

File No. 13020/20/2018-IES
Government of India
Ministry of Finance
Department of Economic Affairs
(IES Cadre)

Room No. 59, North Block,
New Delhi, Dated: 02.01.2019

OFFICE MEMORANDUM

Subject: Inviting applications for participation in the three-day residential In-Service Training Programme on “Excellence Mantras” for Indian Economic Service (IES) officers with Brahma Kumaris to be held from 22nd – 24th February, 2019 at the Om Shanti Retreat Centre, Gurugram.

The Indian Economic Service (IES) Cadre is organizing a three-day residential In-Service Training Programme on “Excellence Mantras” for 15 IES officers with Brahma Kumaris to be held from 22nd – 24th February, 2019 at the Om Shanti Retreat Centre, Gurugram..

2. The three-day Training Programme aims to instill competencies related to emotional maturity, people first approach, commitment to the organization, leading others, self-confidence, taking accountability, empathy, initiative and drive, communication skills, self-awareness and self-control.
3. The IES Cadre will bear the tuition fee and the cost of accommodation. However, TA/DA, as applicable, will have to be borne by the concerned Ministry/ Department/ Organization where the officer is posted.
4. Administration/Establishment Division of the participating Ministries/ Departments/ Organizations may forward the application of interested Officers **in the prescribed format (Annexure I)** to the undersigned (Room No. 251, North Block, Department of Economic Affairs) or send it via e-mail at dilasha.vasudeva@gov.in **latest by 21.01.2019**.
5. This issues with approval of the Competent Authority.


(Dilasha Anand)
Assistant Director (IES)
Tele: 23092491

To,

Joint Secretary (Administration/Establishment) of all participating Ministries/Departments.

Copy also to:

1. All IES Officers via email.
2. Ms. Arya B K, Assistant Director (IES); to be uploaded on the IES website.

Application Form

1. Name of the applicant (Dr./Mr./Ms.):
2. Batch/Year of entry into IES:
3. Training Programme (organized by IES Cadre) attended in the last two years (list below):
4. Ministry/Department where currently working:
5. Designation:
6. Relieving Authority (Name & Designation):
7. Mailing Address:
 - (i) Office
 - (ii) E-mail
8. Telephone No.
 - (i) Office.....
 - (iii) Mobile.....
9. Relevance of course to the Officer: