



भा.कृ.अनु.प. – भारतीय मृदा एवं जल संरक्षण संस्थान  
२१८, कौलागढ़ रोड, देहरादून २४८१९५ (उत्तराखंड)  
**ICAR - Indian Institute of Soil & Water Conservation**  
(Formerly known as CSWCRTI)

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Dr. Bankey Bihari  
I/c Head (HRD&SS)

1028  
No. /HRD&SS/2019-20  
Date: December, 2019  
19th

To

*All the Directors  
Soil Conservation  
Agril. Department of State Govt.*

**Subject: Four months regular training (122<sup>nd</sup> batch) entitled, "Certificate Course on Soil & Water Conservation and Watershed Management" from 22<sup>nd</sup> April, 2020 to 21<sup>st</sup> August, 2020 at Indian Institute Soil & Water Conservation, 218, Kaulagarh Road, Dehradun (Uttarakhand)**

Sir,

Nominations are invited for four months regular training entitled "Certificate Course on Soil & Water Conservation and Watershed Management" commencing from 22<sup>nd</sup> April, 2020 at Dehradun. The following points may kindly be taken into account while nominating the officials from your department/organization:

1. This certificate course is common for all the officials as per the qualification given in **Annexure-I**.
2. The nomination is required to be sent in prescribed proforma (**Annexure-II**). The details regarding qualification, age limit and other conditions are given in Annexure- I.
3. Though sufficient time is given to the State Governments for sending the nominations, only few State Governments follow the time schedule. Most of the State Governments departments/organizations continue to send nominations even after the last date for the receipt of nominations. No application will be entertained after the last date for receipt of applications.
4. Some State Governments change the nominations even after final approval by this Institute and depute substitutes in later stage. This may be avoided.
5. Some State Governments direct more number of nominees to report for training, irrespective of allotment of seats. Such officers will not be accepted.
6. Officers are expected to join the training on 1<sup>st</sup> day of the course i.e., April 22<sup>nd</sup>, 2020 failing which they will not be admitted. Hence, it is advised that officers should report one day in advance at the Institute.



7. Under utilization of the seats may be avoided by timely selection of the candidates. Once the candidate is nominated his candidature may not be withdrawn.
8. In urgent cases, only **4 days Casual Leave** (one CL per month) 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 / organization. (Annexure – II, Sl. No. 9)
9. **Long leave will not be permitted. Officers who proceed on long leave during the training will not be allowed to rejoin the training programme and they will not be given certificate.**
10. In order to avoid difficulties and select suitable candidate in time, the State Governments are requested to observe following procedure while sponsoring the Officers.
  - a) Intimation regarding requirement of seats along with detailed bio-data of officers in the prescribed Performa (Annexure-II) must reach to this Institute by **March 10<sup>th</sup>, 2020** positively. *Nomination received after this date will not be entertained.* The confirmation regarding acceptance of admission to the course shall be intimated by **March 20<sup>th</sup>, 2020.**
  - b) While intimating requirement of seats the availability of the candidates for the training period must be ascertained.
  - c) If the State Governments are not in a position to utilize the allotted seats, they should surrender the seats within 10 days from the date of issue of allotment letter from this Institute.
  - d) *No candidate should be relieved for training without proper confirmation of his/her nomination by this Institute.*
  - e) **Keeping in view the hectic & tiresome schedule of this training programme and very frequent movements in the hilly areas during practicals/visits, officers with poor health condition, particularly female who are under pregnancy should not be nominated.**
11. **It is therefore, requested that:**
  - a) The nomination with complete bio-data should reach to the Institute on or before **March 10<sup>th</sup>, 2020.**
  - b) The candidates sponsored may be so decided that the possibilities of change of candidature is minimized.

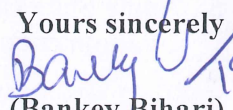
**\*For further details please contact:**

**Head (HRD&SS),**

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Yours sincerely  
  
(Bankey Bihari)



ANNEXURE –I

**ICAR - Indian Institute of Soil & Water Conservation**  
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**218, Kaulagarh Road, Dehradun 248195 (Uttarakhand)**

Details of training programme and its requirements

<b>Certificate Course on Soil &amp; Water Conservation and Watershed Management</b>		
1.	Location	Indian Institute of Soil and Water Conservation, 218, Kaulagarh Road , Dehradun 248195 (Uttarakhand)
2.	Duration	04 months (22 <sup>nd</sup> April, 2020 to 21 <sup>st</sup> August, 2020)
3.	Qualification	<b>Essential</b> a) Graduate in agriculture and allied sciences / agricultural Engineering / bio-sciences/environmental science etc. b) Officers/assistants in agriculture/soil & water conservation/allied departments <b>Desirable</b> <i>Already working or likely to work in soil and water conservation and watershed development programmes.</i>
4.	Age limit (as on the date of commencement of the course)	Below 45 years
5.	<b>Expenses</b>	
	a) Tuition fee	Rs. 45000/-
	b) Study tour	(To be paid in form of DD in favour of Director, CSWCRTI, Payable at Dehradun OR in Cash)
	c) Books and stationery	
	d) Accommodation	Lodging charges will be borne by the candidates/sponsoring agency on monthly basis as per rate given below: <b>i. With attached toilet- 100/- per person/per day</b> <b>ii. With common toilet- 50/- per person/per day</b>
6.	Boarding and misc.*	Boarding and other incidental expenditure will be met by the officers themselves.
7.	<b>Last date for receipt of nomination</b>	<b>March 10<sup>th</sup>, 2020</b>
8.	Report for personality development	Officer nominated should come prepared with 4 pages write up along with ppt. regarding problems related to the Soil & Water Conservation in the area/state he or she belongs to, measures being taken up to overcome the problems with relevant information supported by data for presentation.

\* Family accommodation is not available. Thus, officers are advised not to bring their spouse. In case, officers come with spouse, they will not be allowed to join the training programme.

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BIODATA

1.	Name of candidate				
2.	Designation				
3.	Gazetted or non-Gazetted				
4.	Date of birth	Year	Month	Day	
5.	Age as on 22 <sup>nd</sup> April, 2020	Year	Months	Days	
6.	Official address of candidate				
	Contacts Nos.:				
	Telephone Nos.:				
	Office:				
	Residence:				
	Mobile:				
	FAX No.:				
	E-mail:				
7.	<b>Educational qualifications</b>				
	<b>Degree / Diploma / Certificate</b>	<b>Subjects</b>	<b>Division / Class</b>	<b>Univ. / Board</b>	<b>Year of Passing</b>
	High School				
	Intermediate				
	Bachelors Degree				
	Masters Degree				
	Diploma / Certificate course (duration in year)				
	Ph.D.				



<b>8.</b>	<b>Experience</b>		
	<b>Department</b>	<b>Post(s) held</b>	<b>Period (Years)</b>
	Soil Conservation		
	Forest		
	Agriculture		
	Any other		
<b>9.</b>	<b>Availability of CL and RH in his/her account</b>	CL.....for the year..... RH-.....for the year.....	

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**Signature of Candidate**

**Name, designation and address of Sponsoring Authority**

**Telephone Nos.**

**Office:**

**Mob:**

**FAX No.:**  
**E-mail:**

**Seal & Signature of sponsoring authority**

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