

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

নং-১২.০০.০০০০.০২১.২৫.০০৭.১৬-৩৯২

তারিখঃ ১৮ শ্রাবণ ১৪২৩ বঃ
০২ আগস্ট ২০১৬ খ্রিঃ

বিষয় : ITEC বৃত্তির আওতায় ভারতে অনুষ্ঠিত বিভিন্ন প্রশিক্ষণ কোর্সে কর্মকর্তা মনোনয়ন।

সূত্র : জনপ্রশাসন মন্ত্রণালয়ের পত্র নং-০৫.০০.০০০০.২০২.০০.০১৬.১৬-৩১৬, তারিখ-৩০ জুন, ২০১৬ খ্রিঃ

উপর্যুক্ত বিষয়ে সূত্রস্থ পত্রের পরিপ্রেক্ষিতে নিম্নোক্ত ছকে বর্ণিত কোর্সের বিপরীতে সংশ্লিষ্ট দপ্তর/সংস্থার জন্য নির্ধারিত সংখ্যক (৪ নং কলাম) উপযুক্ত কর্মকর্তার মনোনয়ন আগামী ১১/০৮/২০১৬ তারিখের মধ্যে আবশ্যিকভাবে প্রশাসন-৩ অধিশাখায় প্রেরণের জন্য নির্দেশক্রমে অনুরোধ করা হলো :

ক্রঃ নং	কোর্সের নাম	মেয়াদ	দপ্তর/সংস্থার নাম ও সংখ্যা
১	২	৩	৪
১.	Agri-Entrepreneurship and Supply Chain Management	14 November-22 December, 2016	ডিএমএ-৪ জন
২.	Sustainable Agriculture Strategies for Rural Development	31 October-27 November, 2016	ডিএই-২ জন বিএমডিএ-২ জন
৩.	Training Programme on Fertilizer Quality Control	17 November-21 December, 2016	ডিএই-২ জন এসআরডিআই-২ জন বিএডিসি-২ জন
৪.	Agriculture Project Management	01 December, 2016-31 January, 2017	বিএডিসি-২ জন ডিএই-২ জন বিএমডিএ-২ জন
৫.	Advanced Certificate Course in Computer Applications for Plantations	01 December, 2016-28 February, 2017	ডিএই-৪
	Certificate of Proficiency in English Communication & Web Designing	07 March-09 June, 2017	এনএটিএ (নাটো)-৪ জন

০২। উল্লেখ্য, মনোনয়নের সাথে মনোনীত প্রার্থী কর্তৃক <https://www.itecgoi.in/meaportal/registerApplicant> 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।

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

(মোঃ আসাদুজ্জামান)

উপসচিব

ফোনঃ ৯৫৪০৮৮৫

e-mailঃ dsadmn32014@gmail.com

বিতরণ (জ্যেষ্ঠতার ভিত্তিতে নয়):

১. চেয়ারম্যান, বাংলাদেশ কৃষি উন্নয়ন কর্পোরেশন, মতিঝিল বা/এ, ঢাকা।
২. মহাপরিচালক, কৃষি সম্প্রসারণ অধিদপ্তর, খামারবাড়ী, ঢাকা।
৩. মহাপরিচালক, কৃষি বিপণন অধিদপ্তর, খামারবাড়ী, ঢাকা।
৪. মহাপরিচালক, জাতীয় কৃষি প্রশিক্ষণ ইনস্টিটিউট, জয়দেবপুর, গাজীপুর।
৫. নির্বাহী পরিচালক, বরেন্দ্র বহুমুখী উন্নয়ন কর্তৃপক্ষ, রাজশাহী।
৬. পরিচালক, মুক্তিকা সম্পদ উন্নয়ন ইনস্টিটিউট, খামারবাড়ী সড়ক, ঢাকা।

সদয় জ্ঞার্থার্থে/কার্যার্থে অনুলিপি :

১. অতিরিক্ত সচিব (প্রশাসন ও উপকরণ/গবেষণা/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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SME/Rural Development Courses

