

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

Room No. 59, North Block,
New Delhi, Dated: 11.07.2025

OFFICE MEMORANDUM

Subject: Inviting applications for participation in the one week in-service training programme with Takshashila Institution, Bangalore to be held from August 18 – August 22, 2025

The IES Cadre is organising a one-week in-service training with Takshashila Institution, Bangalore, during August 18 – August 22, 2025. This programme on 'Public Policy' has been designed specifically for IES officers. The course will equip officers with relevant analytical and ethical frameworks essential for evaluating and formulating policies that are both effective and ethically sound. It also aims to strengthen participants' ability to engage in both popular and formal policy writing.

2. Proposed batch strength for the above-mentioned course is about 20 officers, and the applications received from the officers will be evaluated on the basis of the relevance of the course to officers. Officers who have not attended any in-service training programmes organised by the IES Cadre earlier are encouraged to apply.
3. The IES Cadre will bear the tuition fee and the cost of accommodation. However, TA/DA, as applicable to individual officers, will have to be borne by the concerned Ministry/Department/Organization where the officers are posted. Administration/Establishment Division of the participating Ministries/ Departments/ Organisations may forward the applications of interested officers **in the prescribed format (Annexure-I)** via e-mail at ad-iescadre@gov.in by **25.07.2025**.
4. This issues with the approval of the Competent Authority.



(Vishnu K Venugopal)
Assistant Director (IES)
Tele: 23095219

To:

All IES Officers via e-mail

Application Form

1. Name of the applicant (Dr./Mr./Ms.):
2. Batch/Year of entry into IES:
3. Training Programme (organised by IES Cadre) attended in the last two years (list below):
4. Ministry/Department where currently working:
5. Designation:
6. Relieving Authority (Name & Designation):
7. Mailing Address:
 - (i) Office
 - (ii) E-mail
8. Telephone No.
 - (i) Office.....
 - (iii) Mobile.....
9. Relevance of the course to the Officer: