



BY Email / SPEED POST



**Govt of India, Ministry of Defence
Directorate General Defence Estates**

Raksha Sampada Bhawan

Ulaanbaatar Marg Delhi Cantt-10

Tele: 011-25671737/ Email: ddgadm-dgde@nic.in

File No:124/ADM/DE/TP (FMS ID: 4267)

Dated: 24 June, 2021

To.

The Principal Director,

Defence Estates,

Central/Eastern/Northern/Western/Southern/Southwestern Command
Lucknow/Kolkata/Jammu/Chandigarh/Pune/Jaipur

The Director, NIDEM

Subject: 13th One year Diploma Programme in Public Policy and Sustainable Development (PP & SD) at the TERI School of Advance Studies, New Delhi-Regarding

Sir/ Madam,

Govt of India, Ministry of Personnel and Training (DoPT) has invited nomination of eligible officers for attending the 13th One year Diploma Programme in Public Policy and Sustainable Development (PP & SD) at the TERI School of Advance Studies, New Delhi is scheduled to commence from 04 October, 2021 vide letter No. T-13013/2/2021-LTDP dated 13.05.2021 (Copy Enclosed).

2. This information may be disseminated to all eligible officers for invitation of willingness for the course. The application received from eligible officers may be forwarded to this Directorate General latest by **21.07.2021**.

Encl: As above

(Srikant Sharma)

Dy Director (Admin)

For Director General Defence Estates

Copy to:-

All Officer in DGDE
DMS/Website/AU & RC

16/11
100/A

To

1. Secretaries (All Ministries/Departments in Government of India)
2. The Chief Secretaries to all State Governments
3. Administrators of Union Territories
4. All the Cadre Controlling Authorities
5. Directors General/Directors of Central & State Training Institutes

Sub: 13th One year Diploma Programme in Public Policy and Sustainable Development (PP & SD) at the TERI School of Advance Studies, New Delhi- Regarding.

Sir/Madam,

13th One year Diploma Programme in Public Policy and Sustainable Development at the TERI School of Advance Studies, New Delhi is scheduled to commence from 04th October, 2021, for which Orientation will be held on 1st October, 2021.

2. This programme has been designed as a high quality programme with a set of core courses as well as a range of electives. It includes an international module of about Two weeks' duration at a foreign Institute. *[This is subject to Govt guidelines prevailing at that time]*

3. The nominated Officers will be required to develop a Policy Paper on the issue to be identified in consultation with the Ministries/Departments/State Governments etc. where they are presently working. This policy paper will have to be submitted by the officer to their respective Ministries/Departments/State Governments etc. at the end of the programme. The Ministries/Departments/States will also nominate a Nodal Officer of the rank of JS or above to the Government of India for mentoring and guidance to the sponsored officer for developing the policy document and coordinating with TERI School of Advance Studies in the matter.

4. The officers selected for the programme also have an option to continue with the programme for the second year for a Two year M.A. (Public Policy and Sustainable Development) Degree Programme, *if they so wish*, wherein they will be required to complete a dissertation while on the job during the second year. Such officers will work on a dissertation under the guidance of a faculty

[Signature]

[Signature]

[Signature]

member of the TERI School of Advance Studies and will return to the Institute for presenting and defending the same at the end of the second year by sparing a couple of weeks. Such officers will be awarded a degree in M.A. in Public Policy and Sustainable Development after they have completed the domestic component, International component and dissertation in the second year successfully.

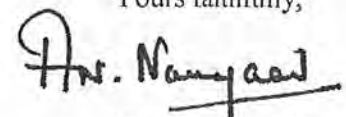
5. It is requested that the circular may be given wide publicity among officers of your cadre. Applications complete in all respect, after obtaining necessary clearances including Vigilance Clearance from Cadre Controlling Authority/State Government (wherever necessary) may please be sent to this office, so as to reach us on or before **16th August, 2021**. Nominations received after this date will not be considered. A copy of the application may also be sent to the Vice Chancellor, TERI School of Advance Studies, 10, Institutional Area, Vasant Kunj, New Delhi-110070. The nominations would be scrutinized and officers fulfilling the conditions of eligibility will be called for an interview by TERI, New Delhi. The interview date and time will be intimated to the officers by TERI School of Advance Studies, New Delhi. In order to save time, the officers are permitted to send an advance copy of the application directly to this office and TERI School of Advance Studies. The officers may be called for interview based on their advance applications. However, final selection will be subject to receipt of their formal application, duly recommended by their Cadre Controlling Authorities. It is, therefore in the interest of the officers to get their applications routed through their Cadre Controlling Authority as early as possible.

6. Further details with regard to this programme may be ascertained from Dr Jaya Vasudevan, Programme Coordinator, TERI School of Advance Studies, New Delhi (Phone No. 011-71800222, Fax No. 011-26122874, E-Mail: jaya.vasudevan@terisas.ac.in/program.ppsd@terisas.ac.in). Details of the programme are also available at TERI SAS's website www.terisas.ac.in and DoP&T Training Division's website <http://dopttrg.nic.in/> → Programmes → M.A. at TERI, New Delhi.

