



INTERNATIONAL STUDY TOUR ANNUAL TRAINING CALENDAR

FINANCIAL YEAR 2026-27



National Council for Secretariat Training & Development
(An ISO 9001;2015 Organization)
www.ncstd.in

About NCSTD



The National Council for Secretariat Training & Development (NCSTD), established in 2009, (registered with the Department of Labour, Govt. of National Capital Territory of Delhi, registered with Ministry of Micro, Small and Medium Enterprises & representative of the various segments of Indian Industry. Its primary mission is to provide high-quality training to officers from Central and State

Government services, as well as personnel from various organized and subsidiary services. By enhancing the skills and competencies of these officials, NCSTD plays a pivotal role in strengthening administrative capabilities and improving overall governance standards.

Capacity Building Initiatives of NCSTD

The Capacity Building program, facilitated through Technical Cooperation Programs with various governments and international partners, encompasses a diverse range of thematic areas aimed at enhancing leadership, managerial skills, and business administration. The program addresses critical global challenges



while emphasizing the development of & Smart and Sustainable Cities. & It offers a comprehensive array of training initiatives, spanning disciplines such as Seismology, Earthquake Engineering, Tsunami Disaster Mitigation, Operation and Maintenance of Urban Water Supply Systems, Public Health, Food Security, Civil Supplies, Disaster Risk Reduction, Infrastructure Development, Gender Mainstreaming Policies, Renewable Energy, and Forestry Management. Through these initiatives, participants gain valuable insights into modern management practices, enabling them to effectively contribute to the growth and sustainability of urban centers. The collaboration with

governments from Europe, UAE, Russia, Japan, and Southeast Asian countries underscores the international nature of this endeavor, fostering cross-cultural learning and knowledge exchange to address the complex challenges of our rapidly evolving world.



In response to the demands of today's rapidly evolving business and governance environment, continuous learning and upskilling have become essential. While experiential knowledge remains valuable, staying updated with emerging technologies, global best practices, and modern methodologies—especially in technical domains—is crucial for improving productivity and organizational performance

The Training calendar of NCSTD for the Financial Year 2026-27 is compilation of self-run training programs at various locations across various subjects . NCSTD also conducts focused designed training programs as per special and customized requirements of client organisations .

Important Instructions for the Nominating Authorities



1. Program Scope & Institutional Scope

- **Target Audience and Eligibility:** Nominations are strictly restricted to mid-to-senior level administrators, including Senior Government Officials from Central, State, and Union Territories, executives from Public Sector Undertakings (PSUs), and officers from Autonomous Bodies, Boards, and Government Corporations.
- **Curriculum Focus:** The program centers on global urban transformation, major infrastructure revitalization, and smart city governance. Learning is achieved via technical on-site inspections, bilateral briefings with city planning officials, and operational case studies of transforming neighborhoods.
- **Certification:** A formal Certificate of Participation will be issued exclusively to officials who successfully complete 100% of the scheduled itinerary, including all technical site briefings and field visits.

2. Direct Program Inclusions

The centralized participation fee paid by the sponsoring department operates as a single-window clearance and covers the following core operational costs:

- **Program Management Charges:** Full administration costs, international faculty honorariums, specialized study tour materials, and institutional venue infrastructure.
- **Aviation and Group Transit:** Standard economy class return airfare, dedicated return airport transfers, and group logistics via luxury AC coaches for all scheduled field visits and project sites.
- **Visa and Clearances:** Processing fees for international visas, embassy coordination, and necessary official administrative clearances.
- **Accommodation:** Lodging expenses for the exact duration of the program at a verified, comfortable 4-star hospitality property.
- **Partial Dietary Arrangements:** Daily buffet breakfast provided directly throughout the entire duration of the study tour at the designated hotel.
- **Comprehensive Risk Insurance:** Premium insurance coverage addressing travel disruptions, emergency medical care, transit delays, and baggage loss.

3. Explicit Program Exclusions

Any cost outside the predefined operational framework must be handled separately. Sponsoring departments are advised to allocate supplementary budgets for the following items:

- **Primary Daily Meals:** All lunches and dinners throughout the duration of the tour are excluded from the core fee. Participants are expected to utilize the standard Daily Allowance (DA) issued by their parent department to cover these personal dining expenses.
- **Premium Flight Upgrades:** An optional Business Class airfare upgrade is available upon request for an additional fixed cost of INR 3,96,000.00+ GST 18% Extra, per participant. This must be funded as a supplementary allocation by the department based on the official's pay-matrix eligibility.
- **Personal and Incidental Expenses:** Room service, laundry, personal telephone charges, mini-bar usage, and individual out-of-pocket travel outside the official itinerary are strictly excluded.

