


**Ministry of Defence**  
**D(GS.II)**

**Subject - 62<sup>nd</sup> NDC Course at National Defence College commencing from  
01<sup>st</sup> Week of January 2022.**

Reference is invited to MoD ID No.4/13/2021-D(GS-II) dated 18.10.2021 on the above mentioned subject.

2. The last date of receipt of nominations, complete in all respects, is extended up to **2<sup>nd</sup> December, 2021, 5.00 PM.**

  
(D.S. Bedi)

Under Secretary to the Government of India  
Tele & Fax: - 2301 2225

To

**All the Addressees as per Standard List**

MoD ID No. 4/13/2021-D(GS.II)

Dated 17.11.2021

- Copy to: - 1. Secretary, NDC – with the request to publish this circular on the website of the National Defence College.
2. MoD(NIC) through D(IT) – JS(Estt.) is requested to issue necessary directions for publishing this circular on the website of the Ministry of Defence.
3. JS (Training), DoP&T – With the request to upload the above in their website (under heading 'What's New').
4. All Chief Secretaries, through Resident Commissioner.

**62<sup>nd</sup> NDC Course to be conducted at National Defence College, New Delhi from  
01<sup>st</sup> January 2022**

**PART-A**

(To be filled by the nominated officer)

1.	Name of the Officer (in CAPITAL letters)	
2.	Present post and the Date since when held	
3.	Office Address, Telephone/ Fax Number	
4.	E-mail ID of the Officer	
5.	Date of Birth	
6.	Age as on 01 <sup>st</sup> January, 2022	
7.	Date of Retirement	
8.	Service/Cadre to which belongs (with Year of allotment)	
9.	Date of Entry into Service	
10.	Educational Qualifications	
11.	Address, Telephone/Mobile Number and E-mail ID of the Officer for communication	

12. Particulars of the posts held by the officer during last five years.

S. No.	Post held	Dates of holding the post	Pay Scale	Nature of Duties

13. Details in-service training programs/course attended during last ten years  
(In India and abroad)

S. No.	Name of the course/training programme	Year	Name of the place and institution	Duration (in weeks)

14(a)	Is the officer presently on deputation to the Government of India?	
14(b)	If yes, the date of the commencement of the deputation	
14(c)	The date of completion of tenure	
14(d)	Whether this is the first deputation of the officer to the Centre?	
15	Please indicate why the officer intends to attend the NDC Course.	

Dated:

(Signature of the Officer)

**PART-B**

(To be filled by the Sponsoring Authority)

1.	Name of the Ministry/Department in which the recommended officer is serving	
2.	Number of slots, if any, availed by the Ministry/Department in the NDC Course during the preceding three years i.e.2019, 2020 and 2021.	
3.	Number of officers being nominated for the 2022 course	
4.	APAR status/performance of the nominee during the last five years (Please attach attested photocopies of the last five years Annual Performance Appraisal Reports of the officer)	
5.	Whether cadre clearance has been obtained? If so, please enclose the same	
6.	Whether the nominee officer is clear from vigilance and disciplinary angle	
7.	Will the nominee's future duties render his/her participation in the NDC meaningful? If so, in what manner?	
8.	List of enclosures attached with the application	

Dated:

(Signature, Name, Designation,  
Telephone Number and Fax Number  
of sponsoring Authority)

**List of Addresses**

<b>S. No.</b>	<b>Service</b>	<b>Concerned Officer</b>
1.	IAS	Joint Secretary, Training Division, Deptt. Of Personnel & Training, Old JNU Campus, Block IV, Fourth Floor, New Mehrauli Road, New Delhi – 110 067
2.	IFS	Joint Secretary(Adm), Ministry of External Affairs, South Block, New Delhi.
3.	IPS/CPO/BSF	Joint Secretary(Police), Ministry of Home Affairs, North Block, New Delhi.
4.	Railways	Secretary, Railway Board, Rail Bhawan, New Delhi.
5.	P & T	Joint Secretary(ADM), Deptt. of Posts, Dak Bhavan, New Delhi
6.	Telecom	Joint Secretary(Adm), Deptt. Of Telecom, Sanchar Bhawan, New Delhi
7.	IA&AS	Asstt. Comptroller & Auditor General(P), Officer of the Comptroller & Auditor General of India, 10, Bahadur Shah Zafar Marg, New Delhi – 110 002
8.	IDAS	Controller General of Defence Accounts, West Block-V, Wing No. 3, R. K. Puram, New Delhi.
9.	IOFS	DGOF & Chairman, Ordnance Factory Board, 10-A, Auckland Road, Kolkata – 700 001.
10.	QA	Director (Policy Plg& Training), DGQA, G Block, New Delhi.
11.	IDES	Director General, Defence Estates, Raksha Sampada Bhavan, Palam Road, Delhi Cantt. – 110 10.
12.	DRDO	Chief Controller, R&D (LS & HR), DRDO Bhavan, Dalhousie Road, New Delhi.
13,	CSS	CS-1, Division DoPT, Lok Nayak Bhawan, New Delhi- 110003.

14.	AFHQ	Joint Secretary, (Training) & CAO, E-Block Hutments, Dalhousie Road, New Delhi.
15.	INAS	Director, Civilian Personnel, SC&A Section, Naval Headquarter, 102, D-II Wing, Sena Bhavan, New Delhi.
16.	BRDB	Secretary, Border Roads Development Board, Sena Bhavan, New Delhi.
17.	Customs	Member (Personnel), Central Board of Excise & Customs, Deptt. of Revenue, North Block, New Delhi.
18.	Income Tax	Member (Personnel), Central Board of Direct Taxes, Deptt. of Revenue, North Block, New Delhi.
19.	ICAS	Controller General of Accounts, Ministry of Finance, Deptt. Of Expenditure, 714, C Wing, Lok Nayak Bhavan, New Delhi-03.
20.	Deptt. Of Electronics	Joint Secretary (Adm), Deptt. Of Electronics, 6, CGO Complex, Lodhi Road, New Delhi - 110 003.
21.	MES	Engineer-in-Chief, Army Headquarter, Kashmir House, New Delhi.
22.	Coast Guard Headquarters	Director, MPR&T, Coast Guard Headquarters, National Stadium Complex, New Delhi.
23.	Indian Forest Service	Director (IFtS), Ministry of Environment & Forests, Paryavaran Bhavan, CGO Complex, Lodhi Road, New Delhi - 110 003.
24.	Indian Information Service(IIS)	Joint Secretary (P&A), Ministry of Information & Broadcasting, Shastri Bhavan, New Delhi.
25.	Indian Economic Service	Adviser, (IES), Department of Economic Affairs, Room No. 51 E, Ministry of Finance, North Block, New Delhi.
26.	Cabinet Secretariat	Additional Secretary, Cabinet Secretariat, Room No. 7, Bikaner House (Annexe), Shahjahan Road, New Delhi.

**List of Addressees of PSUs**

1. Chairman,  
Hindustan Aeronautics Limited.  
15/1, Cubbon Road,  
Bangalore – 560 001.
2. Chairman & Managing Director,  
Bharat Electronics Limited,  
116/2, Trade Centre,  
Bangalore – 560 045.
3. Chairman & Managing Director,  
Bharat Earth Movers Limited,  
Unity Building, J. C. Road,  
Bangalore – 560 027.
4. Chairman & Managing Director,  
Mazagaon Dock Limited,  
Mumbai – 400 010.
5. Chairman & Managing Director,  
Garden Reach Shipbuilders & Engineers Limited,  
43/46, Garden Reach Road,  
Kolkata – 700 024.
6. Chairman & Managing Director,  
Goa Shipyard Limited,  
Vasco-da-Gama,  
Goa – 403 802.
7. Chairman & Managing Director,  
Bharat Dynamic Limited,  
P. O. Kanchanbagh,  
Hyderabad – 500 058.
8. Chairman & Managing Director,  
Mishra Dhatu Nigam Limited,  
P. O. Kanchanbagh,  
Hyderabad – 500 058.