7. All Ministries/ Departments/ State Governments/ UTs/ CCAs etc. are advised to give wide publicity to the programme, upload this circular on their websites for the information of all concerned and encourage the officers to apply.

Encl: Terms and conditions

Yours faithfully,



(A N Narayanan)
Director (Training)

Telephone: 011-26107960

Copy to:

1. The Comptroller and Auditor General of India, New Delhi
2. Secretary, Union Public Service Commission, New Delhi

selection, the joining of such officer in the programme is strictly subject to the confirmation of the concerned PSU to bear the entire expenditure of the programme to the institute in respect of such officer.

(e) The entire Programme fee [Rs. 8,58,000/- (Rs. Eight Lakh Fifty Eight Thousand Only)] need to be paid in full at the time of joining the programme or/and in any case within 30 days of commencement of programme.

(f) The Ministry/ Department/ State Government/ Organization etc. where the officer is currently posted, will meet the cost of (a) pay and allowances during the programme period, (b) travel from place of posting to Delhi and back, (c) travel towards field visits of the participants for collection of data/information for the dissertation, (d) travel to Delhi for presentation of the dissertation at the end of the programme, (e) Per-diem allowance during international immersion and (f) one time allowance of Rs.5000/- (Rupees five thousand only) for stationery etc.

4. Hostel Facilities

TERI School of Advance Studies would assist the participants in getting rented accommodation in nearby areas. The Domestic Accommodation fee would be Rs. 15,000/- (Rs. Fifteen Thousand only) per month per participant. The expenditure will be met by the Cadre Controlling Authority of the participants.

5. Conditions for officers admitted to the programme:

In case of officers, sponsored by the Government of India/State Governments for this programme, the following conditions will apply:

(i) The entire period of training programme (institutional training of 12 months) will be treated as on duty under FR 9(6)(b)(i);

(ii) The Ministries/ Departments/State Governments may fill up the vacancy caused by the deputation of the officers;

(iii) For the grant of special pay/ Central deputation (Tenure allowance) (CDTA), the participants will be regulated as under:-

(a) The officers who proceed for training programme during their tenure of central deputation will continue to receive CDTA for the period of their entitlement against Central deputation tenure. If any period of training programme falls beyond the tenure of Central deputation or the officers proceed for training programme at the end of their tenure at the Centre, CDTA will not be admissible for this period.

Earlier Training	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 Programme. Further, the officer should not have undergone a Programme of training abroad of more than 2-weeks in preceding 2-years, more than one month in preceding 3-years or more than six months in the preceding 5-years.
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3. Course Fees:

(a) (i) The Fee for the **Domestic Course** of the programme is **Rs. 3.96 Lakh** (Rupees Three Lakh Ninty Six Thousand Only) plus expenses towards Rural/NGO attachment subject to maximum of **Rs. 30,000/-** (Rupees Thirty Thousand only) [**Total Domestic Component Rs. 4,26,000/-**].

(ii) The Fee for the '**International Component**' of the programme is **Rs. 4.32 Lakh** (Rupees Four Lakh Thirty Two Thousand Only), which will include air fare, course fees, Boarding and Lodging costs. During the International Immersion of the programme, the Per-diem Allowance @ 25% of approved rates shall be paid to the participants.

[Note: The International Component will be subject to a decision by DoP&T of lifting the ban on Foreign Training imposed by DoPT OM No. T-16017/11/2019-iGOT dated June 15, 2020 & OM No. T-16017/12/2020-iGOT dated April 01, 2021.]

(b) The total Domestic Course fee plus NGO/Rural attachment plus International Component would be **Rs. 8,58,000/-** (Rs. Eight Lakh Fifty Eight Thousand Only).

(c) **The entire Course Fee** (*Domestic Course fee, expenses towards Rural/NGO attachment and International Course fee*) would be **met by the concerned Cadre Controlling Authorities** (*for example, DoP&T for IAS, Central Secretariat Service (CSS) and Central Secretariat Stenographers' Service (CSSS) Officers, MHA for IPS officers, MOEF for IFoS officers etc.*). However, the cost of Visa fees (if any), medical insurance etc., will be met by the Ministries/ Departments / State Governments where the officers are presently working on actual basis. All arrangements for stay abroad during the international component of the programme will be arranged by TERI through the collaborating institution and no participant will be permitted to make his/her own arrangements of stay during the training abroad.

(d) In case of officers belonging to any Group 'A' Service and working on deputation basis in a Public Sector Undertaking (PSU) the entire cost of the programme (domestic as well as international component containing course fee, *boarding* and lodging charges, airfare, per diem allowances etc.) shall be borne by the concerned PSU in which the officer is working. In the event of his/her

13th One year Diploma Programme in Public Policy and Sustainable Development at the TERI School of Advance Studies, New Delhi—commencing from 04th October, 2021

The 13th One year Diploma Programme in Public Policy and Sustainable Development at the TERI School of Advance Studies, New Delhi, will commence from **04-10-2021**. This has been designed to be a high quality programme with a set of ‘**Core Courses**’ as well as a range of ‘**Electives**’. Under the programme conceived as a ‘one-year’ Diploma Programme in Public Policy and Sustainable Development, the officers will complete a ‘Domestic Component’ at TERI School of Advance Studies, New Delhi as well as an ‘International Component’ of about two weeks at a Foreign Institute. The nominated Officers will be required to develop a Policy Paper on the issue to be identified in consultation with the Ministries/Departments/State Governments etc. where they are presently working. This policy paper will have to be submitted by the officer to their respective Ministries/Departments/State Governments etc. at the end of the programme. The Ministries/Departments/States will also nominate a **Nodal Officer** of the rank of JS or above to the Government of India for mentoring and guidance to the sponsored officer for developing the policy document and coordinating with TERI School of Advance Studies in this matter.

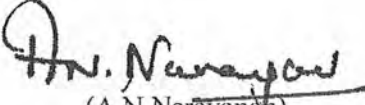
The officers selected for the programme also have an option to continue with the programme for the second year for the Two year M.A. (Public Policy and Sustainable Development) Degree Programme, *if they so wish*, wherein they will be required to complete a dissertation while on job during the second year. Such officers will work on a dissertation under the guidance of a faculty member of the TERI School of Advance Studies, and will return to the Institute for presenting and defending the same, at the end of the second year by sparing a couple of weeks. Such officers will be awarded a degree in M.A. in Public Policy and Sustainable Development after they have completed the domestic component, International component and dissertation in the second year successfully.

2. Eligibility:

The programme is open to officers of All India Services, Central Services (organized & non-organized, technical & non-technical), faculty members of State Administrative Training Institutes and also officers of the State Civil Services (SCS)/Non-State Civil Services (Non-SCS) subject to the following eligibility conditions:

Length of service	Officers should have completed 5 years of Group ‘A’ service as on commencement of the programme.
Age	The officers should have at least three years remaining service after completion of the programme.

3. The Election Commission of India, New Delhi
4. Controller General of Accounts, New Delhi
5. Deputy Director General (Training), Department of Post, Dak Bhavan, New Delhi
6. Deputy Director General (Training), Department of Telecom, Sanchar Bhavan, New Delhi
7. Director (Training), Railway Board, Rail Bhavan, New Delhi
8. Director (Police), Ministry of Home Affairs for nomination of IPS Officers
9. Director General, CPWD Training Institute, Nirman Bhavan, New Delhi
10. Director, Bureau of Police Research and Development, CGO Complex, New Delhi
11. Establishment Officer, Department of Personnel & Training, North Block, New Delhi
12. Deptt. of Personnel & Training (CS Division), Lok Nayak Bhavan, New Delhi
13. Dr Jaya Vasudevan, Programme Coordinator, TERI School of Advance Studies, 10, Institutional Area, Vasant Kunj, New Delhi- 110070. TERI SAS is requested to consider applications received on or before **16th August, 2021**.
14. NIC, Training Division, for uploading the notification on DoP&T website (<http://dopt.gov.in/>) and Training Division's website (<http://dopttrg.nic.in/>).


(A N Narayanan)
Director (Training)

{Note-The tenure of central deputation in so far as it relates to this programme, would also include the period of leave upto 2 months that may be granted by the central Ministry/ Department to the officers before their repatriation to the parent cadre}

(b) The officers not on central deputation and also not in receipt of CDTA, whether they proceed on training programme from Delhi, or outside Delhi will not be entitled to any Special pay drawn before proceeding for the programme.

(iv) Officers of the Central Government, State Government and Union Territories coming from outside Delhi to participate in the programme will be allowed one of the following two options by the sponsoring authorities:-

(a) The officers will be treated as on duty on tour. They will draw travelling allowance as on tour and allowances as per para II (a) of the Ministry of Finance, Department of Expenditure O.M. 19030/2/86-E-IV dated 24.3.86 amended from time to time.

OR

(b) The officers will be treated as on transfer. They will not be entitled to the Government accommodation at the original place of posting.

(v) In case an officer proceeding on training programme is a *bona fide* occupant of Government accommodation in the general pool controlled by the Directorate of Estates, he/she could retain the residential accommodation for the full period of the programme at his/her place of posting provided the residence is required for *bona fide* use of members of his/her family.

(vi) Officers of the Central Government entitled to facility of residential telephone at the time of joining this programme will be allowed to retain the residential telephone sanctioned to them on usual terms for six months and thereafter on the condition that the officers will pay all calls in excess of the free calls allowed by the Telecommunication Department as stipulated in Ministry of Finance (Department of Expenditure) O.M. No. 7(10)E(Coord)/79 dated 1st August, 1979 as amended from time to time.

(vii) The salary and other claims of the officers will be paid by the Ministry/Department/Office where they were last working before joining this programme.

6. Selection procedure and forwarding of nominations

(i) The Cadre Controlling Authority (CCA) should recommend names of only those Groups 'A' officers who are likely to stay with the CCA for some more time.

- (ii) Officers on deputation to Government of India under the Central Staffing Scheme must complete at least two years of their tenure on deputation on the date of this notification to become eligible to apply for this programme. It may be noted that in respect of Officers appointed under the 'Central Staffing Scheme', 'NOC' from the Office of Establishment Officer, DOPT should be obtained before forwarding their applications/nominations for this Long Term Domestic Programme.
- (iii) The faculty members of the State ATIs who have completed at least three years on the date of starting of the program are also eligible to apply for the programme. However, those faculty members who belong to State Civil Services need not necessarily fulfill this condition. The selected faculty members, however, would be required to stay in the ATI for next three years after completion of the programme.

7. Forwarding of nominations

- (i) Concurrence of State Governments, wherever necessary, would have to be obtained by the Cadre Controlling Authority before sending the nominations to DoP&T.
- (ii) Copy of the application form and other documents are attached. The same may also be obtained by logging on to TERI's website www.terisas.ac.in. Cadre Controlling Authorities are requested to forward duly filled applications in respect of suitable officers along with information in PART-B, so as to reach us on or before 16th August, 2021.
- (iii) Nominations received after the due date will not be considered.
- (iv) In order to save time, the Officers are permitted to send an advance copy of the application to the Vice Chancellor, TERI School of Advance Studies, 10, Institutional Area, Vasant Kunj, New Delhi- 110070.
- (v) The nominations would be scrutinized and officers fulfilling the conditions of eligibility will be called for an interview by TERI School of Advance Studies. The interview date and time will be intimated to the officers by TERI School of Advance Studies. In order to save time, the officers are permitted to send an advance copy of the application directly to this office and TERI School of Advance Studies. The officers may be called for interview based on their advance applications. However, final selection will be subject to receipt of his/her formal application, duly recommended by their Cadre Controlling Authorities. Therefore, it is in the interest of the officers to get their applications routed through their Cadre Controlling Authority as early as possible.

8. Bond to be executed by the officer:

Before joining the programme, the officer is required to execute a Bond to the extent that "in the event of his/her failing to resume duty or resigning or retiring from service or otherwise quitting service, without returning to duty after expiry or termination of the period of the long term programme or failing to complete the programme, or quitting the service at any time within a period of FIVE (5) years after his/her return to duty, the officer shall forthwith pay to the Government or as may be directed by the Government, on demand all charges and expenses that shall or may have been incurred by the Government for the programme i.e. all monies paid to him/her or expended on his/her account during the programme period such as pay and allowances, leave salary, cost of fee, travelling and other expenses, cost of international travel and cost of training abroad met by the Government/agency concerned together with interest thereon from the date of demand at Government rates for the time being in force on Government loans or if payment is made in a country other than India, the equivalent of the said amount in currency of that country converted at the official rate of exchange between that country and India and together with all costs between the attorney and the client.

TERI School of Advance Studies,
10, Institutional Area, Vasant Kunj, New Delhi- 110070
Phone No. 011-71800222. Fax No. 011-26122874.
E-Mail: program.ppsd@terisas.ac.in
Website: www.teriuniversity.ac.in

Government of India
Department of Personnel & Training
Block-IV, 3rd Floor, Old JNU Campus,
New Mehrauli Road, New Delhi- 110067
Phone No: 011-26194167, Fax No: 011-26106314,
Website: <http://dopt.gov.in>

Application for 13th One year Diploma Programme in Public Policy and Sustainable Development
(Programme Commences on 04th October, 2021 Last date of receiving application is 16th August, 2021)

(For Govt sponsored candidates)

PART-A

1. PERSONAL DETAILS			
Title (Mr./Ms/Dr.)			
Full name in block letters (First name, Middle name, Surname)			
Father's full name			
Mother's full name			
Gender (Put \sqrt)	Male <input type="checkbox"/>	Female <input type="checkbox"/>	Date of birth <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
	DD	MM	Year
Date of Superannuation	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Age as on 04-10-2021	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
	DD	MM	Year
Nationality	Religion		
Caste category (Put \sqrt)	General <input type="checkbox"/>	OBC <input type="checkbox"/>	SC <input type="checkbox"/> ST <input type="checkbox"/>
Equivalent Rank in Govt. of India	Level in Pay Matrix (as per 7 th CPC)		
2. MINISTRY/DEPARTMENT DETAILS			
Name of the Ministry/ Department			
Designation			
Office Address			
	State		PIN
Telephone No.			Fax
Service cadre with year of allotment			
Length of service in Group-A			
Are you presently on deputation to the Govt. of India (Put \sqrt)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	If yes, from which date:
Date of completion of tenure?			

3. ADDRESS FOR CORRESPONDENCE					
Address					
City		State		PIN	
Telephone No				Fax No	
Mobile No					
Email ID <i>[In capital letters]</i> <i>(Main and alternate)</i>					

4. ACADEMIC RECORD					
Sr. No	Examination/ Degree/ Diploma passed	Name of the Board/Institute/ Institution	Passing Percentage/ Grade/ Division/CGPA	Year of Joining the Course	Year of Passing the Course
1					
2					
3					
4					
5					
6					

5. DETAILS OF WORK EXPERIENCE						
Sr. No	Post held	Department/ Organization	Tenure		Pay Scale	Nature of responsibility
			From	To		
1						
2						
3						
4						
5						
6						

Total experience (in years)

6. DETAILS OF TRAINING PROGRAMS ATTENDED (IN INDIA & ABROAD) [Duration should be at least two weeks or more] (Kindly refer to 'Earlier Training' caption under para 2 of Terms & Conditions)				
Sr. No	Name of Course / Training Programme	Name of the Institution/ Place	Year	Duration (in weeks)
1				
2				
3				

7. Additional Information:- (please attach separate sheets regarding the following)

- i. Indicate the Public Policy area identified by you with the approval of your Ministry/Deptt./State Govt. etc. for preparation of the Policy document during the programme period.
- ii. Briefly describe your job responsibilities and your achievements at your work place.
- iii. What are your career goals and how does this program fit in with your plans.
- iv. Briefly describe your publications, leadership roles, community work or any other work you consider significant for your proposed study.
- v. Is there any other information that you would like to provide about yourself?

8. DECLARATION

I certify that the information given in this application form is correct and true to the best of my knowledge. I agree to abide by the decision of the authorities regarding my selection to the programme.

Place:

(Signature)

Date:

Instructions:

- *The application form is to be sent through the Cadre Controlling Authority.*
- *However, you may kindly send the Advance Copy directly to Shri Ram Meena, Section Officer (LTDP), Training Division, Department of Personnel and Training, Government of India, Room No- 403, 4th Floor, Block-4, Old JNU Campus, New Delhi-110067 [E-mail: s.meena63@nic.in] as well as to Vice Chancellor, TERI School of Advance Studies, 10, Institutional Area, Vasant Kunj, New Delhi- 110070.*
- *Please ensure that this application is routed through the Cadre Controlling Authority so as to reach DoPT (Training Division) latest by 16th August, 2021.*
- *The application envelop should be superscripted as "Application for admission in 13th PP & SD (2021-22) at TERI School of Advance Studies, New Delhi".*

PART - B

(For the use of the Cadre Controlling Authority only)

1. Is there any vigilance case pending or contemplated against the officer? (put ✓)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<hr/> <hr/>		

2. Is there any standing adverse entry against the officer? (put ✓)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If YES, please give details: <hr/> <hr/>		

3. Is the applicant's overall ACR grading "Very Good"? (put ✓)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<hr/> <hr/>		

4. Whether cadre clearance has been obtained? (put ✓)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
(For officers, who would be completing their deputation tenures prior to joining the PP & SD? In such cases, clearance of the State Government/Parent department has to be obtained)		
Has the candidate been offered a central deputation also?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If selected, will the candidate be released for the Programme?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

5. Topic for Policy paper to be selected by the officer with the approval of the Ministry/ Department/ State Government etc. where the officer is currently working.

6. Details of Nodal Officer (of the rank of JS or above to the Government of India) nominated by the Ministry/ Department/ State Government etc. where the officer is currently working for mentoring and guidance to the Sponsored Officer for developing the policy documents.

Name: _____

Designation: _____

Office address: _____

Telephone No. : _____

Fax No. : _____

E-mail Id: _____

Cadre Controlling Authority:

Name of the Cadre Controlling Authority (Department/Ministry)	
Contact Person	
Designation	
Address	
Telephone No.	
Fax No.	
E-mail ID	

Place:

(Signature of the
Cadre Controlling Authority)

Date:

File No. _____

Office Seal (Compulsory)

**Format of Bond to be executed by a Government Servant before proceeding for 13th One Year
Diploma Programme in Public Policy and Sustainable Development (PP & SD) at the TERI
School of Advance Studies, New Delhi**

KNOW ALL MEN BY THESE PRESENTS THAT I, _____, resident of _____, at present employed as _____ in the Ministry/Department _____, do hereby bind myself and my heirs, executors and administrators to pay to the President of India (hereinafter called the 'Government') on demand, 'all charges and expenses' that shall or may have been incurred by the Government for the programme by TERI i.e. all monies paid to me or expended on my account during the programme period such as pay and allowances, leave salary, cost of fee, travelling and other expenses, cost of international travel and cost of training abroad met by the govt./agency concerned, etc. being conducted by TERI School of Advance Studies together with interest thereon from the date of demand at Government rates, for the time being in force, on Government loans or, if payment is made in a country other than India, the equivalent of the said amount in currency of that country converted at the official rate of exchange between that country and India AND TOGETHER with all costs between the attorney and the client.

Whereas I, _____, am being deputed for PP & SD programme by TERI School of Advance Studies, New Delhi which includes 2 weeks international exposure by the Department of Personnel and Training (DoP&T), Government of India,

And whereas, for the better protection of the Government I have agreed to execute this bond with such conditions as written hereunder:

NOW THE CONDITION OF THE ABOVE WRITTEN OBLIGATION IS THAT, in the event of my failing to resume duty, or resigning or retiring from service or otherwise quitting service, without returning to duty after expiry or termination of the period of the PP & SD programme, OR failing to complete the programme, OR quitting the service at any time within a period of FIVE (5) years after my return to duty, I shall forthwith pay to the Government or as may be directed by the Government, on demand the said sum together with interest thereon from the date of demand at Government rates for the time being in force on Government loans.

