

**File No. 13020/1/2022-IES**  
**Government of India**  
**Ministry of Finance**  
**Department of Economic Affairs**  
**(IES Cadre)**

**Room No. 59, North Block,**  
**New Delhi, Dated: 13.12.2023**

**OFFICE MEMORANDUM**

**Subject: Induction Training Programme (ITP) for feeder post holders promoted to Junior Time Scale of the Indian Economic Service(IES)-reg.**

An Induction Training Programme (ITP) is being organized by the Indian Economic Service (IES) Cadre from **January 08, 2024, to February 16, 2024**, for the feeder post holders promoted to Junior Time Scale (JTS) of the IES

2. The following officers have been nominated for the above-mentioned training programme:

Sl. No.	Name	Batch	Designation	Ministry/Department
1	Shri Rakesh Vaid	2018	Deputy Director	Labour Bureau, Chandigarh
2	Dr. Bhavik Prabhudasbhai Lukka	2020	Assistant Director	Labour Bureau, Chandigarh
3	Ms. Shilpa Taneja	2020	Assistant Director	O/o EA, DPIIT
4	Shri Mohammed Anwar	2020	Assistant Director	Labour Bureau, Chandigarh
5	Shri Deepak Kumar	2020	Assistant Director	Department for Promotion of Industry & Internal Trade (DPIIT)
6	Shri Laxmi Kant	2020	Assistant Director	O/o DC, Handicrafts, M/o Textiles
7	Md. Alam Ansari	2020	Assistant Director	Ministry of Corporate Affairs
8	Shri Suneel Kumar Gupta	2020	Assistant Director	DES, Ministry of Agriculture & Farmers Welfare
9	Shri Bikram Kumar Moharana	2020	Assistant Director	Ministry of Road Transport & Highways
10	Shri Satyam Bharti	2020	Assistant Director	Ministry of Labour & Employment
11	Shri Prashant Sharma	2020	Assistant Director	Ministry of Labour & Employment
12	Shri Puneet Bhatia	2020	Assistant Director	Ministry of Housing & Urban Affairs
13	Shri Salam Shyamsunder Singh	2020	Assistant Director	Commission for Agricultural Costs & Prices (CACP)
14	Shri Shobeendra Akkayi	2020	Assistant Director	Department of Commerce
15	Shri Riyaz Ahmed Khan	2020	Assistant Director	Department of Rural Development
16	Shri Subhash Chand	2020	Assistant Director	Ministry of Steel
17	Shri Pradeep Kumar	2020	Assistant Director	Ministry of Coal
18	Shri Naval Singh Meena	2020	Assistant Director	Department of Land Resources
19	Dr. Praveen Sajjanapu	2021	Assistant Director	Department of Economic Affairs
20	Ms. Susmita Sardar	2021	Assistant Director	DGCIS, Kolkata
21	Shri Kumar Vishal Bajivan	2021	Assistant Director	Labour Bureau, Chandigarh
22	Shri Deepak Peeceeyen S	2021	Assistant Director	Commission for Agricultural Costs & Prices (CACP)
23	Shri Praveen Jain	2021	Assistant Director	Department of Economic Affairs
24	Dr. Pradyut Kumar Pyne	2021	Assistant Director	Department of Economic Affairs

25	Md. Aftam Alam	2021	Assistant Director	Department of Economic Affairs
26	Shri Balajee K.M.	2021	Assistant Director	Department of Rural Development
27	Shri Mukesh Kumar Gautam	2021	Assistant Director	Department of Consumer Affairs
28	Shri Naveen Kumar	2021	Assistant Director	DMEO, NITI Aayog
29	Shri Kehari Singh Meena	2021	Assistant Director	Department of Drinking Water & Sanitation
30	Shri Narendra Jena	2021	Assistant Director	Department of Economic Affairs
31	Shri Manoj Kumar Singla	2022	Assistant Director	Ministry of Labour & Employment
32	Ms. Rimjhim T Desai	2022	Assistant Director	Ministry of New & Renewable Energy
33	Ms. Shama Parveen	2022	Assistant Director	Department of Rural Development
34	Shri Rakesh Kumar	2022	Assistant Director	Ministry of Housing & Urban Affairs
35	Shri Nirbhay Narayan Dubey	2022	Assistant Director	Ministry of Information and Broadcasting
36	Shri. Jagdish Sahu	2022	Assistant Director	Department of Expenditure
37	Shri Santosh Kumar Sahu	2022	Assistant Director	O/o Development Commissioner (DC), MSME, Cuttack
38	Shri Harish Yadav	2022	Assistant Director	Department of Economic Affairs
39	Shri Kuldeep Kumar	2022	Assistant Director	Department of Economic Affairs
40	Ms. Poonam Kapur	2022	Assistant Director	NITI Aayog
41	Shri. Satish Chandra	2022	Assistant Director	Department of Commerce
42	Shri Dulal Biswas	2022	Assistant Director	O/o Economic Adviser, DPIIT
43	Ms. Tashi Dolma	2022	Assistant Director	Labour Bureau, Chandigarh

3. Participation and successful completion of the Induction Training Programme (ITP) by the nominated officers is **mandatory**. The details of the training program are outlined below:

Sl. No.	Name of the Institute	Duration	Proposed Topics
1.	British Council, New Delhi <i>(To be conducted in IEG)</i>	08.01.2024 To 19.01.2024 (2 weeks)	Professional Skills workshop on Business Writing, Presentation Skills and Report Writing Skills
2.	Institute of Economic Growth (IEG), New Delhi	22.01.2024 To 02.02.2024 (2 weeks)	Refresher course on Micro, Macro- economics and analysis, Public Economics, Advanced Excel, Basics of Accounting. Submission of short exploratory paper on interpretation of economic variables and preliminary analysis of economic data/evidence.
3.	Dr. MCRHRD Institute of Telangana, Hyderabad	05.02.2024 To 16.02.2024 (2 weeks)	Personality development –soft skills, leadership skills, time and Stress Management skills.

4. The Cost of the training will be borne by IES Cadre, Department of Economic Affairs. However, TA/DA of the nominated officers is to be borne by the respective Ministry / Department/ Organization. Nominated officers who are posted outside Delhi may stay at IEG during the Induction training subject to advance intimation by the officer to Dr. Vikram Dayal, Professor and Course Director, Institute of

Economic Growth (IEG) [vikday@iegindia.org] with a copy marked to the IES Cadre(aishwarya.menon@gov.in).

5. In view of the above, respective Ministry/Department/Organisation may relieve Officers for participation in the training program and forward nominations via e-mail at [aishwarya.menon@gov.in](mailto:aishwarya.menon@gov.in), latest by 22<sup>nd</sup> December, 2023.

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

(Aishwarya Menon)  
Deputy Director (IES)  
Ph. No. 011-23095219

To,

1. Additional Secretary (Administration), Department of Expenditure, North Block, New Delhi-110001
2. Director General, Labour Bureau, SCO 28-31, Sector 17-A, Chandigarh – 160017
3. Economic Adviser (Admin), O/o Economic Adviser, Department for Promotion of Industry and Internal Trade (DPIIT), Udyog Bhawan, New Delhi – 110011
4. Joint Secretary (Administration/Establishment), Department for Promotion of Industry and Internal Trade (DPIIT), Udyog Bhawan, New Delhi – 110011
5. Development Commissioner, O/o DC, Handicrafts, M/o Textiles, West Block No. 7, R.K. Puram, Sector -1, New Delhi, Delhi 110066
6. Joint Secretary (Administration/Establishment), Ministry of Corporate Affairs, A Wing, Shastri Bhawan, Rajendra Prasad Road, New Delhi – 110001
7. Adviser (Administration), DES, M/o Agriculture & Farmers Welfare, Krishi Bhawan, Dr. Rajendra Prasad Road, New Delhi-110001
8. Joint Secretary (Administration/Establishment), Ministry of Road Transport & Highways, Transport Bhawan, 1, Parliament Street, New Delhi-110001
9. Joint Secretary (Administration/Establishment), M/o Labour & Employment, Shram Shakti Bhawan, Rafi Marg New Delhi-110001
10. Joint Secretary (Administration/Establishment), Ministry of Housing & Urban Affairs, Nirman Bhawan, C-Wing, Rajpath Area, Central Secretariat, New Delhi – 110011
11. Adviser, Commission for Agricultural Costs & Prices, Krishi Bhawan, Dr. Rajendra Prasad Road, New Delhi-110001
12. Joint Secretary (Administration/Establishment), Department of Commerce, Vanijya Bhawan, 16, Akbar Rd, Sunehri Bagh Road Area, Motilal Nehru Marg Area, New Delhi, 110001
13. Joint Secretary (Administration/Establishment), Department of Rural Development, Krishi Bhawan, New Delhi-110001
14. Joint Secretary (Administration/Establishment), M/o Steel, Udyog Bhawan, New Delhi-110001
15. Joint Secretary (Administration/Establishment), M/o Coal, Shastri Bhawan, New Delhi-110001
16. Joint Secretary (Administration/Establishment), Department of Land Resources, Nirman Bhawan, New Delhi – 110011
17. Adviser (Administration), Department of Economic Affairs, North Block, New Delhi-110001
18. Director General, DGCIS, D/o Commerce, 565, Anandapur, Ward No. 108 Sector– 1, Plot No. 22, ECADP, Kolkata, West Bengal-700107
19. Joint Secretary (Administration/Establishment), Department of Consumer Affairs, Krishi Bhawan, New Delhi-110001
20. Director General, Development Monitoring and Evaluation Office (DMEO), NITI Aayog, Parliament Street, Sansad Marg, New Delhi-110001

21. Joint Secretary (Administration/Establishment), Department of Drinking Water and Sanitation, C Wing, 4th Floor, Pandit Deendayal Antyodaya Bhawan, CGO Complex Lodhi Road, New Delhi- 110003
22. Joint Secretary (Administration/Establishment), Ministry of New & Renewable Energy, CGO Complex, Lodhi Road, New Delhi – 110003
23. Joint Secretary (Administration/Establishment), Ministry of Information & Broadcasting, 6<sup>th</sup> Floor, A-wing, Shastri Bhawan, New Delhi-110001
24. Joint Secretary (Administration/Establishment), M/o Micro, Small and Medium Enterprises (MSME), Udyog Bhawan, Rafi Marg, New Delhi – 110011
25. Head of Office, O/o Development Commissioner (DC), MSME, Vikas Sadan, College Square, Cuttack, Odisha 753003
26. Joint Secretary (Administration/Establishment), NITI Aayog, Sansad Marg, New Delhi-110001
27. Officers concerned (As per list at Para 1 above with a request to follow up with their respective Ministry/Department/Organisations, to ensure their participation).
28. Personal file of the nominated officers.
29. Guard file on Trainings.

**Copy to:**

Adviser (IES)/ JD (IES)/ US (IES)/ DD (SY)/ AD (IES)/ SO (IES Cadre).