

**F.No. 900/24/Admn./NIFM Training/Public Procurement/HRD/2016**  
Directorate General of Human Resource Development  
Infrastructure & Welfare Wing  
Customs and Central Excise  
Plot No.C-4, West Wing,  
Ground Floor, IRCON Building, Saket  
New Delhi-110017.

Date: 09.05.2017

To  
All Chief Commissioners/Director Generals

Sir/Madam

**Subject : Training programme on GFR 2017/e-Procurement and GeM at  
ISTM, New Delhi –reg.**

Please refer to the Office Memorandum of Department of Revenue vide No.D.28011/3/2016-GAR dated 03.05.2017, received through Under Secretary (Ad.IVA) CBEC regarding training programmes to be organized by ISTM on Public Procurement under GFR 2017, including e-Procurement and GeM.

2. The orientation programme is to update the knowledge of the target group for effective framework of fiscal management with inbuilt flexibility to improve efficiency and timely delivery of services, the important changes (modifications or introduction of new rules) to be updated with the latest GFR. A copy of the letter of ISTM alongwith programme Title and schedule has been uploaded on [www.cbec.gov.in](http://www.cbec.gov.in) (CBEC) and [www.dghrdcbec.gov.in](http://www.dghrdcbec.gov.in) (DGHRD) websites also.
3. The nominations may be filled online directly to ISTM, Delhi and a copy of nominations (proposed) may be endorsed to the undersigned for record.
4. All the formations are requested to nominate officers under their charge as per schedule attached. Only Gazetted officers may be nominated for the Training on Orientation Programme on "GFR 2017".



(Meenu Kumarr) 9/5/17

**Addl. Director (HRD/Admn)**

Phone No. 011-29561870

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Encl: Two Pages.

98

5 May 17 11:38

5/5/2017

Institute of Secretariat Training &amp; Management



FILE NO: No. A-31055/2/2017-ISTM  
 भारत सरकार / GOVERNMENT OF INDIA  
 सचिवालय प्रशिक्षण तंत्र: प्रबन्ध संस्थान  
 INSTITUTE OF SECRETARIAT TRAINING & MANAGEMENT  
 (अःईएसआ 9001:2008 संस्था / AN ISO 9001:2008 INSTITUTION)  
 कार्मिक एवं प्रशिक्षण विभाग / DEPARTMENT OF PERSONNEL & TRAINING  
 प्रशासनिक ब्लॉक, ज.जे.वि. परिसर (पुराना) / ADMINISTRATIVE BLOCK, JNU CAMPUS (OLD),  
 ओलोफ पाल्मे मार्ग, नई दिल्ली - 110067 / OLOF PALME MARG, NEW DELHI - 110067  
 दूरभाष / TELEPHONE - 011-26175590; टेलीफैक्स / FAX - 011-26104183

दिनांक / Date 20.4.2017

To,

1. All Ministries/ Departments/ Attached/ Subordinate Offices.
2. The Chief Controller of Accounts/ Controller of Accounts  
(All Ministries & Department)
3. The Secretary, UPSC, Dholpur House, New Delhi

Subject: Training Programme on General Financial Rules 2017

Sir,

General Finance Rules (GFRs) have recently been revised by Ministry of Finance, Department of Expenditure. In order to update the officials/ officers working in various Ministries/ Departments/ Organisations, two programmes on **General Financial Rules (GFR) 2017** have been slotted. The details about the schedule, objectives of the programme, its contents, etc., are given in the **Annexure**.

2. Nominations for the above training programmes may be submitted in the prescribed Proforma online which is available on our website <http://www.istm.gov.in> under the link 'Online Form' well before the closing dates as mentioned in the Table in Annexure. Nomination may be forwarded either for GFR or PPGFR or for both the programmes. Print out of the filled up nomination forms, duly approved by the sponsoring authority, may be sent so as to reach this office on or before the closing dates. Nomination not submitted online or received in the old nomination proforma or non-receipt of hard copy of nomination (duly forwarded by sponsoring authority) or received after the last date shall not be accepted.

3. The names of selected officials/ officers shall be placed on the website of ISTM after the closing date under the link "Confirmed Nomination". Only those officials/ officers should be relieved whose nominations have been accepted by this Institute and a confirmation to that effect is shown on the above link.

Yours faithfully,

(Rajesh K Agrawal)

Deputy Director &amp; Programme Director

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P.4

9/4/2017

Institute of Secretarial Training &amp; Management

ANNEXURE

Programme Information Sheet

PROGRAMME CODE : I. GFR

II. PPGFR

## PROGRAMME TITLE &amp; SCHEDULE :

Sl. No.	I		II	
	One day's Orientation Programme on "GFRs 2017"		Two days' training programme on "Public Procurement under GFR 2017, including e-Procurement and GeM"	
	Programme Dates	Last dates for submission of Nominations	Programme Dates	Last dates for submission of Nominations
1.	15 <sup>th</sup> May, 2017	8 <sup>th</sup> May, 2017	11 <sup>th</sup> - 12 <sup>th</sup> May, 2017	8 <sup>th</sup> May, 2017
2.	12 <sup>th</sup> June, 2017	12 <sup>th</sup> May, 2017	8 <sup>th</sup> - 9 <sup>th</sup> June, 2017	12 <sup>th</sup> May, 2017
3.	10 <sup>th</sup> July, 2017	12 <sup>th</sup> June, 2017	6 <sup>th</sup> - 7 <sup>th</sup> July, 2017	12 <sup>th</sup> June, 2017

## OBJECTIVES

- : To sensitize the participants about the changes made in the orders in GFR 2017 relating to Public Procurement, e-Procurement, GeM and Budget, Grants-in-Aid and Bank guarantees etc. so that they can perform their function efficiently.

## METHODOLOGY

- : Lectures / power point presentation cum discussion

## ELIGIBILITY CONDITIONS

- : The Programme is meant for Officers/ officials in the Ministries/ Departments/ Organisations of Govt. of India

## VENUE

- : Seminar Hall Complex, ISTM, JNU (Old) Campus, Opposite Bar Sarai, New Delhi 110067

## Note:

1. Nomination form may be filled up online either for GFR or PPGFR or for both the programmes.
2. A capitation fee of Rs 2,000/- (Rupees Two Thousand Only) is payable in respect of the trainees sponsored by Autonomous bodies/ Public Sector Undertakings by way of Bank draft/ Cheque to be drawn in favour of "Assistant Director, ISTM".
3. Only those officers whose nominations have been accepted by ISTM should be relieved with the direction to report at ISTM at 9.00 AM on the date of start of the programme.