

Selection Procedure and Criteria for Trainers under National PPP Capacity Building Programme

The National PPP Capacity Building Programme envisages the development of 5 trainers from each of the participating institutions. As the quality of the trainer is a critical determinant of the success of the project, each ATI is requested to identify 15 to 20 trainers who have the best potential for being developed as trainers. They are requested to short-list the 10 most suitable officers and to send their CVs to I-Cap by October 25, 2010.

Criteria for Identifying

In identifying and short-listing trainers the following criteria should be kept in mind:

1. Should preferably be a faculty member of the ATI. If there are insufficient or no suitable candidates from the ATI, the trainers may also be identified from
 - (i) the Group A/Class I officers of the engineering departments or the secretariat departments or from Government Corporations or other Government controlled organisations.
 - (ii) the faculty of the University or Management institutions
2. In case of trainers being proposed from outside the ATI, it has to be confirmed in writing that the trainers (if selected) will be made available by their controlling authority for attending the entire Training of Trainers programmes as well as for conducting a minimum of 21 days of training per year.
3. A degree (preferably post-graduate) in economics, science, management, finance, engineering, public administration, or other relevant subject
4. Experience of conducting training programmes or teaching and / or experience of actually working on PPP projects or experience of developing and implementing development projects.
5. Proficiency in Microsoft Office (particularly use of Excel)
6. Good Communication Skills
7. Interest in learning and being a trainer

Selection Procedure

I-Cap will go through the CVs of the officers nominated by the ATIs and short-list those who will be interviewed. The selection panel will consist of representatives of DEA / KfW and I-Cap. The Director of the Institute concerned would be requested to attend as a special invitee for interviewing candidates connected to his institute. A final list of selected candidates will be prepared on the basis of the assessment made in the interview. The format for submission of CV is annexed.

Send CVs to:
 Chandrima Sinha
 Vice President
 India PPP Capacity Building Trust,
 The Capital Court, 2nd Floor, Olof Palme Marg, Munirka,
 New Delhi-110 067 [Phone no: 011-43311103, Fax no: 011-26713129, 26713359]
 Email address: chandrima.sinha@idfc.com

Format for submission of Curriculum Vitae for Selection of Trainers under the National PPP Capacity Development Programme

Name of the State Training Institute:

Sl. No.	Components	Description
1.	Name of Officer	
2.	Date of Birth	
3.	Service	
4.	Designation	
5.	Educational Qualifications (please mention your last three qualifications/ degrees)	Name of Institute Year Subject
6.	Additional diplomas/ trainings (if any: indicate year and subject)	
7.	Are you (or have you been) a faculty member of the ATI/CTI	Yes/ No (If yes, indicate years as a trainer and subjects taught)
8.	Employment Record: (previous 10 years) Mention the name of the Department/Organisation, designation and period in that position	
9.	Experience of Project work (formulation/implementation or monitoring) or dealing with PPP projects	<ul style="list-style-type: none"> • Years _____ • Nature of experience _____ • No of projects _____ • Key sectors _____
10.	Certification	I, the undersigned, certify that to the best of my knowledge and belief, the information furnished above is correct.

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DIRECTORATE OF TRAINING : UNION TERRITORIES CIVIL SERVICES
 Institutional Area, Shahdara, Behind Karkardooma Courts, Shahdara Delhi 32
 FAX: 22308556, Phone: 22303843

F.No. 8/2/4/10-UTCS(TS-IV) 29541-29709 Dated: - 29-10-10

To
 All HODs / Local/ Autonomous Bodies and
 State Undertakings /Corporations.
 Govt. of NCT of Delhi

Sub :- ToT Training Programme - National PPP Capacity Building Programme
 (NPCBP)

Sir / Madam,

Kindly refer to D.O. letter (copy received) received from Joint Secretary, Ministry of Finance, Department of Economic Affairs (DEA), Govt. of India. The letter is about the **National PPP Capacity Building Programme (NPCBP)**, which is supported by KfW, the German Development Bank and World Bank. India PPP Capacity Building Trust (I-Cap) has been appointed as the project executing agency.

