

DIRECTORATE OF TRAINING : UNION TERRITORIES CIVIL SERVICES
GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
Institutional Area, Shahdara, Behind Karkardooma Courts, Shahdara Delhi 32
No F.9/1/12/10-UTCS/(TS-V) Dated:

CIRCULAR

The Directorate of Training is entrusted with the basic responsibility of conducting training programmes for various levels of officials/officers in various areas of administration. The Directorate has identified subjects needing awareness about important social, economic, administrative and various other topics. List of courses under "General Awareness" is enclosed. A One day training course on "General Awareness about Rights and Welfare of Persons with Disabilities" is an important course in the list. The Course shall be held on 29.11.2010.

IMPORTANCE OF THE COURSE

Persons with disabilities are valuable human resources. Their disabilities are not the handicaps in their participation in affairs of the society and contribution to it. The National Policy for Persons with Disabilities focuses on this aspect of an important social issue. Government of India has framed The Persons with Disabilities (Equal Opportunities, Protection of Rights, and Full Participation) rules, 1996 and other rules and regulations. There is need for general awareness of the Act, rules, and guidelines.

TARGET BENEFICIARIES OF THE COURSE

The Course has been designed to benefit those who are working in the Government, its local/autonomous bodies, public sector undertakings and entrusted with the responsibilities of implementation of the Persons with Disabilities Act 1995 and related Acts enacted by the Government. The course would also be beneficial to members of RWAs who play a crucial role in sensitizing people. Training Module/Learning Units are enclosed.

OBJECTIVES OF THE COURSE

At the end of the Course the participants will be able to :

1. List various Acts, rules, guidelines, and schemes for the disabled people.
2. Explain the main provisions of the Acts.
3. Describe and list various schemes for the disabled.
4. Invoke appropriate provisions for disabled in course of discharge of their duties.

CONTENTS OF THE COURSE

1. Good Governance and key indicators
2. Authority, responsibility and accountability
3. Autonomy, discretion and accountability
4. Mechanisms for accountability and good practices.

METHODOLOGY OF THE COURSE

The Course would be conducted by experts and those associated with implementation of policy on disabled. While lecture method would be generally followed, discussions and case studies may also be included in some sessions. The course would be interactive and participants encouraged to raise questions and get the doubts cleared.

NOMINATIONS FOR THE COURSE

1. The Course envisages class strength of 40 participants.
2. Nominations shall be accepted on first-come-first-serve basis.
3. Nomination letter along with bio-data of the participants in the format prescribed (enclosed) may be sent by 22.11.2010.
4. Nominations received after 22.11.2010 may not be entertained.
5. Outstation participants are requested to proceed for training only after receipt of confirmation of acceptance of nomination.

OTHER INSTRUCTIONS

1. Participants are expected to come prepared with basic information on the course subject.
2. Participants may bring copies of the latest departmental/Government circulars/ orders/reports etc., relating to the course subject, if any available. This would benefit other participants, the Directorate and also the faculty.
3. Participants are expected to observe punctuality and regularity.
4. Participants are expected to keep their mobile phones on silent mode during the training sessions.
5. Participants are expected to complete exercises/questionnaires, if any, distributed by the faculty during any training session and also fill up the feedback form.
6. Participants are expected to utilize the knowledge gained during the training for efficient discharge of their duties.
7. Participants may contact the undersigned for any information/clarification on training course.
8. Contact / correspondence may be made on Phone Nos. 22307822, Fax No. 22308556 email address dutcs@nic.in, adtrg5utcs.delhi@nic.in


(ANITA DAYAL)

Assistant Director (Trg.)

No.F.9/1/2/10-UTCS/(TS-V)-26620-26787 Dated: 06/10/10
Copy forwarded to: -

1. All HODs/Local/Autonomous Bodies and State undertaking /Corporations.
2. S.O. to the Chief Secretary, Govt. of NCT of Delhi, Delhi Secretariat, New Delhi.
3. E.O. for updating on the website of the Department.


(ANITA DAYAL)

Assistant Director (Trg.)

**DIRECTORATE OF TRAINING : UNION TERRITORIES CIVIL SERVICES
GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
Institutional Area, Shahdara, Behind Karkardooma Courts, Shahdara Delhi 32**

**TRAINING MODULE ON GENERAL AWARENESS
ABOUT RIGHTS AND WELFARE OF PERSONS WITH DISABILITIES**

Name of the Package of Courses		General Awareness	
Duration of the Course		One day (29.11.2010)	
Number of Sessions		4 (fours)	
Training Branch		V	
Name of the Course Coordinator		Smt. Anita Dayal, Assistant Director (Trg.)	
Sessions	Duration	Topics	Proposed Speaker
<u>Session – I</u> 10.00 am- 11.15am	75 Min.	UN Convention on the Rights of Persons with Disabilities	
Tea			
<u>Session – II</u> 11.00 am- 12.45 pm	75 Min.	Constitution of India and Empowerment of Persons with Disabilities	
Lunch			
<u>Session – III</u> 01.45 pm- 03.00pm	75 Min.	Acts and Rules enacted for the Disabled	
Tea			
<u>Session – IV</u> 03.15 pm- 04.30pm	75 Min.	Guidelines for facilities to the disabled	

