

Government of West Bengal
Department of Personnel and Administrative Reforms
Training Cell
State Secretariat, NABANNA, 7th Floor
325, Sarat Chatterjee Road, Howrah – 711102
Telephone-03322535281, e-mail-wbpar.trainingcell@gmail.com

MEMORANDUM

No. 89 -PAR (Trg)/HR/O/3T-15/2020

Dated, the 25th of September, 2020

Subject: Nominations Invited for Online Training Course on “Digital Economy : Big Data and Analytics” in Singapore from 26-30 October, 2020.

The Republic of Singapore has invited nominations for online course on “**Digital Economy : Big Data and Analytics**” in Singapore from 26-30 October, 2020. This programme is intended for mid -to- senior- level officials who use big data and oversee planning and coordination across government sectors. This online course is sponsored by the Govt. of Singapore. The eligibility criteria, guidelines of DEA and other information regarding this course are mentioned in Annex-I, Annex-II and Annex-III enclosed with this Memorandum. The officials willing to participate in this course are requested to send their nominations to this Dept. through e-mail at wbpar.trainingcell@gmail.com within 30/09/2020. Only the selected candidates have to submit their applications finally online at <http://go.gov.sg/mfa-digital-economy-2020> within 12/10/2020 after communication of approval of authority from this end.


Special Secretary to the Govt. of West Bengal

No 12/19.2020-BPC&T.
Government of India
Ministry of Finance
Department of Economic Affairs
(BPC&T Section)

North Block, New Delhi,
18th August, 2020.

TRAINING CIRCULAR

Subject:- Singapore Cooperation Programme on "Digital Economy: Big Data and Analytics" in Singapore from 26th to 30th October, 2020.

The Republic of Singapore has invited nominations for Digital Economy: Big Data and Analytics" in Singapore from 26th to 30th October, 2020 under the Technical Assistance Programme with India. The programme is intended for mid-to-senior-level officials who use big data and oversee planning and coordination across government sectors. The eligibility conditions and other information about the course are mentioned in the Information Brochure received from the sponsoring Government (Annex-I). Number of slots available for India is one.

2. Nomination of candidates is regulated by the guidelines prescribed by DEA, a synopsis of which is attached as Annex-II.

3. The course is sponsored by Government of Singapore, who conducted as an online. All nominees are to submit their applications online at <http://go.gov.sg/mia-digital-economy-2020>.

4. The following forms need to be duly completed and certified by the participant and the competent authority of the nominating Ministry/Department:

(i) Sponsoring Government's application to be filled online (available at <http://go.gov.sg/mia-digital-economy-2020>). Printed copy of application submitted by the candidate online to SCP may be sent to DEA along with the other forms.

(ii) DEA's proforma - duly countersigned by competent authority (Annex-III).

5. Application Form complete in all respects reach this Department through the Administrative Ministry/Department not later than 5.10.2020 positively at the following address:-

Shri R. Murali,
Section Officer(BPC&T),
Department of Economic Affairs, Ministry of Finance,
Room No. 271 B, North Block, New Delhi-110001.
Phn- 011- 2309 5135
Email- raman1@nic.in

85 JV

low

HR/50/2020/02576

AS (Tng)

Spl Officer (Tng)

21/9/20

put up
HA (Tng)

or 23/9

Prakash
23/9

6. Incomplete applications and nominations received after the cut-off date will not be entertained. This may please be noted for strict compliance to avoid disappointment at a later stage. The candidates are advised to have their applications processed through their administrative Departments well in time and send complete information asked for in the forms specified above. Details of various short-term training programmes are regularly uploaded on Ministry of Finance's website www.finmin.nic.in under the link "Foreign Training Programmes".



(Sanjay Kumar)

Under Secretary to the Govt. of India

Tele: 23095233

Email:- kumar.sanjay76@nic.in

1. Additional Secretary(Investment), Department of Economic Affairs, North Block, New Delhi.
2. Joint Secretary (Admn.), Ministry of Electronics & Information Technology, Electronics Niketan, 6 CGO Complex, Lodhi Road, New Delhi.
3. Joint Secretary(Admn.), Ministry of Statistics & Programme Implementation, Sardar Patel Bhavan, New Delhi.
4. Deputy Director General, Department of Financial Services, Jeevandeep Building, Sansad Marg, New Delhi.
5. Joint Secretary (Admn.) of all Ministries/Departments, Government of India.
6. Chief Secretaries of all States Governments/UTs.
7. All Cadre Controlling Authorities (As per list enclosed).

TO BE UPLOADED ON MOF'S WEBSITE

DIGITAL ECONOMY: BIG DATA AND ANALYTICS

26 TO 30 OCTOBER 2020

Sponsored by the

SINGAPORE COOPERATION PROGRAMME

under the

SINGAPORE COOPERATION PROGRAMME TRAINING AWARD

Singapore Cooperation Programme

Singapore has provided technical assistance to other developing countries since the 1960s. As a country whose only resource is its people, Singapore believes that human resource development is vital for economic and social progress. Singapore itself has benefited from training provided by other countries and international organisations.

In 1992, the Singapore Cooperation Programme (SCP) was established to bring together under one framework the various technical assistance programmes offered by Singapore. Through the SCP, the range and number of training programmes were increased to share Singapore's development experience with other developing countries.

To date, over 131,000 officials from more than 170 countries and territories have participated in our courses and study visits. The SCP is managed by the Technical Cooperation Directorate of the Ministry of Foreign Affairs, Singapore.

Course Objectives

Big Data and Analytics enhances policymakers' ability at horizon scanning and detecting emerging trends. This allows for quick and timely responses to developments in the economy. The course presents an overview of Big Data concepts and a deeper understanding of applications for process mining to improve decision-making and performance.

Synopsis

Topics to be covered include:

- Big Data concepts
- Data and process mining concepts
- Economic surveillance through the use of Big Data
- Future market trends in Big Data analytics
- Singapore's experience in utilising Big Data

Methodology

This course will be delivered for up to **25 participants** through a 'blended' virtual classroom comprising a combination of **asynchronous e-Learning** (independent and self-study of online modules on a web-based Learning Management System) and **synchronous e-Learning** (live e-learning sessions). There will be Q&A sessions and facilitated group discussions during the 'live' sessions.

Regulations

Participants are required to comply with the following:

- Strictly observe course schedules and not miss training sessions, and;
- Carry out instructions and abide by conditions as may be stipulated by the nominating Authority or Government and the Government of Singapore and its appointed trainer, with respect to the course.

Duration

The course will be held over 5 days from **26 to 30 October 2020**.

More details on the timing of the synchronous and asynchronous sessions, including programme schedule will be provided to successful applicants closer to the start of course.

Application Information

Applicants should be:

- Mid- to senior-level officials who use Big Data and oversee planning and coordination across government sectors;
- Able to attend **all** the synchronous e-learning sessions. They will require an internet-enabled device with Zoom installed, and an internet-enabled device with functioning webcam, microphone and audio;
- Nominated by their respective Governments;
- Proficient in written and spoken English; and
- In good health.

Terms of Award

The course fee is sponsored by the Government of Singapore under the Singapore Cooperation Programme Training Award.

Application Procedure

(Closing date for nomination: **12 October 2020**)

The Government of Singapore is pleased to invite the respective National Focal Point for Technical

Assistance (NFP) to nominate **one (1)** suitable applicant. Selection of candidates will be based on merit. Should there be more applicants than training places, the Government of Singapore seeks the understanding of the respective NFP in the event that its nominee(s) is not selected.

All nominees are to submit their applications online at <https://go.gov.sg/mfa-digital-economy-2020> by **Monday, 12 October 2020**. NFPs are also required to endorse nominees via email links. Instructions and FAQs for Applicants and NFPs can be found at the links below.

- Applicants: <https://go.gov.sg/start-guide>
- NFPs: <https://go.gov.sg/start-nfp>

Note:

- Participants who complete all course assignments and attend at least 80% of live e-learning sessions will receive a certificate of completion from the SCP.
- Applicants should refrain from making telephone and email inquiries on the status of their applications.
- The Ministry of Foreign Affairs, Singapore will inform all applicants of the outcome of their applications. The NFP will also be informed directly.

 Follow us at

SCP Friends

SUMMARY OF GUIDELINES PRESCRIBED BY DEPARTMENT OF ECONOMIC AFFAIRS

Before applying for the training programme, the candidates are requested to satisfy themselves whether they fulfill the eligibility conditions set in the guidelines on Foreign Training Programmes (FTP) as a member of the Department of Economic Affairs (DEA), summarized below.

Eligibility Conditions

Duration of Training	No. of years of service completed in Govt. as on the date of FTP	Upper age limit as on the date of FTP	Cooling off period	Limit on participation in number of trainings in a year
Upto one week	5 years	less than 58 years	Six months	Two FTPs of duration of less than one week in a calendar year
One to Two weeks	7 years	less than 58 years	One year	One FTP of duration of one to two weeks in a calendar year
More than two weeks	9 years	less than 55 years	Two years	One FTP of duration more than two weeks in a period of two years

Note:- Project-related training/official visits abroad are exempt from the provision of cooling off.

2. Candidates and nominating authorities in Ministries/Departments/State Govts. etc. should also satisfy themselves about the eligibility conditions prescribed by the sponsoring foreign Government/agency before sending the nominations to DEA.

HOW TO APPLY3. Filling up of application forms:-

- (i) Ensure that the **DEA proforma** is duly filled in and is complete in all respects. Without this proforma, applications will not be entertained.
- (ii) Ensure that the **application form prescribed by the sponsoring agency** is also complete in all respects. Wherever the sponsoring agency asks for Country Report, the same should also be attached.
- (iii) The column relating to **Vigilance Clearance** in DEA proforma should be filled in and certified by the competent authority. Alternately, vigilance clearance certificate by the concerned authority can also be attached. Applications without vigilance clearance at the time of applying will not be entertained.
- (iv) In case of **training programmes which are not fully sponsored** and where expenses on Air travel or any other expenses have to be borne by the candidate or his sponsoring Department, ensure that Part-A or Part-B, as the case may be, of the Undertaking Form is duly completed. Applications received without undertaking form will be summarily rejected. It may be noted that submission of undertaking form is not necessary in respect of fully funded training programmes and the candidate can mention 'Not Applicable' in the form.

4. Nominations:-

- (i) In case there is more than one nomination for a particular course, the nominating authority State/Central Government should clearly indicate the prioritization of the nominees.
- (ii) Application for the training programme is to be forwarded through the concerned Ministry/Department after completing all necessary formalities. Applications are not to be sent to the sponsoring foreign country/agency direct unless the same has been endorsed by the Nodal Department i.e. DEA.

5. Clearances:-

- (i) Once the nomination forwarded by DEA to the sponsoring foreign Government is accepted and conveyed to the applicant, he/she will be responsible to complete all pre-departure formalities like obtaining political clearance from MEA and have the sanction order issued from his/her administrative Department etc.

Abbreviations:-

JICA - Japan International Cooperation Agency SCPTA - Singapore Cooperation Programme Training Award
IMF - International Monetary Fund MTCP - Malaysian Technical Cooperation Programme

1. Name

2. Date of Birth

3. Male/Female

4. Educational
Qualifications5. Service to which
the officer belongs6. Date of receipt of
appointment

7. Details of posts held during the last five years (starting from the present)

S.No.	Post held	Ministry/Department/ Organization	Nature of work/Job profile

8. Name of foreign training
programme applied for and its
relevance to the candidate9. Papers etc. if any published
by the candidate

10. Details of Foreign Training Programmes attended during the last two years

S. No.	Dates & Duration of the training programme	Subject/title of training	Name of the training Institution	Source of funding

Signature of the candidate:

Office Phone No.

Mobile No.:

E-mail:

CERTIFICATE

Certified that Shri/Ms _____ is clear from vigilance angle. In case the programme is not fully funded, Undertaking in the prescribed proforma (Part A/Part B) is attached.

Signature of the competent
administrative authority of the
applicant with Name, Designation,
Phone number and E-mail (along
with office seal)