

No. 9/10/2012-1Trg.

HARYANA GOVERNMENT  
CHIEF SECRETARY OFFICE  
TRAINING DEPARTMENT

Dated, Chandigarh the 29<sup>th</sup> September, 2020.

To

All the Administrative Secretaries of Haryana State.

**Subject: 61<sup>st</sup> NDC Course commencing from Jan/Feb 2021 to Nov/Dec 2021 at National Defence College, New Delhi.**

Sir/Madam,

I am directed to refer to the subject noted above and to inform that a copy of letter no. **MoD I.D. No. 4/7/61<sup>st</sup> NDC/2020/D (GS.II)** dated **24.08.2020** received from **SH. RAGHUNANDAN SINGH**, Under Secretary, (GS.II), Gol, Ministry of Defence, D (GS.II), Room No. 112, 'B' Wing, Sena Bhawan, New Delhi has been uploaded on <http://csharyana.gov.in>.

2. It is requested that all eligible IAS Officers in the proforma enclosed at Annexure "A" together with the documents mentioned in para 6 above may send their consent directly to **Under Secretary (GS.II), Ministry of Defence, D (GS.II), Room No. 112, 'B' Wing, Sena Bhawan, New Delhi-110011**, on or before **31<sup>st</sup> October, 2020** (via **Email ID: gopal.chris@gov.in, raghunandan.singh@nic.in**), under intimation to this office.

Yours faithfully,



Superintendent, Training  
for Chief Secretary to Govt., Haryana. <sup>14</sup>/<sub>29/9</sub>

Endst.No. 9/10/2012-1Trg. Dated Chandigarh, the 29<sup>th</sup> September, 2020.

A copy is forwarded to the following for information & further necessary action:-

1. **SH. RAGHUNANDAN SINGH**, Under Secretary, (GS.II), Gol, Ministry of Defence, D (GS.II), Room No. 112, 'B' Wing, Sena Bhawan, New Delhi -110011 w.r.t. his letter No. **MoD I.D. No. 4/7/61<sup>st</sup> NDC/2020/D (GS.II)** dated **24.08.2020**.
2. **Cyber Centre**, Principal Resident Commissioner, Govt., of Haryana, Haryana Bhawan, New Delhi-110001 w.r.t. his email dated **16.09.2020**.



Superintendent, Training  
for Chief Secretary to Govt., Haryana. <sup>14</sup>/<sub>29/9</sub>

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**61st NDC course at national defense college**

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**From :** Cyber Centre Hry Bhawan <cchb@hry.nic.in>  
**Subject :** 61st NDC course at national defense college  
**To :** KESHNI ANAND ARORA <cs@hry.nic.in>

Wed, Sep 16, 2020 11:24 AM

1 attachment

Respected

Please find attachment of file.

Regards

*Cyber Centre,  
O/o Principal Resident Commissioner,  
Govt of Haryana, Haryana Bhawan,  
New Delhi-110001*

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— 61st NDC course at national defense college.pdf  
1 MB

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Ministry of Defence  
D(GS.II)

PRC (or)

Sub:- **61<sup>st</sup> NDC Course at National Defence College commencing from 15.9.2020  
Jan/Feb 2021 to Nov/Dec 2021.**

The 61<sup>st</sup> NDC Course at National Defence College, New Delhi is scheduled to commence from Jan/Feb 2021 to Nov/Dec 2021. The duration of the course is 47 weeks. A few seats at the NDC Course are earmarked for the Civilian Officers belonging to various Ministries/Departments.

2. The broad objective of the NDC Course is to provide a holistic view of contemporary economic and political scenarios and related aspects with particular emphasis on security issues. A better understanding among professionals drawn from different disciplines in the country having divergent backgrounds and value is yet another objective of the course. Visits to important military stations and frontier posts and some foreign countries form integral part of the course curriculum.

3. Qualification Requirements for the selection of officers to be nominated for the course are as under:-

- IAS/IPS/IFS officers having not less than 14 years of completed service.
- Officers of other Central Civil Services of the rank of Director/Senior Deputy Secretary of a Central Ministry or equivalent who are likely to reach policy making level of Joint Secretary or equivalent having not less than 16 years of completed services.
- Below 54 years of age as on 01.01.2021, with sound physical and mental health.
- Excellent record of past performance.
- Clearance from Vigilance and disciplinary angle.

4. The officers should not have undergone a training programme of **12 weeks or more duration in India during a period of 5 years** preceding the date of commencement of this course. Further, the officer should not have undergone a programme of **training abroad of more than 2 weeks in preceding 2 years, more than 1 month in the preceding 3 years or more than 6 months in preceding 5 years.**

5. **Course Fees:**

The details of course fees are given below:-

(a)	Tuition fees	Rs. 2,10,000/-
(b)	Internal and Foreign Tours	Approx. Rs. 20,00,000/- (per officer) which includes Cost of <b>Two Foreign Tours and Five Internal Tours</b> which they must submit as per of their Budget Support from respective paying office prior to joining NDC.

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Under Secretary, Vigilance  
Diary No. ~~87620~~

~~16/9/2020~~



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Training Branch  
Diary No. 89602  
Dated 22/09/2020



6. **Cadre clearance, Vigilance Clearance** and photocopies of last 5 years Annual Performance Appraisal Reports (APARs) of the nominated officers, **duly attested** by an officer not below the level of Under Secretary may be sent along with the nominations. **Original APARs should not be sent.**

7. The officer selected for the NDC Course will be required to execute a 'Bond' prior to his/her joining the NDC Course and submit the same to his/her Cadre Controlling Authority stating that he/she would serve the Government for a period of five years and he/she would be willing to work in Ministry of Home Affairs, Ministry of Defence, Ministry of External Affairs, NSCS and other security-related organizations on completion of the Course, or to repay the total expenses incurred on the NDC Course in the event of his/her resignation, voluntary retirement or quitting the NDC Course without completing it.

8. Nominations of suitable officers in the proforma enclosed at Annexure "A" together with the documents mentioned in para 6 above may please be sent to the Under Secretary (GS.II), Ministry of Defence, D(GS.II), Room No. 112, 'B' Wing, Sena Bhawan, New Delhi-110011, Tele: 23012225 and Email ID: [gopal.chris@gov.in](mailto:gopal.chris@gov.in), [raghunandan.singh@nic.in](mailto:raghunandan.singh@nic.in) on or before 31<sup>st</sup> October, 2020. Nomination received after this date may not be considered.

9. Hindi Version will follow.

(Raghunandan Singh)

Under Secretary to the Government of India

Tele & Fax: - 2301 2225

To

**As per list attached at Annexure 'B'**

MoD I. D. No. 4/7/61<sup>st</sup> NDC/2020-D(GS.II)

Dated 29.08.2020.

- Copy to: - 1. Secretary, NDC - with the request to publish this circular on the website of the National Defence College.
2. MoD(NIC) through D(IT) - With the request to publish this circular on the website of the Ministry of Defence.
3. JS (Training), DoP&T - With the request to upload the above in their website (under heading 'What's New').
4. All Chief Secretaries, through Resident Commissioner.



**61<sup>st</sup> NDC Course to be conducted at National Defence College, New Delhi from  
Jan/Feb 2021 to Nov/Dec 2021**

**PART-A**

(To be filled by the nominated officer)

1.	Name of the Officer (in CAPITAL letters)	
2.	Present post and the Date since when held	
3.	Office Address, Telephone/ Fax Number	
4.	E-mail ID of the Officer	
5.	Date of Birth	
6.	Age as on 01 <sup>st</sup> January, 2021	
7.	Date of Retirement	
8.	Service/Cadre to which belongs (with Year of allotment)	
9.	Date of Entry into Service	
10.	Educational Qualifications	
11.	Address, Telephone/Fax Number and E-mail ID of the Officer for communication	

12. Particulars of the posts held by the officer during last five years.

S. No.	Post held	Dates of holding the post	Pay Scale	Nature of Duties

13. Details in-service training programs/course attended during last ten years (In India and abroad)

S. No.	Name of the course/training programme	Year	Name of the place and institution	Duration (in weeks)

14(a)	Is the officer presently on deputation to the Government of India?	
14(b)	If yes, the date of the commencement of the deputation	
14(c)	The date of completion of tenure	
14(d)	Whether this is the first deputation of the officer to the Centre?	
15	Please indicate why the officer intends to attend the NDC Course.	

Dated:

(Signature of the Officer)



**PART-B**

(To be filled by the Sponsoring Authority)

1.	Name of the Ministry/Department in which the recommended officer is serving	
2.	Number of slots, if any, availed by the Ministry/Department in the NDC Course during the preceding three years i.e. 2018, 2019 and 2020.	
3.	Number of officers being nominated for the 2021 course	
4.	APAR status/performance of the nominee during the last five years (Please attach attested photocopies of the last five years Annual Performance Appraisal Reports of the officer)	
5.	Whether cadre clearance has been obtained? If so, please enclose the same	
6.	Whether the nominee officer is clear from vigilance and disciplinary angle	
7.	Will the nominee's future duties render his/her participation in the NDC meaningful? If so, in what manner?	
8.	List of enclosures attached with the application	

Dated:

(Signature, Name, Designation,  
Telephone Number and Fax Number  
of sponsoring Authority)