

**DIRECTORATE OF TRAINING : UNION TERRITORIES CIVIL SERVICES**  
**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI**  
Institutional Area, Shahdara, Behind Karkardooma Courts, Shahdara Delhi 32  
Ph.: 22304439, 22381704, Fax: 22308556, 22301287

File No F.9/1/18/10-UTCS/(TS-V)/28530 - 28697

Dated 24/10/11

**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 Minorities Issues" is an important course in the list. **The Course shall be held on 25-11-2011.**

**IMPORTANCE OF THE COURSE:**

Culture and Education are prerequisite for progress and development. In a democratic set up fruits of democracy can be realized through education and opportunity for the conservation of culture to each individual including minority. The Constitution provides basic rights to the minorities for conservation of religion, language and culture. Article 29 and 30 of the Constitution provides cultural and educational rights to minorities.

**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 various schemes for the minorities. Training Module is enclosed.

**OBJECTIVES OF THE COURSE:**

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

1. Explain the term minority as understood generally
2. List various Constitutional Provisions regarding minorities
3. List various initiatives for welfare of minorities

**CONTENTS OF THE COURSE:**

1. Minorities Issues- An International Perspective
2. Indian Constitution and background to the minorities issues
3. Initiatives for Welfare of Minorities

**METHODOLOGY OF THE COURSE:**

The Course would be conducted by experts and those associated with implementation of social schemes. While lecture method would be generally followed, discussions 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 by 18.11.2011.**
4. 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. 22388504, Fax No. 22308556, 22301287.

File No F.9/1/18/10-UTCS/ (TS-V)/ 28530 - 28697

Dated: 06/10/14

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.)

### TRAINING MODULE ON GENERAL AWAENESS ABOUT MINORITIES ISSUES

Name of the Package of Courses		General Awareness
Duration of the Course		One day (25-11-2014)
Number of Sessions		4 (fours)
Training Branch		V
Name of the Course Coordinator		Smt. Anita Dayal, Assistant Director (Trg.)
Sessions		Topics
<u>Session - I</u> 10.00 am- 11.15am	75 Min.	Minorities Issues- An International Perspective
Tea		
<u>Session - II</u> 11.30 am- 12.45 pm	75 Min.	Indian Constitution and background to the minorities issues
Lunch		
<u>Session - III</u> 01.45 pm- 3.00pm	75 Min.	Initiatives for Welfare of Minorities
Tea		
<u>Session - IV</u> 03.15 pm- 4.30pm	75 Min.	Initiatives for Welfare of Minorities (Contd....)

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28697-28864, 28865-29052

Estate Officer

Directorate of Training UTCS

Dir. of Trg. (UTCS)  
Govt. of N.C.T. of Delhi  
Institutional Area

Wazirpur  
New Delhi