

No.42/28/2023-3Trg.
HARYANA GOVERNMENT
CHIEF SECRETARY OFFICE
TRAINING DEPARTMENT

Dated, Chandigarh the 25th July, 2023.

To

All the Administrative Secretaries of Haryana State.

Subject: - Four Training Programs of August, 2023

Sir/Madam,

I am directed to refer to D.O. Letter No. 3/02/2021-CBU, dated 03.07.2023 received via e-mail from Sh. Antony Cyriac Adviser, Department of Economic Affairs, Ministry of Finance, Government of India, New Delhi on the subject noted above & to enclose a copy thereof also for necessary action at your end.

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

Yours faithfully,

Ami Roy 25/07/2023

Deputy Superintendent, Training
for the Chief Secretary to Govt., Haryana.

Endst. No. 42/03/2023-3Trg.

Dated Chandigarh, the 25th July, 2023

A copy of the above is forwarded to, **Sh. Antony Cyriac Adviser, Department of Economic Affairs Ministry of Finance Government of India, Room No. 67-B, North Block, New Delhi -110001, w.r.t his email letter dated 03.07.2023.**

Ami Roy 25/07/2023

Deputy Superintendent, Training
For the Chief Secretary to Govt., Haryana.

अंटोनी सिरियक
सलाहकार
Antony Cyriac
Adviser



आर्थिक कार्य विभाग
वित्त मंत्रालय
भारत सरकार

Department Of Economic Affairs
Ministry Of Finance
Government Of India

JC-I / JC-II / SE / EE-I / EE-II / EE(Hort.) / EE(SBM)
/ STP / DTP / ATP / GS / MO / Dy.DA / ADA / PO
/ CAO / AO(ESTT.) / CPO / ZTO / SO / SSI/ P.A
For N/A as per rules

D.O. No. 3/2/2021-CBU
Dated: 03rd July 2023

Dear Sir/Madam,

Commissioner, MCM

1. Infrastructure Finance Secretariat established under Department of Economic Affairs (DEA) is organizing training programs on regular basis for officials involved in infrastructure project conceptualization, structuring, planning, implementation, and monitoring.
2. These programs are oriented towards advanced understanding on areas of Infrastructure Finance, Public Private Partnerships (PPP), Project Management, Project Leadership, Contract Negotiation, Litigation Management, etc. The training programs being conducted are greatly beneficial for officers to enhance their skillsets for developing and managing infrastructure projects.
3. Taking forward this initiative and to ensure coverage of greater number of officers under capacity building for infrastructure projects, DEA has prepared training calendar for upcoming months in partnership with premier institutions and organizations in the country to accommodate officials with different skill sets and create feasible training capacity.
4. At present the following four training programs are scheduled to be held in the month of August 2023

Sr No	Training Partner	Date (Tentative)	Course Outline and Remarks	No of Participants (Maximum)
1	IIM Bangalore	31 st July - 04 th August 2023	Capital Structure Decision and Project Finance • Infra-Projects: Issues and Challenges • Assessing Project Financial Feasibility • Project Financing Structures: Full Recourse Non-Recourse and Limited Recourse Financing Models • Project Appraisal: Developer's & Lender's Perspective • Capital Structuring and Cost of Capital • Term Sheets in Project Financing: Key Features and Negotiation • PPPs - Concession Framework, Different Models, Bid Variables and Evaluation • Infrastructure Investment Trusts • Risk Analysis: Sharing and Mitigation & Lessons from unsuccessful PPPs	30

Training Branch

Diary No. 97452

Dated 17/07/2023

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Sr No	Training Partner	Date (Tentative)	Course Outline and Remarks	No of Participants (Maximum)
			Managing Long Term Contracts & Dispute Resolution	
2	IIM Calcutta	07 th – 11 th August 2023	Project Management - Introduction to Project, Project Management and Different Project Ownership models - Project versus Processes, Different Phases of Project Lifecycle, Project Success Measures, Different Project Ownership Models - Project Risk Management: Understanding Project Risks, Risk Identification, Risk Assessment, Risk Response Plan, Risk Buffers, Risk Monitoring - Project Scheduling: Project Networks, Critical Path Method, Identification of Slack/Float and Associated Flexibility, Optimizing Project Duration: Activity crashing and its Cost Implications - Project Monitoring and Control: Concepts of Planned Value, Actual Cost and Earned Value, Understanding Cost Variance and Schedule Variance - Understanding Cost Performance Index and Schedule Performance Index, Tracking a Project versus Tracking a Programme: Common Pitfalls - Contract Management for Projects: Best practices and Common Pitfalls - Pre-contract period, During the contract, Contract close-out and renewal - Dispute Prevention and Dispute Resolution - Selection and Implementation of Dispute Prevention and Resolution Mechanisms	45
3	IIM Indore	07 th – 11 th August 2023	PPP Project Finance, Risk and Valuation - Project finance approach to analyzing investment decisions - Basic concept and context of Social Cost Benefit Analysis with Case Study - Using Case analysis to understand the application of capital budgeting techniques - Application of project finance ideas in a public project - Systematic and unsystematic risk treatment in project finance - Annuity-based models - Capital Asset Pricing Model (CAPM) - Computing Beta for complex PPP projects - Using Beta for NPV/IRR calculations - Valuation of PPP projects from a VfM perspective (value of money) - Project Finance issues and concerns - Managing Risks over the project life cycle	30
4	AJNIFM	21 st – 25 th August 2023	Public Private Partnership (PPP) - A Basic Perspective Context and Introduction of PPP - Its evolution; Myths and Facts	35

(3)

Sr No	Training Partner	Date (Tentative)	Course Outline and Remarks	No of Participants (Maximum)
			• Evolution of PPP in India and a few international experiences • Legal framework: Regulations and provisions in relation to PPP. Context setting of Contracts in India and relevant clauses of Indian Contract • Acts applicable to Infra projects • Concepts of Cost of Capital: NPV, IRR, EIRR and Return on Investment • Different Project Ownership Models - PPP, EPC, HAM, DBFOT, BOT, DBFFOT, OMDA • Major Risks in chosen models: Project risk evaluation and risk allocation; Risk identification and assessment • Preparatory phase of PPP projects - Economics of a PPP Project including need for Project • Types of project financial planning/structuring, Project financial ownership model • Financial Issues & Investment Analysis: Project Finance – Key Concepts, Key issues in Developing Project Finance Transactions • Model RFQ, RFP MCA Documents • Selection of Concessionaire and conduct of Bidding Process • Lender's perspectives of the PPP projects • Operation, Maintenance and Closure Phase • Preparation and Expression of Interest, Request for Qualification • Setting Contract Administration, Mobilisation, Execution, Inspections, Independent Engineers, Contractor Interface, Quality	
5	IIM Raipur	28th August – 01st September 2023	Project Feasibility and Project Financing & Execution • Project Management Fundamentals • Project Planning • Project Feasibility Studies & Detailed Project Report (DFR) • Project Cost, Financing Sources • Project Finance Overview, Structure and Participants • Project Scheduling: Project Networks, Work breakdown structures (WBS) • Project resourcing • Project execution, monitoring & control • Experience sharing for managing projects • Recent advancements in project management tools • Project budget, cost-benefit analysis, project re-structuring • Project quality management • Project leadership • Project people and team management	40

5. You are requested to kindly nominate Group A Officers (at least 2-3 officers for each training proposed) involved in infrastructure project planning, monitoring or

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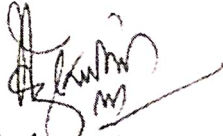
implementation for participating in these training programs as per the proforma enclosed. The nomination for the training programme in **IIM Bangalore** may kindly be sent latest by **24th July 2023**, for the training programmes in **IIM Calcutta** and **IIM Indore** may kindly be sent latest by **31st July, 2023**, for the training programme in **AJNIFM** may kindly be sent latest by **14th August, 2023** and for the training programme in **IIM Raipur** may kindly be sent latest by **21st August, 2023**. The nominations, as per the proforma enclosed, may kindly be sent to the email id: cbu-dea@gov.in.

6. Training fees and expenses on account of accommodation and food will be borne by DEA for these training programs. Confirmation of participation of the nominated Officers (if selected) for the said trainings will be conveyed separately by DEA (SOP for the nomination process is attached for reference).

Kind regards,

Encl: As above.

Yours sincerely,


(Antony Cyriac)

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Line Ministries

1. **Secretary**, Department for Promotion of Industry, and Internal Trade
2. **Secretary**, Department of Agriculture, Cooperation and Farmers Welfare
3. **Secretary**, Department of Drinking Water and Sanitation
4. **Secretary**, Department of Food and Public Distribution
5. **Secretary**, Department of Higher Education
6. **Secretary**, Department of School Education and Literacy
7. **Secretary**, Department of Telecommunications
8. **Secretary**, Department of Public Enterprises.
9. **Secretary**, Dept. of Water Resources, River Development & Ganga Rejuvenation
10. **Secretary**, Ministry of Civil Aviation
11. **Secretary**, Ministry of Food Processing Industries
12. **Secretary**, Ministry of Health and Family Welfare
13. **Secretary**, Ministry of Housing & Urban Affairs
14. **Secretary**, Ministry of New and Renewable Energy
15. **Secretary**, Ministry of Petroleum and Natural Gas
16. **Secretary**, Ministry of Port, Shipping and Waterways
17. **Secretary**, Ministry of Power
18. **Secretary**, Ministry of Railways
19. **Secretary**, Ministry of Road Transport and Highways
20. **Secretary**, Ministry of Rural Development
21. **Secretary**, Ministry of Steel
22. **Secretary**, Ministry of Tourism
23. **Secretary**, Ministry of Youth Affairs & Sports
24. **Secretary**, Ministry of Micro, Small and Medium Enterprises

Note: Includes Infrastructure Divisions and Departments, Infrastructure Implementing Agencies, NIP Nodal Divisions, PPP Cells etc. of the Ministries/Departments

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State Governments/UTs

1. Chief Secretary, Government of Andhra Pradesh
2. Chief Secretary, Government of Arunachal Pradesh
3. Chief Secretary, Government of Assam
4. Chief Secretary, Government of Bihar
5. Chief Secretary, Government of Chhattisgarh
6. Chief Secretary, Government of Goa
7. Chief Secretary, Government of Gujarat
8. Chief Secretary, Government of Haryana
9. Chief Secretary, Government of Himachal Pradesh
10. Chief Secretary, Government of Jharkhand
11. Chief Secretary, Government of Karnataka
12. Chief Secretary, Government of Kerala
13. Chief Secretary, Government of Madhya Pradesh
14. Chief Secretary, Government of Maharashtra
15. Chief Secretary, Government of Manipur
16. Chief Secretary, Government of Meghalaya
17. Chief Secretary, Government of Mizoram
18. Chief Secretary, Government of Nagaland
19. Chief Secretary, Government of Odisha
20. Chief Secretary, Government of Punjab
21. Chief Secretary, Government of Rajasthan
22. Chief Secretary, Government of Sikkim
23. Chief Secretary, Government of Tamil Nadu
24. Chief Secretary, Government of Telangana
25. Chief Secretary, Government of Tripura
26. Chief Secretary, Govt. of Uttar Pradesh
27. Chief Secretary, Government of Utharakhand
28. Chief Secretary, Government of West Bengal
29. Chief Secretary, Andaman & Nicobar Island
30. Chief Secretary, Pondicherry
31. Chief Secretary, Govt of Delhi
32. Chief Secretary, Govt of Jammu & Kashmir
33. Adviser to the Administrator, Chandigarh
34. Adviser to the Administrator, Govt of Daman & Diu and Dadra & Nagar Haveli
35. Adviser to the Administrator, Govt of Lakshadweep
36. Adviser to the Administrator, Ladkah

Note: Including Infrastructure Division Infrastructure Departments, Infrastructure Implementing Agencies, NIP Nodal Department, PPP Cell, Infrastructure Development Boards of the State/UT

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CPSEs / Authorities

1. Chairman and Managing Director, National Thermal Power Corporation (NTPC)
2. CMD & A/c Director, National Hydroelectric Power Corporation (NHPC)
3. Chairman and Managing Director, THDC India Limited
4. Managing Director, Solar Energy Corporation of India (SECI)
5. Chairperson, National Highways Authority of India (NHAI)
6. Managing Director, NHIDCL
7. Chairman, India Tourism Development Corporation Limited (ITDC)
8. Chairman, Airports Authority of India (AAI)
9. Chairman-cum-Managing Director, National Buildings Construction Corporation Ltd. (NBCC)
10. Managing Director, National Capital Region Transport Corporation (NCRTC)
11. CEO and Managing Director, National Industrial Corridor Development Corporation (NICDC)
12. CMD & Additional Charge of Director (Works), IRCON International Ltd. – Construction Division
13. Chairman and Managing Director, Food Corporation of India (FCI)
14. Chairman, Inland Waterways Authority of India
15. Chairman & Managing Director, BSNL
16. Director General, Central Public Works Department (CPWD)
17. Director General, Sports Authority of India (SAI)
18. Pr. Commissioner -Housing, Delhi Development Authority
19. Chairman, Yamuna Expressway Industries Development Authority
20. Managing Director, Uttarakhand Infrastructure Project Company Ltd.
21. Managing Director, State Infrastructure & Industrial Development Corporation Uttarakhand Ltd.
22. Managing Director, Uttar Pradesh Setu Nigam Limited

Municipalities/ Corporations

City/ Corporation	State/ UT
Jhunjhunu	Rajasthan
Alwar	Rajasthan
Bhiwadi	Rajasthan
Bhopal	Madhya Pradesh
Jabalpur	Madhya Pradesh
Jaipur	Rajasthan
Mira Bhayandar	Maharashtra
Indore	Madhya Pradesh
Kolkata	West Bengal
Vadodara	Gujarat
Warangal	Telangana
Ahmedabad	Gujarat
Greater Hyderabad	Telangana
Visakhapatnam	Andhra Pradesh
Nashik	Maharashtra
Pimpri Chinchwad	Maharashtra
Surat	Gujarat
Thane	Maharashtra
Navi Mumbai	Maharashtra
New Delhi Municipal Council	New Delhi
Pune	Maharashtra
Hazaribagh	Jharkhand
Puri	Odisha
Aizawl	Mizoram
Berhampur	Odisha
Bundi	Rajasthan
Dwaraka	Gujarat
Rourkela	Odisha
Sambhalpur	Odisha
Thrissur	Kerala
Adityapur	Jharkhand
Chas	Jharkhand
Kollam	Kerala
Kozhikode	Kerala
Nanded Waghala	Maharashtra
Nellore	Andhra Pradesh
Solapur	Maharashtra
Anantapur	Andhra Pradesh
Davanagere	Karnataka
Hubli-Dharwad	Karnataka
Jodhpur	Rajasthan
Kakinada	Andhra Pradesh
Kochi	Kerala
Kolhapur	Maharashtra

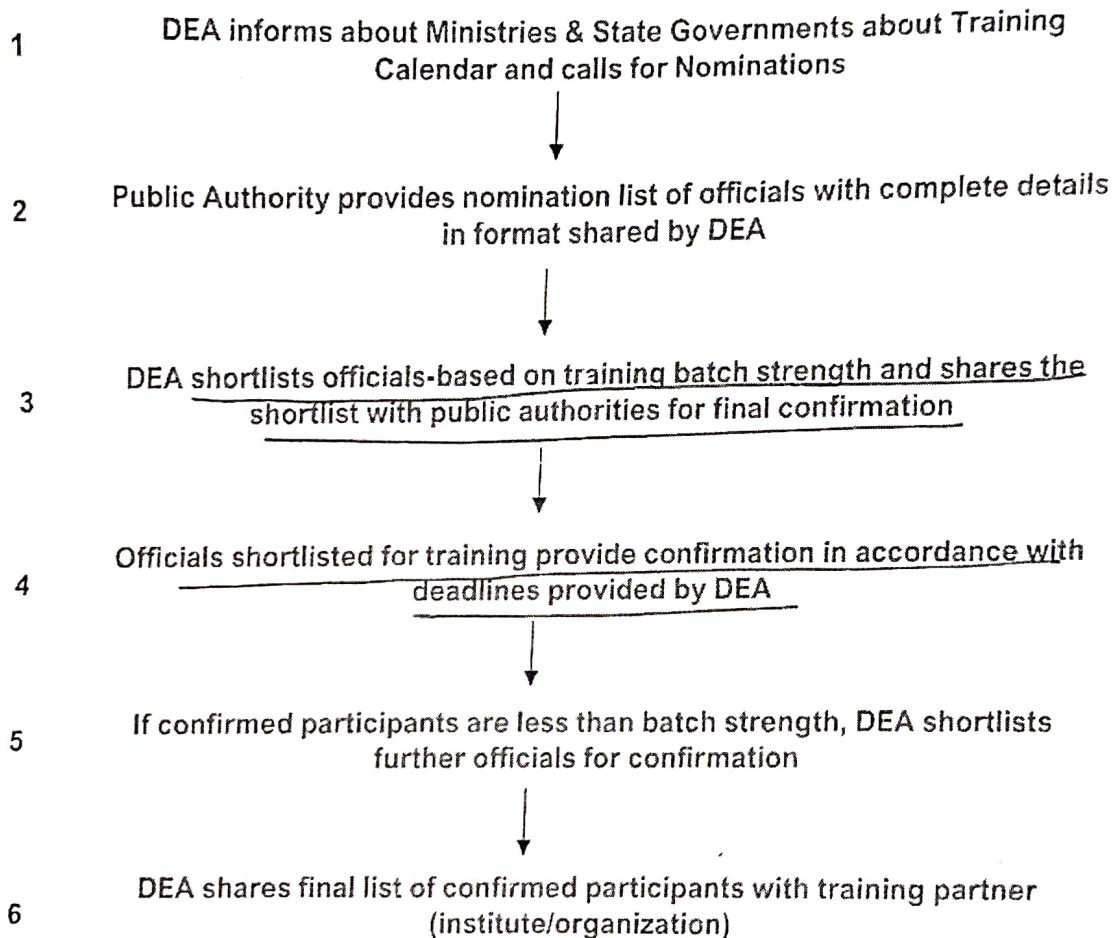
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Kurnool	Andhra Pradesh
Nagpur	Maharashtra
Panaji	Goa
Tirupati	Andhra Pradesh
Amravati	Maharashtra
Belgaum	Karnataka
Bharatpur	Rajasthan
Bhavnagar	Gujarat
Bikaner	Rajasthan
Chittor	Andhra Pradesh
Cuttack	Odisha
Ranchi	Jharkhand
Ajmer	Rajasthan
Jamnagar	Gujarat
Kota	Rajasthan
Ludhiana	Punjab
Udaipur	Rajasthan
Bangalore	Karnataka
Chennai	Tamil Nadu
Lucknow	Uttar Pradesh
Patna	Bihar
Raipur	Chhattisgarh
Srinagar	J&K
Bhubaneswar	Odisha
Chandigarh	Chandigarh
Dehradun	Uttarakhand

Capacity Building Trainings by Premier Institutes/Organizations: An Initiative by the Department of Economic Affairs

SOP/Guide for Government officials on Training Nomination Process

Below is process for selection of officials for trainings planned by DEA



Important Information:

1. Initial nomination provided by public authority is not to be considered as confirmation of training – Please refer steps above.
2. Only officials shortlisted and confirmed by DEA for a training shall be considered for a training - Please refer steps above.
3. No officials shall be accommodated for training for on-the-spot registrations, a prior official confirmation needs to be provided to DEA

4. Cancellation after nomination should be informed in advance (at least 5 working days prior) to the training commencement. This is required to ensure that the seats are timely substituted/de-allocated and there is no financial loss.
5. If cancellation of nomination is not intimated prior to training commencement – DEA may choose not to accept further nominations of the officer/organization for any future trainings
6. The official is to ensure strict punctuality and attendance during the training. Attendance will be monitored, and certificate will be provided to those participants who attend all sessions. Absence from classes or sessions will be brought to the notice of DEA by the training partner.
7. Participants must make their own travel arrangements i.e., flight tickets, airport transfers, cab etc. to reach the training location. No such requests are to be made to the training partners (institute/professional body).
8. The training partners will provide accommodation only for the training duration. No separate requests for accommodation are to be made training partners.
9. Officials are requested to plan leisure or travel within or near the training campus outside of training session hours. No travel arrangement will be provided by the training partner (institute/professional body) for such plans.
10. Site visit/travel requests are not part of the training program and not such request are to be made the Training Partner (institute/professional body).
11. All communication pertaining to nominations are to be **sent via email to:**

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Capacity Building Unit (CBU),
Infrastructure Finance Secretariat (IFS),
Dept. of Economic Affairs, Ministry of Finance, Government of India
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E: cbu-dea@gov.in