জরুরী

গণপ্রজাতন্ত্রী বাংলাদেশ সরকার
কৃষি মন্ত্রণালয়
প্রশাসন-৩ অধিশাখা
www.moa.gov.bd

নং-১২.০০.০০০০.০২১.২৫.০০৩.১৫-৫১

তারিখঃ ১৭ মাঘ ১৪২৩ / ৩০ জানুয়ারি ২০১৭

বিষয় ঃ ITEC বৃত্তির আওতায় ভারতে অনুষ্ঠেয় বিভিন্ন প্রশিক্ষণ কোর্সে কর্মকর্তা মনোনয়ন।

সূত্র ঃ ইআরডি'র পত্র নং-০৯.০০.০০০০.২২৫.৩২.০০২.১৬-৫৩৮, তারিখ-২৪-১-২০১৭

উপর্যুক্ত বিষয়ে সুত্রস্থ পত্রের পরিপ্রেক্ষিতে নিম্নোক্ত ছকে বর্ণিত কোর্সের বিপরীতে সংশ্লিষ্ট দপ্তর/সংস্থার জন্য নির্ধারিত সংখ্যক (৩ নং কলাম) উপযুক্ত কর্মকর্তার মনোনয়ন আগামী ৩১-১-২০১৭ তারিখের মধ্যে আবশ্যিকভাবে প্রশাসন-৩ অধিশাখায় প্রেরণের জন্য নির্দেশক্রমে অনুরোধ করা হলো ঃ

ক্র নং	কোর্সের নাম, মেয়াদ	সুযোগ সংখ্যা	প্রস্তাবিত দপ্তর/সংস্থা	মন্ত্রণালয়ে মনোনয়ন প্রেরণের শেষ তারিখ	মন্তব্য
১	২	৩	৪	৫	
১.	'Enterprise Promotion Strategies in Agric-Business Ventures (EPSABV)' **Duration: 27 February-17 March, 2017**	০৩	ডিএই-৩ নাটা-২ জন ডিএএম-২ জন	৩১ জানুয়ারি, ২০১৭	**শর্তানুযায়ী মনোনয়ন প্রেরণ করা না হলে মনোনয়ন বাতিল বলে গণ্য হবে।**

০২। আবেদনের শর্তসমূহ নিম্নরূপঃ

ক) প্রার্থীর বয়স ৪৫ বছর;
খ) চাকুরীর বয়স ৫ বছর হতে হবে;
গ) ইংরেজীতে দক্ষতা হতে হবে;

০৩। উল্লেখ্য, মনোনয়নের সাথে মনোনীত প্রার্থী কর্তৃক https//www.itecgoi.in/applicant getCountry. ওয়েব সাইটের মাধ্যমে নির্ধারিত ফরমে অনলাইনে করা আবেদনের আইডি নাম্বারসহ ৫ সেট স্বাক্ষরিত প্রিন্ট কপি, ভোটার আইডি কার্ড, স্বাস্থ্যগত সনদ ও শিক্ষাগত সনদের কপি এবং অফিসিয়াল পাসপোর্টের কপিসহ আবেদন পত্রসমূহ [২ নং বাছাই কমিটির পূরণকৃত ফরম ০১ সেট এবং Application ফরমসহ ০৫ (পাঁচ) সেট] প্রেরণ করতে হবে।

০৪। কোর্স সম্পর্কিত তথ্য www.moa.gov.bd-তে পাওয়া যাবে।

৩০/১/২০১৭

(মোঃ আসাদুজ্জামান)
উপসচিব
☎ঃ ৯৫৪০৮৮৫
e-mailঃ dsadmn32014@gmail.com

বিতরণ (জ্যেষ্ঠতার ভিত্তিতে নয়)ঃ

১. মহাপরিচালক, কৃষি সম্প্রসারণ অধিদপ্তর, খামারবাড়ী, ঢাকা।
২. মহাপরিচালক, কৃষি বিপণন অধিদপ্তর, খামারবাড়ী, ঢাকা।
৩. মহাপরিচালক, জাতীয় কৃষি প্রশিক্ষণ একাডেমি, জয়দেবপুর, গাজীপুর।

সদয় জ্ঞার্তার্থে/কার্যার্থে অনুলিপি ঃ

১. অতিরিক্ত সচিব (প্রশাসন ও উপকরণ/সম্প্রসারণ), কৃষি মন্ত্রণালয়।
২. সচিব মহোদয়ের একান্ত সচিব, কৃষি মন্ত্রণালয়।
৩. প্রোগ্রামার, কৃষি মন্ত্রণালয়, বাংলাদেশ সচিবালয়, ঢাকা **(ওয়েব সাইটে প্রকাশের অনুরোধসহ)**।
৪. যুগ্মসচিব (প্রশাসন) মহোদয়ের ব্যক্তিগত কর্মকর্তা, কৃষি মন্ত্রণালয়।

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THE COLOMBO PLAN

For Co-operative Economic and Social Development in Asia and the Pacific

Ref: CP/PPSD/2017/24 Date: 11 January 2017

Mr. Md. Zahangir Alam
Joint Secretary
External Economic Policy, Economic Relations Division
Ministry of Finance, Sher-e-Bangla Nagar
Government of Bangladesh

Dear Mr. Md. Zahangir Alam,

Subject: Training on "Enterprise Promotion Strategies in Agri-Business Ventures (EPSABV)", Hyderabad, India, 27 February- 17 March, 2017

Greetings from the Colombo Plan Secretariat!

We are pleased to inform that the Colombo Plan Secretariat and Ministry of External Affairs of India, in collaboration with the National Institute for Micro, Small and Medium Enterprises (NIMSME) are organizing the international training programme cited above, which will be held from **27 February- 17 March, 2017** at NIMSME Institute, Hyderabad, India. In this regard, kindly nominate three (3) suitable candidates from the relevant ministries or departments.

Kindly nominate only those with:

1. Good proficiency in English,
2. Minimum 5 years work experience in the relevant field, and
3. Age limit within 45 years.

The training notification with details of the programme and the administrative arrangements are attached herewith for your reference. The information are also available in our website (www.colombo-plan.org) and India website (www.itecgoi.in). Nominations, along with filled application form (attached) should reach us on or before **01 February 2017**.

In addition to it, nominees need to also register online with ITEC India under the following link:

https://www.itecgoi.in/applicant_getCountry.php?salt3=0f9454a2042016-2017&salt=6bcb755d031051&salt2=4d4a8607c217

"PLANNING PROSPERITY TOGETHER"

Yours sincerely,

Kinley Dorji
Secretary General

CC: Ms Maleka Parveen , Acting High Commissioner,
People's Republic of Bangladesh, Colombo, Sri Lanka

No. 31, Wijerama Mawatha, Colombo 7, P.O. Box. 596, Sri Lanka.
Tel: (94 11) 2684188 (Hunting), 2694192, 2694183-5 Fax: (94 11) 2684386.
E-mail: info@colomboplan.org Website: www.colombo-plan.org

THE COLOMBO PLAN

सत्यमेव जयते

International Training Course on

Training on "Enterprise Promotion Strategies in Agri-Business Ventures (EPSABV)", Hyderabad, India, 27 Feb - 17 March, 2017

Jointly Organized by

Government of India

&

Colombo Plan Secretariat

27 February – 17 March, 2017

Implementing Agency

National Institute for Micro, Small and Medium Enterprises (NIMSME), Hyderabad, India

International Programme on
Enterprise Promotion Strategies in Agri-business Ventures (EPSABV)

(27 February – 17 March 2017)

Duration: Three Weeks

I. BACKGROUND

1.1 COLOMBO PLAN

The Colombo Plan for Cooperative Economic and Social Development in Asia and the Pacific was conceived at the Commonwealth Conference on Foreign Affairs held in Colombo, Ceylon (now Sri Lanka) in January 1950 and was launched on 1 July 1951 as a cooperative venture for the economic and social advancement of the people of South and Southeast Asia. It has grown from the founding group of seven Commonwealth nations - Australia, Britain, Canada, Ceylon, India, New Zealand and Pakistan - into an international organisation of 26 member countries, including developed and developing non-commonwealth countries in the Asia Pacific region. Current Colombo Plan member countries are Afghanistan, Australia, Bangladesh, Bhutan, Brunei, Fiji, India, Indonesia, Iran, Japan, Republic of Korea, Lao PDR, Malaysia, Maldives, Myanmar, Nepal, New Zealand, Pakistan, Papua New Guinea, Philippines, Singapore, Sri Lanka, Kingdom of Saudi Arabia, Thailand, United States of America and Vietnam.

Over the years, while adhering to the concept of human resource development and South-South Cooperation in addressing issues of economic and social development, the programme content of the Colombo Plan has been adjusted to respond to the needs of member countries in a fast changing world economic environment. While in the early years, the training programmes were more of a long-term nature, current programmes have been established to provide advance skills and experience sharing aimed at arriving at the best practices in different fields of economic and social activities for effective policy making and governance.

Current Programmes:

In 1995, Colombo Plan revitalized its programmes emphasizing short-term training courses in priority areas and promoting South-South cooperation. The current programmes of the Colombo Plan are in the areas of Public Administration and Environment including post-graduate long-term scholarships, Private Sector Development and Drug Demand Prevention in member countries. In this regard, Colombo Plan has established three programmes for capacity building, namely, Drug Advisory Programme, Programme for Public Administration and Programme for Private Sector Development.

1.2. Background of the training:

In the light of globalization and modernization, the Traditional Subsistence activity of Agriculture has transformed itself in to Agri-business. The forward and backward linkage has become more technical oriented with mechanization and automation, opening up huge scope for enterprise development in Agro related areas. Various governments all over the world have realized the importance of this fact and are coming forward to promote the Agri-business in pre and post harvest technologies with different strategies and schemes of assistance to farmers, entrepreneurs, co-operatives and other groups and institutions, interested in Agri-business. These approaches are strengthening the areas of market research, quality control and standardization, marketing infrastructure, storage and transportation, establishment of Agri-clinics and business centres, Horticulture Management and Agriculture Mechanization, organic products etc. India with its outstanding performance in Agri-related areas would like to share its rich experience with other TCS Co-plan countries and share the experience of Knowledge on enterprise promotion in Agri-business.

The information and knowledge of opportunities is not being passed on to the farmers/entrepreneurs by extension team due to lack of skills in transforming strategies and schemes into action plans to reach the entrepreneur at right time in right areas. They need to modernize their approaches and update their skills by improving their knowledge on policies and programmes time and again as the situation warrants. It is in this context **ni-msme** is offering this three week special programme on **"Enterprise Promotion Strategies in Agri-business Ventures"** with objectives of imparting skills to concerned officials in the areas of:

- Agriculture & Agri-business Development
- Entrepreneurship and Enterprise Development among the farmers and their cooperatives.
- Strategies and Approaches for Agri-business Promotion

Content:

The Programme content comprises the following Modules

- Concept of Agri- business
- Strategies and approaches for promotion of Agri-business
- Process of Entrepreneurship development in Rural areas
- Awareness for enterprise Promotion in Agri-business
- Pre and post harvest management of Horticultural crops
- Institutional and Infrastructure Development
- Project Preparation

- Exposure visits (local)
- Preparation of action plan

Outcome: After completion of the programme the participant will be able to identify right avenues for the establishment of enterprises, prepare project profiles and guide the entrepreneurs to create an enterprise and counsel them. They will be able to take the government schemes to the potential enterprises for assistance.

For Whom:

Senior and Middle Level Executives of Government and Non- Government organization in Agro and Food Sector, Entrepreneurs, Members of Chambers of Commerce, Executives of Financial Institutions seconded with financing of Agro and food Enterprises.

Duration: Three Weeks

The programme Implementation:

The training porogrammes is implemented under TCS of Colombo Plan programmes through the Ministry of External Affairs (MEA) and implemented by NIMSME, Hyderabad, India.

Programme Venue:

National Institute for Micro, Small and Medium Enterprises (NIMSME), Hyderabad, India

For further information, contact:

Dr. Thomas Scaria
Senior Programme Officer

The Colombo Plan Secretariat
31, Wijerama Road
Colombo-7 Sri Lanka
Phone: +94 11 268 4188/ 269 4192 Extn: **189**
Mobile: + 94 777343004 / 755250231
Fax: + 94 112 684386
Email: thomas.scaria@colomboplan.org

THE COLOMBO PLAN

Please affix 1 passport Photograph

FOR OFFICIAL USE ONLY
Reference no:.....
Received:.....
Checked:.....

Training Programme on "Enterprise Promotion Strategies in Agri-Business Ventures (EPSABV)", Hyderabad, India, 27 February- 17 March, 2017

APPLICATION FORM (typewriting or block letters)

TITLE OF COURSE: Subject: Training on "Enterprise Promotion Strategies in Agri-Business Ventures (EPSABV)", Hyderabad, India, 27 February-17 March, 2017	**Course Duration:** **27 February- 17 March, 2017**
NAME OF TRAINING INSTITUTION: National Institute for Micro, Small and Medium Enterprise (NIMSME), Hyderabad, India	(Application should be sent to Colombo Plan on or before **01 February 2017**)

1. PERSONAL DATA

Family name (surname)	Date of birth		
	Day	Month	Year
First Name	Nationality (citizenship):		
Other names	Gender: Male/Female #		
City and country of birth	Marital status Single/Married/Divorced/Widowed #		
Passport No:	Religion:		

#Delete accordingly

2. COMMUNICATION AND MAILING ADDRESS

Applicant's Office Address:						Applicant's Postal/ Home Address:			
						Home telephone			
							Country	Area	Number
Office telephone			Telefax			Email			
Country	Area	Number	Country	Area	Number	Mobile			
Person to be contacted in case of emergency, name, telephone and address									

