



IMPANewsletter

Vol - XX II April – September, 2016 No-I

Vision:

The vision of IMPA is to focus on the policies and training programmes that benefit the State Government employees by improving their operational and managerial efficiency, energizing their democratic decentralization process by capacity building, promoting the rural development process by dissemination of information with the use of latest technology.

To act as 'Think Tank' and as Apex Knowledge Centre for assisting State Government in policy formulation and decision making.



Mission:

To examine and analyze factors contributing to the improvement of economic and social well-being of the people of the State on a sustainable basis with special focus on disadvantaged groups by undertaking action research, consultancy and documentation.

To facilitate the application and adoption of contemporary Administrative Reforms with particular emphasis and focus on Government employees by improving their knowledge, skills and attitudes through training, workshops, seminars and presentations. This should in the long run enrich the intellectual capital of State bureaucracy



Contents

1. Training Activities
2. MoU Signed.
3. Plan for ISO 9001:2015 Quality Certification
4. Initiative to Modernize Libraries.
5. Training Programme for IAS Probationers (Batch 2015 – 17)
6. Project Management
7. Library Development
8. Infrastructure Development of the Institute
9. Exposure and Capacity Building of Faculty & Officers
10. Contributions outside the Institute
11. IMPA Works in Collaboration with

Publication Centre

While on the one hand, the publication of Newsletter is an attempt to showcase the working of the Institute, on the other, the purpose of its publication is to attract feedback from the stakeholders with regard to its working and required improvements.

We will be grateful to receive inputs and suggestions from all the concerned to make this Institute and its working better.

1

Training Activities

*At the request of the Social Forestry Department, a five days' Orientation Course was organized by the Institute from April 4 – 8, 2016 at its Regional Centre, Jammu. Dr. Neena Bhalla, Associate Professor, Faculty of Financial Management, co-ordinated the Course which was attended by 7 officers from the Social Forestry Department.

*In order to sensitize the DDOs of the Education Department working across Jammu Division, Ms. Manju Kapoor, Assistant Professor, Faculty of Financial Management, co-ordinated a three days' Training Course on "Role and Responsibilities of DDOs" from April 20 – 22, 2016 at IMPA&RD Regional Centre Jammu. The Course was attended by 21 DDOs from the Department of Education, Jammu.

*A five days' Orientation Course, sponsored by the Labour Department, was organized by the Institute under joint co-ordinatorship of Dr. Neena Bhalla, Associate Professor, and Ms. Manju Kapoor, Assistant Professor, Faculty of Financial Management. The Course was conducted from April 25 – 29, 2016 at Regional Centre, Jammu and was attended by 23 officers of the Labour Department, Government of J&K.

*In the backdrop of the National Food Security Act, it had become necessary to sensitize and orient the concerned functionaries of the Government to the contours of the new Act. In tune with this requirement, the Institute organized a three days' Training Course on "Food Security in J&K" from April 27 – 29, 2016 at its Main

Campus, Srinagar which was attended by 18 officers drawn from different departments of the State. Dr. Bilal A. Bhat , Assistant Professor, Faculty of Social Sciences, co-ordinated the Course.

*A two days' Training Course on "Development of Results Framework for Police Department" was organized by the Institute from April 28 – 29, 2016 at its Main Campus Srinagar. Dr. Ruqaya Amin, Associate Professor, Faculty of Public Administration, co-ordinated the Course which was attended by 23 police officers of different ranks.

*Recognizing the fact that the development of leadership skills amongst the officers of various State Government departments is of utmost significance for an efficient administration, the Institute organized a Training Course on "Leadership Skills" from April 28-29, 2016 at its Main Campus Srinagar. The Course was sponsored by the Department of Personnel and Trainings(DoPT), Government of India, and co-ordinated by Dr. FarzanaShaheen, Professor, Faculty of Communication and Behavioural Sciences. 22 officers drawn from various departments of the State Government attended the Course.

*In order to enable different stakeholders to effectively plan and implement the flagship programme of the Government of India titled 'SansadAdarsh Gram Yojna', the Faculty of Rural Development organized twotraining courses on "Planning and Implementation of SansadAdarash Gram Yojana" of two days duration each at Main Campus, Srinagar and Regional Centre, Jammu. The training courses were simultaneously conducted at Jammu and Srinagar from May 2 – 3, 2016 by Dr. Reva Sharma and Dr. ShahnawazAlam, which were attendedby38 and 33 officers respectively.

*As part of their endeavors to promote values and ethics in different spheres of administration, the United Nations Development Programme(UNDP) and the Department of Personnel and Trainings(DoPT), jointly sponsored a twodays'Workshopon "Ethics in Public Governance" which was organized by the Institute at its Regional Centre, Jammu from May 2 – 3, 2016. Dr. J.A.Jabeen, Associate Professor, Faculty of Social Sciences, co-ordinated the Workshop which was attended by 36 officers.