Since, the Directorate of Training, UTCS is the nodal department for Training for all employees of Government of NCT of Delhi, DEA is being informed that it would be the nodal department for the NPCBP also so far as Govt. of NCT of Delhi is concerned. The Directorate would also be entering into a MoU with DEA and I-Cap.

DEA has requested that ten officers be nominated for undergoing 'Training of Trainers' (ToT) course. Accordingly, we are enclosing the selection criteria and nomination form. We shall be grateful, if you could identify most suitable Group 'A' officer meeting the criteria laid down by the DEA and arrange to forward the names in the prescribed format by 31st October, 2010.

Yours faithfully,

Catherine Mathai
 (Catherine Mathai)
 Asstt. Director (Trg.)
 9810852945

Encl.: As above.

F.No. 8/2/4/10-UTCS(TS-IV) 29541-29709 Dated: - 29-10-10

Copy for information to :-

1. Sh. Ajay Sahni, Joint Secretary (Trg.), DoPT, Govt. of India, New Delhi.
2. S.O. to the Chief Secretary, Govt. of N.C.T. of Delhi, Delhi Secretariat, Delhi.
3. Pr. Secretary (Services), Govt. of N.C.T. of Delhi, Delhi Secretariat, Delhi
4. PS to Pr. Secretary (Trg.), Govt. of N.C.T. of Delhi, Delhi Secretariat, Delhi
5. PA to Spl. Secretary-cum-Spl. Director (Trg.) for information.
6. Estate Officer, Dte. of Training, for uploading on the website of the Department.

Catherine Mathai
 (Catherine Mathai)
 Asstt. Director(Trg.)

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GOVT OF NATIONAL CAPITAL TERRITORY OF DELHI
REVENUE DEPARTMENT
 (VIGILANCE BRANCH)
 5, SHAM NATH MARG, DELHI-54.

No.F. 2(4)/2003/Div Com/Vig/HQ/ 1760

Dt. 28/12/2010

ORDER

In pursuance of Services Department, Govt of NCT of Delhi Order NO 179 communicated vide No F/2/37/98/S-I dated 19-05-1999 and in compliance of Hon'ble Supreme Court of India ruling in the matter Ms Vishakha and ors Versus State of Rajasthan and ors (JT 1997 (7) SC (384), the complaint Committee for prevention of Sexual harassment of working women in respect of Revenue Department, Govt of NCT of Delhi is reconstituted as under:

1. Ms. Usha Chaturvedi, SDM (Vivek Vihar) - Chairperson
2. Ms. Anju Mangla, SDM (Rajouri Garden) - Member
3. Sh. Rajpal Singh, SDM (Vasant Vihar) - Member

The Committee will receive the complaints about the sexual harassment of working women in respect of Revenue Department, Govt of NCT of Delhi and take the following steps:

The Committee will inquire into the complaints about the sexual harassment of working women in respect of Revenue Department and report the same to the State Complaints Committee within one month of receiving the complaint. For this Purpose, sexual harassment includes such unwelcome sexually determined behaviors (Whether directly or by implication) as:

- (i) Physical contact and advances
- (ii) A demand or request for sexual favour
- (iii) Sexual colour
- (iv) Showing photography
- (v) Any other unwelcome physical, verbal or non verbal conduct of sexual nature.

2. Recommend the action to be initiated in each case.

3. Ensure that the victims or witnesses are not victimized or discriminated against. They shall also examine whether the victim should have the option to seek transfer of the perpetrator or their own transfer.

35/SDM(HO)
 6/1/11

① ADM(NW)
 ② ALL SDMS
 ③ SDM(HQ/GA)

2.
 3.

