

उत्तर प्रदेश शासन  
कार्मिक विभाग-प्रशिक्षण समन्वय प्रकोष्ठ  
संख्या-1/2/2003-का-प्रसको/2017  
लखनऊ : दिनांक : 29 अगस्त, 2017

समस्त अपर मुख्य सचिव/प्रमुख सचिव/सचिव,  
उत्तर प्रदेश शासन।

विभिन्न विषयों पर प्रशिक्षण कार्यक्रम प्रदान किये जाने से संबंधित, नेशनल कौंसिल फार ट्रेनिंग एण्ड सोशल रिसर्च, नई दिल्ली के पत्र संख्या-633/एलईटी/2017, दिनांक 23.07.2017, संख्या-666/एलईटी/2017, दिनांक 23.07.2017, संख्या-669/एलईटी/2017, दिनांक 23.07.2017, संख्या-366/एलईटी/2017, दिनांक 23.07.2017, एवं संख्या-आईएच/एलईटी/66-17, दिनांक 23.07.2017 का कृपया संदर्भ ग्रहण करें।

2. उपर्युक्त के संबंध में अनुरोध है कि उक्त पत्रों में उल्लिखित प्रशिक्षण कार्यक्रम से सम्बन्धित इच्छुक/पात्र अधिकारियों के नामांकन यथाशीघ्र नेशनल कौंसिल फार ट्रेनिंग एण्ड सोशल रिसर्च, नई दिल्ली को प्रेषित करते हुए, कार्मिक विभाग को अवगत कराने का कष्ट करें। उक्त पत्रों की प्रतियां वेबसाइट <http://niyuktionline.up.nic.in> पर उपलब्ध हैं। प्रश्नगत प्रशिक्षण कार्यक्रमों से सम्बन्धित समस्त विवरण उक्त पत्रों में उल्लिखित ई-मेल/वेबसाइट के माध्यम से भी प्राप्त किया जा सकता है।

(कुमार राघवेन्द्र सिंह)  
संयुक्त सचिव

संख्या-1/2/2003(1)-का-प्रसको/2017, तददिनांक।

प्रतिलिपि,

1. महानिदेशक/निदेशक/अधिसासी निदेशक/अधिसासी अभियन्ता (टीआरजी)/एसआर मैनेजर (टीआरजी), नेशनल कौंसिल फार ट्रेनिंग एण्ड सोशल रिसर्च, बी-11सी, इन्द्र प्रस्थ योजना, टीला शाबाजपुर, एन. सी.आर. नई दिल्ली, गाजियाबाद-201102 को उनके उपर्युक्त संदर्भित पत्र के संबंध में सूचनार्थ प्रेषित।
2. श्री नूरुल हुदा, सीनियर सिस्टम एनालिस्ट को उक्त पत्रों को वेबसाइट पर अपलोड करने हेतु प्रेषित।

आज्ञा से,

(कुमार राघवेन्द्र सिंह)  
संयुक्त सचिव

प्री-मा-74) का-प्रेको/2017



# National Council for Training & Social Research

B-11C, InderprasthaYojna, Tiilashabajpur, NCR New Delhi, Ghaziabad-201102

Ph:011-22145234, 011-22145235, 011-22144978, 0120-2642010, 0120-2642011, 0120-2642012,

011-43544923, Mob No 09911295435 FaxNos 0120-2642013, 011-43615435

E-mail: infonctsr@gmail.com, info@nctsrnic.in Website: www.nctsr.net

8-54

Ref.: - 633/LET/2017

New Delhi, Date 23<sup>rd</sup> July, 2017

To,

By Registered Post/AD

The Director  
Appointment & Personnel Department  
Government Of Uttar Pradesh  
Lucknow UP India

VS(T) / का-4

U.S. (AKS)

2: 8: 17

( धर्मन्दि द्विवेदी )  
निजी सचिव  
अवर मुख्य सचिव,  
नियुक्ति एवं कार्यालय  
सं. प्र. शासन।

2.8.17  
( उदय भानु त्रिपाठी )  
विशेष सचिव  
नियुक्ति एवं कार्यालय

Subject:- Study Tour on "South East Asian Models of Infrastructure Development" Singapore, Kuala Lumpur (Malaysia)&Bangkok (Thailand)"

Dear Sir/Madam,

National Council for Training & Social Research (NCTSR), serves as the apex body and representative of the various segments of Indian Industry with the mandate to provide impetus to collective interest in organized infrastructural development of the nation.

It gives me a great pleasure to inform you that after the many training programs conducted by National Council For Training & Social Research , for construction professionals, which are generally technical in nature.

We are now planning to conduct a specialized program on "South East Asian Models of Infrastructure Development" this program has been specially designed for the executives & decision makers, serving local, State & Central Govt. and the corporate sector. As you are aware that India is fast becoming a focal point for the world as a business & sports destination and there is a need for providing international level facilities not only in class-I cities but also other cities which have great potential to develop into international business centers.

The development of these cities would provide better job opportunities for the working class, better living conditions for the family, better recreational and amusement facilities. In short a better life style for its citizen. With a view to provide ideas, concepts and exposure to the decision makers, NCTSR is planning to organized Study Tour on "South East Asian models of Infrastructure facilities for Indian Cities" in the proposed cities as their infrastructure is considered as one among the best in the world. Date 16-23 November, 2017( 8 days ) Course Fee Rs. 3,61,000.00 ( Three lakh Sixty One thousand rupees ) per Participant (Detail Enclosed).

A brief note about the program is enclosed for your kind reference. We shall request you to convey to us your willingness to participate in this program, and also the nomination of the other officers from your organization, who Nov like to participate and get benefit.

Thanking You,

Yours Truly,

For National Council For Training & Social Research

(Director General)

Enclose:- Theme note Registration Form & Program Details

YP  
03-8-17

का-4  
03-8-17

## REGISTRATION FORM

### Study Tour

"South East Asian models of Infrastructure Facilities for Indian Cities"

Date:- 16<sup>th</sup> November, 2017 to 23<sup>rd</sup> November, 2017

"Singapore, Kuala Lumpur (Malaysia) & Bangkok (Thailand)"

Name : \_\_\_\_\_

Designation : \_\_\_\_\_

Organization/Department: \_\_\_\_\_

Office Address : \_\_\_\_\_

City :- \_\_\_\_\_ Pin \_\_\_\_\_ State \_\_\_\_\_

Residence Address : \_\_\_\_\_

City :- \_\_\_\_\_ Pin \_\_\_\_\_ State \_\_\_\_\_

Telephone : (Off) \_\_\_\_\_ (Resi) \_\_\_\_\_

Fax : \_\_\_\_\_ Mob No.: \_\_\_\_\_ E-mail : \_\_\_\_\_

Registration Fee

S No.	Description	Charges Rs. (Individual)- Per Head
1.	Registration	96,000.00
2.	*Hotel accommodation (Based on the stay period of 7 nights and 8 days ) & AI-1 Air Fare (Economy class) + Taxes (New Delhi-Singapore, Kuala Lumpur (Malaysia)- Bangkok (Thailand)"-New Delhi)	1,96,000.00
3.	AI-2 Air Fare (Business Class )	On request Rs. 80,000.00 ( Extra Charge )
4.	Administrative Charges	69,000.00
5.	Total Rs. ( Three Lakh Ninety Sixty One Thousand Rupees Only)	3,61,000.00

Enclosed herewith demand draft for a Sum of Rs. \_\_\_\_\_ demand draft No. \_\_\_\_\_  
Dated \_\_\_\_\_ drawn in favor of "National Council For Training & Social Research" payable at New Delhi.

Please Send the payment in advance on before commencement of the Programme.

Date: \_\_\_\_\_

Signature \_\_\_\_\_

(Photocopies of the form Nov be used for more delegates)

## Theme Note- Study Tour

### "South East Asian models of Infrastructure Facilities for Indian Smart Cities"

"Singapore, Kuala Lumpur (Malaysia) & Bangkok (Thailand)"

Date:- 16<sup>th</sup> November, 2017 to 23<sup>rd</sup> November, 2017

"Singapore, Kuala Lumpur (Malaysia) & Bangkok (Thailand)"

*National Council For Training & Social Research (NCTSR) plans to organize a study tour on "South East Asian Models of Infrastructure Facilities for Indian Smart Cities" the areas of emphasis would be:-*

1. *Relevance of the South East Asia model for Indian Infrastructure Development*
2. *Briefing and discussions on the sites that would be visited and points of interest.*
3. *Discussion of expected outcome and takeaways*
4. *Understanding International customs & behaviors*
5. *Infrastructure Development models for cities*
6. *Roads & Alternate Transport systems*
7. *Water supply & drainage systems*
8. *Inland Water Transport system*

*The site visits are planned to give first hand experience of the facilities providing services to the cities. These would include:-*

1. Visit to Putrajaya planned city, the new capital of Malaysia
2. Visit to LRT systems, the LRT Authority, Kuala Lumpur
3. A visit to the Ministry of Urban Development – the Urban Redevelopment Authority
4. Ministry of Land Transport – The Land Transport Authority Gallery
5. Changi Water Reclamation Plant & Inland Water Transport system
6. Visit – BTS Skytrain, Transport Authority Bangkok.

#### Smart City Features

- i. Promoting mixed land use in area based developments—planning for 'unplanned areas' containing a range of compatible activities and land uses close to one another in order to make land use more efficient. The States will enable some flexibility in land use and building bye-laws to adapt to change;
- ii. Housing and inclusiveness - expand housing opportunities for all;
- iii. Creating walkable localities –reduce congestion, air pollution and resource depletion, boost local economy, promote interactions and ensure security. The road network is created or refurbished not only for vehicles and public transport, but also for pedestrians and cyclists, and necessary administrative services are offered within walking or cycling distance;
- iv. Preserving and developing open spaces - parks, playgrounds, and recreational spaces in order to enhance the quality of life of citizens, reduce the urban heat effects in Areas and generally promote eco-balance;
- v. Promoting a variety of transport options - Transit Oriented Development (TOD), public transport and last mile para-transport connectivity;
- vi. Making governance citizen-friendly and cost effective - increasingly rely on online services to bring about accountability and transparency, especially using mobiles to reduce cost of services and providing services without having to go to municipal offices. Forming e-groups to listen to people and obtain feedback and use online monitoring of programs and activities with the aid of cyber tour of worksites;
- vii. Giving an identity to the city - based on its main economic activity, such as local cuisine, health, education, arts and craft, culture, sports goods, furniture, hosiery, textile, dairy, etc;
- viii. Applying Smart Solutions to infrastructure and services in area-based development in order to make them better. For example, making Areas less vulnerable to disasters, using fewer resources, and providing cheaper services.

#### Preamble

Proper planning of limited available resources is difficult but not impossible. This is evident from the success behind Singapore's beautiful skyline.

The republic nation of Singapore suffered severe crisis initially after it achieved independence in 1965. Soon, it embarked on a modernization spree that focused on establishment of a manufacturing industry, developing large public housing estates. Since independence, its economy has risen consistently. And within 25 years of its freedom, the country evolved into one of the world's most prosperous nations, with a highly developed free market economy. The island nation of Singapore is perhaps one country which has scaled dizzying heights in a short span of time. Efficient Civil Services and able leadership have helped this vibrant and hi-tech nation catapult into one of the most lovely and successful places in the world.

Role Models: "Singapore, Kuala Lumpur (Malaysia) & Bangkok (Thailand)"

#### Singapore

The Urban Redevelopment Authority (URA) is Singapore's national land use planning authority, which has been instrumental in building quality real estate. URA draws up long-term strategic plans, as well as detailed local area plans, for physical development, and then coordinates to turn its plans to reality.

A professional way of managing and maintaining its real estate has given way to its continued economic progress and future development. Space Utilization

The space constraint seems to have come as a blessing in disguise for Singapore. The authorities focused on raising skyscrapers, huge in number. Instead of scattering its facilities, successful attempts have been made to house everything at one place and in one building, have also added to Singapore's beauty. Land use is intensified by locating various facilities together instead of separately. For example, storm water collection ponds are located under road flyovers; and stack factories; train stations and bus stations are located over each other. Also there is a strive to constantly find ways to minimize constraints on development by using technology such as cleaner power station fuel to reduce buffer zones of polluted factories, or group such industries together and relocate them. Roads & other transport systems

For countries like India where roads hardly bear the weight of vehicles, authorities in charge of road development here should visit Singapore to see how roads can host world-class events like Formula

One Grand Prix! The country's world-class connectivity makes the place a favorite tourist destination. It has an advanced metro system. The Mass Rapid Transit (MRT) is a modern and economical way of travel in Singapore. Ferry services, cable cars, mono rails, high-tech taxis, sightseeing flights etc. make a tourist's visit to Singapore a memorable one.

#### Malaysia

Malaysia's persistent drive to develop and upgrade its infrastructure has resulted in one of the most well developed infrastructure among the newly industrializing countries of Asia.

Peninsular Malaysia's network of well-maintained highways is a boon to industries. These highways link major growth centers to seaports and airports throughout the peninsula and provide an efficient means of transportation for goods, a Kuala Lumpur-Bangkok-Kuala Lumpur containerized service known as the Asian Rail Express (ARX). International trade, especially seaborne trade, has traditionally been the lifeblood of Malaysia, Port Klang and Port of TanjungPelepas among Asia. Malaysia's International Airports are ranked number one for overall business passenger satisfaction in an International Air Transport Association Survey. Industries in Malaysia are mainly located in over 200 industrial estates or parks and 14 Free Industrial Zones (FIZs) developed throughout the country. New sites, fully equipped with infrastructure facilities such as roads, electricity and water supplies, and telecommunications, are continuously being developed by state governments as well as private developers. The latest digital and fiber optics technology is being used to provide high quality telecommunication services at competitive prices.

#### Thailand

Thailand government has continuously improved the nation's infrastructure, both in Bangkok and the provinces, tremendous strides have been made, especially in transportation projects. Bangkok's Skytrain was introduced years ago, making transportation more reliable in a city known for its traffic jams but after development of infrastructure including access to power and water, has helped Thailand fuel rapid economic growth during the past three decades and also helped facilitate international trade and improved the efficiency of everyday business activities. Thailand's water transportation system has long been an important part of the country's history and industries. With a coastline of 3,219 km and over 4,000 km of inland waterways, Thailand's water transportation and ports infrastructure are essential to its overall transportation and trade.

#### Tour Plan

Departure On Date 16<sup>th</sup> November, 2017 From New Delhi to Singapore by Air India Departure from New Delhi 16<sup>th</sup> November, 2017 at 00:05 hrs and Arrival Singapore, 16<sup>th</sup> November, 2017 07:55 hrs.

Singapore - ( 2 Nights) 16<sup>th</sup> November, 2017 & 17<sup>th</sup> November, 2017

Hotel GRAND COPTHORNE WATER FRONT in Singapore

Sight Visit In Singapore On 17<sup>th</sup> November, 2017 Timing 10.00 Am to 4.00. pm.

On 18<sup>th</sup> November, 2017 By Singapore Airline from Singapore to Kuala Lumpur, Malaysia (KUL)

Kuala Lumpur -Malaysia- ( 2 Nights) 18<sup>th</sup> November, 2017 & 19<sup>th</sup> November, 2017

Hotel ISTANA in Kuala Lumpur-\*\*\*\*\*Star & above facility-

Sight Visit In Kuala Lumpur, Malaysia (KUL) On 19<sup>th</sup> November, 2017 Timmings 10.00 Am to 4.00 Pm.

On Date 20<sup>th</sup> November, 2017 By. Malaysia Airlines from Kollalampur (Malaysia) to Bangkok(Thailand)

Bangkok- (Thailand) 2Nights 20<sup>th</sup> November, 2017 to 21<sup>st</sup> November, 2017

Hotel AMARI WATERGATE DLX

Sight Visit In Bangkok ( Thailand) On 21<sup>st</sup> November, 2017 Timmings 10.00 Am to 4.00 Pm.

On 22<sup>nd</sup> November, 2017 By. Air India Departure on 22<sup>nd</sup> November, 2017 2315Hrs from Bangkok to New Delhi Arrival 23<sup>rd</sup> November, 2017, 0315Hrs



# National Council for Training & Social Research

B-11C, InderprasthaYojna, Tiilashabajpur, NCR Delhi, Ghaziabad-201102  
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011-43544923, Mob No 09911295435 FaxNos 0120-2642013, 011-43615435  
E-mail: [infonctsr@gmail.com](mailto:infonctsr@gmail.com), [info@nctsrnic.in](mailto:info@nctsrnic.in) Website: [www.nctsr.net](http://www.nctsr.net)

Ref. No. : 666/LET/2017

New Delhi, Date 23<sup>rd</sup> July, 2017  
By Registered Post/AD

To,

The Director  
Appointment & Personnel Department  
Government Of Uttar Pradesh  
Lucknow UP India

## Subject:- Executive Development Program- Call For Nominations

Dear Sir/Madam,

National Council for Training & Social Research (NCTSR), serves as the apex body and representative of the various segments of Indian Industry with the mandate to provide impetus to collective interest in organized infrastructural development of the nation.

S No.	Topics	Date & Venue	Course Fee (Per Participant) Rs.		
			Non Residential	Residential Twine Sharing	Residential Single Sharing
1.	"Arbitration and Dispute Settlement Mechanism Vis a Vis Construction Contracts"	21 <sup>st</sup> To 23 <sup>rd</sup> September 2017 Venue:- Hotel Grand Mumtaz, Sri Nagar 11, Maulana Azad Road, Sri Nagar, Kashmir	30,690.00	42,390.00	53,690.00
2.	Quality System & Total Quality Management for Building & Highway Projects.	12 <sup>th</sup> To 14 <sup>th</sup> October, 2017 Venue:- Hotel Spic N Span Old Road, Leh, 194101, Ladakh,	30,690.00	42,390.00	53,690.00
3.	Hazardous Waste Management and Pollution Prevention Gain valuable skills from a world class expert in waste management and pollution control.	17 <sup>th</sup> To 19th November, 2017 Venue:- HOTEL Bagmallo Beach Resort, Panaji, Goa	30,690.00	42,390.00	53,690.00
4.	Project Management for Engineers	21 <sup>st</sup> -23 <sup>rd</sup> December, 2017 Venue:-Radission Hotel Kathmandu, Lazimpat, Kathmandu(Nepal)	39,690.00	63,390.00	89,690.00

The response has been tremendous from various Govt. departments including PWD, Housing, Rural, Urban Development DEPARTMENT, Development Authority, Boards & Corporations etc. I am approaching you through this letter with a request to disseminate the list of these program to all the departments of your State so that they can avail advantage of the same. This program shall help the State planners to identify the areas of weakness in system and boost the economy and employment of the State.

I am sure you will like to nominate the Engineers, Architects, Administrators for this program.

For more details Contact at Mobile No 09911295435 Email:-[infonctsr@gmail.com](mailto:infonctsr@gmail.com), [officenctsr@gmail.com](mailto:officenctsr@gmail.com)

We would also welcome invitation from your side for In- House Training programme at your premises.

Thank you and assuring you of our best service as per our tradition,

With best regards.

Yours truly,  
For National Council For Training & Social Research

  
(Executive Director)

## **"Arbitration and Dispute Settlement Mechanism Vis a Vis Construction Contracts"**

Date:- Date 21st September , 2017 To 23rd September, 2017 (3 days), Venue:- Hotel Grand Mumtaz, Sri Nagar 11, Maulana Azad Road, Sri Nagar, Kashmir ( J &K), Opting for residential accommodation are requested to go directly and stay in A/C rooms at Hotel Grand Mumtaz, Sri Nagar 11, Maulana Azad Road, Sri Nagar, Kashmir ( J &K), Check In :- 20th September , 2017 ( Afternoon) & Check Out :- 23rd September ,2017 ( Forenoon)

The topics tentatively planned to cover are:

1. Dispute Settlement Mechanism in Construction Contracts
2. The Law relating to Arbitration—Domestic and international
3. Relevance of Law of Contract in Dispute Resolution
4. Emerging Trends in Judicial Approach to Domestic and International Arbitration
5. Party Autonomy and Avoidance of Delays in Arbitration
6. Qualification and Professional Ethics required of an Arbitrator
7. Enforcement of Awards.

We are sure that this programme will benefit our executives, engineers and officers and you will extend your support to make our attempt purposeful and successful.

## **Quality Systems & Total Quality Management (TQM) for Buildings & Highway Projects**

Opting for residential accommodation are requested to go directly and stay in A/C rooms at Hotel Spic N Span Old Road, Leh, 194101, Ladakh, (India) Check In :- 11th October, 2017 ( Afternoon) & Check Out :- 14th October, 2017 ( Forenoon)

**Objective : Upon completion of the course the participants will :**

1. be able to understand the requirements of specifications For Buildings road and bridge works.
2. become familiar with quality standards for highway projects
3. be able to implement the quality standards
4. become familiar with testing procedures

**Course Contents : -**

**A) Specifications for Buildings, Roads and Bridge Works**

- Performance standards, Quality Control Tests

**B) Quality Systems : Quality Control and Quality Assurance**

- For Road works, For Bridge works, For Buildings Works

**C) Testing Procedures**

- Sampling procedures, Laboratory work on various Tests, Laboratory Equipment

**Course Co-ordinator :** The Addl. Director, NCTSR, **Course Faculty :** Eminent professionals in the field (retired/serving) from M/oSRT&H, NHAI, CRRI, IITs, PWDs, Consulting firms.

**Target Group :** This course is designed for Chief Engineers, SE, Executive Engineers.

## **Hazardous Waste Management and Pollution Prevention Gain valuable skills from a world class expert in waste management and pollution control.**

Venue:- HOTEL Bagmallo Beach Resort, Panaji, Goa Opting for residential accommodation are requested to go directly and stay in A/C rooms at :- Venue:- HOTEL Bagmallo Beach Resort, Panaji, Goa

Check In :- 17th November, 2017 (Afternoon) & Check Out :- 19th November, 2017 ( Forenoon)

This Executive Development Programme is designed for engineers and technicians from a wide range of abilities and backgrounds and will provide an excellent introduction to mastering the management of hazardous waste materials as well as preventing contamination of the environment.

This knowledge make participants aware of the legal and regulatory aspects of pollution and the handling of hazardous waste materials within their plants. It will also allow them to reduce the amount of hazardous waste produced and save money through preventing personal injury and preventing or limiting the effects of accidental pollution.

**WHO SHOULD ATTEND:**

Involved in the handling of hazardous materials, this includes, but is not limited to:, Project leaders ,  
Operation managers, supervisors, engineers and technicians , Maintenance managers, supervisors, engineers  
and technicians , Consulting engineers  
Chemical engineers and technicians ☞ Plant engineers☞ Operation, inspection and repair managers,  
supervisors, engineers and technicians ☞ Mechanical engineers and technicians ☞ Electrical engineers  
and technicians

#### **PRE-REQUISITES:**

A basic knowledge of electrical, mechanical and chemical plant environments.

#### **AT THE END OF THIS WORKSHOP YOU WILL:**

Be able to identify potential sources of pollution in and around your plant ☞ Be acquainted with the latest  
technologies and techniques for preventing contamination/pollution ☞ Be acquainted with the latest  
technologies and techniques for handling hazardous waste materials ☞ Be able to detect and measure the  
incidence of contamination ☞ Have the skills for managing hazardous waste materials ☞ Know how to  
plan for and deal with emergencies

#### **ACCREDITATION:**

Satisfactory completion of this course satisfies the requirements of the International Association for  
Continuing Education and Training for the award of 1.4 Continuing Educations Units. The course also satisfies  
criteria for Continuing Professional Development according to the requirements of the Institution of Electrical  
Engineers and Institution of Measurement and Control in the UK, Institution of Engineers in Australia,  
Institution of Engineers New Zealand, and others.

### **Project Management for Engineers**

Date 21-23 December, 2017, Venue:-Radission Hotel Kathmandu, Lazimpat, Kathmandu (Nepal)

Opting for residential accommodation are requested to go directly and stay in A/C rooms at Radission Hotel Kathmandu,  
Lazimpat, Nepal (Kathmandu) Check In :- 20<sup>th</sup> December ,2017 ( Afternoon) & Check Out :- 23<sup>rd</sup> December , 2017

#### **Introduction**

As is well known, most projects are very complex, have numerous inter-dependent and inter-related activities,  
involve heavy investments, require high level of technology and need effective management of voluminous  
resources. They cross geographical boundaries, corporate channels, traditional systems and cultural diversities.  
Modern projects have inherent difficulties, uncertainties and risks. They interact technically, economically and  
socially with the environment. The fast changing environments of the present era impose numerous financial,  
legal, ethical, environments, and logistic constraints. Project management involves use of technical and  
management skills to achieve the project objectives, within the specified time, budgeted cost and predefined  
quality specifications, by leading the project participants, efficiently, effectively and ethically. While our engineers  
possess technical expertise, they often lack project management skills.

#### **Objective**

The main Objectives of the Course are to discuss advanced project management tools so as to orient engineers  
with the knowledge and skills needed to manage such projects, covering aspects like formulation of a project  
and management of its scope, organization, time, resources, costs, quality, procurement, risks, information system  
and interpersonal skills.

#### **Contents**

Introduction-Project Planning, Implementation & Control, Formulation and Appraisal, Time Management, Resource  
Management, Cost Planning and Control, Quality, Safety and Environment, Procurement and Contract management  
Risk Management, Online Computerized Monitoring System (OCMS), MS Project, Managing Project Information  
system, Financial Management, Organization, Team building and Interpersonal skills  
Case Studies The participants will be issued course material during the course.

#### **OUR FACULTY**

We have our own regular Faculty. In Service officers are also invited by us as Guest Faculty. All our faculty  
members have rich in experience since they are mostly retired Joint Secretaries level of the Govt of India.

#### **METHODOLOGY**



Our main emphasis is on having full involvement of the participants in the subject matter under discussion. Faculty members deliver lectures interspersed by discussion with participants on each topic so as to ensure get full grasp of the subject and have clear concept of the rules and their application. Case studies, discussion, exercises etc. are also held.

### **NOMINATION**

Each Nomination, Residential/ Non Residential, should be accompanied by a Demand Draft of the required amount drawn in favor of "National Council For Training & Social Research" payable at New Delhi and should be sent in advance along with the nomination. Payment for Defence Employees will be received after completion of the course and submission of our pre-receipted Bills.

**Cheques of Outstation Units will not be accepted.**

Substitution of nominees can be permitted.

Opting for residential accommodation are requested to go directly and stay in A/C rooms the participants regarding their stay and is absolutely optional. Participants are free to stay at any other place of their choice and convenience.

Non-Residential-Please send the payment in advance on before commencement of the Program

Residential-Accommodation would be available if confirmed Payment in advance before Commencement of the Program.

Payment may please be made through Bank Draft in favor of "National Council For Training & Social Research" payable at New Delhi.

TEA/COFFEE BREAK

11:15 AM to 11:30 AM & 03:15 PM to 03:30 PM

LUNCH

01:00 PM to 02:00 PM

### **ADMISSION PROCEDURE**

Admission will be made on first come first served basis only. Intimation regarding admission of the nominee to the program will be communicated as soon as possible after the receipt of nomination.

### **PROGRAMME DURATION & SCHEDULE**

It will be a three days Technical Workshop will be conducted from 9.30 AM to 5.00 pm daily. There will be 4 sessions each day. Each session will be of 75 minutes duration.

### **REPORTING TIME**

The participants are to report for registration at 9:00 AM at Venue.

### **ARRANGEMENTS BY US**

Working Lunch, Tea/Coffee with Snacks, Course material, Pad, Pen, Bag/Folder, Participation Certificate.

**Transport:-**The candidates have to make their own arrangements.

### **Certification**

The participants will be awarded certificates on completion of the course without any absenteeism on 3<sup>rd</sup> day at the end of the course.

### **FURTHER INFORMATION**

It is hereby reaffirmed that the aforesaid Program shall be conducted as Per schedule and will not be changed / postponed or cancelled except for reasons unforeseen & beyond our control.

Note: Or You can call the Central Line +91-9911295435 for any queries regarding the Workshop Further enquiries and correspondence regarding admission and other matters relating to the program may be addressed

Sh. Amit Gupta (Executive Director)	EktaChaudhary Prog Co-ordinator
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**Note:** - In house Training Program are also organized by us. In-house training programs at the premises of sponsoring organizations – Subjects can be selected by the sponsors.



# National Council for Training & Social Research

B-11C, InderprasthaYojana, Tiilashabajpur, NCR New Delhi, Ghaziabad-201102  
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0120-2642012, 011-43544923, Mob No 09911295435 FaxNos 0120-2642013, 011-43615435  
E-mail: infonctsr@gmail.com, info@nctsrnic.in Website: www.nctsr.net

Ref. No. : 669/LET/2017  
To,

New Delhi, Date 23<sup>rd</sup> July, 2017  
By Registered Post /AD

The Director  
Appointment & Personnel Department  
Government Of Uttar Pradesh  
Lucknow UP India

## Subject:- Training Program-Call For Nominations

Dear Sir/Madam,

National Council for Training & Social Research (NCTSR), serves as the apex body and representative of the various segments of Indian Industry with the mandate to provide impetus to collective interest in organized infrastructural development of the nation.

S No.	Topic	Date & Venue	Course Fee (Per Participant) Rs.		
			Non Residential	Residential Twine Sharing	Residential Single Sharing
1.	"Roster Writing And Reservation In Services Govt. Policy for SCs, STs, OBCs and Physically Handicapped & Recruitment Rules In Government Departments Autonomous Bodies & PSUs".	21st To 23rd September 2017 Venue:- Hotel Grand Mumtaz, Sri Nagar 11, Maulana Azad Road, Sri Nagar, Kashmir	30,690.00	42,390.00	53,690.00
2.	"Amendment To CCS (Pension) Rules, Pensionary Benefits Under The Old Pension Scheme And New Pensions Scheme in Wake of VIIth Pay Commission Report & Grant of Financial Up gradation Under MACP" In Government Departments Autonomous Bodies & PSUs".	12th To 14 <sup>th</sup> October, 2017 Venue:- Hotel Spic N Span Old Road, Leh, 194101, Ladakh,	30,690.00	42,390.00	53,690.00
3.	" Materials management and purchase policy & procedure, E- procurement in Govt. departments, autonomous bodies"	17th To 19th November, 2017 Venue:- HOTEL Bagmallo Beach Resort, Panaji, Goa	30,690.00	42,390.00	53,690.00
4.	"Right to information Act 2005, Case Studies/ Court Cases And Improvement Of Record Management System"	21st -23rd December, 2017 Venue:-Radission Hotel Kathmandu, Lazimpat, Kathmandu(Nepal)	39,690.00	63,390.00	89,690.00

We invite your kind attention to the coverage of the program. We assure you that the program will be very useful for officers and staff in the Headquarter Office, Regional Offices and other subordinate offices of State & Central Government, State & Central Autonomous Bodies and PSU's which follow the State & Central Government rules and help promote up gradation of technical standards in the context of human resource development.

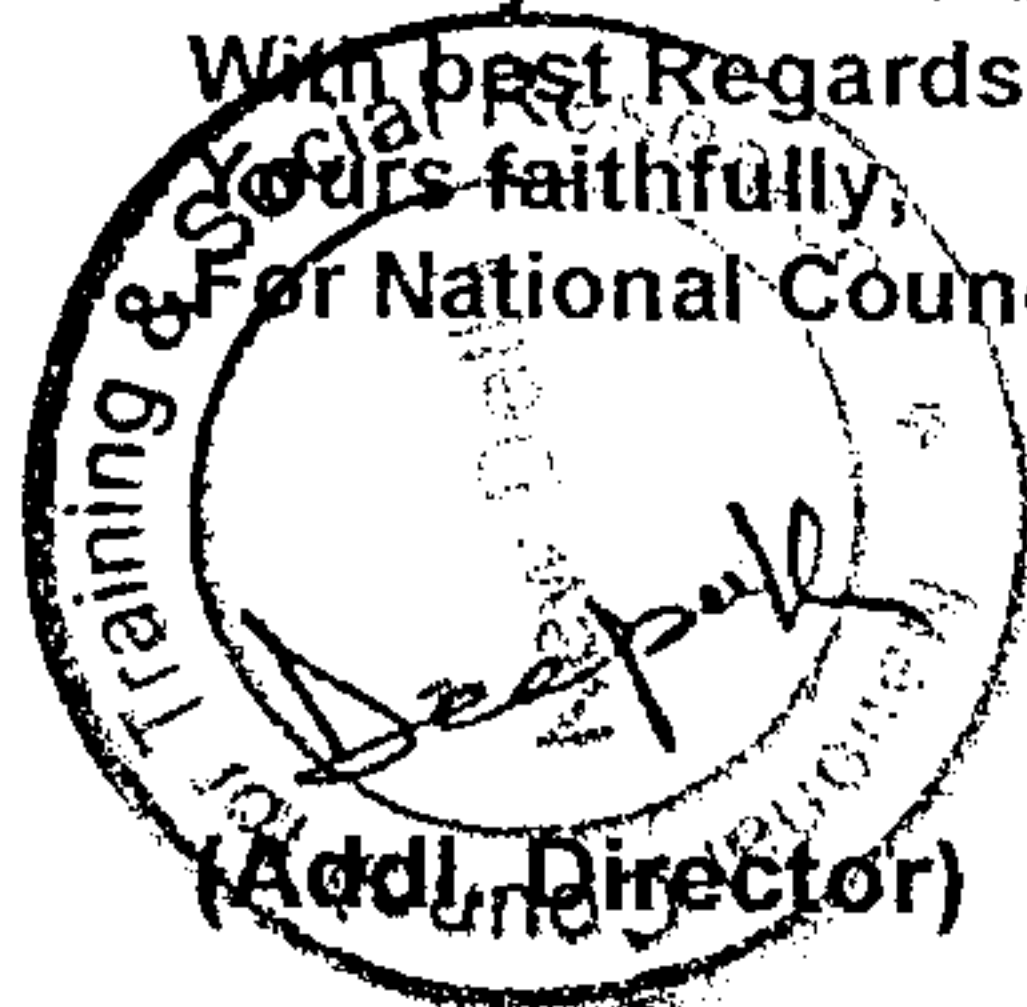
We crave indulgence on your valuable time by requesting you kindly to peruse the below details relating to the workshop cited as subject. We would also welcome invitation from your side for In- House Training program at your premises.

Thank you and assuring you of our best service as per our tradition.

With best Regards,

Yours faithfully,

For National Council For Training & Social Research



**"Roster Writing And Reservation In Services Govt. Policy for SCs, STs, OBCs And Physically Handicapped & Recruitment Rules In Government Departments Autonomous Bodies & PSUs".**

Date:- Date 21st September ,2017 To 23rd September , 2017 (3 days), Venue:- Hotel Grand Mumtaz, Sri Nagar 11, Maulana Azad Road, Sri Nagar, Kashmir ( J &K), Opting for residential accommodation are requested to go directly and stay in A/C rooms at Hotel Grand Mumtaz, Sri Nagar11, Maulana Azad Road, Sri Nagar, Kashmir ( J &K), Check In :- 20th September , 2017 ( Afternoon) & Check Out :- 23rd September ,2017 ( Forenoon)

**THE NEED**

Concepts of reservation is a hot topic being debated these days in governmental circles, courts, media and industrial circles in context of economic and social changes emerging these days. Participants have to understand & appreciate need of reservation because the society is still caste ridden and need the governmental support to come in the main stream. Further a section of our society lack physical ability to earn their livelihood independently and need support. These issues are discussed in the context of orders issued by the govt. from time to time. The course will definitely benefits the officer connected with the execution of reservation scheme.

**OBJECTIVE**

- To enable the participants to have an insight into the Reservation, Prepare and operate Reservation Rosters.
- The inbuilt scheme of Seniority of SC/ST/OBC., Procedure to fill up the backlog vacancies.

**PROGRAMME COVERAGE**

- Objectives and historical background and constitutional provisions for Reservation of posts in services.
- Criteria for determining-SC, ST and OBC.,Relaxations and Concessions to Reserved Category of persons in appointment., Scope and quantum of Reservations in direct appointment.
- Scope and quantum of Reservations in promotion., Horizontal reservation for Ex- Serviceman, Physically Handicapped Persons, Sportsmen and Compassionate appointments., Preparation of Post-Based Roster.
- Seniority of persons selected on own's merit list and against reserved posts., Preparation of Combined Seniority where requirement is based against reserved posts., How to deal with cases of reservation where the cadre strength is (i) one post and (ii) less than 14, De-reservation procedure.
- Carry forward of de-reserved posts and filling up of backlog vacancies, Practical exercise on reservation.
- A latest development in the area of the reservation, Role of Liaison officer, Schedule Caste Commission and Schedule Tribes Commission, Maintenance of Reservation Procedure.

The focus of this program is on case studies Practical Exercises in preparation of the Roster. Considerable time would be allotted for this part of the training. Administrative aspects will receive only passing mention. In this respect, this program is unique in design.

- **Note:-** Centre encourages prospective participants and their managements to write in advance specifying any issues/problems areas which they would like to be included in course material/and discussed during the workshop provided they are within the ambit of the subject of the program.

**"Amendment To CCS (Pension) Rules, Pensionary Benefits Under The Old Pension Scheme And New Pensions Scheme in Wake of VIIth Pay Commission Report & Grant of Financial Up gradation Under MACP" In Government Departments Autonomous Bodies & PSUs".**

Venue:-Hotel Spic N Span Old Road, Leh, 194101,Ladakh, (India)

Opting for residential accommodation are requested to go directly and stay in A/C rooms at Hotel Spic N Span Old Road, Leh, 194101,Ladakh, (India) Check In :- 11th October, 2017 ( Afternoon) & Check Out :- 14th October, 2017 ( Forenoon)Check In :- 11th October, 2017 ( Afternoon) & Check Out :- 14th October, 2017 ( Forenoon)

**THE NEED**

The employees governed under the old pension scheme are often heard complaining that they are not made conversant with their entitlements under the scheme and their obligations under the rules & regulation to avoid delay in receipts of Pensionary benefits. Even on receipt of Pensionary benefits, they are unsure & unaware how & where to invest the money so that they may have a regular return & lead a peaceful & comfortable life.

The employees governed by the new pension scheme are too unsure how the scheme will be operationalized and what advantages will accrue what they quit/ retire from service.

In order to help the employees a training programmes, has been designed so as to equip them with the knowledge so that they can on their own ascertain the correctness of dues paid to them. This training programme is

o useful from the stand point of Administrative authorities who can send the dealing executives to acquire the knowledge of expeditious processing/ settlement of pension cases.

The faculty engaged for this training programme, is experienced and carries a high reputation of delivering lecturer in govt. offices & offices of govt. instrumentalities.

The training is intensive, and practical oriented. The participants are encouraged to bring their problem & difficulties faced in day to day work so that solutions can be found out within ambit of rules & orders on the subject.

#### **PROGRAMME COVERAGE**

- CCS (Pension) Rules, Processing of Pension Cases, Exercises on Pension & Gratuity
- CCS (Extraordinary Pension) Rules, Liberalized Pensionary Awards, Other Retirement Benefits: Gratuity, Leave Encashment, Deposit Linked Insurance Scheme, CGEGIS, TA on Retirement, MACPS, New Pension Schemes, Defined Contributions, Operation Of Schemes
- Contribution During Leave, Ex-ordinary Leave, Suspension, Dies-non, Duration Of Schemes, Exit Of Schemes, Benefits under pension scheme incase of death/ disablement of persons governed by PS, Retirement Planning, Calculation Of Leave Salary & Pension Contribution, Entitlement on Permanent Transfers to Commutation of Pension under the old table and new table

### **“Materials management and purchase policy & procedure, E-procurement in Govt. departments, autonomous bodies”**

Venue:- HOTEL Bagmallo Beach Resort, Panaji, Goa Opting for residential accommodation are requested to go directly and stay in A/C rooms at :- Venue:- HOTEL Bagmallo Beach Resort, Panaji, Goa  
Check In :- 17th November, 2017 (Afternoon) & Check Out :- 19<sup>th</sup> November, 2017 ( Forenoon)

#### **THE NEED**

Scandals in Govt purchases are highlighted in the headlines of newspapers more often than one would expect. Scandals are mainly because of circumvention of the rules and regulations laid down for purchase. Avarice and caprice come into play when unscrupulous suppliers are able to hoodwink Purchase Officers especially those who are bereft of in depth knowledge of the rules and regulations on the subject. Therefore, the need is to impart proper training to Purchase Officers and their superiors in each and every organization.

**OUR FACULTY**  
We have our own regular Faculty. In Service officers are also invited by us as Guest Faculty. All our faculty members have rich purchase experience since they are mostly retired Joint Secretaries of the Govt of India.

**OUR REGULAR FACULTY** Shri M.C.Panda : Addl. Dir. Gen. D.G.S&D, Shri Ravi Gupta: Addl. Dir. Gen. D.G.S&D, Shri K.K. Ghosh: Jt. Secretary, Min of Home Affairs, Shri M.K. Bhatnagar: Dy. Dir. Gen. D.G.S&D, Shri A.K. Srivastav : Dy. Dir. Gen. D.G.S&D [Retd.] , Shri Surjit Lal: Dy. Dir. Gen. D.G.S&D [Retd.], Shri Harbans Lal: Dy. Dir. Gen. D.G.S&D [Retd.], Shri A.N. Kapur : Director [Trg.].

Guest Faculty is invited from premier Purchase Departments of the Govt of India.

#### **METHODOLOGY**

Our main emphasis is on having full involvement of the participants in the subject matter under discussion. Our faculty members deliver lectures interspersed by discussion with participants on each topic so as to ensure that they get full grasp of the subject and have clear concept of the rules and their application. Case studies, group discussion, exercises etc. are also held.

#### **PROGRAMME COVERAGE**

- Need & Scope of Contract Management , Execution and Monitoring of the Contract., CVC Guidelines, Public Procurement in India – An Overview, Historical background., Fundamental Principles of Public Buying., Transparency, Fairness., Efficiency, Economy and Accountability.
- General Financial Rules, Objectives., Modification of the rules – Procedure. Financial Propriety, Modes of Procurement, Local Purchase, Bid system., Procurement Planning, Items to be procured, Quantity to be procured, Broad Specifications, Mode of Procurement. Eligibility criteria for goods, Eligibility and qualification of Bidders. Delivery Schedule
- Procedure for bidding, Procedure for settlement of disputes. Criteria for-
  - a) Determining responsiveness of bids., Evaluating the bids on common platform.
  - b) Awarding contract to the responsive lowest bidder.
- Preparation of Bid Documents, Instructions to bidder, Conditions of Contract, Schedule of Requirement., Specifications and allied Technical Details., Price Schedule for quoting prices., Contract Form, Making Bidding document self contained and comprehensive without ambiguity.
- Tender Enquiry- Opening & Evaluation of Tenders, Bid Publicity. Sale of Bid Documents, Submission of Bids., Bid opening. Bid Evaluation. Spot Comparative Statement, Ranking Statement, Rejection of Bids
- Award of Contract Technical specifications of items/packing., Contract conditions, General., Special conditions of contract.
- Contract Management:- Constitutional provisions., General principles of contract., Standard Forms., Contract Document – Financial limits., Cost Plus Contract, Price Variation Clause., Payment of Duties and taxes, Foreign exchange fluctuations, etc., Lump sum contracts., Liquidated damages., Warranty clause. Acceptance/Rejection of goods., Amendments of contracts., Resolving disputes, Monitoring of contracts., Bank guarantee or other instruments, Quality Assurance, Pre-dispatch inspection., E-Procurement, Final Inspection, Consumer's right of rejection, Preliminary examination of goods on receipt, Disposal of Goods, Identification of stores for disposal, Modes of disposal

### **“Right to information Act 2005, Case Studies/ Court Cases And Improvement Of Record Management System”**

Date 21-23 December, 2017, Venue:- Radisson Hotel Kathmandu, Lazimpat, Kathmandu (Nepal)

Opting for residential accommodation are requested to go directly and stay in A/C rooms at Radisson Hotel Kathmandu, Lazimpat, Nepal (Kathmandu) Check In :- 20<sup>th</sup> December, 2017 ( Afternoon) & Check Out :- 23<sup>rd</sup> December, 2017

#### **THE NEED**

