

No.5/11/2010-1Trg
HARYANA GOVERNMENT
CHIEF SECRETARY OFFICE
TRAINING DEPARTMENT

Dated, Chandigarh the 17th June, 2015.

To

All the IAS Officers of Haryana State.

Subject: Comments invited for the IAS officers and other stakeholders on the proposed 'Draft Policy on Cadre Training Plan for IAS Officers'.

Sir/Madam,

I am directed to refer on the subject noted above and to state that the Government of India, Ministry of Personnel, Public Grievances and Pension, Department of Personnel and Training, Training Division, New Delhi has circulated letter No. 12017/02/2015-TNP (S) dated 8th June, 2015 along with its enclosures for comments invited from the IAS officers and other stakeholders on the proposed 'Draft Policy Paper on Cadre Training Plan for IAS Officers'. Contents of the letter can be seen on the web site <http://csharyana.gov.in> (under the heading of Training Branch).

Yours faithfully,

Mangil. Rao

Superintendent Training
for Chief Secretary to Government, Haryana.
17/6/2015

No.12017/02/2015-TNP (S)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel and Training
[Training Division]

Block-4, Old JNU Campus
New Mehrauli Road, New Delhi-67
Dated: 8th June, 2015

Office Memorandum

Subject: Comments invited from the IAS officers and other stakeholders on the proposed 'Draft Policy Paper on Cadre Training Plan for IAS Officers'

In order to prepare the IAS officers to perform their roles more effectively at various stages in their career, a draft policy paper on 'Cadre Training Plan for IAS Officers' have been prepared which may kindly be seen at the Annexure.. The abovementioned Policy paper is brought to the notice of the members of IAS and other stakeholders. The comments, if any, in this regard may be sent on the e-mail address given below, latest by 23.06.2015.

Encl: As above.

Anil Tripathi
(Anil Tripathi)

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TO

NIC is requested to upload the enclosed circular in the website of DoPT under "What is New" and also on DoPT, Training Division's site.

Training Branch
Diary No. 298
Date 15-6-2015

USA
Examine &
put up.
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For Training Br
Please
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Annexure

Draft Policy Paper on Cadre Training Plan for IAS Officers

The IAS Officers at present have the following training opportunities during their entire service career:-

- a) Long-term Domestic Public Policy Programme conducted by IIM- Bangalore and ISB- Hyderabad;
- b) APPPA programme of IIPA-New Delhi;
- c) National Defence College programme of Ministry of Defence;
- d) Long Term Domestic Foreign Training Programme under DFFT (both Fully Funded and Partially Funded)
- e) Short duration foreign training programmes under DFFT;
- f) In-Service Training programmes of 5 days duration in selected thematic areas in India;
- g) Inter-Services workshop on best practices conducted by Department of Administrative Reforms & Public Grievances.

2. Besides the above In-Service training programmes, the officers of the Indian Administrative Service(IAS) have to undergo the following Mandatory Training Programmes in their entire span of service:-

- (i) Induction Training Programme of 103 weeks (15 FC, 26 Phase- I, 54 District Training and 8 Phase- II). (It has been proposed to reduce the duration of Induction training to 84 weeks on the recommendations of the Committee to review the content and duration of Induction Training of IAS officers, viz, Kiran Aggarwal Committee).
- (ii) Phase- III Mid- Career Training of 7 weeks duration for officers with 7 to 9 years service.
- (iii) Phase- IV Mid- Career Training of 7 weeks duration for officers with 14 to 16 years service.

- (iv) Phase- V Mid- Career Training of 5 weeks duration for officers with 26 to 28 years of service (Proposed to be made applicable between 24-26 years)

3. Though the In-Service training programmes from 5 days duration to 1 year duration are available for the officers at different time of their career from 4 years of service to 30 years of service but because of the non-mandatory nature of these programmes, many officers do not participate in any of these training programmes. Further, the cadre authorities and State Govts. also do not release the officers due to non- mandatory nature of the programmes and also as there are no attendant consequences for not undergoing the training.

4. There are large gaps at present between the Mandatory Training Programmes (Mid Career Training Programmes) that the officers have to undergo in their career. Hence, the Career Training Plan of the IAS Officers need to be revisited to bridge these gaps by introducing mandatory In-Service training programmes (long-term or short term programmes) so as to equip them to the requirements of the changing governance landscape.

4.1 At the initial 2 years of appointment, an officer has to undergo 103 weeks of training (15 weeks FC, 26 weeks Phase I, 54 weeks district training and 8 weeks phase II training). This training period is proposed to be reduced to a total of 84 weeks on the recommendations of the Kiran Agarwal Committee constituted for review of the content and duration of the Induction training of IAS officers. At present there is a gap of 5 years between the Induction Training followed by Phase-I and Phase-II programmes and MCTP Phase-III Mandatory Training Programme. One mandatory In-Service training programme of at least One week duration is, therefore, proposed to be introduced in this gap which an officer is required to undergo during the 5th or 6th year of service.

4.2 Between the 7th to 9th Year of service, the officers have to undergo Phase III Mid-Career Training of 7 weeks duration. Thereafter, the Phase IV MCTP is to be undergone between 14th to 16th Year of service. There is a gap of 5-7 years between MCTP Phase- III and MCTP Phase- IV. It is proposed to introduce One mandatory In-Service Training Programme of at least One week duration between 11th -12th year of seniority.

4.3 Besides this, the officers shall also be required to attend One Inter-Services Workshop programme of ARPG during the intervening period between MCTP Phase III and Phase IV. The Inter-Services Workshop helps in breaking the

silos between the different services and fosters better understanding and coordination amongst them. The workshop offers platform to share experiences of different services, best practices adopted in policy, procedure and delivery mechanisms, brainstorming sessions, etc. The IAS officers with 12-14 years of seniority are eligible to attend this workshop. **The participants who attend this workshop will be given weightage in determining the eligibility and ranking for long term and short term foreign training under DFFT.**

4.4 Between 14th-16th year of service, the officers have to undergo MCTP Phase IV training of 7 weeks duration. There is a gap of 10-12 years between the MCTP Phase- IV and MCTP Phase-V between 26-28 years (proposed to be reduced to 24-26 years). **It is proposed that this long gap be bridged with two mandatory In-Service Trainings of at least One week duration, one between 18th-19th year of service and the other between 21st-22nd year of service.**

4.5 After Phase V and upto 30th year of service, it is proposed to introduce **One mandatory In-Service Training programme of at least One week duration.**

5. The officers have to mandatorily complete the various In-Service Training Programmes for their appropriate seniority within the prescribed/slotted time period.

6. The officers, however, will have the option to choose the In-Service Training Programme that they would like to attend from amongst the programmes that would be identified and notified for different seniority levels and also the years(s) which have been identified/ slotted in which they would like to proceed/complete the training. While identifying programmes appropriate for various levels, care would be taken to include hands-on experience in important skills/domain knowledge relevant for that seniority.

7. At present various long term domestic programmes, like Public Policy Programmes with IIM- Bangalore and ISB- Hyderabad, APPPA programme of IIPA, NDC programme of Ministry of Defence are also available for IAS officers of appropriate seniority as per the programme eligibility. **The officers attending any of these long term domestic programmes shall be exempted from attending one In-Service training slotted at that seniority level.**

8. At present, officers are undergoing various Short Term and Long Term Foreign Training programmes under Domestic Funding of Foreign Training (DFFT) Scheme of DOPT as per its guidelines. **Officer attending any these Long Term/Short Term Foreign Training programmes shall be exempted from attending one In-Service training slotted at that seniority level.**

9. The officers, who have to undergo Two In-service training programme between MCTP Phase.IV and MCTP Phase.V and One In-service training programme between MCTP Phase.V and 30 years of service, may be exempted by the competent authority from completing the required In-service training programmes, if such officers impart training to the trainees in any of the reputed training institutes taking 5 sessions in lieu of each In-service training programme that they are required to complete.

10. In order to effectively utilize the services of the officers undergoing long-term as well as short term programmes, it is also proposed to rationalize the age and service eligibility requirements accordingly.

- i) For Long-term fully funded foreign programmes, the officers who have completed 9 years of service and upto the maximum age of 45 years will be eligible;
- ii) For Long-term partially funded foreign programmes, the officers who have completed 9 years of service and upto 52 years of age will be eligible;
- iii) For long-term domestic programme, the officers with 9 years service and upto 55 years will be eligible.