And upon my making such payment the above written obligations shall be void and of no effect, otherwise it shall be and remain in full force and virtue.

The Bond shall in all respects be governed by the laws of India for the time being in force and the rights and liabilities hereunder shall, where necessary, be accordingly determined by the appropriate Courts of India

The Government of India has agreed to bear the stamp duty payable on this bond.

Signed and delivered this the _____ day of _____ month of the year 2021.

Signed and delivered by _____ (Name and Designation)

In the presence of _____ and _____

Witnesses: 1. _____
2. _____

ACCEPTED
On behalf of the President of India by the Cadre Controlling Authority
(Authorized Signatory)[Office Seal Compulsory]

ELECTRONIC CLEARING SERVICE (Credit Clearing) / REAL TIME GROSS SETTLEMENT RTGS FACILITY FOR RECEIVING PAYMENTS

DETAILS OF ACCOUNT HOLDER

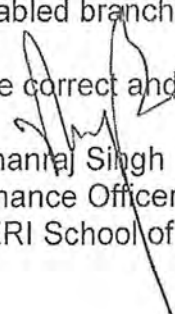
Name of Account Holder (As per Bank Records)	TERI School of Advanced Studies
Account Number of Above Account	5214 290 8571
Complete Contact Address	Plot No. 10, Institutional Area, Vasant Kunj, New Delhi-110070
Telephone No.	011-26122 222
Fax No.	011-26122 847
E Mail	dhanraj.singh@terisas.ac.in

BANK ACCOUNT DETAILS

Bank Name (Full)	STATE BANK OF INDIA
Branch Name	(20511) Pragati Vihar, New Delhi
Complete Contact Address	Scope Complex, Ground Floor, Core 6 Lodi Road, New Delhi-110003
Telephone No & Fax No.	Tel No.011-47154916, Fax: 011-24365907
E Mail	scopecomplex@sbi.co.in
9-Digit MICR Code No. of Bank & Branch	110002658
Account Number	5214 290 8571
Account Type (SB/CURRENT/CASH/CREDIT ETC.)	Saving
IFSC Code No. of the Bank	SBIN 00 20511
SWIFT Code	SBIN IN BBH42

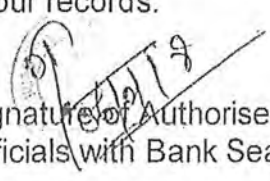
Certified that the Institute's account is on RTGS enabled branch

We hereby declare that particulars given above are correct and complete.


 Dhanraj Singh
 Finance Officer
 TERI School of Advanced Studies

DATE:

Certified that the particulars furnished above are correct as per our records.


 Signature of Authorised
 Officials with Bank Seal

Why join PP&SD?

The Post-Graduate (PG) Diploma in Public Policy and Sustainable Development is a One-year Programme being offered by TERI School of Advanced Studies, New Delhi since 2006. It is a uniquely designed Programme aimed at participants entering the phase of policy-making in their careers. There is an option to continue for a Two year Master Programme, i.e., the MA (PP&SD). The Programme builds a robust theoretical knowledge base in public policy supported by case studies from the Indian and global contexts. It is distinct in structure, objectives and pedagogy from other programmes in Public Administration. It is supported by the Department of Personnel and Training (DoPT), Government of India.

Who can join?

Graduates with a minimum experience of five years in any of the following sectors: government, regulatory bodies, industry, research/academic institutions, NGOs and donor/consultant organizations having a professional interest in public policy making

What does the Programme offer?

The PG Diploma / MA (PP&SD) offers a unique opportunity to understand public policy making across sectors such as energy, environment, natural resources, the social sector, and public finance. It assists the participants in experiential learning by

- Helping identify problems and the scope for policy intervention.
- Building up strong analytical capabilities that help identify when policy interventions are needed, and also their impacts.
- Gaining understanding of the normative basis of choice of policy objectives, and trade-offs among these.
- Helping address policy constraints, design of public institutions, and choice of policy instruments
- Identifying unintended consequences of policies
- Facilitating formulation of processes of stakeholder consultations and strategic communication.

Pedagogy

- Intensive classroom teaching, seminar and discussion forums, field visits and tutorials
- Case studies & group assignments targeted at peer-learning
- Wide exposure via international component at a reputed University, on select module/s
- Project work on specific policy issues, internally supervised by TERI-SAS faculty



- Teaching in a multi-disciplinary environment that offers exposure to the broader Social Sciences (including Development Studies, Sociology, Philosophy, Economics, Econometrics, Statistics Organizational Behavior, and Political Science).
- Participants have the opportunity to choose from courses offered in other programmes across the University Departments.

Structure:

- One year of course work on campus (for the PG Diploma Programme)
- Two weeks at foreign university
- Two weeks at a National / regional level NGOs
- One year major project at place of work (for obtaining Master degree)
- Those who opt to be on campus in the second year can attend additional courses.