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 ABOUT RIGHTS AND WELFARE OF PERSONS WITH DISABILITIES**

Name of the Package of Courses		General Awareness		
Duration of the Course		One day (29.11.2010)		
Number of Sessions		4 (four)		
Training Branch		V		
Name of the Course Coordinator		Smt. Anita Dayal, Assistant Director		
Enabling Objectives	Contents & Sequence	Method of Training	Training Material and aid	Performance Aid
Session - I	UN Convention on the Rights of Persons with Disabilities			
Background and Overview	<ul style="list-style-type: none"> - Guiding principles of the Convention. - Definition of disability - Various rights for the disabled under the Convention. - Committee on the Rights of Persons with Disabilities. - India's support and participation in the regional and international effort. 	Lecture	Handouts	
Session - II	Constitution of India and Empowerment of Persons with Disabilities			
Knowledge and Awareness	<ul style="list-style-type: none"> - Constitutional provisions - Census figures about Disabled - National Policy 	Lecture		
Session - III	Acts and Rules enacted for the Disabled			

<p>Knowledge and Awareness</p>	<p>Acts</p> <ul style="list-style-type: none"> - Persons with Disabilities (Equal opportunities, Protection of Rights and Full Participation) Act, 1995. - National Trust for Welfare of Persons with Autism, Cerebral Palsy, Mental Retardation and Multiple Disability Act, 1999 - Rehabilitation Council of India Act, 1992. <p>Rule</p> <ul style="list-style-type: none"> - Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Rules, 1996 - The National Trust Rules, 2000 - The National Trust Rules, 2000 - The National Trust Regulations, 2001 - Rehabilitation council of India regulations, 1997 <p>Institutions</p> <ul style="list-style-type: none"> - Statutory Bodies - National Institutes - Public Sector - Undertakings - Public Private partnership 	<p>Lecture</p>	<p>Handouts</p>	
<p>Session – IV</p>	<p>Guidelines for facilities to the disabled</p>			
<p>Knowledge of provisions and procedures</p>	<ul style="list-style-type: none"> - For disability Certificate - Evaluation of various disabilities and procedure for 	<p>Lecture Discussion</p>	<p>Handouts</p>	

	<p>certification</p> <ul style="list-style-type: none">- Space standards for barrier free built environment for disabled and elderly persons- Development of assistive devices for the disabled.			
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DIRECTORATE OF TRAINING: (UNION TERRITORIES CIVIL SERVICES)

BIODATA FORM

(For Employees of GNCTD: Local/Autonomous Bodies/Corporations etc)

Name of the Training Progress: _____

Course Code: _____

Date of Training Programme : _____

[Tick mark (✓) the appropriate box]

01.	Name (As per Service Book)																	First			
																		Middle			
																		Last			
02.	Designation																				
03.	Service Cadre	IAS	<input type="checkbox"/>	DANICS	<input type="checkbox"/>	DASS	<input type="checkbox"/>	Accounts	<input type="checkbox"/>	Medical	<input type="checkbox"/>	ENGG.	<input type="checkbox"/>	Teaching	<input type="checkbox"/>	Others	<input type="checkbox"/>				
04.	Name of the Department/Organisation																				
05.	Category of Dept./Organisation	Delhi Govt.	<input type="checkbox"/>	Local Body	<input type="checkbox"/>																
		Autonomous Body	<input type="checkbox"/>	PSU	<input type="checkbox"/>																
		Others	<input type="checkbox"/>																		
06.	Employee Code (If any)																				
07.	Date of Birth	<input type="text"/>	<input type="text"/>	DD	<input type="text"/>	<input type="text"/>	MM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	YYYY									
08.	Sex	Male	<input type="checkbox"/>	Female	<input type="checkbox"/>																
09.	Category	UR	<input type="checkbox"/>	SC	<input type="checkbox"/>	ST	<input type="checkbox"/>	OBC	<input type="checkbox"/>	Other	<input type="checkbox"/>										
		Pl. Specify																			
10.	Educational Qualification (Highest qualification)	Middle	<input type="checkbox"/>	Metric	<input type="checkbox"/>	Inter	<input type="checkbox"/>	Graduate	<input type="checkbox"/>												
		P.Grad	<input type="checkbox"/>	M.Phil	<input type="checkbox"/>	Ph.D.	<input type="checkbox"/>	Others	<input type="checkbox"/>												
11.	Professional/Technical qualification																				
12.	Date of joining the Service	<input type="text"/>	<input type="text"/>	DD	<input type="text"/>	<input type="text"/>	MM	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	YYYY									
13.	Pay Band & Grade Pay																				
14.	Details of trainings attended in the past in the Directorate of Training, UTCS/Other Institutes																				
15.	Contact Number	Office									Personal										

Signature _____

Date : _____