

GOVERNMENT OF NCT OF DELHI
DIRECTORATE OF TRAINING: UNION TERRITORY CIVIL SERVICES
Vishwas Nagar Institutional Area, Behind Karkardooma Courts, Delhi 110032
Phone: 22301287, 22304439, 22308553, Fax: 22308556
Email: adtrg3utcs.delhi@nic.in

No. F. 8(1)(13)/14-15/UTCS/TS-IV/ 3570-3736

Date: 29-02-16

To
All Pr. Secretaries/Secretaries/HoDs,
Government of NCT of Delhi.

Sub: One week mid-career training programme for DANICS Officers at IIM, Ahmedabad.

Sir/Madam,

This in continuation to the letter No.F.8(1)(13)/14-15/UTCS-IV/1945-2111 dated 18.02.2016. The Ministry of Home Affairs vide letter No. 14022/2/2009-UTS-II dated 29-10-2009 had decided to start a one week short term training programme required to be attended by DANICS Officers in a block of 3 years. In pursuance to MHAs decision, the Directorate of Training (UTCS), with a view to update the managerial and technical skills, have been organizing one week in-service training programme for DANICS Officers in the reputed management Institutes of the country.

Accordingly, the Directorate intends to organise one such training at IIM, Ahmedabad, during the month of March, 2016. The four topics identified for the training are as under:-

1. Knowledge Management
2. Organizational Leadership for 21st Century
3. Project Management, and
4. Urban Transportation

DANICS Officers may choose one of the above preferences and forward their nominations through their respective HoDs in the Format for Participant Information (annexed herewith) to the Directorate of Training, UTCS. They may also send the same through email at adtrg3utcs.delhi@nic.in. The last date for receiving of Format for Participant Information has been extended **upto 04.03.2016**.

Depending on the number of nominations and the topics selected by the officers, the Directorate would finalize the topics and the dates on which the training may be held at IIM, Ahmedabad.

Directorate of Training would prefer those officers who have not attended any Mid Career Training during last three years or more.


(B.K. Puri)

Assistant Director (Trg.-III)/LO
Ph: 22303844

Encl: As above.

Copy to :
Assistant Director (CT), Directorate of Training (UTCS) for uploading on the website of the Directorate.


(B.K. Puri)
Assistant Director (Trg.-III)/LO

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Format for Participant Information
(For IIM, Ahmedabad)

1.	Name of the Participant (as required on the certificate) (in capital letters)	
2.	Designation/Role	
3.	Organization	
4.	Date of Birth	
5.	Tenure in current organization (Years)	
6.	Overall Work experience (Years)	
7.	Educational Background	
8.	Current job responsibility areas (KARs) (in brief)	
9.	Topic Selected	
10.	Contact Number	Office : Mobile:
11.	E-mail id	
12.	Family information/interest/hobbies (optional)	
13.	Whether permission of HoD obtained for the course	

Signature: _____

Name: _____

(To be submitted to Directorate of Training (UTCS) latest by 04.03.2016 through FAX at 22308556 or through email at adtrg3utcs.delhi@nic.in)