21. ENTREPRENEURSHIP DEVELOPMENT INSTITUTE OF INDIA

Village Bhat, P.O. Bhat 382428 Dist. Gandhinagar
Landline No.: 79-23969151 / 79-23969161
Fax No.: 79-23969164
Email Id: ifo@ediindia.org
Website: www.ediindia.org

24 hours Emergency/After Office/Holiday Contact Nos

Mr. Tm Damodaran
Sr. Manager Progs.)
Telephone no.: 079-26753818
Mobile No.: 9924441361
Email Id: damodran@ediindia.org
Fax no.: 079-23969160

Head of the Institute

Dr. Sunil Shukla
Director
Landline no.: 079-23969151
Mobile no. 9824046500
Email Id: director@ediindia.org
Fax: 079-23969164

ITEC Course Coordinator

Ms. Lalitha Krishnan
Itec Programmes Coordinator
Landline no.: 079-25468452
Mobile: 9974694496
Email Id: lalitha@ediindia.org
Fax: 079-23969160

S. No.	Course Name	Duration (in weeks)	Start Date	End Date	Seats (Max)
1	2 Year Post Graduate Diploma in Management-Business Entrepreneurship (PGDM-BE) only for Students of EDCS set up by GOI Abroad, Including those from Cambodia, Laos and Myanmar	94	15-07-2016	30-04-2018	10
2	Empowering Women Through Entrepreneurship Development	6	08-08-2016	16-09-2016	30
3	Industrial, Infrastructure and Sustainable Project Preparation and Appraisal	6	08-08-2016	16-09-2016	30
4	Entrepreneurship and Small Business Promotion	6	26-09-2016	04-11-2016	30
5	Capital Markets and Investment Banking	6	26-09-2016	04-11-2016	30
6	Informal Sector Enterprise, Entrepreneurship and Local Economic Development	6	26-09-2016	04-11-2016	30
7	SME Banking and Financial Services	6	14-11-2016	22-12-2016	30
8	Agri-Entrepreneurship and Supply Chain Management	6	14-11-2016	22-12-2016	30
9	Entrepreneurial Management	6	14-11-2016	22-12-2016	30
10	Business Research Methodology and Data Analysis	8	09-01-2017	03-03-2017	30
11	Promoting Innovations and Entrepreneurship Through Incubation	6	09-01-2017	17-02-2017	30
12	Cluster Development executives Programme	6	09-01-2017	17-02-2017	30
13	Sustainable Livelihoods and Mainstreaming with Market	6	27-02-2017	07-04-2017	30
14	Entrepreneurship Education to Strengthen Emerging Economies	6	27-02-2017	07-04-2017	30

Eligibility Criteria

- SI No. 1. A university degree in any discipline with minimum 50% aggregate marks and a valid graduate management admission test (GMAT) score (from year 2011 onward).
- SI No. 2,3,4,6,7,8,9,11,12,13 & 14. A degree in any discipline with basic knowledge of English with minimum 2 years of work experience.
- SI No. 5. A degree in any discipline with minimum 2 years of work experience.
- SI No. 10. Diploma/degree in any discipline with basic knowledge of English with minimum 2 years of work experience.

24. NATIONAL INSTITUTE OF RURAL DEVELOPMENT

Rajendranagar, Hyderabad 500030
 Landline No.: 40-24008439 /40-24008430
 Fax No.: 40-24008439
 Email Id: nirdtraining@gmail.com
 Website: www.nird.org.in

24 hours Emergency/After Office/Holiday Contact Nos

Dr. A. Debapriya
 Assistant Registrar
 Telephone no.: 04024008404
 Mobile No.: 9848011004
 Email Id: are@nird.gov.in
 Fax no.: 04024008404

Head of the Institute

Dr. W. R. Reddy
 Director General
 Landline no.: 04024008426
 Mobile no. 4024008426
 Email Id: dgnird@gmail.com
 Fax: 04024008444

ITEC Course Coordinator

Dr. R. P. Achari
 Associate Professor
 Landline no.: 04024008439
 Mobile: 9848992619
 Email Id: nirdtraining@gmail.com
 Fax: 04024008439