*Dr. J.A.Jabeen , Associate Professor, Faculty of Social Sciences, co-ordinated a

Training Course on “Gender and Gender Budgeting” at Main Campus, Srinagar from May 9 – 11, 2016 which was attended by 8 officers of various departments of the State Government.

*This Institute has for a long time followed a cherished tradition of organizing training programmes jointly with National level Institutes. In line with this practice, a “ToT Programme on Gram Panchayat Development Plan and Integrated District Planning (GPDP&IDP)” was organized at Main Campus, Srinagar from May 9 – 13, 2016 in collaboration with the National Institute of Rural Development & Panchayati Raj (NIRD&PR), Hyderabad. Prof. Suryanarayan Reddy of NIRD & PR co-ordinated the Programme in association with Dr. Mohammad Ashraf Dar, Assistant Professor, Faculty of Rural Development, of this Institute. The Programme was attended by 44 officers from the State Department of RD.

*Dr. Ruqaya Amin, Associate Professor, co-ordinated a training course on “Recruitment and Reservation Rules” from May 11 – 13, 2016 at Main Campus, Srinagar which was attended by 32 officers of various State Government departments.

.....
*Drug abuse and diseases like HIV and AIDS have afflicted the world in a virulent manner and have, therefore, become a serious challenge. In order to increase general awareness about these challenges, the Institute organized a three days’ Awareness and Sensitization programme on “Drug Abuse – A Roadmap for HIV/AIDS” at Main Campus, Srinagar from May 11 – 13, 2016. Sponsored by the Department of Personnel and Trainings (DoPT), Government of India, and co-ordinated by Dr. Humera Yaqoob, Assistant Professor, Faculty Social Sciences, the programme was attended by 27 officers from the Department of Social Welfare and the Social Welfare Board.

*A three days’ training course on “Strategies for Empowerment of Rural Women” was organized by the Institute from May 16 – 18, 2016 at its Main Campus Srinagar. Dr. Shafia Wani, Assistant Professor, Faculty of Rural Development, co-ordinated the Course which was attended by 33 officers from the Department of Rural Development.

*Responding to the growing emphasis on e-procurement and its impact on Good Governance, the Institute organized a three days’ training course on “e-Procurement” from May 16 – 18, 2016 at its Regional Centre, Jammu. Co-ordinated by Ms. Manju Kapoor, Assistant Professor, Faculty of Financial Management, the Course was

attended by 20 officers.

*Frontline functionaries being the face of the government, their personality and skill development has been one of the basic activities that the Institute has constantly pursued. In line with this practice, a “Refresher Training Course for Frontline Government Functionaries” was organized by the Institute at its Main Campus, Srinagar from May 16 – 19, 2016 by Ms. Nighat Amin, Research Officer which was attended by 21 officials drawn from various departments of the State Government.

*A three days’ Training Course on “Office Management Skills for Section Officers” was organized by the Institute from May 23 – 25, 2016 at its Main Campus, Srinagar. Dr. Farzana Shaheen, Professor, Faculty of Communication and Behavioural Sciences, co-ordinated the Course which was attended by 19 officers from various departments of the State Government.

*Jammu & Kashmir State has been witnessing earthquakes from times immemorial. This has warranted that different stakeholders always remain in a state of preparedness to meet such eventualities. In this direction the Centre for Disaster Management of the Institute organized a three days’ Training Course on “Earthquake and Risk Mitigation” from May 23 – 25, 2016 under the co-ordination of Dr. G.M. Dar, Associate Professor and Head of the Centre. The Training Course was attended by 23 officers, who were mostly drawn from the engineering departments of the State Government.

*Department of Personnel and Trainings (DoPT), Government of India, has remained at the forefront to support this Institute in its efforts of imparting training to new inductees. In furtherance of this mission, DoPT, GoI, sponsored a series of Induction Training Programmes for frontline functionaries at the district level in which this Institute organized a Training Programme for Frontline Government Functionaries of the Education Department of District Kulgam. The Programme was conducted at the Institute’s Main Campus, Srinagar from May 23 – June 07, 2016 under the co-ordination of Dr. Samia Jabeen, Assistant Professor, and was attended by 39 newly recruited Teachers of the Education Department.

*Voluntary organizations have been playing a key role in the elimination of the menace of child labour. In order to better sensitize their cadres on this evil and upgrade their skills to fight it, the Institute organized a three days’ Training Course on

“Child Labour and Role of Voluntary Organizations” at its Main Campus, Srinagar from May 30 – June 01, 2016. Dr. J.A. Jabeen, Associate Professor, Faculty of Social Sciences, co-ordinated the Course which was attended by 26 representatives of different non-government organizations.

*In order to enable the stakeholders improve their instructional/training skills as trainers, the Institute organized a five days’ Training Course on “Direct Trainer Skills (DTS)” at its Main Campus, Srinagar from May 30 – June 03, 2016. Dr. B.A. Kumar, Associate Professor, Faculty of Industrial Management, co-ordinated the Course which was attended by 19 officers from various Institutes in the State.

*In order that various Central Government schemes like Indira Awas Yojna (IAY) and Mahatma Gandhi National Rural Employment Guarantee Scheme (MGNREGS) meet better implementation and accountability at the ground level, the Institute organized a three days’ Training Course on “Social Audit in IAY/MGNREGA” at its Regional Centre, Jammu from May 30 – June 01, 2016. Dr. Reva Sharma, Faculty of Rural Development, co-ordinated the Course which was attended by 41 officers, majority of whom belonged to the Rural Development Department.

*The Institute organized a Training Course on “Decision Making in Government” at its Main Campus Srinagar from June 1 – 3, 2016. Dr. Ruqaya Amin, Associate Professor, Faculty of Public Administration, co-ordinated the Course which was attended by 18 officers of the State Government.

*Management and disposal of solid waste is one of the many serious challenges that the Administration in all urban areas is confronted with. In tune with this realization, the Institute organized a three days’ Training Course titled “Solid Waste Management and Disposal” at its Main Campus, Srinagar from June 1 – 3, 2016. The objective of the course was to identify issues related to disposal of solid waste, deliberate upon these issues, and suggest measures to tackle them. Dr. Humaira Yaqoob, Assistant Professor, Faculty of Social Sciences, co-ordinated the Course which was attended by 14 officers most of whom were drawn from Srinagar Municipal Corporation (SMC) and Srinagar Development Authority (SDA).

*In order to cater to the training needs of the functionaries in the Rural Development Sector especially the women functionaries, a three days’ Training Course on “Strategies for Empowerment of Rural Women” was organized by the Institute from

6 – 8 June, 2016 at its Regional Centre, Jammu. The training course focused on women specific interventions under various flagship programmes launched by the Central and the State Governments. Dr. Reva Sharma, Professor, Faculty of Rural Development, co-ordinated the Course which was attended by 22 officers/officials from the Department of Rural Development.

*A Training Course on “Book Keeping and Accounting for Indira Awas Yojana (IAY)” was organized by the Institute at its Main Campus, Srinagar from June 6 – 8, 2016 under the co-ordination of Dr. Mohammad Ashraf Dar, Assistant Professor, Faculty of Rural Development. A total of 19 officers from the State Department of Rural Development attended the Course.

*Education Sector has always been the focus of different training interventions by this Institute. In line with this commitment a three days’ Training Course on “Management of Educational Institutions” was organized at Main Campus, Srinagar from June 6 – 8, 2016. Dr. Farzana Shaheen, Professor, Faculty of Communication and Behavioural Sciences co-ordinated the Course which was attended by 16 officers comprising of Principals, Headmasters, and Z.E.P.Os. of the State Department of Education.

*The Institute organized a two days’ Training Course on “Planning and Implementation of Sansad Adarsh Gram Yojna (SAGY)” from June 9 – 10, 2016 at its Regional Centre, Jammu. Dr. Reva Sharma, Professor, Faculty of Rural Development, co-ordinated the Course which was attended by 36 officers drawn from the Department of RD.

*Assessment of damages and losses in the aftermath of a calamity has always been a great challenge for the concerned stakeholders. The concerned agencies have to meet such challenges in a time bound framework. In order to build capacities of the functionaries of these agencies to meet such demands efficiently, the Centre for Disaster Management Centre headed by Dr. G. M. Dar, organized a three days’ Training Course on “Damage and Loss Assessment” at the Institute’s Main Campus, Srinagar from June 13 – 15, 2016. 22 drawn from the Engineering and Revenue Departments attended the Course.

*Human rights is a burning issue around the globe since human rights violations such as domestic violence against women, forcing children to work at tender ages, killing of people in the name of ideologies, forced displacement of populations, arbitrary arrests, etc., have become the order of the day in many countries. The Institute

organized a Workshop on “Human Rights” at its Main Campus, Srinagar from June 13 – 15, 2016 to increase awareness with regard to respect of the rights of human race.

Dr. Bilal Ahmad Bhat, Assistant Professor, Faculty of Social Sciences, co-ordinated the Workshop which was attended by 33 officers drawn from various departments of the State Government.

*The Institute organized a three days’ Training Course on “Managing Stress in Women Employees” from June 20 – 22, 2016 at its Main Campus, Srinagar. Dr. Samia Jabeen, Assistant Professor, Faculty of Communication and Behavioural Sciences, co-ordinated the Course which was attended by nineteen officers.

