

SPORTS AUTHORITY OF INDIA
Coach Development & Training

Jawaharlal Nehru Stadium Complex,
(East Gate), Head Office Building,
Gate No.10, Lodhi Road,
New Delhi-110 003

File No. 01-16003(01)/14/2024-HO – CD&T/484

Date 24 December 2024

CIRCULAR

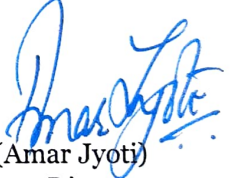
Subject: Submission of Training Proposals to the Coach Development & Training Division, SAI regarding.

It has been observed that training proposals received by the Coach Development & Training (CD&T) Division are often submitted too close to the start of the programs, making it challenging to process them in time, obtain recommendations of the committee, and get approval from the Competent Authority.

To streamline this process, all are requested that the proposals be submitted via e-office/email at **cdt.sai.gov.in** at least three (3) weeks prior to the commencement of any training program. Proposals must include necessary documents, justifications, and full details of the concerned officers, officials, coaches, or scientific staff, including their place of posting, last training details, email address, and mobile number. These should be submitted with the recommendation of the respective High-Performance Director (HPD)/ Heads of Regional Centres /Institutions of SAI /Divisional Heads or Head of NCSSR.

This will ensure smooth processing of the training proposals. All concerned Heads of Regional Centres/Institutions of SAI and Divisional Heads at the SAI Head Office are requested to comply with this timeline for the timely and efficient conduct of training programs.

This directive is issued with the approval of the Competent Authority.



(Amar Jyoti)
Director

(Khelo India Events & SFW & CD&T)

To

All Regional Centres/Institutions of SAI/Divisional Heads of SAI

Copy to:

1. Office of Secretary, SAI -for information of Secretary, SAI
2. Deputy Director General, Khelo India/Media SAI HO
3. CEO TOPS, SAI HO
4. Director (Pers. & Coaching)
5. Director, NCSSR
6. Principal, LNCPE Trivandrum
7. Dy. Director to DG, SAI
8. Assistant Director (Rajbhasha)- for Hindi version please
9. Master folder
10. Office copy