

42/12/2025-5Trg.
HARYANA GOVERNMENT
CHIEF SECRETARY OFFICE
TRAINING DEPARTMENT

Dated, Chandigarh the 25th September, 2025

To

All the Administrative Secretaries of Haryana State.

Subject: - Inviting nominations for Capacity Building Training Programme on "Infrastructure Finance" Scheduled from 17th to 21st November, 2025- reg.

Sir/Madam,

I am directed to refer the subject noted above and to say a copy of letter dated 16.09.2025 received through email from Seema Joshi, Director, Government of India, Ministry of Finance, Department of Economic Affairs, Infrastructure Finance Secretariat, Infrastructure Policy & Planning Division Capacity Building Unit, Room No. 405, STC Building Janpath, New Delhi has been uploaded the website of Chief Secretary, Haryana i.e. (<http://csharyana.gov.in>) for taking necessary action in view of Government letter No. 22/38/2010- 4Trg. Dated 21.12.2022.

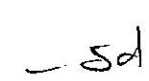
Yours faithfully,


Superintendent, Training

Endst. No. 42/12/2025- 5Trg.

Dated Chandigarh, the 25th September, 2025

A copy of the above is forwarded to Smt. Seema Joshi, Director, Department of Economic Affairs, Infrastructure Finance Secretariat, Infrastructure Policy & Planning Division Capacity Building Unit, Government Of India, Ministry Of Finance, Room No. 405, STC Building Janpath, New Delhi. w.r.t her email dated 16.09.2025 for information.


Superintendent, Training

Fwd: Inviting nominations for the Capacity Building Training Program on "Infrastructure Finance" scheduled from 17th to 21st November, 2025 - reg.

1 message

SSPS Haryana <ssps@hry.nic.in>
To: branchtrg <branchtrg@gmail.com>

16 September 2025 at 16:56

===== Forwarded message =====

From: Anurag Rastogi <cs@hry.nic.in>
To: "SSPS Haryana" <ssps@hry.nic.in>
Date: Tue, 16 Sep 2025 16:50:11 +0530
Subject: Fwd: Inviting nominations for the Capacity Building Training Program on "Infrastructure Finance" scheduled from 17th to 21st November, 2025 - reg.

===== Forwarded message =====

===== Forwarded message =====

From: Capacity Building Unit <cbu-dea@gov.in>
To: "Dr Reddy" <cs@ap.gov.in>, "Dharmendra" <cs-arunachal@nic.in>, "PABAN BORTHAKUR" <cs-assam@nic.in>, "Chief Bihar" <cs-bihar@nic.in>, "Chief Office" <cs-office.cg@gov.in>, "Puneet Secretary" <cs-goa@nic.in>, "csguj" <csguj@gujarat.gov.in>, "Sanjeev Kaushal" <cs@hry.nic.in>, "Prabodh Saxena" <cs-hp@nic.in>, "Shri Singh" <cs-jharkhand@nic.in>, "cs" <cs@karnataka.gov.in>, "DR IAS" <chiefsecy@kerala.gov.in>, "Iqbal Bains" <cs@mp.nic.in>, "cs" <cs@maharashtra.gov.in>, "cs-manipur" <cs-manipur@nic.in>, "cso-meg" <cso-meg@nic.in>, "cs-mizoram" <cs-mizoram@nic.in>, "Jan Alam" <csngl@nic.in>, "Shri Jena" <csori@nic.in>, "Chief Punjab" <cs@punjab.gov.in>, "csraj" <csraj@rajasthan.gov.in>, "cs-skm" <cs-skm@nic.in>, "cs" <cs@tn.gov.in>, "CS Telangana" <cs@telangana.gov.in>, "cs-tripura" <cs-tripura@nic.in>, "CHIEF GoUP" <csup@nic.in>, "chief secretary" <cs-uttaranchal@nic.in>, "Shri Dwivedi" <cs-westbengal@nic.in>, "Rajeev Verma" <adviser-chd@nic.in>, "Advisor to Administrator DNHDD" <advisor-dnh-dd@daman.nic.in>, "Advisor to Administrator DNHDD" <devcom-dd@nic.in>, "Advisor UTL" <lk-advisor@gov.in>, "Advisor LG" <advisor-lg-ladakh@gov.in>, "Chief Andamans" <cs-andaman@nic.in>, "cs-jandk" <cs-jandk@nic.in>, "Shri Kumar" <csdelhi@nic.in>, "Mr IAS" <cs.pon@nic.in>, "Dr Sharat Chauhan" <cs@py.gov.in>
Cc: "Seema Joshi" <seema.joshi@gov.in>, "Harish Yadav" <harish.yadav@nic.in>
Date: Tue, 16 Sep 2025 16:31:25 +0530
Subject: Inviting nominations for the Capacity Building Training Program on "Infrastructure Finance" scheduled from 17th to 21st November, 2025 - reg.

===== Forwarded message =====

Respected Sir/Madam,

Please find attached herewith DEA's office memorandum dated 16.09.2025 inviting nominations for the Capacity Building Training Program on "Infrastructure Finance" scheduled from 17th to 21st November, 2025 at Arun Jaitley National Institute of Financial Management (AJNIFM), Faridabad. Nomination proforma and SOP is also attached for ready reference.

With Regards,

Capacity Building Unit
Infrastructure Finance Secretariat
Department of Economic Affairs
Ministry of Finance
Government of India

ing Era

118576
17/9/25

3 attachments

 O.M. dated 16-9-2025 Inviting nomination for Capacity Building Training Program at AJNIFM, Faridabad.pdf
403K

 Nomination Proforma(10).docx
15K

 SOP - Training Nomination.pdf
73K

F.No. 3/2/2021-CBU-Part (3)
Government of India
Ministry of Finance
Department of Economic Affairs
Infrastructure Finance Secretariat
Infrastructure Policy & Planning Division
Capacity Building Unit

Room No. 405, STC Building
Janpath, New Delhi
Dated: 16th Sept., 2025

OFFICE MEMORANDUM

Subject: Inviting nominations for Capacity Building Training Program at Arun Jaitley National Institute of Financial Management (AJNIFM), Faridabad – reg.

Department of Economic Affairs (DEA) is mandated with the work of organizing capacity building training programs on regular basis for officials involved in infrastructure project conceptualization, structuring, planning, implementation, and monitoring etc.

2. To strengthen this objective, DEA has collaborated with AJNIFM, Faridabad to conduct following offline training program:

S. No.	Program Name	Duration	Date	Target Audience
1.	Infrastructure Finance	05 days	17 th to 21 st November, 2025	Officials in Central or State Govt/ Semi Govt entities/CPSEs or State PSUs/ ULBs, finance professionals, project managers, policy makers, and anyone interested in the field of infrastructure finance. Prior knowledge of basic finance principles is recommended. The course would have significant take-away for junior and middle levels officials.

3. Accordingly, nominations of 1-2 officers from your Ministry/ Department/ Organization are invited as per the target audience mentioned above. The said program has limited seats and can accommodate only **30-35 participants**. The nomination for the training program may kindly be sent latest by **2 weeks prior to the start of the training program**. The nominations, as per the proforma placed below, may kindly be sent to the email id: cbu-dea@gov.in.

4. It is stated that training fees and expenses on account of accommodation & 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).

Encl: As above


(Seema Joshi)
Director

To,

- (i) The Secretaries of all Ministries/Departments Under Central Government of India
- (ii) The Chief Secretaries of all the State / UTs in India
- (iii) CPSEs

Nomination Proforma

S. No.	Name, email and mobile number	Designation	Department/ Ministry/ Organization	Work Profile in brief (50 words)

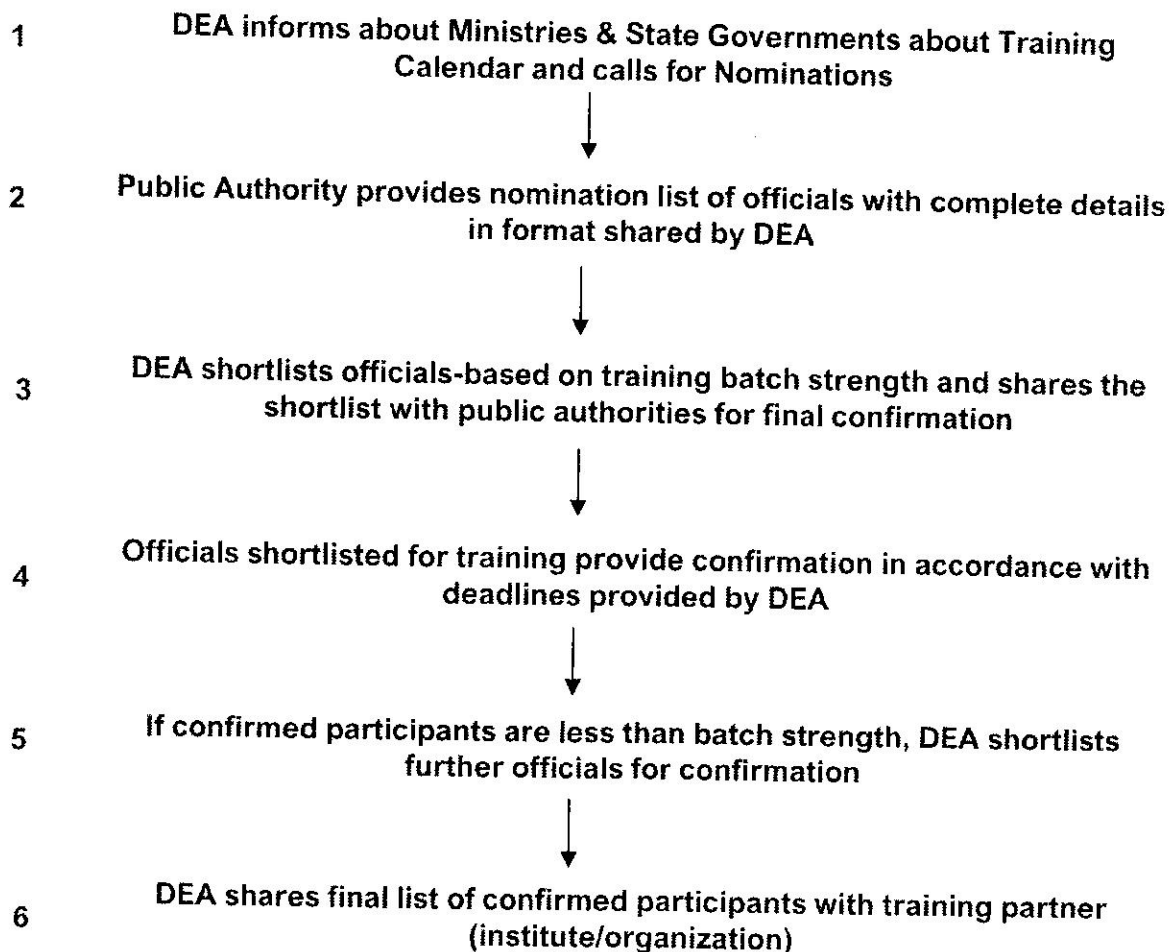
4. Cancellation after nomination should be informed in advance (at least 5 working days prior) to the training commencement. This is required to ensure that the seats are timely substituted/de-allocated and there is no financial loss.
5. If cancellation of nomination is not intimated prior to training 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 – no certificate will be issued in such cases for training
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 to 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 no such requests are to be made to the Training Partner (institute/professional body).
11. All communication pertaining to nominations are to be **sent via email only** to:

Capacity Building Unit (CBU),
Infrastructure Finance Secretariat (IFS),
Dept. of Economic Affairs, Ministry of Finance, Government of India
4th Floor, STC Building, Janpath, New Delhi 110001
M: +91 9910379001, +91 9891186736
E: cbu-dea@gov.in

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 process for selection of officials for in-person trainings designed and sponsored by **Department of Economic Affairs (DEA)**



Important Information:

1. Initial nomination provided by public authority 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