

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

File No F 9(2)/9/2012-13/UTCS/TS-V/25179-25345

Date 13/8/12

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. List of courses under "Good Governance" is enclosed. A two day training course on "Ethics & Values in Governance" is an important course in the list. The Course shall be held from 18.09.2012 (Tuesday) to 19.09.2012 (Wednesday).

IMPORTANCE OF THE COURSE

Ethics & Values in Governance being one of the most important parameters of good governance has always been a matter of great concern. Accountability aspects of governance are automatically addressed if there are ethics in the system.

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, behavior and sense of public service delivery. The Course would be useful to all middle/higher level functionaries. 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. Explain the concept and need of ethics & values in good governance
3. Describe ethical challenges in Governance

CONTENTS OF THE COURSE

1. Introduction to Governance
2. Ethics & Values in Governance
3. Ethical challenges in Governance
4. Practical tips for Good Governance

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 raising questions and getting 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 10.09.2012.
4. Nominations received after 10.09.2012 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 no. 011-22388504, 22381704 fax no. 011-22380646, 22308556 and e-mail address adtrg5utcs.delhi@nic.in or dutcs@nic.in

(Neeta Negi)

Assistant Director (Trg.)

Copy to:

1. All HODs/Local/Autonomous Bodies and State Undertakings /Corporations under GNCTD with the request to send adequate and timely nominations
2. Asstt. Director (Trg.-V) for uploading on the website of the Deptt.

92/13812
(Neeta Negi)

Assistant Director (Trg.)

TRAINING MODULE ON 'ETHICS AND VALUES IN GOVERNANCE'

Name of the Package of Courses		Good Governance	
Duration of the Course		Two Day	
Number of Sessions		Eight	
Training Branch		Trg.	
Name of the Course Coordinator		Mrs. Neeta Negi, Assistant Director	
Sessions	Duration	Topics	Proposed Speaker
DAY - 1			
Session - I 10.00 am- 11.15 am	75 Min.	Introduction to Governance	
Tea			
Session - II 11.30 am- 12.45 pm	75 Min.	Introduction to Governance (Contd...)	
Lunch			
Session - III 1.45 pm- 3.00 pm	75 Min.	Ethics and Values in Governance	
Tea			
Session - IV 3.15 pm- 4.30 pm	75 Min.	Ethics and Values in Governance (Contd...)	
Day - 2			
Session - I 10.00 am- 11.15 am	75 Min.	Ethical Challenges in Governance	
Tea			
Session - II 11.30 am- 12.45 pm	75 Min.	Ethical Challenges in Governance (Contd...)	
Lunch			
Session - III 1.45 pm- 3.00 pm	75 Min.	Practical Ethics for Good Governance	
Tea			
Session - IV 3.15 pm- 4.30 pm	75 Min.	Question-Answer and valediction	



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124
O.T.G.S.

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