S. No.	Course Name	Duration (in weeks)	Start Date	End Date	Seats (Max)
1	Community Based Disaster Management: Mainstreaming and Risk Reduction Strategies	4	11-07-2016	07-08-2016	25
2	Rural Credit for Poverty Reduction	4	11-07-2016	07-08-2016	25
3	Empowerment of Women for Rural Development	4	08-08-2016	04-09-2016	25
4	Participatory Rural Development	4	08-08-2016	04-09-2016	25
5	Planning and Management of Drinking Water and Sanitation Projects	4	05-09-2016	02-10-2016	25
6	Good Governance for Management of Rural Development Programmes	4	05-09-2016	02-10-2016	25
7	Planning and Management of Rural Housing and Habitat Projects	4	03-10-2016	30-10-2016	25
8	Natural Resource Management for Sustainable Rural Livelihoods	4	03-10-2016	30-10-2016	25
9	Planning and Management of Rural Development Programmes	4	31-10-2016	27-11-2016	25
10	Sustainable Agriculture Strategies for Rural Development	4	31-10-2016	27-11-2016	25
11	G-Informatics Applications in Rural Development	6	28-11-2016	08-01-2017	25
12	Community Driven Rural Development	6	28-11-2016	08-01-2017	25
13	Corporate Social Responsibility in Community Development	4	28-11-2016	25-12-2016	25
14	Management of Rural Employment Projects and Poverty Alleviation	4	16-01-2017	12-02-2017	25
15	Training Methodology for Development Professionals	4	16-01-2017	12-02-2017	25
16	Information Communication Technology for Rural Development	4	13-02-2017	12-03-2017	25
17	Participatory Planning for Poverty Reduction and Sustainable Development	4	13-02-2017	12-03-2017	25

Eligibility Criteria

- SI No. 1 & 10: Minimum of Bachelor's degree either in Science or Arts. Middle level in the official's career with special focus on community development and disaster management strategies.
- SI No. 2. Minimum Graduation in Social Sciences with 2 years work experience.
- SI No. 3. Graduates with at least 03 years work experience.
- SI No. 4. Post Graduation in Social Sciences and Agricultural Studies with at least 8 years work experience in development sector.
- SI No. 5. Bachelors degree in any stream with work experience in water and sanitation or rural development.
- SI No. 6. Bachelors or Masters degree. Should possess 2 years working experience in rural development.
- SI No. 7. Graduate in Civil Engineering/Rural Development/ Rural Infrastructure with relevant experience in rural housing or rural development
- SI No. 8. Minimum Qualification is graduation with 2 years work experience.
- SI No. 9. Graduation. Officials and NGO Representatives who have experience in the field of rural development and planning.
- SI No. 11. Minimum graduation in any discipline with working knowledge of computers and English. Work experience in any field.
- SI No. 12. Graduation with good Communication Skills with minimum 5 years of work experience in social and development sector.
- SI No. 13. Graduates with proficiency in English with 3 yrs of work experience.
- SI No. 14. Graduation or post graduation in relevant field (Social Sciences etc) with at least 8 years work experience in Development Sector.
- SI No. 15. Government Officials possessing any degree/diploma. Though no experience is insisted, one or two years experience is preferred.
- SI No. 16. Graduate in any discipline with minimum five years of experience in relevant field / sector.
- SI No. 17. Graduation with 3 years of work experience.

Specialized Courses

Technical Courses

37. CENTRAL FERTILIZER QUALITY
CONTROL AND TRAINING INSTITUTE

N.H. IV, Faridabad (Haryana)

Landline No.: 0129-2418484 /0129-2418282

Fax No.: 0129-2414712

Email Id: cfqcti@nic.in

Website: cfqcti.dacnet.nic.in

24 hours Emergency/After Office/Holiday Contact Nos

Mr. Shyam Babu

Deputy Director

Telephone no.: 0129-2423779

Mobile No.: 9871085610

Email Id: cfqcti@nic.in

Fax no.: 0129-2414712

Head of the Institute

Mr. K.K. Dhingra

Director

Landline no.: 0129-2414712

Mobile no. 9899267363

Email Id: cfqcti@nic.in

Fax: 0129-2414712

ITEC Course Coordinator

Mr. Shyam Babu

Deputy Director

Landline no.: 0129-2418484

Mobile: 9871085610

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S. No.	Course Name	Duration (in weeks)	Start Date	End Date	Seats (Max)
1	Training Programme on Fertilizer Quality Control	5	17-11-2016	21-12-2016	25

Eligibility Criteria

SI No. 1. Post Graduate in Chemistry/Agriculture Chemistry or Graduate in Agriculture/Science with Chemistry. Should possess working experience in the field of Fertilizer Quality Control-Specially Enforcement or Analysts, Fertilizer Marketing and Distribution.

