
- (ii) डीईए का निर्धारित प्रोफार्मा - सक्षम प्राधिकारी द्वारा विधिवत प्रतिहस्ताक्षरित (अनुलग्नक-III)।
- (iii) पासपोर्ट की एक फोटोकॉपी।
- (iv) अंग्रेजी स्कोर शीट ।

5. सभी प्रकार से पूर्ण आवेदन पत्र प्रशासनिक मंत्रालय/भारत सरकार के विभाग/राज्य सरकार/संघ राज्य क्षेत्र, जैसा भी मामला हो, के माध्यम से इस विभाग को दिनांक 16.07.2026 तक अवश्य ही निम्नलिखित पते पर पहुंच जाने चाहिए:-

श्री पंकज गंगवार,
अवर सचिव (बीपीसी एंड टी),
आर्थिक कार्य विभाग, वित्त मंत्रालय,
हॉल नं. 15076, कार्तव्य भवन -1, नई दिल्ली-110001।
पीएच:- 011 - 2401 2878,
ईमेल- pankaj.gangwar@gov.in
chourasia.anil@nic.in

6. सभी प्रकार से पूर्ण आवेदन की एक अग्रिम प्रति (डीईए प्रोफार्मा को छोड़कर) श्री वाकामात्सु ईजी, वरिष्ठ प्रतिनिधि, जेआईसीए इंडिया कार्यालय, 16 वीं मंजिल, हिंदुस्तान टाइम्स हाउस, 18-20, कस्तूरबा गांधी मार्ग, नई दिल्ली -110001 को भेजी जाए। हालांकि, जिस अभ्यर्थी के नामांकन को डीईए में चयन समिति द्वारा अनुमोदित किया जाता है, उस पर जेआईसीए द्वारा विचार किया जाएगा।

7. अपूर्ण आवेदनों और अंतिम तिथि के बाद प्राप्त नामांकनों पर विचार नहीं किया जाएगा। इसका कड़ाई से अनुपालन किया जाए ताकि बाद में निराशा न हो। अभ्यर्थियों को सलाह दी जाती है कि वे अपने आवेदनों के संबंध में अपने प्रशासनिक विभागों के माध्यम से समय पर कार्रवाई करें और ऊपर निर्दिष्ट प्रपत्रों में मांगी गई पूर्ण जानकारी भेजें। विभिन्न अल्पकालिक प्रशिक्षण कार्यक्रमों का विवरण नियमित रूप से वित्त मंत्रालय की वेबसाइट www.dea.gov.in पर "विदेशी प्रशिक्षण कार्यक्रम" [<https://dea.gov.in/foreign-training-and-employee-corner>] लिंक के तहत अपलोड किया जाता है।



(पंकज गंगवार)

अवर सचिव, भारत सरकार

1. संयुक्त सचिव (प्रशासन), रेल मंत्रालय, रेल भवन, नई दिल्ली।
2. संयुक्त सचिव (प्रशासन) सभी मंत्रालयों/विभागों, भारत सरकार की।
3. सभी राज्य सरकारों/संघ राज्य क्षेत्रों के मुख्य सचिव।
4. वरिष्ठ प्रतिनिधि, जेआईसीए इंडिया कार्यालय, 16वीं मंजिल, हिंदुस्तान टाइम्स हाउस, 18-20 कस्तूरबा गांधी मार्ग, नई दिल्ली -1।

आर्थिक कार्य विभाग की वेबसाइट पर अपलोड किया जाएगा
[<https://dea.gov.in/foreign-training-and-employee-corner>]



Face-to-Face (in Japan)

Knowledge Co-Creation Program (Group and Region Focus)

Urban Railways Management



Course Number: 202515098J001

Course Period: November 11 - December 8, 2026



NOTE: Adobe Acrobat Reader DC and Google Chrome are recommended as PDF viewer. JAWS and NVDA are recommended as screen reader.

NOTE: If there are any difficulties in reading this document, please contact JICA Office in your country or JICA Center in Japan.

NOTE: Depending on the circumstances, some or all of the program periods may be changed or cancelled after the application has been accepted.

JICA Knowledge Co-Creation Program (Group and Region Focus)

Urban Railways Management 202411676J001

The way to achieve sustainable management of urban railways

Gain insight from the experiences of Japan.
More practical, more interactive,
& more inspirational.

Outline



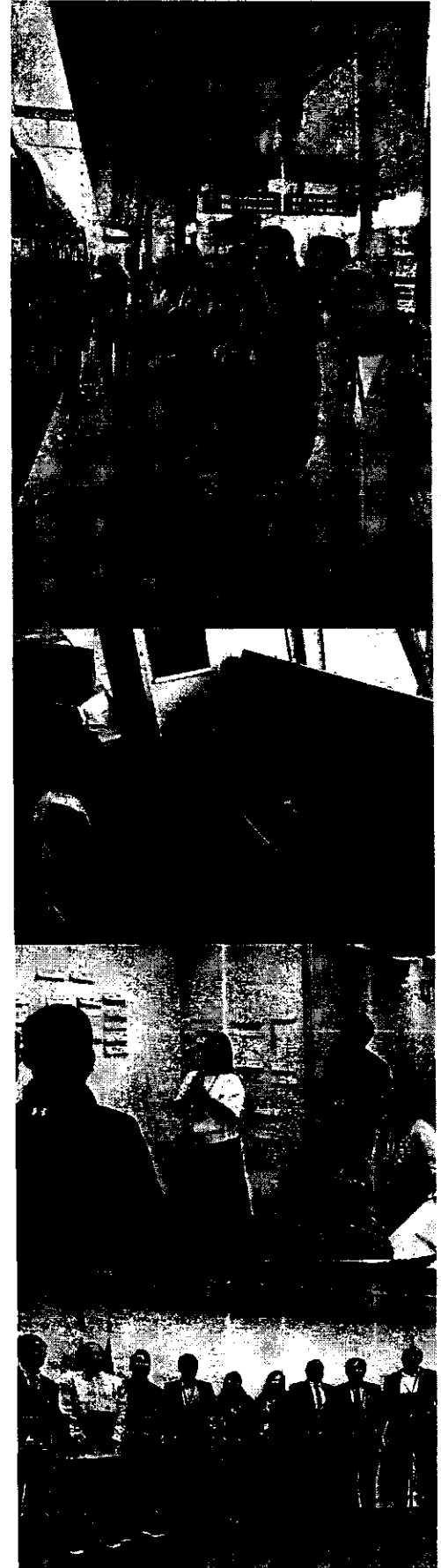
This program is designed for government officials and railway operators in charge of urban transportation in the target countries.

In Japan, urban railways systems have been managed sustainably for decades and vast information and experiences are accumulated. In this program, the know-how and lessons learned from this Japan's experiences will be shared to participants to ensure safety and efficient railway operation and management in their respective countries.

All sessions are carried out in English.

The period of the program is from November 11 to December 8, 2026.

Course Capacity:
13 participants.



JICA Knowledge Co-Creation Program (KCCP)

The Japanese Cabinet released the Development Cooperation Charter in June 2023, stated that “In its development cooperation, Japan has maintained the spirit of jointly creating things that suit partner countries while respecting ownership, intentions and intrinsic characteristics of the country concerned based on a field-oriented approach through dialogue and collaboration. It has also maintained the approach of building reciprocal relationships with developing countries in which both sides learn from each other and grow and develop together.” We believe that this ‘Knowledge Co- Creation Program’ will serve as a foundation of mutual learning process.

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For What?

Background

In developing countries with growing populations, social and environmental problems in urban areas, such as traffic congestion and air pollution, are becoming very serious. To address these problems, the construction of urban railway has been promoted in these countries to substitute automobile transportation. However, for sustainable development of urban transportation, sound operation of urban railways (safe and frequent operation, operation and maintenance (O&M), business management, etc.) is necessary.

Objectives

To strengthen the planning and implementation capacity of participants from government and railway operators in charge of urban transportation in the target countries.

To Whom?

Job Areas and Organizations

This program is designed for government officials and railway operators in charge of urban transportation in the target countries.

