

No.T-13017/5/2021-LTDP
Government of India
Ministry of Personnel, Public Grievance and Pensions
Department of Personnel and Training
(Training Division)

3rd Floor, Block-4, Old JNU Campus,
New Mehrauli Road, New Delhi- 110067
Dated: October 27, 2021

To

The Chief Secretaries of all the State Governments/Administrators of Union Territories.

Sub: 62nd NDC Course at National Defence College, New Delhi - commencing from 01st Week of January 2022.

Sir/Madam,

I am forwarding herewith Ministry of Defence (MOD) ID Note No. 4/13/2021-D(GS.II) dated 18.10.2021 inviting nominations of suitable IAS officers for the National Defence College (NDC) Training Programme in New Delhi. All the conditions of eligibility will be as mentioned in the said MOD ID Note dated 18.10.2021.

2. The fees for the course payable to NDC and the expenditure on internal and foreign tours of the nominated officers are required to be borne by the State Government/UT Government concerned. The details of course fee etc. as projected by NDC are given below:

| | | |
|-----|----------------------------------|---|
| (a) | Tuition fees | Rs.2,10,000/- |
| (b) | Internal Tours and Foreign Tours | Approx Rs. 20,00,000/- (per officer) which includes cost of two Foreign Tours and Five internal Tours which they must submit as per their Budget Support from respective paying office prior to joining the course. |

3(a). The sponsoring State /UT Government should undertake to pay the pay and allowances and other entitlements in respect of the officer(s) throughout the duration of the course.

3(b). An ad-hoc allowance of Rs. 5,000/- (Rupees five thousand only) to facilitate the officers to purchase books, stationary etc. will be sanctioned to the participants by Ministries/ Departments/Offices concerned.

4. Officers of the State Government and Union Territories will be treated as on duty.

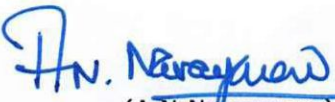
5. In case an officer nominated by this Department does not file his nomination papers or withdraws his request at any stage or the officer is not relieved for attending the training programme by the Administrative State/UT Cadre Authority, he/she will be debarred from any foreign/long term training for 5 years. Officers debarred from foreign/long term training, in the past, should not be nominated until the debarment period is over.

6. The officer selected for the NDC Course will be required to execute a '**Bond**' prior to his/her joining the NDC Course and submit the same to his/her Cadre Controlling Authority stating that he/she would serve the Government for a period of five years and that he/she would be willing to work in the Ministry of Home Affairs, Ministry of Defence, Ministry of External Affairs, NSCS and other security-related organizations on completion of the Course, or to repay the total expenses incurred on the NDC Course in the event of his/her resignation, voluntary retirement or quitting the NDC Course without completing it.

7. It is requested that the nominations of IAS officers of your State Government/UT along with the details, as per the enclosed proforma, may be sent to this Department latest by **17.11.2021** supported with necessary certified statements. ID Note issued by Ministry of Defence along with application form (Part-A & B) is being enclosed.

Yours faithfully,

Encl: As above


(A N Narayanan)

Director (Training)

Telefax: 011-26107960

E-mail: an.narayanan@nic.in

Copy to:

- i) Technical Director (NIC), JNU (Old Campus), New Delhi with the request that the circular may be posted on the DoPT's website under heading 'What's New'.

Ministry of Defence

D(GS.II)

Subject - 62nd NDC Course at National Defence College commencing from 01st Week of January 2022.

The 62nd NDC Course at National Defence College, New Delhi is scheduled to commence from 01st Week of January 2022. The duration of the course is 47 weeks. A few seats at the NDC Course are earmarked for the Civilian Officers belonging to various Ministries/Departments.

2. The broad objective of the NDC Course is to provide a holistic view of contemporary economic and political scenarios and related aspects with particular emphasis on security issues. A better understanding among professionals drawn from different disciplines in the country having divergent backgrounds and value is yet another objective of the course. Visits to important military stations and frontier posts and some foreign countries form integral part of the course curriculum.

3. Qualification Requirements for the selection of officers to be nominated for the course are as under:-

- IAS/IPS/IFS officers having not less than 14 years of completed service.
- Officers of other Central Civil Services of the rank of Director/Senior Deputy Secretary of a Central Ministry or equivalent who are likely to reach policy making level of Joint Secretary or equivalent having not less than 16 years of completed services.
- Below 54 years of age as on 01.01.2022, with sound physical and mental health.
- Excellent record of past performance.
- Clearance from Vigilance and disciplinary angle.

