

No. T-13014/10/2017-LTDP
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training
(Training Division)

3rd Floor Block-IV, Old JNU Campus,
New Mehrauli Road, New Delhi-110067,
Dated: 22nd November, 2017

To

1. Secretaries (All Ministries/Departments in Government of India)
2. The Chief Secretaries to all State Governments
3. Administrators of Union Territories
4. Directors General/Directors of Central & State Training Institutes

Subject: 3rd One year Management Programme in Public Policy (MPPP) during 2018-19 at Indian School of Business, Hyderabad/ Mohali– Regarding.

Sir/Madam,

It is hereby informed that one year 'Management Programme in Public Policy' (MPPP) is being conducted by Indian School of Business (ISB), the 3rd batch of which is scheduled to commence from **6th May, 2018**. The course is entirely a domestic long term programme without any foreign component and will be carried out at ISB's Mohali & Hyderabad campuses.

Course pedagogy:

2. Unlike the existing Long Term Domestic Programmes of this department, which have full time components of institutional attachment, as well as international exposure embedded in them, the MPPP has been conceptualized as an officer friendly domestic training programme on public policy without any international component. The advantage being that unlike other long term programmes, this programme is structured with minimal dislocation of officers from their work places, thereby allowing them to continue with their current assignment/posting during the duration of the course. The programme uses latest communication technology to bridge the distance and reduce the need for face-to-face classroom-based course delivery.

3. The course shall consist of three terms, to be delivered via a hybrid model with domestic residencies involving intensive classroom sessions, distance and e-learning module, online preparatory and follow up sessions. The details in this regard may be ascertained from the web site of Indian School of Business, Hyderabad/Mohali.


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4. The programme is open to officers belonging to All India Services (Indian Administrative Service, Indian Police Service and Indian Forest Service), Central Civil Services (Group 'A'), faculty members of State Administrative Training Institutes (ATIs) and Central Training Institutes (CTIs) and also Officers of the State Civil Services (Group 'A') subject to the eligibility conditions as enclosed.

5. Details of the '**Terms and Conditions**' of the programme, application form and other documents are enclosed with this letter. Further details with regard to this programme may be ascertained from Shri Rajesh Devarsetty, Manager, Centre for Executive Education, ISB, (Phone No. 040-23187516, Mobile: +91 9440121755, e-mail: mppp@isb.edu or rajesh_d@isb.edu) and websites of Indian School of Business- Hyderabad/Mohali (ISB-H/M) <http://www.isb.edu/mppp> and DoP&T's website <http://dopt.gov.in/> → **About Us** → **Wings and Divisions in DoPT** → **Training** → **Programmes** → **LTDP** → **Indian School of Business, Hyderabad/Mohali**.

6. The nominated Officers will be required to develop a Policy Paper on the issue to be identified in consultation with the Ministries/ Department/ State Government etc. where they are currently working. This Policy Paper will have to be submitted by the officer to their respective Ministries/ Departments/ State Governments etc. at the end of the programme. The Ministries/ Departments/ State Governments will also nominate a Nodal Officer of the rank of Joint Secretary or above to the Government of India for mentoring and guidance to the sponsored officer for developing the Policy document and co-ordinating with ISB- H/M in the matter.

7. Nominations of suitable officers in the prescribed proforma may please be sent to this Department through their Cadre Controlling Authorities so as to reach us on or before **15th February, 2018**. Nominations received after this date will not be considered. The nominations would be scrutinized and officers fulfilling the conditions of eligibility will be called for discussion by ISB-H/M. The discussion date, time & place will be intimated to the officers by ISB-H/M. In order to save time, the officers are permitted to send an 'Advance Copy' of their applications directly to this office and ISB-H/M. The officers will also be called for discussion based on their advance applications. However, final selection will be subject to receipt of his/her formal application, duly recommended by the Cadre Controlling Authorities along with Vigilance Clearance and approval of Competent Authority in DoPT. Therefore, it is in the interest of the officers to get their applications routed through their Cadre Controlling Authorities as early as possible.



8. All Ministries/ Departments/ State Governments/ UTs/ CCAs etc. are advised to give wide publicity to the programme, upload this circular on their websites for the information of all concerned and encourage the officers to apply.

