

**IMPORTANT JOINING INSTRUCTIONS & FULL ITINERARY OF  
PHASE-II (2) MCT PROGRAM**

Dear Participant,

Please note the following information for the programme.

**JOINING/REPORTING**

1. The course will be inaugurated at 9.00 AM on 27<sup>th</sup> March, 2017 at IGNFA, Dehradun. All the nominated officers are to report positively at IGNFA latest by the 26<sup>th</sup> March, 2017 for participation in Phase-II (2) training. IGNFA shall get in touch with you for reception etc.

2. The programme would be completely residential. Lodging and boarding facilities at IGNFA, Dehradun would be arranged by IGNFA. During foreign travel lodging will be provided by concerned universities. Normally single accommodation is provided. However, during field trips, sometimes shared accommodation (double occupancy basis) may also be arranged due to limited availability of accommodation. All travel arrangements during the course **(Except journey for reporting to the programme venue i.e. IGNFA & return journey from Dehradun after the programme)** would be made by IGNFA.

**MEDICAL INSURANCE**

3. Medical insurance is a mandatory requirement for the period of foreign module. The medical facilities are very costly abroad and it is extremely difficult to settle medical expense without insurance. Though IGNFA makes arrangements for all participants to be covered under the 'Assisted Medical Attendance' scheme of MHA, GoI during the foreign trip. Yet the past experience shows that this channel is often not accessible, particularly in times of need. **So, participants are strongly advised to get themselves covered under "Travel/Health Insurance" from any reputed vendor, e.g. ICICI Lombard etc., additionally before proceeding on foreign visit. Since, this is a major mandatory requirement by the foreign governments, the universities will insist on this before the commencement of programme. Kindly send a copy of medical insurance receipt to the course coordinators prior to the commencement of the programme.**

**WEATHER/CLOTHING/ACCESSORIES**

4. The weather would be pleasant at Dehradun during the programme period but as the officers would also be traveling to Finland/Russia during the course, it is advised that they carry sufficient warm clothing for themselves. (1-2 Pullovers & inners, 1 Blazer for official/semiofficial get-togethers and one rain proof jacket). The temperatures in Helsinki and Moscow are likely to be in the range of (2<sup>0</sup> C to 7<sup>0</sup> C) during our stay.



5. Participants are also advised to carry a laptop with them for own use as they would get Wi-Fi facilities at most places.

### DAILY ALLOWANCE

6. Participants will be paid daily allowance at DoPT approved rates (US\$ 100 per Diem) during their foreign visit. No allowances of any other kind will be paid by IGNFA during their stay in India. The money in equivalent INR would be transferred to your Bank account after joining IGNFA and before the commencement of foreign travel.

### OTHER DETAILS

7. Participants are also advised to get matrix/reliance or any other reputed company's SIM cards for making calls from abroad, in case they need it. However, *wifi* will work in all the hotel the participants are likely to be accommodated.

8. The sequence of the programme is given below.

S. No	Event	Date/Period	Venue	Remarks
1	Inauguration	9:00 AM (27 <sup>th</sup> March, 2017)	IGNFA	IGNFA will get in touch with you for other arrangements at Dehradun on your arrival.
2	Management Module	27 <sup>th</sup> -22 <sup>th</sup> March, 2017	IGNFA (conduct by IIFM, Bhopal)	Stay at IGNFA
02 <sup>nd</sup> April, 2017 (Journey to New Delhi) 03 <sup>rd</sup> April to 07 <sup>th</sup> April, 2017 (Line Ministries Attachment)				
8 <sup>th</sup> April, 2017 (Journey to Finland/Russia)				
3.	Forest Study Visit Module	09 <sup>th</sup> to 15 <sup>th</sup> April, 2017	BioAcademy Finland/ Moscow State Forest University	Stay at Foreign destination
16 <sup>th</sup> April, 2017 (Journey to New Delhi/Dehradun)				
4.	In-Country Module	17 <sup>th</sup> to 22 <sup>nd</sup> April, 2017	IGNFA Dehradun	Stay At IGNFA
5.	Valedictory	22 <sup>nd</sup> April, 2017	IGNFA Dehradun	-

9. Under no circumstances, the family members would be allowed to accompany during the training programme including foreign study visit. This may be clearly noted by the officers. Any overstay at foreign destinations or change in official journey schedule by the participants on

their own beyond the programme period is not permissible and the officers would be responsible for the same.

10. The contact persons for the aforesaid MCT programmes for the IFS officers in the foreign universities are as follows.

1. BioAcademy Finland

Dr. Adj. Prof. Liisa Toivonen  
CEO  
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2. Moscow State Forest University

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These details will be needed while filling up form for Visa.

  
21/3/17  
(Dr. K. Sasikumar)  
Course Coordinator