

Frequently Asked Questions for Mid-Career Training (MCT) Programmes

Q. 1 How would I know about my nomination for the programme?

Ans. The course announcement has been done with the dispatch of letters to the Chief Secretaries along with the nomination of officers for the course. The copy of letter also marked to concerned Secretaries and PCCF's.

Q. 2 How would I give my willingness to join the programme?

Ans. All the officers nominated for the course are requested to do the on-line registration which is compulsory for the following reasons:-

- (i) conveys confirmation of participation by the concerned officer.
- (ii) stores contact details of the officers in the course database
- (iii) as a system has been put in place to send communications to the participants by e-mail and SMS service, it will take email IDs and mobile numbers of the officers from the above database only. You may provide your name specific E-mail IDs.

Q. 3 Is there a last date of online registration?

Ans. Yes. The last date of online registration would be mentioned in the website. You are requested to do the registration at an early date and do not wait till the last date.

Q. 4 How would I do the online registration?

Ans. In order to facilitate the "online" registration of the participants, a link has been provided on the home page of IGNFA website (<http://www.ignfa.gov.in>).

Q. 5 How would I ensure that I finally get the country of my choice?

Ans. After getting the choice of country from the participants through on-line registration, the country of foreign visit will be finalized. If preference for a particular country exceeds the 50% of the strength i.e. 30 numbers, then lottery system would be followed by IGNFA in making the number of officers for each country equal.

Q. 6 What are the official formalities for visit to a foreign country?

Ans. Country wise list of officers would be sent to MoEF for getting political clearance from the Ministry of External Affairs. After obtaining the political clearance, the same would be sent to the participants for enabling them to get their official passports issued from their respective Regional Passport Offices.

Q. 7 How would I get my official passport made?

Ans. The political clearance received from the Ministry of External Affairs would be forwarded to your email address as well as posted on IGNFA website to entitle/facilitate you to get a diplomatic/official passport from the concerned passport office.

Q. 8 Can I use my private passport for foreign visit in this programme?

Ans. As the political clearance is to be obtained from the Ministry of External Affairs, all the participants are mandatorily required to travel on an official passport.

Q. 9 How I would get the Visa for the country of my visit?

Ans. The participants need to fill up the country-specific Visa forms as per their allotment. Country lists would be made available at IGNFA website in due course. Accordingly, detailed instructions for filling the country-specific Visa Forms would be provided by the respective Course Coordinators to the participants.

Q. 10 What would be dates of travel to IGNFA, IIM and foreign country?

Ans. All the relevant dates for visit to different institutions and foreign country would be intimated in due course of time.

Q. 11 What would be the logistics and other facilities for the course?

Ans. The programme would be completely residential and boarding facilities would be arranged by IGNFA at all places. All travel arrangements during the course would be made by IGNFA, except for the journeys to be made by the participants for reporting to the first part of the course and the journey back to their place of posting, from IGNFA Dehradun after completion of course.

The officers would also be travelling to a foreign country during the course, it is advised that they carry sufficient clothing including woolens for themselves.

Q. 12 Whether I would get any allowance for this course?

Ans. Participants will be paid daily allowance at DoPT approved rates during their foreign visit. No allowances of any kind will be paid by IGNFA during their stay in India.

Q. 13 Should I carry my laptop for this course?

Ans. The rooms of the participants during stay in IGNFA will be equipped with desktop computers. However, for IIM and foreign module, you may like to carry your laptop.

Q. 14 Can I take my family along with me during the course?

Ans. Under no circumstances, the family members would be allowed to accompany during the training programme in the initial phase at IIM Bangalore and the foreign study visit. To avoid embarrassment, participants are strongly advised not to bring their families during the aforementioned phases of training programme. Further, any overstay at foreign destinations or change in official journey schedule by the participants on their own beyond the programme period would be viewed seriously by the MoEF/IGNFA and the officers would be responsible for the same.

However, participants may bring their families during last and concluding phase at IGNFA.

Q. 15 Can I take an exemption from this training programme?

Ans. The IFS (Pay) Rules have been revised vide notification no. 20011/1/2006-AIS-II dated 21.02.2008 and its amendment through IFS (Pay) Second Amendment Rule, 2008 vide notification no 14021/3/2008-AIS-II dated 27.09.2008, to make the MCT programmes compulsory for award of Junior Administrative grade, 2nd Super time scale and further increments respectively

to the concerned officers. Therefore, it would be the responsibility of the concerned Stated Government and the officer himself/herself to be in a position to attend the programme as per the schedule.

No exemption from this mandatory training would be given, except under very rare and extraordinary circumstances.

Q. 16 Would I be covered under any Medical Insurance?

Ans. IGNFA would make arrangements for all participants to be covered under the 'Assisted Medical Attendance' scheme of MHA, GoI during the foreign trip. Still, participants are strongly advised to get themselves covered under 'Travel/Health Insurance' from any reputed vendor additionally before proceeding on foreign visit. This is also required by foreign governments mandatorily.

Q. 17 Whom should I contact in case of any difficulty?

Ans. Any clarification on the programme may be sought by contacting your Course Coordinator. As the IGNFA needs to be in constant touch on all these issues with the participants, please check your e-mail and cell phone regularly.
