

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

Dated, Chandigarh the 17<sup>th</sup> August, 2023.

To

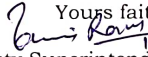
All the IAS Officers of Haryana State.

**Subject:- In-person Singapore Cooperation Programme on "Supply Chain Management" from 20<sup>th</sup> to 24<sup>th</sup> November, 2023 in Singapore.**

Sir/Madam,

I am directed to refer to the subject noted above and to inform that a copy of the letter No. 12/29/2023-BPC&T, dated 8<sup>th</sup> August, 2023, received by e-mail from Sh. Sanjay Kumar, Under Secretary to the Govt. of India, Department of Economic Affairs, Ministry of Finance, Room No. 271-B North Block, New Delhi-110001, has been uploaded on the CS Haryana Website (<http://csharyana.gov.in>).

It is, therefore, requested to take further necessary action keeping in view of letter No. 22/38/2010-4Trg dated 21.12.2022.

Yours faithfully,  
  
Deputy Superintendent, Training  
for Chief Secretary to Govt., Haryana.

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

Dated Chandigarh, the 17<sup>th</sup> August, 2023

A copy is forwarded to Sanjay Kumar, Under Secretary to the Govt. of India, Department of Economic Affairs, Ministry of Finance, Room No. 271-B North Block, New Delhi-110001 w.r.t. his letter. No. 12/29/2023-BPC&T Section, dated 08.08.2023.

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

No.12/29/2023-BPC&T.  
Government of India  
Ministry of Finance  
Department of Economic Affairs  
(BPC&T Section)

North Block, New Delhi,  
Dated the 8<sup>th</sup> August, 2023.

**TRAINING CIRCULAR**

**Subject:- In-person Singapore Cooperation Programme on "Supply Chain Management" from 20th to 24th November, 2023 in Singapore.**

The Republic of Singapore has invited nominations for **In-person Singapore Cooperation Programme Training Award(SCPTA) Course on "Supply Chain Management"** to be held in Singapore from 20th to 24th November, 2023 under the Technical Assistance Programme with India. The programme is intended for mid- to senior-level government officials involved in strategic planning. 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/supplychain2023>). 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 (Annex-V) reach this Department through the Administrative Ministry/Department of Govt. of India /State Government/UT, as the case may be, not later than 29.09.2023 positively at the following address:-**

**Shri Jagdish Singh Panwar,**  
**Section Officer (BPC&T),**  
Department of Economic Affairs, Ministry of Finance,  
Room No. 271-B, North Block, New Delhi-110001.  
Ph:- 011 - 2309 5135,  
Email- [panwar.js@nic.in](mailto:panwar.js@nic.in)  
[chourasia.anil@nic.in](mailto: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](http://www.finmin.nic.in) under the link "Foreign Training Programmes" [<https://mofapp.nic.in/training/default.aspx>].



(Sanjay Kumar )

Under Secretary to the Govt. of India

1. Joint Secretary (Admn./Estt. ), Department of Commerce, Udyog Bhavan, New Delhi.
2. Joint Secretary (Admn./Estt. ), Department for Promotion of Industry and Internal Trade, Udyog Bhavan, New Delhi.
3. Joint Secretary(Admn.), Ministry of Consumer Affairs, Food and Public Distribution, Krishi Bhavan, New Delhi.
4. Joint Secretary (Admn.) of all Ministries/Departments, Government of India.
5. 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>].

## **SUPPLY CHAIN MANAGEMENT**

**20 TO 24 NOVEMBER 2023**

Sponsored by the

### **SINGAPORE COOPERATION PROGRAMME**

under the

### **SINGAPORE COOPERATION PROGRAMME TRAINING AWARD**

#### **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, close to 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.

#### **Course Objectives**

This in-person course is conducted under the auspices of the Singapore Cooperation Programme Training Award (SCPTA).

This course will discuss the impact of recent major events on global supply chains. It will also cover

Singapore's approach in strengthening supply chain resilience.

#### **Synopsis**

Topics to be covered include:

- Impact of COVID-19 and other global events on global supply chains
- Identify the pros and cons of offshoring, onshoring and reshoring for economic development
- Singapore's whole-of-government approach to strengthening national resilience in an era of supply chain disruptions
- Role of governments in facilitating private-public collaboration to build supply chain resilience
- Regional collaboration to strengthen supply chain resilience

#### **Methodology**

The course will be conducted in-person in Singapore and will include the delivery of instruction of course sessions, case studies as well as group discussions.

#### **Course Duration and Venue**

The course will be conducted daily from **20 to 24 November 2023** in Singapore.

## Application Information

Applicants should be:

- Mid- to senior-level government officials involved in strategic planning;
- 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 (thereafter known as participants) during their training in Singapore. These expenses include:

- Course fees;
- 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;
- A daily course allowance of One Hundred and Twenty Singapore Dollars (S\$120) from the first day to the last day of the course. A proportionate reduction in the daily course allowance will be made if you are unable to attend the full duration of the course;
- Transportation between training venue and site visits; 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:

- The nominating government will be responsible for its participants' round-trip airfares;
- For entry into Singapore, participants would be required to adhere to the latest travel

requirements and advisories as indicated at [www.ica.gov.sg/enter-transit-depart](http://www.ica.gov.sg/enter-transit-depart);

- Participants are to bear their personal expenses that might be incurred prior to receiving the allowance; 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 course schedules 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: **6 October 2023**)

The Government of Singapore is pleased to invite the respective National Focal Point for Technical Assistance (NFP) to nominate **1** suitable applicant(s). 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 NFP in the event that its nominee(s) is not selected.

All nominees are to submit their applications online at <https://go.gov.sg/supplychain2023> by **Friday, 6 October 2023**. All applications must also be **endorsed** by the National Focal Point for Technical Assistance.

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; and
- 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.

**Follow us at:**

- SCP Website: [www.scp.gov.sg](http://www.scp.gov.sg)
- Facebook: [www.facebook.com/SCPFriends](https://www.facebook.com/SCPFriends)

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## **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**

| <b>Duration of Training</b> | <b>No. of years of service completed in Govt. as on the date of FTP</b> | <b>Upper age limit on the date of FTP</b> | <b>Limit on participation in number of trainings in a year</b>   |
|-----------------------------|-------------------------------------------------------------------------|-------------------------------------------|------------------------------------------------------------------|
| Upto one week               | 5 years                                                                 | Less than 58 years                        | Two FTPs of duration of less than one week in a calendar year    |
| One to Two weeks            | 7 years                                                                 | Less than 58 years                        | One FTP of duration of one to two weeks in a calendar year       |
| More than two weeks         | 9 years                                                                 | Less than 55 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.

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#### **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 :                                                                                                                                                                    |                              |                                     |                                   |                   |
| <b><u>CERTIFICATE</u></b>                                                                                                                                                   |                              |                                     |                                   |                   |
| 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)