

**File No. 13020/1/2022-IES**  
**Government of India**  
**Ministry of Finance**  
**Department of Economic Affairs**  
**(IES Cadre)**

**Room no. 15105, 5<sup>th</sup> Floor,**  
**Kartavya Bhawan**  
**New Delhi, Dated: 07.11.2025**

**OFFICE MEMORANDUM**

**Subject: Inviting applications for participation in Long Term Masters Programme with Lee Kuan Yew School of Public Policy, National University of Singapore, Singapore, for the academic year 2026-27-reg.**

The IES Cadre intends to nominate 2 IES officers for the one-year Master's in Public Administration (MPA) Programme, which is fully funded by means of a scholarship by the Lee Kuan Yew (LKY) School of Public Policy, National University of Singapore (NUS), Singapore, for the academic year 2026-27.

2. The MPA Programme is intended for mid-level professionals, and the key highlights of the programme are as follows:

- i. Students will have the opportunity to study public sector economics, public finance, policy analysis, public management and governance, digital technology and AI applications, and a wide range of electives.
- ii. They will also learn about Singapore's experiences in economic development, housing, education, transport, water, pension, police, policy making, governance, among many others.
- iii. Finally, through the Governance Study Project, students will have the opportunity to apply concepts that they have learnt to real-world policy problems.

3. Given that the moratorium on funding for foreign training programmes is persisting, it is clarified that the selected candidates will be provided a scholarship by the LKY School of Public Policy, NUS, Singapore (as per Annexure II). The IES Cadre will not bear the tuition fee or any travel costs. The selected officer(s) will be treated as on official duty for the entire period and will be paid the Salary (Pay and other allowances) by the Ministry /Department/Organisation where the officer(s) is posted. The tenure of training shall be treated in accordance with the provisions of Rule 51 of the Central Civil Services (Leave) Rules, 1972

4. Guidelines for selection of officers for the instant training programme are at Annexure I. Screening of the applications and final selection of panel of officers shall be done by a Standing Selection Committee chaired by the Chief Economic Adviser, Ministry of Finance. The decision of the Committee shall be binding and final. The shortlisted applications would be forwarded to LKY School of Public Policy for final selection. The decision on the final selection of the officers will be made by the admissions committee of LKY.

5. It may be noted that in the event of selection/nomination, political clearance/visa note, etc. shall be obtained by the Ministry/Department/Organisation where the officer is posted. The 'Deputation Order' shall also be issued by the Ministry/Department/Organisation concerned.

6. Administration/Establishment Division of the participating Ministries/Departments/Organizations may forward the application of eligible and interested officers in the prescribed format (with complete documents as prescribed in Annexure III and IV) to Shri Vishnu K Venugopal, Assistant Director, IES Cadre physically i.e. to 15105, 5<sup>th</sup> Floor, C-Wing, Kartavya Bhawan-1 or send it via e-mail to latest by 24.11.2025.

7. This issues with the approval of the competent authority.

  
(Vishnu K Venugopal)  
Assistant Director (IES)  
Tele: 24012961  
E-mail: ad-iescadre@gov.in

To,

1. Joint Secretary (Administration/Establishment), Department of Expenditure, Kartavya Bhawan - I, New Delhi,
2. Adviser (Administration), Department of Economic Affairs, 15033, 5th Floor, A-Wing, Kartavya Bhawan, New Delhi.
3. Joint Secretary (Administration/Establishment), Department of Financial Services, 3rd Floor, Jeevan Deep Building, Sansad Marg, New Delhi
4. Joint Secretary (Administration/Establishment), D/o Investment and Public Asset Management (DIPAM), Room No. 528, 5th Floor, Block No. 14, CGO Complex, Lodhi Road, New Delhi
5. Joint Secretary (Administration/Establishment), Cabinet Secretariat, Rashtrapati Bhawan, New Delhi
6. Joint Secretary (Administration/Establishment), Ministry of Corporate Affairs, A Wing, Shastri Bhawan, Rajendra Prasad Road, New Delhi - 110 001
7. Joint Secretary (Administration/Establishment), M/o Agriculture & Farmers Welfare, Krishi Bhawan, Dr. Rajendra Prasad Road, New Delhi
8. Joint Secretary (Administration/Establishment), M/o Cooperation, Atal Akshay Urja Bhawan, CGO Complex, Lodhi Road, Behind NIA Building, New Delhi – 110003
9. Adviser (Administration), DES, M/o Agriculture & Farmers Welfare, Krishi Bhawan, Dr. Rajendra Prasad Road, New Delhi
10. Adviser, Commission for Agricultural Costs & Prices, Krishi Bhawan, Dr. Rajendra Prasad Road, New Delhi
11. Joint Secretary (Administration/Establishment), D/o Fisheries, Krishi Bhawan, Dr. Rajendra Prasad Road, New Delhi
12. Joint Secretary (Administration/Establishment), Department of Rural Development, Kartavya Bhawan 3, New Delhi
13. Joint Secretary (Administration/Establishment), Department of Land Resources, Kartavya Bhawan - 03, New Delhi
14. Joint Secretary (Administration/Establishment), Department of Consumer Affairs, Krishi Bahwan, New Delhi

15. Joint Secretary (Administration/Establishment), Department of Food & Public Distribution, Krishi Bhawan, New Delhi
16. Joint Secretary (Administration/Establishment), Ministry of Road Transport & Highways, Transport Bhawan, 1, Parliament Street, New Delhi
17. Joint Secretary (Administration/Establishment), Ministry of Shipping, Transport Bhawan, New Delhi
18. Joint Secretary (Administration/Establishment), Ministry of Housing & Urban Affairs, Nirman Bhawan, C-Wing, Rajpath Area, Central Secretariat, New Delhi – 110011
19. Director General, National Building Organisation, Nirman Bhawan, New Delhi
20. Joint Secretary (Administration/Establishment), M/o Labour & Employment, Shram Shakti Bhawan, Rafi Marg New Delhi
21. Director General, Labour Bureau, SCO 28-31, Sector 17-A, Chandigarh – 160017
22. Joint Secretary (Administration/Establishment), Department of Promotion of Industry and Internal Trade (DPIIT), Udyog Bhawan, New Delhi
23. Economic Adviser (Admin), O/o Economic Adviser, Department of Promotion of Industry and Internal Trade (DPIIT), Udyog Bhawan, New Delhi
24. Joint Secretary (Administration/Establishment), Department of Commerce, Vanijya Bhawan, 16, Akbar Rd, Sunehri Bagh Road Area, Motilal Nehru Marg Area, New Delhi, Delhi 110001.
25. Director General, DGCIS, D/o Commerce, 565, Anandapur, Ward No. 108 Sector– 1, Plot No. 22, ECADP, Kolkata, West Bengal 700107
26. Joint Secretary (Administration/Establishment), M/o Micro, Small and Medium Enterprises (MSME), Kartavya Bhawan 3, Rafi Marg, New Delhi
27. Development Commissioner, O/o DC (MSME), A-Wing, 7th Floor, Nirman Bhawan, New Delhi. -110001
28. Joint Secretary (Administration/Establishment), Ministry of Water Resources, River Development & Ganga Rejuvenation, Shram Shakti Bhawan, Rafi Marg, New Delhi - 110001
29. Joint Secretary (Administration/Establishment), D/o Drinking Water and Sanitation, C Wing, 4th Floor, Pandit Deendayal Antyodaya Bhawan, CGO Complex Lodhi Road, New Delhi - 110003
30. Joint Secretary (Administration/Establishment), NITI Aayog, Sansad Marg, New Delhi
31. Director General, Development Monitoring and Evaluation Office (DMEO), NITI Aayog, Parliament Street, Sansad Marg, New Delhi
32. Joint Secretary (Administration/Establishment), Department of Telecommunications, Sanchar Bhawan 20, Ashoka Road, New Delhi
33. Joint Secretary (Administration/Establishment), Ministry of Electronics & Information Technology, Electronics Niketan, 6, CGO Complex, Lodhi Road, New Delhi
34. Joint Secretary (Administration/Establishment), Ministry of Power, Rafi Marg, Shram Shakti Bhawan, New Delhi
35. Joint Secretary (Administration/Establishment), M/o Petroleum & Natural Gas, Kartavya Bhawan - 03, Janpath Road, New Delhi
36. Joint Secretary (Administration/Establishment), M/o Textile, Udyog Bhawan, New Delhi
37. Jute Commissioner, O/o Jute Commissioner, C.G.O. Complex, 3rd MSO Building 4th Floor, DF Block, Salt Lake City, Bidhannagar, Kolkata, West Bengal 700064

38. Textile Commissioner, O/o DC (Handicrafts), M/o Textiles, Nishta Bhavan, New CGO Bldg. 48, Vitthaldas Thackersey Marg, New Marine Lines, Mumbai, Maharashtra 400020
39. Joint Secretary (Administration/Establishment), Ministry of Railways, 256-A, Raisina Road, Rajpath Area, Central Secretariat, New Delhi
40. Joint Secretary (Administration/Establishment), Department of Higher Education, Shastri Bhawan, New Delhi
41. Joint Secretary (Administration/Establishment), Department of School Education & Literacy, Shastri Bhawan, New Delhi
42. Joint Secretary (Administration/Establishment), M/o Women & Child Development, Shastri Bhawan, New Delhi
43. Joint Secretary (Administration/Establishment), Ministry of Health & Family Welfare, Nirman Bhawan, Maulana Azad Road, New Delhi
44. Joint Secretary (Administration/Establishment), M/o Steel, Udyog Bhawan, New Delhi
45. Joint Secretary (Administration/Establishment), D/o Chemicals & Petrochemicals, A-Wing, Shastri Bhawan, New Delhi
46. Joint Secretary (Administration/Establishment), D/o Fertilizer, Shastri Bhawan, New Delhi
47. Joint Secretary (Administration/Establishment), D/o Pharmaceutical, Shastri Bhawan, New Delhi
48. Joint Secretary (Administration/Establishment), National Pharmaceutical Pricing Authority (NPPA), YMCA Cultural Center Building, 1, Jai Singh Marg, New Delhi, Delhi 110001
49. Joint Secretary (Administration/Establishment), M/o Environment Forests and Climate Change, Jor bagh, Lodhi Colony, New Delhi, Delhi 110003
50. Joint Secretary (Administration/Establishment), Ministry of DoNER, Vigyan Bhawan Annexe, Maulana Azad Road, New Delhi
51. Joint Secretary (Administration/Establishment), 1st Floor, North Eastern Council Secretariat, Nongrim Hills, Shillong-793003
52. Joint Secretary (Administration/Establishment), Ministry of Information & Broadcasting, 6th Floor, A-wing, Shastri Bhawan, New Delhi
53. Joint Secretary (Administration/Establishment), M/o Social Justice & Empowerment, Shastri Bhawan, New Delhi
54. Deputy Secretary (Administration/Establishment), Ministry of Tribal Affairs, Shastri Bhawan, New Delhi, 110001
55. Joint Secretary (Administration/Establishment), M/o Coal, Shastri Bhawan, New Delhi
56. Joint Secretary (Admn. & Coord.), D/o Public enterprises, Room No. 302, Block-14, CGO Complex, Lodi Colony, New Delhi, Delhi 110003
57. Joint Secretary (Administration/Establishment), M/o Heavy Industries, Udyog Bhawan, New Delhi
58. Deputy Secretary (Administration/Establishment), M/o Tourism, Transport Bhawan, 1 Parliament Street, New Delhi - 110 011
59. Joint Secretary (Administration/Establishment), M/o Civil Aviation, New, Safdarjung Airport Area, Satya Sadan, New Delhi, Delhi 110021
60. Joint Secretary (Administration/Establishment), Ministry of Mines, Shastri Bhawan, Dr. Rajendra Prasad Road, New Delhi
61. Joint Secretary (Administration/Establishment), Ministry of Panchayati Raj, 11th Floor, J.B. Building, Connaught Place, New Delhi 110001

62. Joint Secretary (Administration/Establishment), Ministry of External Affairs, South Block, New Delhi
63. Joint Secretary (Administration/Establishment), Ministry of New & Renewable Energy, Block-14, CGO Complex, Lodhi Road, New Delhi - 110 003
64. Joint Secretary (Administration/Establishment), Department of Food Processing Industries, Panchsheel Bhawan, August Kranti Marg, Khelgaon, New Delhi-110049
65. Joint Secretary (Administration/Establishment), Ministry of Skill Development & Entrepreneurship, Kaushal Bhawan, Rafi Marg, New Delhi-110001
66. Joint Secretary (Administration), Economic Advisory Council to the Prime Minister, NITI Bhawan, Parliament Street, New Delhi
67. Joint Secretary (Administration/Establishment), Ministry of Minority Affairs, 11<sup>th</sup> Floor, Pt. Deendayal Antyodaya Bhawan, CGO Complex, Lodhi Road, New Delhi-110003

**Copy also to:**

All IES officers via email.

**Guidelines approved for the Training Programme:**

i. **Minimum Service Requirement:** The officer should have completed a minimum of **five** years of service before applying for the one-year Master in Public Administration Programme (MPA).

ii. Upper age limit as on 1st July 2026: 48 years

iii. The officer should be holding a Cadre post (not on deputation of any type) at the time of submission of the application.

**iv. Number of Training programmes attended:**

a. The officer should not have attended more than 2 training programmes sponsored by IES Cadre in the last 3 years.

b. The officer should not have attended any long-term Training programme sponsored by the IES Cadre in their career.

v. **Departmental Enquiry/vigilance cases:** The Officer should not have any departmental proceedings/vigilance cases pending or contemplated against him/her.

vi. **APAR grading:** The Officer should have 'very good' grading in their APAR for the last five years with at least three outstanding entries and no adverse entries.

**vii. Debarment:**

a. If an officer does not attend the course or withdraws his/her request at any stage after getting nominated for a course, he/she will be debarred as per provisions. The debarment will be for two financial years for not attending a short-term training programme and for three financial years for not attending a long-term training programme.

b. The officers who drop out with less than three weeks remaining for the commencement of the programme on the ground of official exigencies shall be automatically debarred from any foreign training for a period of five years.

**viii. Undertaking:**

a. An officer has to give an Undertaking that in case of any false information furnished by him/her in the application form, the full scholarship extended for their training would be recovered from them with penal interest and action under CCS (CCA) Rules/other relevant rules will be initiated against them.

b. Officers nominated for Long Term programmes shall be required to execute a bond, before the commencement of the course, to continue to serve the Government for a period of five years after completion of the course.

**ix. Feedback:**

a. It shall be mandatory for the officers attending long term and short term programmes to give their feedback about the programme attended. The officers who do not submit feedback, after

undergoing a foreign training programme, may be restricted in future from applying for any Training Programme being sponsored by the IES Cadre.

b. The officers nominated for long term courses shall submit a report/ case study/ theme paper related to their programme and shall be available as guest faculty for two financial years for providing training to IES officers.

**Annexure-II**

The components and the details of the **scholarship** are as follows:

<b>Component</b>	<b>Details</b>
<b>Monthly maintenance allowance</b> -tenable from the official arrival date to the programme's official end date.	SGD 2,100 (Tenable from the official arrival date to the official end date of the programme)
<b>One-time book and settling-in allowance</b>	SGD 1000
<b>Tuition fees, Miscellaneous Student Fees and One-time Programme Fee (administrative fee)</b>	Tenable from the official arrival date to the official end date of the programme
<b>Cost of travel:</b> Two-way travel allowance from the home country to Singapore and from Singapore to the home country upon graduation. The quantum of allowance is based on the student's region of origin. For India, it is SGD 700 per way.	

**Application Form**

1. Name of the applicant (Dr./Mr./Miss/Mrs.):
2. Batch/Year of entry into IES:
3. Date of superannuation:
4. Ministry/Department where currently working:
5. Designation:
6. Official Passport No.
7. Mailing Address:
  - (i) Office
  - (ii) Residence
  - (iii) E-mail
8. Telephone No.
  - (i) Office
  - (ii) Residence
  - (iii) Mobile
9. Details of previous published research papers, if any. Attach separate sheet.
10. Whether attended any long-term/short-term training programme for more than two weeks abroad in the last 2 years?
11. Whether attended any Conferences/Workshops/Seminars abroad for more than two weeks during the last two years.
12. Relevance of course to the Officer in their present and future assignments (maximum 500 words). Attach on a separate sheet.
13. I hereby declare that all particulars given by me in this application are correct.

Name

Date

Signature of Applicant

Place

Recommendation of IES Cadre

Name

Date

Signature of Cadre Controlling Authority

**Annexure-IV**

Following documents may be **forwarded along with the application latest by 24.11.2025:**

- i. Degree scrolls and academic transcript (including grading description)
- ii. Curriculum vitae or Resume
- iii. Essay on the following topic in 800 words :

*“Describe a situation in your role as an officer where you were required to accomplish a task despite constraints such as limited time, personnel, or information. Explain how you assessed the situation, the decisions you made to prioritise and allocate resources, and the skills you strengthened through managing these constraints.”*

- iv. Two letters of references - professional and/or academic. 1 professional and 1 academic references, preferred.