

F.No. T-22012/8/2024-IST/IIPA
Government of India
Department of Personnel and Training
Training Division

DOP/A-113290807

29/7/24
AS(A)/Ran

Block-4, Old JNU Campus,
New Mehrauli Road, New Delhi-67

Dated: July 23, 2024

(Uploaded on DoPT website for the information of All India Service (IAS, IPS & IFoS) Officers, Officers working under the Central Staffing Scheme in the Government of India and Officers of Central Secretariat Service (CSS)/Central Secretariat Stenographers Service (CSSS) (Officers of the level of DS/Sr. PPS and above)

OFFICE MEMORANDUM

Subject: In-Service Training Program (Offline/Physical) and 3-5 day Online In-Service Training Programs calendar for the year 2024-25

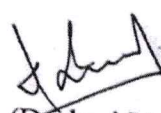
Department of Personnel and Training sponsors one week offline/physical and 3-5 day online In-Service Training Programs for All India Service (IAS, IPS & IFoS) Officers, Officers working under Central Staffing Scheme and Officers of Central Secretariat Service (CSS)/Central Secretariat Stenographers Service (CSSS) (Officers of the level of DS/Sr.PPS and above).

2. All AIS (IAS, IPS and IFoS) Officers with minimum 4 years of service as on April 1, 2024 (up to 2019 batch) and up to the rank of Secretary to the Government of India/Chief Secretary of State Governments and equivalent, Group 'A' Officers working under the Central Staffing Scheme in the Government of India and Officers of Central Secretariat Service and Central Secretariat Stenographers Service (Of the level of DS/Sr. PPS and above) are eligible to attend the aforesaid training programs.

3. The calendar for the In-Service Training Programs for 2024-25 has been finalized and uploaded on the website of this Department at <https://dopttrg.nic.in> -- **Circulars** and <https://igotkarmayogi.gov.in>. The calendar for programs from August 2024 onwards is also enclosed as Annexures-1. It is informed that registration for In-Service Training shall be through iGOT-Karmayogi portal only. All eligible Officers are required to enroll for In-Service Training Programs through <https://igotkarmayogi.gov.in>. A step-by-step tutorial for enrolment on iGOT-Karmayogi portal is enclosed as Annexure - 2.

4. All Ministries/Departments of the Government of India and State Governments/Union Territories are requested to give wide publicity of the same amongst the officers for facilitating the attendance of a large number of officers in these programs.

Encl: 1. IST Training Calendar (Offline/Physical mode) for the year 2024-25 and IST Training calendar (Online mode) for the year 2024-25 (Annexure-1)
2. General Guidelines for In-Service Training 2024-25 (Annexure - 2)


(Deshraj Yadav)
Under Secretary to the Government of India
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Annexure 1: IST Training Calendar (Offline/Physical mode) for the year 2024-25

S. No.	Name of the Institutes	Programme offered	Date of Programme
1.	Arun Jaitley National Institute of Financial Management, Faridabad	Infrastructure Financing	August 5, 2024 to August 9, 2024
2.	Administrative Staff College of India, Hyderabad	Land Acquisition, Resettlement & Rehabilitation: Avoiding costly mistakes	August 5, 2024 to August 9, 2024
3.	R.S. Tolia Uttarakhand Academy of Administration, Nainital	Sustainable Urbanization Solution in Mountainous Regions: The Way Forward	September 2, 2024 to September 6, 2024
4.	National Institute of Public Finance and Policy, New Delhi	Fiscal Policy: Governance, Financing, and Management of Public Goods & Services	September 9, 2024 to September 13, 2024
5.	Indian Institute for Human Settlements, Bengaluru	Negotiations in Public Placemaking: Opportunities in Urban Leadership	September 23, 2024 to September 27, 2024
6.	O.P. Jindal Global University, Haryana	Enhancing Legal Acumen: Executive Education in Law for Civil Servants	October 7, 2024 to October 11, 2024
7.	Dr. MCR Human Resource Development Institute of Telangana, Hyderabad	Capacity Building on Smart Cities and Urban Transformation	October 14, 2024 to October 18, 2024
8.	Lal Bahadur Shastri National Academy of Administration (LBSNAA), Mussoorie	Municipal Finance for Urban Administrators	November 11, 2024 to November 15, 2024
9.	Lal Bahadur Shastri National Academy of Administration (LBSNAA), Mussoorie	Transportation, Logistics and Multi Modal Integration	November 18, 2024 to November 22, 2024
10	IC Centre for Governance, New Delhi	Ethics in Public Service	November 18, 2024 to November 22, 2024

11	Lal Bahadur Shastri National Academy of Administration (LBSNAA), Mussoorie	Financial Inclusion and Credit Growth for Development	November 25, 2024 to November 29, 2024
12	Nani Palkhivala Arbitration Centre, Chennai	The Theory and Practice of Dispute Resolution	December 2, 2024 to December 6, 2024
13	Lal Bahadur Shastri National Academy of Administration (LBSNAA), Mussoorie	Yielding demographic divided through skill mission	December 2, 2024 to December 6, 2024
14	Institute of Management in Government, Thiruvananthapuram	Leadership, Innovations in Public Service, Public Policy (Citizen Centric Formulation/ Implementation)	December 9, 2024 to December 13, 2024
15	Housing and Urban Development Corporation Limited, New Delhi	Urban Development in India: Cities of Tomorrow- Smart, Equitable, Sustainable and Resilient	December 16, 2024 to December 20, 2024
16	Lal Bahadur Shastri National Academy of Administration (LBSNAA), Mussoorie	Building Infrastructure for Viksit Bharat	December 16, 2024 to December 20, 2024
17	Lal Bahadur Shastri National Academy of Administration (LBSNAA), Mussoorie	Administration, Challenges and opportunities in electricity distribution companies	January 6, 2025 to January 10, 2025
18	NALSAR University of Law, Hyderabad	International Trade and Investment Law	January 6, 2025 to January 10, 2025
19	Isha Foundation, Coimbatore	Inner Engineering Leadership Programme	January 20, 2025 to January 24, 2025
20	Art of Living, Bengaluru	Building Competencies for Personal Excellence	January 20, 2025 to January 24, 2025

