भारत सरकार
भारतीय लेखा तथा लेखापरीक्षा विभाग
प्रधान महालेखाकार (लेखापरीक्षा)
हिमाचल प्रदेश, शिमला – 171 003

Government of India
Indian Audit and Accounts Department
Principal Accountant General (Audit)
Himachal Pradesh, Shimla-171 003

सत्यमेव जयते

परिपत्र (प्रशासन)

विषय: वर्ष 2024-25 के दौरान **IIMs** में आयोजित किए जाने वाले 25 अल्पकालिक कार्यकारी विकास कार्यक्रमों के लिए नामांकन |

मुख्यालय में सक्षम प्राधिकारी ने वित्तीय वर्ष 2024-25 के दौरान स्व-नामांकन योजना के अंतर्गत भारतीय प्रबंधन संस्थानों में 25 अल्पकालिक कार्यकारी विकास पाठ्यक्रमों (Executive Development Programmes) को स्वीकृति प्रदान की है |

SAOs/AAOs with 05 years of Continuous Service and having qualified the Continuous Professional Development (CPD) Examination – I as on date of application/nomination are eligible for approved Short-term EDPs.

Detailed eligibility criteria, mode of nomination etc. are enclosed in Annexure – I to this circular.

पात्र एवं इच्छुक अधिकारी इस परिपत्र के अनुलग्नक – I (Annexure-I) में निर्दिष्ट किसी भी पाठ्यक्रम के लिए संलग्न प्रपत्र में आवेदन प्रशासन अनुभाग में दिनांक 09 जुलाई 2024 तक प्रेषित कर सकते है |

अधिकारियों का नामांकन सक्षम प्राधिकारी के अनुमोदन के अधीन होगा |

परिपत्र वरिष्ठ उप महालेखाकार (प्रशासन) के अनुमोदन से जारी है |

हस्ता /-
वरिष्ठ लेखापरीक्षा अधिकारी (प्रशासन)

पृ०सं० प्रशा०/ले०प०/आर.टी.आई./जम्मू प्रशिक्षण/अन्य प्रशि. संस्थान/2022-24/1230-33   दिनांक:04.07.2024

प्रतिलिपि सूचना एवं आवश्यक कार्यवाही हेतु निम्नलिखित को प्रेषित की जाती है :

1. सचिव, प्रधान महालेखाकार
2. सभी समूह अधिकारी
3. सभी वरिष्ठ लेखापरीक्षा अधिकारी
4. सभी सहायक लेखापरीक्षा अधिकारी (official e-mail Ids of officers)
5. सूचना पट्ट |

वरिष्ठ लेखापरीक्षा अधिकारी (प्रशासन)

431/c

Proforma for willingness for participation in Executive Development Programme to be conducted at IIMs during the financial year 2024-25.

1.	Name	
2.	Designation/Emp Id	
3.	Date of appointment in IA&AD	
4.	Whether CPD-I is qualified? (Yes/No)	
5.	Name of Executive Development Programme applying for	
6.	Name of the IIM	
7.	Whether applied for appointment/deputation outside IA&AD? (Yes/No)	
8.	Whether attended any Programme in IIM? (Yes/No) (details to be provided)	
9.	Brief (100-150 words) highlighting the reason for choosing the programme and how he/she proposes to apply the learning at workplace.	

Signature

Eligibility criteria-

i. SAOs/AAOs with FIVE (05) years of continuous service,

ii. SAOs/AAOs must have qualified the Continuous Professional Development (CPD)-I examination, as on the date of application for the programme/nomination by the Heads of office/ Functional Wing,

iii. An officer can participate in TWO (02) programmes in his/her entire service. Online trainings attended by an officer at IIMs will not be counted for this purpose,

iv. There must be a gap of FIVE (05) years between the two programmes. Online trainings attended by an officer at IIMs will not be counted for this purpose,

v. SAOs/AAOs who have applied for various positions on appointment or deputation outside IAAD must NOT be nominated,

Types of Nomination-

Nomination can be done by either of the following ways or by both the following ways:

<u>Self-Nomination-</u>

The procedure for self-nomination is as under:

I. The officers may nominate themselves for a maximum of 3 courses from the list of 25 courses attached in order of priority.

II. The officers will nominate themselves (under intimation to respective Heads of the Department) through SAI Capacity Building (CB) portal in the format prescribed by the K&CB Wing (IIM training programmes > Fill IIM Nomination form) (Annexure III).

III. The self-nomination must be accompanied with an undertaking to be submitted through SAI CB Portal that the officer will serve the IAAD for the next 5 years or till the age of retirement whichever is earlier. (Annexure V).

IV. The officers will have to upload their personal and professional details along with a brief of 100-150 words highlighting the reasons for choosing the programme and how he/she proposes to apply the learnings at workplace.

<u>Nomination by Heads of the Department (HoDs)-</u>

The procedure for nomination by HoDs is as under:

I. HoDs may nominate one SAO/AAO for each of the 25 courses attached from those who are willing to be nominated for participation.

II. HoDs will endorse and validate the reasons in brief for nominating the officer for the programme.

III. After nomination by HoD, the nominated officers will apply through SAI CB Portal in the format prescribed by the K&CB Wing. (Annexure IV uploaded on SAI CB Portal) (IIM training programmes > Fill IIM Nomination form).

IV. The officers will have to upload the recommendation of HoDs, their personal and professional details along with a brief of 100-150 words highlighting the reasons for nominating the officer for the programme.

V. The HoD nomination must be accompanied with an undertaking to be submitted by the nominated officer, through SAI CB Portal that the officer will serve the IAAD for the next 5 years or till the age of retirement whichever is earlier. (Annexure V).

List of Short Term Executive Development programmes to be conducted at Indian Institute of Managements during the financial year 2024-25

Sl No	Name of theProgramme	Name of IIM	Start Date	End Date
1	Cyber Security	IIM Kozhikode	16-08-2024	18-08-2024
2	Dynamics of Financial Sector Regulation	IIM	19-08-2024	23-08-2024
3	Data Visualization and Storytelling Through Data	IIM Bangalore	26-08-2024	28-08-2024
4	Big Data Analytics	IIM	16-09-2024	21-09-2024
5	ESG - Management, Reporting and Communication	IIM Bangalore	18-09-2024	20-09-2024
6	Strategic Human Resource Management	IIM Ahmedabad	23-09-2024	28-09-2024
7	Train the Trainer	IIM Indore	07-10-2024	09-10-2024
8	Artificial Intelligence for Senior Leaders (Batch – 2)	IIM Bangalore	04-11-2024	06-11-2024
9	Analytics for Leadership	IIM Lucknow	11-11-2024	13-11-2024
10	Developing Digital Mind-set: Thriving in the AI Era	IIM Lucknow	13-11-2024	17-11-2024
11	Decision Making for Managerial Effectiveness	IIM Bangalore	14-11-2024	16-11-2024
12	Advanced Financial Statement Analysis for Decision Making	IIM Kozhikode	28-11-2024	30-11-2024
13	Leadership and Team Building	IIM Calcutta	09-12-2024	13-12-2024
14	Effective Data Visualization for theData-Driven Organization	IIM Ahmedabad	16-12-2024	19-12-2024
15	Interpersonal Effectiveness and Leadership Excellence	IIM Calcutta	06-01-2025	10-01-2025
16	Managerial Effectiveness	IIM Ahmedabad	06-01-2025	11-01-2025
17	Interpersonal Effectiveness and Team Building	IIM Indore	15-01-2025	17-01-2025
18	Leader as a Communicator	IIM Indore	20-01-2025	22-01-2025
19	Leadership Development program for firstTime Managers	IIM Indore	21-01-2025	23-01-2025
20	Negotiation andPersuasion	IIM Lucknow	30-01-2025	01-02-2025
21	Contract Management and Arbitration	IIM Calcutta	10-02-2025	14-02-2025
22	Communication andPresentation Skills	IIM Calcutta	10-02-2025	14-02-2025
23	Financial Leadership and Management Excellence	IIM Calcutta	17-02-2025	21-02-2025