



भारत सरकार | Government of India
संचार मंत्रालय | Ministry of Communications
दूरसंचार विभाग | Department of Telecommunications
राष्ट्रीय संचार अकादमी - वित्त | National Communications Academy - Finance
महरोली-गुरूग्राम मार्ग, घिटोनी | Mehrauli-Gurgaon Road, Ghitorni
नई दिल्ली-110047 | New Delhi – 110047

File No. 11-79/MK/2024-25/NCA-F-Part(2)

Dated: 21.11.2024

To

CGCA, DoT, New Delhi
Advisor (F), DCC, DoT HQ, New Delhi
Sr. DDG (PAF), DoP, New Delhi
Jt Administrator (Finance), (DBN)
All Heads of CCA Units (Pr. CsCA/CsCA/JtCsCA)
All GMs(PAF)/DAPs of Postal Circles

Sub: Capacity Building Workshops and Panel Discussion on 13.12.2024 and 14.12.2024 organized by NCA-F

National Communications Academy - Finance (erstwhile NICF) is organizing a two-day **Capacity Building Workshops and Panel Discussions** for Group 'A' officers of IP&TAFS cadre in DoT/DoP and on deputation. The details of programs are given below-

Day: 1

Capacity Building Workshops:

Program	Date and time	Venue
Effective Communication	13.12.2024 1000-1115 Hrs	NCA-F, Ghitorni New Delhi
Emotional Intelligence & Interpersonal effectiveness	13.12.2024 1145-1300 Hrs	

Panel Discussions:

Leadership & Crisis Management (Experience Sharing by Seniors & Retired officers)	13.12.2024 1345-1500 Hrs	NCA-F, Ghitorni New Delhi
Breaking the Glass Ceiling in Civil Services (Panel Discussion by women officers)	13.12.2024 1515-1600 Hrs	

Day: 2

Panel Discussion:

Future of Communications Finance (Panel Discussion by young officers)	14.12.2024 1200-1300 Hrs	ICWA, New Delhi
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Introduction & Objective:

The workshop/ panel discussion is designed to enhance Effective Communication skills, Emotional Intelligence & Interpersonal effectiveness, Leadership & Crisis Management etc. Through expert insights, interactive sessions and discussions, the goal is to equip participants with the tools needed to handle governance challenges and uphold high standards within their organizations.

Target Population:

All the IP&TAFS Group 'A' officers of DoT/DoP and on deputation

Last date of receipt of nominations by NCA-F: 29.11.2024

Course Director : Sh. Ankit Anand, Director (Mob: 9810795825)
Course Coordinators : Sh. Gopal Singh, AO (Mob: 9425201638)
Nodal officer (s) : Sh. Sidharth Kumar Gupta (Mob:7607375238)
Ms. S Uma Devi (Mob: 9346321867)

Contact Email-Id: nicf.moc@gov.in

- All the Head of Offices / Controlling Officers are requested to circulate this 'A' Circular internally and to all the offices/divisions/circles/wings under their control and kindly send nominations (through email to nicf.moc@gov.in) for the said training program.

- **After getting the nominations, the list shall be sent to O/o CGCA (for DoT officers) and O/o Sr. DDG (PAF) (for DoP Officers) for vetting and final acceptance of nominations. Accordingly, the final list of approved nominations will be shared prior to the program for making travel arrangements.**
- Workshop would be conducted in Physical Mode at NCA-F/ICWA, New Delhi.
- Food and lodging for the participants will be arranged at NCA-F Campus during the training.
- While sending the nominations, along with the name of the officer concerned, his Mobile number and Email ID must be submitted by the concerned office to enable this office to contact the officer and convey information, if any.
- In case of any query or clarifications feel free to contact us.
- All related correspondence (through email) may be sent to the Course Coordinator at the following number/email IDs:

Sh. Gopal Singh, AO (Mob: 9425201638)
NCA-F, Ghitorni, New Delhi
Mob-: 9811075586
E-mail- nicf.moc@gov.in



(Ankit Anand)
Course Director
NCA-F, New Delhi

Copy to:

1. Sr. PPS to Member(F), New Delhi
2. PPS to Administrator (DBN)
3. PS to DG, NICF
4. DDG (E&TF), DoT HQ
5. Director (Trg. Fin.), DoT HQ
6. Office Copy