3. **EDUCATION** (list in order of time, starting with last institution attended)

Name of institution and place of study	Major field of study	Years of study: from - to	Degree

(Please attached a copies of the certificates)

4. **EMPLOYMENT RECORD**

A. Present or most recent post	**B. Previous positions held**
Employer:	Employer:
Years of service (from - to):	Years of service (from - to)
Title of your post/position:	Title of your post/position:
Present salary per month (US Dollars):	Salary per month (US Dollars):
Name of supervisor and title:	Name of supervisor and title:
Type of organization: Government /Semi Government/ Private/ NGO #	Type of Organization Government/ Semi Government/ Private/ NGO #
Main functions of organization:	Main functions of organization:
Total number of employees:	Total number of employees:

Delete accordingly

Description of your work including your responsibility:

Please continue on supplementary pages if necessary

5. REASONS FOR APPLYING THIS COURSE

Please state briefly the reasons for applying to this course and how you hope to benefit from the programme.

Please continue on supplementary pages if necessary

Have you participated in any Indian training programme under TCS-Colombo Plan before: YES/ NO #

Name of course	Name of Training Institute	Year

Delete accordingly

6. CERTIFICATION OF ENGLISH LANGUAGE PROFICIENCY (PARTICIPANTS MUST FILL ALL THE INFORMATION IN THIS SECTION)

	Excellent	Good	Fair	Basic	Remarks
Listening					
Speaking					
Writing					
Reading					

Mother tongue: _____

Language test administered by : _____

Title : _____

Address : _____

_____

Tel. Number : _____

E mail : _____

Date and signature :

7. **MEDICAL REPORT (to be completed by an authorized physician, All the fields must be filled)**

Name of Applicant:			
Age:	**Sex:**	**Height:** cm	**Weight** Kg
Blood Group: ☐ A ☐ B ☐ AB ☐ O			
Blood Pressure:			
Is the person examined at present\ in good health?		**Is the person examined physically and mentally able to carry out intensive training away from home?**	
Pre-prandial Blood Sugar		**Post-prandial Blood Sugar**	
Is the person free of infectious diseases (Tuberculosis, Trachoma, Yellow Fever, Hepatitis A, B and skin diseases etc.)?		**Does the person examined have any condition or defect (including teeth) which might require treatment during the course?**	
List any abnormalities indicated in the chest X ray.		**Pregnancy Test (for women): (optional)**	

I certify that the applicant is medically fit to undertake this course.

Name and the registration No. of the Physician :

Address of Clinic (printed) :

Telephone (printed) :

E mail :

Date:

Signature of Physician :

Seal of Clinic:

8. FOOD PREFERENCESS IF ANY:.....

9. DECLARATION

Have you ever been convicted by a Court of Law of any country? Yes/ No #
If yes, please give brief details:

I certify that my statements in answer to the foregoing questions are true, complete and correct to the best of my knowledge and belief.

If accepted for a training award, I undertake to:-

(a) *Carry out such instructions and abide by such conditions as may be stipulated by both the nominating government and the host government in respect of this course of training;*
(b) *Follow the course of study or training, and abide by the rules of the institution in which I undertake to study or train;*
(c) *Refrain from engaging in political activities, or any form of employment for profit or gain;*
(d) *Submit any progress reports which may be prescribed; and*
(e) *Return to my home country promptly upon the completion of my course of study or training.*

I also fully understand that if I am granted an award it may be subsequently withdrawn if I fail to make adequate progress or for other sufficient cause determined by the host Government.

Signature of applicant: .....

Name: ..... **Date:.....**

Delete accordingly

10. OFFICIAL DECLARATION (to be completed by the nominating government. All the fields must be filled)

The Government of: .....

nominates .....
(name of applicant)

For the course under the TCS of Colombo Plan Programme with MEA & NIMSME, India certifies that:

(a) all information supplied by the nominee is complete and correct;
(b) the nominee had adequate knowledge and was appropriately tested for English Language proficiency.

Remarks: .....

_____ (Name)

_____ (Signature of responsible Government Official)

Address of Department/ Ministry:

_____

_____

_____ (Designation)

Official Seal/ Stamp:

Office Telephone number: _____

Office Fax number: _____

E mail: _____

Date: _____

Please note: This application form must be duly completed **and endorsed by the Ministry of Foreign Affairs or the relevant agency responsible for the CPS programme in your country.** Application should be submitted to Colombo Plan Secretariat through the respective National Focal Point **ONLY.** INCOMPLETE AND/ OR UNENDORSED FORMS WOULD NOT BE PROCESSED.