

TRAINING BRIEF

General Brief

1. Programme Code	TF-194-PGDRDM-2019
2. Programme Title	Post Graduate Diploma in Rural Development Management,17th Batch 2019-20
3. Duration and Date	One-year residential Programme, Tentative Duration June 2019 – May 2020
4. Venue	National Institute of Rural Development & Panchayati Raj
5. Implementing agencies	Centre on Integrated Rural Development for Asia and the Pacific (CIRDAP), Dhaka-1000, Bangladesh & National Institute of Rural Development & Panchayati Raj (NIRD&PR), Rajendranagar, Hyderabad- 500 030, India
6. Sponsoring agencies	Ministry of Rural Development (MoRD), Government of India
7. Number of Slots	05

Eligibility Criteria

The participants are expected to possess the following qualifications:

- (i) The candidates must have minimum two years working experience with government/ Non-Government/Autonomous Bodies under rural development;
- (ii) Age between 25-45 years;
- (iii) Willing to adopt the situation of Indian Village during stay over for field visit with minimal facilities
- (iv) Good command in English language (speaking, writing, reading and listening);
- (v) Graduate in any discipline;
- (vi) Physically and mentally fit to take pressure of classroom and field sessions;
- (vii) Committed and dedicated to complete the course.

Application Procedure

1. Role of Ministry/Organization: Nominations must be submitted to **training@cirdap.org** in the prescribe nomination form (attached in Annex-2) including the email address of nominees by **16 May' 2019**.

2. Role of Participant:

2.A Participants have to fill up their profile and upload required documents in our website;

(i) Click the link **<http://cirdap.org/capacity-building/>** ;

(ii) Click on the programme **PGDRDM 17th Batch 2019-20**;

(iii) Download the necessary documents namely application form and medical form;

(iv) Fill up the prescribe application form with signature and seal in the applicable areas;

(v) Fill up medical form by registered doctor with seal and signature;

(vi) After making ready all supporting documents mentioned bellow, Click **Apply**;

(vii) Fill up the form;

(viii) Click **Add File** and upload the following supporting documents:

	Type of Documents	Rename as
1.	Application Form	Applicant's first name_form (e.g. bbx_form)
2.	Copy of last academic certificate (Bachelor or Master degree or others);	Applicant's first name_certificate (e.g. bbx_certificate)
3.	Filled in medical form;	Applicant's first name_medical (e.g. bbx_medical)
4.	Original copy of medical test report of HIV-I, HIV-II and HBS-AG, as mandatory	Applicant's first name_reports (e.g. bbx_reports)
5.	Passport copy (passport must be valid for the next 2 years);	Applicant's first name_passport (e.g. bbx_passport)
6.	Short CV/ resume	Applicant's first name_cv (e.g. bbx_cv)

(ix) After adding all documents, click **Submit**;

(x) A notification box will appear for Edit, if needed after submission;

(xi) Application Deadline 16th May'2019.

2.B Hard copy of two sets of application form along with all supporting documents, should be sent to:

Training Division

Centre on Integrated Rural Development for Asia and the Pacific (CIRDAP)

Chameli House, 17 Topkhana Road,

*GPO Box 2883, Dhaka 1000, **Bangladesh***

Tel: +880 2 9563384 | PABX: +880 2 9558751 Ext. 201 | Fax: +880 2 9562035

Selection Procedure

- (i) The nominees will be interviewed jointly CIRDAP and NIRDPR through videoconferencing; For this, participants must be conversant with skype conversation for writing and speaking.
- (ii) The applicants will be informed interview date and time through email. Interview will be conducted at the end of May'2019;
- (iii) Ministry as well as selected participants will be informed after final selection by email;
- (iv) NIRDPR will issue invitation letter for the finally selected participants.

Terms and Conditions

- (i) The course fees, board and lodging charges, subsistence allowance, and air travel by shortest route in economy class from respective countries to Hyderabad, India, will be sponsored by the Ministry of Rural Development, Gol. No other costs will be borne by neither CIRDAP or NIRD&PR;
- (ii) Selected Participants will have to issue their own air-ticket by shortest route in economy class after getting confirmation from NIRDPR which will be reimbursed by NIRDPR during course.
- (iii) Monthly salary and other emoluments of in-service candidates should be borne by his/her employer. Neither CIRDAP nor NIRDPR will pay any salary and other emoluments of in-service candidates.
- (iv) The candidate must be willing to travel extensively and stay in the villages with minimum facilities during field study, about 46 days long Internship / field attachment;
- (v) Each international student will be housed at an independent moderately furnished quarter and they are supposed to manage their kitchen and daily needs. NIRD&PR will pay them the Daily Subsistence Allowance towards purchase of Groceries., as per NIRD&PR norms.
- (vi) This is a one-year long fast track academic programme encompassing everyday class room sessions, assignments, both short and long field visits. Therefore, the Candidate should have attitude to learn and cope with the requirements of the course.
- (vii) The programme has three semesters with 21 courses and 72 credits. It is compulsory to pass in all courses in the examinations to obtain Certificate.
- (viii) Medium of instruction is English. Student must have proficiency in English.
- (ix) After attending the course, if any participant withdraws his/her participation without completing the course, in that case the expenditure incurred for him/her should be borne by the participant or the organization of the participant.**