The applying organization with the best intention to utilize the opportunity of this program will be highly valued in the selection.

Targeted Countries

Bangladesh, Egypt, India, Indonesia, the Philippines, Thailand, Vietnam

There may be participation from countries other than those listed above.

Participants who have successfully completed the program will be awarded a certificate by JICA.

E-Mail

मुख्य सचिव कोषांग, बिहार

20 MAY 2026

TRAINING CIRCULAR

Subject:- **In-person Singapore Cooperation Programme on "Introduction to the International Law of the Sea" from 2nd to 6th November, 2026 in Singapore.**

Kartavya Bhavan-I, New Delhi,

Dated the 20th May, 2026.

The Republic of Singapore has invited nominations for **In-person Singapore Cooperation Programme on "Introduction to the International Law of the Sea" from 2nd to 6th November, 2026 in Singapore** under the Technical Assistance Programme with India. The programme is intended for mid- to senior-level government officials from the foreign affairs, marine and environment departments involved in issues related to the Law of the Sea. The eligibility conditions and other information about the programme are mentioned in the Information Brochure received from the sponsoring Government (**Annex-I**). Number of slots available for India is **One**.

1. Nomination of candidates is regulated by the guidelines prescribed by DEA, a synopsis of which is attached as **Annex-II**.

3. The course is sponsored by Government of Singapore, who will provide accommodation, local transport, medical insurance and daily allowance. The nominated candidate or his/her nominating authority shall have to bear the cost of round trip air fare and other travel related expenses. An undertaking to this effect has to be given by the participant or his/her Ministry/Department/State Government in case they agree to bear the travel expenses in the prescribed format (**Annex-III**).

4. The following forms need to be duly completed and certified by the participant and the competent authority of the nominating Ministry/Department:

(i) Sponsoring Government's application to be filled online (available at <https://go.gov.sg/intl-law-sea>). Printed copy of application submitted by the candidate online to SCP may be sent to DEA along with the other forms.
(ii) DEA's proforma - duly countersigned by competent authority (**Annex-IV**).

5. Application Form complete in all respects alongwith check-list reach this Department through the Administrative Ministry/Department of Govt. of India /State Government/UT, as the case may be, not later than 21.08.2026 positively at the following address:-

Shri Pankaj Gangwar,
Under Secretary (BPC&T),
Department of Economic Affairs, Ministry of Finance,
Hall No 15076, Kartavya Bhavan -1, New Delhi-110001.
Ph:- 011 - 2401 2878,
Email- pankaj.gangwar@gov.in
chourasia.anil@nic.in

Contd.....2/-

6. Incomplete applications and nominations received after the cut-off date will not be entertained. This may please be noted for strict compliance to avoid disappointment at a later stage. The candidates are advised to have their applications processed through their administrative Departments well in time and send complete information asked for in the forms specified above. Details of various short-term training programmes are regularly uploaded on Ministry of Finance's website www.dea.gov.in under the link "Foreign Training Programmes" [<https://dea.gov.in/foreign-training-and-employee-corner>].

(Pankaj Sangwar)

Under Secretary to the Govt. of India

1. Joint Secretary (Admn.), Ministry of External Affairs, South Block, New Delhi.
2. Joint Secretary (Admn.), Ministry of Ports, Shipping & Waterways, Transport Bhavan, New Delhi.
3. Joint Secretary (Estt.), Ministry of Defence, South Block, New Delhi.
4. Joint Secretary (Admn.), Ministry of Home Affairs, North Block, New Delhi
5. Joint Secretary (Admn.), M/o Environment, Forest & Climate Changes, Indira Paryaravan Bhavan, Aliganj, Jorbagh, New Delhi.
6. Joint Secretary (Estt./Admn.), Department of Legal Affairs, Shastri Bhavan, New Delhi
7. Joint Secretary (Admn.) of all Ministries/Departments, Government of India.
8. Chief Secretaries of all States Governments/UTs.

TO BE UPLOADED ON website of Department of Economic Affairs' WEBSITE
[<https://dea.gov.in/foreign-training-and-employee-corner>].

भारत सरकार
वित्त मंत्रालय
आर्थिक कार्य विभाग
(बीपीसी एंड टी अनुभाग)

.....

कर्तव्य भवन-1, नई दिल्ली,
दिनांक 20 मई, 2026.

प्रशिक्षण परिपत्र

विषय : सिंगापुर में 2 से 6 नवंबर, 2026 तक " समुद्र के अंतर्राष्ट्रीय कानून का परिचय " पर व्यक्तिगत सिंगापुर सहयोग कार्यक्रम ।

सिंगापुर गणराज्य ने भारत के साथ तकनीकी सहायता कार्यक्रम के तहत सिंगापुर में 2 से 6 नवंबर, 2026 तक " समुद्र के अंतर्राष्ट्रीय कानून का परिचय " पर व्यक्तिगत सिंगापुर सहयोग कार्यक्रम सिंगापुर को-ऑपरेशन प्रोग्राम के लिए नामांकन आमंत्रित किए हैं। यह कार्यक्रम का उद्देश्य विदेश मामलों, समुद्री और पर्यावरण विभागों के मध्य से वरिष्ठ स्तर के सरकारी अधिकारियों के लिए है जो समुद्र के कानून से संबंधित मुद्दों में शामिल हैं । पात्रता शर्तों और पाठ्यक्रम के बारे में अन्य सूचना प्रायोजक सरकार से प्राप्त सूचना विवरणिका (अनुलग्नक-I) में दी गई है। भारत के लिए उपलब्ध स्लॉट की संख्या एक है।

2. अभ्यर्थियों के नामांकन को आर्थिक कार्य विभाग द्वारा निर्धारित दिशा-निर्देशों द्वारा विनियमित किया जाता है, जिसका सारांश अनुलग्नक-II के रूप में संलग्न किया गया है।

3. पाठ्यक्रम सिंगापुर सरकार द्वारा प्रायोजित है, जो आवास, स्थानीय परिवहन, चिकित्सा बीमा और दैनिक भत्ता प्रदान करेगा। नामांकित अभ्यर्थियों या उसके नामांकन प्राधिकारी को राउंड ट्रिप हवाई किराया और यात्रा संबंधी अन्य खर्चों का खर्च वहन करना होगा। यदि वे निर्धारित प्रारूप में (अनुलग्नक III) यात्रा वहन करने के लिए सहमत हैं तो प्रतिभागी या उसके मंत्रालय/विभाग/राज्य सरकार को इस आशय का एक वचन पत्र देना होगा।

4. निम्नलिखित प्रपत्रों को विधिवत रूप से पूरा किया जाना चाहिए और प्रतिभागी तथा नामांकनकर्ता मंत्रालय/विभाग के सक्षम प्राधिकारी द्वारा प्रमाणित किया जाना चाहिए:

- (i) प्रायोजक सरकार के आवेदन को ऑनलाइन भरा जाना है (<https://go.gov.sg/intl-law-sea>) पर उपलब्ध)। एससीपी को ऑनलाइन अभ्यर्थी द्वारा प्रस्तुत आवेदन की मुद्रित प्रति अन्य प्रपत्रों के साथ डीईए को भेजी जाए।
- (ii) डीईए का प्रोफार्मा-सक्षम प्राधिकारी द्वारा विधिवत प्रतिहस्ताक्षरित (अनुलग्नक-IV)।

5. चेक-लिस्ट के साथ सभी प्रकार से पूर्ण आवेदन पत्र प्रशासनिक मंत्रालय/भारत सरकार के विभाग/राज्य सरकार/संघ राज्य क्षेत्र जैसा भी मामला हो, के माध्यम से इस विभाग को 21.08.2026 तक अवश्य ही निम्नलिखित पते पर पहुंच जाने चाहिए:-

श्री पंकज गंगवार,
अवर सचिव (बीपीसी एंड टी),
आर्थिक कार्य विभाग, वित्त मंत्रालय,
हॉल नं. 15076, कर्तव्य भवन -1, नई दिल्ली-110001।
पीएच:- 011 - 2401 2878,
ईमेल- pankaj.gangwar@gov.in
chourasia.anil@nic.in

