



सत्यमेव जयते
A. R. Chadha
DIGF (RT)

Tel/Fax – 011-2436 4791

Government of India
Ministry of Environment & Forests
Room No. 116, Paryavaran Bhawan,
CGO Complex, Lodhi Road,
New Delhi – 110 510.

No. 7-7/2008-RT

Dated: 27th December, 2010

To

1. Principal Secretary/Commissioner/Secretary,
Department of Forests,
All State/UTs
2. Principal Chief Conservator of Forests,
Department of Forests,
All State/UTs

Sub: Four week Advanced Management Programme (AMP) on “Public Sector Management in Changing Global Environment” to be conducted by IIPA during February 14th March 11, 2011-Requesting for Nominations-regarding.

Sir,

Please find enclosed herewith a copy of the letter dated 06.12.2010 on the subject noted above and to say that State Governments/UTs may nominate the IFS Officers preferably (Batches 1977-1981) of Additional PCCF/CCF level and officers of 1987 to 1991 Batches for the above mentioned course.

2. The application forms (Annexures I to IV) for long-term foreign training and short-term programmes are available in this Ministry's website at www.ifs.nic.in/rt.
3. It is also requested, to kindly send the names of the officers for the short-term courses with recommendations from the State Governments at an early date, preferably by **15th January, 2011.**

Yours faithfully,

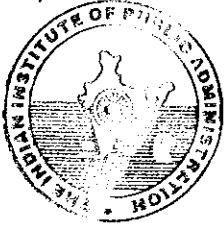
(A.R. Chadha)

Encls:- as above.

Dy. Inspector General of Forests (RT)

Copy to:-

1. The Director, General, ICFRE/FSI-Dehradun.
2. The Director, IGNFA/WII/DFE-Dehradun.
3. The Addl. PCCF, Regional Offices of the MoEF.
4. Director (IFS), MoEF, New Delhi for kind information please.



भारतीय लोक प्रशासन संस्थान

इन्द्रप्रस्थ एस्टेट, रिंग रोड, नई दिल्ली-110 002 • दूरभाष : 23702400 (15 लाइन)

INDIAN INSTITUTE OF PUBLIC ADMINISTRATION

INDRAPRASTHA ESTATE, RING ROAD, NEW DELHI-110002 (INDIA)

Rakesh Hooja PH.D., IAS (Retd.)
DIRECTOR

Tel.: 011-23702434 (Off.)

December 6, 2010

Subject: Four Week AMP - Public Sector Management in a Changing Global Environment- February 14 to March 11, 2011

Dear Shri A. R. Chadha

As you might be aware, the Indian Institute of Public Administration (IIPA) New Delhi is a premier institute of research and training in public administration in India. Established in 1954, the IIPA undertakes academic activities to enhance leadership qualities and managerial capabilities of executives in the government and other public service organizations. As such the Institute is involved in research, training, consulting and dissemination of information. The Institute is one of the founder members of the Eastern Regional Organisation for Public Administration (EROPA) and has been selected as a member of the United Nations ESCAP Network of Centers of Excellence for HRD Research and Training. It works in association with the universities, advanced research institutes, training centres and government departments in India

The Institute is planning to organize a four week Advanced Management Programme (AMP) for middle level managers from India's Public Sector Companies (State owned Enterprises) and Government Departments, who are moving into higher management and policy making positions in their organizations. The programme will be interactive, covering diverse areas of public policy, corporate governance, human resource management, information technology and e-governance applications, financial restructuring and operations management.

The programme will be organized in three phases as:

Phase I- One week at IIPA, India (from February 14 – 19, 2011) where the participants will primarily be involved in classroom learning, interaction with experts from industry, government and Parliament.

Phase II- An Oversease Learning Programme, (OLP) of two weeks abroad from 21 February to 4 March, 2011. The OLP is being organised in collaboration with the International Centre for Promotion of Enterprises (ICPE) Ljubljana, Slovenia and will be at Ljubljana, Maribor, Slovenia; Graz, Viena and Salzburg, Austria; and at Munich, Germany. The objective of the OLP is to provide an exposure to the global

dimensions of business and public policy and to learn from best practices abroad. In addition to interactive discussions and academic sessions, we have planned visits to various industrial units to obtain a first hand experience of management and business functions in various enterprises and public utilities.

