

MINISTRY OF DEFENCE
(Office of the JS & CAO)

Sub: 44th Advanced Professional Programme in Public Administration (APPPA) from 02nd July 2018 to 30th April 2019.

1. Department of Personnel and Training (DOP&T) has asked for nominations for 44th Advanced Professional Programme in Public Administration (APPPA) at Indian Institute of Public Administration. (IIPA), New Delhi from 02nd July 2018 to 30th April 2019.

2. **ELIGIBILITY CONDITIONS:** The course is open to Officers of All India Services, Central Services (organised and non-organised, technical and non-technical) and State Services, subject to the following eligibility conditions: -


(a) **Length of Service:** The officer should have put in at least 10 years of Group 'A' (Class-I) service and should be of the rank of Director/Deputy Secretary in the Government of India or holding and equivalent post.

(b) **Age:** The officer should not be more than 50 years of age on 01.07.2018 (53 years in case of officers belonging to Scheduled Caste and Scheduled Tribes).

(c) **Earlier Training:** The officer should not have undergone a training programme of 12 weeks or more duration in India during a period of 5 years preceding the date of commencement of this program. Further the officer should not have undergone a programme of training abroad of more than 2 weeks in preceding 2 years, more than one month in the preceding 3 years or more than 6 months in preceding 5 years.

3. **APPLICATION FOR THE COURSE:** Officers of AFHQ Civil Service of the rank of Joint Director/Director not more than 50 year of age on 01.07.2018 (53 years in case of officers belonging to Scheduled Caste and Scheduled Tribes) and willing to attend the APPPA course are requested to send their applications duly recommended by their controlling officer in duplicate, to this office by **13th Apr 2018** positively for consideration. Applications which are incomplete or received after due date will not be entertained.

4. It may please be noted that selection of the nominee will be done by DOP&T.


(Dr Arvind)
Dir, DHTI
Tel. 23792441

As per standard distribution list.

MoD, JS & CAO, I.D.No. A/26001/12/CAO/Trg dt. 26 Mar, 2018

Copy to :-

✓ **DD (CAO/EDP)** : With request to put this circular on the Website of Office of JS & CAO.

Application Form (PART A, to be filled by the applicant)

Name		Service/Cadre		Allotment Year	
Present Designation					
Official Address					
Mobile			Email		
Eligibility (Age): maximum 50 (53 in case of SC/ST) as on 1/7/18					
Date of Birth		Age as on 1/7/18	Years	Belong to SC/ST	Yes/No
Eligibility (Length of Service in Group 'A'): minimum 10 years as on 1/7/18					
Date of Joining Group A		Years in Group A as on 1/7/18	Years		
Pay Band		Basic pay		Grade pay	
Eligibility (Previous Training attended, in India and abroad, of 2 weeks or more duration in last 5 years)					
Program Name, Institution, Place				Date attended From & To	
Deputation Details (Please fill information below only if you are presently on deputation to GOI)					
Date: start of Deputation		Date: completion of Deputation			
Please write max 150 words on why do you want to attend this programme?					
If selected, would you require hostel accommodation in the IIPA?				YES / NO	
Date:	Place:	Signature of applicant:			

PART B, to be filled by the Sponsoring authority

Reasons for nominating the officer for this program?	
How will the training be useful for the organization?	
After completion of training what kind of work do you intend to assign to the officer?	

- ✓ It is certified that the cadre clearance in respect of the Applicant has been obtained. A copy is enclosed.
- ✓ It is certified that the officer is clear from the vigilance angle.
- ✓ It is certified that the officer has not been nominated for Central Deputation under Central Staffing Scheme. (Applicable in the case of officers working in their cadres)
- ✓ It is certified that the details filled by the applicant in Part -A of the form are correct as per records.

(Signature, Name & Designation of Sponsoring Authority)

BOND TO BE EXECUTED BY A GOVERNMENT SERVANT BEFORE PROCEEDING FOR Advanced Professional Program in Public Administration (APPPA) at the Indian Institute of Public Administration, New Delhi.

KNOW ALL MEN BY THESE PRESENTS THAT I, -----, resident of -----, at present employed as ----- in the Ministry/Department/State Government/Organization-----, do hereby bind myself and my heirs, executors and administrators to pay to the President of India (hereinafter called the 'Government') on demand, 'all charges and expenses' that shall or may have been incurred by the Government for my training i.e. all monies paid to me or expended on my account during training such as pay and allowances, leave salary, cost of fee, travelling and other expenses, cost of international travel and cost of training abroad met by the govt./agency concerned, etc. at the Indian Institute of Public Administration IIPA, New Delhi, together with interest thereon from the date of demand at Government rates, for the time being in force, on Government loans or, if payment is made in a country other than India, the equivalent of the said amount in currency of that country converted at the official rate of exchange between that country and India AND TOGETHER with all costs between the attorney and the client.

WHEREAS I, -----, am being deputed for training for APPPA Training Programme at IIPA, New Delhi which includes 2 weeks international exposure.

AND WHEREAS for the better protection of the Government I have agreed to execute this bond with such conditions as written hereunder:

NOW THE CONDITION OF THE ABOVE WRITTEN OBLIGATION IS THAT, in the event of my failing to resume duty, or resigning or retiring from service or otherwise quitting service, without returning to duty after expiry or termination of the period of training, OR failing to complete the training programme, OR quitting the service at any time within a period of FIVE (5) years after my return to duty, I shall forthwith pay to the Government or as may be directed by the Government, on demand the said sum together with interest thereon from the date of demand at Government rates for the time being in force on Government loans.

AND upon my making such payment the above written obligations shall be void and of no effect, otherwise it shall be and remain in full force and virtue.

The Bond shall in all respects be governed by the laws of India for the time being in force and the rights and liabilities hereunder shall, where necessary, be accordingly determined by the appropriate Courts of India.

The Government of India has agreed to bear the stamp duty payable on this bond.

Signed and delivered this the -----day of ----- month of the year Two Thousand and -----

Signed and delivered by ----- (Name and designation)

In the presence of ----- and -----

Witnesses: 1. _____
2. _____

ACCEPTED
on behalf of the President of India by the Cadre Controlling Authority
(Authorised Signatory)