6. अपूर्ण आवेदनों और अंतिम तिथि के बाद प्राप्त नामांकनों पर विचार नहीं किया जाएगा। इसका कड़ाई से अनुपालन किया जाए ताकि बाद में निराशा न हो। अभ्यर्थियों को सलाह दी जाती है कि वे अपने आवेदनों के संबंध में अपने प्रशासनिक विभागों के माध्यम से समय पर कार्रवाई करें और ऊपर निर्दिष्ट प्रपत्रों में मांगी गई पूर्ण जानकारी भेजें। विभिन्न अल्पकालिक प्रशिक्षण कार्यक्रमों का विवरण नियमित रूप से वित्त मंत्रालय की वेबसाइट www.dea.gov.in पर "विदेशी प्रशिक्षण कार्यक्रम" [<https://dea.gov.in/foreign-training-and-employee-corner>] लिंक के तहत अपलोड किया जाता है।

(पंकज गंगवार)

अवर सचिव, भारत सरकार

1. संयुक्त सचिव (एडीएमएन.), विदेश मंत्रालय, दक्षिण ब्लॉक, नई दिल्ली ।
2. संयुक्त सचिव (एडीएमएन.), बंदरगाह, शिपिंग और जलमार्ग मंत्रालय, परिवहन भवन, नई दिल्ली
3. संयुक्त सचिव (ईएसटी), रक्षा मंत्रालय, दक्षिण ब्लॉक, नई दिल्ली ।
4. संयुक्त सचिव (एडीएमएन), गृह मंत्रालय, कार्तव्य भवन - iii, नई दिल्ली ।
5. संयुक्त सचिव (एडीएमएन), एम / ओ. पर्यावरण, वन और जलवायु परिवर्तन, इंदिरा पर्यावरण भवन, अलीगंज, जोरबाग, नई दिल्ली ।
6. संयुक्त सचिव (ईएसटी / एडीएमएन), कानूनी मामलों के विभाग, शास्त्री भवन, नई दिल्ली ।
7. संयुक्त सचिव (प्रशासन) भारत सरकार की सभी मंत्रालयों/विभागों, ।
8. सभी राज्य सरकारों/संघ राज्य क्षेत्रों के मुख्य सचिव।

आर्थिक कार्य विभाग की वेबसाइट पर अपलोड किया जाएगा

[<https://dea.gov.in/foreign-training-and-employee-corner>]

To be filled only in case the Training Programme is not fully sponsored

PART-A

UNDERTAKING

This is to certify that in the event of selection, Ministry/ Department/ State Government of _____ undertakes to bear the cost of round-trip airfare and other related expenses (which may also include the expenditure on local travel, accommodation, insurance, living and other expenses, depending upon the terms of sponsorship for each course/training, as specified in the brochure/letter of concerned sponsoring organization) in respect of Shri/Ms. _____ Designation _____ working in this Department/ Ministry/ State Government for attending Training Programme/Course on _____ sponsored by _____ from _____ to _____.

Signature of Competent Authority

Name

Designation

(SEAL)

-----OR-----

PART- B

UNDERTAKING FOR SELF FINANCING

This is to certify that in the event of my selection, I _____ holding the post of _____ in the Ministry/Department/State Government of _____ undertake to bear the cost of round-trip airfare and other related expenses (which may also include the expenditure on local travel, accommodation, insurance, living and other expenses, depending upon the terms of sponsorship for each course/training, as specified in the brochure/letter of concerned sponsoring organization) for attending Training Programme/Course on _____ sponsored by _____ from _____ to _____.

This issues with the approval of the Competent Authority.

(Signature of the candidate)
Name, Designation (With seal)

Countersigned by:

Signature of Competent Authority
Name, Designation (With seal)

33

R

E-Mail

E-5662040

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Management
Development
Institute



Aeg, GAD

19.05.2026

मुख्य सचिव कोषांग, बिहार

Shri Shri Pratyaya Anrit (IAS, BH..1991)

Chief Secretary of Bihar

20 MAY 2026
Main Secretariat, Patna - 800015

Subject: Nomination for 12 months hybrid Public Policy and Management Program at MDI Gurgaon Chief Secretary, Bihar

Dear Shri Pratyaya Anrit ji,

Greetings from the School of Public Policy and Governance, MDI, Gurgaon!

I am writing regarding the upcoming 19th Public Policy and Management (PPM) at the Management Development Institute, Gurgaon.

MDI Gurgaon, with its academic excellence, is among the 1% of institutions worldwide to be accredited in the Triple Crown (EQUIS, AACSB, AMBA). MDI is ranked 9th by NIRF under the management category in 2025.

With over 55 years of excellence, MDI established the School of Public Policy and Governance in 2005 to empower senior government officers. Since 2006, the PPM program has been supported by DoPT for the government officers.

The 12-month hybrid program is structured

1. Residency One at MDI Gurgaon: 22 Weeks
2. Followed by online at the Workplace: 24 Weeks
3. Residency Two at MDI Gurgaon: 2 Weeks to finalise Policy Paper

The program is intended for middle-level and senior civil servants and is sponsored by DoPT & State Cadres. Further details about the program can be accessed at Letter no. No. T-13017/4/2026-LTDP dated 14 May 2026 [URL Generated Report \(dopt circulars.nic.in\)](https://mdt.circulars.nic.in) or <https://mdi.ac.in/admissions/12-month-hybrid-programme-on-public-policy-and-management-ppm>

The application deadline is 11th July 2026. The program is planned to commence on 14 August 2026.

Please nominate officers for the program at MDI Gurgaon.

We look forward to your continued support and association with MDI Gurgaon.

Sincerely,

Best Regards,

Prof. Avnish Kumar
Dean School of Public Policy and Governance

2661/2118-18
1.6.26

मुख्य सचिव कार्यालय
कोषांग सं.
25.05.2026

05D-18

0.0-18

01/06/26

श्री विद्याल
चिनीत
1.6.2026

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No. T-13017/4/2026-LTDP
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training
(Training Division)

3rd Floor, Block-4, Old JNU Campus,
New Mehrauli Road, New Delhi-110067
Dated: 14th May, 2026

To

1. Secretaries (All Ministries/Departments in Government of India)
2. The Chief Secretaries to all State Governments
3. Administrators of Union Territories
4. All the Cadre Controlling Authorities
5. Directors General/Directors of Central & State Training Institutes

Sub: 19th 12-Months Hybrid Programme on "Public Policy and Management" (PPM) during 2026-27 at the Management Development Institute, Gurugram.

Madam/Sir,

The 19th 12-Months Hybrid Programme on "Public Policy and Management" (PPM) is scheduled to commence from **14th August, 2026** at the Management Development Institute- Gurugram.

2. This 12-Months Hybrid Programme on "Public Policy and Management" (PPM) is redesigned to align with the Government of India's Viksit Bharat vision of developing the Karmayogi Competency Model four virtues Gunas (virtues) (i) self-awareness about strength to aspire and inspire people towards shared goals; teamwork for collaborative working ensuring inclusion of a diverse set of stakeholders; (iii) workplace or system related third virtue to comply the rules and regulations and be committed to promote transparency and ensure timely outputs, and (iv) citizen centricity for creating mission-oriented reforms and formulating progressing policies. Building upon the Karmayogi Competency Model (KCM), the program consists of courses addressing key domain, functional and core behavioural and leadership competencies.

3. Please find enclosed herewith particulars of the programme 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. The details of the programme are available on the DoP&T, Training Division's website <https://trgdiv.dopt.gov.in/> → Domestic Training Programmes → Long Term Domestic Programme → MDI-Gurugram and also on the website of MDI- Gurugram i.e. www.mdi.ac.in.

4. The nominated Officers will be required to develop a **Policy Paper** on the issue to be

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identified in consultation with the Ministries/Departments/State Governments etc. where they are presently working. This policy paper will have to be submitted by the officer to their respective Ministries/Departments/State Governments etc. at the end of the programme. The Ministries/Departments/States will also nominate a Nodal Officer of the rank of JS or above to the Government of India for mentoring and guidance to the sponsored officer for developing the policy document and coordinating with MDI-G in the matter.

