

**No. A-33011/01/2006 – Trg.
Government of India/Bharat Sarkar
Ministry of Science and Technology
[Vigyan Aur Prodyogiki Mantralaya]
Department of Science and Technology
[Vigyan Aur Prodyogiki Vibhag]**

**Technology Bhavan
New Mehrauli Road
New Delhi – 110016**

Dated: 24th March, 2006

OFFICE MEMORANDUM

SUBJECT: TRAINING CALENDAR FOR VARIOUS TRAINING PROGRAMMES UNDER THE SCHEME “NATIONAL TRAINING PROGRAMME FOR SCIENTISTS & TECHNOLOGISTS WORKING IN THE GOVT. SECTOR” DURING THE YEAR 2006 – 07.

The undersigned is directed to state that Department of Science and Technology in consultation with the Department of Personnel & Training and Planning Commission has embarked upon an ambitious project of human resource development for scientific and technical personnel to meet the challenges of national development and international competitiveness. This initiative was also necessitated due to the fact that the large pool of scientific and technical manpower in Government and Government sponsored institutions did not have the benefit of either comprehensive induction/foundation training or a system of regular in-service training. Such training is available to officers of cadre-based central and All-India services. A few S&T Department of the Government have models and modules of training of Scientists as per their mandate of functioning. Thus, there existed a need for comprehensive training programme for scientists and technologists and the Plan Scheme named “**National Programme for Training of Scientists and Technologists working in the Govt. Sector**” launched in 2004 is a significant intervention in this direction. The training programme is targeted towards not only Scientists and Technologists in S&T Ministries/Departments/Organizations but also Scientists and Technologists working in Govt./Autonomous/Semi Govt. Organizations of Central Govt. and State Govts.

2. The training programme having a life cycle approach would be conducted at three different levels in three Partner Institutions as given below: -

	Training Programme	Partner Institutes during X-Plan Period
1.	Foundation Training Programme for Scientists and Technologists of 12 weeks duration (Fresh Recruits 0 to 8 years of Service preferably of level of Scientists B&C)	Indian Institute of Public Administration (IIPA), New Delhi

2.	(a) Advanced Techno-Management Programme for Scientists and Technologists of 6 weeks duration (Middle Level) 16 years Service preferably of the level of Sc-D, E &F. (b) Two weeks programme on General Management for Senior Scientists	Administrative Staff College of India (ASCI), Hyderabad
3.	Senior Scientists Training Programme of 2 weeks duration (16 years and above Service in the level of Sc-F & G) on Techno-Scientific Management	National Institute of Advanced Studies (NIAS), Bangalore

3. The brief course contents of the various training programmes are as under:

- (i) **Foundation Training Programme:** The foundation training programme will cover aspects of Role of S&T in National Development, Topics in scientific fields, Basic Knowledge of rules and regulations in Govt, & Parliamentary Procedures, Issues in Bio-technology, Technology Transfer & Forecasting, Project evaluation, International trade and WTO, Fiscal Policy Reforms, Global environment issues, Sustainable Development, Cyber Laws, Nano-technology, Expenditure Management in Govt. and E-Governance etc.
- (ii) **Advanced Techno-management Programme for Scientists and Technologists (Middle Level):** The programme will cover aspects of both commercial and techno-scientific management including tailor-made modules on WTO, patents and related issues, techno-scientific project management, Nano-technology, Technology commercialization and forecasting, Techno-entrepreneurship, E-governance, Knowledge Management, Private-Public Partnership, Social Obligation of Science and Technology.
- (iii) **Senior Scientists' Training Programme:** The programme will cover aspects of Effective decision making, Effective management of the organization, Latest development in S&T, Technology commercialization and forecasting, Stress management, Structural adjustment, Negotiation skills, TQM, Globalization and liberalization and its impact on S&T development, Leadership and motivation, Public service ethics etc. While in the two-week training programme in NIAS, Bangalore training would be imparted on Techno-Scientific Management issues, the two-week programme in ASCI, Hyderabad would be related to General Management and Public Administration related issues.

Some of the promising Scientists who have undergone training under the Scheme would also be provided opportunities for exposure to Scientific Institutions/Organization in developed countries. The first batch has already undergone training in Kennedy School of Government, Harvard University, USA followed by a week's visit to reputed laboratories there.

