

ITEC

The Indian Technical and Economic Cooperation Programme, ITEC for short, is the leading capacity building platform of the Ministry of External Affairs, Government of India. Instituted in 1964, ITEC is one of the oldest institutionalized arrangements for international capacity building having trained more than 200,000 officials from 160+ countries in both the civilian and in the defence sector.

The ITEC programme offers fully-funded in-person (or on-campus) ITEC courses at eminent training facilities and higher educational institutes spread throughout India.

Each year, MEA offers a calendar of ITEC Courses on various training themes related to public administration, industry, agriculture, management and entrepreneurship, power/renewable, development studies (rural, urban, sustainable), banking/finance/audit/trade, English language training and law/justice/police administration. These courses are of varying duration, ranging from a few months to 1 year, and provide an engaging training opportunity to get exposed to the latest developmental solutions and flagship schemes implemented in India.

Apart from covering the course fees and accommodation expenses, the ITEC scheme also provides one set of excursion/economy class air fare, gratis visa, a living allowance, book allowances, and medical facility. As part of the training, the ITEC scheme also includes an educational-cum-sightseeing study tour as an integral part. The study tour serves to familiarize the participants with Indian culture and history.

Applicants can browse the available courses and can apply for ITEC training program by filling up the online application form at www.itecgoi.in and take a print out of filled form. This form is to be submitted to the nodal/designated Government Department/Agency of applicant's country.

Nodal/designated Department/Agency is, in turn, required to forward the applications to the Embassy/High Commission of India, accredited/concurrently accredited to the nominating country along with undertaking by candidate and certification from employer (Part-II of Application Form).

Candidates may later check the status of their application by logging-in at www.itecgoi.in. The credentials for log-in may be noted while filling up the form.

Who can apply

- Officials in Government, Public and Private Sectors, Universities, Chambers of Commerce and Industry, etc.
- Candidates should possess adequate work experience.

Eligibility criteria for admission to Courses

- Academic qualifications as laid down by the Institute for the Course concerned.
- Working knowledge of English required to follow the Course.
- Age between 25 to 45 years.
- Medically fit to undertake the training.

General Information

- Upon selection, the Embassy/High Commission of India will inform the nodal/designated Department/Agency of the nominating country and the candidate.
- Selected candidates are required to familiarize themselves fully with the living conditions in India and about the Institute through the Institute's website.
- Decision regarding acceptance of applications/nominations rests solely with the Ministry of External Affairs, Government of India.
- For any further information/clarification, applicants are requested to contact the concerned Embassy/High Commission of India.

e-ITEC / ITEC Onsite

e-ITEC is a modality of ITEC programme wherein training is imparted in partner countries by Indian Institutes online in real time. Under e-ITEC, the classrooms are shifted to our partner countries and tailor made courses are delivered by Indian faculties online/ through video conferencing. The facilities in the classroom required are desired internet bandwidth, telecommunication links and a focal person to coordinate.

ITEC Onsite is a customised capacity building training under ITEC programme which are imparted in the partner country by deputing Indian experts/trainers in that country. ITEC Onsite is offered when a significant number of participants from a single country are to be trained on a particular subject.

The partner countries approach our missions with a proposal for training under above modalities including details regarding desired area of training , minimum number of participants and classroom facilities etc. The nominated participants by the partner countries apply through ITEC portal and physically join in classes on the given date and time.

About ITEC Expert

Indian expert are deputed to partner countries on their request to assist in their development activities. The experts study the problem and suggest solution without

disturbing the local socio-economic and cultural environment. Such deputation can be at the working level or at policy making level. These ITEC expert also help in building a sustainable engagement with partner countries.

For deputation of ITEC expert the recipient country sends a detailed proposal describe by the objective of their assignment, expected outcomes, duration of their study etc. Govt. of India bears all the associated cost of such deputation expect for local logistics and support on Accommodation & Medical facilities, which are provided by the receiving country.

Some of the fields covered in recent years have been IT,Audit, Medicine,English teaching, Telecommunications, Agricultural research and military training etc.

ITEC EXECUTIVE AND MID-CAREER TRAININGS

ITEC Executive is an exclusive programme for policy makers, senior level functionaries and professionals of partner countries which covers conferences, workshops, study/exposure visits with an aim to provide an understanding of best practices/governance innovations in India. It was instituted to further raise the level of our interaction with policy makers and civil servants of partner countries and provides a platform for interaction among senior functionaries **(DG level and above) of partner countries and their Indian counterparts**. It also aims at higher level of learning in cutting-edge areas of technology and policy areas.

In 2019-2020, the first ITEC Executive programme was conducted for Secretary-level officers of **Tunisia**, at Indian Institute of Public Administration (IIPA) on the theme of e-governance. Since then, ITEC-Executive programmes have been implemented by IIM, Indore Program for Provincial Governors and Secretaries from Mongolia on Innovations and Best Practices in Local Governance; and by National Centre for Good Governance (NCGG) for two batches of officers from the Gambia on good governance.

