

राजुल भट्ट

संयुक्त सचिव (प्रशिक्षण)

Rajul Bhatt

Joint Secretary (Training)

Tel. : 26106314

Fax : 26107962

E-mail : rajul.bhatt@gov.in



भारत सरकार
कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय
कार्मिक और प्रशिक्षण विभाग (प्रशिक्षण प्रभाग)
ब्लॉक-4 पुराना जेएनयू कैम्पस
नया महरौली रोड नई दिल्ली-110067
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training (Training Division)
Block-IV, Old JNU Campus
New Mehrauli Road, New Delhi-110067

D.O. T-22012/17/2023-IST/IIPA

Dated: August 25, 2023

Dear Madam/Sir,

As you are aware Department of Personnel and Training sponsors One Week Offline/Physical and 3-5 day Online In-Service Training Program every year.

2. All AIS (IAS, IPS and IFoS) Officers with minimum 4 years of service as on April 1, 2023 (upto 2018 batch) and up to the rank of Secretary to the Government of India/Chief Secretary and equivalent, Group 'A' Officers working under the Central Staffing Scheme in the Government of India and Officers of CSS/CSSS (Of the level of DS/Sr. PPS and above) are eligible to attend the aforesaid training programs.
3. The calendar for the In-Service Training Programs for 2023-24 has been finalized and uploaded on the website of this Department at <https://dopttrg.nic.in--Circulars> and <https://igotkarmayogi.gov.in>. The said calendars are also enclosed as Annexures-I and II. I request you to kindly circulate the calendar among the eligible officers, who may submit their options at the earliest. All eligible Officers are required to enroll for In-Service Training Programs through <https://igotkarmayogi.gov.in> and forward their online application duly approved by the Competent Authority to Training Division, DoPT.
4. It is also requested that the Officers may be encouraged to opt for those training programs which are relevant to their current role as well as the kind of assignments they are likely to hold in future.
5. I solicit your kind cooperation for the successful conduct of the training programs by enabling wide publicity of the same amongst the officers and facilitating the attendance of a large number of officers in these programs.

With profound regards,

Yours sincerely,

(Signature)
(Rajul Bhatt)

To,

Secretaries to all Ministries/Departments of Govt. of India (As per DoPT's standard list)

Annexure-1

The following In-Service Training Programs shall be conducted Offline/Physical mode during the year 2023-24

| S.No. | Name of the Institute | Program | Tentative Dates |
|-------|--|---|--|
| 1 | Dr. R.S. Tolia Uttarakhand Academy of Administration, Uttarakhand | Sustainable Urbanization Solution in Mountainous Regions: The Way Forward | October 9, 2023 to October 13, 2023 |
| 2 | Bankers Institute of Rural Development, Lucknow | Farmers Collectives and linking them to market | November 6, 2023 to November 10, 2023 |
| 3 | Indian Institute of Human Settlements, Bengaluru | Digital Governance in Urban Infrastructure Projects Delivery Systems (Evidence based) | November 6, 2023 to November 10, 2023 |
| 4 | O.P. Jindal Global University (JGU), Sonapat, Haryana | Specialized Course on Law | November 13, 2023 to November 17, 2023 |
| 5 | Institute of Management in Government, Thiruvananthapuram | Participatory Management (Community Mobilization) | December 4, 2023 to December 8, 2023 |
| 6 | Arun Jaitely National Institute of Financial Management, Faridabad | Infrastructure Finance | December 4, 2023 to December 8, 2023 |
| 7 | National Institute of Public Finance and Policy, Delhi | Fiscal Policy: Management and Emerging issues | December 4, 2023 to December 8, 2023 |
| 8 | Nani Palkhivala Arbitration Centre (NPAC), Chennai | The Theory and Practice of Dispute Resolution | December 11, 2023 to December 15, 2023 |
| 9 | National Law School of India University, Bengaluru | Procurement and Allied Laws | December 11, 2023 to December 15, 2023 |
| 10 | Sri Sathya Sai Central Trust, Andhra Pradesh | Human Values in Governance and Public Policy | January 8, 2024 to January 12, 2024 |
| 11 | The Art of Living, Bengaluru | Building Competencies for Personal Excellence | January 8, 2024 to January 12, 2024 |
| 12 | Isha Yoga Centre, Coimbatore | Inner Engineering Leadership Program | January 29, 2024 to February 2, 2024 |
| 13 | Environment Protection Training & Research Institute, Hyderabad | Environment Impact Assessment: Development Projects | February 5, 2024 to February 9, 2024 |
| 14 | Indian Institute of Management, Visakhapatnam | Digital Governance and Management | February 12, 2024 to February 16, 2024 |
| 15 | IC Centre for Governance, Panchgani | Ethics in Public Services | February 26, 2024 to March 1, 2024 |
| 16 | Tata Institute of Social Sciences, Mumbai | Social Policy and Governance | March 18, 2024 to March 22, 2024 |

Annexure-II

The following In-Service Training Program shall be conducted Online mode during the year 2023-24

| S.No. | Name of the Institute | Program | Tentative Dates |
|--------------|------------------------------|--|---|
| 1. | Heartfulness, Telangana | A Journey within for Kaushlam – Excellence in Action | January 15, 2024 to January 17, 2024 |

General Guidelines/Instructions/Information for In-Service Training Programs (Offline/Physical) and 3-5 day Online In-Service Training Programs.

The following general guidelines/instructions/information are with regard to One-Week In-Service Training Programs (Offline/Physical) and 3-5 day Online In-Service Training Program for the year 2023-24 for AIS (IAS, IPS & IFoS) Officers, Officers working under the Central Staffing Scheme and Central Secretariat Service (CSS) and Central Secretariat Stenographers Service (CSSS) Officers (of the level of DS/Sr. PPS and above)

2. Eligibility:

All AIS (IAS, IPS and IFoS) Officers with minimum 4 years of service as on April 1, 2023 (upto 2018 batch) and up to the rank of Secretary to the Government of India/Chief Secretary and equivalent, Group 'A' Officers working under the Central Staffing Scheme in the Government of India and Officers of Central Secretariat Service (CSS)/Central Secretariat Stenographers Service (CSSS) (Of the level of DS/Sr. PPS and above) are eligible to attend the aforesaid training programs.

3. All the training programs (Offline/Physical Mode) are residential in nature. Accommodation facilities will be provided to the participants by the training institutes who are organizing the training program. The concerned training institute will provide accommodation only for duration of course (i.e. 5 day). If, any officers stay beyond five days, they may claim TA/DA by their respective Department/ Ministry/ State Government/ Cadre controlling authority.

4. The 3-5-day Online Training Programs are attended through virtual mode. These programs are not residential programmes.

5. The eligible officers are required to enroll for In-Service Training Programs through <https://igotkarmayogi.gov.in>. All Officers have to login at iGOT platform with their login Id and password. The Inservice Training (IST) programme will be available on the Homepage of iGOTKarmayogi. The option 'CLICK HERE' on the IST Program Banner will lead to the IST Program page where the officers can see the program and the Calendar and Register.

6. The Officers who are due for retirement may not be sponsored for the training program scheduled in the month in which they are due to retire.

7. For login related queries or any other technical issues, kindly send a mail mentioned with names and concise description of the issue to tgp-trg@nic.in.

8. The Officers posted abroad are exempted from participation in the program and their applications will not be considered.

9. The Officers are not allowed to apply or change options, if, less than 15 days remains for the commencement of the respective program. If the Officers want to change their options in case of emergency, they have to separately send a mail to meena.rajesh13@nic.in.

10. The Officers may not apply for the training program which they had already attended during the last three years (i.e. 2020-21, 2021-22 2022-23). Preference will be given to the officers who have not participated in training program during the past years. However, other officers will be nominated depending upon the availability of slots.

11. The ideal size of the batch will be 15 and not more than 40 participants will be allowed in a program. In case large number of nominations are received for a particular program, it will be held in more than one batch.

12. The Officers can attend only one In-Service Training Programme either Physical OR online during the financial year 2023-24.