5. Nomination of suitable officers, in the prescribed proforma, may please be sent to this Department through the appropriate Cadre Controlling Authority so as to reach Shri Manoj Kataria, Section Officer (LTDP), Room No. 403, Block-4, Old JNU Campus, New Delhi-110067; E-mail: manoj.kataria14@nic.in; on or before **11th July, 2026**. Nominations received after this date will not be considered. The nominations would be scrutinized and officers fulfilling the conditions of eligibility will be called for an interview by MDI-G. The interview dates and time will be intimated to the officers by MDI-G. In order to save time, the officers are permitted to send an Advance Copy of their application directly to this office and MDI-G. The officers will also be called for interview based on their advance applications. However, final selection will be subject to receipt of his/her formal application, duly recommended by their cadre controlling authorities along with Vigilance Clearance. Therefore, it is in the interest of the officers to get their applications routed through their Cadre Controlling Authority as early as possible.

6. Further details of this programme may be ascertained from Mrs. Anjali Singh, Deputy Admin Officer, Management Development Institute, Mehrauli-Gurugram Road, Sukhrali, Gurugram-122007 (Haryana) Telephone: 0124-4560553, Mobile: 8076341380, E-mail Id: ppmoffice@mdi.ac.in or anjali@mdi.ac.in; website: www.mdi.ac.in.

7. All Ministries/Departments/State Governments/UTs/CCAs etc. are advised to give wide publicity to the programme and upload this circular on their websites for the information of all concerned.

Encl: Terms and conditions

Yours faithfully,



(Uma Magesh)

Under Secretary to the Government of India

Telephone: 011- 26706382

Copy to:

(324)

1. Comptroller & Auditor General of India, New Delhi
2. Secretary, Union Public Service Commission, New Delhi
3. Election Commission of India, New Delhi
4. Controller General of Accounts, New Delhi
5. Deputy Director General (Training), Department of Post, Dak Bhavan, New Delhi
6. Deputy Director General (Training), Department of Telecom, Sanchar Bhavan, New Delhi
7. Director(Training), Railway Board , Rail Bhavan, New Delhi
8. Director (Police), Ministry of Home Affairs for nomination of IPS Officers.
9. Director General, CPWD Training Institute, Nirman Bhavan, New Delhi
10. Director, Bureau of Police Research and Development, CGO Complex, New Delhi
11. Establishment Officer, Department of Personnel & Training, New Delhi
12. Deptt. of Personnel & Training (CS Division), Lok Nayak Bhavan, New Delhi
13. Prof Avanish Kumar, Dean, Management Development Institute, Mehrauli Road, Sukhrali, Gurugram-122001 with request to consider applications received on or before 11th July, 2026.
14. NIC, Training Division, for uploading the notification on DoP&T website (<https://dopt.gov.in/>) and Training Division's Website (<http://dopttrg.nic.in/>).

Uma Magesh

(Uma Magesh)

Under Secretary to the Government of India

19th 12-Months Hybrid Programme on "Public Policy and Management" (PPM)**at****Management Development Institute, Gurugram**

The 19th 12-Months Hybrid Programme on "Public Policy and Management" (PPM), at Management Development Institute, Gurugram, will commence from **14th August, 2026**. This PPM Course has been redesigned to be a high quality programme with a set of 'Core Courses' as well as a range of 'Electives'. The officers will complete the course and will return to the departments for posting. The nominated Officers will be required to develop a Policy Paper on the issue to be identified in consultation with the Ministries/Departments/State Governments etc. where they are presently working. This policy paper will have to be submitted by the officer to their respective Ministries/Departments/State Governments etc. at the end of the programme. The Ministries/Departments/States will also nominate a **Nodal Officer** of the rank of JS or above to the Government of India for mentoring and guidance to the sponsored officer for developing the policy document and coordinating with MDI-G in this matter.

2. Eligibility:

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

Length of service	Officers should have completed 5 years of Group 'A' service as on commencement of the programme.
Age	The officers should have at least five years remaining service after completion of the programme.
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 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.

(a) The Fee for the programme is **Rs. 10,04,459/-** (Rupees Ten Lakh Four Thousand Four Hundred Fifty Nine only) plus expenses towards Rural/NGO attachment subject to maximum of **Rs. 30,000/-** (Rupees Thirty Thousand only) [**Total Course fee will be Rs. 10,34,459/-**].

(b) **The entire Course Fee** (*Course fee and expenses towards Rural/NGO attachment*) would be met by the concerned **Cadre Controlling Authorities** (*for example, DoP&T for IAS, Central Secretariat Service (CSS) and Central Secretariat Stenographers' Service (CSSS) Officers, MHA for IPS officers, MOEF for IFoS officers etc.*).

(c) The entire Programme fee [**Rs. 10,34,459/-** (Rupees Ten Lakh Thirty Four Thousand Four Hundred Fifty Nine only)] need to be paid in full at the time of joining the programme or/and in any case within 30 days of commencement of programme.

(d) The Ministry/ Department/ State Government/ Organization etc. where the officer is currently posted, will meet the cost of (a) pay and allowances during the Residency 1 & 2, (b) travel from place of posting to Gurugram and back, (c) travel towards field visits of the participants for collection of data/information for the dissertation, (d) travel to Gurugram for presentation of the dissertation at the end of the programme and (e) one time allowance of **Rs.5000/-** (Rupees five thousand only) for stationery etc.

4. Hostel Facilities

MDI-G will provide suitable accommodation during the offline Residency 1 & 2 at the Institution at the rate of **Rs. 11,000/-** (Rs. Eleven Thousand only) per month per participant. The expenditure will be met by the Cadre Controlling Authority of the participants. Boarding Charges, as applicable in MDI-G would be borne by the organization.

5. Course Structure:

(i). The program is a 12-month hybrid program. It includes 24 weeks of in-person residency: Residency-1 of 22 weeks and Residency-2 of 2 weeks at MDI Gurgaon. And 24 weeks in the online mode.

2 (a): Residency-1: The Residency- 1 shall include core courses spread across five modules, to be taught during a 22-week program at MDI Gurgaon.

2 (b): The participants shall then undertake 24 weeks of online elective courses at their workplace.

2 (c): Residency-2: The Residency- 2 shall be held at MDI Gurgaon, at the end of the program, during the 47th and 48th weeks. In Residency-2, the participants will finalise and present their Policy Paper.

- (ii). The redesigned PPM is for a duration of 12 months (of which a total of 24 weeks shall be on campus), and on completion of 87.5 credits of academic work, the Program participants shall be awarded a Certificate by MDI Gurgaon.
- (iii). The program consists of courses addressing functional and domain competencies are: Qualitative Methods in Policy Research, Quantitative Methods in Policy Research, Policy Paper Writing, Fundamental of Public Policy Analysis, Case Analysis on Public Policy in India, Advance Policy Modeling, Data Analytics, Understanding Human Resource Management, Operations & Supply Chain Management, Public Management and Governance, Marketing Management, Managing Public-Private Partnership, Microeconomics, Macro-Economic Environment, Public Finance and Policy, Accounting Budgeting and Control, Corporate Finance and Financial Market, Regulations Policy, and Practice in Financial Sector, Infrastructure Economics and Financing, Energy Policies & Sustainable Development, Corporate Governance & Social Responsibility, Institution and Development, Civil Society Organizations and Governance, Social Exclusive, Poverty and Regional Development, Governance & Management of Natural Resources, Emerging Information Technologies for Public Policy, Cyber Security in Government, Information Technology & E-Governance for program implementation, and Microfinance & Digital Finance: Customers, Models & Policy.

6. Conditions for officers admitted to the programme:

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

- (i) The entire period of training programme 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 programme 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 programme falls beyond the tenure of Central deputation or the officers proceed for training programme 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 programme from Gurugram, or outside Gurugram will not be entitled to any Special pay drawn before proceeding for the programme.

(iv) Officers of the Central Government, State Government and Union Territories coming from outside Gurugram 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 programme is a *bona fide* occupant of Government accommodation in the general pool controlled by the Directorate of Estates, he/she could retain the residential accommodation for the full period of the programme at his/her place of posting provided the residence is required for *bona fide* use of members of his/her 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 will be paid by the Ministry/Department/Office where they were last working before joining this programme.

3B

7. **Selection procedure and forwarding of nominations**

- (i) The Cadre Controlling Authority (CCA) should recommend names of only those Groups 'A' officers who are likely to stay with the CCA for some more time.
- (ii) 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. It may be noted that in respect of Officers appointed under the 'Central Staffing Scheme', 'NOC' from the Office of Establishment Officer, DOPT should be obtained before forwarding their applications/nominations for this Long Term Domestic Programme.
- (iii) 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.

8. **Forwarding of nominations**

- (i) Concurrence of State Governments, wherever necessary, would have to be obtained by the Cadre Controlling Authority before sending the nominations to DoP&T.
- (ii) Copy of the application form and other documents are attached. The same may also be obtained by logging on to MDI's website www.mdi.ac.in or DoP&T Training Division's website <https://trgdiv.dopt.gov.in/> → Domestic Training Programmes → Long Term Domestic Programme → MDI-Gurgaon. Cadre Controlling Authorities are requested to forward duly filled applications in respect of suitable officers (who are clear from vigilance angle) along with information in **PART- B** so as to reach us on or before **11th July, 2026**.
- (iii) Nominations received after the due date will not be considered, In order to save time, the Officers are permitted to send an Advance copy of the application to the Management Development Institute, Mehrauli Road, Sukhrali, Gurugram- 122007.
- (v) The nominations would be scrutinized and officers fulfilling the conditions of eligibility will be called for an interview by MDI-G. The interview date and time will be intimated to the officers by MDI-G. In order to save time, the officers are permitted to send an advance copy of the application directly to this office. The officers may be called for interview based on their advance applications. However, final selection will be subject to receipt of his/her formal application, duly recommended by their Cadre Controlling Authorities; therefore, it is in the interest of the officers to get their applications routed through their Cadre Controlling Authority as early as possible.

- (vi) Any relaxations in the terms & conditions will be subject to recommendations of the concerned Cadre Controlling Authority/Sponsoring Authority and approval of competent authority in DoP&T.

9. **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 expiry or termination of the period of the long term programme or failing to complete the programme, or quitting the service at any time within a period of FIVE (5) years after his/her return to duty, 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 programme i.e. all monies paid to him/her or expended on his/her account during the programme period such as pay and allowances, leave salary, cost of fee, travelling and other expenses 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 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.



MDI
GURGAON

School of
Public Policy and Governance
Making a difference to citizens' lives



Government of India

MANAGEMENT DEVELOPMENT INSTITUTE
School of Public Policy and Governance
M.G. Road, Sukhrali, Gurugram-122007
(Haryana), India
Tel: +91-124-4560553, 4560000 (Extn-553)
Fax-4560009
Email id: ppmoffice@mdi.ac.in, Website:
www.mdi.ac.in

Government of India
Department of Personnel & Training
Block- IV, 3rd Floor, Old JNU Campus,
New Mehrauli Road, New Delhi- 110067
Phone No: 011-26194167, Fax No: 011-
26106314, Website: <https://dopt.gov.in/>

APPLICATION FOR ADMISSION IN 19TH 12-Months Hybrid Programme on "PUBLIC POLICY & MANAGEMENT" (PPM)

(Programme Commences on 14th August, 2026; Last date of receiving application is 11th July, 2026)

(For Govt sponsored candidates)

PART-A

1. PERSONAL DETAILS						<i>Paste a recent passport sized photograph</i>
Title (Mr./Ms/Dr.)						
Full name in block letters (First name, Middle name, Surname)						
Father's full name						
Mother's full name						
Gender (Put √)	Male ☐	Female ☐	Date of birth	DD	MM	Year
Date of Superannuation	DD	MM	Year	Age as on 14-08-2026	Year	MM
Nationality			Religion			
Caste category (Put √)	General ☐		OBC ☐	SC ☐	ST ☐	
Equivalent Rank in Govt. of India			Level in Pay Matrix as per 7 th CPC/ Grade Pay with Pay Band			
2. MINISTRY/DEPARTMENT DETAILS						
Name of the Ministry/ Department						
Designation						

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Office Address			
	State		PIN
Telephone No.			Fax
Service cadre with year of allotment			
Length of service in Group-A			
Are you presently on deputation to the Govt. of India (Put $\checkmark$)	Yes ☐	No ☐	If yes, from which date:
Date of completion of tenure?			

3. ADDRESS FOR CORRESPONDENCE

Address				
City		State		PIN
Telephone No			Fax No	
Mobile No				
Email ID (In Capital Letters) (Main and alternate)				

4. ACADEMIC RECORD

Sr. No	Examination/ Degree/ Diploma passed	Name of the Board/University/ Institution	Passing Percentage/ Grade/ Division/CGPA	Year of Joining the Course	Year of Passing the Course
1					
2					
3					
4					
5					
6					

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5. DETAILS OF WORK EXPERIENCE

Sr. No	Post held	Department/ Organization	Tenure		Pay Scale	Nature of responsibility
			From	To		
1						
2						
3						
4						
5						
6						

Total experience (in years)

6. DETAILS OF TRAINING PROGRAMS ATTENDED (IN INDIA & ABROAD)

[Duration should be at least two weeks or more](Kindly refer to 'Earlier Training' caption under para 2 of Terms & Conditions)

Sr. No	Name of Course / Training Programme	Name of the Institution/ Place	Year	Duration (in weeks)
1				
2				
3				

7. Additional Information:- (please attach separate sheets regarding the following)

- Indicate the Public Policy area identified by you with the approval of your Ministry/Deptt./State Govt. etc. for preparation of the Policy document during the programme period.
- Briefly describe your job responsibilities and your achievements at your work place.
- What are your career goals and how does this program fit in with your plans.
- Briefly describe your publications, leadership roles, community work or any other work you consider significant for your proposed study.
- Is there any other information that you would like to provide about yourself?

8 DECLARATION

(314)

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:

(Signature)

Date:

Instructions:

- ~~☞~~ The application form is to be sent through the Cadre Controlling Authority.
 - ~~☞~~ However, you may kindly send the Advance Copy directly to Shri Manoj Kataria, Section Officer (LTDP), Training Division, Department of Personnel and Training, Government of India, Room No- 403, 4th Floor, Block-4, Old JNU Campus, New Delhi-110067 [E-mail: manoj.kataria14@nic.in] as well as to Management Development Institute, Mehrauli-Gurugram Road, Sukhrali, Gurugram-122007 (Haryana).
 - ~~☞~~ Please ensure that this application is routed through the Cadre Controlling Authority so as to reach DoPT (Training Division) latest by 11st July, 2026.
 - ~~☞~~ The application envelop should be superscripted as "Application for admission in 19th PPM (2026-27) at MDI, Gurugram"
-

PART - B

(For the use of the Cadre Controlling Authority only)

Name of Applicant: _____

1. Is there any vigilance case pending or contemplated against the officer? (put √)	Yes ☐	No ☐
If YES, please give details: _____ _____		

2. Is there any standing adverse entry against the officer? (put √)	Yes ☐	No ☐
If YES, please give details: _____ _____		

3. Is the applicant's overall ACR grading "Very Good"? (put √)	Yes ☐	No ☐
If NO, please give details: _____ _____		

4. Whether cadre clearance has been obtained? (put √)	Yes ☐	No ☐
(For officers, who would be completing their deputation tenures prior to joining the PPM? 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 ☐

5. Topic for Policy paper to be selected by the officer with the approval of the Ministry/ Department/ State Government etc. where the officer is currently working.

6. Details of Nodal Officer (of the rank of JS or above to the Government of India) nominated by the Ministry/Department/State Government etc. where the officer is currently working for mentoring and guidance to the Sponsored Officer for developing the policy documents.