ITEC also supports mid-career trainings of civil servants from interested partner countries. Mid-career trainings for civil servants from Bangladesh and Myanmar civil servants are being carried out in partnership with NCGG in the current financial year. Nearly 120 officers from Bangladesh have already completed their trainings till date, and another 160 are likely to be trained by the end of this financial year. Apart from this, mid-career judicial officers from Bangladesh, Myanmar and Myanmar are being trained through customised ITEC courses. 98 judicial officers from Bangladesh have completed their trainings with NJA, Bhopal as of date. Thematic trainings on subjects like cyber crime investigation and financial fraud investigation for mid-career police officers have been started at the Sardar Vallabhahi Patel National Police Academy. Police officers from Seychelles and South Sudan have been trained under customised ITEC courses.

Guidelines for participants

- Participants must ensure that they have appropriate visa for India, valid for the entire duration of the training course before departure. While the Visa for India would be provided by respective Indian Mission on gratis basis, participants should obtain required transit visas, if any, on their own.
- Participants are required to take Yellow Fever and any other prescribed vaccination, if so required as per WHO protocols, well before their departure to India (at least 10 days before the date of travel) otherwise they are liable to be quarantined at the airport on their own cost.
- Participants are required to obtain from the Indian Mission the contact details of the Course Coordinator and the Training Institute and should keep the Institute informed of their travel plans well in advance.
- They must familiarize themselves with the weather conditions at the place of training and carry appropriate clothing with them.
- Participants are required to conduct themselves with discipline and abide by conduct rules, regulations and guidelines as stipulated by both the nominating Government and the Government of India.
- Participants are required to abide by the rules of the university/institution/establishment in which the participant is selected to undergo the training as well as participate in all Course-related activities including submission of periodic assessments/tests conducted by the Institute.
- Participants may be taken on educational study tour(s) as part of their Course Curriculum. This also typically includes visits to different Indian heritage sites/places of interest located in the geographical vicinity of the institute. Participation in the study tour is mandatory.
- Participants are required to complete the training Course. Participants must ensure that there are no family or official commitments during the training programme. Request for leave during the course may not be acceded to by the Government of India. Participants are required to return to their countries upon completion of the training Course.
- Participants who leave the Course midway without prior intimation/permission of the Ministry of External Affairs or remain absent from the Course are required to refund the cost of training including airfare to Government of India.
- Participants must refrain from engaging in any political activity and/or any form of employment for profit or gain while on training.
- Candidates must not to carry any arms, ammunition drugs or any other prohibited and illegal items.
- Participants are not allowed to bring along their spouses or families for the duration of the Course. No such request will be entertained by Government of India.

- ITEC sponsorship could be canceled at any time due to unsatisfactory conduct, breach of conditions of the Programme, violation of rules of the institute/university/establishment, failure to make satisfactory progress in the training Course or for other sufficient cause as determined by the Government of India.
- Female participants are advised that if they are pregnant, issues related to their pregnancy will not be covered during their training on India.
- ITEC sponsorship may be canceled at any time due to unsatisfactory conduct, breach of conditions of the Programme, failure to make satisfactory progress in the training Course or for other sufficient reasons as determined by the Government of India.
- If any special assistance is required by a participant during his/her stay in India, it should be intimated to Mission as well as to the concerned Institute prior to departure for India.
- Participants are advised to join social media handles of ITEC on Facebook/Twitter to get useful information from the ITEC community.

Expenses Covered under ITEC programme :

- Air Fare

Excursion/economy class air tickets for travel from the airport nearest to their place of working/residence in their respective home countries, to their place of training in India and back.

- Visa

Visa is issued gratis to the participants. Prior to departure for training in India, participants are advised to apply for Visa to the Embassy/High Commission of India, accredited or concurrently accredited to their country. Visa issued for a particular training program cannot be utilized for some other purpose.

- Course Fees

Fees charged by the training institutes are borne by the Government of India.

- Accommodation

Accommodation is provided by the Training Institute in a hostel/hotel and the charges on this account are borne by the Government of India. While generally accommodation is provided on single occupancy, there could be instances of accommodation being provided on double occupancy basis. (Type of accommodation being provided by the Institute is available at ITEC portal). Participants are required to pay for availing services such as: a. Room service, b. Laundry, c. Local and outstation telephone calls, fax, etc.

- Living Allowance

The participants will receive a daily living allowance (currently INR 1200/1500-per day). Disbursement of this Allowance will be made by the Institute on a weekly/fortnightly basis (as decided by the Institute) after deducting charges for meals, as participants are required to bear expenditure for meals from the Living Allowance. In case institute does not make any arrangement for provision of meals, the participant will receive the entire daily living allowance. Participants are advised to bring some extra money with them for any particular individual needs they may have, including special dietary needs, shopping and other out-of-pocket expenses.

- Book Allowance

The institute will provide the necessary training material, handouts, books, e-study material or any other documents which are necessary for training/self-study including a welcome-kit to the participants. In some cases, the institute may specify certain books and suggest that the participants should purchase the same. Cost on such purchases will be borne by Government of India.

- Study Tour

An educational-cum-sightseeing study tour is an integral part of many courses. They also serve to familiarize the participants with Indian culture and history and are compulsory. Government of India bears the cost of such study tours during the Course.

- Medical Facility

Participants selected for training Courses are expected to be medically fit. The Government of India will cover medical treatment only for ailments of immediate and emergency nature occurring in India. No medical reimbursement will be provided for ailments of chronic nature or for pre-existing medical condition. Participants must carry their medicines for chronic ailments like diabetes, hypertension, etc. and have to bear the expenditure for medicines and consultation of doctors on their own.

For further information, please contact:

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