

**F.No. 11019/7/2016-IES**  
**Government of India**  
**Ministry of Finance**  
**Department of Economic Affairs**  
**(IES Cadre)**

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**Room No. 251, North Block,**  
**New Delhi, dated: 13.02.2018**

**OFFICE MEMORANDUM**

**Subject: Second- Round of the Exchange Programme between the Indian Economic Service (IES) and the Government Economic Service (GES) of UK.**

The IES Cadre intends to organize the second round of Indian Economic Service (IES) – Government Economic Service (GES) Exchange Programme with the Government of UK for a period of three months. The Programme aims at capacity building, knowledge transfer, evidence building and collaborative working between India and the UK, thereby adding value to economic policy making in both the countries, which, in turn, will further help in deepening collaborations on shared challenges between the two Nations.

2. As was done in the first round, IES officers will be nominated for the secondment programme to the Government of UK, London, for a period of three months tentatively scheduled to commence from March, 2018 or later.
3. Guidelines for selection of the officers for the above programme are at **Annex**. Screening of the applications and final selection of the IES officers shall be done by a Standing Selection Committee chaired by the Chief Economic Adviser, Ministry of Finance. The decision of the Committee shall be binding and final.
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.
4. 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) accompanied with vigilance clearance, to the undersigned (Room No.251, North Block, New Delhi; email: [arya.kumari@gov.in](mailto:arya.kumari@gov.in)), **latest by 23<sup>rd</sup> February, 2017**. (Submission of an application by an officer may not be construed as automatic nomination for the course).

  
(Arya B K)  
Assistant Director (IES)  
Phone: 23092491

**Copy to :**

1. All IES officers via email.
2. To Ms. Dilasha Vasudeva, Assistant Director (IES), with a request to upload it on the website.

**Guidelines for the Indian Economic Service (IES) and the Government Economic Service (GES) Exchange Programme**

**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 Exchange Programme.

**II. Upper Age Limit:**

The upper age limit should be 55 years at the time of commencement of 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 two years on return from the Programme.

**VII. 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 softwares such as STATA and E-Views etc.

**B. Financial Assistance**

The Exchange Programme is being conducted by the IES Cadre, Department of Economic Affairs, Ministry of Finance, in collaboration with the Department for International Development (DFID) of UK. DFID will fund the non-salary component of the Programme like living and accommodation allowances, economy return air ticket from New Delhi to London, etc. However, the salary component and local transport expenses to airport and back in India shall be borne by the administrative Department/Ministry of the concerned Officer nominated for the Programme.

**C. Medical Assistance**

As per the practice being followed for other long term trainings organized by the IES Cadre, 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 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 Programme, a detailed study report is to be submitted by the officer to the IES Cadre within a fortnight of returning to the place of duty. Also, the officer 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 Exchange Programme.

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## Application Form

1. Name of the applicant (Dr./Mr./Miss/Mrs.):
2. Batch/Year of entry into IES:
3. Age as on 1<sup>st</sup> February, 2018 :
4. Ministry/Department where currently working:
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
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 2 years? If yes, details thereof.
12. Reasons for interest in the Programme including expectations from it (maximum 300 words). Attach a separate sheet.
13. Detailed C.V. is enclosed.
14. I hereby declare that all particulars given by me in this application are correct.

Date

Place

Signature of the applicant

Name