4. Funding Mechanism and Financial Protocol

- **Sponsorship and Per-Diem Model:** Sponsoring departments must process the primary composite participation fee in advance to secure seat confirmation immediately following nomination approval.
- **Budget Head Allocations:** In compliance with General Financial Rules, sponsoring ministries and organizations should debit these expenses under institutional budget heads such as "Domestic Travel Expenses (DTE)", "Foreign Travel Expenses (FTE)", or "Training & Human Resource Development".
- **Advance Remittance Mandate:** Under no circumstances will a participant be permitted to join the tour without the advance remittance of the full participation fee within the specified institutional deadline.

5. Administrative Mandates and Compliance Deadlines

- **The 60-Day Submission Rule:** Clear passport photocopies along with formal, signed nomination letters must be submitted to NCSTD at least 60 days prior to the program's commencement. This timeline is non-negotiable due to international visa processing buffers and group block bookings.
- **Seat Availability Constraints:** Nominations are conditionally registered upon receipt and are formally locked in strictly on a first-come, first-served basis, subject to physical seat availability and successful fee clearance.
- **Fee Non-Refundability Policy:** Once the participation fee is processed, it is strictly non-refundable as funds are immediately committed to international hospitality suppliers and airline inventories.
- **Budget Safeguard and Substitutions:** To protect public and institutional funds against sudden administrative emergencies or legislative duties, departments are permitted to substitute an alternate candidate of equivalent rank at no additional charge. Alternatively, the credit may be carried forward and adjusted against future scheduled NCSTD training programs.

Our assistance in this matter is greatly appreciated, and we eagerly await your confirmation and any further responses at your earliest convenience.

ANNUAL TRAINING CALENDAR FY 2026-27

S.NO.	Title of Programme	Country to be Visited	Programme Date	Tour Cost Per Participant + 18% GST Extra
1.	International Executive Exposure Programme on Legislative Procedures, Parliamentary Systems & Democratic Governance	London & Edinburgh (United Kingdom)	06th – 13 th September, 2026	₹ 5,96,000.00
2.	International Executive Exposure Programme on Infrastructure Planning, Development & Public-Private Partnerships (PPP)	Dubai & Abu Dhabi (UAE)	06th – 13th September, 2026	₹ 4,96,000.00
3.	International Executive Exposure Programme on Public Sector Reforms, Performance Management & Citizen-Centric Service Delivery	New York & Washington DC (USA)	23rd – 30th September, 2026	₹ 4,96,000.00
4.	International Executive Exposure Programme on Public Health, Preventive Healthcare & Health Promotion Systems	Singapore, Malaysia & Thailand	23rd – 30th September, 2026	₹ 4,96,000.00
5.	International Executive Exposure Programme on Urban Governance, Smart & Sustainable Cities, City Management & Spatial Planning	Barcelona & Madrid (Spain)	06th – 13th October, 2026	₹ 4,96,000.00
6.	International Executive Exposure Programme on Financial Governance, Government Finance, Fiscal Management & Public Sector Financial Systems	New York & Washington DC (USA)	06th – 13th October, 2026	₹ 5,96,000.00
7.	International Executive Exposure Programme on Health Infrastructure Planning, Development & Healthcare Operations	Melbourne & Sydney (Australia)	23rd – 30th October, 2026	₹ 5,96,000.00
8.	International Executive Exposure Programme on Infrastructure Planning, Development & Public-Private Partnerships (PPP)	Dubai & Abu Dhabi (UAE)	23rd – 30th October, 2026	₹ 4,96,000.00
9.	International Executive Exposure Programme on Integrated Transport Systems, Strategic Connectivity & Urban Mobility	Tokyo & Osaka (Japan)	06th – 13th November, 2026	₹ 5,96,000.00
10.	International Executive Exposure Programme on Leadership & Managerial Skills, Management & Business Administration	Dubai & Abu Dhabi (UAE)	06th – 13th November, 2026	₹ 4,96,000.00
11.	International Executive Exposure Programme on Affordable Housing, Housing Policy & Urban Development	Melbourne & Sydney (Australia)	23rd – 30th November, 2026	₹ 4,96,000.00
12.	International Executive Exposure Programme on Agriculture Policy, Food Security, Rural Livelihoods & Civil Supplies Management	Vietnam & Indonesia	23rd – 30th November, 2026	₹ 4,96,000.00
13.	International Executive Exposure Programme on Public Health, Preventive Healthcare & Health Promotion Systems	Singapore, Malaysia & Thailand	06th – 13th December, 2026	₹ 4,96,000.00
14.	International Executive Exposure Programme on Leadership & Managerial Skills, Management & Business Administration	London & Edinburgh (United Kingdom)	06th – 13th December, 2026	₹ 5,96,000.00
15.	International Executive Exposure Programme on Leadership & Managerial Skills, Management & Business Administration	Tokyo & Osaka (Japan)	23rd – 30th December, 2026	₹ 5,96,000.00

