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རྒྱལ་གཞུང་གི་གཞི་གཞི་ལྷན་ཚོགས།  
ROYAL GOVERNMENT OF BHUTAN  
ROYAL CIVIL SERVICE COMMISSION  
*Excellence in Service*



RCSC/HRD-14.7/2017/

21<sup>st</sup> April 2017

**2017-18 ITEC Programmes**

The Royal Civil Service Commission is pleased to inform that submission of applications for ITEC/TCS of Colombo Plan training courses for the year 2017-18, which is fully sponsored by Ministry of External Affairs (MEA), Government of India (GoI) is open for registration.

The procedure for applying for the courses online is mentioned below:

1. The applicants may be advised to go to the link <https://www.itecgoi.in/index.php> and apply online by filling up their personal details.
2. After the details have been successfully filled up, mail will automatically be sent to the applicant's email in which they have to click the link for activating their registration. In case of anomaly, the applicant can correct the discrepancy in the online form itself before submitting hard copy to the concerned agencies.
3. Next the applicant has to go to the link <https://www.itecgoi.in/homepage>, where they have to login using their email ID and Password created while uploading the details. The applicants will have to print out the duly filled application form. After that they have to obtain approval from their parent Department for onward submission to the Ministry of Foreign Affairs along with educational and training certificates availed in or outside of the country.
4. Ministry of Foreign Affairs will then forward application documents to the Embassy of India (Thimphu) for further processing with the concerned agencies. Please note that concerned needs to forward applications for IETC Program to Dept. of Bilateral Affairs, Thimphu and applications for TCS of Colombo Plan Program to Dept. of Regional SAARC and Regional Organizations, Ministry of Foreign Affairs (MoFA), Royal Govt. of Bhutan, Thimphu.

***[The same information for those employees working in private, corporate, RUB, etc. may be available on MoLHR and other relevant Agency's website.]***

**Application requirements:**

1. Educational transcript/training certificates attended in or out of country with application form along with CID copy.
2. Private sector employees have to obtain nomination letter from Bhutan Chamber of Commerce and Industry (BCCI), Thimphu and forward to HRD, Ministry of Labour and



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Human Resources who in turn will forward the same to MoFA, Thimphu. MoFA, will forward your application to this Embassy for further processing.

### Eligibility

1. Criteria prescribed by the donor/institutes
2. Age limit: 25-45 years
3. Ministries/Agencies concerned should verify eligibility criteria civil servants as per the BCSR 2012 before forwarding applications to the MoFA;

For any queries, please contact:

1. Education Section, Embassy of India, Thimphu at Tel No: 02-322162/339656 from 3 to 4 pm or email: [itec.thimphu@mea.gov.in](mailto:itec.thimphu@mea.gov.in); or
2. Sangay Yeshi, HRD Division of RCSC, Thimphu at 02-322491 (Ext. 299) during office hours.