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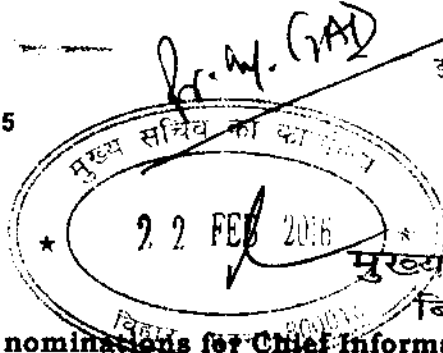
DR. AJAY KUMAR, IAS
ADDITIONAL SECRETARY
Tel No.: 24363114
Fax No: 24363119
Email: ajay@deity.gov.in



भारत सरकार
GOVERNMENT OF INDIA
संचार और सूचना प्रौद्योगिकी मंत्रालय
MINISTRY OF COMMUNICATIONS AND IT
इलेक्ट्रॉनिक्स और सूचना प्रौद्योगिकी विभाग
DEPARTMENT OF ELECTRONICS AND
INFORMATION TECHNOLOGY

इलेक्ट्रॉनिक्स निकेतन/ELECTRONICS NIKETAN
6, सी.जी.ओ. कॉम्प्लेक्स / 6.C.G.O. COMPLEX
नई दिल्ली / New Delhi-110003
Website : www.deity.gov.in

संख्या: NeGD/03-17/2015



मुख्य सचिव, बिहार
1602.16

AS (IAS)

Sub: Inviting nominations for Chief Information Officers' (CIOs') programmes under Capacity Building in e-Governance Phase II - Reg.

Dear *Shri Anjani K. Singh,*

As part of its Capacity Building efforts under the Digital India programme and for accelerating the implementation of the National e-Governance Plan (NeGP), the Department of Electronics and Information Technology (DeitY), Ministry of Communications and Information Technology (MCIT), Government of India, has taken up number of initiatives for conducting specialized training programmes for the officers of Central and State Governments.

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दिनांक 26/2/16

2. The "Capacity Building in e-Governance Phase II" (CB phase II) offers a wide range of training programmes in e-Governance domain for Government officers in Central & State/UT Governments, who are actively involved in the implementation of e-Governance MMPs or other state-level e-Governance initiatives. The National e-Governance Division (NeGD), under DeitY, is implementing the CB phase II programme and the National Institute for Smart Government (NISG) is the executing agency for conducting these programmes.

3. The Chief Information Officers' (CIOs') Training Programmes, one of the components of the Capacity Building Scheme Phase II, is one such comprehensive programme designed to build the knowledge and skills of selected officers who are leading, managing and implementing e-Governance Mission Mode Projects (MMPs) under NeGP and other e-Governance projects in the Central Ministries/Departments or States/UTs.

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4. At present, we are starting with the CIO – e-Governance Champion Programmes, the details are given below:

Name of the CIO Programme	Target Participants	Programme Dates / Duration/Location*
e-Governance Champions Programme (eGCP)	Officers who are managing the e-Governance MMP projects, at the level of Director/ Additional Director/ Joint Director or equivalent with at least 08 years' experience Age limit: 52 years	28th Mar to 16th Apr 2016 and 24th to 30th Apr 2016 (3 weeks) <i>Location:</i> Hyderabad/ Pune/ Bengaluru/ New Delhi

You are requested to kindly nominate two officers for the above mentioned programme, based on the criteria indicated in the table. Since, the number of participants for the programme is limited to 25, it is possible that one officer out of the two nominated would be selected for this programme.

5. In addition to e-GCP programme which is meant for middle level officers you can also nominate minimum two officers for other programmes under CIO meant for senior level and for executive level officials, for which tentative dates are mentioned below:

Name of the CIO Programme	Target Participants	Tentative Programme Dates / Duration/Location*
e-Governance Leadership Programme (eGLP)	Officers who are leading the e-Governance MMP projects, at the level of Principal Secretary/ Secretary/ HoD from the MMP related departments Age limit: 54 years	4th to 9th April 2016 (1 week) <i>Location:</i> New Delhi
e-Governance Executive Programme (eGEP)	Officers, who are implementing the e-Governance MMP projects, at the level of Deputy Director/ Assistant Director/ Deputy Secretary or equivalent with at least 05 years' experience Age limit: 50 years	6th June to 2th July 2016 (4 weeks) <i>Location:</i> Hyderabad/ Ahmedabad/ Bengaluru/ Thiruvananthapuram

The CIO training programmes are completely funded by DeitY (except the travel to the training venue and back). A brochure containing details of CIO programmes is enclosed as **Annexure II**.

6. In addition to the above-mentioned duration, DeitY is considering to conduct a one-week International Best Practices Study Tour (IBPT) for select participants of the CIO programmes, after the completion of the domestic component of the programmes. The details of the IBPT will be shared with the nominated officers at a later date.

7. Interested officers may send their nominations through online on **<http://trms.nisg.org>**. The last date for receipt of the nominations is **20-March 2016**. Further programme details and contact persons' information are available in the programme brochure.

With regards,

Yours sincerely,



(Dr. Ajay Kumar)

To:

Shri Anjani Kumar Singh
Chief Secretary,
Government of Bihar
Old Secretariat,
Patna-800015
Bihar



Department of Electronics & Information Technology
Ministry of Communication & IT,
Government of India



CAPACITY BUILDING PHASE II



National Institute for Smart Government

Digital India (DI) Programme has paved the system to transform governance functioning and the way public services are provided to the citizens and businesses. DI aims to transform India into a knowledge-based country.

It is an ambitious programme, where the thrust is on digitization to enable delivery of good governance to citizens by harmonized and synchronized engagement with the Government.

Under the National e-Governance Plan, the Department of Electronics & Information Technology (DeitY), Government of India has approved the Capacity Building Scheme Phase II, to give impetus in building capacities within the government by adapting a harmonized and synchronized approach, to ensure the availability of right skills.

The core objective of the Capacity Building Scheme Phase II is to build capacities in Central Line Ministries and State/UT Line Departments for implementation of various e-Governance initiatives. This is to enhance the abilities of the project teams, to have a holistic understanding on visualizing, conceiving and delivering projects.

The Capacity Building Scheme Phase II is categorized into the following five programmes:

Special Training programmes in e-Governance for Central Line Ministries (CLM)

The "CLM Programmes" aim to sensitize senior political personnel (Members of Parliament) and policy level bureaucrats of Central Ministries for their support and commitment in taking Digital India Programme and e-Governance Projects forward, integrated delivery of various Government Services for the Citizens of the Country.

The CLM training programmes are envisaged at three levels:

CLM-Leadership	Hon'ble Members of Parliament/Chairpersons of various Boards and Commissions at Central Level and equivalent.	Half day	1
CLM-S1 level	Secretaries / Additional Secretaries/ Joint Secretaries to Government of India, Director Generals, Commissioners in Central Level and equivalent.	One day	1
CLM-S2 level	Directors, Deputy Directors, Under Secretaries and Section officers of particular Mission Mode Project, Staff of Directorates /Commissions involved in the MMP and equivalent.	One & Half day	2

Chief Information Officers' (CIO) Training Programmes

The CIO programmes aim to create e-Governance Champions within Line Ministries/Departments (both at the centre and states), who will lead or implement the MMPs under NeGP or other e-Governance projects. The CIO programmes also help them understand basic elements to complex issues pertaining to e-Governance project execution.

The CIO programmes under Capacity Building Scheme Phase II are categorized into three types:

e-Governance Leadership Programme (eGLP)	Senior officials from Central and State Government at the level of Joint Secretary/Director and equivalent (central) and at the level of Principal Secretary / Secretary / Head of Department and equivalent (State)	2 weeks	1
e-Governance Champions Programme (eGCP)	Officials from Central and State Government at the level of Director, Additional Director, Joint Director, Chief Engineer or equivalent	4 weeks	2
e-Governance Executive Programme (eGEP)	Officials from Central and State Government at the level of Deputy Director, Assistant Director, Technical and Block level officers or equivalent	5 weeks	1

Train The Trainer (TTT) Programmes

The TTT programmes aim to create and enhance a pool of expert trainers whose expertise can be used by the Central and State/UT Governments for their e-Governance training programmes. It also standardizes the delivery of content, ensure that a comprehensive and quality facilitation of e-Governance lifecycle is delivered across the country through multiple training programmes.

TTT-Recognized Trainer in e-Governance	Faculty of State & Central ATIs/Government Officers, Retired e-Governance professionals, Academicians from Universities or affiliated colleges, Alumni of CIO programmes, Members of SeMT.	2 weeks	4
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Thematic Workshops

The Thematic Workshops aim to enhance the awareness and understanding of issues relating to various themes and processes of e-Government Projects. The workshop also familiarizes the participants with standards, guidelines and Best Practices of respective themes. It also provides a platform to encourage cross learning among the participants representing various states.

Thematic Workshops	Members of PMU engaged in various MMP projects & State e-Governance projects; State e-Governance Mission Team (SeMT) Project Mission Team (PeMT) NeGD officials	2 days	5
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SeMT Orientation & Refresher Programmes

SeMT programmes aim to disseminate the knowledge about e-Governance and its components among the participants and sensitize them for their possible contribution. It is being a part of ambitious mission of comprehending the good governance, enabled by e- Governance. To provide an idea of functioning in a Government setup and equip them with the basic processes/procedures/protocols for documentation, internal/ external communication/ approvals. Acquaint the participants with hands on information on various components, policies, guidelines and initiatives under various MMP's of National e-Governance Plan.

Orientation & Refresher Programmes	State e-Governance Mission Team (SeMT)	4 to 6 days	2
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e-Learning Programmes

The e-learning programmes aim at providing self-paced learning platform for interested Government officers to understand the various concepts of e-Governance Project Lifecycle. The e-learning programme is a certificate course, where participants have to enroll themselves online and complete the entire e-learning programme in a span of one month.

e-Learning on e-Governance Project Lifecycle (eGLC)	Government officers across the country and SeMTs	15 to 20 hours	2
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For any further queries, please contact:

Mr. Mahesh Edla
Manager - CBKM, NISG
email: Mahesh.edla@niscg.org
Mob: +91 9848752523

Ms. Ruchee Arora
Manager - CB, NeGD
email: ruchee.arora@niscg.org
Mob: +91 9717860962



National Institute for Smart Government

YSR Bhavan, Financial District, Nanakramguda, Hyderabad - 500032 Telangana, India.

Phone : + 91 40 6654 5352 Fax : + 91 40 6654 5300



e-Governance Champions Programme

Digital India initiative has accentuated the need for adequate and relevant capacities at all levels. The objective is to sensitize the political and policy level decision makers at Central and States/UTs levels and to build the in-house capacity for implementation of various e-Governance initiatives.

Background

The core objective of the Capacity Building Scheme Phase II is to build capacities in Central Line Ministries and State/UT Line Departments for implementation of various e-Governance initiatives and to enhance the abilities of the project teams in developing a holistic understanding on visualizing, conceiving and delivering projects

Chief Information Officers' (CIO) Training Programmes

The CIO programmes aim to create e-Governance Champions within Line Ministries/Departments (both at the centre and states), who will lead or implement the MMPs under NeGP or other e-Governance projects.

e-Governance Champions Programme (eGCP) Programme Objectives

- Create awareness about the need for, benefits and challenges of the successful implementation of the National e-Governance Plan (NeGP)
- Provide an holistic and in-depth understanding of the key activities, challenges and related solutions for e-Governance
- Present frameworks and methodologies related to various aspects of e-Governance project design and management
- Stimulate government officers to experience and learn from the successes, failures, best practices of e-Governance projects in India and abroad

Duration



4 Weeks

Best Practises Locations



Domestic

Hyderabad/ Gandhinagar/
Bengaluru/ New Delhi



International

Estonia

Programme Dates



28th Mar to 16th Apr 2016
and 24th to 30th Apr 2016

Speakers



From Government
Academia, Industry Practitioners
and Experts

- Provide the necessary ingredients to the participants for enabling them to lead e-Governance initiatives in their respective departments

Course Overview

- Digital India framework (special emphasis on e-Kranti)
- e-Governance National perspective & way forward
- e-Governance Project Lifecycle
- Regulatory Framework for e-Governance
- Government Process Reengineering (GPR)
- Change Management
- RFP and bid process management
- Business Models
- Emerging Technologies - SMAC
- Stakeholder Management
- Organization Design & Implementation
- Contract design & management, Exit management
- Risk Management

Target Participants

Officers who are managing the e-Governance MMP projects, at the level of Director/ Additional Director/ Joint Director/ Deputy Secretary or equivalent with at least 08 years' experience.

Age limit: 52 years

Nomination Process:

Interested candidates may apply online through <http://trms.nisg.org>. The duly filled nomination forms along with a copy of approval from the nominating authority/ HoD should be sent to NISG through the online nomination system on or before **14th March, 2016**.

Please visit www.deity.gov.in and www.negd.gov.in for further details on Digital India programme and various e-Governance initiatives

* Preference will be given to officers who are presently working in e-Governance projects and likely to continue working in the projects at least for the next one year.

* A valid official passport, containing at least two blank pages for visa, is mandatory for international travel. The Passport must be valid for at least 6 months after the expiry date of the visa.

Batch Size: 25 Participants

Logistics

All training arrangements including boarding, lodging and local & international travel would be made by NISG. However, the following expenses shall be borne by the respective departments.

- One time travelling expense of the participants to reach the training venue and back to Headquarters
- The DA/Per diem allowance for the International training

* All travel for Domestic & International training shall be by economy class only.

* Spouse/family/guests will not be allowed to accompany the participants during any part of the training programme



National Institute for
Smart Government

For further queries regarding the training programmes, please contact:

Mr. Mahesh Edla
Manager, CBKM, NISG
email: maresh.edla@nisg.org
Mob: +91 9848752523

Ms. Ruchee Arora
Manager- CB, NeGD
email: ruchee.arora@nisg.org
Mob: +91 9717860962