Registration:

- Deadline for submission of applications is 28th May 2021
- The commencement of the Programme on 02nd August 2021

For further information, please contact:

TERI School of Advanced Studies
10, Institutional Area
Vasant Kunj, New Delhi – 110 070, India

Tel. +91 1171800222,
Fax: +91 1126122874
Email: registrar@terisas.ac.in
Web: www.terisas.ac.in



10, Institutional Area, Vasant Kunj
New Delhi 110 070



Department of Personnel &
Training, Government of India

- The application form is to be sent through the Cadre Controlling Authority.
- However, you may kindly send the Advance Copy directly to Shri Ram Meena, Section Officer (LTDP), Training Division, Department of Personnel and Training, Government of India, Room No- 403, 4th Floor, Block-4, Old JNU Campus, New Delhi-110067 [Email: s.meena63@nic.in]
- An advance copy may also be sent to the Vice Chancellor, TERI School of Advanced Studies, 10, Institutional Area, Vasant Kunj, New Delhi- 110070. A scanned copy of the form may kindly be shared with Mr Vishal Kumar at vishal.kumar@terisas.ac.in
- Please ensure that this application is routed through the Cadre Controlling Authority so as to reach DoPT (Training Division) **latest by 16 August, 2021.**
- The application envelop should be superscripted as "Application for admission in 13th PP&SD (2021-22) at TERI School of Advance Studies, New Delhi"
- Incomplete applications will not be considered.

Application for one year Post Graduate Diploma programme in Public Policy and Sustainable Development) – 2021

Paste a recent stamp-size photograph (with white background)

Section 1: Personal Details

- Title (Mr./Ms./Dr.): _____
- Full name in block letters (First name, Middle name, surname):

- Father's full name: _____
- Mother's full name: _____
- Sex: Male Female Transgender
- Address: _____

- Phone No(s): _____ (Off.)
_____ (Res.)
_____ (Mobile)
- Fax No(s): _____ E mail: _____
- Age as on 04-10-2021
(DD/MM/YY):
- Date of Superannuation
(DD/MM/YY):
- Nationality: _____
- Religion: _____

13. Category: Gen SC ST | OBC
14. Equivalent Rank in Govt. of India: _____
15. Level in Pay Matrix (as per 7th CPC): _____

Section 2: Ministry/Department Details – Service records

- i) Name of the Ministry/Department: _____
- ii) Designation: _____
- iii) Office Address: _____
- a. State: _____
- b. Pin: _____
- iv) Telephone No.: _____
- v) Service cadre with year of allotment: _____
- vi) Length of service in Group 'A': _____
- vii) Date of completion of tenure? (DD/MM/YY):
- viii) Date of joining the service: (DD/MM/YY)
- ix) Are you presently on deputation to the Government of India (Put tick on Yes or No):
- a. Yes _____
- b. No _____
- c. If yes, from which date: _____
- x) If so, is this your first deputation to Government of India? : _____
- xi) If on deputation, date of completion of tenure: _____

Section 3: Address for correspondence

- i) Address: _____
- _____
- a. City: _____
- b. State: _____
- c. Pin: _____
- ii) Telephone No.: _____
- iii) Fax: _____
- iv) Mobile No. (main and alternate): _____
- v) Email ID (main and alternate): _____

Section 4: Academic record*(Give marks/CGPA in aggregate after the final year only).*

	Main subjects	Institute/University	Year of passing	% of marks/CGPA
10+2				
Bachelor's degree				
Master's degree				
Others (Specify)				

Section 5: Other qualifications

Professional qualifications/diplomas that you have (CA/ICWA/NIT/Aptech/Foreign languages, legal etc.)

Name of the Qualification	Date		Marks obtained/CGPA	Maximum marks/CGPA	Class/Distinction
	From	To			

Section 6: Work experience**(A) Full time** (attach additional sheets, if necessary)

S.No.	Post Held	Department/Organisation	Tenure		Nature of responsibility
			From	To	
1.					
2.					
3.					

Total Experience (in years) _____

(B) **Part-time, training, project work, volunteer work, etc.** (attach additional sheets, if necessary)

S.No.	Post Held	Department/Organisation	Tenure		Nature of responsibility
			From	To	
1.					
2.					
3.					

Total Part time, training, project work, volunteer work experience (in years):

Section 7: Additional information (Please attach separate sheets wherever necessary)

(A) Briefly describe your job responsibilities and your achievements at your work place.

(B) What are your career goals and how does this programme at TERI SAS fit in with your plans?

(C) Indicate the public policy area identified by you with the approval of your Ministry/Department/State government etc. for preparation of the policy document during the training period.

(D) Briefly describe your publications, leadership roles, community work or any other work you consider significant for your proposed area of specialization.

(E) Is there any other relevant information that you would like to provide about yourself?

Section 8: Details of Training Programmes attended (In India & Abroad) (Kindly refer to 'Earlier Training' caption under para 2 of Terms & Conditions)

i) Have you attended any foreign training of more than 15 days duration in the past?

YES NO

If yes, please specify: _____

Name of the institute: _____

Country: _____

Duration: From: _____ To: _____

ii) Have you attended any training (including domestic) of more than 12 weeks duration in the last 5 years?

YES NO

If yes, please specify: _____

Name of the institute: _____

Country: _____

Duration: From: _____ To: _____

Declaration

I certify that the information given in this application form is correct and true to the best of my knowledge. I agree to abide by the decision of the authorities regarding my selection to the programme.

