

Office of the Commissioner of
Municipal Administration
Chepauk, Chennai-600 005

Roc.No.13343/2007/Trg-2

Dated:25.03.2008

Circular

Sub: CMA- TNUDP III-IDC- Capacity Building of Municipal Staff- Deputation of Officials to “Certification Program in Urban Management India:2008” at ASCI, Hyderabad - willingness called for-Regarding.

Ref: Letter from ASCI, Hyderabad Dated:13.03.2008

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The Administrative Staff College of India, Hyderabad and the World Bank Institute (WBI) have organized the “Certification Program in Urban Management India:2008” to be conducted by ASCI, Hyderabad.

The modules of the above “Certification Program in Urban Management India: 2008” is as noted below:

Module Title	Dates	Duration
Urban Governance , Municipal Finance Service Delivery and Poverty Reduction	April 7-18, 2008	Two weeks of training at ASCI
Institutional Development Report (IDR)	July 2008	Maximum of three months (at respective organisations)
Presentation of IDRs	August 2008	Two days at ASCI

The programme fee is Rs.52,000/- per participant and covers tuition, fees courseware, boarding and lodging for the entire course period.

ELIGIBILITY CRITERIA

- A graduate in any discipline from a recognized university/or diploma and 5 years experience in urban management.
- Fluent in written and spoken English
- Preferably have some work experience in urban sector with Urban Local Bodies, NGOs etc.
- Applicant should not be more than 53 years of age.
- No disciplinary case under 17(b) or 8(2) is pending.

Under the Institutional Development Component of the TNUDP III, it is proposed to depute Municipal Officials in the cadre of Regional Director of Municipal Administration/Regional Executive Engineer / Municipal Commissioner/ Municipal Engineer/TPO/SO/ Programmer/ Assistant Programmer for the above programme. Copy of this circular may be communicated to your officials and the application of willing officials may be forwarded through mail and post in the format enclosed to this office before **28.03.2008**. The expenditure towards the above courses will be borne by this office under TNUDP III-Training Component. (email [id-
wbsec.tnudp3@tn.gov.in/ tids.tnudp3@tn.gov.in/ wbsec@cma.gov.in](mailto:wbsec.tnudp3@tn.gov.in)

Sd/ S. Retnaswamy,
For Commissioner of Municipal Administration

Encl: Format

To

All Regional Director of Municipal Administrations
All Corporation Commissioners
All Municipal Commissioners
Copy to: Officials at the O/o the Commissioner of Municipal
Administration, Chennai-5

/forwarded by order/

Superintendent.

FORMAT

- i. Name of the Officer:
- ii. Designation:
- iii. Name of the office now working:
- iv. Date of Birth:
- v. Educational Qualification:
- vi. Total Service rendered: Y/M/D

S.No.	Eligibility	Yes/No
1	Graduate in any discipline from a recognized university/or diploma and 5 years experience in urban management	
2	Fluent in written and spoken English	
3	Preferably have some work experience in urban sector with Urban Local Bodies, NGOs etc.	
4	Applicant should not be more than 53 years of age.	
5	No disciplinary case under 17(b) or 8(2) is pending.	

Declaration

It is hereby certified that the above details are true to best of my knowledge and I am willing to undergo the “Certification Program in Urban Management India: 2008” at ASCI, Hyderabad.

Signature

Name

Designation