

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

Room No. 59, North Block,
New Delhi, Dated: 09.02.2023

OFFICE MEMORANDUM

Subject: Inviting applications for participation in the In-service training programme on “Building Competencies for Personal Excellence” with The Art of Living Foundation, Bengaluru to be held from 13th – 17th March 2023.

IES Cadre being the Cadre Controlling Authority for the officers of the Indian Economic Service (IES) is conducting an In-service training programme on “Building Competencies for Personal Excellence” with The Art of Living Foundation, Bengaluru to be held from 13th – 17th March 2023.

2. The five-day Programme on Building Competencies for Personal Excellence is aimed at equipping participants with practical tools to achieve all-round excellence in areas of leadership, communication, teamwork, collaboration, clarity of mind, creativity and critical thinking. This program contains modules on building a positive and inclusive work environment, communication and conflict resolution, overcoming bias barriers, improving listening skills, karma yoga and nation-building, ethical leadership, and management tools specific to the participant's roles and responsibilities.
3. IES Cadre will bear the tuition fee and the cost of accommodation. However, TA/DA as applicable to selected officers, will have to be borne by the concerned Ministry/Department/Organization where the officers are posted.
4. Batch strength for the above-mentioned course is 30 officers and the applications received from the officers would be evaluated on the basis of the relevance of the course to officers and their performance in present/past postings, prior to final selection for undertaking the training. 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. 59, IES Cadre, Department of Economic Affairs, North Block, New Delhi) or send it via e-mail at sushma.yadav2018@gov.in **latest by 25.02.2023.**
5. This issues with approval of the Competent Authority.

Sushma Yadav
09/02/2023
(Sushma Yadav)
Deputy Director (IES)
Tele: 23095219

Application Form

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