Yours faithfully,

Encl: Terms and conditions

(N. Raja)
Director (Training)
Telephone: 011-26165058

Copy to:

1. The Comptroller and Auditor General of India, New Delhi
2. Secretary, Union Public Service Commission, New Delhi
3. The Election Commission of India, New Delhi
4. Controller General of Accounts, New Delhi
5. Deputy Director General (Training), Department of Post, Dak Bhavan, New Delhi
6. Deputy Director General (Training), Department of Telecom, Sanchar Bhavan, New Delhi
7. Director (Training), Railway Board, Rail Bhavan, New Delhi
8. Director (Police), Ministry of Home Affairs for nomination of IPS Officers
9. Director General, CPWD Training Institute, Nirman Bhavan, New Delhi
10. Director, Bureau of Police Research and Development, CGO Complex, New Delhi
11. Establishment Officer, Department of Personnel & Training, North Block, New Delhi
12. Deptt. of Personnel & Training (CS Division), Lok Nayak Bhavan, N.Delhi
13. Shri Rajesh Devarsetty, Manager, Centre for Executive Education, Indian School of Business(ISB), Knowledge City, Sector- 81, Mohali- 160062 with request to consider applications received on or before **15th February, 2018** based on their eligibility for calling the officers for the discussion.
14. Shri Pradeep Singh, Deputy Dean, ISB, Hyderabad/ Mohali.
15. Shri Madhav Lal, Executive Director, Bharti Institute of Public Policy, ISB- Hyderabad/ Mohali.
16. NIC, Training Division, for uploading the notification on DoP&T website and Training Division's webpage.

(N. Raja)
Director (Training)

3rd Management Programme in Public Policy at Indian School of Business - Hyderabad/ Mohali

3rd one year Management Programme in Public Policy at Indian School of Business (ISB) - Hyderabad/ Mohali will commence from 6th May, 2018. Unlike the existing Long Term Domestic Programmes of this Department, which have full time components of institutional attachment, the MPPP has been conceptualized as an officer friendly domestic training programme on public policy without any international component. The advantage being that unlike other long term programmes, this programme is structured with minimal dislocation of officers from their work places, thereby allowing them to continue with their current assignment/posting during the duration of the course. The course shall consist of three terms, to be delivered via a hybrid model with domestic residencies involving intensive classroom sessions, distance and e-learning module, online preparatory and follow up sessions. The programme uses latest communication technology to bridge the distance and reduce the need for face-to-face classroom-based course delivery.

The nominated Officers will be required to develop a Policy Paper on the issue to be identified in consultation with the Ministries/ Department/ State Government etc. where they are currently working. This Policy Paper will have to be submitted by the officer to their respective Ministries/ Departments/ State Governments etc. at the end of the programme. The Ministries/ Department/ State Government will also nominate a Nodal Officer of the rank of Joint Secretary or above to the Government of India for mentoring and guidance to the sponsored officer for developing the Policy document and co-coordinating with ISB-H/M in the matter.

2. Eligibility:

The programme is open to officers of All India Services (IAS, IPS & IFoS), Central Civil Services (Group 'A'), faculty members of State Administrative Training Institutes (ATIs) and also officers of the State Civil Services (Group 'A') subject to the following eligibility conditions:

Length of service	Officers should have completed 5 years of Group 'A' service as on commencement of the programme.
Age	The officers shall not be more than 50 years on the date of commencement of the programme (53 years in case of officers belonging to SC/CT).
Earlier Training	The officers 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 Programme.

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3. Course Fees:

(a) The course fee for the programme is **Rs. 12.60 Lakh** (Rs. Twelve Lakh Sixty Thousand Only) + **Goods & Service Tax (GST)** as per applicable rates per participant. The fee is inclusive of classroom and online sessions, study material, boarding and lodging for the duration of residency. The nomination for the programme and payment of course fee shall be made by the Cadre Controlling Authorities (*for example, DoP&T for IAS, Central Secretariat Service (CSS) and Central Secretariat Stenographers' Service (CSSS) Officers, MHA for IPS officers, MOEF for IFoS officers etc*). In case an officer is posted in an office outside his/her cadre establishment, the nomination may be done by that office in consultation with his/her Cadre Controlling Authority.

(b) The pay & allowances as well as cost of travel to and fro from the place of posting to the place of domestic residencies shall be payable by the office where the officer is posted during the currency of the training programme. A one-time grant of Rs.5000/- (Rupees Five Thousand Only) towards books/stationery shall also be paid to the selected officer by the office, where the officer is posted during the currency of the training programme.

