

No. 4-1/2016-IR/09
Department of Telecommunications
513-514, Sanchar Bhawan, 20-Ashoka Road,
New Delhi -110001.

Dated: September 28, 2016

Kindly find enclosed the copy of letter No. 13/32/2016-PMU & TRG dated 8th September, 2016 received from Department of Economic Affairs, Ministry of Finance New Delhi regarding Knowledge Co-Creation Programme on Improving ICT policy promotion skills utilizing standards- overcome challenges by deployment of ICT infrastructure corresponding to the situation to be held in Japan from 18th January to 4th February, 2017 under Technical Cooperation Programme .

It is requested that the names of the suitable candidates meeting Selection Criteria along with the complete bio-data , duly filled in **nomination form (as per Website:www.finmin. nic. in** under the link Training Programmes) and foreign tour profile, may please be sent to Director (IR-I) in room No. 508, Sanchar Bhawan New Delhi, by 14th October, 2016 or through email on dirir-dot@nic.in

Specimen of Bio data

1. Name, Staff No. and date of birth
2. Designation
3. Qualification
4. Year of Recruitment
5. Present job & duties
6. Study Group Number if any
7. Details of contact Mobile, e-mail & Fax No.
8. Status of Annual property returns of the previous year i.e. 2015
9. Aadhar Card No. & PAN Card No.

Details of Foreign training/visits during last five years

1. Name of training course/visit
2. Period of visit (from-to)
3. Name of country visited
4. Date of submission of tour report

(Encl: as above)



(D.L. Meena)

A.D.G. (IR)

Tel. No. 23036352

Copy to :-

1. All Sr. DDGs / DDGs in DoT/Joint Administrator (Tech)/ Wireless Advisor, DoT
2. Sr.DDG (TEC), New Delhi.
3. All DDGs (TERM)
4. Director (IR-I), Director (IR-II), DoT
5. Director (IT), DoT is requested for hosting on DoT Website
6. Notice Board/ Office Copy

North Block, New Delhi,
8th September, 2016

TRAINING CIRCULAR

Subject:- Knowledge Co-Creation Program on "Improving ICT policy promotion skills utilizing standards - overcome challenges by deployment of ICT infrastructure corresponding to the situation" in Japan from 18th January to 4th February, 2017.

The Government of Japan has invited nominations for the above mentioned training course to be held in Japan under the Technical Cooperation Programme with India. The course is intended for officers in charge of standardization of telecommunications. The eligibility conditions and other information about the course are mentioned in the Information Booklet received from the sponsoring Government (**Annex-I**). Number of slots available for India is **one**.

2. Nomination of candidates is regulated by the guidelines prescribed by DEA, a synopsis of which is attached as **Annex-II**.

3. **The course is sponsored by** the Government of Japan, who will provide round-trip air fare, accommodation and living allowance.

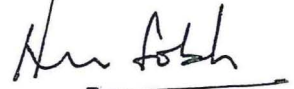
4. The following forms need to be duly completed and certified by the participant and the competent authority of the nominating Ministry/Department:

- (i) Sponsoring Government's application form together with the medical history questionnaire.
- (ii) DEA's prescribed proforma - duly countersigned by competent authority (**Annex-III**).
- (iii) Country Report (Two copies).

5. Application Form **complete in all respects** is to be sent at the following address not later than **1.11.2016** positively:-

Shri Arun Sobti,
Under Secretary (PMU),
Department of Economic Affairs, Ministry of Finance,
Room No. 241-F, North Block, New Delhi.

6. Incomplete applications and nominations received after the cut-off date will not be entertained. This may please be noted for strict compliance to avoid disappointment at a later stage. The candidates are advised to have their applications processed through their administrative Departments well in time and send complete information asked for in the forms specified above. Details of various short-term training programmes are regularly uploaded on Ministry of Finance's website www.finmin.nic.in under the link "Training Programmes".



(Arun Sobti)

Under Secretary to the Govt. of India
Tele: 23093532

1. Joint Secretary (Admn.), Department of Telecommunications, Ministry of Communications, Sanchar Bhavan, New Delhi.
2. Joint Secretary (Admn.) of all Ministries/Departments, Government of India.
3. Chief Secretaries of all States Governments/UTs.

TO BE UPLOADED ON MOF'S WEBSITE

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23/9/2016

For IR Am

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