4. 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 course. Further, the officer should not have undergone a programme of **training abroad of more than 2 weeks in preceding 2 years, more than 1 month in the preceding 3 years or more than 6 months in preceding 5 years.**

Course Fees:

The details of course fees are given below:-

| | | |
|-----|----------------------------|--|
| (a) | Tuition fees | Rs. 2,10,000/- |
| (b) | Internal and Foreign Tours | Approx. Rs. 20,00,000/- (per officer) which includes Cost of Two Foreign Tours and Five Internal Tours which they must submit as per their Budget Support from respective paying office prior to joining NDC. |

CRU (Training Division)

Diary No.: 1468234-E

Date: 22/10/2021

By: Javender

(Name)

(Signature)

6. **Cadre clearance, Vigilance Clearance** and photocopies of last 5 years Annual Performance Appraisal Reports (APARs) of the nominated officers, **duly attested** by an officer not below the level of Under Secretary may be sent along with the nominations. **Original APARs should not be sent.**

7. The officer selected for the NDC Course will be required to execute a 'Bond' prior to his/her joining the NDC Course and submit the same to his/her Cadre Controlling Authority stating that he/she would serve the Government for a period of five years and he/she would be willing to work in Ministry of Home Affairs, Ministry of Defence, Ministry of External Affairs, NSCS and other security-related organizations on completion of the Course, or to repay the total expenses incurred on the NDC Course in the event of his/her resignation, voluntary retirement or quitting the NDC Course without completing it.

8. Nominations of suitable officers **in the proforma enclosed at Annexure "A"** together with the documents mentioned in Para 6 above may please be sent to the **Under Secretary (GS-II), Ministry of Defence, D(GS-II), Room No. 112, 'B' Wing, Sena Bhawan, New Delhi-110011, Tele: 23012225 and Email ID: gopal.chris@gov.in, raghunandan.singh@nic.in** on or before **17th November, 2021**. Nomination received after this date will not be considered.

9. Hindi Version will follow.



(Raghunandan Singh)

Under Secretary to the Government of India

Tele & Fax: - 2301 2225

To

As per list attached at Annexure 'B'

MoD I. D. No. 4/13/2021-D(GS.II) Dated 18.10.2021

Copy to: - 1. Secretary, NDC - with the request to publish this circular on the website of the National Defence College.

2. MoD(NIC) through D(IT) - JS(Estt.) is requested to issue necessary directions for publishing this circular on the website of the Ministry of Defence.

3. JS (Training), DoP&T - With the request to upload the above in their website (under heading 'What's New').

4. All Chief Secretaries, through Resident Commissioner.

ANNEXURE 'A'

62nd NDC Course to be conducted at National Defence College, New Delhi from
01st Week January 2022

PART-A

(To be filled by the nominated officer)

| | | |
|-----|---|--|
| 1. | Name of the Officer (in CAPITAL letters) | |
| 2. | Present post and the Date since when held | |
| 3. | Office Address, Telephone/ Fax Number | |
| 4. | E-mail ID of the Officer | |
| 5. | Date of Birth | |
| 6. | Age as on 01 st January, 2022 | |
| 7. | Date of Retirement | |
| 8. | Service/Cadre to which belongs (with Year of allotment) | |
| 9. | Date of Entry into Service | |
| 10. | Educational Qualifications | |
| 11. | Address, Telephone/Mobile Number and E-mail ID of the Officer for communication | |

12. Particulars of the posts held by the officer during last five years.

| S. No. | Post held | Dates of holding the post | Pay Scale | Nature of Duties |
|--------|-----------|---------------------------|-----------|------------------|
| | | | | |
| | | | | |
| | | | | |

13. Details in-service training programs/course attended during last ten years
(In India and abroad)

| S. No. | Name of the course/training programme | Year | Name of the place and institution | Duration (in weeks) |
|--------|---------------------------------------|------|-----------------------------------|---------------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |

| | | |
|-------|--|--|
| 14(a) | Is the officer presently on deputation to the Government of India? | |
| 14(b) | If yes, the date of the commencement of the deputation | |
| 14(c) | The date of completion of tenure | |
| 14(d) | Whether this is the first deputation of the officer to the Centre? | |
| 15 | Please indicate why the officer intends to attend the NDC Course. | |

Dated:

(Signature of the Officer)