Name: _____

Designation: _____

Office address: _____

Telephone No. : _____

Fax No. : _____

E-mail Id: _____

CADRE CONTROLLING AUTHORITY

Name of the Cadre Controlling Authority (Department/Ministry)	
Contact person	
Designation	
Address	
Tel No	
Fax No	
Email ID	

Place:

Date:

(Signature of the
Cadre Controlling Authority)

File No. _____

Office Seal (Compulsory)

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Format of Bond To be executed by a Government Servant Before Proceeding for the 19th 12-Months Hybrid Programme on "Public Policy and Management" (PPM) of Management Development Institute (MDI), Gurugram

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 the programme i.e. all monies paid to me or expended on my account during the programme period such as pay and allowances, leave salary, cost of fee, travelling and other expenses met by the govt./agency concerned, etc. at MDI- Gurugram, 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 PPM to be conducted by the Department of Personnel and Training (DoP&T), Government of India at MDI- Gurugram,

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 the programme, OR failing to complete the programme, OR quitting the service at any time within a period of FIVE (5) years or before superannuation which is earlier 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 2026.

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
(Authorized Signatory)[Office Seal Compulsory]

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Inviting Nomination for the DoPT supported 12-month hybrid Public Policy and Management Program at MDI Gurgaon

< cs-bihar@nic.in >

< dean-sppg@mdi.ac.in >

Wed, 20 May 2026 10:45:58 AM +0530

To "cs-bihar"<cs-bihar@nic.in>

Tags ☐ Not in Contacts

Dear Shri Shri Pratyaya Amrit

Greetings from the School of Public Policy and Governance, MDI, Gurgaon!

I am writing regarding the upcoming 19th Public Policy and Management (PPM) at the Management Development Institute, Gurgaon.

MDI Gurgaon, with its academic excellence, is among the 1% of institutions worldwide to be accredited with the Triple Crown (EQUIS, AACSB, AMBA). MDI is ranked 9th by NIRF under the management category in 2025.

With over 55 years of excellence, MDI established the School of Public Policy and Governance in 2005 to empower senior government officers. Since 2006, the PPM program has been supported by DoPT for the government officers.

The 12-month hybrid program is structured

1. Residency One at MDI Gurgaon: 22 Weeks
2. Followed by online at the Workplace: 24 Weeks
3. Residency Two at MDI Gurgaon: 2 Weeks to finalise Policy Paper

The program is intended for middle-level and senior civil servants and is sponsored by DoPT & State Cadres. Further details about the program can be accessed at Letter no. No. T-13017/4/2026-LTDP dated 14 May 2026 [URL Generated Report \(dopt circulars.nic.in\)](https://mdiacirculars.nic.in/URL_Generated_Report_dopt_circulars.nic.in) or <https://mdi.ac.in/admissions/12-month-hybrid-programme-on-public-policy-and-management-ppm>

The application deadline is 11th July 2026. The program is planned to commence on 14 August 2026.

Please nominate officers for the program at MDI Gurgaon.

We look forward to your continued support and association with MDI Gurgaon.

Sincerely,

(303)
With regards,

Prof. Avanish Kumar, Ph.D.

<https://www.mdi.ac.in/faculty/detail/59-avanish-kumar/>

Dean- School of Public Policy and Governance

Contact No: 9871687668

2 Attachment(s)

DoPT Signed Circular of 19th ...
574.3 KB

Letter to Sh Shri Pratyaya Amri...
347.8 KB

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E-MAIL

NPC Residential Training Program on "Stress Management and Strategic Financial Planning for Organizational Excellence" July 27-31, 2026 at Gangtok (Sikkim) - Request for Nominations

secy-par-bih <secy-par-bih@nic.in>
secy-par-bih

5.0.18

<proj.exe@npcindia.gov.in>

Wed, 27 May 2026 1:51:11 PM +0530

Bcc: "secy-par-bih" <secy-par-bih@nic.in>

Tags: Not in Contacts

27 MAY 2026

T2627ESG01

27th May, 2026

Sub: NPC Residential Training Program on "Stress Management and Strategic Financial Planning for Organizational Excellence" July 27-31, 2026 at Gangtok (Sikkim) - Request for Nominations

Sir/Madam,

National Productivity Council of India (NPC) an autonomous organization under Department for Promotion of Industry & Internal Trade, Ministry of Commerce and Industry, Government of India is pleased to announce a Residential Training Program on "Stress Management and Strategic Financial Planning for Organizational Excellence" during July 27-31, 2026 at Gangtok (Sikkim).

NPC training program has been designed to inculcate the importance of Managing Stress & Strategic Financial Planning to help participants understand tips and strategies to reduce stress both at home and workplace and how Financial Policies and objectives are established so as to enable them to contribute effectively within the organization by improving managerial effectiveness and performance.

The Residential Training Programme has been designed with conceptual deliberations, case studies, success stories and group discussions for executives/officials of Central & State Governments, Public Sector Undertakings, Private Sector Enterprises, Academic Institutions, Co-operatives, Corporations, Financial Institutions & NBFCs, Boards & Autonomous Organizations, Skills Strengthening for Industrial Value Enhancement (STRIVE), RAMP (Raising and Accelerating MSME Performance) & MNCs etc., for improving their Administrative and Financial Capabilities.

Participation fee is Rs. 75,000/- for Residential Participant and Rs. 60,000/- for Non-Residential Participant. GST 18% per participant is applicable on Participation fees.

We are sure that your organization would find the Training Program immensely useful. We request you to take advantage of this opportunity and nominate officials to participate in the Residential Training Program.

Please confirm the participations latest by July 13th 2026. Please feel free to contact us in case of any further clarifications or queries.

Yours Sincerely,

(राजेश सण्ड/Rajesh Sund)
निर्देशक (इकनोमिक सर्विसेज)/Director (Economic Services)
और/and कार्यक्रम संचालक/Program Coordinator
राष्ट्रिय उत्पादकता परिषद/ National Productivity Council
नई दिल्ली - ११०००३/ New Delhi - 110003
दूरभाष - ०११-२४६०७३०३/८७९९७८४७१५
Phone -011-24607303/8799784715 /9868844272
Email: rajesh.sund@npcindia.gov.in

बिहार सरकार
अपर मुख्य सचिव कोषांग
सांख्यिक प्रशासन विभाग
ई-मेल संख्या-14235
दिनांक-27.5.26

2665/शा-18
1.6.26

ABOUT TRAINING PROGRAM

II. LEARNING OBJECTIVES

To comprehend the basic rules of Stress Management

5.0.18

for 1/6/26

श्री विद्याल

दिनांक 01.6.2026

- 307
- To understand the positive aspects of stress and ways to master a 'thought process' for avoiding stressful situations.
 - To understand the pitfalls of Strategic Financial Planning.
 - To enable the participants to use qualitative and quantitative tools and measures to distinguish the key risks.
 - To enable the participants, learn & develop unique strategies, implement correctly and set financial targets.

2. BROAD PROGRAMME COVERAGE

- Discover the value of relationships in Stress Management
- Review the main work areas that can lead to stress and identified ways to address work-related stress throughout the organisation.
- Concepts, Objective and Approaches of Strategic Financial Planning.
- Insight into Financial Planning, Risk Management and Investments.
- Financial Decision Making & Valuation Techniques

3. METHODOLOGY

Methodology of the training program would be participative in nature. The sessions would be based on conceptual deliberations, case studies, success stories and group exercises/discussions.

4. PARTICIPANTS' PROFILE

Officers & Officials from various functions of Central & State Government Departments, PSUs, Academic Institutions, Co-operatives, Corporations, MNCs, Associations, Boards, Financial Institutions & Autonomous Organizations etc.

5. FACULTY

The faculty for the training programme will comprise of Senior NPC Experts & other Renowned and Experienced Trainers from the respective field.