Phase III- The final week (March 6 – 11, 2011) at IIPA wherein the participants will reflect on the learning abroad and make presentations of their tour and its relevance to their organisations.

The programme fee is split into two components, one for the Indian phases of the programme and one for the Overseas Learning Programme. The fee for the two Indian Phases is Rs. 1, 10,000 (Rs. One lakh ten thousand only), per participant which includes the fee for academic inputs, teaching material, books and board and lodge for two weeks at IIPA. The fee for the Overseas Learning Programme is Rs 2, 25,000 (Rs. Two lakh twenty five thousand only) per participant. This fee covers the cost of academic inputs, economy class travel to and from Europe, local travel required for the programme within Europe, airports transfers and medical insurance. The fee for the OLP does not include the cost of board and lodging in Europe, as well as any personal and incidental expenses incurred by each participant. These will have to be met by the respective sponsoring organisation according to their TA/DA rules. However, to facilitate, the arrangements for stay abroad as well as in-city travel in Europe will be organised by the IIPA.

We request you to register for the AMP by sending nominations from your organisation, this is an anticipation to detailed programme broucher which you will be receiving in a couple of days.

Prof. Pranab Banerjee and Prof. Nand Dhameja are the programme directors and could be contacted at the following addresses:

Prof. Pranab Banerji, Mobile: 9891381272 email: pranab_banerji@hotmail.com
Prof. Nand Dhameja, Mobile 981153082, email- nanddhameja@yahoo.co.in

With regards and best wishes


(Dr. Rakesh Hoopja)

Shri A. R. Chadha
DIG Forests (Research & Training)
Ministry of Environment & Forests,
Government of India,
Room No. 105, Paryavaran Bhawan,
CGO Complex, Lodhi Road,
New Delhi-110 003.

Brochure enclosed

**Four Week Advanced Management Programme
Public Sector Management In A Changing Global Environment**

February 14 – March 11, 2011



In collaboration with



**International Center for
Promotion of Enterprises**
Ljubljana, Slovenia

Indian Institute of Public Administration

5 B, Indraprastha Estate, Ring Road, New Delhi-110002 (INDIA)

TEL:- +91-11-23468300,23702400 Fax: +91-11-23702440

www.iipa.ernet.in

Globalisation and technological advancements provide challenges as well as opportunities for business enterprises to be competitive. In this era of economic reforms, geographical boundaries are shrinking and the organizations are confronted with the challenge of how to manage change.

The public sector, in some way the backbone of the Indian economy and which experienced steady growth over the years, has now to grapple with the challenges of globalization, has to be competitive and needs to bolster its functioning towards market driven goals. The focus of managing change has to be the organization as a whole rather than a function or a department. As a result, many public sector enterprises (PSUs) in India have presented exemplary/impressive results and are counted amongst the top business houses in the world. At the same time they operate in the public domain and are accountable to the Government, Parliament and the Parliamentary Committees and the general public since the Government is the main stakeholder. The PSUs have an interface at the State and Central

levels with politicians and civil servants. They operate in an imperfect market at times, have social commitments to fulfill and they are answerable to the Audit and Vigilance authorities.

It is against this backdrop that the current Advanced Management Programme has been designed to acquaint senior and middle level managers (of the level of general managers and equivalent) with current developments of public policy and management areas what the Indian Institute of Public Administration (IIPA) has the necessary competence are thus will be complemented with field visits are management in a foreign country. The programme will be interactive, covering diverse areas of public policy, corporate governance, human resource management, information technology and e-governance applications, financial restructuring and operations management.

The participants would be exposed to various analytical tools for analysis of public policy and functional areas so as to assess their linkages and see how far these are in the interest of the organizations and the national goals. They would also be given a global exposure to development in relevant sectors.

"Discipline is the bridge between goals and accomplishment" Jim Rohn



Ljubljana

Programme Duration & Design

- | | | |
|------------------|---|---|
| Duration | : | Four Week in Three Phases |
| Phase I | : | One Week, February 14 – 19, 2011 Indian Institute of Public Administration, New Delhi, INDIA |
| Phase II | : | Two Week, Overseas Learning Programme(OLP),
February 21 – March 4, 2011
SLOVENIA : Ljubljana, Maribar.
AUSTRIA : Graz, Vienna, Salzburg.
GERMANY: Munich. |
| Phase III | : | One Week, March 6 – 11, 2011 Indian Institute of Public Administration, New Delhi, INDIA |

"To handle yourself, use your head; to handle others, use your heart"—Donald Laird

Methodology

- Focus on an integrated business perspective
- A blend of Theory and Practice through:
 - Case studies
 - Simulation Exercises
 - Sharing of experiences by business leaders and persons involved in public policy
 - Inputs from academics
- Interactive Discussions: learning through debate and experience sharing

Broad Coverage

The program will cover the following:

- Domestic and global economic challenges
- The current financial crisis: its impact on State-owned enterprises worldwide
- The State and business
- The WTO Regime – Opportunities and Threats
- Decision Making in an uncertain environment
- Strategies to lead Change
- Innovations & Turnaround Strategies
- Human Resource Development – the Cutting edge for success
- Transformational Leadership & Emotional Intelligence
- Knowledge Management
- E-Business and E-Governance
- Marketing in the Global Scenario
- Business Ethics and consumer care
- Corporate Governance and Social Responsibility–International Perspectives
- Green Enterprises: Challenges and opportunities against the backdrop of climate change
- Financing Strategies in a changing environment –Institutions & Instruments: their role in the present financial crisis
- Management Accounting: Top Management Perspectives
- Benchmarking



Programme Fee Structure

The programme fee is split into two components, one for the Indian phases of the programme and one for the Overseas Learning Programme. The fee for the Indian Phases is Rs. 1,10,000 (Rs. One lakh Ten Thousand only), which includes the fee for academic inputs, teaching material, books and board and lodge for two weeks at IIPA. The fee for the Overseas Learning Programme is Rs 2,25,000 (Rs. Two lakh twenty five thousand only). This fee covers

the cost of academic inputs, economy class travel to and from Europe, local travel required for the programme within Europe, airports transfers and medical insurance. The fee for the OLP does not include the cost of board and lodging in Europe, as well as any personal and incidental expenses incurred by each participant. These will have to be met by the respective sponsoring organisation according to their TA/DA rules. However, to facilitate, the arrangements for stay abroad as well as in-city travel will be organised by the IIPA.

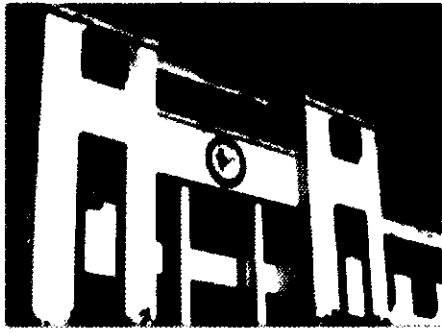
Programme Directors

Prof. Pranab Banerji, Mobile: 9891381272, email: pranab_banerji@hotmail.com

Prof. Nand Dhameja, Mobile 981153082, email: nanddhameja@yahoo.co.in

"Education is the power to think clearly, the power to act well in the world's work, and the power to appreciate life" Brigham Youngs

The Indian Institute of Public Administration



The Indian Institute of Public Administration owes its genesis to the report on Public Administration by the American expert Dr. Paul H. Appleby and the vision of Pt. Jawaharlal Nehru for the instruments of governance in the country. Established in March 1954, the Institute has carved out a niche for itself and is proactively engaged in enhancing the managerial and leadership capabilities of public servants.

The major activities of the Institute revolve around training, research and Consultancy exclusively for the government sector and dissemination of information and knowledge. The scope and magnitude of activities of the Institute have increased manifold with the growing concern of the government with effective public service delivery and public systems management in the recent years. It has been associated with many Commissions and Committees set up from time to time. The Indian Journal of Public Administration is an internationally known journal that enjoys wide readership both in India and abroad. The other important in-house periodicals include: Nagarlok; Documentation in Public Administration; and the IIPA Newsletter. The Institute is equipped with one of the best libraries in Public Administration. It also has a close association with universities, research centres, training institutions and government departments, both in India and abroad. Additionally, it has a vast countrywide network of Regional and Local branches.

The International Center for Promotion of Enterprises

The ICPE traces its origin to the International Center for Public Enterprises in Developing Countries set up on a UN initiative in 1974, which was reconstituted as an intergovernmental organization in 1980 with more than 40 developing countries as its member states. In 1997 the formal name was changed to International Center for Promotion of Enterprises by a Resolution of the ICPE Assembly. This gave the Center a more 'inclusive' and broad-based mandate in keeping with the changed economic and political priorities of the new host country, Slovenia, and many of the leading member states, including India.



The International Center for Promotion of Enterprises (ICPE) is a UN sponsored intergovernmental organization with member countries from Latin America, Asia, Africa and Europe, mandated to pursue and promote international cooperation in areas related to the transfer of technology, sustainable entrepreneurship and promotion of knowledge-based societal change through research, training, consultancy and information services in these fields.

RT Division
Ministry of Environment & Forests
Government of India

**FORWARDING OF APPLICATION FOR
SHORT-TERM/ LONG TERM FOREIGN TRAINING PROGRAMME IN 2009-10
(UNDER DOMESTIC FUNDING FOR FOREIGN TRAINING
OF FORESTRY PERSONNEL)**

(To be filled up by the concerned State Government/ Central Ministry/
Cadre Controlling Authority)

- Note:** 1 Each column should be replied in descriptive manner
2 Separate proforma should be filled in respect of every officer
3 Proforma should be signed by an officer of the State Government not below the rank of Deputy Secretary or Under Secretary to the Govt. of India

1.	Name																			
2.	Service																			
3.	Cadre (if AIS)/ State																			
4.	Batch																			
5.	Date of Birth																			
6.	Category – Gen/SC/ST																			
7.	Date of Joining Service																			
8.	Whether clear from vigilance angle	YES/ NO (If No, give details)																		
9.	ACR Gradings for the past 5 years	<table style="width: 100%; border: none;"> <thead> <tr> <th style="width: 50%;"></th> <th style="width: 25%; text-align: center;">Year</th> <th style="width: 25%; text-align: center;">Grading</th> </tr> </thead> <tbody> <tr> <td></td> <td style="text-align: center;">1. 2007-08</td> <td></td> </tr> <tr> <td></td> <td style="text-align: center;">2. 2006-07</td> <td></td> </tr> <tr> <td></td> <td style="text-align: center;">3. 2005-06</td> <td></td> </tr> <tr> <td></td> <td style="text-align: center;">4. 2004-05</td> <td></td> </tr> <tr> <td></td> <td style="text-align: center;">5. 2003-04</td> <td></td> </tr> </tbody> </table>		Year	Grading		1. 2007-08			2. 2006-07			3. 2005-06			4. 2004-05			5. 2003-04	
	Year	Grading																		
	1. 2007-08																			
	2. 2006-07																			
	3. 2005-06																			
	4. 2004-05																			
	5. 2003-04																			
10.	Whether the officer can be spared for a period throughout the year. If no please indicate the period and the reasons.																			
11.	Whether there are any adverse entries in the ACR's during the last five years.																			
Signature With stamp of the officer Certifying the proforma																				

RT Division
Ministry of Environment & Forests
Government of India

**APPLICATION FOR LONG-TERM FOREIGN TRAINING PROGRAMME IN 2009
(UNDER DOMESTIC FUNDING FOR FOREIGN TRAINING
OF FORESTRY PERSONNEL)**

- Note:**
1. To be filled up by the officer.
 2. All columns must be filled in.
 3. The proforma must be signed by the applicant.

