

JSCA  
08/2/17

No. 12037/41/2016-FTC  
Department of Personnel and Training  
Training Division

Old JNU Campus, New Delhi-67  
Dated 06.02.2017

To

The Secretaries of all the Ministries/Departments of Government of India.

Sub. - Specialised programme on 'Managing Complexities' at ANZOG.

Sir/Madam,

The Training Division, Department of Personnel & Training, is organizing a specialized programme on '**Managing Complexities**' in collaboration with Australia and New Zealand school of Government (ANZSOG), which is scheduled to be held at **Melbourne**, Australia, from 20<sup>th</sup> to 24<sup>th</sup> March, 2017, under the plan scheme of DFFT. Officers of the level of **Director/Deputy Secretary** in Govt. of India shall be eligible for this programme. In partial modification to the extant policy on the scheme, it has been decided to obtain nomination for this program from the central Ministries/Departments. Accordingly one officer is to be nominated by the Secretary of the concerned Ministry/Department and the nomination details be sent to this Department. The nomination of officers for this programme is subject to following further conditions:

- (i) Officers belonging to IAS/other Group 'A' services on deputation under Central Staffing Scheme and officers belonging to CSS shall be eligible;
- (ii) The upper age limit for the officers is 52 years (officers born on or after 1st October 1963)
- (iii) The officers shall be subject to cooling off conditions as stipulated in DFFT circular dated 23.3.2016 (copy attached);
- (iv) The officers shall be clear from vigilance angle.

2. The approximate number of slots available for the program is 24. Keeping in view the tight timeline, **the last date for receiving nominations for the program has been kept as 17.2.2017**. It is requested that nomination of a suitable officer for the program in the prescribed format (copy enclosed) along with the vigilance clearance may kindly be sent to this Department within the stipulated timeline. **The nomination details may also be sent over e-mail id [pk.pattnaik@nic.in](mailto:pk.pattnaik@nic.in) as soon as possible, to save time.**

Encl: As above

Yours faithfully  
AN - Narayanan  
(AN Narayanan)  
Dy. Secretary

E.Y.

CMIS is requested to  
upload the circular  
on ministry's web  
site on priority basis  
Dy. CMIS - 9/2/2017

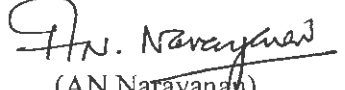
13/02/2017  
18/12/2017

10/2/2017  
S.O. (E.Y.)

AN - Narayanan

Endorsement no. 12037/41/2016-FTC dated 06.02.2017

Copy with enclosure sent for necessary action to Joint Secretary (Admin) of all Ministries/Department.

  
(AN Narayana)  
Dy. Secretary

(Extracts of circular no. 12037/41/2015-FTC dated 23.03.2016)

**Cooling-off condition:**

(i) After attending a foreign training programme of **upto one month**, officers will be required to complete a cooling-off period of **one year** before they can be considered again for another training programme. To illustrate, an officer who completes a short term programme of upto one month in 2014-15, would be eligible for another short-term programme under the DFFT Scheme only in 2016-17.

(ii) After attending a foreign training programme of **more than one month and upto six months**, officers will be required to complete a cooling-off period of **three years** before they can be considered again for another training programme.

(iii) After attending a foreign training programme of **more than six months**, an officer would become eligible for a short-term programme after a cooling-off of five years.

(iv) After attending a Job Specific / Project related training abroad upto one month , funded by the respective Ministries/State Governments, officers would be required to complete a cooling off period of two years before they can be considered for training programme under this Scheme.

(v) The foreign component of any compulsory mid-career training programme undergone by the officer will not be counted for the purpose of `cooling off`.

(viii) Officers who have undergone a long-term domestic programme, viz., IIMB, MDI, TERI, NDC, APPPA, etc. would be eligible after a cooling-off of three years.

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**Application for Short Term Foreign Training Programme at  
ANZSOG**

**(Under Domestic Funding of Foreign Training Scheme)**

Personal details		
1	Name of the Officer	
2	Gender	
3	Date of Birth	
4	Service	
5	Cadre	
6	Date of appointment as Director/Dy. Secy	
	Under Secretary select list year in respect of Central Secretariat Service officers	
7	Date Of Joining Service	
8	Category(General/OBC/SC/ST)	
9	Officer Level	
10	Pay Band + Grade Pay	
11	Whether the officer is currently working under Central Staffing Scheme of the DOPT	
	If Yes, tenure of central deputation :  Current Designation:	
12	Contact details of the officer i. E-mail Id	

	<b>ii. Office Telephone</b> <b>iii. Residential Telephone</b> <b>iv. Mobile Number</b> <b>v. Fax</b>	
13	Complete Postal address of the officer (Office)	
14	Complete Postal address of the officer (Residence)	
15	Details of foreign training undertaken during last five years, till now	
15	Debarment from DFFT details, if any	

Signature of the officer:

Name:

Designation:

**Forwarding by the Ministry/Department**

16	Whether the officer can be spared for training	
	Whether the Officer's date of birth, Allotment Year, date of joining, and other details are verified	
	Is the officer's training detail verified	
17	ACR grading for the past 5 years	
18	Whether there is any adverse entries in the ACRs	
19	Is the Officer clear from vigilance angle	
20	Whether approved by Secretary	
21	Forwarding Officer's Remarks, if any	

Date:

Signature of forwarding officer:

Name:

Designation:

Ministry/Dept/State: