

File No.13020/33/2016-IES
Government of India
Ministry of Finance
Department of Economic Affairs
(IES Cadre Division)

Room No. 251, North Block,
New Delhi, Dated: 18th September, 2017

OFFICE MEMORANDUM

Subject: Secondment Programme at OECD Headquarters at Paris, France for officers of the Indian Economic Service (IES).

The Organization for Economic Cooperation and Development (OECD) has proposed a 3-months' Secondment Programme for officers of the Indian Economic Service (IES) at their Headquarters in Paris. The primary objective of the Secondment Programme is to provide an opportunity to IES Officers to take part in activities of the OECD Secretariat in Paris and facilitate mutual learning. Through this assignment, IES officers would gain better understanding of the OECD and its working methods, and also help the OECD to better integrate India's perspective in its work.

2. Two officers of the IES are to be selected for the Secondment Programme, who would be deputed to OECD (Paris) for a period of three months from 1st November, 2017 to 31st January, 2018. The priority areas for placement of the Seconded officers are as under:

- a) Placement in the Sherpa's Office and Global Governance Unit also working on issues related to the G-20;
- b) Placement in the Economics Department working on 'fiscal federalism,' and
- c) Placement in the Trade and Agriculture Directorate working on agriculture policies.

3. Guidelines for selection of the officers for the above Programme are enclosed at **Annexure-I**. The screening of applications and shortlisting of IES officers shall be done by a Standing Selection Committee chaired by the Chief Economic Adviser, Ministry of Finance. Thereafter, final selection of the candidates shall be done by the OECD.

4. It may be noted that post selection/nomination, 'political clearance'/Visa Note etc. shall be obtained by the Ministry/Department where the officer is posted. The 'Deputation Order' shall also be issued by the Department/Ministry concerned.

5. **Eligible and willing officers who wish to apply for the above mentioned Programme may forward their applications in the enclosed proforma, through proper channel (i.e. by the concerned administrative Ministry/Department where the Officer is posted) and accompanied with vigilance clearance, to the IES Cadre Division, latest by 26.09.2017** The applications may be forwarded to undersigned (addressed as: Room No. 251 IES Cadre Division, Department of Economic Affairs (DEA), North Block, New Delhi) or mailed

at arya.kumari@gov.in or faxed at 91-11-23093570. (Note: Submission of application by an officer may not be construed as automatic nomination for the course).

6. This issues with the approval of the competent authority.

Arya
18/09/17

(Arya B K)
Assistant Director
Tele: 23092491

To,
All IES officers via email.

Copy to:

AD (IES) with the request to upload the OM on the IES website.

Guidelines for Secondment Programme with the Organization for Economic Cooperation and Development (OECD)

A. Eligibility Conditions

I. Minimum Service:

Officers should have completed minimum 5 years of Service in the Indian Economic Service, and should be holding Cadre Posts (not on Deputation of any type) at the time of submission of application and for the duration of the Secondment Programme

II. Upper Age Limit:

The upper age limit should be 55 years at the time of commencement of the Programme.

III. Foreign Training/ Conferences/Workshops/Seminars:

The Officer should not have attended any Foreign Training/Conferences /Workshops/Seminars abroad of duration of more than two weeks (excluding travel time) during the last two years.

IV. The officer should have Outstanding/Very Good grading (with minimum of three outstanding grading) in the last five year's APARs, with no adverse entries.

V. Departmental proceedings:

The Officer should not have any Departmental proceedings/Vigilance cases pending or contemplated against him/her

VI. The officer, on selection, would need to submit an undertaking to serve in the IES for at least three years or till retirement, whichever is earlier, on return from of the Secondment Programme.

VII. MoU with OECD will need to be signed by the IES Cadre and the selected officer.

VIII. Desirable skills and knowledge:

(a) In-depth knowledge and understanding of the Indian Economy, with clarity on economic theories and applied aspects.

(b) Experience of working on MS-Excel and use of econometric software's such as STATA and E-Views etc.

B. Financial Assistance

OECD will fund the non-salary component of the Programme, comprising Euros 1250 per month per officer as allowance (covering both living and accommodation expenses) besides the cost of economy class return air ticket. The salary component and local transport expenses to airport and back in India, shall be borne by the administrative Department/Ministry of the

Officer nominated for the Programme. The bank account details of the officer nominated for the Programme may be required by the IES Cadre, for which an intimation will be sent to the officer.

C. Medical Assistance

As per the practice being followed for other long term trainings organized by the IES Cadre Division, in respect of medical expenses which may not be covered by any existing medical insurance, the IES Cadre will bear 30% of the expenses. Medical expenses with respect to ailments of non-continuing nature, i.e. emergency cases, which have not been detected at the normal place of residence, shall be covered under the Assisted Medical Attendance (AMA) Scheme of Ministry of External Affairs contained in MEA's letter no. G/GA/653/1/74 dated 5/3/79 as amended from time to time, and will be subsequently reimbursed by the IES Cadre Division of DEA.

D. Applications

Applications (in the enclosed proforma) for the above mentioned Programme shall be accepted only when *duly forwarded through proper channel* (i.e. by the concerned administrative Ministry/Department where the Officer is posted) in accordance with the **Guidelines** as stated above.

E. Others

On return from the Secondment Programme, a detailed tour report is to be submitted by the officer to the IES Cadre within a fortnight of returning to the place of duty. Also, the officers will be required to make a presentation before the Chief Economic Adviser / any other forum specified by the IES Cadre, on the experience and learnings derived from the Secondment Programme.

Application Form

1. **Name of the applicant (Dr./Mr./Miss/Mrs.):**
2. **Batch/Year of entry into IES:**
3. **Age as on 1st November, 2017:**
4. **Ministry/Department where currently posted:**
5. **Designation:**
6. **Official Passport No.**
7. **Mailing Address:**
 - (i) **Office**
 - (ii) **Residence**
 - (iii) **E-mail**
8. **Telephone No.**

(i) Office	(ii) Residence	(iii) Mobile
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9. **Details of published research papers, if any. Attach separate sheet.**
10. **Whether attended any long-term/short-term training program abroad in the last 2 years? If yes, details thereof.**
11. **Whether attended any Conferences/Workshops/Seminars abroad during the last two years? If yes, details thereof.**
12. **Reasons for interest in the Programme including expectations from it (maximum 300 words). Attach a separate sheet.**
13. **I hereby declare that all particulars given by me in this application are correct.**
14. **I attach herewith a detailed C.V.**

Place

Signature of Applicant

Date

Name

Recommendation of IES Cadre Division:

Name

Date

Signature of the Cadre Controlling Authority (IES)