Place: _____

Date: _____

Signature

Please send an ADVANCE COPY (before submission to your departmental superiors for sponsorship) directly to the Joint Secretary, Department of Personnel & Training, Block IV, 3rd Floor, Old JNU Campus, New Mehrauli Road, New Delhi 110 067

However, please ensure that this application is routed through the Sponsoring Authority so as to reach DoPT as aforesaid, by 9 April 2019

For the use of the Sponsoring Authority only

- i) Is there any vigilance case pending or contemplated against the officer? YES NO against
If yes, please give details:
- ii) Is there any standing adverse entry against the officer? YES NO
If yes, please give details:
- iii) Is the applicant's overall ACR grading "Very Good"? YES NO
If no, please give details:
- iv) Whether cadre clearance has been obtained?
(For officers who would be completing their deputation tenures prior to joining the MA (Public Policy and Sustainable Development) programme. In such cases, clearance of the State Government/Parent Department has to be obtained)
- v) Has the candidate been offered a central deputation also? YES NO
- vi) If selected, will the candidate be released for the programme? YES NO
- vii) Topic for policy paper to be selected by the officer with the approval of the Ministry/Department/State Government etc. where the officer is currently working
- viii) Details of Nodal officer (of the rank of JS or above to the Government of India) nominated by the Ministry/Department/State Government etc. where the officer is currently working for mentoring and guidance to the Sponsored Officer for developing the policy documents.

Name : _____

Designation: _____

Office address: _____

Telephone No.: _____

Fax No.: _____

Email ID: _____

Name of the Cadre Controlling Authority: _____

Designation: _____

Office: _____

Date: _____

Place: _____ Signature _____

File No: _____

Office Seal



10, Institutional Area, Vasant Kunj
New Delhi 110 070

Applications, complete in all respects, should reach 'Registrar, TERI School of Advanced Studies, 10, Institutional Area, Vasant Kunj, New Delhi – 110 070' before 16 August 2021. Incomplete applications will not be considered. This form must be accompanied by a bank transfer details (done through NEFT) for Rs. 1250/- . For NEFT details, please see the notification.

Application for M.A. Public Policy and Sustainable Development (2 years) / Post Graduate Diploma Programme in Public Policy and Sustainable Development (1 year) – 2021

Please tick (any one)

One Year
 Two Year

Paste a recent stamp-size photograph (with white background)

General information

1. Name (in capitals): _____

2. Address: _____

3. Phone No(s): _____ (Off.)

_____ (Res.)

_____ (Mobile)

4. Fax No(s): _____ E mail: _____

5. Sex: Male Female Transgender

6. Date of Birth (DD/MM/YY):

Section 1: Present employment

i) Present organisation: _____ (ii) Designation _____

iii) Date of joining the organisation: (DD/MM/YY)

iv) Nature of work:

Section 2: Academic record*(Give marks/CGPA in aggregate after the final year only).*

	Main subjects	Institute/University	Year of passing	% of marks/CGPA
10+2				
Bachelor's degree				
Master's degree				
Others (Specify)				

Other qualifications

Professional qualifications/diplomas that you have (CA/ICWA/NIIT/Aptech/Foreign languages, legal etc.)

Name of the Qualification	Date		Marks obtained/CGPA	Maximum marks/CGPA	Class/Distinction
	From	To			

Section 3: Work experience**(A) Full time** (attach additional sheets, if necessary)

Organization	Designation	Period		Nature of work
		From	To	

(B) Part-time, training, project work, volunteer work, etc. (attach additional sheets, if necessary)

Organization	Period		Total month	Nature of work
	From	To		

Section 4: Additional information

(Please attach separate sheets wherever necessary)

(A) Briefly describe your job responsibilities and your achievements at your work place.

(B) What are your career goals and how does a MA in Public Policy and Sustainable Development at TERI SAS fit in with your plans?

(C) Briefly describe your publications, leadership roles, community work or any other work you consider significant for your proposed area of specialization.

(D) Is there any other relevant information that you would like to provide about yourself?

Section 5: Record of training programmes

i) Have you attended any foreign training programme of more than 15 days duration in the past?

YES NO

If yes, please specify: _____

Name of the institute: _____

Country: _____

Duration: From: _____ To: _____

- ii) Have you attended any training programmes (including domestic) of more than 12 weeks duration in the last 5 years?

YES NO

If yes, please specify: _____

Name of the institute: _____

Country: _____

Duration: From: _____ To: _____

Declaration

I certify that the information given in this application form is correct and true to the best of my knowledge.

Place: _____

Date: _____

Signature

For the use of the Sponsoring Authority only

Certified that:

- (i) the applicant (if selected) will be sponsored by this organization.
- (ii) the requisite fees and allied charges will be paid by the organization.
- (iii) the applicant (if selected) will be spared from his normal duties for the period of the course work. The research phase (2nd year) will be carried out at this organization under the supervision of a faculty of TERI SAS.

Name of the sponsoring authority: _____

Designation: _____

Office: _____

Date: _____

Place: _____ Signature _____

