

Subject: New revised four-month Regular Training (109th batch) – Certificate Course on Soil and Water Conservation and Watershed Management commencing from October 08, 2013 (Tuesday) at Central Soil & Water Conservation Research & Training Institute, 218, Kaulagarh Road, Dehradun (Uttarakhand)

Sir,

This is for your kind information that after a prolonged consultation with different stakeholders and demand from the trainers and trainees a proposal has been sent to the ICAR to revise the course curriculum and duration of the certificate course on **Soil and Water Conservation and Watershed Management** from the present 5½ months to 4 months. This is under active consideration of the ICAR. Apprehending little delay in communication from the ICAR we are sending this letter to get advance nominations to initiate the process of organizing regular training programme (109th batch). In view of this, it is to inform that the **new revised four-month Regular Training as Certificate Course on Soil and Water Conservation and Watershed Management** is commencing from **October 08, 2013 (Tuesday)** at Dehradun. The following points may kindly be taken into account while nominating the officials from your department/agency/organization:

1. This certificate course is common for all the officials as per the qualification given in Annexure-I. The State Government departments/agencies/organizations are requested to send the nominations at the earliest so as to reach the Institute on or before **Sept. 10, 2013**.
2. The requisition is required to be sent in prescribed proforma (Annexure-II) which include bio-data of the candidate proposed to be sponsored. The details regarding qualifications, age limit and conditions are given in Annexure- I.
3. **Difficulties experienced in past:**
 - a) While sufficient advance notice is given to all the State Governments for sending their nominations, only few State Governments keep to the schedule. Most State Governments departments/agencies/organizations continue to send their demands even after the expiry of the last date for the receipt of nominations and continue to send their nominees even after the admission is closed.
 - b) Some State Governments change the nominations approved by the Institute and depute substitutes without submitting the bio-data. This may be avoided.
 - c) Some State Governments direct more number of nominees to report for training irrespective of allotment of restricted seats. **Such trainees will not be accepted.**
4. **The following decision of the review meeting of representative of the State Governments held on December 9, 1983 will continue till further change by the competent authority**
 - a) Age limit 45 years
 - b) Date of joining The trainees are expected to join the training **on 1st day of the course i.e., October 08, 2013** failing which they will not be admitted.

- c) Utilization of seats Under utilization of the seats may be avoided by the timely selection of the candidates. Once the candidate is nominated his candidature may not be withdrawn.
- d) In emergent cases, only 5 days Casual Leave and one day R.H. will be permitted during the training period. This will be restricted to the availability of CL and RH in his/her account for a particular year as provided by the sponsoring department/agency/organization in prescribed proforma (Annexure-II)
- e) Long leave will not be permitted. Trainees who proceed on long leave will not be allowed to rejoin the training programme and they will not be given certificate.
- f) After completion of the training, officer trained must preferably be posted for soil conservation work in the State.

5. **STREAMLINING OF PROCEDURE**

In order to avoid difficulties and select suitable candidate in time the State Governments are requested to observe following procedure while sponsoring the trainees.

- a) Intimation regarding requirement of seats along with detailed bio-data of trainees in the prescribed proforma (Annexure-II) must reach this Institute **positively by Sept. 10, 2013.** **Demands received after this date may not be accepted.**
- b) While intimating requirement of seats the availability of the candidates must be ascertained.
- c) If the State Governments are not in a position to utilize the allotted seats, they should surrender the seats within 15 days from the date of issue of allotment letter from this Institute.
- d) No candidate should be deputed for training without proper confirmation about his nomination by the Institute.
- e) It should be ensured that the sponsored candidates are present on the first day of the commencement of the course *i.e.*, **October 08, 2013.**

6. **It is therefore, requested that:**

- a) The nomination with complete bio-data may be mailed to the Institute before **Sept. 10, 2013.**
- b) The candidates to be sponsored may be so decided that the possibilities of change of candidature is minimized.

A copy of this letter is being endorsed to all the Heads of all concerned departments/agencies/organizations to initiate simultaneous action with regards to nomination of the candidates to enable you to send the nomination before **Sept. 10, 2013.**

Yours faithfully,

(P. K. Mishra)
Director

ANNEXURE –I

**Central Soil & Water Conservation Research & Training Institute,
218, Kaulagarh Road, Dehradun-248 195**

DETAILS OF TRAINING PROGRAMME AND ITS REQUIREMENTS

Four-month Certificate Course on Soil and Water Conservation and Watershed Management		
1.	Location	Central Soil & Water Conservation Research & Training Institute, 218, Kaulagarh Road , Dehradun 248195(UK)
2.	Duration	04 months (Oct. 08, 2013 to Feb. 07, 2014))
3.	Qualification	<p>Essential a) Graduate in agriculture and allied sciences / agriculture engineering / bio-sciences/environmental science, etc.</p> <p>Desirable Working in soil and water conservation programme or likely to be posted in it.</p>
4.	Maximum age limit (as on the date of commencement of the course)	Below 45 years
5.	Expenses (to be paid to the trainees or remitted direct to him in his name)	
	a) Tuition fee	Rs. 30,000=00*
	b) Study tour	
	c) Books and stationery	
	d) Accommodation	
6.	Boarding and misc.**	Boarding and other incidental expenditure will be met by the Trainees themselves
7.	Last date for receipt of nomination	Sept. 10, 2013
8.	Report for personality development	Officer nominated should come prepared with above 4 pages note regarding his place of work, problems of soil erosion in the area/state, measures being taken up to overcome the problems and relevant information supported by data for presentation.

*Under approval of ICAR and to be deposited at the time of registration

**Unfurnished family accommodation may be provided subject to availability (@Rs. 75/-per person per day). The payment has to be made by the trainee.

Annexure -II

**CENTRAL SOIL & WATER CONSERVATION RESEARCH & TRAINING INSTITUTE
218, KAULAGARH ROAD, DEHRADUN – 248 195 (Uttarakhand)**

Bio-data of the nominated candidate for four-month **Certificate Course on Soil and Water Conservation and Watershed Management**

1.	Name of candidate				
2.	Designation				
3.	Gazetted or non-Gazetted				
4.	Date of birth	Year	Month	Day	
5.	Age	Year	Months		
6.	Official address of candidates				
7.	Telegraphic address of candidate and email id				
8.	Telephone no. of candidate				
	Official				
	Residence				
	Mobile				
9.	Educational qualifications				
	Degree / Diploma / Certificate	Subjects	Division/Class	Univ./Board/	Year of Passing
	Ph.D.				
	Master degree				
	Bachelors Degree				
	Diploma (duration in year)				
	Certificate Course (duration in year)				
	Matriculation/School Leaving certificate/ Higher secondary/ P.U.C.				

Please strike-off whichever is not applicable

10.	Experience		
	Department	Post(s) held	Period (Years)
	Soil Conservation		
	Forest		
	Agriculture		
	Any other		
11.	Sponsoring Department: (In block letters)		
12.	Availability of CL and RH in his/her account	CL----- for the year----- RH-----for the year-----	
13.	Sponsoring Authority and address		
	Telephone Nos.	Office	
		Residence	
	Telegraphic address/email id		
	Signature of candidate		
	Signature of sponsoring authority and name in capitals	OFFICIAL SEAL	