



GIPARD

Goa Institute of Public Administration & Rural Development

Ella Farm, Old Goa, Goa - 403 402.

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List of the Peripatetic Training Programmes to be organized by GIPARD in collaboration with
ISTM, New Delhi for the year 2022-23.

Sl. No.	Name of the Course	Duration	Tentative Dates	Place where the training is proposed to be conducted	Level of Officers to be trained	Last date of Nominations
1.	Office Management including Office Procedure, Noting and Drafting and Record Management	03 days	6 th to 8 th June, 2022	GIPARD, Ella Farm, Old Goa	Group 'B' and 'C'	24 th May, 2022
2.	Ethics and Values in Governance	02 days	20 th to 21 st June, 2022		Group 'A'	10 th June, 2022
3.	Establishment Rules including Reservation in Service	03 days	6 th to 8 th July, 2022		Group 'A' and 'B'	24 th June, 2022
4.	Right to Information	01 day	25 th July, 2022		Group 'A' and 'B'	15 th July, 2022
5.	Financial Rules	02 days	11 th to 12 th August, 2022		Group 'A' and 'B'	1 st August, 2022
6.	Policy Formulation and Legislative Drafting	03 days	5 th to 6 th September, 2022		Group 'A'	25 th August, 2022
7.	Vigilance and Disciplinary Proceedings	02 days	12 th to 13 th September, 2022		Group 'A'	30 th August, 2022
8.	Leadership Dynamics	02 days	15 th to 16 th September, 2022		Group 'A'	30 th August, 2022
9.	Training of Trainers	03 days	10 th to 12 th October, 2022		Group 'A' and 'B'	30 th September, 2022
10.	Public Procurement Process, GeM, PFMS & GST	03 days	12 th to 14 th December, 2022		Group 'A', 'B' and 'C'	1 st December, 2022
11.	Resource Mobilization, GST, Project Management and Project Monitoring etc.	03 days	6 th to 8 th March, 2023		Group 'A' and 'B'	26 th December, 2022
12.	Service Book & APAR	02 days	27 th to 28 th March, 2023		Group 'A', 'B' and 'C'	17 th March, 2023

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Title of the Programme : _____

NOMINATION FORM

1. Name & Designation :
2. Date of Birth :
3. Postal Address :
Tel. No./email :
4. Qualification :
:
5. Date of joining Service / :
Year of Service :
6. Nature of work/duties handled :
7. No. of training programmes :
attended earlier in GIPARD or
elsewhere :
8. Your expectations from this :
Programme.

Signature of the participant: _____

**Signature of the Sponsoring Authority /
Head of Department with seal**