

**DIRECTORATE OF TRAINING : UNION TERRITORIES CIVIL SERVICES
GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI**
Institutional Area, Shahdara, Behind Karkardooma Courts, Shahdara Delhi 32
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No F.9/1/9/10-UTCS/(TS-V)/ 17288-17455

Dated: 15/6/11

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. A One day training course on "General Awareness about Local Self Government" is an important course in the list. The Course shall be held on 29.07.2011.

IMPORTANCE OF THE COURSE:

Local Self Governments are the foundation of participatory governance. Citizens quality of life within local community depends to a large extent on the development, modernization and maintenance of local infrastructure. The present course is intended to highlight the importance of stakeholders in local development and the challenges to the process of development.

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. The Course would be useful to all lower/middle level functionaries associated/dealing with Local Self Government.

OBJECTIVES OF THE COURSE:

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

1. List different Types of Local Self Government.
2. Explain the role and responsibilities of the Local Bodies.
3. List challenges before the Local Self Governments.

CONTENTS OF THE COURSE:

1. Governance and Local Self Government (LSG).
2. International Scenario.
3. Challenge before the LSG.
4. Metropolitan cities in India and LSG.

METHODOLOGY OF THE COURSE:

The Course would be conducted by experts and experienced in the area of Local Self Government. While lecture method would be generally followed, case examples may also be included in some sessions. The Course would be interactive and participants will be 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 may be sent latest by 22-07-2011.
4. Nominations received after 22-07-2011 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.

No F.9/1/9/10-UTCS/ (TS-V)/ 17288-17455

Dated: 10/5/11

Copy forwarded to: -

1. All HODs/Nodal Officers, 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.)

**TRAINING MODULE ON GENERAL AWARENESS
ABOUT LOCAL SELF GOVERNMENT**

Name of the Package of Courses		General Awareness
Duration of the Course		One day (29.07.2011)
Number of Sessions		4 (fours)
Training Branch		V
Name of the Course Coordinator		Smt. Anita Dayal, Assistant Director (Trg.)
Sessions	Duration	Topics
<u>Session - I</u> 10.00 am- 11.15am	75 Min.	Governance and Local Self Government (LSG)
<u>Session - II</u> 11.30 am- 12.45 pm	75 Min.	International Scenario.
<u>Session - III</u> 01.45 pm- 03.00pm	75 Min.	Challenges before the LSG.
<u>Session - IV</u> 03.15 pm- 04.30pm	75 Min.	Metropolitan cities in India and LSG