

No. 42/10/2023-3Trg
HARYANA GOVERNMENT
CHIEF SECRETARY OFFICE
TRAINING DEPARTMENT

Dated, Chandigarh the 15th July, 2024

To

All the Administrative Secretaries to Govt. Haryana State.

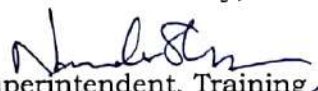
Subject:- (I) In-person Singapore Cooperation Programme on "Transforming Public Service with the Power of Artificial Intelligence (AI)" from 23rd to 27th August, 2024 in Singapore.
(II) In-person Singapore Cooperation Programme on "Urban Development Towards a Smart Nation Vision" from 30th September, 2024 to 4th October, 2024 in Singapore.

Sir/ Madam,

I am directed to refer to the subject noted above and to inform that a copy of the letter No. 12/29/2024-BPC&T dated 04.07.2024 and 12/28/2024- BPC&T dated 04.07.2024 received from Ms. Charu Vijay, Under Secretary (BPC&T Section), Department of Economic Affairs, Ministry of Finance , Room No. 236, North Block, New Delhi-110001 Govt. of India, has been uploaded on the Chief Secretary Haryana Website (<http://csharyana.gov.in>).

The necessary action may be taken in view of Govt. Instruction No. 22/38/2010-4Trg, dated 21.12.2022.


Yours faithfully,


Superintendent, Training

Endst. No. 42/10/2023-3Trg.

Dated, Chandigarh the 15th July, 2024

A copy is forwarded to Ms. Charu Vijay, Under Secretary (BPC&T Section), Department of Economic Affairs, Ministry of Finance , Room No. 236, North Block, New Delhi-110001 Govt. of India, w.r.t. his letter No. 12/29/2024-BPC&T dated 04.07.2024 and 12/28/2024- BPC&T dated 04.07.2024 for information.


Superintendent Training

Fwd: In-person Singapore Cooperation Programme on "Transforming Public Service with the Power of Artificial Intelligence (AI)" from 23rd to 27th September, 2024 in Singapore

1 message

Prabhjot Singh <ssps@hry.nic.in>
To: branchtrg <branchtrg@gmail.com>

4 July 2024 at 18:31

From: "Sh. T.V.S.N Prasad, IAS" <cs@hry.nic.in>
To: "Prabhjot Singh" <ssps@hry.nic.in>
Sent: Thursday, July 4, 2024 6:04:30 PM
Subject: Fwd: In-person Singapore Cooperation Programme on "Transforming Public Service with the Power of Artificial Intelligence (AI)" from 23rd to 27th September, 2024 in Singapore