Encouraged by the response and to meet the requests from the concerned stakeholders, the Institute conducted one more training programme on the same subject from August 23 – 26, 2016 at its Regional Centre, Jammu which was attended by 19 officers.

*With a view to increasing transparency in the purchases carried out by Government Departments, a three days’ Training Course on “e-Procurement” was organized by the Institute and conducted by Ms. Manju Kapoor, Assistant professor, Faculty of Financial Management. The course was organized at the Institute’s Regional Centre, Jammu from June 13 – 15, 2016 which was attended by 14 officers of the State Government.

*In order to keep pace with the emerging trends in the use of information technology, the Institute organized a 3 days’ Training Course titled “Digital India” from June 20 – 23, 2016 at its Main Campus, Srinagar. Er. S.N. Buchh, Computer Informatics Officer, co-ordinated the Course which was attended by 9 officers.

*A three days’ Training Course on “Protection of Women Against Domestic Violence” was conducted by Dr. Humaira Yaqoob, Assistant Professor, Faculty of Social Sciences at the Institute’s Main Campus, Srinagar from June 22 – 24, 2016.

13 participants drawn from the relevant agencies attended the Course.

*Section Officers happen to be the backbone of government organizations and in order to refine their skills, the Institute organized a three days’ Training Course on “Office Management Skills for Section Officers” from June 27 – 29, 2016 at its Main Campus, Srinagar. Co-ordinated by Dr. Farzana Shaheen, Professor, Faculty of Communication and Behavioural Sciences the Course was attended by 9

officers drawn from various departments of the State Government.

*With latest interventions made into the domain of public service delivery systems, the subject of e-governance has attracted special focus. In view of this, the Institute organized a three days' Training Course on "e-Governance" from June 28 – 30, 2016 at its Regional Centre, Jammu. Dr. Sunita Zalpuri, Professor, Faculty of Social Sciences, co-ordinated the Course which was attended by 23 officers.

*The Ministry of Panchayati Raj, Government of India, sponsored a series of five training programmes titled "Gram Panchayat Development Plan (GPDP)" to be conducted by the IMPA&RD. Each programme was required to be of three days' duration. Accordingly IMPA&RD conducted these programmes at its Regional Centre, Jammu with the following details: 1st Programme from July 18 – 20, 2016 with 35 participants; 2nd from July 25 – 27, 2016 with 36 participants; 3rd from August 1 – 3, 2016 with 29 participants; 4th from August 8 – 10, 2016 with 37 participants; and 5th from August 22 – 24, 2016 with 34 participants. Dr. Reva Sharma, Professor; and, Dr. Ruchi Gupta, Assistant Professor, Faculty of Rural Development, coordinated these programmes.

*The Institute conducted a "Training of Trainers for Induction Training Programme Series (ToT for ITP Series)" from July 28 – 29, 2016 at its Regional Centre, Jammu. Dr. Sunita Zalpuri, Professor, Faculty of Social Sciences, co-ordinated the programme which was attended by 12 officers from Rajouri and Kathua Districts.

*Food safety is as significant as food security. Whereas IMPA&RD has paid due attention to issues related to food security by organizing training programmes on the subject, it has given equal attention to the concept of food safety. A three days' Training Course on "Food Safety in J&K State" was organized by the Institute at its Main Campus, Srinagar from August 17 – 19, 2016. Dr. Humaira Yaqoob, Assistant Professor, Faculty of Social Sciences, co-ordinated the Course which was attended by 25 officers of various organizations.

.....
*In addition to imparting training to various functionaries of the government, IMPA&RD has been training the trainers employed by various organizations to enhance their training skills so that they in turn train others properly. In this context Dr. Sunita Zalpuri, Professor, Faculty of Social Sciences, co-ordinated a Training Course on "Direct Trainer's Skills (DTS)" from August 22 – 27, 2016 at Regional

Centre, Jammu which was attended by 15 officers/trainers.

*Dr. Jyoti Sadhu, Research Officer, co-ordinated a three days' Training Course on "Refresher Training for Frontline Government Department Functionaries" from August 29 – September 01, 2016 at Regional Centre, Jammu. 23 frontline functionaries attended the Course.

*In order to enhance performance, transparency and accountability amongst the panchayats, the Institute organized a three days' Training Course on "Pria-Soft Accounting System in Panchayats" from August 29 – 31, 2016 at its Regional Centre, Jammu. Co-ordinated by Dr. Neena Bhalla, Associate Professor, Faculty of Financial Management, the Course was attended by 26 functionaries of PR institutions.

*Gender specific sensitization programmes have been a regular feature of IMPA&RD activities. One such activity included a three days' Training Course on "Protection of Women Against Domestic Violence" co-ordinated by Dr. Sunita Zalpuri, Professor, Faculty of Social Sciences, from August 29 – 31, 2016 at Regional Centre, Jammu. It was an all-women Training Course having 15 participants.