51. KOTHARI AGRICULTURAL MANAGEMENT CENTRE

Post Box No.83, Upasi Glenview Campus, Coonoor,
The Nilgiris, Tamilnadu

Landline No.: 423-2230209 /423-2232081

Fax No.: 423-2234149

Email Id: pmacnr@gmail.com

Website: www.kamc.in

Head of the Institute

Prof. A.V.K.IYENGAR

DIRECTOR

Landline no : 0423-2230209

Mobile no. 9443020158

Email Id pmacnr@gmail.com, pmacnr@yahoo.co.in

Fax 0423-2234149

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Email Id: pmacnr@gmail.com, pmacnr@yahoo.co.in

Fax no.: 0423-2234149

TCS Course Coordinator

Mr. B. PRAKASH

TRAINING CO-ORDINATOR

Landline no : 0423-2230209

Mobile: 9488065888

Email Id: pmacnr@gmail.com, pmacnr@yahoo.co.in

Fax. 0423-2234149

S. No.	Course Name	Duration (in weeks)	Start Date	End Date	Seats (Max)
1	Basic Certificate Course in Tea Plantation Management	9	01-07-2016	31-08-2016	20
2	Budgeting and Budgetary Control in Agricultural Sector Management	9	01-07-2016	31-08-2016	20
3	Advanced Certificate Programme in Tea Plantation Management	9	01-09-2016	31-10-2016	20
4	Advanced Certificate Course in Tea Tasting and Quality Assurance	13	01-09-2016	30-11-2016	20
5	Agricultural Project Management	9	01-12-2016	31-01-2017	20
6	Advanced Certificate Course in Computer Applications for Plantations	13	01-12-2016	28-02-2017	20

Eligibility Criteria

Sl No. 1. (i) graduates in agriculture / botany having a minimum work experience of one year, (ii) graduates in science discipline having a minimum work experience of two years, (iii) diploma holders in science discipline having a minimum work experience of three years, and (iv) non-graduates with science background having a minimum work experience of four years. The work experience should be, in all cases, in leading tea plantation companies in public / private sector, tea board or authority, tea research institutes, faculty members working in plantation management institutes, government departments overseeing the operations of tea plantation industry in their respective countries

Sl No. 2. (i) graduates in agriculture / commerce / science discipline having a minimum work experience of one year, as budget officers, in public sector and government departments, preferably in the agriculture ministry / finance ministry / planning ministry, (ii) diploma holders in commerce / science discipline having a minimum work experience of three years, as budget officers, in public sector and government departments, preferably in the agriculture ministry / finance ministry / planning ministry, and (iii) non-graduates with commerce / science background having a minimum work experience of five years, in public sector and government departments, preferably in the agriculture ministry / finance ministry / planning ministry. The work experience should be, in all cases, in public sector and government departments, preferably in the agriculture ministry / finance ministry, planning ministry in their respective countries

Sl No. 3. (i) graduates in agriculture/ botany having a minimum work experience of two years (ii) graduates in science discipline having a minimum work experience of three years, diploma holders in science discipline having a minimum work experience of four years, and non-graduates with science background having a minimum work experience of five years. The work experience should be, in all cases, in leading tea plantation companies in public/private sector, tea board or authority, tea research institute, faculty members working in plantation management institutes, government departments overseeing the operations of tea plantation industry in their respective countries.

Sl No. 4. (i) graduates in agriculture/botany having a minimum work experience of two years (ii) graduates in science discipline having a minimum work experience, of three years in a tea manufacturing factory/tea estate, diploma holders in science discipline having a minimum work experience of four years in tea manufacturing factory/tea estate, and (iii) non-graduates with science background having a minimum work experience of five years in a tea manufacturing factory/tea estate. The work experience should be, in all cases, in leading tea plantation companies in public/private sector, tea board or authority, tea research institute, faculty members working in plantation management institutes, government departments overseeing the operations of tea plantation industry in their respective countries

Sl No. 5. (i) graduates in agriculture/botany discipline having a minimum work experience of one year, as agricultural officers, in public sector and government departments preferably in the agriculture ministry/planning ministry, diploma holders in agriculture/botany discipline having a minimum work experience of three years in public sector and government departments, preferably in the agriculture ministry/planning ministry, and non-graduates with agriculture/science background having a minimum work experience of five years in public sector and government departments, preferably in the agriculture ministry/planning ministry. The work experience should be, in all cases, in public sector and government departments, preferably in the agriculture/planning ministry in their respective countries.

Sl No. 6. (i) graduates in science discipline having a minimum work experience of one year in a computer department, diploma holders in science discipline having a minimum work experience of three years in a computer department, and non-graduates with science background having a minimum work experience of four years, in a computer department. The work experience should be, in all cases, in leading plantation companies in public /private sector, commodity board or authority, such as tea board, coffee board, rubber board and spices board, commodity research institute, faculty members working in plantation management institutes, government departments overseeing the computerization of agricultural sector management in their respective countries.

9. APTECH

2nd Floor, 8, Ring Road, Lajpat Nagar IV, New Delhi-110024
Landline No.: 11-26228005 /11-26442761
Fax No.: 11-26228005
Email Id: sonian@aptech.ac.in
Website: www.aptech-worldwide.com

24 hours Emergency/After Office/Holiday Contact Nos

Mr. Hanit Vairagi
Project Coordinator
Telephone no.: 01126228005
Mobile No.: 9873676676
Email Id: hanitv@aptech.ac.in
Fax no.: 01126228005

Head of the Institute

Ms. Sonia Narula
Vice President
Landline no.: 01126442761
Mobile no. 9873676676
Email Id: sonian@aptech.ac.in
Fax: 01126442761

ITEC Course Coordinator

Mr. Hanit Vairagi
Project Coordinator
Landline no.: 01126228005
Mobile: 9873676676
Email Id: hanitv@aptech.ac.in
Fax: 01126228005

S. No.	Course Name	Duration (in weeks)	Start Date	End Date	Seats (Max)
1	Certificate of Proficiency in English and IT Skills	10	14-06-2016	19-08-2016	30
2	Certificate of Proficiency in Graphic Designing & English Communication	14	12-07-2016	14-10-2016	30
3	Certificate of Proficiency in English and IT Skills	10	23-08-2016	28-10-2016	30
4	Certificate of Proficiency in English & Business Communication	10	06-09-2016	11-11-2016	30
5	Certificate of Proficiency in English Communication & Web Designing	14	18-10-2016	20-01-2017	30
6	Certificate of Proficiency in Graphic and Web Designing	12	29-11-2016	17-02-2017	30
7	Advanced Certificate in Web Design & Development	14	29-11-2016	03-03-2017	30
8	Certificate of Proficiency in Graphic Designing & English Communication	14	20-12-2016	24-03-2017	30
9	Certificate of Proficiency in English and IT Skills	10	03-01-2017	10-03-2017	30
10	Certificate of Proficiency in English & Business Communication	10	24-01-2017	31-03-2017	30
11	Certificate of Proficiency in Graphic and Web Designing	12	21-02-2017	12-05-2017	30
12	Certificate of Proficiency in English Communication & Web Designing	14	07-03-2017	09-06-2017	30

Eligibility Criteria

SI No. 1,3,4,9&10: Prior knowledge of basic English is essential.

SI No. 2: Prior basic knowledge of computers & English is essential. Inclination towards creativity will be an advantage.

SI No. 5,6,7,8,11&12: Prior basic knowledge of english & computers is essential. Inclination towards creativity will be an advantage.

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IT, Telecommunication and English Courses