A. Chaturvedi
 28/12/10

65C(4A)

M. Meera
 28/12/10

15129

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4. The Committee will associate a Non-Government Organization dealing with issues of sexual harassment in all cases reported to it.
5. The Departmental Committee shall submit a detailed quarterly report of the Complaints received and the action taken thereof, to the State Complaints Committee, functioning under the aegis of Delhi Commission for Women with its Headquarters at I. P. state, New Delhi.
6. This order has the prior approval of the Principal Secretary (Revenue) vide UO No. 4415 dated 18th December 2010.

/

(RAJIV KUMAR)
OIC (Vig.)/SDM-1(HQ)

No.F. 2(4)/2003/Div Com/Vig/HQ/ 1760

Dt. 28/12/2010

Copy for information and necessary action to:

1. The Member Secretary, National Commission for Women, 4, DDU Marg, I. P. Estate, New Delhi
2. The Chairperson, State Complaints Committee, C Block, IInd floor, Vikas Bhawan, I. P. Estate, New Delhi
3. Principal Secretary to Chief Minister, New Delhi
4. Principal Secretary (Services), I. P. Estate, New Delhi
5. OSD to Chief Secretary, New Delhi
6. Chairperson and Members of the Committee of Revenue Department
7. Deputy Commission of all the Revenue Districts, (North West)
8. Additional Secretary (Rev)
9. PS to Principal Secretary (Revenue)
10. OS (Vigilance)
11. Guard file.

Rajiv Kumar
(RAJIV KUMAR)
OIC (Vig.)/SDM-1(HQ)

Pr. Branch of Dy. Commissioner (NW)
Kandhwa, Delhi-110054
Copy No. 15/129
Date 30/12/10
Secretary (Vig. Clerk)
This document does not confirm that the contents of this document are exactly the same as that of the original document issued to DC (NW) office vide No. F. 2(4)/2003/Div Com/Vig/HQ/1760 dated 28/12/10.

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GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
REVENUE DEPARTMENT
(GENERAL ADMINISTRATION BRANCH)
5, SHAM NATH MARG, DELHI-110054.

No.F.1(2)/2008/GA/Estt/08/Vol-II/ 3

Dated: 4/1/11

4

To

✓ All Deputy Commissioners(Revenue)
Govt. of NCT of Delhi
Delhi/New Delhi.

SUB : Request for not to correspond directly with Services Department regarding filling up of vacancies in Districts.

Sir,

I am directed to state that the Pr. Secretary(Services) vide DO letter No. F.14(5)/1/2005/MISC/S-III.3392 dated 27.10.2010 has informed that Deputy Commissioners make specific requests directly to the Services Department, for filling up of vacant posts and providing of substitutes against the officials transferred from their districts.

In this connection, I am directed to inform that the Pr. Secretary(Revenue) had earlier wrote to Services Department that they should not directly post clerks and stenographers in the Districts directly.

Now, the Pr. Secretary(Revenue) has desired that no direct correspondence may be made with Services Department regarding filling up of vacancies in their respective Districts in respect of Stenographic and DASS Cadre officials.

This issues with the prior approval of the Pr. Secretary(Revenue)/Divisional Commissioner.

ADM (NW)
 SDM (HQ)
 ALL SDMS-
 No.F.1(2)/2008/GA/Estt/08/Vol-II/ 3
 Copy for information to :

No. 99
 05 JAN 2011
 SUB DIVISIONAL MAGISTRATE-I (HQ)

Yours faithfully,

Rajiv Kumar
(RAJIV KUMAR)
SUB DIVISIONAL MAGISTRATE-I (HQ)

Dated: 4/1/11

Copy for information to :

1. Pr. Secretary(Services), Govt. of NCT of Delhi, Delhi Sectt. With reference to DO No.F.14(5)/1/2005/Misc/S-III/3392 dated 27.10.2010
PS to Pr. Secretary(Revenue)/Divisional Commissioner, Govt. of NCT of Delhi.
PA to Adl. Secretary(Revenue), Govt. of NCT of Delhi

Rajiv Kumar
 06/01/11
 341/SDM(HQ)
 2/1/11
 Letter

Rajiv Kumar
(RAJIV KUMAR)
 SUB DIVISIONAL MAGISTRATE-I (HQ)

Pr. Secy. ADM LAC
 Diary No. 80
 2/1/11
 North West

NS KISA
 2/1/11

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91925/Sd/om/SV
17-11

Circular

GOVT. OF N.C.T. OF DELHI
OFFICE OF THE DY. COMMISSIONER (NW)
KANJHAWALA, DELHI-110081

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No. PA/DC(NW)/2011/63

Dated: 14 January, 2011

CIRCULAR

Recently during an internal reshuffling of staff in North-West District, the concerned staff were asked to prepare report of handing over and taking over of records with the following details:-

File No.	File Name	No. of pages on note sheet side	No. of pages on correspondence side
1	2	3	4

The compliance in this regard will be reviewed on 17.1.2011 at 4.30 p.m. and disciplinary proceedings will be initiated against those who have not strictly complied with the instructions. In this regard both the staff who are suppose to hand over records as well as those who are to take over the records would be responsible.

Amit Singla
(Amit Singla)

Dy. Commissioner (NW)

Copy for strict compliance to:-

- | | |
|--------------------------------------|---------------------------|
| 1. ADM(NW) | ① Sr. Secy. to Dy. Commr. |
| 2. All SDMs | ② Sr. Secy. to Dy. Commr. |
| 3. BDO (NW) | ③ Sr. Secy. to Dy. Commr. |
| 4. Supdt. (GA/CT) | ④ Sr. Secy. to Dy. Commr. |
| 5. All Branches of North-West Distt. | ⑤ Sr. Secy. to Dy. Commr. |
| 6. Notice Board. | ⑥ Sr. Secy. to Dy. Commr. |

SDM(SV)

AVG
21/11

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GENERAL ADMINISTRATION DEPARTMENT
LEVEL-II, 'A'-WING, DELHI SECRETARIAT, NEW DELHI

No.F. 17/26/2010/Misc/GAD/Admn/ 220

Dated: 14/01/2011

OFFICE MEMORANDUM

Sub: Camp Office facilities to Senior Officers.

Reference is invited to General Administration Department O.M. No. F.17/01/Misc./2006/GAD/Admn./Vol.2/750 dated 10th March 2008 which contains the instructions regarding Camp Office facility for IAS and DANICS officers in GNCT of Delhi. In this regard following clarifications are made :-

(1) In the case of an officer who has availed camp office facilities while working with GNCT OF DELHI but is presently outside the domain of GNCT of Delhi, the period of five years will be reckoned with the period spent by the officer before his transfer from GNCT of Delhi to govt. of the India or outside Delhi and later on the period spent with GNCT of Delhi after such an outside posting. To exemplify, if an officer availed the camp office facilities from the GNCT of Delhi in July, 2008 and then proceeds either to Govt. of India or is transferred outside Delhi in December, 2008 for three years and then again joins back GNCT of Delhi in December 2011, in that case, his five years period will be counted from July 2008 to Dec. 2008 and from January 2012 onwards.

(2) In case of an officer who is not able to get back his posting in GNCT of Delhi again because of superannuation, the arrangement to allow him or her to buy back the camp office items on a proportionate value as explained vide point no. (5) of the above referred O.M. dated 10th March, 2008 will come into play. For instance, in the above example, if the officer concerned superannuates before getting re-posted in GNCT of Delhi after his deputation or outside posting, then since he has served GNCT of Delhi for a period of six months (which will be considered as one year as per the above O.M.) after having availed the camp office facility, in that case the officer will be allowed to retain the camp office items at the time of retirement after paying 80% of rupees 93,000/- (if availed in full) to the GNCT of Delhi for remaining four years' life of the items out of five years.

This issues with the approval of Chief Secretary.

