

File No. 13020/3/2025-IES
Government of India
Ministry of Finance
Department of Economic Affairs
(IES Cadre)

North Block, Room No. 59,
New Delhi Dated: 09.07.2025

OFFICE MEMORANDUM

Subject: Online Training Initiative for IES Officers

The Indian Economic Services Cadre is continuing the online training for the officers of the Service, aimed at enabling self-paced learning without disrupting work schedules. The initiative seeks to enhance the officers' writing, analytical, and research capabilities. These present an opportunity for continuous learning and upskilling with the reimbursement of the training cost.

2. **Structure of the program:**

- This call for registration pertains to the July- September 2025 quarter.
- Officers can choose **one course from each category** of courses offered i.e. Research Writing, Research Methodology, Artificial Intelligence in Research, Data Driven Decision Making, International Trade and Commerce, Natural Resource Management, Project Management, Financial Market Regulation, Energy Sector or Strategic Negotiations with a **maximum of two during a financial year.**
- Officers can register through the links given and inform the cadre of course selection before beginning the course.
- **The chosen course must be completed within the same quarter.**
- After successfully completing the course, officers should submit the reimbursement application in both soft and hard copies within the stipulated timeline. The cadre will reimburse the costs on the basis of timely completion and timely submission of reimbursement forms.

3. **Program for the current quarter:**

Courses offered:

Sl. No.	Course Category	Title of the Course & Platform
i	Academic Writing	How to Write a Successful Research Paper (Platform: Udemy)
ii	Research Methodology	Research Methodology (Platform: Udemy)
		Introduction to Research Methods (Platform: Udemy)
iii	Artificial Intelligence in Research	How to Conduct Research with AI: Masterclass for Beginners (Platform: Udemy)
		Introduction to AI Tools for Students & Researchers

		(Platform: <u>Udemy</u>)
iv	Data Driven Decision Making	Data Analytics Basics for Everyone (Platform: <u>edX</u>)
		Google Data Analytics Professional Certificate (Platform: <u>Coursera</u>)
v	International Trade and Commerce	Sustainable Trade (Platform: <u>edX</u>)
vi	Natural Resource Management	Circular Economy for a Sustainable Built Environment (Platform: <u>edX</u>)
vii	Project Management and Analysis	Data Analytics in the Public Sector with R Specialization (Platform: <u>Coursera</u>)
viii	Energy Sector	Global Energy and Climate Policy (Platform: <u>Coursera</u>)
ix	Financial Market Regulation	Financial Management Specialization (Platform: <u>Coursera</u>)
x	Strategic Negotiations	Introduction to Negotiation: A Strategy Playbook for Becoming a Principled & Persuasive Negotiator (Platform: <u>Coursera</u>)

Each course title contains a hyperlink to the respective course. Officers opting for courses on the Coursera platform should ensure that they select the 3-month option while enrolling.

Timelines:

- Registrations to be done and communicated to the IES Cadre by 25th July, 2025.
 - Courses to be completed by 30th September, 2025.
 - Application as per the format in Annexure I for reimbursement complete in all respects, to be submitted latest by 15th October, 2025.
4. All correspondence in this regard may be sent to ad-iescadre@gov.in
 5. This issues with the approval of the competent authority.

Signed

(Vishnu K. Venugopal)
Assistant Director (IES)
Tele: 011-23095219

To

All IES Officers via e-mail

Copy to:

PS to Adviser (IES)/ Director (IES)/ US (IES)/ DD (IES)/ SO (IES)

Application for reimbursement under the IES Cadre online training initiative

I of Batch have completed the course under category and paid amount for registration of the course. The Payment receipt and Completion certificate of course are enclosed.

The details are as follows:

Name of Officer	
Batch	
Mobile No.	
Email ID	
Category of Course	
Title of Course	
Date of Registration	
Details of Fees Paid	
Date of Completion	
Account Details: (Account No, Branch Name, IFSC Code) Preferably the salary account	

Sign and Stamp