1.	Name				
2.	Designation				
3.	Service				
4.	Cadre (if IFS)/ State				
5.	Batch				
6.	Basic/Grade Pay				
7.	Date of Birth				
8.	Date of joining service				
9.	Male/ Female				
10.	Whether belonging to SC/ST/Other category				
11.	Complete Postal Address – Official				
12.	Complete Postal Address – Residential				
13.	E-mail				
14.	Telephone numbers	Off :	Resi.:	Mobile	Fax

* Any change in address should be immediately informed.

6. Objectives of the study:

An applicant applying for any long-term foreign training programme has to submit a short account of about **300 words** on their objectives in pursuing a one year foreign training course and how they propose to apply the inputs received/ knowledge gained in their working environment and with reference to their career goals.

Note : The write-up should be original and typed on separate sheets of paper and attached to the application. The applicants must adhere to the word limit as prescribed above. Non-adherence will be treated adversely.

[If application is received without the above document, he/she will not be considered for any Long-term programme]

7. Academic Record :-

S. No.	Qualification	Year	Subjects

8. Professional Qualifications (CA/ Cs/ MBA/ ICWA/ Foreign languages etc.):-

Qualifications	Period		University/ Institute/ College
	From	Upto	

9. Work Experience including present posting (during the last 5 years) :-

Organisation	Designation	Period		Nature of Work in brief
		From	Upto	

10. Previous record of training: -(Please give the exact dates of beginning and End Of the programme in the format dd/ mm/ yy)

(A) Compulsory In-service training

Name of the Institute	Name of the Course	Period	
		From	Upto

(B) Domestic Training: -

Name of the Institute	Name of the Course	Period		Length of Foreign Component if any
		From	Upto	

(C) Foreign Training (Including partial funding scheme) :-

Name of the Institute	Name of the Course	Period		Name of Nominating Agency
		From	Upto	

(D) Whether availed any study leave, if yes, then details of the course/ study

Name of the Institute/ Country	Name of the Course	Period	
		From	Upto

Note : In case of a false information or suppression of information, the officer will be liable for disciplinary proceedings apart from the debarment from foreign training for the rest of his career.

I certify that the information furnished above is correct to the best of my knowledge and brief. No information has been hidden and concealed by me.

Name of the Applicant :

Signature :

RT Division
Ministry of Environment & Forests
Government of India

**APPLICATION FOR SHORT-TERM FOREIGN TRAINING PROGRAMME IN 2009-10
(UNDER DOMESTIC FUNDING FOR FOREIGN TRAINING
OF FORESTRY PERSONNEL)**

- Note:** 1. To be filled up by the applicant.
4. All columns must be filled in.
5. The proforma must be signed by the applicant.

1.	Name				
2.	Designation				
3.	Service				
4.	Cadre (if IFS)/ State				
5.	Basic/Grade Pay				
6.	Batch				
7.	Date of Birth				
8.	Male/ Female				
9.	Category Gen/ SC/ ST				
10.	Date of joining service				
11.	Present Posting with Date of Appointment/ Posting				
12.	Complete Postal Address – Residential				
13.	Complete Postal Address – Residential				
14.	E-mail				
15.	Telephone numbers	Off.	Res:	Mobile	Fax:
16.	Academic Background	S. No.	Qualification	Year	Subjects
17.	Compulsory In-service training record**	Name of the Institute	Name of the Course	Period	Name of Nominating Agency
				From	Upto
18.	Previous record of Foreign Training (including under partial funding scheme/ DFFT Scheme of DoPT) **	Name of the Institute	Name of the Course	Period	Name of Nominating Agency
				From	Upto

19.	Previous record of Domestic Training **	Name of the Institute/ Country	Name of the Course	Period		Name of Nominating Agency	Length of Foreign Component if any
				From	Upto		
20.	Brief description of the nature of work of the present post held (in 50 words)						
21.	Please indicate three broad areas for which you would like to be considered for foreign training.						

§ Subsequent change in address, if any, should be intimated to this Department.

**Note : (i) In case of a false information or suppression of information, the officer will be liable for disciplinary proceedings apart from the debarment from foreign training for the rest of his career.
(ii) Please give exact dates of beginning and ending of the programme in DD/ MM/ YY format.

