

File No F 9 (2)/1./2013-14/UTCS/TS-VI/ 11021-11187

Date: 05-06-13

To

**All HODs / Local/ Autonomous Bodies and Corporations,
Government of NCT of Delhi.**

Sub: Good Governance Training Programmes for July- 2013.

The Directorate of Training has developed training / refresher programmes for middle / lower level officers / officials under the 'Good Governance' category. During the month of **July 2013**, two training programmes on 'Good Governance' will be organized as detailed below: -

- ❖ **RTI Act-Capacity Building (For Non-Gazetted employees):** A two day training programme on 'RTI Act-Capacity Building' is to be held w.e.f. **02.07.2013 to 03.07.2013**. Transparency being one of the most important parameters of good governance has always been a matter of great concern amongst the citizenry. Accountability aspects of governance are automatically addressed if there is transparency in the system. Right to information being a powerful tool of transparency will remain at the centre during the training programme in order to develop clear understanding of the law and procedure as is applicable especially to non-gazetted employees. **Nominations to be sent latest by 21.06.2013**
- ❖ **Sevottam-Capacity Building for functions under the Public Service Delivery Act 2011(For Non-Gazetted employees) :** A two day training programme on 'Sevottam-Capacity Building for functions under The 'Delhi (Right of Citizen to Time Bound Delivery of Services) Act 2011' is to be held w.e.f. **09.07.2013 to 10.07.2013**. Sevottam-Capacity Building for functions under the Act will be the focus of the training programme. **Nominations to be sent latest by 01.07.2013**

TARGET BENEFICIARIES OF THE COURSES

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.

The Detailed Training Module / Learning Units are available on our website

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at <http://delhi.gov.in> . The navigation to the courses is as detailed below:-

<http://www.delhi.gov.in> Select
'Departments' → Select **UTCS** → Select 'Training' → Select
'Training Programs' → Select 'Refresher or Orientation courses'
→ Select 'Training Programmes on Good Governance' →
Select or Click on **Learning Units** and then select the desired course for a
detailed training module/learning unit

NOMINATIONS FOR THE COURSE

It is requested that 4-5 suitable **officers / officials** may be nominated to participate in these courses. The nominations should be sent in time for each course.

OTHER INSTRUCTIONS for the participants:

1. Participants may contact the undersigned for any information/clarification on training course.
2. Filled up Nomination forms of nominated officials may be forwarded by department / may be filled by participants at the time of registration at 9.45 a.m. on the first day.
3. Contact number of the participants may kindly be sent with the nomination letter.
4. Nomination form is available in the department's website <http://www.delhi.gov.in> under 'Training'.
5. Contact/correspondence may be made on Phone No. 22388504, Fax No. 22308556 / 22303843 /22303844 and through Email address adtrg5utcs.delhi@nic.in

(Neeta Negi)
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Copy to:

The Assistant Director-V (Trg.), Dte. of Training: UTCS for uploading on the website of the Department.

(Neeta Negi)
Assistant Director (Trg.-VI)