From: "Anil Kumar Chourasia" <chourasia.anil@nic.in>
To: "Roli Singh" <ash-mohfw@nic.in>, "ANIL SUBRAMANIAM" <jsadmin-mha@nic.in>, "Mr Rohit Mathur" <rohit.mathur@nic.in>, "Deepak Mishra" <jspc-cpc@gov.in>, "Deepankar Aron" <jschem-cpc@gov.in>, "Mr Bhuvnesh Kumar" <bhuvnesh.k@meity.gov.in>, "Sunil Kumar JS DST" <jssk-dst@gov.in>, "Sh. Kamlesh Chaturvedi" <K.chaturvedi@gov.in>, "Rahul Kapoor" <jsupa-mhupa@gov.in>, "Subodh Yadav" <js-mowr@nic.in>, "Mrs Kamini" <jshe-mhrd@nic.in>, "Dr Amarpreet Duggal" <jsad-moe@gov.in>, "Ashish kumar Bhutani Joint Secretary" <jsc-agri@nic.in>, "MR Synrem" <js1.tourism@gov.in>, "Vikram Singh" <js-ship@nic.in>, "Mr S Kumar" <suresh.kumar1972@gov.in>, "Rajeev Singh Thakur" <jsadmin-dpiit@gov.in>, "Mercy Epao" <js.sme@nic.in>, "Mr JIGMET TAKPA" <takpa.jigmet@gov.in>, "CARALYN KHONGWAR DESHMUKH Additional Secretary RD" <jsrc-mord@gov.in>, "A M Staff RailwayBoard" <amstaff@rb.railnet.gov.in>, "Chairman RailwayBoard RailwayBoard" <crb@rb.railnet.gov.in>, "Dr(Mr) Prem Singh" <prem.bogzi@ias.nic.in>, "pallavi agarwal" <pallavi.agarwal@gov.in>, "Sh. Senthil Pandiyan" <js@moes.gov.in>, "Mr Samir Kumar" <samirkumar@nic.in>, "Dinesh Jagdale" <d.jagdale@gov.in>, "Vijay Kumar Sinha" <sinha.vijay@nic.in>, "Mr Surendra Singh" <jsss-msje@nic.in>, "Rajesh Yadav, JS-DEPwD" <jsda-msje@nic.in>, "Shri Sunil Kumar Verma" <jsa-dot@nic.in>, "Srinivas Danda" <srinivas.danda@gov.in>, "Sameer Shukla" <jsbo@nic.in>, "Manish Tripathi" <jse@nic.in>, "Mr Satyendra Mishra" <jsskm.moca@nic.in>, "Joint Secretary Navy" <jsnavy-dma@gov.in>, "Raghuraj Rajendran" <raghurajmr@ias.nic.in>, "Sagar Mehra" <sagar.mehra@nic.in>, "Mr. Hara Kumar Hajong" <hk.hajong@nic.in>, "Shubha Thakur" <sthakur@nic.in>, "Gurmeet Singh Chawla" <jsadmasi-culture@gov.in>, "Y. K. Sailas Thangal" <jsestt@mea.gov.in>, "SANJAY ROY" <Sanjay.roy14@nic.in>, "Satish Jadhav" <satish.kj@nic.in>, "Mr Satyajit Mishra" <satyajit.mishra@nic.in>, "Anupam Mishra" <js-ca@nic.in>, "DDG Establishment" <ddgestt@indiapost.gov.in>, "Sunita Anand" <anand.sunita@nic.in>, "Nitesh Mishra" <nk.mishra@nic.in>, "Shri Vikas Anand" <js2-mopr@gov.in>, "JS Establishment" <js-establishment.moc@gov.in>, "vijay mittal" <vijay.mittal@nic.in>, "Rupesh Kumar Thakur" <rp.thakur25@nic.in>, "Additional Registrar Admin" <ara-hc.cg@gov.in>, "Masaldan Gaurav" <masaldan.gaurav@nic.in>, "minhaj" <minhaj@ias.nic.in>, "Policy Information Desk" <information@cbi.gov.in>, "Arindam Modak" <arindam.modak@gov.in>, "Dr. Luther M. Rangrej" <jslegal1@mea.gov.in>, "Vrunda Desai JS Films" <jsfilms.inb@nic.in>, "Mr Mr G. N. Singh" <gn.singh13@nic.in>, jsaa@dae.gov.in, "Balasubramanian Krishnamurthy" <js-dor@gov.in>, "Neerabh Kumar Prasad, IAS" <cs@ap.gov.in>, "Dharmendra" <cs-arunachal@nic.in>, "Dr. Ravi Kota" <cs-assam@nic.in>, "Chief Secretary Office" <csoffice.cg@nic.in>, "Chief Secretary, Bihar" <cs-bihar@nic.in>, "Shri Naresh Kumar" <csdelhi@nic.in>, chiefsecretary@gujarat.gov.in, "Puneet Kumar Goel IAS Chief Secretary" <cs-go@nic.in>, "Sh. T.V.S.N Prasad, IAS" <cs@hry.nic.in>, "Prabodh Saxena" <cs-hp@nic.in>, "cs-jandk" <cs-jandk@nic.in>, "L.Khiangte, IAS" <cs-jharkhand@nic.in>, cs@karnataka.gov.in, "DR VENU V IAS" <chiefsecy@kerala.gov.in>, "Veera Rana" <cs@mp.nic.in>, cs@maharashtra.gov.in, "cs-manipur" <cs-manipur@nic.in>, "cso-meg" <cso-meg@nic.in>, "cs-mizoram" <cs-mizoram@nic.in>, "Jan e Alam, Chief Secretary Nagaland" <csnlg@nic.in>, "Shri Manoj Ahuja" <csori@nic.in>, "Chief Secretary Punjab" <cs@punjab.gov.in>, csraj@rajasthan.gov.in, "Vijay Bhushan Pathak" <cs-skm@nic.in>, cs@tn.gov.in, "cs-tripura" <cs-tripura@nic.in>, "chief secretary" <cs-uttaranchal@nic.in>, "CHIEF SECRETARY OFFICE GOVT OF UP" <csup@nic.in>, "B P Gopalika" <cs-westbengal@nic.in>, "Chief Secretary Andamans" <cs-andaman@nic.in>, "Dr Sharat Chauhan, I.A.S , Chief Secretary to Government, Government of Puducherry" <cs.pon@nic.in>, "Jasbir Salwan" <jasbir.salwan@nic.in>
Cc: "charu vijay" <charu.vijay@nic.in>, "Jagdish Singh Panwar" <panwar.js@nic.in>
Sent: Thursday, July 4, 2024 4:27:58 PM
Subject: In-person Singapore Cooperation Programme on "Transforming Public Service with the Power of Artificial Intelligence (AI)" from 23rd to 27th September, 2024 in Singapore

Sir/Madam,


Please find attachment regarding **In-person Singapore Cooperation Programme on "Transforming Public Service with the Power of Artificial Intelligence (AI)" from 23rd to 27th September, 2024 in Singapore**, for information and necessary action.

With regards,

Anil Kumar Chourasia,
Assistant Section Officer,
(BPC&T) Section,
Department of Economic Affairs,
Ministry of Finance,
North Block, New Delhi,
Tele: 23095135.

7



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No.12/29/2024-BPC&T.
Government of India
Ministry of Finance
Department of Economic Affairs
(BPC&T Section)

North Block, New Delhi,
Dated the 4th July, 2024.