(c) In case of Group 'A' officers working on deputation basis in a Public Sector Undertaking (PSU) the entire cost of the programme shall be borne by the concerned PSU in which the officer is working. In the event of his/her selection, the joining of such officer in the programme is strictly subject to the confirmation of the concerned PSU to bear the entire expenditure of the programme to the institute in respect of such officer.

(d) The Programme fee [Rs. 12.60 Lakh (Rs. Twelve Lakh Sixty Thousand Only)] **plus** Goods & Service Tax (GST) as per applicable rates need to be paid in full at the time of joining the programme or/and in any case within 30 days of commencement of programme.

4. Programme structure

- a. Duration: MPPP is designed as a 1 year programme
- b. Domestic Residency and Online classes: The programme has been conceived as a hybrid programme with domestic residencies involving intensive classroom sessions and e-learning modules, online preparatory and follow-up sessions. The one-year programme consists of 3 Terms with each term consisting of 2 residencies of 5 days each. Each residency will be followed by online classes typically over weekends.

- c. Rural/NGO Attachment: Officers will undergo a Rural/NGO attachment to help them understand the ground realities of policies in action, and to assess the implementation issues and solutions. This component is scheduled to be held after Term 2 – Residency 4 of the programme.
- d. Policy Paper: Officers will be required to submit a Policy Paper on a policy issue concerning the Ministry / Department where they are currently posted. The issue for this paper will have to be identified in consultation with the Ministries / Departments / State Governments / UTs etc. where they are currently working.

5. **Programme Schedule** (Tentative)

Term #	Residency	Start Date	End Date	Campus
Briefing & Orientation*		6 th May 2018, (Sunday)		Mohali Campus
Term 1	Residency 1	7 th May, 2018	12 th May 2018	Mohali Campus
	Residency 2	29 th June, 2018	4 th July 2018	Hyderabad Campus
Term 2	Residency 3	31 st September, 2018	5 th September, 2018	Mohali Campus
	Residency 4	26 th October, 2018	31 st October, 2018	Mohali Campus
Rural/NGO Attachment November to December 2018 (5 to 7 Days)			Study visit to a village	
Term 3	Residency 5	18 th January, 2019	23 th January, 2019	Mohali Campus
	Residency 6	8 th March, 2019	13 th March, 2019	Mohali Campus
Graduation		April 2019		

* Orientation is part of Residency 1 at the Mohali Campus of ISB. Participants are to arrive at Mohali Campus on 6th May, 2018 (Sunday).

6. **Hostel Facilities**

ISB will provide rent-free furnished residential accommodation in the Institute to the participants and will arrange boarding facility, which is included in the course fee.

7. **Conditions for officers admitted to the programme:**

In case of officers, sponsored by the Government of India/State Governments for this programme, the entire period of absence from duty on account of residencies/travel will be treated as on duty under FR 9(6)(b)(i).

8. **Selection procedure and forwarding of nominations**

- (i) The Cadre Controlling Authority (CCA) should recommend names of only those Group 'A' officers who are likely to stay with the CCA for some more time. Officers whose names have been recommended for central deputation/ or figuring in the 'offer list' for central deputation under the 'Central Staffing Scheme' should not be nominated for the MPPP programme. Failure to withdraw the applications of such officers for the MPPP, may result in debarment of officers for central deputation for five years.
- (ii) Officers on deputation to Government of India under the Central Staffing Scheme must have completed at least **two years** of their tenure on central deputation on the date of this notification to become eligible to apply for this programme.
- (iii) The faculty members of the State ATIs who have completed at least **three years** on the date of starting of the program are also eligible to apply for the programme. However, those faculty members who belong to State Civil Services need not necessarily fulfill this condition. The selected faculty members, however, would be required to stay in the ATI for next three years after completion of the programme.