6. PROGRAMME FEE & VENUE

Programme Code	T2627ESG02
Programme Fees	For Residential Participants-- Rs. 75,000 (Rupees Seventy-Five Thousand only) plus GST @ 18% per participant. The fees include boarding/lodging charges and the cost of programme kit. For Non-Residential Participants-- Rs. 60,000 (Rupees Sixty Thousand only) plus GST @ 18% per participant. The fees include only working lunch and tea/coffee etc served during the sessions and the cost of programme kit.
Program Schedule	July 27-31, 2026 , Gangtok (Sikkim) Programme starts on 27- 07-2026 at 1430 hrs. Programme closes on 30- 07-2026 at 1800 hrs. Check in for Residential Participants: 27-07-2026 (AN) Check out for Residential Participants: 31-07-2026 (FN)
For accompanying spouse and/or children (in the age group of 5 to 12 years), the tentative charges would be Rs.8,000 and Rs.7,500 respectively for the entire duration, payable directly to the hotel by the participant. Participation fee is non-refundable. However, substitution can be made, or the fees can be adjusted against future nominations.	

7. PAYMENT DETAILS

Programme fee inclusive of GST to be paid in advance and proof of payment to be attached along with application form. ECS Payment Details: Indian Overseas Bank, 70, Golf Link, New Delhi Branch; A/c No. 026501000009207, IFSC Code. IOBA0000265 - DD/Cheque should be drawn in the name of NATIONAL PRODUCTIVITY COUNCIL payable at NEW DELHI - In case of ECS Payment, the payment details should be intimated accordingly along with UTR number. - Programme Fees per Participant plus GST to be paid in advance. - NPC'S PAN No: AAATN0402F, - NPC'S GSTIN: 07AAATN0402F1Z8

8. HOW TO APPLY

➤ Nominations may be sent to the following address:

Shri Rajesh Sund
Director (ES), NPC
Faculty & Programme Coordinator

Ph.91-11-24607303/8799784715/9868844272

Email: rajesh.sund@npcindia.gov.in

➤ Last date for Receiving of Nominations: 13-07-2026

Please fill the following details of Nominated Participants

S. No	Name of Delegate	Designation	Years of Experience	Mobile No.	Email ID	Official Address for Correspondence
1						
2						
3						
-						
-						

Details of Nominating Authority:

Name:

Designation:

Organization:

Address

Contact Number:

Email ID:

Signature

9. GENERAL INSTRUCTIONS

- Due to limited number of seats, it is recommended to send the nominations as per attached format at the earliest, for ensuring the availability.
- Acceptance of the nominations is subject to the seat availability and receipt of programme fee latest by the last date for nominations.
- The Residential programme fee covers the professional fees towards training, board & lodge of the Participant(s). The Non-Residential programme fee covers the professional fee towards training, working lunch and refreshments during the training program.
- The fee once deposited is non-refundable, however, substitutions are allowed.
- NPC shall not bear any charges towards participants' to & fro travel from their residence / place of stay and the training program venue. All participants shall make their own arrangement to reach the venue on time as per the programme schedule.
- NPC will not provide boarding and lodging before and after the dates of programme. Participants planning to stay longer than the scheduled duration should arrange the same at their own cost.
- Settlement of additional bills: The hotel will be instructed to open separate folio for each participant. Participants may directly settle their additional dues regarding family member, laundry, telephone, mini bar, room service, overstay etc. with the hotel before checkout.
- Participants are requested to assure their health and safety during the training period and NPC will not be liable for medical expenses incurred by the participants during the program.
- The participants shall be awarded Certificate of Participation on successful completion of programme.
- Attendance is mandatory for all participants.
- Any other terms and conditions apply as may be notified by NPC at any point of time.
- Referring to GST guidelines, you are requested to confirm the applicability of GST payment for your department

Forthcoming Residential Training Programs

Procurement Management and Financial Management	Sept 07-11, 2026	Ayodhya, Uttar Pradesh
Stress Management and Strategic Financial Planning for Organizational Excellence	Nov 16-20, 2026	Port Blair, A & N
Project Management and Financial Management	Dec 14-18, 2026	Kovalum, Kerala
Effective Office Administration and Financial Management	Jan 11-15, 2027	Port Blair, A & N

Procurement Management and Financial Management	Feb 22-26, 2027	Port Blair, A & N
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Fwd: Workshop on Cyber Security by ISTM

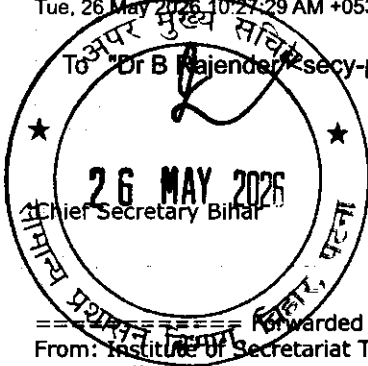
E-MAIL **BOS**
secy-par-bih <secy-par-bih@nic.in>

55218

Chief Secretary Bihar <cs-bihar@nic.in>

Tue, 26 May 2026 10:27:29 AM +0530

To: "Dr B Rajender" <secy-par-bih@nic.in>



==== Forwarded message =====

From: Institute of Secretariat Training and Management (ISTM) <istm@nic.in>

To: <cs@office.cg@gov.in>

Date: Tue, 26 May 2026 09:37:58 +0530

Subject: Workshop on Cyber Security by ISTM

==== Forwarded message =====

ISTM

Sir/Madam,

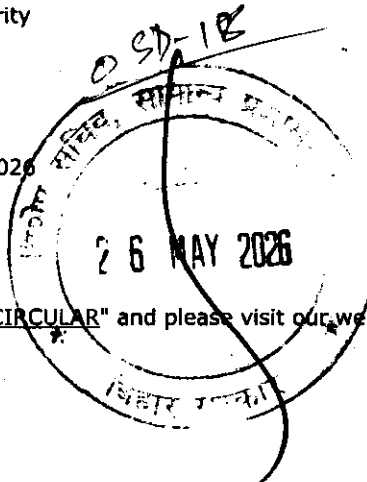
We are pleased to inform you that Institute of Secretariat Training & Management (ISTM) will be conducting a Training Programme, highlights of which is as under:

Course Name : Workshop on Cyber Security

Course Code : W-CS-16

Date : 14 Sep 2026 to 15 Sep 2026

Mode : Offline



For more details, click here for "COURSE CIRCULAR" and please visit our website at www.istm.gov.in.

Regards

Kishore .

Assistant Director

Institute of Secretariat Training & Management

Department of Personnel and Training (DoP&T)

JNU Campus (OLD), Olof Palme Marg,

New Delhi - 110067

S.O.-18

श्री विद्याल
विनीता
1.6.2026

बिहार सरकार
अपर मुख्य सचिव कोषांग
सामान्य प्रशासन विभाग
ई-प्रेस कॉन्ट्रोल नं. 139.47
दिनांक 26.5.26

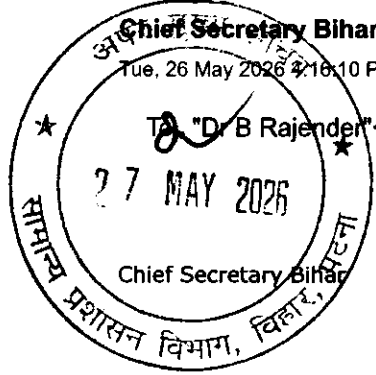
2650/9110-18
1.6.26

E-MAIL (304)

Fwd: Change of Mode of Workshop WCICRSHW-13 from OFFLINE to ONLINE, scheduled on 15th-16th June, 2026 -reg.

secy-par-bih < secy-par-bih@nic.in >

5.5.118



Chief Secretary Bihar < cs-bihar@nic.in >

Tue, 26 May 2026 4:16:10 PM +0530

Dr B Rajender < secy-par-bih@nic.in >

Chief Secretary Bihar

===== Forwarded message =====

From: Institute of Secretariat Training and Management (ISTM) <istm@nic.in>

To: <jsns@ddpmod.gov.in>

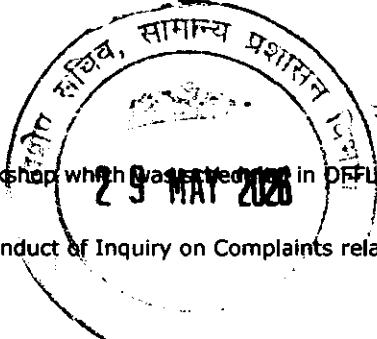
Date: Tue, 26 May 2026 15:56:41 +0530

Subject: Change of Mode of Workshop WCICRSHW-13 from OFFLINE to ONLINE, scheduled on 15th-16th June, 2026 -reg.