I certify that the information furnished above is correct to the best of my knowledge and brief. No information has been hidden and concealed by me.

(Signature of the applicant)

RT Division
Ministry of Environment & Forests,
Government of India

Guidelines for Nomination of Forest Officers for Short-term and Long-term training under "Domestic Funding for Foreign Training of Forestry Personnel" component of "Capacity Building in Forestry Sector" scheme

1. Zone of consideration: All officers belonging to IFS in respective States, State Forest service Officers and IFS Officers working on state deputation or on central deputation will be eligible.

Note:

(a) The applications of the officers who are on Central Deputation may be routed through CS Division of DoPT (for officers on CSS of DoPT) or through IFS Division of MoEF (for officers on CSS and non CSS of MoEF). The IFS Division of MoEF will fill up C.R grading in the proforma in respect of CSS/non CSS deputation officers.

(b) Only such officers who would have completed a minimum of 2 years of service on the post in GOI in January of corresponding year should be recommended for the long-term training programmes abroad.

2. Duration of long-term and short-term programmes:

(a) The training programmes abroad of duration of six months or more will be treated as long-term and

(b) Duration of 15 days or more but less than six months will be treated as short-term.

3. Minimum Service: Officer should have completed a minimum of nine years of service as on 1st January of the year in which course is to be undertaken.

4. Upper age limit: For the long-term courses, the upper age limit will be 47 years and for the short term courses, it would be 54 years as on 1st of January of the year.

5. Only one long-term Foreign Training Programme: An officer can attend only one long-term foreign training programme in his/her service career. Officers already possessing an MBA degree would not be considered for the long-term MBA courses.

6. Cooling-off' Conditions:

6.1. An officer having attended a foreign training programme of a duration of 15 days (excluding the journey time) to one month, will be required to complete a 'cooling-off' period of two years before such an officer is considered again for foreign training.

6.2. Officers deputed for training abroad for duration of more than one month and up to six months are required to complete a 'cooling-off' period of three years.

6.3. Officers deputed for training programmes abroad of duration of more than six months are required to complete a 'cooling-off' period of five years before being considered for a short-term programme.

6.4. The 'cooling-off' condition will not apply for training programmes of duration of less than 15 days and official visits.

6.5. Project-related trainings/official visits abroad, irrespective of duration, are exempted from the provisions of 'cooling-off'.

7. Debarment:

(a) Officers who have been debarred from nomination for foreign training on their failure to participate in the training programmes sponsored by the Gol, to which they might have been nominated earlier (e.g. AFM courses), will not be considered until the debarment period is over.

(b) The officers debarred by the MoEF for any other reason from participation in foreign training/ workshops, etc., will also be considered as debarred for this purpose.

8. Attendance in in-service training (particularly of AIS Officers) will be given due weightage in nomination for foreign training programmes.

9. Nomination of SC/ST and Women Officers: Names of suitable officers belonging to SC and ST as well as women officers for training abroad may also be forwarded in sufficient numbers so that due representation can be given to them.

10. The criteria for short-listing the applicants will be (a) assessment of ACRs (OS/VG/G-10/5/3 marks), (b) ST/SC/Women - 5 marks each.

11. The nominations of the officers complete in all respect recommended by the government concerned may be duly signed by an officer of the rank not less than Deputy Secretary to the State Government or Under Secretary to the Gol. The nominations not recommended by the government concerned may not be considered.

12. If an officer does not attend the Course or withdraws his request at any stage or is not relieved for attending the training programme by the Administrative Ministry/State Government/cadre authority, he/she will be debarred as per provisions.

13. The MoEF may nominate the recommended officers to any of the courses opted by the nominated officers or to a different course, so as to build up a resource pool of officers in the streams of forestry, wildlife and environment management for the benefit of State/UT as well as Central Cadre.

14. The State Governments/Central Ministries/Cadre Controlling Authorities are expected to-utilize the skills acquired by the officers in the relevant field, on their return from training.