4. All expenditure on the above training programme will be met by the Department of Science and Technology except the expenditure on to and fro journey from the place of duty to the concerned Training Institute and TA/DA etc. as admissible under the rules.

5. Accordingly, the calendar for the training programmes to be organized by the Department during 2006-07 approved by the Competent Authority is as under: -

Month	Name of the Training Programme to be conducted	Date of the Training Programme
1.	Advanced Techno-management for Middle Level Scientists at ASCI, Hyderabad (6Weeks)	(a) May 22 – June30, 2006 (b) October 30 – December 08, 2006
2.	Fifth and Sixth Foundation Training Programmes for Scientists and Technologists at IIPA, New Delhi (12Weeks)	(a) July 10 – September29, 2006 (b) November 06, 2006 – January 12, 2007
3.	General Management for Senior Scientists at ASCI, Hyderabad (2 Weeks)	(a) September 04 – September 15, 2006 (b) February 05, 2007 – February 16, 2007
4.	Senior Scientists Training Programme at NIAS, Bangalore (2Weeks)	October 29 – November 11, 2006

5.1 In addition to the above structured training programmes, training would be conducted for the non-technical personnel working in S&T Ministries. The Programme is named as “**Training Programme for Enabling Administrative Personnel of S&T Departments**”. This category includes officers at the level of LDC, UDC, Assistant, PA, PS and Section Officer in the Secretariat. Officials working in any S&T Ministry or Organizations under them are also eligible to apply. The schedule for this component of the training is as under: -

Sl.No.	Name of the Training Programme to be conducted	Date of the Training Programme
1.	Fifth Training Programme for Enabling Administrative Personnel of S&T Departments of Govt. of India at IIPA, New Delhi (3 Weeks)	May 08– May 26, 2006
2.	Sixth Training Programme for Enabling Administrative Personnel of S&T Departments of Govt. of India at IIPA, New Delhi (3 Weeks)	January 22, 2007 – February 02, 2007

5.2 Further under the Scheme, there is a provision to provide one/two week training programme in super specialized areas related to S&T. Schedule of these programmes is as under: -

Sl. No.	Name of the Training Programme to be conducted (Specialized Area)	Date of the Training Programme
1.	Scientific Project Formulation, Implementation and Evaluation for Senior Scientists at ASCI, Hyderabad (2 Weeks)	(a) May 08 – May 19, 2006 (b) February 19, 2007 – March 02, 2007
2.	Advanced Training Programme on Cyber Laws, Information Security and Computers for Administrative Personnel of S&T Departments at IIPA, New Delhi (2 Weeks)	(a) May 22 – June 02, 2006 (b) October 09 – October 20, 2006
3.	Negotiating Strategies in Work Environment for Senior Scientists at ASCI, Hyderabad (2 Weeks)	(a) June 19 – June 30, 2006 (b) October 23 – November, 2006
4.	Nano-Technology and Nano-Materials at NIAS, Bangalore (1 Week)	June 26 – June 30, 2006
5.	Data Warehousing & Data Mining at ASCI, Hyderabad (1 Week)	(a) July 24 – July 28, 2006 (b) February 19, 2007 – February 23, 2007
6.	Intellectual Property Rights & WTO Related Issues at ASCI, Hyderabad (1 Week)	(a) July 31 – August 04, 2006 (b) October 30 – November 03, 2006 (c) December 11 – December 15, 2006
7.	Contract Management for Senior Scientists at ASCI, Hyderabad (1 Week)	August 21 – August 25, 2006
8.	2 day special Training Programme on Right to Information for Middle Level Scientists and Technologists (Venue to be decided)	
9.	Technology Commercialization (Venue to be decided) (1 Week)	
10.	Energy Security and Management (Venue to be decided) (1 Week)	
11.	Bio-Informatics (Venue to be decided) (1 week)	

5.3 Schedules and venues for the training programme in Specialized Areas from Sl. No. 8 to 11 above would be decided in due course and communicated separately.

6. All S&T Ministries/Departments of Government India and State Governments, their subordinate offices/attached offices and Organizations/R&D Laboratories etc working under them along with Scientists and Technologists working in non-S&T Departments/Ministries may avail of the above training programmes conducted by DST so that synergy and networking are established among the various technical organizations working under Ministries both at Central and State level and located far and wide.