===== Forwarded message =====



OSD-18



Sir/Madam,

It is to inform that following workshop which was scheduled in OFFLINE MODE at ISTM, will now be conducted online.

Course Name : Workshop on Conduct of Inquiry on Complaints relating to Sexual Harassment of Women at Work Place

Course Code : WCICRSHW-13

Date : 15 Jun 2026 to 16 Jun 2026

Mode : Online

For more details, [click here](http://www.istm.gov.in) and please visit our website at www.istm.gov.in.

Regards

Deepak Kumar Bist

Joint Director and Course Coordinator

Institute of Secretariat Training & Management

Department of Personnel and Training (DoP&T)

JNU Campus (OLD), Olof Palme Marg,

New Delhi - 110067

बिहार सरकार
अपर मुख्य सचिव कोषांग
सामान्य प्रशासन विभाग
ई-मेल संख्या-...14027
दिनांक...26.5.26

2653/कां-18
1.6.26

5.0-18

For more details, click here and please visit our website at www.istm.gov.in.

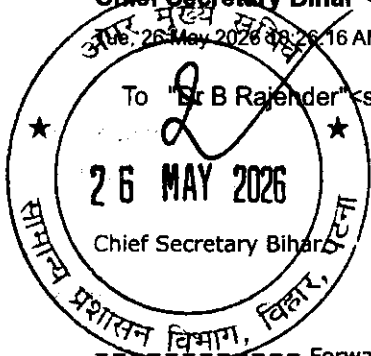
श्री गिशाद
विनोद
1.6.2026

308

55718

Chief Secretary Bihar <cs-bihar@nic.in>

E-MAIL



To: "B Rajender" <secy-par-bih@nic.in>

26 MAY 2026

Chief Secretary Bihar

===== Forwarded message =====

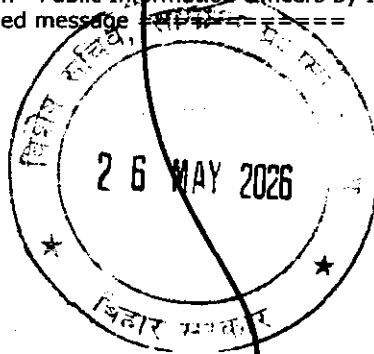
From: Institute of Secretariat Training and Management (ISTM) <istm@nic.in>

To: <csoffice.cg@gov.in>

Date: Tue, 26 May 2026 09:26:20 +0530

Subject: Right to Information - Public Information Officers by ISTM

===== Forwarded message =====



Sir/Madam,

We are pleased to inform you that Institute of Secretariat Training & Management (ISTM) will be conducting a Training Programme, highlights of which is as under:

Course Name : Right to Information - Public Information Officers

Course Code : RTI-PIO-46

Date : 10 Aug 2026 to 11 Aug 2026

Mode : Offline

For more details, click here for "COURSE CIRCULAR" and please visit our website at www.istm.gov.in.

Regards

Kishore .

Assistant Director

Institute of Secretariat Training & Management

Department of Personnel and Training (DoP&T)

JNU Campus (OLD), Olof Palme Marg,

New Delhi - 110067

बिहार सरकार

अपर सचिव, प्रशासन विभाग

सामान्य प्रशासन विभाग

ई-मेल संख्या-

दिनांक

13948
26.5.262649/110-18
1.6.26

अतिरिक्त सचिव
प्रशासन
1.6.2026
S.O-18
[Signature]

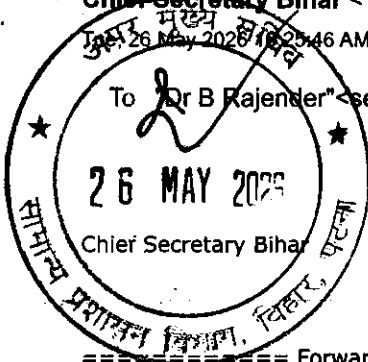
S.S. 18

E-MAIL

Chief Secretary Bihar <cs-bihar@nic.in>

Tue, 26 May 2026 10:25:46 AM +0530

To: "Dr B Rajender" <secy-par-bih@nic.in>



===== Forwarded message =====

From: Institute of Secretariat Training and Management (ISTM) <istm@nic.in>

To: <cs@office.cg@gov.in>

Date: Tue, 26 May 2026 09:21:29 +0530

Subject: Creative and Positive Thinking by ISTM

===== Forwarded message =====

ISTM

Sir/Madam,

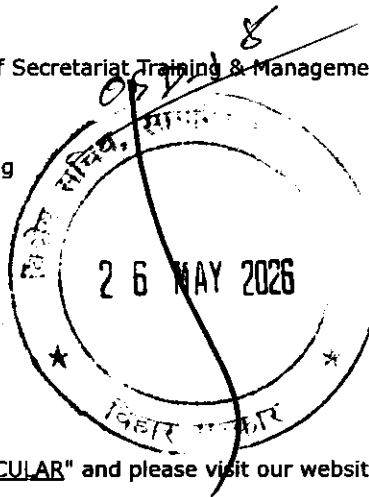
We are pleased to inform you that Institute of Secretariat Training & Management (ISTM) will be conducting a Training Programme, highlights of which is as under:

Course Name : Creative and Positive Thinking

Course Code : CTP-05

Date : 08 Jun 2026 to 09 Jun 2026

Mode : Online

For more details, click here for "COURSE CIRCULAR" and please visit our website at www.istm.gov.in.

Regards

Kishore .

Assistant Director

Institute of Secretariat Training & Management

Department of Personnel and Training (DoP&T)

JNU Campus (OLD), Olof Palme Marg,

New Delhi - 110067

S.O. 18

बिहार सरकार
अपर मुख्य सचिव कोषांग
सामान्य प्रशासन विभाग
ई-मेल संख्या 12949
दिनांक 26.5.26

2648/का. 18

1.6.26

श्री विशाल
विनीता
1.6.26

S.S. (18)

E-MAIL

Chief Secretary Bihar <cs-bihar@nic.in>

Tue, 26 May 2026 10:27:37 AM +0530

To: "Dr B Rajender" <secy-par-bih@nic.in>

26 MAY 2026

Chief Secretary Bihar

===== Forwarded message =====

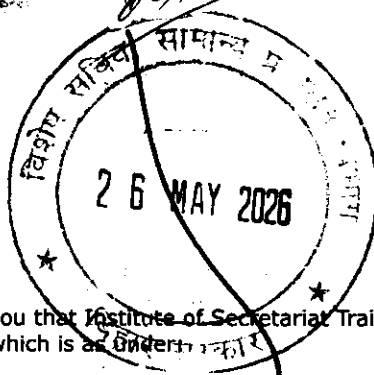
From: Institute of Secretariat Training and Management (ISTM) <istm@nic.in>

To: <csoffice.cg@gov.in>

Date: Tue, 26 May 2026 09:35:19 +0530

Subject: MS-Excel (Advance) by ISTM

===== Forwarded message =====



Sir/Madam,

We are pleased to inform you that Institute of Secretariat Training & Management (ISTM) will be conducting a Training Programme, highlights of which is as under:

Course Name : MS-Excel (Advance)

Course Code : MS-Ex-A-02

Date : 24 Aug 2026 to 25 Aug 2026

Mode : Offline

For more details, click here for "[COURSE CIRCULAR](#)" and please visit our website at www.istm.gov.in.

Regards

Kishore .

Assistant Director

Institute of Secretariat Training & Management

Department of Personnel and Training (DoP&T)

JNU Campus (OLD), Olof Palme Marg,

New Delhi - 110067

2647 / शा-18

1.6.26

बिहार सरकार
अपराध्य सचिव कोषांग
सामान्य प्रशासन विभाग
ई-मेल संख्या-1395/
दिनांक-26.5.26

S.O-18
10/6/26
श्री विशाल
स्वीनी
1.6.26