

File No. 13020/2/2023-IES
Government of India
Ministry of Finance
Department of Economic Affairs
(IES Cadre)

Room No. 59, North Block,
New Delhi, Dated: 17.01.2024

OFFICE MEMORANDUM

Subject: Inviting applications for participation in KAUSHALAM Retreat - A one-week residential signature program from Heartfulness Institute for Mental Well Being & Inside-Out Personal Transformation with Heartfulness Institute, Hyderabad to be held from 20th – 24th February 2024.

The IES Cadre intends to conduct KAUSHALAM – Excellence in Action - A one-week residential signature program from Heartfulness Institute for Mental Well Being & Inside-Out Personal Transformation with Heartfulness Institute to be held at Kanha Shantivanam, Hyderabad from 20th – 24th February, 2024.

2. Workshops are designed for 5 days (4 nights and 5 days program) with arrivals on 20th February by 11 am and departure on 24th February by 3 pm. The format of sessions will largely be interactive and experiential with time for practice, introspection, peer learning, guest speaker exposure, and some physical & rejuvenation time. The key learning outcomes include- Innovative Heartfulness techniques -relaxation, meditation with yogic transmission, rejuvenation for mental well-being, enhanced awareness, and inner transformation.

3. The IES Cadre will bear the course fee and the cost of accommodation for the stated duration. However, TA/DA, as applicable to individual 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 20 officers. Administration/Establishment Division of the participating Ministries/ Departments/ Organizations may forward the applications of interested officers **in the prescribed format (Annexure-I)** via **e-mail only** at aishwarya.menon@gov.in by **31.01.2024**.

5. This issues with the approval of the Competent Authority.



(Aishwarya Menon)
Deputy Director (IES)
Tele: 23095219

To:

All IES Officers (via e-mail)

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. 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:
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Ref.No. HFN/2223-IP/KAUSHALAM rev 1

Dated: 20 Oct 2023

Ms Seema Jain

Joint Director, IES Cadre,

Ministry of Finance

Email: seema.jain74@nic.in

Respected Ma'am

Sub: KAUSHALAM – Excellence in Action - A one week residential signature program from Heartfulness Institute for Mental Well Being & Inside-Out Personal Transformation (a program approved by DoPT as InService Training)

For all officers of your Department as per your nomination

Agenda : Offsite as attached I

In Kanha ShantiVanam, Hyderabad on any 5 days between Feb 20-24 , 2024

We live in a time of increasing disruption, collectively creating results that are not sustainable. Climate change. Epidemics. Hunger. Poverty. Violence. Terrorism. Destruction of communities, nature, life - the foundations of social, economic, ecological, and spiritual well-being. The impact on **mental well-being**, in particular, has been quite severe and in some cases devastating for both the individual as well as their near and dear. The ongoing pandemic continues to take a toll on the mental and **emotional quotient** of people. This time calls for a **new collective leadership capacity** to meet challenges in a more conscious, intentional, and strategic way. But leadership theories struggle to equip leaders with the means (or methods) of dealing with such rapid and intense changes. According to Dr. Otto Scharmer (MIT Management Sloan School and founder of Presencing Institute), the reason for that dilemma is that **we are blind to the deeper dimension of leadership** and transformational change. This 'blind spot' exists not only in our collective leadership but also in our everyday social interactions. We are blind to the 'source' dimension from which effective leadership and impact comes into being. We know a great deal about what leaders do and how they do it. What about the inner place, the source from which they operate?

Heartfulness invites us to access and operate from the innermost quality of our being, to reach new realms of awareness and consciousness and use that to manage ours' and others' physical, mental, emotional and spiritual well being.

PROGRAM OBJECTIVE

"Increasing your impact as a leader through centeredness and heightened consciousness.

" Leaders in institutions around the world face unprecedented economic, social, ecological and political challenges. Of late, leaders are **coping with mental health issues** both for their team and themselves. The pandemic has exacerbated them and starkly exposed our

vulnerabilities and lack of preparedness to face them. These challenges will only multiply in the coming years, and leaders must confront them. They can respond in conventional reactive ways, or they can create opportunities for innovation by rethinking and working more collaboratively across sectors. **This program provides a platform for leaders to discover and test new ways of operating and to put their ideas into action.**

Format of sessions will largely be *interactive and experiential* with time for *practice, introspection, peer learning, guest speaker exposure* and *some physical & rejuvenation time*.

LEARNING OUTCOMES

- Innovative Heartfulness techniques (relaxation, meditation with yogic transmission, rejuvenation...) for mental wellbeing, enhanced awareness and inner transformation;
- Latest principles and practices around centredness and heightened consciousness;
- Discover their blind spots, if any, and overcome them
- Simple tools to cope with modern day excessive workplace pressures and distress
- To maintain condition of peace, calm and poise

We earnestly request you to nominate a group of 30-40 officers per batch to attend this program giving each delegate adequate opportunities to enjoy sufficient personal time and interact with their peers and the facilitators, both in classroom and at informal sessions.. It will be an experience of a lifetime for them and the officers will feel the positive impact at work and personal life too.

Kaushalam Program Venue and Details:

Since 2017, Kaushalam programs have been running in selected locations in India. The ideal venues for these workshops are those which are set amidst greenery, close to nature and away from the hustle bustle of city life. It enables participants to disconnect from the digital world and connect to their Inner world.

Proposed Venue : KANHA SHANTIVANAM ,(30 minutes from Hyderabad airport)

The Headquarters of Heartfulness Institute in Kanha Shantivanam, a 1400 acres , serene and pristine, lush campus (Refer Annexure A) is one such idyllic, centrally located venue.

WORKSHOP DURATION Workshops are designed for 5 days with arrivals on Day 1 by 11 am and departure on day 5 by 3 pm. This makes it a 4 nights and 5 days program

Dates &venue	Offsite Retreat in Kanha Shantivanam any 5 days 20-24 Feb 2024
Batch size	20 delegates per batch. Single rooms for each