16.	International Executive Exposure Programme on Urban Governance, Smart & Sustainable Cities, City Management & Spatial Planning	Barcelona & Madrid (Spain)	23rd – 30th December, 2026	₹ 4,96,000.00
17.	International Executive Exposure Programme on Leadership & Managerial Skills, Management & Business Administration	Dubai & Abu Dhabi (UAE)	06th – 13th January, 2027	₹ 4,96,000.00
18.	International Executive Exposure Programme on Health Infrastructure Planning, Development & Healthcare Operations	Melbourne & Sydney (Australia)	06th – 13th January, 2027	₹ 5,96,000.00
19.	International Executive Exposure Programme on Financial Governance, Government Finance, Fiscal Management & Public Sector Financial Systems	New York & Washington DC (USA)	23rd – 30th January, 2027	₹ 4,96,000.00
20.	International Executive Exposure Programme on Public Health, Preventive Healthcare & Health Promotion Systems	Singapore, Malaysia & Thailand	23rd – 30th January, 2027	₹ 4,96,000.00
21.	International Executive Exposure Programme on Foreign Policy, Diplomacy & Global Cooperation Systems	Paris (France) & Zurich (Switzerland)	06th – 13th February, 2027	₹ 4,96,000.00
22.	International Executive Exposure Programme on National Security, Defence, Justice Systems, Climate Governance, Sustainable Development, Green Growth, Local Government Systems, Decentralization, Gender Mainstreaming & Inclusive Governance	Baku (Azerbaijan) & Tbilisi (Georgia)	06th – 13th February, 2027	₹ 4,96,000.00
23.	International Executive Exposure Programme on Water Resources, Irrigation Infrastructure, Urban Water Supply, Water Quality & Sanitation Management	Auckland & Queenstown (New Zealand)	21st – 28th February, 2027	₹ 4,96,000.00
24.	International Executive Exposure Programme on Leadership & Managerial Skills, Management & Business Administration	Paris (France) & Zurich (Switzerland)	21st – 28th February, 2027	₹ 4,96,000.00
25.	International Executive Exposure Programme on Agriculture Policy, Food Security, Rural Livelihoods & Civil Supplies Management	Vietnam & Indonesia	06th – 13th March, 2027	₹ 4,96,000.00
26.	International Executive Exposure Programme on Electric Mobility, E-Charging Infrastructure, Petroleum, Gas & Mining Resource Governance	Dubai & Abu Dhabi (UAE)	06th – 13th March, 2027	₹ 4,96,000.00
27.	International Executive Exposure Programme on Foreign Policy, Diplomacy & Global Cooperation Systems	Paris (France) & Zurich (Switzerland)	23rd – 30th March, 2027	₹ 4,96,000.00
28.	International Executive Exposure Programme on Public Health, Preventive Healthcare & Health Promotion Systems	Singapore, Malaysia & Thailand	23rd – 30th March, 2027	₹ 4,96,000.00



Registration Application Form Knowledge Co-Creation Program

Date _____ To _____,

Topic _____.

Venue _____.

Name : _____

Designation : _____

Organization/Department: _____

Office Address : _____

City :- _____ Pin _____ State _____

Telephone : (Off) _____ (Res) _____

Fax : _____ Mob No. _____ E-mail : _____

Date: _____

Signature _____

Place:- _____

(Photocopies of the form can be utilized for additional delegates.)