PART-B

(To be filled by the Sponsoring Authority)

| | | |
|----|---|--|
| 1. | Name of the Ministry/Department in which the recommended officer is serving | |
| 2. | Number of slots, if any, availed by the Ministry/Department in the NDC Course during the preceding three years i.e.2019, 2020 and 2021. | |
| 3. | Number of officers being nominated for the 2022 course | |
| 4. | APAR status/performance of the nominee during the last five years (Please attach attested photocopies of the last five years Annual Performance Appraisal Reports of the officer) | |
| 5. | Whether cadre clearance has been obtained? If so, please enclose the same | |
| 6. | Whether the nominee officer is clear from vigilance and disciplinary angle | |
| 7. | Will the nominee's future duties render his/her participation in the NDC meaningful? If so, in what manner? | |
| 8. | List of enclosures attached with the application | |

Dated:

(Signature, Name, Designation,
Telephone Number and Fax Number
of sponsoring Authority)

List of Addresses

| S. No. | Service | Concerned Officer |
|--------|-------------|---|
| 1. | IAS | Joint Secretary, Training Division, Deptt. Of Personnel & Training, Old JNU Campus, Block IV, Fourth Floor, New Mehrauli Road, New Delhi - 110 067 |
| 2. | IFS | Joint Secretary(Adm), Ministry of External Affairs, South Block, New Delhi. |
| 3. | IPS/CPO/BSF | Joint Secretary(Police), Ministry of Home Affairs, North Block, New Delhi. |
| 4. | Railways | Secretary, Railway Board, Rail Bhawan, New Delhi. |
| 5. | P & T | Joint Secretary(ADM), Deptt. of Posts, Dak Bhavan, New Delhi |
| 6. | Telecom | Joint Secretary(Adm), Deptt. Of Telecom, Sanchar Bhawan, New Delhi |
| 7. | IA&AS | Asstt. Comptroller & Auditor General(P), Officer of the Comptroller & Auditor General of India, 10, Bahadur Shah Zafar Marg, New Delhi - 110 002 |
| 8. | IDAS | Controller General of Defence Accounts, West Block-V, Wing No. 3, R. K. Puram, New Delhi. |
| 9. | IOFS | DGOF & Chairman, Ordnance Factory Board, 10-A, Auckland Road, Kolkata - 700 001. |
| 10. | QA | Director (Policy Plg& Training), DGQA, G Block, New Delhi. |
| 11. | IDES | Director General, Defence Estates, Raksha Sampada Bhavan, Palam Road, Delhi Cantt. - 110 10. |
| 12. | DRDO | Chief Controller, R&D (LS & HR), DRDO Bhavan, Dalhousie Road, New Delhi. |
| 13, | CSS | CS-1, Division DoPT, Lok Nayak Bhawan, New Delhi- 110003. |

| | | |
|-----|---------------------------------------|--|
| 14. | AFHQ | Joint Secretary, (Training) & CAO, E-Block Hutments, Dalhousie Road, New Delhi. |
| 15. | INAS | Director, Civilian Personnel, SC&A Section, Naval Headquarter, 102, D-II Wing, Sena Bhavan, New Delhi. |
| 16. | BRDB | Secretary, Border Roads Development Board, Sena Bhavan, New Delhi. |
| 17. | Customs | Member (Personnel), Central Board of Excise & Customs, Deptt. of Revenue, North Block, New Delhi. |
| 18. | Income Tax | Member (Personnel), Central Board of Direct Taxes, Deptt. of Revenue, North Block, New Delhi. |
| 19. | ICAS | Controller General of Accounts, Ministry of Finance, Deptt. Of Expenditure, 714, C Wing, Lok Nayak Bhavan, New Delhi-03. |
| 20. | Deptt. Of Electronics | Joint Secretary (Adm), Deptt. Of Electronics, 6, CGO Complex, Lodhi Road, New Delhi - 110 003. |
| 21. | MES | Engineer-in-Chief, Army Headquarter, Kashmir House, New Delhi. |
| 22. | Coast Guard Headquarters | Director, MPR&T, Coast Guard Headquarters, National Stadium Complex, New Delhi. |
| 23. | Indian Forest Service | Director (IFtS), Ministry of Environment & Forests, Paryavaran Bhavan, CGO Complex, Lodhi Road, New Delhi - 110 003. |
| 24. | Indian Information Service(IIS) | Joint Secretary (P&A), Ministry of Information & Broadcasting, Shastri Bhavan, New Delhi. |
| 25. | Indian Economic Service | Adviser, (IES), Department of Economic Affairs, Room No. 51 E, Ministry of Finance, North Block, New Delhi. |
| 26. | Cabinet Secretariat | Additional Secretary, Cabinet Secretariat, Room No. 7, Bikaner House (Annexe), Shahjahan Road, New Delhi. |