*The Institute organized a three days' Training Course on "Role and Responsibilities of DDOs in Engineering" from September 5 – 7, 2016 at its Regional Centre, Jammu. Ms. Manju Kapoor, Assistant Professor, Faculty of Financial Management, co-ordinated the Course which was attended by 9 officers.

*It has been observed that public sector undertakings are not properly managed financially. In order to develop efficiency amongst the functionaries of PSUs in dealing with financial matters in their organizations, Dr. Neena Bhalla, Associate Professor, Faculty of Financial Management, co-ordinated a three days' Training Course on "Financial Management for Public Sector Undertakings" from September 19 – 21, 2016 at Regional Centre Jammu. 17 officers drawn from various public sector undertakings attended the Course.

*A digital revolution is already under way in the country and a state like J&K cannot afford to lag behind in this field. Therefore, with the objective of increasing awareness among the functionaries of the Government about new trends in the use of Information Technology, the Institute organized a three days' Training Course on "e-Governance" from September 26 – 28, 2016 at its Regional Centre, Jammu which was conducted by Dr. Sunita Zalpuri, Professor, Faculty of Social Sciences.

Our endeavor to keep going

In view of the unrest in Kashmir Valley since July 8, 2016 there seemed to be hardly any possibility of holding any training activity at the Institute's Main Campus in Srinagar. So the authorities decided to shift the focus on training interventions at Regional Centre, Jammu. In view of this, faculty members from Srinagar were deputed to Regional Centre, Jammu to conduct their scheduled training programmes there.

*In order to ensure efficient and effective implementation of the flagship program named Swachh Bharat Mission, IMPA&RD organized an off-campus Training Course on "Planning and Management of Swachh Bharat Mission" at district headquarters Leh, Ladakh, from August 16 – 18, 2016. Dr. Shafia Wani, Assistant Professor, Faculty of Rural Development, co-ordinated the Course which was attended by 55 functionaries of different departments from the twin districts of Leh and Kargil in Ladakh Division of the State.

*Dr. Farzana Shaheen, Professor, Faculty of Communication and Behavioural Sciences, co-ordinated a three days' Training Course on "Essential Behavioural Skills for Engineers" from August 22 – 24, 2016 at Regional Centre, Jammu. 19 Engineers from various engineering departments attended the Course.

*Dr. Samia Jabeen, Assistant Professor, Faculty of Communication and Behavioural Sciences, coordinated a Training Course on "Managing Stress in Women Employees" from August 23 – 26, 2016 at Regional Centre, Jammu which was attended by 19 female officials. She had successfully organized one such training course at Main Campus, Srinagar from June 20 – 22, 2016.

*Continuing the practice of sensitizing the concerned functionaries of the Government on the issue of food security in the country, Dr. Bilal Ahmad Bhat, Assistant Professor, Faculty of Social Sciences, co-ordinated the second training course on "Food Security in J&K" from August 31 – September 02, 2016 at Regional Centre, Jammu. The course was attended by 32 officers from the concerned departments of the State Government.

*Dr. B.A. Kumar, Associate Professor, Faculty of Industrial Management, co-ordinated

a three days' training course on "Women Entrepreneurship" at Regional Centre, Jammu from September 20 – 22, 2016 which was attended by 18 females, prospective and existing entrepreneurs.

*Disasters identify people and places through the prism of their vulnerability. In terms of the vulnerability of our school children, especially those enrolled in the government-run schools, it is desirable that the stakeholders in this sector are sensitized and trained to the basic knowledge of security and safety issues. In this context, the Centre for Disaster Management headed by Dr. G. M. Dar, Associate Professor, organized a threedays' Training Course on "School Safety" from September 21 – 23, 2016 at Regional Centre, Jammu which was attended by 17 officers comprising of Principals, Headmasters, Physical Education Lecturers and Physical Education Masters (PEMs). However, given the huge number of educational institutions across the State, there is a dire need to launch "school safety training" as a movement.



MOU Signed

The Institute signed a Memorandum of Understanding (MoU) with the prestigious Academic Staff College of India (ASCI), Hyderabad, Telegana. Under the provisions of the MoU, the Institute and the Academic Staff College agreed to hold joint training activities and faculty exchange programmes. Dr. Arun Kumar (IAS), Vice Chairman & Director General, headed the Institute team comprised of Mr. Altaf Ahmad Khan (KAS), Joint Director; and Mr. Tariq Ahmad Kakroo, Deputy Director, from Main Campus, Srinagar; and Dr. Reva Sharma, Professor and Head, Academics & Trainings, Regional Centre, Jammu. Director, ASCI, headed the other team.

Plan for ISO 9001:2015 Quality Certification

In order to take the Institute to new heights in terms of service delivery vis-a-vis imparting training and building capacities of State Government functionaries a twodays' Workshop on "ISO Quality Certification for Training Institutions" was organized from June 27 – 28, 2016 at its Main Campus, Srinagar which was conducted by Dr. Mushtaq Ahmad Khan, Professor & Head, Academics and Trainings. Twelve faculty members from IMPA&RD, EDI (Entrepreneurship Development Institute), and RTI (Revenue Training Institute) attended the Workshop. Dr. P. Venkata Rao, a renowned Quality Management Expert from the Mahatma Gandhi State Institute of Public Administration, Chandigarh conducted technical sessions.

Initiative to modernise libraries

Libraries, which continue to play a central role in providing open and free access to information, need to be run on modern lines. For this purpose library and information professionals working in schools, colleges, and other institutions are required to be trained to enhance their capabilities to remain abreast of latest developments in Information Technology management, user behavior, etc. In order to achieve this objective IMPA&RD conducted a twodays' Training Course on "e-Library" from June 29 – 30, 2016 at its Main Campus, Srinagar.

The thrust areas of the Course included I.T. applications and their implementation in libraries, digital information sources, digital library development and capacity development for innovative use of Information Technology.

Dr. P Venkata Rao, a management expert from Mahatma Gandhi State Institute of Public Administration Punjab (MGSIPAP), was the key resource person during the Course which was or-ordianated by Dr. S.K. Islam, Associate Professor, Faculty of Communication & Behavioural Sciences. 21 library professionals from IMPA&RD; Department of Libraries & Research; and Department of School Education, Government of J&K, attended the Course.

Training Programme for IAS Probationers(Batch 2015 – 17)

The Institute conducted a thirteen weeks' Training Programme for three IAS Probationers (Batch 2015 – 17) which included three weeks' in-house training at Main Campus, Srinagar from June 20 – September 09, 2016, which was co-ordinated by Dr. S. K. Islam, Associate Professor, Faculty of Communication and Behavioural Sciences. The probationers were:

No.	Name of the Probationer
01.	Mr. Baseer-ul-Haq
02.	Shri. Sachin Kumar Vaishy
03.	Chaudry Mohammad Yasin

The proposed schedule of engagement of probationers was:

No.	Training Schedule	Duration
01	Institutional Training at IMPA&RD	04 weeks
02	Attachment with Revenue Training Institute, Jammu	02 weeks
03	Attachment with Government Secretariat <ul style="list-style-type: none"> ➤ General Administration Department ➤ Planning & Development Department ➤ Finance Department ➤ Law Department 	04 weeks
04	State <i>Darshan</i> of all the three Divisions of the State	04 weeks

Thereafter the probationers were attached with their allotted districts for 38 weeks where they were expected to remain associated with different State Government departments to learn and understand the working of these Departments.

During their stay at IMPA&RD the probationers were exposed to the prescribed syllabus and to general topics of interest. For this purpose the best possible and available resource persons were roped in, who included:

- ✓ Dr. Arun Kumar (IAS), Vice Chairman & Director General, J&K IMPA&RD
- ✓ Shiekh Mushtaq (IAS), Retd. Former Commissioner Secretary, G.A.D.
- ✓ Mr. Hasnain Masoodi, Retd. Judge, J&K High Court
- ✓ Mr. Mohammad Ashraf Bukhari (IAS), Retd. Ex Commissioner Secretary, G.A.D.
- ✓ Mr. Rakesh Kumar Gupta (IAS), Principal Secretary to Government (Forests)
- ✓ Dr. Gul Mohammad Wani, Professor, Department of Political Sciences, University of Kashmir
- ✓ Mr. Ashraf Malik (KAS), Retd. Ex-Joint Director, Finance Department
- ✓ Mr. Muneer-ul-Islam (KAS), Deputy Commissioner, Pulwama
- ✓ Shri Rohit Kansal (IAS), Commissioner Secretary to Government, Public Works Department

