GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI DIRECTORATE OF TRAINING: UNION TERRITORIES CIVIL SERVICES Institutional Area, Behind Karkardooma Courts, Shahdara Delhi-110032 Tele Fax: 22388504, Fax No. 22308556, 22303843-44 Email: adtrg5utcs.delhi@njc.in

File No F 9 (2)/9 /2012-13/UTCS/TS-V/ 1079-1245 Date: 07-01-13

All HODs / Locall Autonomous Bodies and Corporations, Government of NCT of Delhi

### Sub: Good Governance Training Programmes for February 2013.'.

То

÷

The Directorate of Training has developed training / refresher programmes for middle / lower level officers / officials under the 'Good Governance' category. During the month of February 2013, four training programmes on 'Good Governance' will be ganized as detailed below: -

Ethics & Values in Governance: A two-day training programme on 'Good Governance-Ethics & Values in Governance' is to be held from 05.02.2013 to 06.02.2013. 'Ethics & Values in Governance' being one of the most important parameters of good governance has always been a matter of great concern. Accountability aspects of governance are automatically addressed if there are ethics in the system. Nominations to be sent latest by 23.01.2012.

Good Governance and Accountability: A one-day training programme on Good Governance and Accountability to be held from 12.02.2013. There is no issue more central to good governance than accountability i.e., accountability of those in government to the citizenry. Issues of accountability to the citizenry are the most important elements of contemporary governance and, as a consequence, need to be at the very center of any discussion about good governance and education for the public service. Nominations to be sent latest by 05.02.2012

Responsiveness: A One-day training programme on 'Good Governance and Responsiveness' is to be held from 19.02.2013. There is nothing about which citizenry is more concerned than responsiveness in governments is pattern of response of Govt. servants to people and events. Issue of responsiveness in Governments generally remains at the centre paint during discussion on good governance. The present course on 'Good Governance and Responsiveness' focuses on developing an understanding amongst govt. officers about responsiveness and various processes involved in promoting it, as step towards good governance. Nominations to be sent latest by 12.02.2013.

Good Governance and Transparency-RTI Act: A Three days training programme on 'Good Governance and Transparency-RTI // is to be held w.e.f. 26.02.2013 to 28.02.2013. Transparency being one of the most important parameters of good governance has always been, a matter of great concern amongst the citizenry. Accountability aspects of governance are automatically addressed if there is transparency in the system. Right to information being a powerful tool of transparency will remain at the centre during the training programme in order to develop dear understanding of the law and procedure. Nominations to he sent latest by.1902.2013 TARGET BENEFICIARIES OF THE COURSES

The Course has been designed to benefit those who, while working in the Government, its local/autonomous bodies, public sector undertakings, are required to play managerial role and are responsible for Good Governance. The Course would be useful to level functionaries.' Training Module/Learning Units are enclosed.

Detailed Training Module / Learning Units are available on our website at <u>http://utcs.delhigovt.nic.in</u>. The navigation to the courses is as detailed,below:-

http://utcs.delhigovt.nic.in or http://www.delhi.gov.in/Departments/UTCS
Select 'Training' — Select 'Training Programs' —
Select 'Refresher or Orientation courses'> Select 'Training
Programmes on Good Governance'> Select or Click on
Learning Units and then select the desired course for a detailed training
 module/learning unit

## NOMINATIONS FOR THE COURSE

н. н.

It is requested that 4-5 suitable officers / officials may be nominated to participate in these courses. The nominations should be sent in time for each course.

THER INSTRUCTION 3 for the participents:

- 1. Participants may contact the undersigned for any information/clarification on training course.
- -2. Filled up Bio-data forms of nominated officials may be forwarded by department / may-be-filled by participants at the time of registration at 9.45 a.m. on the first day.
- 3. Bio data form is available in the department's website <u>www.utcs.delhigovt.nic.in</u> under 'Training'.
- Contact/correspondence may be made on Phone No. 22388504. Fax No. 22308556 / 22303843 122303844 and through Email address adtro5utcs.delhi@nic.in

(NEE Assistant Director (Trg.) Tele . 22388504

(NEETA NBGI) Assistant Director (Trg.)

#### Copy to:

ctor-V (Trg.); Dte. Training: TCS 1 uploading website of the Department.

1622

Course Code – Good Governance Course Coordinator – Mrs. Neeta Negi, Assistant Director E-mail: <u>adtrg5utcs.delhi@nic.in</u>

## TRAINING MODULE ON GOOD GOVERNANCE, ETHICS & VALUES IN GOVERNANCE

## Date: 05th February to 06th February, 2013

Session (Duration 75 Minutes each)	Topics
August and an analysis with a start	DAY1
Session - I (10.00 am- 11.15am)	Introduction to Governance
	Tea
Session - II (11.30 am- 12.45pm)	Introduction to Governance (Contd)
	Lunch
Session - III (01.45 pm- 03.00pm)	Ethics and Values in Governance
	Tea
Session - IV (03.15 pm- 04.30 pm)	Ethics and Values in Governance (Contd)
	DAY 2
Session - I (10.00 am- 11.15am)	Ethical Challenges in Governance
	Tea
Session – II (11.30 am- 12.45pm)	Ethical Challenges in Governance (Contd)
	Lunch
Session - III (01.45 ptn-, 03.00pm)	Tractical Ethics for Good Governance
	the design of the second states of the second
Session - IV (03.15 pm- 04.30 pm)	Question-Answer and valediction

# GOOD GOVERNANCE AND ACCOUNTABILITY

Date : 12th February, 2013

Session (Duration 75 Minutes each)	Topics
	DAY 1
Session -1(10.00 am-11.15am)	Citizenship and Constitutional Provisions
	Tea
Session - II (11.30 am- 12.45pm)	Role of Citizens and Democracy
	Lunch
Session - III (01.45 pm- 03.00pm)	General responsibilities of Citizens and Governance
	Tea —
Session - IV (03.15 pm- 04.30 pm)	General responsibilities of Citizens and Governance
	DAV 2
Session - I (10.00 am- 11.15am)	Some Basic qualities of a Good Citizen
	Тся
Session - II (11.30 am- 12.45pm)	Some Basic qualities of a Good Citizen (Contd.)
	Lunch
Session - III (01.45 pm- 03.00pm)	Some Basic qualities of a Good Citizen (Contd.)
and the second second second second	Tea
Session - IV (03.15 pm- 04.30 pm)	Some Basic qualities of a Good Citizen (Contd.)

NOIL

ð.,

0

## TRAINING MODULE ON GOOD GOVERNANCE AND RESPONSIVENESS

# Date : 19TH February 2013

Session (Duration 75 Minute each)	Topics
	DAY-1
Session - I (10.00 am- 11.15am)	Good Governance: Key Indicators
	Tca
Session - II (11.30 am- 12.45 pm)	Understanding responsiveness and it's need
The second second second second second	Lunch
Session - III (01.45 pm- 03.00 pm)	Enhancing responsiveness
	Tea
Session - IV (03.15 pm- 04.30 pm)	Responsiveness in governance

## TRAINING MODULE ON GOOD GOVERNANCE AND TRANSPARENCY RTLACT

# Data : 26 February To 28th February, 2013

Session (Duration 75 Minute each)	Topics
- A Contraction of the Astronomy of the	DAY-1
Session - I (10.00 am- 11.15am)	Good Governance: Key Indicators
	Tea
Session - II (11.30 am- 12.45 pm)	Transparency: meaning and need
A PARTICIPAL PROPERTY AND A PARTY OF	Lunch
Session - III (01.45 pm- 03.00 pm)	Right to Information: Global and Historical perspective
	Tea
Session - IV (03.15 pm- 04.30 pm)	Salient features of RTI Act 2005
后端出来的 化合合剂 法法律的	DAY-2
Session - I (10.00 am- 11.15am)	Salient features of RTI Act 2005
	Tea
Session - II (11.30 am- 12.45 pm)	Salient features of RTI Act 2005
	Lunch
Session - III (01.45 pm- 03.00 pm)	Salient features of RTI Act 2005 Appeal
	Tea
Session - IV (03.15 pm- 04.30 pm)	Salient features of DRTI Act 2005
Veery meters and a standard standard	DAY-3
Session - I (10.00 am- 11.15am)'	CIC Decisions and Court Rulings
and the state of the second	Tea
Session - II (11.30 am- 12.45 pm)	CIC Decisions and Court Rulings
	Lunch
Session - III (01.45 pm- 03.00 pm)	Practical Tips for PIOs: Interpreting the Act
	Tea
Session - IV (03.15 pm- 04.30 pm)	Practical Tips for PIOs: Tackling Questions