9. **Forwarding of nominations**

- (i) Concurrence of State Governments, wherever necessary, would have to be obtained by the Cadre Controlling Authority before sending the nominations to DoP&T.
- (ii) Copy of the application form and other documents are attached. The same may also be obtained by logging on to ISB's website <http://www.isb.edu/mppp/> and DoP&T's <http://dopt.gov.in/> → **About Us** → **Wings and Divisions in DoPT** → **Training** → **Programmes** → **LTDP** → **Indian School of Business, Hyderabad/ Mohali**. Cadre Controlling Authorities are requested to forward duly filled applications in respect of suitable officers (who are clear from vigilance angle) along with complete information in **Part B** of the Application Proforma so as to reach us on or before **15th February, 2018**.
- (iii) Nominations received after the due date will not be considered.
- (iv) In order to save time, the officers are permitted to send an Advance Copy of the application to the MPPP Office, Centre for Executive Education, Indian School of Business (ISB), Gachibowli, Hyderabad-500032.
- (v) The nominations would be scrutinized and officers fulfilling the conditions of eligibility will be called for **discussion** by ISB. The discussion dates, time and place will be intimated

to the officers by ISB. In order to save time, the officers are permitted to send an **Advance Copy** of the application directly to this office. The officers will also be called for discussion based on their advance applications. However, final selection will be subject to receipt of his/her formal application, duly recommended by their Cadre Controlling Authorities and approval of the Competent Authority in DoPT. Therefore, it is in the interest of the officers to get their applications routed through their Cadre Controlling Authorities as early as possible.

10. **Bond to be executed by the officer:**

Before joining the programme, the officer is required to execute a Bond to the extent that "in the event of his/her 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 the programme or failing to complete the programme, or quitting the service at any time within a period of FIVE (5) years after completing the programme, the officer shall forthwith pay to the Government or as may be directed by the Government, on demand all charges and expenses that shall or may have been incurred by the Government for the training programme i.e. all monies paid to him/her or expended on his/her account during the programme period such as pay and allowances, leave salary, cost of fee, travelling and other expenses met by the Government/agency concerned together with interest thereon from the date of demand at Government rates for the time being in force on Government loans".

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Indian School of Business, Hyderabad/ Mohali Phone No: + 91 40 2318 7516 / 2300 7041/42, E-mail Id: mppp@isb.edu , Website: http://www.isb.edu/mppp	Government of India Department of Personnel & Training Block- IV, 3 rd Floor, Old JNU Campus, New Mehrauli Road, New Delhi- 110067 Phone No: 011-26194167, Fax No: 011-26165058, Website: http://dopt.gov.in/
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APPLICATION FOR ADMISSION IN 3RD MANAGEMENT PROGRAMME IN PUBLIC POLICY
(Programme Commences on 6th May, 2018 Last date of receiving application is 15th February, 2018)

(For DoPT sponsored candidates)

PART-A

1. PERSONAL DETAILS				Paste a recent passport sized photograph	
Title (Mr./Ms/Dr.)					
Full name in block letters (First name, Middle name, Surname)					
Father's full name					
Mother's full name					
Gender (Put √)	Male <input type="checkbox"/>	Female <input type="checkbox"/>	Date of birth	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> DD MM Year	
Date of Superannuation	<input type="text"/> <input type="text"/> DD	<input type="text"/> <input type="text"/> MM	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> Year	Age as on 06-05-2018	<input type="text"/> <input type="text"/> Year Month
Nationality				Religion	
Caste category (Put √)	General <input type="checkbox"/>	OBC <input type="checkbox"/>	SC <input type="checkbox"/>	ST <input type="checkbox"/>	
Equivalent Rank in Govt. of India				Level in Pay Matrix as per 7 th CPC/ Grade Pay with Pay Band	
2. MINISTRY/DEPARTMENT DETAILS					
Name of the Ministry/ Department					
Designation					
Office Address					
	State		PIN		
Telephone No.				Fax	
Service cadre with year of allotment					
Length of service in Group-A					
Are you presently on deputation to the Govt. of India (Put √)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	If yes, from which date:		
Date of completion of tenure?					

3. ADDRESS FOR CORRESPONDENCE					
Address					
City		State		PIN	
Telephone No				Fax No	
Mobile No					
Email ID <i>[In Capital Letters]</i> (Main and alternate)					

4. ACADEMIC RECORD					
S. No	Examination/ Degree/ Diploma passed	Name of the Board/University/ Institution	Passing Percentage/ Grade/ Division/CGPA	Year of Joining the Course	Year of Passing the Course
1					
2					
3					
4					
5					
6					

5. DETAILS OF WORK EXPERIENCE						
S. No	Post held	Department/ Organization	Tenure		Pay Scale	Nature of responsibility
			From	To		
1						
2						
3						
4						
5						
6						

