



नेपाल सरकार
संघीय मामिला तथा सामान्य प्रशासन मन्त्रालय
(जनशक्ति योजना तथा विकास शाखा)

सिंहदरवार, काठमाडौं



पत्र संख्या: ज.यो.त.वि.शा. २०७६/२०७७

चलानी संख्या: १३४

मिति: २०७६/०६/०२

विषय:-वैदेशिक अध्ययन/तालीम छात्रवृत्तिमा मनोनयन गर्ने सम्बन्धमा।

श्री अर्थ मन्त्रालय, सिंहदरवार, काठमाडौं ।

तपसिल अनुसारको अध्ययन/तालीम कार्यक्रममा तहांबाट मनोनयन गर्ने गरी निजामती सेवा ऐन, २०४९ (संशोधन सहित) को दफा ४०ख को उपदफा (३) बमोजिम गठित समितिको बैठकबाट मिति २०७६/०६/०१ मा निर्णय भएकोले उक्त कार्यक्रममा उपयुक्त उम्मेदवार मनोनयन गर्ने व्यवस्था हुन आवश्यक कार्यर्थ पठाइएको व्यहोरा निर्णयानुसार अनुरोध छ ।

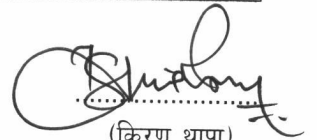
साथै, तालीम तथा अध्ययन कार्यक्रममा उम्मेदवार मनोनयन गर्दा कार्यक्रमसँग असम्बन्धित व्यक्तिको मनोनयन भै सम्बन्धित संस्थाबाट कन्फर्मेशन नआएमा सो निकायलाई २ पटकसम्म छात्रवृत्तिमा समावेश नगर्ने भनि निर्णय भएको व्यहोरा समेत जानकारीको लागि अनुरोध छ ।

छात्रवृत्तिको मनोनयनमा सम्बन्धित सेवा, समुह र श्रेणीभित्रका समावेशी (महिला, आदिवासी/जनजाति, मधेशी, दलित, अपाङ्ग, पिछडिएको क्षेत्र) तथा हालसम्म अवसर नपाएका र दुर्गममा सबभन्दा बढी समय काम गरेका आधारमा साथै योग्यता पुगेका सहायक स्तरका कर्मचारीहरूलाई समेत प्राथमिकता दिई मनोनयन गर्नुहुन अनुरोध छ ।

तपसिल:

| क्र. सं. | अध्ययन/तालीम/अध्ययन भ्रमण सेमिनारको विषय | सिट संख्या | कार्यक्रमको अवधि/फारम भने अन्तिम मिति | अवसर प्रदान गर्ने निकाय/कार्यक्रम संचालन हुने मुलुक | आवश्यक योग्यता/अन्य प्रासंगिक व्यहोरा | अध्ययन/तालीम वितरण गरिएको निकाय/निर्णयको व्यहोरा |
|----------|--|------------|---------------------------------------|---|--|--|
| 1 | "International Program of Financing Inclusive Agriculture and Rural Development" | not stated | 10-22 Feb 2020 | ITEC-BIRD /India | <ul style="list-style-type: none">• Should be between age group of 25-45 year.• Working knowledge of English is essential.• Minimum 5 years of work experience is required.• Good Health.• For further details. www.itecgoi.in | अर्थ मन्त्रालयले उपयुक्त कर्मचारी मनोनयन गर्ने । |
| 2 | "Budgeting, Accounting and financial Management In Government Sector" | not stated | 06-24 January 2020 | ITEC-NIFM /India | <ul style="list-style-type: none">• Should be between age group of 25-45 year.• Working knowledge of English is essential.• Minimum 5 years of work experience is required.• Good Health.• For further details. www.itecgoi.in | अर्थ मन्त्रालयले उपयुक्त कर्मचारी मनोनयन गर्ने । |

संलग्न:- ITEC- BIRD /India, ITEC- NIFM /India बाट प्राप्त पत्र


(किरण थापा)
शाखा-अधिकृत

फोन: (+९७७) ०१-४२००३०६ ईमेल: info@mofaga.gov.np, hrd.moga@gmail.com सन्देश सूचना बोर्ड: १६१८०१४२००३०९

नतिजामुखी प्रशासन: विकास, समृद्धि र सुशासन

HOW TO APPLY

Indian Embassy, Kathmandu is pleased to invite applications for the courses under Indian Technical and Economic Cooperation (ITEC) Programme: 2019-20. According to the laid down procedure, the applicant is required to meet the following eligibility criteria before filling up the application online:

- (a) A Candidate must meet the required academic qualification as laid down by the institute for the selected course.
 - (b) Applicant should be between the age group of 25 to 45 years.
 - (c) Working knowledge of English is essential for attending the courses.
 - (d) Minimum 5 years of work experience is required.
 - (e) Applicants should be medically fit.
 - (f) Those who have participated in the ITEC programme or got any other scholarship funded by Government of India earlier, are not eligible to apply.
- If the applicant meets the above eligibility criteria, he is required to visit the website <https://itecgoi.in> and look for the link "Apply for ITEC" and click on it. Later, three more links viz. "How to Apply", "Terms & Conditions" and "Apply now" will appear on the screen. It is advisable that the applicant should open the links [How to Apply](#) as well as [Terms & Conditions](#) and read it very carefully before proceeding further.
 - Afterwards, the applicant is required to click on the link "[Apply now](#)". Through it, the aspirant may either choose the course or select the specific institution for the desired course. On the right side of the screen, the brochure for 2019-20 ITEC courses is also available, which is having details of ITEC courses.

- Once the applicant chooses the course and click on it, another page will appear on the screen which contains details of the course and time period/duration, when it will be commenced in the institute. A box viz. will appear on the screen. Upon clicking it, another page, carrying instructions, will be opened.
- The applicant should go through the instructions cautiously before clicking on the drop down box being displayed as "Select Country" and select the country's name as "Nepal". Later, the same page will be extended and on the left side, the applicant may find the details of the officer of EOI, Kathmandu dealing with ITEC. Here, the applicant may also find a box viz. at the end of the same page.
- Upon clicking it, online application is opened on the computer screen. Applicant may fill in all entries online carefully. Importantly, at Paragraph 5 of the application form, the "Description" part should be read carefully and write the required details in more than 100-150 words.
- The applicant will also be asked to choose his/her own login email ID, which would be used by the system to keep posted of the processing status of the application. It is, therefore, important that correct valid e-mail address should be given while filling in the application.
- It may be noted that rows of any table given in the application form can be increased/decreased by pressing +/- sign given at the extreme right of each table.
- When the applicant fills up the form online and submit it finally, **a link will be sent to the candidate's e-mail ID** (given by the candidates while applying for the course) by the ITEC team for activating his/her account. This link will be carrying the Password also.
- Following the activation of the account, the applicant is needed to download **a printout of the application** with the help of his/her e-

mail ID and Password (sent by ITEC). The applicant will also get four (4) blank forms as part of the application, which includes **English Proficiency, Medical Report, Undertaking by the Applicant and Nomination**. The English proficiency and Nomination form should be filled up by a senior officer of the Ministry/department wherein the applicant is working. Undertaking will be given by the applicant himself and Medical Report should be taken from a hospital. Here it is important to mention that all entries should be made properly in these forms and thereafter to be submitted to the Education Wing of the Indian Embassy, Kathmandu **personally** between **1000 hrs and 1230 hrs. from Monday to Friday** only. The applicant should also carry the original academic certificates, Citizenship card, Passport along with the recommendation letter.

- The applicant should come to the Education Wing of Indian Embassy, Kathmandu as soon as possible after completing the above procedure. It is significant to mention here that the application should be submitted preferably 3 months before the start of the course as mentioned in **How to Apply** link of ITEC portal. There are always chances of oversubscribing the course by the Institution if applicant turns up just before the start of the course. As a result, the application could not be processed further on the ITEC portal by the Indian Embassy, Kathmandu as the portal will not accept it.
