

MOST IMMEDIATE

No.100-16/2013-STG-I  
Government of India,  
Ministry of Communications & IT,  
Department of Telecommunications,  
Sanchar Bhavan, 20, Ashoka Road, New Delhi-110001.  
(STG-I Section)

Dated, the 30 October, 2013


OFFICE MEMORANDUM

Subject :- Long/Short term training abroad in various selected universities/institutes for the Financial Year 2014-15(April, 2014 to March, 2015).

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The undersigned is directed to refer to the subject mentioned above and to forward herewith a copy of O.M.No.48-6/2013-Ad.III dated 22.10.2013 endorsing therewith a copy of DoP&T's letter No.12037/402013-FTC dated 25.9.2013 for uploading the aforesaid Office Memo on DoT's website for wide publicity.

Encl. a/a

  
(R.C. Ahuja) 30/10/13  
Under Secretary(SNG)/(SGT)

To

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The Director(IT),  
DoT(Hq.)

No.48-6/2013-Ad.III  
Government of India  
Ministry of Communications & IT  
Department of Telecommunications  
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Room No.412, Sanchar Bhavan,  
New Delhi, Dated 22, the October, 2013

OFFICE MEMORANDUM

Sub:- Long/Short term training abroad in various selected universities/institutes for the  
Financial Year 2014-15 (April 2014 to March 2015)

The undersigned is directed to forward herewith a copy of Training Division, DOPT's letter No.12037/40/2013-FTC dated 25<sup>th</sup> September, 2013 on the above mentioned subject. **The officers are advised to go through this circular in detail.** The list of long-term programmes and short term programmes proposed to be conducted during the FY 2014-15 are indicated in Annexure-A.

2. The applications for both long-term and short-term training programmes must be accompanied by the ACR/PAR grading pertaining to the last five years. To be eligible for consideration for a long-term programme, the officer should have at least 'Very Good' grading in his/her ACRs pertaining to the past 5 years. Applications should be complete in all respects. Applicant should be clear from Vigilance angle.

3. The application form (**Annexure-I**) for long-term and short-term foreign training as well as forwarding form (**Annexure-II**) meant for filling by the Nodal Officers designated by each Ministry/Department and State Governments are available in DOPT's website at <http://persmin.nic.in/dfft>. It must be ensured that the application form for both categories of programmes (long-term and short-term) must be filled in online by the officers after which the same will be automatically forwarded by the system to their respective controlling authorities. The Nodal officers will then fill in the requisite details in Annexure-II and send the same along with application form (Annexure-I) of the officer 'online'. It may be noted that there is no requirement of sending these documents by post. The necessary steps that the Nodal Officers are required to take for forwarding the application forms through 'online' mode are detailed at Annexure-B. The last date for receipt of applications, as per procedure to Training Division, DOPT is 31<sup>st</sup> December, 2013.

4. However, the applications of officers interested in the short-term training programme 'Managing Global Governance' to be conducted by GIZ, Germany, must be forwarded to Training Division, DOPT latest by 30<sup>th</sup> November, 2013, as the nominations for this specific programme are required to be forwarded by DOPT to the concerned institute by 31<sup>st</sup> December, 2013.

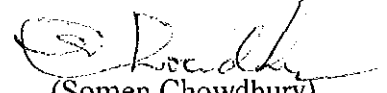
....2/-

Pl circulate to  
TEC, TERMCells and  
copy to DSI (IT) for  
posting on website  
Dey

SO (SR) / Min Kelant

1739/STF-I  
28/10/13

5. DOPT vide this circular has requested all the eligible officers to read the circular and the application form carefully before proceeding to apply for training programmes.

  
(Somen Chowdhury)

Under Secretary to the Government of India  
Tel.No.23036757

**Encl: As above**

Copy to:

1. PPS to Chairman, Department of Telecom
2. PPS to AS(T), Department of Telecom.
3. Sr. PPS to Administrator, USOF, Department of Telecom.
4. PPS to CVO, Department of Telecom.
5. PPS to JS(T), Department of Telecom.
6. PS to MOC & IT, Department of Telecom.
7. PS to MOC & IT (D), Department of Telecom.
8. PS to MOS&IT(K), Department of Telecom.
9. All Group 'A' Officer of CSS Cadre (Under Secretaries, Deputy Secretaries, Director, Joint Secretary) and CSSS Cadre (PPS, Sr.PPS, PSO), Department of Telecom.
10. Notice Board.