TRAINING CIRCULAR

Subject:- **In-person Singapore Cooperation Programme on "Transforming Public Service with the Power of Artificial Intelligence (AI)" from 23rd to 27th September, 2024 in Singapore.**

The Republic of Singapore has invited nominations for **In-person Singapore Cooperation Programme on "Transforming Public Service with the Power of Artificial Intelligence (AI)" from 23rd to 27th September, 2024 in Singapore** under the Technical Assistance Programme with India. The programme is intended for mid-to senior-level government officials who are involved in policymaking and public service delivery. The eligibility conditions and other information about the course are mentioned in the Information Brochure 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 Government of Singapore**, who will provide accommodation, local transport, medical insurance and daily allowance. **The nominated candidate or his/her nominating authority shall have to bear the cost of round trip air fare and other travel related expenses.** An undertaking to this effect has to be given by the participant or his/her Ministry/Department/State Government in case they agree to bear the travel expenses in the prescribed format (**Annex-III**).

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 to be filled online (available at <https://go.gov.sg/scptps2024>). Printed copy of application submitted by the candidate online to SCP may be sent to DEA along with the other forms.
- (ii) DEA's proforma - duly countersigned by competent authority (**Annex-IV**).

5. **Application Form complete in all respects alongwith check-list reach this Department through the Administrative Ministry/Department of Govt. of India /State Government/UT, as the case may be, not later than 02.08.2024 positively at the following address:-**

Ms. Charu Vijay,
Under Secretary (BPC&T),
Department of Economic Affairs, Ministry of Finance,
Room No. 236, North Block, New Delhi-110001.
Ph:- 011 - 2309 5233,
Email- charu.vijay@nic.in
chourasia.anil@nic.in

Contd.....2/-

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 "Foreign Training Programmes" [<https://mofapp.nic.in/training/default.aspx>].



(Charu Vijay)

Under Secretary to the Govt. of India

1. Joint Secretary (Admn.) of all Ministries/Departments, Government of India.
2. Chief Secretaries of all States Governments/UTs.

TO BE UPLOADED ON website of Department of Economic Affairs' WEBSITE
[<https://mofapp.nic.in/training/default.aspx>].

TRANSFORMING PUBLIC SERVICE WITH THE POWER OF ARTIFICIAL INTELLIGENCE

23 TO 27 SEPTEMBER 2024

Sponsored by the

SINGAPORE COOPERATION PROGRAMME

under the

SINGAPORE COOPERATION PROGRAMME TRAINING AWARD

to be conducted by

IPOS INTERNATIONAL

Singapore Cooperation Programme

Singapore has provided technical assistance to other developing countries since the 1960s. As a country whose only resource is its people, Singapore believes that human resource development is vital for economic and social progress. Singapore itself has benefited from training provided by other countries and international organisations.

In 1992, the Singapore Cooperation Programme (SCP) was established to bring together under one framework the various technical assistance programmes offered by Singapore. Through the SCP, the range and number of training programmes were increased to share Singapore's development experience with other developing countries.

To date, over 150,000 officials from more than 180 countries, territories, and intergovernmental organisations have participated in our courses and study visits. The SCP is managed by the Technical Cooperation Directorate of the Ministry of Foreign Affairs, Singapore.

IPOS International

IPOS International is a wholly owned subsidiary of Intellectual Property Office of Singapore (IPOS), committed to building Singapore's future growth as a global hub for intellectual property (IP) creation, commercialisation and management. Housing over 100 IP Experts in areas such as IP strategy and management, patent search and analysis, and IP education and training, its mission is to catalyse industry and enterprise growth by providing IP and intangible asset (IA) expertise. It aims to empower enterprises, public agencies, and professionals in unlocking tangible value from their intangible assets (IA) and intellectual property (IP), through patent search and analysis, professional development programmes and IP management services.

Together with IPOS, IPOS International works to anchor Singapore as a hub for global innovation flows where IA-rich enterprises can make today's ideas tomorrow's assets.

Course Objectives

This course will equip participants with an understanding of AI that will enable them to stay current with technological changes and implement new operating methods to better serve the public.

Synopsis

Topics to be covered include:

- Current developments and possibilities of AI, including the metaverse and creative AI;
- Creation and protection of intangible assets;
- Enablement of AI capabilities in government agencies;
- AI in the delivery of public services; and
- Privacy and security considerations in an AI-powered public sector.

Methodology

The course will be conducted **in-person** in Singapore and in a variety of formats which may include, but not limited to, seminar-style sharing sessions, site visits, and group discussions.

Course Duration and Venue

The course will be held over 5 days from 23 to 27 September 2024 in Singapore.

Application Information

Applicants should be:

- Mid- to senior-level government officials involved in policymaking and public service delivery;
- Nominated by their respective governments;
- Proficient in written and spoken English; and
- In good health.

Terms of Award

The course is sponsored by the Government of Singapore under the Singapore Cooperation Programme Training Award.

Under this programme arrangement, the Government of Singapore will bear the following expenses for the successful applicants (hereafter known as participants) during their training in Singapore. These expenses include:

- Course fees;
- Visa application fees for entry into Singapore [Note: participants are responsible for their own transit visas (if any)];
- Hotel accommodation for the entire duration of the course. Complimentary breakfast is provided in the hotel from the first day of the course to one day after the course;
- Per diem of One Hundred and Thirty Singapore Dollars (S\$130) in cash from the first day to the last day of the course. A proportionate reduction in the per diem will be made if you are unable to attend the full duration of the course;
- Transportation between hotel and training venue; and
- Basic insurance coverage (Group Hospitalisation and Surgical; Group Personal Accident) for participants during their stay in Singapore, in accordance with the policy of a local insurance company.

Note:

- The nominating government will be responsible for its participants' round-trip airfares. Applicants are encouraged to verify the availability of funding for their round-trip airfares with their respective nominating government;
- Participants are to bear all expenses prior to receiving the per diem; and
- As the basic insurance coverage does not cover any pre-existing conditions/illnesses and/or any outpatient medical/dental treatment, participants are strongly advised to purchase comprehensive travel insurance which includes adequate coverage of COVID-19 related expenses and medical evacuation in the event of any unexpected emergencies.

Regulations

Participants are required to comply with the following:

- For entry into Singapore, participants are required to adhere to the latest travel and health requirements/advisories as indicated at www.ica.gov.sg/enter-transit-depart;
- Strictly observe the course schedule and attend all training sessions; and
- Carry out instructions and abide by conditions as may be stipulated by the nominating authority or government and the Government of Singapore and its appointed trainer, with respect to the course.

Follow us at:

- SCP Website: www.scp.gov.sg
- Facebook: www.facebook.com/SCPFriends
- Instagram: www.instagram.com/SCPFriends

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Application Procedure

(Closing date for nomination: **09 August 2024**)

The Government of Singapore is pleased to invite the respective National Focal Points for Technical Assistance (NFP) to nominate 1 suitable applicant. Selection of candidates will be based on merit. Should there be more applicants than training places, the Government of Singapore seeks the understanding of the respective NFPs in the event that its nominee(s) is not selected.

All nominees are to submit their applications online at <https://www.go.gov.sg/scptps2024> by **09 August 2024**. NFPs are also required to endorse nominees via email links. Instructions and FAQs for Applicants and NFPs can be found at the links below:

- Applicants: <https://go.gov.sg/start-guide>
- NFPs: <https://go.gov.sg/start-nfp>

Note:

- Participants will receive a certificate of completion from the SCP upon completion of the course.
- Please refrain from making telephone and email inquiries on the status of your application while your application is being processed.
- The Ministry of Foreign Affairs, Singapore will inform all applicants of the outcome of their applications. The NFP will also be informed directly.
- Flight arrangements should be made only upon receipt of the Letter of Acceptance to the course.

ANNEX-II

SUMMARY OF GUIDELINES PRESCRIBED BY DEPARTMENT OF ECONOMIC AFFAIRS

Before applying for the training programme, the candidates are requested to satisfy themselves whether they fulfill the eligibility conditions as per the guidelines on Foreign Training Programmes (FTP) administered by the Department of Economic Affairs (DEA), summarized below:-

Eligibility Conditions

Duration of Training	No. of years of service completed in Govt. as on the date of FTP	Upper age limit on the date of FTP	Cooling off period	Limit on participation in number of trainings in a year
Upto one week	5 years	Less than 58 years	Six months	Two FTPs of duration of less than one week in a calendar year
One to Two weeks	7 years	Less than 58 years	One year	One FTP of duration of one to two weeks in a calendar year
More than two weeks	9 years	Less than 55 years	Two years	One FTP of duration more than two weeks in a period of two years

Note:- Project-related training/official visits abroad are exempted from the provisions of cooling off.

2. Candidates and nominating authorities in Ministries/Departments/State Govts. Etc. should also satisfy themselves about the eligibility conditions prescribed by the sponsoring foreign Government/agency before sending the nomination to DEA.

HOW TO APPLY

3. Filling up of application forms:-

- (i) Ensure that the **DEA proforma** is duly filled in and is complete in all respects. Without this proforma, application will not be entertained.
- (ii) Ensure that the **application form prescribed by the sponsoring agency** is also complete in all respect, wherever the sponsoring agency asks for Country Report, the same should also be attached.
- (iii) The column relating to **Vigilance Clearance** in DEA proforma should be filed in and certified by the competent authority. Alternately, vigilance clearance certificate by the concerned authority can also be attached. Applications without vigilance clearance at the time of applying will not be entertained.
- (iv) **In case of training programmes which are not fully sponsored** and where expenses on Air travel or any other expenses have to be borne by the candidate or his sponsoring Department, ensure that Part-A or Part-B, as the case may be, of the Undertaking Form is duly completed. Applications received without undertaking form will be summarily rejected. **It may be noted that submission of undertaking form is not necessary in respect of fully funded training programmes and the candidate can mention 'Not Applicable' in the form.**

4. Nominations:-

- (i) In case there is more than one nomination for a particular course, the nominating authority State/Central Government should clearly indicate the prioritization of the nominees.
- (ii) Application for the training programme is to be forwarded through the concerned Ministry/Department after completing all necessary formalities. Applications are not to be sent to the sponsoring foreign country/agency direct unless the same has been endorsed by the Nodal Department i.e. DEA.

5. Clearance:-

Once the nomination forwarded by DEA to the sponsoring Government is accepted and conveyed to the applicant, he/she will be responsible to complete all pre-departure formalities like obtaining political clearance from MEA and have the sanction order issued from his/her administrative Department etc.

Abbreviation:-

JICA - Japan International Cooperation Agency, SCPTA - Singapore Cooperation Programme Training Award, IMF - International Monetary Fund, MTCP - Malaysian Technical Cooperation Programme.

DEA PROFORMA FOR FOREIGN TRAINING

1. Name				
2. Date of Birth		3. Male/Female		
4. Educational Qualifications		5. Date of Entry into Govt. Service		
6. Service to which Officer belongs		7. Date of Regular appointment		
8. Details of Posts held during the last five years (starting from present) :				
S.No.	Post held & Pay level	Period of Posting	Ministry/Department/ Organization	Nature of Work
9. Name of training programme applied for and its relevance to the candidate				
10. Papers etc, if any, published by the candidate				
11. Details of Foreign Training Programmes attended during the last two years :				
S.No.	Dates & Duration Of Training	Subject/title of training	Name of the Training Institution	Source of funding
Signature of the candidate:				
Office Phone :				
Mobile No. :				
E-mail :				
<u>CERTIFICATE</u>				
Certified that Shri/Ms. _____ is clear from vigilance angle. In case the programme is not fully funded, Undertaking in the prescribed proforma (Part A/Part B) is attached.				
Signature of the Competent Administrative Authority of the applicant with Name, Designation, Phone Number and Email (alongwith official seal)				

To be filled only in case the Training Programme is not fully sponsored

PART-A

UNDERTAKING

This is to certify that in the event of selection, Ministry/ Department/ State Government of _____ undertakes to bear the cost of round-trip airfare and other related expenses (which may also include the expenditure on local travel, accommodation, insurance, living and other expenses, depending upon the terms of sponsorship for each course/training, as specified in the brochure/letter of concerned sponsoring organization) in respect of Shri/Ms. _____ Designation _____ working in this Department/ Ministry/ State Government for attending Training Programme/Course on _____ sponsored by _____ from _____ to _____.

Signature of Competent Authority

Name

Designation

(SEAL)

-----OR-----

PART- B

UNDERTAKING FOR SELF FINANCING

This is to certify that in the event of my selection, I _____ holding the post of _____ in the Ministry/Department/State Government of _____ undertake to bear the cost of round-trip airfare and other related expenses (which may also include the expenditure on local travel, accommodation, insurance, living and other expenses, depending upon the terms of sponsorship for each course/training, as specified in the brochure/letter of concerned sponsoring organization) for attending Training Programme/Course on _____ sponsored by _____ from _____ to _____.

This issues with the approval of the Competent Authority.

(Signature of the candidate)
Name, Designation (With seal)

Countersigned by:

Signature of Competent Authority
Name, Designation (With seal)

Either Part A or Part B (whichever is applicable) to be filled

Page 2

ANNEX-IV

CHECK LIST

Sl. No.	Required Documents	YES/NO
1.	MTCP Application Form/ JICA Application Form / Online Submitted Singapore Application Form alongwith supervisor endorsement	
2.	Complete DEA Proforma alongwith Vigilance Clearance	
3.	Whether Application has been recommended/ nominated by Line Ministry/Department/State Government	
4.	Whether undertaking by Ministry/Department is given for bearing the air fare for the travel where training is not fully funded.	

Fwd: In-person Singapore Cooperation Programme on "Urban Development Towards a Smart Nation Vision" from 30th September, 2024 to 4th October, 2024 in Singapore

1 message

Prabhjot Singh <ssps@hry.nic.in>
To: branchtrg <branchtrg@gmail.com>

5 July 2024 at 13:55

From: "Sh. T.V.S.N Prasad, IAS" <cs@hry.nic.in>
To: "Prabhjot Singh" <ssps@hry.nic.in>
Sent: Friday, July 5, 2024 1:24:25 PM
Subject: Fwd: In-person Singapore Cooperation Programme on "Urban Development Towards a Smart Nation Vision" from 30th September, 2024 to 4th October, 2024 in Singapore

From: "Anil Kumar Chourasia" <chourasia.anil@nic.in>
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Cc: "charu vijay" <charu.vijay@nic.in>, "Jagdish Singh Panwar" <panwar.js@nic.in>
Sent: Friday, July 5, 2024 10:47:14 AM
Subject: In-person Singapore Cooperation Programme on "Urban Development Towards a Smart Nation Vision" from 30th September, 2024 to 4th October, 2024 in Singapore

Sir/Madam,

Please find attachment regarding **In-person Singapore Cooperation Programme on "Urban Development Towards a Smart Nation Vision" from 30th September, 2024 to 4th October, 2024 in Singapore**, for information and necessary action.

With regards,

Anil Kumar Chourasia,
Assistant Section Officer,
(BPC&T) Section,
Department of Economic Affairs,
Ministry of Finance,
North Block, New Delhi,
Tele: 23095135.



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No.12/28/2024-BPC&T.
Government of India
Ministry of Finance
Department of Economic Affairs
(BPC&T Section)

North Block, New Delhi,
Dated the 4th July, 2024.

TRAINING CIRCULAR

Subject:- In-person Singapore Cooperation Programme on "Urban Development Towards a Smart Nation Vision" from 30th September, 2024 to 4th October, 2024 in Singapore.

The Republic of Singapore has invited nominations for In-person Singapore Cooperation Programme on "Urban Development Towards a Smart Nation Vision" from 30th September, 2024 to 4th October, 2024 in Singapore under the Technical Assistance Programme with India. The programme is intended for mid- to senior-level government officials who are involved in urban development projects. The eligibility conditions and other information about the course are mentioned in the Information Brochure received from the sponsoring Government (Annex-I). Number of slots available for India is **Two**.

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 Government of Singapore and Japan under the Japan-Singapore Partnership Programme for the 21st Century (JSPP21), who will provide accommodation, local transport, medical insurance and daily allowance. An Economy Class round-trip air ticket between the respective international airports designated by JICA.

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 to be filled online (available at <https://go.gov.sg/UDTSNV2024>). Printed copy of application submitted by the candidate online to SCP may be sent to DEA along with the other forms.
- (ii) DEA's proforma - duly countersigned by competent authority (**Annex-IV**).

5. **Application Form complete in all respects alongwith check-list reach this Department through the Administrative Ministry/Department of Govt. of India /State Government/UT, as the case may be, not later than 22.07.2024 positively at the following address:-**

Ms. Charu Vijay,
Under Secretary (BPC&T),
Department of Economic Affairs, Ministry of Finance,
Room No. 236, North Block, New Delhi-110001.
Ph:- 011 - 2309 5233,
Email- charu.vijay@nic.in
chourasia.anil@nic.in

Contd.....2/-

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 "Foreign Training Programmes" [<https://mofapp.nic.in/training/default.aspx>].



(Charu Vijay)
Under Secretary to the Govt. of India

1. Joint Secretary (Admn.), Ministry of Housing & Urban Affairs, Nirman Bhavan, New Delhi.
2. Joint Secretary (Admn.), Ministry of Road Transport & Highway, Transport Bhawan, New Delhi.
3. Joint Secretary (Admn.) of all Ministries/Departments, Government of India.
4. Chief Secretaries of all States Governments/UTs.

TO BE UPLOADED ON website of Department of Economic Affairs' WEBSITE
[<https://mofapp.nic.in/training/default.aspx>].

URBAN DEVELOPMENT TOWARDS A SMART NATION VISION

30 SEPTEMBER TO 4 OCTOBER 2024

Jointly sponsored by the

SINGAPORE COOPERATION PROGRAMME

and the

JAPAN INTERNATIONAL COOPERATION AGENCY

under the

**JAPAN-SINGAPORE PARTNERSHIP PROGRAMME FOR THE 21ST
CENTURY**

to be conducted by the

CENTRE FOR LIVEABLE CITIES

Singapore Cooperation Programme

Singapore has provided technical assistance to other developing countries since the 1960s. As a country whose only resource is its people, Singapore believes that human resource development is vital for economic and social progress. Singapore itself has benefited from training provided by other countries and international organisations.

In 1992, the Singapore Cooperation Programme (SCP) was established to bring together under one framework the various technical assistance programmes offered by Singapore. Through the SCP, the range and number of training programmes were increased to share Singapore's development experience with other developing countries.

To date, more than 150,000 officials from more than 180 countries, territories and intergovernmental organisations have participated in our courses and study visits. The SCP is managed by the Technical Cooperation Directorate of the Singapore Ministry of Foreign Affairs.

Japan International Cooperation Agency

The Japan International Cooperation Agency (JICA), one of Japan's Official Development Assistance (ODA) implementing bodies, has been extending technical cooperation in human resource development to facilitate the autonomous, sustainable development of developing countries since its establishment in 1974. From 2008, JICA was further strengthened to incorporate all activities of Japan's Official Development including concessional ODA loans and grant aid in an effective and efficient manner.

JICA will enhance the impact of assistance through (a) A More Strategic Framework to achieve medium-to-long term development goals of developing countries (b) More Predictable Aid as operational "rolling" plans will be utilised in policy dialogue with developing countries (c) Speedier Project Formulation through "Preparatory Survey" to ensure flexibility and speed at the project preparation stage (d) Assistance Tailored to Real Needs: Synergy of Aid Schemes to offer assistance that most effectively addresses the needs of developing countries.

Japan - Singapore Partnership Programme for the 21st Century (JSPP21)

As countries whose prime resources are their people, Singapore and Japan believe that human resource development is important for economic and social progress. With this mutual understanding, Singapore and Japan signed a Memorandum of Understanding in January 1994 to train participants from developing countries by sharing each country's expertise and experience from their economic development under the Japan - Singapore Partnership Programme (JSPP).

The Japan - Singapore Partnership Programme for the 21st Century (JSPP21) was established through a Memorandum of Discussion (MOD) signed in May 1997, to signify a widening of the scope of technical cooperation between Singapore and Japan. Since then, the MOD has been renewed three times, most recently in December 2018.

With a view to enhancing ASEAN integration and sharing the two countries' experience in their areas of expertise, both governments recognised, as areas of priority, training and capacity building for third countries in the fields of (a) security and peace, (b) addressing vulnerability, (c) private sector development, (d) connectivity, and (e) smart initiatives.

Since 1994, Singapore and Japan have implemented close to 400 training courses for more than 7,000 participants in diverse fields such as public governance, trade promotion, climate change and environment, community policing, disaster management, maritime navigation, tourism, and urban planning.

Centre for Liveable Cities

Set up in 2008 by the Ministry of National Development and the Ministry of the Environment and Water Resources, CLC has as its mission "to distil, create and share knowledge on liveable and sustainable cities". CLC's work spans four main areas – Research, Capability Development, Knowledge Platforms, and Advisory. Through these activities, CLC hopes to provide urban leaders and practitioners with the knowledge and support needed to make our cities better.

Course Objectives

This in-person course is conducted under the auspices of the Japan-Singapore Partnership Programme for the 21st Century (JSPP21). This course will allow

participants to better understand the driving forces, challenges and opportunities for resilient and sustainable urban development and management as well as smart nation development in both Japan and Singapore. By the end of the course, participants will be equipped with knowledge and skills in understanding and planning resilient urban development based on good practices in Singapore and Japan.

Synopsis

Topics to be covered include:

- Overview of Urban Development in Singapore/Japan;
- Housing and Transportation;
- Infrastructure Financing;
- Sustainability and Environment; and
- Disaster Risk Reduction.

Methodology

This course will be delivered for up to **25** participants. It will include lectures, group discussions, country presentations and Q&A sessions.

Participants should bring along their own internet-enabled learning devices such as laptops or tablets (mobile phones are not recommended) for this course.

Course Duration and Venue

The course will be held over 5 days from **30 September to 4 October 2024** in Singapore.

Application Information

Applicants should be:

- Mid-to-senior level government officials who are involved in urban development projects;
- Nominated by their respective governments;
- Proficient in written and spoken English; and
- In good health.

In addition, as stipulated by the Government of Japan:

If your organisation and/or your status is related to the Military, you are required to send an email to 1rtd2@jica.go.jp with your name, country,

organisation, the course name, and choose one option from below that best describes your relationship with the Military:

- a) the Military, an active military personnel or a military personnel listed in the muster roll/military register;
- b) an organisation affiliated with the Military, or a personnel who does not belong to the military at present but is listed in the muster roll/military register;
- c) the Department or the Ministry of Defense, and organisation affiliated with the Ministry of Defense, or staff of the Ministry of Defense;
- d) a civilian organisation but with military personnel or a military division within the organization; or
- e) an organisation which will be affiliated with or under the control of the Military in times of emergency as specified clearly in its organic law/law of establishment.

Qualifications of applicants who belong to the military or other military-related organizations and/or who are enlisted in the military will be examined by the Government of Japan on a case-by-case basis, consistent with the Development Cooperation Charter of Japan, taking into consideration their duties, positions in the organisation, and other relevant information in a comprehensive manner.

Terms of Award

The course is sponsored by the Governments of Japan and Singapore under the Japan-Singapore Partnership Programme for the 21st Century.

Under this programme arrangement, the Governments of Japan and Singapore will bear the following expenses for successful applicants, thereafter known as "participants", during their training in Singapore.

These expenses include:

- Course fees;
- An Economy Class round-trip air ticket between the respective international airports designated by JICA;
- Per diem of One Hundred and Thirty Singapore Dollars (130 SGD) from the first day to the last day of the course. A proportionate reduction in the per diem will be made if the participant is unable to attend the full duration of the course;

- Accommodation for the entire duration of the course. Complimentary breakfast is provided in the accommodation from the first day of the course to one day after the course;
- Local transportation between hotel and site visits (if any); and
- Basic insurance coverage (Group Hospitalisation and Surgical; Group Personal Accident) for participants during their stay in Singapore, in accordance with the policy of a local insurance company. [This does not cover any pre-existing conditions/illnesses and/or any outpatient medical/dental treatment. Participants are personally liable for all medical expenses beyond what is covered by the insurance policy.]

Note:

- For entry into Singapore, participants are required to adhere to the latest travel requirements and advisories as indicated at www.ica.gov.sg/enter-transit-depart;
- Participants are to bear their personal expenses that might be incurred prior to receiving the per diem; and
- As the basic insurance coverage is limited, participants are strongly advised to purchase comprehensive travel insurance which includes adequate coverage of COVID-19 related expenses and medical evacuation in the event of any unexpected emergencies.

Regulations

Participants are required to comply with the following:

- Strictly observe the course schedule and attend all training sessions; and
- Carry out instructions and abide by conditions as may be stipulated by the nominating authority or Government and the Government of Singapore and its appointed trainer, with respect to the course.

Application Procedure

(Closing date for nomination: **29 July 2024**)

The Governments of Japan and Singapore are pleased to invite the respective National Focal Point for Technical Assistance (NFTA) to nominate **two (2)** suitable applicants.

Selection of candidates will be based on merit. Should there be more applicants than training places, the Governments of Japan and Singapore seek the understanding of the respective NFP in the event that their nominee(s) is not selected.

All nominees are to submit their applications online at <https://go.gov.sg/UDTSNV24> by **Monday, 20 July 2024**. NFPs are also required to endorse nominees via email links. Instructions and FAQs for Applicants and NFPs can be found at the links below:

- Applicants: <https://go.gov.sg/start-guide>
- NFPs: <https://go.gov.sg/start-nfp>

Note:

- Participants will receive a JSPP21 certificate of completion upon completion of the course;
- Please refrain from making telephone and email inquiries on the status of your application your application is being processed; and
- The **Ministry of Foreign Affairs, Singapore** will inform all applicants of the outcome of their applications. The NFP will also be informed directly.

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- Facebook: www.facebook.com/SCPFriends

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SUMMARY OF GUIDELINES PRESCRIBED BY DEPARTMENT OF ECONOMIC AFFAIRS

Before applying for the training programme, the candidates are requested to satisfy themselves whether they fulfill the eligibility conditions as per the guidelines on Foreign Training Programmes (FTP) administered by the Department of Economic Affairs (DEA), summarized below:-

Eligibility Conditions

Duration of Training	No. of years of service completed in Govt. as on the date of FTP	Upper age limit on the date of FTP	Cooling off period	Limit on participation in number of trainings in a year
Upto one week	5 years	Less than 58 years	Six months	Two FTPs of duration of less than one week in a calendar year
One to Two weeks	7 years	Less than 58 years	One year	One FTP of duration of one to two weeks in a calendar year
More than two weeks	9 years	Less than 55 years	Two years	One FTP of duration more than two weeks in a period of two years

Note:- Project-related training/official visits abroad are exempted from the provisions of cooling off.

2. Candidates and nominating authorities in Ministries/Departments/State Govts. Etc. should also satisfy themselves about the eligibility conditions prescribed by the sponsoring foreign Government/agency before sending the nomination to DEA.

HOW TO APPLY

3. Filling up of application forms:-

- (i) Ensure that the **DEA proforma** is duly filled in and is complete in all respects. Without this proforma, application will not be entertained.
- (ii) Ensure that the **application form prescribed by the sponsoring agency** is also complete in all respect, wherever the sponsoring agency asks for Country Report, the same should also be attached.
- (iii) The column relating to **Vigilance Clearance** in DEA proforma should be filed in and certified by the competent authority. Alternately, vigilance clearance certificate by the concerned authority can also be attached. Applications without vigilance clearance at the time of applying will not be entertained.
- (iv) **In case of training programmes which are not fully sponsored** and where expenses on Air travel or any other expenses have to be borne by the candidate or his sponsoring Department, ensure that Part-A or Part-B, as the case may be, of the Undertaking Form is duly completed. Applications received without undertaking form will be summarily rejected. **It may be noted that submission of undertaking form is not necessary in respect of fully funded training programmes and the candidate can mention 'Not Applicable' in the form.**

4. Nominations:-

- (i) In case there is more than one nomination for a particular course, the nominating authority State/Central Government should clearly indicate the prioritization of the nominees.
- (ii) Application for the training programme is to be forwarded through the concerned Ministry/Department after completing all necessary formalities. Applications are not to be sent to the sponsoring foreign country/agency direct unless the same has been endorsed by the Nodal Department i.e. DEA.

5. Clearance:-

Once the nomination forwarded by DEA to the sponsoring Government is accepted and conveyed to the applicant, he/she will be responsible to complete all pre-departure formalities like obtaining political clearance from MEA and have the sanction order issued from his/her administrative Department etc.

Abbreviation:-

JICA - Japan International Cooperation Agency, SCPTA - Singapore Cooperation Programme Training Award, IMF - International Monetary Fund, MTCP - Malaysian Technical Cooperation Programme.

DEA PROFORMA FOR FOREIGN TRAINING

1. Name				
2. Date of Birth		3. Male/Female		
4. Educational Qualifications		5. Date of Entry into Govt. Service		
6. Service to which Officer belongs		7. Date of Regular appointment		
8. Details of Posts held during the last five years (starting from present) :				
S.No.	Post held & Pay level	Period of Posting	Ministry/Department/ Organization	Nature of Work
9. Name of training programme applied for and its relevance to the candidate				
10. Papers etc, if any, published by the candidate				
11. Details of Foreign Training Programmes attended during the last two years :				
S.No.	Dates & Duration Of Training	Subject/title of training	Name of the Training Institution	Source of funding
Signature of the candidate:				
Office Phone :				
Mobile No. :				
E-mail :				
<u>CERTIFICATE</u>				
Certified that Shri/Ms. _____ is clear from vigilance angle. In case the programme is not fully funded, Undertaking in the prescribed proforma (Part A/Part B) is attached.				
Signature of the Competent Administrative Authority of the applicant with Name, Designation, Phone Number and Email (alongwith official seal)				

CHECK LIST

Sl. No.	Required Documents	YES/NO
1.	MTCP Application Form/ JICA Application Form / Online Submitted Singapore Application Form alongwith supervisor endorsement	
2.	Complete DEA Proforma alongwith Vigilance Clearance	
3.	Whether Application has been recommended/ nominated by Line Ministry/Department/State Government	
4.	Whether undertaking by Ministry/Department is given for bearing the air fare for the travel where training is not fully funded.	