Total experience (in years)

6. DETAILS OF TRAINING PROGRAMS ATTENDED (IN INDIA & ABROAD) [Duration should be at least two weeks or more](Kindly refer to 'Earlier Training' caption under para 2 of Terms & Conditions)

S. No	Name of Course / Training Programme	Name of the Institution/ Place	Year	Duration (in weeks)
1				
2				
3				

7. Additional Information:- (please attach separate sheets regarding the following)

- Indicate the Public Policy area identified by you with the approval of your Ministry/Deptt./State Govt. etc. for preparation of the Policy document during the programme period.
- Briefly describe your job responsibilities and your achievements at your work place.
- Statement of Purpose: Why are you interested in pursuing this programme?
- Briefly describe your publications, leadership roles, community work or any other work you consider significant for your proposed study.
- Is there any other information that you would like to provide about yourself?

8. DECLARATION

I certify that the information given in this application form is correct and true to the best of my knowledge. I agree to abide by the decision of the authorities regarding my selection to the programme.

Place:

(Signature)

Date:

Instructions:

- *The application form is to be sent through the Cadre Controlling Authority.*
- *However, you may kindly send the advance copy directly to Shri Biswajit Banerjee, Under Secretary (LTDP), Training Division, Department of Personnel and Training, Government of India, Room No- 310, 3rd Floor, Block-4, Old JNU Campus, New Delhi-110067 as well as to MPPP Office, Centre for Executive Education, Indian School of Business(ISB), Gachibowli, Hyderabad-500032.*
- *Please ensure that this application is routed through the Cadre Controlling Authority so as to reach DoPT (Training Division) latest by 15th February, 2018.*
- *The application envelop should be superscripted as "Application for admission in 3rd MPPP at ISB- Hyderabad/Mohali".*

PART - B

(For the use of the Cadre Controlling Authority only)

1. Is there any vigilance case pending or contemplated against the officer? (put √)	Yes <input type="checkbox"/>	No <input type="checkbox"/>

2. Is there any standing adverse entry against the officer? (put √)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If YES, please give details: 		

3. Is the applicant's overall ACR grading "Very Good"? (put √)	Yes <input type="checkbox"/>	No <input type="checkbox"/>

4. Whether cadre clearance has been obtained? (put √)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
(For officers, who would be completing their deputation tenures prior to joining the MPPP? In such cases, clearance of the State Government/Parent department has to be obtained)		
Has the candidate been offered a central deputation also?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If selected, will the candidate be released for the Programme?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

5. Topic for Policy paper to be selected by the officer with the approval of the Ministry/ Department/ State Government etc. where the officer is currently working.

6. Details of Nodal Officer (of the rank of JS or above to the Government of India) nominated by the Ministry/ Department/ State Government etc. where the officer is currently working for mentoring and guidance to the Sponsored Officer for developing the policy documents.

- a) Name: _____
- b) Designation: _____
- c) Office address: _____
- d) Telephone No. : _____
- e) Fax No. : _____
- f) E-mail Id: _____

Cadre Controlling Authority:

Name of the Cadre Controlling Authority (Department/Ministry)	
Contact Person	
Designation	
Address	
Telephone No.	
Fax No.	
E-mail ID	

Place:

(Signature of the

Date:

Cadre Controlling Authority)

File No. _____

Office Seal (Compulsory)

**FORMAT OF BOND TO BE EXECUTED BY A GOVERNMENT SERVANT BEFORE
PROCEEDING FOR 3RD MANAGEMENT PROGRAMME IN PUBLIC POLICY (MPPP) OF
INDIAN SCHOOL OF BUSINESS- HYDERABAD/ MOHALI (ISB-H/M)**

KNOW ALL MEN BY THESE PRESENTS THAT I, -----, resident of -----, at present employed as ----- in the Ministry/Department-----, 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 MPPP programme by ISB-H/M i.e. all monies paid to me or expended on my account during the programme period such as pay and allowances, leave salary, cost of fee, travelling and other expenses met by the govt./agency concerned, etc. being conducted by ISB- H/M 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 MPPP programme by ISB- H/M.

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 the MPPP programme, OR failing to complete the programme, OR quitting the service at any time within a period of FIVE (5) years or before superannuation, whichever is earlier, 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
(Authorized Signatory)
[Office Seal Compulsory]