- ✓ Dr. Shah Faisal (IAS), Director School Education, Kashmir
- ✓ ShriNivin Kumar Chowdery(IAS), Principal Secretary to Chief Minister, J&K State
- ✓ Mr. Aijaz Ahmad Bhat, Chief Prosecuting Officer, State Vigilance Commission
- ✓ Dr. R. K.Jeerath (IAS), Commissioner Vigilance
- ✓ Ms. GousiaNisa(IAS), Commissioner Vigilance
- ✓ Dr. G. R. Gani(IAS),Retd. Ex-SettlementCommissionner
- ✓ Mr. Abdul Lateef-uz-ZamanDev(IAS),Chairman Public Service Commission
- ✓ Prof. S. M. AfzalQadri ,Department of Law ,University of Kashmir
- ✓ ShriSundeep Kumar Nayak(IAS), Principal Secretary to the Government, AgricultureProduction Department
- ✓ Shri S.K. Mishra(IPS),Special Director General of Police
- ✓ Shri S. L.Bhat(IAS) Retd.Ex-Chairman, J&K Public Service Commission
- ✓ Mr. Masood Husain, Sr. Journalist
 - ✓ Mr.Farooq Ahmad Shah(IAS), Secretary Tourism
 - ✓ Mr.GazanfarHusain(IAS), Commissioner/Secretary G.A.D.
 - ✓ Mr.Hirdesh Kumar Singh(IAS), Commissioner/Secretary,Housing
 - ✓ Dr. S. N. Alam, Professor, J&K IMPA&RD
 - ✓ Syed ShujatBukhari, Sr.Journalist
 - ✓ Mr.Waheed-ur-Rehman Para, Secretary, State Sports Council
 - ✓ ShrimatiArtiTickoo, Journalist
 - ✓ Mr. David Devdas,Author/Journalist
 - ✓ Mr. MajidAslamWafai, Entrepreneur
 - ✓ Prof FarooqFayaz,University of Kashmir

For obtaining better output even some holidays were converted into working days. The probationers also called on Shri B. R. Sharma(IAS), State Chief Secretary; Ms.Mahbooba Mufti, Hon'bleChief Minister; and Shri N. N.Vohra, His Excellency the Governor.

Project Management

Under the National e-Governance Plan(NeGP), the Department of Electronics and Information Technology(DeiTY), Government of India, has taken an initiative to develop a framework which would help in early and successful replication of various initiatives in e-Governance and provide impetus for long term expansion of e-Governance in the Country. Therefore, the DeiTY has been financing, as part of NeGP,capacity building programmes to train Central and State Government Officers. This initiative is called Specialized Training for e-Governance(SeTP).

Under SeTP, below mentioned short duration training courses have been designed by DeiTY:

No.	Name of the Course	Duration
01	e-Governance	05 Days

	Project Lifecycle & Government Process Re-engineering	
02	Change Management & Capacity Building	03 Days
03	Project Management	05 Days
04	Information Security Management in e-Governance	03 Days
05	Preparation of Detailed Project Report	03 Days

The Department of Information Technology, Government of J&K, has requested the Institute to conduct a series of training programmes for around 150 State Government/KAS Officers on “**Project Management**”. In view of this request, the Institute has roped in National Productive Council, Ministry of Industry & Commerce, Government of India. The Institute also intends to engage organizations like Administrative Staff College of India (ASCI), Hyderabad, to conduct such programmes.

Library Development

The Institute has established two libraries at its Srinagar and Jammu Campuses. In order to better develop these libraries the initiatives that have been taken include:

- (i) Reconstitution of Library Committee to make it broad based .
- (ii) Amendment of Library Rules & Regulations to tune them up on the pattern of National Level Institutions keeping in view modern trends and developments in the Library Science Sector
- (iii) A grant of rupees fifty lakh received from the State Government to be spent on library upgradation as per following breakup:

No	Item	Amount (in rupees)
i)	Furniture Srinagar library	19,90,813/=
ii)	Furniture Jammu library	5,00,000/=
iii)	IT Equipment for Srinagar & Jammu Libraries	7,50,000/=
iv)	Books for Jammu & Srinagar Libraries	9,00,000/

v)	Library book racks, almirahs&periodical/display racks	4,10,000/=
vi)	Consultancy fee and other charges for establishment of e- libraries at Srinagar & Jammu	1,50,000/=
vii)	Flooring and minor repairs/replacements of reading room at Srinagar	1,00,000/=
viii)	LCD Projectors for reading rooms at Srinagar & Jammu	1,50,000/=
ix)	Minor electric works etc. for installing new computers and other equipment in reading rooms at Jammu & Srinagar	50,000/=
	TOTAL	50,00,813/=

Infrastructure Development of the Institute:

- In order to provide better facilities to our trainees and guests from outside the State, the Institute, apart from the already available infrastructure such as administrative blocks at Srinagar and Jammu Campuses, a hostel at Srinagar Campus, a new hostel facility with 18 rooms and four suites has also been set up at the Jammu Campus. Construction on additional academic block at the Srinagar Campus is in full swing.

Exposure and Capacity Building of Faculty & Officers

- (i) Prof. SunitaZalpuri participated in the Conference of Heads of CTIs/ATIs organized by DoPT, Government of India, on May 26,2016 at VighyanBhawan, New Delhi. The Conference was held to take stock of the performance and learning experiences of CTIs and ATIs with the DoPT-initiated interventions in the field of ITP and other Modules on Ethics and Leadership.
- (ii) Prof. SunitaZalpuriattended a one day National Symposium on Excellence in Training (NSET),at New Delhi on May 28,2016. The Symposium was held by DoPT, Government of India, with the purpose of providing exposure on innovations in training primarily focusing on increasing capabilities of Trainers, Training Managers, and Administrators of National/State Training Institutes to imbibe a citizen-centric attitude for efficient public service delivery.
- (iii) Dr. Ruchi Gupta, Assistant Professor, Faculty of Rural Development, IMPA&RD Regional Centre Jammu; and Mr. Tariq AhmadKakroo, Deputy Director, Main Campus, Srinagar,participated in the Training of Master Trainers Programme on “Social Accountability and Social Audit”held from September 8 – 16, 2016 at Hyderabad. The programme was jointly organized by the National Institute of Rural Development and Panchayati Raj, Hyderabad and the Tata Institute of Social Sciences, Mumbai, with sponsorship from the Ministry of Rural Development, Government of India.

Contributions outside the Institute

*Dr.G.M.Dar, Associate Professor,Centre for Disaster Management, delivered a lecture on “Disaster Management Scenario and Role of Youngsters” at the Islamic University of Science and Technology, Awantipur, during a workshop titled “Disaster Preparedness” organized by IUST and CLD on April 21,2016.

*Dr. Humaira yaqoob, Assistant Professor, Faculty of Social Sciences, contributed and presented a paper on “Domestic Violence and the Islamic Perspective” in a seminar organized jointly by the J&K State Commission for women and the University of Kashmir on May 29,2016.

IMPA works in collaboration with

- Ministry of Home Affairs, Government of India.
- Ministry of Urban Development, Government of India.
- Ministry of Rural Development, Government of India.
- Ministry of Panchayati Raj, Government of India.
- Ministry of Personnel, Public Grievances, and Pensions, Government of India.
- LalBahadurShastri National Academy of Administration (LBSNAA), Mussoorie.
- National Institute of Rural Development(NIRD), Hyderabad.
- Institute of Secretariat Training and Management(ISTM), New Delhi.
- National Institute of Urban Affairs(NIUA), New Delhi.
- National Institute of Disaster Management(NIDM), New Delhi.
- National Disaster Management Authority(NDMA), New Delhi.











J&k Institute of Management, Public Administration & Rural Development IMPA & RD Regional office, Jammu
Three days training Programme On Financial Management for PSU's
w.e.f. 19-09-2016 to 21-09-2016



Photo By: B.R. Digital Studio Mob. 94191-84098 Ph. 0191-2477042

J&k Institute of Management, Public Administration & Rural Development IMPA & RD Regional office, Jammu
Three Days Training Programme on Role and Responsibilities
of DDOs 20.04.2016 to 22.04. 2016



Photo By: B.R. Digital Studio Mob: 94191-84098 Ph: 0191-247704

J&k Institute of Management, Public Administration & Rural Development IMPA & RD Regional office, Jammu
Training of Trainers (TOT) Programme on Gram Panchayats
Development Plan (GDP) w.e.f. 08.08.2016 to 10.08.2016



Photo By: B.R. Digital Studio Mob. 94191-84098 Ph. 0191-2477042

J&k Institute of Management, Public Administration & Rural Development IMPA & RD Regional office, Jammu
To T on Gram Panchayat Development Plan
w.e.f. 18.07.2016 to 20.07.2016



Photo By: B.R. Digital Studio Mob. 94191-84098 Ph. 0191-2477



Jammu and Kashmir Institute of Management, Public Administration and Rural Development J&K IMPA
Regional Centre, Sidhra, Jammu

Five Days Training Programme on Officers /Officials of Labour Department Sponsored By J&K Labour Department 25.04.2016 to 29.04.2016



Photo by V Digital Studio Mob:94191-41540 Ph:0191-2477042

J&K Institute of Management, Public Administration & Rural Development IMPA & RD Regional office, Jammu

Five Days Training Programme on Officers / Officials of Social Forestry Department
"Sponsored by Social Forestry Department" w.e.f.04.04.2016 to 08.04.2016



Photo By: B.R. Digital Studio Mob: 94191-84098 Ph: 0191-2477042



IMPANewsletter

J&K Institute of Management, Public Administration, & Rural Development (IMPA&RD) is the apex training organization of Government of Jammu & Kashmir. Its specialization includes conducting and organizing Training and Capacity Building programmes, Seminars, Workshops, Conferences, Case Studies, etc.

In case your organization has any specific training/capacity building/research requirement please contact us:

IMPA NEWSLETTER

Vol.

April – September, 2016

No.

Printed & Published by:
Publication Wing,
ASCOMS

J&K Institute of Management,
Public Administration and Rural
Development, IMPA & RD

Main Campus,
M. A. Road, Srinagar

Phone: 0194-2472564, 2450180, 2450126
Fax: 0194-2472825
Website: www.jkimpa.nic.in

Regional Centre,
Sidra Jammu, Near

Phone: 0191-2100331, 298
Fax: 0191-2662953