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Date

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 having direct relevance to various aspects of good governance. A one day training course on "Good Governance and Accountability" is an important course in the list. The Course shall be held on 11.05.2011 (Wednesday)

IMPORTANCE OF THE COURSE

There is no issue more central to good governance than accountability i.e., accountability of those in government to the citizenry. Issues of accountability to the citizenry are the most important elements of contemporary governance and, as a consequence, need to be at the very center of any discussion about good governance and education for the public service.

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 have a regular interface with the public and, are accountable to the people for their work attitude, behaviour and sense of public service delivery. Training Module/Learning Units are enclosed.

OBJECTIVES OF THE COURSE

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

1. Explain the concepts of good governance and its need
2. Differentiate between various concepts related to good governance
3. Describe mechanisms within and outside the Government to ensure accountability

CONTENTS OF THE COURSE

1. Good Governance and key indicators
2. Role of 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 experienced in the area of good governance. 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.

NOTICE CONCERNING THE COURSE

1. The course will have a class strength of 40 participants
2. The course will be accepted on first-come-first-serve basis.
3. The course will be held on 04.05.2011 (Wednesday)
4. The course fee of Rs. 1000/- on 04.05.2011 may not be entertained.
5. Participants are requested to proceed for training only after receipt of confirmation of the Directorate.

Participants are requested to be prepared with basic information on the course subject. Participants are requested to bring latest departmental/Government circulars/ orders/reports etc., which are available. This would benefit other participants, the Directorate and the faculty. Participants are requested to maintain punctuality and regularity. Participants are requested to keep their mobile phones on silent mode during the training sessions. Participants are requested to bring exercises/questionnaires, if any, distributed by the faculty. Participants are requested to fill up the feedback form.

6. Participants are expected to utilize the knowledge and skills acquired during the course in the discharge of their duties.
7. Participants may contact the undersigned for any queries.
8. Contact/correspondence may be made on phone no. 011-26113333 or mail address dutes@nic.in or adtrg3utes.delhi@nic.in

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Copy to:

1. All HODs/Local/Autonomous Bodies and State Undertakings / Companies under GNCTD with the request to send adequate and timely nominations.
2. S.O. to the Chief Secretary, Govt. of N.C.T. of Delhi, Delhi Secretariat.
3. P.S. to the Pr. Secy. (Trg) Govt. of N.C.T. of Delhi, Delhi Secretariat.
4. E.O for uploading on the website of the Deptt.

Assistant Director

Annexure-I

TRAINING MODULE ON 'GOOD GOVERNANCE AND ACCOUNTABILITY'

Name of the Package of Courses		Good Governance	
Duration of the Course		One Day 11.05.2010	
Number of Sessions		Four	
Training Branch		III	
Name of the Course Coordinator		Shri. S.S. Rawat, Assistant Director	
Sessions	Duration	Topics	Speaker
Session – I 10.00 am- 11.15 am	75 Min.	Good Governance and Key Indicators	
Tea			
Session – II 11.30 am- 12.45 pm	75 Min.	Authority, Responsibility and Accountability	
Lunch			
Session – III 1.45 pm- 3.00 pm	75 Min.	Autonomy, Discretion and Accountability	
Tea			
Session – IV 3.15 pm- 4.30 pm	75 Min.	Mechanisms for Accountability and Good Practices	