

F No.T-22012/17/2023-IST/IIPA  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel and Training  
[Training Division]

Block-4, Old JNU Campus  
New Mehrauli Road, New Delhi-67  
Dated: June 2<sup>nd</sup>, 2023

To

The Training Institutes

Sub: 3-5 day Online In-service Training (IST) program for Officers of All India Service (IAS, IPS & IFoS), Officers working under the Central Staffing Scheme, Officers of Central Secretariat Service (CSS) and Officers of Central Secretariat Stenographer Service (CSSS) (Officers of the level of DS/Sr. PPS and above): Inviting proposals from Institutes for In-Service Training during 2023-24.

Sir/Madam,

The Training Division of the Department of Personnel and Training conducts 3-5 day Online In-Service Training Program for Officers of All India Service (IAS, IPS & IFoS), Officers working under the Central Staffing Scheme, Officers of Central Secretariat Service (CSS) and Officers of Central Secretariat Stenographer Service (CSSS) (Officers of the level of DS/Sr. PPS and above) by inviting proposals from CTIs/ATIs and other premier institutes in various areas.

2. The institutes are hereby requested to furnish their proposals for conducting 3-5 day Online In-Service training programme for 2023-24 in diverse and broad thematic areas, such as, Administrative Law, Agricultural & Rural Development, Climate Change (preparedness), Competition Law (policy formulation), Corruption (eradication strategy), Education (reforms & challenges), E-governance (opportunities & challenges), Environment & Natural Resource (management), Environmental Impact Assessment (development projects), Ethics (Public Governance and Administration), Financial Markets (regulation), Fiscal Policy (Macroeconomic Management), Governance (IT management and improving through accountability), Infrastructure (Finance), Innovations (public service), Land Acquisition (rehabilitation & resettlement), Leadership, Participatory Management (Community Mobilization), PPP (negotiating strategies and urban development), Procurement (procedure & contracting), Project Analysis/Appraisal (risk analysis/management), Public Policy (management/governance), Quantitative Methods (management), Service Delivery (management), Social Policy (Governance), Social Sector (financing/marketing), Urban Development, WTO (basic/advance course), Citizen Centric, Cyber Crime, Stress Management, Competency based HR Management, corporate law, Managing Negotiations, Ease of Doing Business, Change Management, Management of Natural Resources, Green energy, Climate-resilience, village development, Geo-politics, emerging technologies Artificial Intelligence, data-analytics in decision-making etc .



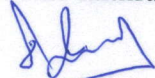
3. The proposal may include the following details of the institute:

- (a) A brief about the institute, infrastructure, faculty, cost, core competence, and previous experience in conducting such programmes;
- (b) Thematic focus of the course and the course title;
- (c) Two sets of suitable dates for each course between July, 2023 to March, 2024;
- (d) CVs of the faculty members who would be imparting the training;
- (e) CVs of proposed Course Coordinator along with contact details;
- (f) How will the training be relevant to government servants and help them discharge their duties more effectively;
- (g) Specific skills proposed to be instilled in the participants with regard to governance and administrative/technical skills; Nature of lectures and materials to be used, videos, audiograms, live classes, how they are proposed to be conducted.
- (h) Draft programme design, content and pedagogy, draft time table—stating method of online delivery system to be used by the institute;
- (i) A paragraph on how the proposed course will be different from those offered by competing institutions;
- (j) A snapshot of the programme which includes content of the programme, profile of the faculties, infrastructure facilities and in which areas the competency will be developed of the participants after attending the programme
- (k) Feedback received from participants

4. Proposals for conducting 3-5 day Online In-Service Training Program may be sent to this Department on or before June 16, 2023 at the following address:

“Shri Rajesh Meena,  
Section Officer, Training Division,  
Department of Personnel & Training,  
Room No. 407, 4th floor, Old JNU Campus,  
New Mehrauli Road, New Delhi-110067.”  
Email address: meena.rajesh13@nic.in

Yours faithfully,



(Deshraj Yadav)

Under Secretary to the Government of India

Tele No.: 011-26194167