487/SDM(HO)
3/2/11

Amitabh Kundoo
(Amitabh Kundoo)
Dy. Secretary (GAD.)

No.F. 17/26/2010/Misc/GAD/Admn/ 220

Dated: 14/01/2011

To,

All Principal Secretaries/Secretaries/
Head of Departments/
Local and Autonomous Bodies/Undertakings,
Govt. of NCT of Delhi.

Mrs Meera
27/1/11

27/1/11

(Signature)
27/01/11

OS(GA)

- ① ADM(NW)
② All SDMs

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REVENUE DEPARTMENT
GOVERNMENT OF N.C.T. OF DELHI
(CO-ORDINATION BRANCH)
5, SHAM NATH MARG, DELHI -54

F.36 (22)/Coord/Div.com/2010/192-200
To

Dated:- 4/2/2011

All Deputy Commissioners,
Revenue Department,
Delhi/New Delhi.

Sub: -Implementation of ban on use of Plastic Bags.
Sir,

As you are aware that Govt. of NCT of Delhi has imposed ban on use of Plastic bags. In a recent meeting held, Secretary (Env.) has observed that no enforcement activity regarding ban on plastic bag has been undertaken in the last few months. In the said meeting, it was emphasized that:-

- i) There was urgent need to re-start enforcement activities by the SDMs.
- ii) 3-4 raids per week should be carried out in each of the Sub-Division.
- iii) Enforcement activity should begin by 24th December, 2010; itself as shopping season is on Such as activity, at this timing shall ensure impact.
- iv) An Advertisement by Environment Department shall also be carried in new papers.
- v) Report of raids conducted should be sent to the Environment Department every month. Review meetings would be taken in the first week of every month by Secy. (Env.)

The above instructions are reiterated for necessary action & compliance. A weekly report on the above may kindly be sent to Headquarter by every Monday.

Yours faithfully,

9/15/2011
4/2/11
880mb
04/02/2011
(SHYAM SUNDER)
SUB-DIVISIONAL MAGISTRATE-III (HQ)


F.36 (22)/Coord/Div.com/2010/
Copy for information to:-

Dated:-

P.A. to Divisional Commissioner (Revenue), Govt. of NCT of Delhi.

(SHYAM SUNDER)
SUB-DIVISIONAL MAGISTRATE-III (HQ)

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 DELHI POLLUTION CONTROL COMMITTEE
DEPARTMENT OF ENVIRONMENT, (GOVT. OF NCT OF DELHI)
4th & 5th FLOOR, ISBT BUILDING, KASHMERE GATE, DELHI-110006
Visit us at : <http://dpcc.delhigovt.nic.in>

F. No. DPCC/ CMC IV/2011 17874

Dated: 5/5/11

To,

The Divisional Commissioner,
5 Shamnath Marg,
New Delhi-110054

Subject: - Effective ban on plastic bags/non-woven bags at notified places.

Sir,

This refers to various letters dated 22.09.2010, 26.10.2010 and 16.03.2011 (copies enclosed) regarding blanket ban on sale, storage and use of all kinds of plastic bags in certain notified places vide Delhi Govt. notification No.: F.08 (86) EA/Env/2008/9473 dated 7th January 2009. It was requested to take suitable action to curb the use/storage/sale of plastic bags, non woven bags and send weekly progress report.

A meeting was convened by Secretary (Environment) on 5.04.2011 regarding implementation on 15.04.2011, due to non receipt of Action taken reports and it has been emphasized that MCD and NDMC should conduct regular implementation drives in their respective market areas with special target to the stockist. It was also emphasized to submit monthly action taken reports to DPCC by 7th of every month. The copy of minutes of the said meeting is enclosed herewith for ready reference.

In view of the above, it is, again requested to kindly look into the matter and direct the concerned official to take suitable action to curb the use/storage/sale of plastic bags/non-woven bags in their respective jurisdiction and send the complete legal samples for taking necessary action.

Yours faithfully,

Mean circulate to all Dls and SDMs for effective implementation of plastic bags ban.
Dr. A.K. Ambasht
19/5
Dr. A.K. Ambasht
(Member Secretary)

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धर्मन्द्र
Dharmendra, I.A.S.
सचिव (पर्यावरण)
Secretary (Environment)
cum-Chairman
Delhi Pollution Control Committee

राष्ट्रीय राजधानी राज्य क्षेत्र दिल्ली सरकार
GOVT. OF NATIONAL CAPITAL TERRITORY OF DELHI
ब्ल-6 विंग-सी दिल्ली सचिवालय, आई.पी.ए. एस्टेट, नई दिल्ली-110002
LEVEL-6, WING-C, DELHI SECRETARIAT, I.P. ESTATE, NEW DELHI-110002
TEL No. : 23392108 Tel/Fax No. : 23392034
D.O. No. F.12(266)/Env./Imp/Notification/09/ 9214.
दिनांक 22-09-10
Dated

Dear Mr. Ambasht,

As you are aware that the Government of Delhi has notified forbidding the sale, storage and use of all kinds of plastic bags in certain notified places. Recently, an NGO, Hum Sarthy Society given a representation to Hon'ble Chief Minister, which is self explanatory (copy enclosed).

As desired by the Hon'ble Chief Minister, ban on plastic bags at notified places is to be made more effectively by enforcing the Notification in co-ordination with all implementing agencies. Further, you may like to impress upon the implementing agencies to prevent the wide spread use of non-woven bags also by the shop keepers as these are also plastic bags which even upheld by Hon'ble High Court of Delhi.

An action taken report in this regard may be submitted to this Department at the earliest.

with yours is the.

Yours sincerely,

(Dharmendra)

Encl: As above.

Shri A.K. Ambasht,
Member Secretary,
Delhi Pollution Control Committee,
ISBT, Kashmere Gate,
Delhi.

12786/crc/IV
24/9/10

REC (C-IV) 23/10

REC (C-IV) 23/10
Pls put up Sh. Vaidyan (Framma)

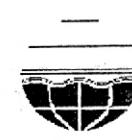
Received on 05/10/10 by Hand by Sh. Vaidyan (Framma)

GREEN DELHI - CLEAN DELHI



SAY NO TO CRACKERS

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DELHI POLLUTION CONTROL COMMITTEE
DEPARTMENT OF ENVIRONMENT, (GOVT. OF NCT OF DELHI)
4th & 5th FLOOR, ISBT BUILDING, KASHMERE GATE, DELHI-110006
Visit us at : <http://dpcc.delhigovt.nic.in>

F. No. DPCC/ CMC IV/2010 11646

Dated:

To,

26 OCT 2010

The Divisional Commissioner,
5 Shamnath Marg,
New Delhi-110054

Subject: - Effective ban on plastic bags at notified places

Sir,

This refers to D.O. letter no.F.12 (266)/Env./Imp/Notification/09/9214 dated 22.09.2010 (copy enclosed) regarding blanket ban on plastic bags as Delhi Govt. has notified forbidding the sale, storage and use of all kinds of plastic bags in certain notified places vide notification No.: F.08(86)EA/Env/2008/9473 dated 7th January 2009.

Hon'ble Chief Minister has desired on representation from M/s Hum Sarthi Society (enclosed herewith) that the ban on plastic bags at notified places be made more effective by enforcing the said notification. The points given in the said representation will further help in curbing the use of all kinds of plastic bags to make the compliance of the said notification more effective.

In view of the above, it is requested to kindly look into the matter and direct the concerned official to take suitable action to curb the use/storage/sale of plastic bags/non-woven bags in their respective jurisdiction and send the complete legal samples along with weekly progress report so that compliance of the notification could be done in true spirit.

Yours sincerely,

Dr. A.K. Ambasht
(Member Secretary)

Enclosures: - As above.

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