21	Lal Bahadur Shastri National Academy of Administration (LBSNAA), Mussoorie	Governance in Forest and Tribal areas	January 20, 2025 to January 24, 2025
22	Lal Bahadur Shastri National Academy of Administration (LBSNAA), Mussoorie	Project and Contract Management for Civil Servants	January 27, 2025 to January 31, 2025
23	Environment protection training & Research Institute, Hyderabad	Environment Impact Assessment (Development Project)	February 10, 2025 to February 14, 2025
24	Lal Bahadur Shastri National Academy of Administration (LBSNAA), Mussoorie	Municipal Governance for Administrators – 1 Municipal Governance for Administrators – 2	February 10, 2025 to February 14, 2025
25	Lal Bahadur Shastri National Academy of Administration (LBSNAA), Mussoorie	Generating inclusive growth: Role of MSME	February 17, 2025 to February 21, 2025
26	Lal Bahadur Shastri National Academy of Administration (LBSNAA), Mussoorie	Energy Sector: Challenges and Response to Energy Management and adoption of renewables to meet sustainable goals in India	February 24, 2025 to February 28, 2025
27	Lal Bahadur Shastri National Academy of Administration (LBSNAA), Mussoorie	Land Governance: Issues, Challenges and Technological Interventions	March 3, 2025 to March 7, 2025
28	Tata Institute of Social Science, Mumbai	Social Policy and Governance	March 24, 2025 to March 28, 2025
29	Lal Bahadur Shastri National Academy of Administration (LBSNAA), Mussoorie	Rural Development: Saturation Approach of Government Programmes	March 24, 2025 to March 28, 2025

IST Training Calendar (Online mode) for the year 2024-25

S. No.	Name of the Institutes	Programmes offered	
1	Arun Jaitley National Institute of Financial Management, Faridabad	Financial Markets Regulation	September 2, 2024 to September 6, 2024
2	Administrative Staff College of India, Hyderabad	Cyber Crimes and Cybersecurity	September 9, 2024 to September 13, 2024

Annexure 2: General Guidelines/Instructions/Information for In-Service Training Program 2024-25

The following general guidelines/instructions/information are in reference to One-Week In-Service Training Programs (Offline/Physical) and 3-5 day Online In-Service Training Program for the year 2024-25 for AIS (IAS, IPS & IFoS) Officers, Officers working under the Central Staffing Scheme and Central Secretariat Service (CSS) and Central Secretariat Stenographers Service (CSSS) Officers (of the level of DS/Sr. PPS and above).

2. Eligibility:

All India Service (AIS) (IAS, IPS and IFoS) Officers with minimum 4 years of service as on April 1, 2024 (upto 2019 batch) and up to the rank of Secretary to the Government of India/Chief Secretary and equivalent, **Group 'A' Officers working under the Central Staffing Scheme** in the Government of India and **Officers of Central Secretariat Service (CSS)/Central Secretariat Stenographers Service (CSSS)** (Of the level of DS/Sr. PPS and above) are eligible to attend the aforesaid training programs.

3. All the training programs (Offline/Physical Mode) are **residential** in nature. Accommodation facilities shall be provided to the participants by the training institutes who are organizing the training program. **The concerned training institute will provide accommodation only for duration of course (i.e. 5 day)**. If, any officers stay beyond five days, they may claim TA/DA by their respective Department/Ministry/ State Government/ Cadre controlling authority, subject to admissibility.

4. The 3-5-day Online Training Programs shall be attended through virtual mode. **The officers attending the online training program shall be spared exclusively for the same.**

5. The eligible officers are required to enroll for In-Service Training Programs through <https://igotkarmayogi.gov.in> only. A step-by-step tutorial for enrolling for the In-Service Training programs is given below.

6. The Officers, who are due for retirement, may not be sponsored for the training program scheduled in the month in which they are due to retire.

7. The Officers posted abroad are exempted from participation in the program and their applications shall not be considered.

8. **The Officers shall not be allowed to apply or change options, if, less than 15 days remains for the commencement of the respective program.** If the Officers want to change their options in case of emergency, they have to separately send a request to meena.rajesh13@nic.in.

9. **The Officers shall not apply for the training program which they had already attended during the last three years (i.e. 2020-21, 2021-22 2022-23).** Preference will be given to the officers who have not participated in training program during the past years. However, other officers will be nominated depending upon the availability of slots.

10. The ideal size of the batch will be 15 and not more than 50 participants will be allowed in a program. In case large number of nominations are received for a particular program, additional batches shall be formed on need basis.

11. **The Officers shall attend only one In-Service Training Programme either Physical OR Online during the financial year 2024-25.**