7. Scientists and Technologists interested may apply in the enclosed prescribed proforma along with bio-data duly recommended by the Controlling Officer of the Department/Organization at least one month before the commencement of the programme. The prescribed proforma is also available in the website of the Department (www.dst.gov.in). **They may apply directly to the training institutes as per details given below with a copy endorsed to the undersigned or Shri T.N. Dwivedi, Under Secretary (Training) (E-mail: ksn@nic.in).**

Sl. No.	Institutes	Contract Person
1.	Indian Institute of Public Administration (IIPA), New Delhi for (a) Foundation Training Programme for Scientists and Technologists and (b) Training for Enabling Administrative Personnel (Non – Technical)	Prof. J. Guha Roy, Course Coordinator, IIPA, I.P. Estate, Ring Road, New Delhi – 110002, Tel: 011-23702400 E-mail: trgdst@yahoo.co.in
2.	Administrative Staff College of India, (ASCI), Hyderabad for (a) Advance Techno-management Programme for Scientists (Middle Level). (b) General Management Training Programme for Senior Scientists. (c) Other Short-term Programmes	Dr. B. Kinnera Murthy, Dean of Studies, ASCI, Bella Vista, Raj Bhawan Road, Hyderabad-500062, Tel: 040-23310952 or 23310460, Fax: 040-23312954 or Prof. S. Chandrashekhar E-mail: kinnera@asci.org.in and chandrashkhar@asci.org.in
3.	National Institute of Advanced Studies (NIAS), Bangalore for Senior Scientists' Training Programme and Programme related to Nano-Technology	Prof. Dilip Ahuja, Course Coordinator, NIAS, IISC Campus, Bangalore-560012 Tel: 080-23606594/4351, Fax: 080-23606634 or Prof. N. Rajagopal, Dean Administration E-mail: gayathri@nias.iisc.ernet.in and dahuja@hamsadvani.serc.iisc.ernet.in

Yours faithfully

(K.S. NAPOLEAN)
DIRECTOR (Admn.)
E-mail: ksn@nic.in
Tel: 011- 26962956
Fax: 011-26524874
26864570

Trg. Cell Fax: 26590233

To:

1. All Scientific Ministries/Departments/Organizations in Govt. of India (As per List).
2. Secretaries, In Charge of Science and Technology Departments in All the State Govts.
3. Chairman of All State Councils for S&T.
4. All subordinate Offices and Autonomous Institutions of the Department (As per List).
5. All Heads of Division, DST/DSIR/DBT
6. PS to Minister of Science and Technology & Ocean Development, PPS to Secretary, DST/PS to JS (Admn.)/PS to JS &FA.
7. Training Division, DOPT (Attention: Shri K. S. Saha, Deputy Secretary, Old JNU Campus, New Delhi).
8. Prof. J. Guha Roy, Course Coordinator, IIPA, New Delhi, I.P. Estate, Ring Road, New Delhi-110002 with the request to make preparation for the training programmes as scheduled.
9. Dr. B. Kinnera Murthy, Dean of Studies, ASCI, Bella Vista, Raj Bhavan Road, Hyderabad-500082 with the request to make preparation for the training programmes as schedules.
10. Prof. Dilip Ahuja, Course Coordinator, NIAS, IISC Campus, Bangalore-560012 with the request to make preparation for the training programmes as scheduled.

(K.S. NAPOLEAN)
DIRECTOR (Admn.)

PROFORMA

1. TRAINING PROGRAMME:
2. NAME
3. DESIGNATION WITH PAY SCALE
4. COMPLETE POSTAL ADDRESS
BOTH OFFICIAL & RESIDENTIAL
5. DATE OF BIRTH
6. QUALIFICATION
7. ENTRY IN GOVT. SERVICE
8. WHERE WORKED DURING LAST 5 YEARS

9. TRAINING ATTENDED DURING LAST 5 YEARS

(SIGNATURE OF THE CANDIDATE)

Tel No. (O)

FAX No.

Mobile No.

E-mail:

(RECOMMENDATION BY THE CONTROLLING OFFICER)

Tel No.

Fax No: