



**J&K Institute of Management, Public Administration and Rural Development,  
Main Campus, M. A. Road, Srinagar/Regional Centre, Sidhra Jammu**

## **TRAINING CALENDAR FOR THE YEAR 2023-24 (ATI)**

| S.No. | Title of the Training Course/<br>Workshop                  | Date                 | Duration | Venue                       | Objectives  | Department  | Course<br>Coordinator  | Centre  |
|-------|--|----------------------|----------|-----------------------------|---|---|------------------------|---|
| 1.    | Prevention of Drug Abuse                                   | April 05-07,<br>2023 | 3 days   | <b>IMPARD,<br/>Srinagar</b> | <ul style="list-style-type: none"> <li>• To build an understanding about the substance abuse as a social problem;</li> <li>• To create awareness about the ill effects of drug abuse; and</li> <li>• To discuss various initiatives taken by the Central / UT Government to protect and prevent the youth from drug abuse.</li> </ul> | School Education,<br>Higher Education,<br>Police and ICDS                             | <b>Dr. J.A. Jabeen</b> | Centre for<br>Social Justice                              |
| 2.    | Rural Transformation through<br>Development Administration | April 05-07,<br>2023 | 3 days   | <b>IMPARD,<br/>Srinagar</b> | <ul style="list-style-type: none"> <li>• To bring forth the role and importance of development administration in promoting rural transformation.</li> </ul>   | Rural<br>Development,<br>Agriculture,<br>Horticulture and<br>Industries &<br>Commerce | <b>Dr. B.A. Kumar</b>  | Centre for<br>Rural<br>Development<br>& Panchayati<br>Raj |

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|    |   |                   |        |                         | <ul style="list-style-type: none"> <li>• To generate awareness amongst the participants with regard to the issues involved in development administration and means of identifying opportunities for transforming rural population by setting up rural micro-enterprises.</li> <li>• To bring out and discuss the challenges in rural transformation.</li> </ul> |                           |                          |                                       |
| 3. | Monitoring and Evaluation of Social Security Schemes in J&K | April 05-07, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To sensitize the participants about welfare administration and its monitoring and evaluation;</li> <li>• To familiarize the officers about some of the best practices in social welfare administration.</li> </ul>   | Social Welfare and Labour | <b>Dr. Bilal A.Bhat</b>  | Centre for Social Justice             |
| 4. | Eco-city & its Sustainability                               | April 10-12, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• Study ways of enhancing the</li> </ul>   | SMC , LCMA, Forests &     | <b>Dr. Humera Yaqoob</b> | Centre for Infrastructure Development |

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|    |   |                   |        |                      | <p>ability of the present generations to develop sustainably;</p> <ul style="list-style-type: none"> <li>• explore ways of mitigating the environmental degradation of the urban areas;</li> <li>• explore the provisions of infrastructure for a functioning city, committed to environmental sustainability; &amp; analyze new policies and strategies to enhance environmental sustainability projects in cities.</li> </ul> | Pollution Control Board     |                         | and Urban Affairs                                       |
| 5. | Goods and Services Tax and Direct Taxes | April 10-12, 2023 | 3 days | <b>IMPARD, Jammu</b> | <ul style="list-style-type: none"> <li>• The officers will be able to utilize / allocate scarce resources properly.</li> <li>• Trainees will be better equipped to take decisions with financial implications by keeping the</li> </ul>   | DDO's of Various Department | <b>Dr. Neena Bhalla</b> | Centre for Infrastructure Development and Urban Affairs |

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|    |   |                   |        |                         | <p>overall scenario of state finances in mind.</p> <ul style="list-style-type: none"> <li>The officers will be able to effect economy in Government expenditure.</li> </ul>  |  |                         |   |
| 6. | Block Panchayat Development Plan (BPDP) | April 10-12, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To Sensitize the participants about Planning and Management at Block Level.</li> </ul>  | Rural Development, PRIs BDC, Agriculture and Health                                | <b>Dr. Shafia Wani</b>  | Centre for Rural Development & Panchayati Raj           |
| 7. | Personal Development Skills             | April 10-13, 2023 | 4 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To acquaint trainees about the basic parameters of personality development.</li> <li>To deliberate upon the parameters of personality development and its various dimensions</li> </ul> | Police, Armed Police , Home Guards and Fire & Emergency Services                   | <b>Dr. S.K. Islam</b>   | Centre for Good Governance & Administrative Reforms     |
| 8. | Urban Planning and Development          | April 24-27, 2023 | 4 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>To discuss in detail urban planning and development</li> <li>To discuss various measures taken in urban planning and</li> </ul>   | Middle level officers from planning department JMC, Housing and Urban Department . | <b>Ms. Manju Kapoor</b> | Centre for Infrastructure Development and Urban Affairs |

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|     |   |                   |        |                         | <p>development.</p> <ul style="list-style-type: none"> <li>To discuss and visit various projects and various initiatives taken under smart city Jammu.</li> </ul>   |   |                         |  |
| 9.  | Preparation of School Safety Plan                             | April 24-27, 2023 | 4 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To sensitize the participants to the Issues and Challenges of School Safety,</li> <li>To enable them to comprehend the process of preparation of Safety Plans in Schools, and</li> <li>To upgrade their skills necessary to formulate School Safety Plans</li> </ul> | Heads of Secondary and Higher Secondary Schools               | <b>Dr. G. M. Dar</b>    | Centre for Disaster Management & Environmental Studies |
| 10. | Supervisory Role and Responsibility of Middle Level Officers. | April 26-28, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To enable the participants to gain proficiency in their job.</li> <li>To familiarize the participants with the Civil Service Rules and Regulations.</li> <li>To update the participants with J&amp;K Conduct Rules,</li> </ul>                                       | Industries & Commerce, Horticulture, Cooperative and Estates. | <b>Dr. Ruquaya Amin</b> | Centre for Good Governance & Administrative Reforms    |

|     |  |                 |        |                         | Classification, Control and Appeal rules etc.  |  |                        |   |
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| 11. | Accountability and Transparency in Government through Right to Information Act | May 01-03, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To sensitize participants to the importance of right to information in order to strengthen the democratic ideals , promote transparency, contain corruption and involve people in the working of public authority;</li> <li>• To discuss different initiatives taken up at different levels by government;</li> <li>• To identify best practices in implementation of the Right to Information Act; and</li> <li>• To provide insights to promote Good Governance.</li> </ul> | APIO's, PIO's and 1 <sup>st</sup> A.A's from the Districts of Budgam, Ganderbal, Pulwama & Baramulla | <b>Dr. J.A. Jabeen</b> | Centre for Social Justice                 |
| 12. | Innovative Approaches for sustainable Livelihood                               | May 01-03, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>▪ To generate a conceptual foundation and</li> </ul>  | Rural Development, Sericulture,  | <b>Dr. B.A. Kumar</b>  | Centre for Rural Development & Panchayati |

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|     |  |                 |        |                         | <p>understanding in sustainable livelihood to participants trainees/professionals,</p> <ul style="list-style-type: none"> <li>▪ To hone their skills to design, strategize, implement and articulate methods and approaches for sustainable livelihood.</li> </ul> | Horticulture, and Handicrafts                           |                         | Raj   |
| 13. | Plan Monitoring & Budgeting Financial Management | May 01-04, 2023 | 4 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>• This course will enable the participants to optimum utilization of Public funds.</li> <li>• To plan and standardization of the utilization.</li> <li>• To evaluate the performance of utilization the funds</li> </ul>    | DDO's of Various Department                             | <b>Dr. Neena Bhalla</b> | Centre for Infrastructure Development and Urban Affairs |
| 14. | Management Skills for Modern Libraries           | May 08-12, 2023 | 5 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To deliberate upon different skills of modern libraries management</li> <li>• To demonstrate</li> </ul>   | Higher Education, School Education Libraries & Research | <b>Dr. S.K. Islam</b>   | Centre for Good Governance & Administrative Reforms     |

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|     |   |                 |        |                         | <p>on computers working of various library soft wares</p> <ul style="list-style-type: none"> <li>To elaborate and demonstrate working of e-libraries</li> </ul>  |  |                          |   |
| 15. | Safeguarding Biodiversity for Sustainable Food Security and Bio-economy | May 08-11, 2023 | 4 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To sensitize the participants about Food and nutritional Security Issues;</li> <li>To familiarize the participants with the National Food Security Programmes and other intervention programmes for the preservation of biodiversity, Forests &amp; agriculture Landscape.</li> </ul> | Middle level Officers of Forest and Agriculture  | <b>Dr. Bilal A. Bhat</b> | Centre for Social Justice                           |
| 16. | Employees Conduct in Government.  | May 15-17, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To familiarize the participants with the various provisions of J&amp;K Civil Service Regulations and other Business Conduct Rules.</li> <li>To impart knowledge and</li> </ul>  | Administrative Reforms, Inspections, Trainings and Grievances, Animal & Sheep Husbandry Election Department and Excise and Taxation. | <b>Dr. Ruquaya Amin</b>  | Centre for Good Governance & Administrative Reforms |



|     |                                  |                 |        |                         |  |  |                          |   |
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|     |                                  |                 |        |                         | skills to the participants necessary for enabling them to perform effectively and efficiently their respective roles.  |  |                          |   |
| 17. | Municipal Solid waste Management | May 15-17, 2023 | 3 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>• To Acquaint the participants about urban solid waste management.</li> <li>• To discuss various types of waste and various measures taken for disposal.</li> </ul>   | Middle level officers from Government, JMC, JDA, Housing Board, Pollution Control Board. | <b>Ms. Manju Kapoor</b>  | Centre for Infrastructure Development and Urban Affairs |
| 18. | Sustainable Urban Transport      | May 15-18, 2023 | 4 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• comprehend various urban transport problems, to ensure smooth transportation systems;</li> <li>• analyse modern technologies to overcome the lacunas in the public transport systems in cities;</li> <li>• study city planning and urban design practices to avoid traffic congestions and enhance sustainability in transportation; &amp;</li> </ul> | Town Planning, J&K Transport, Traffic Police & J&K SRTC                                  | <b>Dr. Humera Yaqoob</b> | Centre for Infrastructure Development and Urban Affairs |

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|     |   |                 |        |                         | <ul style="list-style-type: none"> <li>• assess the importance of participation and involvement of public in traffic management.</li> </ul>   |  |                         |   |
| 19. | Rural Development through LSDGs                       | May 22-26, 2023 | 5 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To orient the participants about the three core elements; economic growth, social inclusion and environmental protection .</li> </ul>  | Rural Development and PRIs                                   | <b>Dr. Shafia Wani</b>  | Centre for Rural Development & Panchayati Raj           |
| 20. | Disaster Preparedness through National Service Scheme | May 23-25,2023  | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To sensitize the participants to the Disaster Vulnerability of Kashmir</li> <li>• To orient them to the role of NSS in Disaster Mitigation, and</li> <li>• To prepare them to workout Disaster Preparedness Programmes for Community.</li> </ul> | NSS Programme Officers at College and Higher Secondary Level | <b>Dr. G. M. Dar</b>    | Centre for Disaster Management & Environmental Studies  |
| 21. | Gem for the official/officers of Education Department | May 23-25,2023  | 3 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>• The participants will able to minimize the financial risk of Deptt.</li> <li>• They are able to</li> </ul>   | School & Higher Education                                    | <b>Dr. Neena Bhalla</b> | Centre for Infrastructure Development and Urban Affairs |

|     |  |  |        |                         |  |   |                        |  |
|-----|--|--|--------|-------------------------|--|---|------------------------|--|
|     |  |  |        |                         | <p>manage Deptt. Funds.</p> <ul style="list-style-type: none"> <li>• They will get acquaint with the maintenance of records for transparency in Govt</li> </ul>  |   |                        |  |
| 22. | Service Rules & Regulations  | 31 <sup>st</sup> May – June 2 <sup>nd</sup> , 2023 | 3 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>• To expose the participants with the provisions of Service Rules.</li> <li>• To enhance the capabilities and competencies amongst participants regarding the conduct rules.</li> <li>• To discuss Classification, Control and Appeal Rules.</li> </ul> | Govt. Officials upto SO Level                                   | <b>Dr. Jyoti Sadhu</b> | Centre for Rural Development & Panchayati Raj          |
| 23. | Celebration of World Environment Day                                 | 5 <sup>th</sup> June, 2023                         | 1 Day  | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• Sensitization of Officer about Environment</li> </ul>   | Forest, Agriculture, Horticulture, etc.                         | <b>Dr. G. M. Dar</b>   | Centre for Disaster Management & Environmental Studies |
| 24. | Integration of Disaster Risk Reduction with GPDP and CSR initiatives | June 06-08, 2023                                   | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To explain the concept of Village Disaster Management Plan</li> <li>• To explain the</li> </ul>   | Rural Development Horticulture, Sheep husbandry and Sericulture | <b>Dr. B.A. Kumar</b>  | Centre for Rural Development & Panchayati Raj          |

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|     |  |                  |        |                         | imperative need for integrating DM plans with Gram Panchayat development plans  |   |                         |   |
| 25. | Office Communication as per the Manual of Office Procedure | June 06-08, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To sensitize the Participants about Rules and procedures required in day to day functioning of an organization; and</li> <li>to build understanding about the Procedures laid down in J&amp;K Manual of Office Procedures and their application at organization level</li> </ul> | Floriculture Parks and Gardens Forest, Environment and Ecology Hospitality and Protocol and Housing and Urban Development | <b>Ms. Nighat Amin</b>  | Centre for Good Governance & Administrative Reforms     |
| 26. | Leadership Skills for Women Officers                       | June 06-09, 2023 | 4 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To present an array of leadership styles and their implication on job performance viz-a viz various situations;</li> </ul>   | Senior & Middle Level Women Officers from Social Welfare, Education, Agriculture and Power Development                    | <b>Dr. Samia Jabeen</b> | Centre for Infrastructure Development and Urban Affairs |

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|     |  |                             |       |                         | <ul style="list-style-type: none"> <li>To acquaint the women officers with various Leadership Skills and competencies; and</li> <li>To develop the various communication, team building, time management and conflict management skills among women officers with behavior modification techniques.</li> </ul> | Departments.                                   |                          |                           |
| 27. | ToT for Baseline Surveys and Census Operations | June 06-09, 2023            | 4days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To sensitize the participants about Census and its related concepts;</li> <li>To develop the capacities of officers/officials about Census Operations.</li> <li>To train the participants about various Census tools and techniques.</li> </ul>                         | Middle level Officers of Education and Health. | <b>Dr. Bilal A. Bhat</b> | Centre for Social Justice |
| 28. | Celebration of World Day                       | 12 <sup>th</sup> June, 2023 | 1 Day | <b>IMPARD,</b>          | <ul style="list-style-type: none"> <li>Sensitization of</li> </ul>   | Labour, Education,                             | <b>Dr. J.A. Jabeen</b>   | Centre for Social Justice |

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|     | Against Child Labour   |                  |        | <b>Srinagar</b>         | Officers and officials about child labour and protection mechanism   | etc.  |                         |   |
| 29. | Prevention and Prohibition of Sexual Harassment of Women at work place | June 12-14, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To equip the officers about various provisions of Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013</li> <li>• To prevent sexual harassment; and</li> <li>• to develop the professional competencies of officers particularly the members of the relevant committee for effective implementation of the statute.</li> </ul> | Departments of School Education, Higher Education, Social Welfare and Horticulture. | <b>Dr. J.A. Jabeen</b>  | Centre for Social Justice                           |
| 30. | Integrated Management of Public Distribution System (PDS).             | June 12-16, 2023 | 5 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• The ultimate objective of any distribution system is the attainment of customer</li> </ul>  | Food, Civil Supplies and Consumer Affairs.  | <b>Dr. Ruquaya Amin</b> | Centre for Good Governance & Administrative Reforms |

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|     |                       |                  |        |                         | <p>satisfaction on “price front” “supply front” and “service front” and</p> <ul style="list-style-type: none"> <li>• To analyze as to what extent, the Public Distribution System is achieving the above mentioned three basic Objectives.</li> </ul>                  |  |                         |   |
| 31. | Swachh Bharat Abhiyan | June 12-14, 2023 | 3 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>• To discuss in detail importance of Swachhta.</li> <li>• To discuss various measures taken and remedial measures for improvement.</li> </ul>   | Middle level officers from JMC, UEED, Health and Sanitation and various Departments and NGO federation Jammu | <b>Ms. Manju Kapoor</b> | Centre for Infrastructure Development and Urban Affairs |
| 32. | Flood Risk Mitigation | June 14-16, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To explain the cause and effect of flooding in Kashmir,</li> <li>• To discuss various Mitigation measures post flood 2014, and</li> <li>• To suggest measures for effective flood preparedness at Community level.</li> </ul> | Engineers from Irrigation & Flood Control, UEED, Planning, Revenue.  | <b>Dr. G. M. Dar</b>    | Centre for Disaster Management & Environmental Studies  |

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| 33. | Orientation Programme on Administrative Reforms Good Governance Initiatives in J&K | June 14-16, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To ascertain the perception of participants regarding Good Governance.</li> <li>To deliberate upon the Emerging issues of Good Governance &amp; Administrative Reforms.</li> <li>To Find ways and means of effective delivery mechanism.</li> </ul>                 | <ul style="list-style-type: none"> <li>Horticulture</li> <li>Agriculture</li> <li>Sericulture</li> <li>Soil Conservation</li> </ul> | <b>Dr. S.K. Islam</b>    | Centre for Good Governance & Administrative Reforms     |
| 34. | Formulation of Detailed Project Reports for City Development                       | June 19-21, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>get equipped with sufficient knowhow to make project appraisals &amp; analysis, for proper implementation of projects;</li> <li>prepare &amp; write a DPR according to a prescribed format; &amp;</li> <li>frame a project schedule for timely delivery.</li> </ul> | Senior & Middle level Officers -SDA, ERA, R&B & PDC   | <b>Dr. Humera Yaqoob</b> | Centre for Infrastructure Development and Urban Affairs |
| 35. | GeM for the official/officers of Police Department                                 | June 19-21, 2023 | 3 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>The participants will able to minimize the financial risk of</li> </ul>   | Police Department   | <b>Dr. Neena Bhalla</b>  | Centre for Infrastructure Development and Urban Affairs |



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|     |   |                             |        |                         | <p>Deptt.</p> <ul style="list-style-type: none"> <li>• They are able to manage Deptt. Funds.</li> <li>• They will get acquaint with the maintenance of records for transparency in Govt</li> </ul>   |  |                         |   |
| 36. | Work Life Balance and Mindfulness among Working Women           | June 20-23, 2023            | 4 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To acquaint the participants with the benefits of achieving a healthy Work Life Balance</li> <li>• To acquaint the participants with the Strategies to improve wellbeing and achieve better work life balance.</li> </ul> | Senior & Middle Level Women Officers from Education, Fisheries, Police and Revenue Departments | <b>Dr. Samia Jabeen</b> | Centre for Infrastructure Development and Urban Affairs |
| 37. | Management of Mission Anatodya                                  | June 21-23, 2023            | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To orient the participants about accountability framework aiming to bring optimum use and management of resources for the development of rural areas.</li> </ul>  | Rural Development and PRIs   | <b>Dr. Shafia Wani</b>  | Centre for Rural Development & Panchayati Raj           |
| 38. | Celebration of International Day against Drug Abuse and illicit | 26 <sup>th</sup> June, 2023 | 1 Day  | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• Sensitization of Officers about</li> </ul>  | Police, Civil Administration   | <b>Dr. J.A. Jabeen</b>  | Centre for Social Justice                               |

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|-----|---|-------------------------|--------|-------------------------|---|--|-------------------------|---|
|     | Trafficking                                 |                         |        |                         | harmful effects of Drugs and Illicit Trafficking  |  |                         |   |
| 39. | Public Private Partnership                  | <b>July 03-06, 2023</b> | 3 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>• Identify role and scope of PPP in the urban development in India with a particular reference to Municipality and smart city.</li> <li>• Analyse typology and incidence of PPP in the delivery of services.</li> <li>• Examine procurement and contract processes mentoring and evolution of PPP projects.</li> </ul> | ULB, Municipalities, PDP, PWD, Housing Board, Housing Department     | <b>Dr. Neena Bhalla</b> | Centre for Infrastructure Development and Urban Affairs |
| 40. | Promotion of MSMEs - Prospects & Challenges | <b>July 03-07, 2023</b> | 4 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To bring forth the role and importance of micro-enterprises in promoting sustainable rural livelihoods</li> <li>• To disseminate understanding about the novel</li> </ul>  | Rural Development , Handlooms Handicrafts, and Industries & Commerce | <b>Dr. B.A. Kumar</b>   | Centre for Rural Development & Panchayati Raj           |

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|     |   |                  |        |                         | <p>ways and means of identifying opportunities and setting up rural micro- enterprises</p> <ul style="list-style-type: none"> <li>• To bring out and discuss the challenges faced by rural micro- enterprises</li> </ul>           |   |                          |   |
| 41. | Workshop on Protection of Gender and Child Rights                       | July 04-07, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To sensitize the participants about Gender and Child Rights;</li> <li>• To develop the capacities of officers for better implementation of Women and Child Protection Schemes.</li> </ul> | Middle level Officers of Police, Education, ICPS, Labour.   | <b>Dr. Bilal A. Bhat</b> | Centre for Social Justice                           |
| 42. | Good Governance for Effective Implementation of Development Programmes. | July 11-14, 2023 | 4 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To understand the concept, features and importance of Good Governance.</li> <li>• To discuss the various development/welfare</li> </ul>   | Middle Level officers of different departments from the Districts of Srinagar, Ganderbal, Shopian and Pulwama | <b>Dr. Ruquaya Amin</b>  | Centre for Good Governance & Administrative Reforms |

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|     |  |                  |        |                         | <p>programmes in operation.</p> <ul style="list-style-type: none"> <li>To discuss the methods and mechanisms for the effective delivery system.</li> </ul>   |  |                          |   |
| 43. | Sustainable Development in Cities & their Planning | July 12-14, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>analyse the architectural, design &amp; public feasibility aspects of city planning;</li> <li>get acquainted with the modern urban planning strategies; &amp;</li> <li>comprehend principles of sustainability for better urban sustainable development.</li> </ul> | Senior & Middle level Officers<br>-Town planning ,<br>Urban Local Bodies,<br>R&B & SDA | <b>Dr. Humera Yaqoob</b> | Centre for Infrastructure Development and Urban Affairs |
| 44. | Administrative Skills for Officers in Government   | July 12-14, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To deliberate upon latest administrative skills and reforms in govt.</li> <li>To deliberate upon the Emerging issues of Governance &amp;</li> </ul>   | Revenue and Social Welfare   | <b>Dr. S.K. Islam</b>    | Centre for Good Governance & Administrative Reforms     |

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|     |  |                  |        |                         | administrative Reforms.   |   |                         |   |
| 45. | Urban Housing, Equity & Social Justice | July 17-19, 2023 | 3 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>To discuss in detail concept of Housing for all.</li> <li>To discuss policy design, implementation, and impact.</li> </ul>   | Middle level officers from Housing and urban development, JDA, Housing Board, and Pollution Control board | <b>Ms. Manju Kapoor</b> | Centre for Infrastructure Development and Urban Affairs |
| 46. | Management of SBM (ODF Plus)           | July 17-19, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To Orient the Participants about the different components of ODF Plus Solid Waste Management Grey Water Management Plastic Waste Management Community Sanitary Complexes.</li> </ul> | PRIs, Rural Development Urban Local Bodies and LCMA   | <b>Dr. Shafia Wani</b>  | Centre for Rural Development & Panchayati Raj           |
| 47. | Heritage Preservation and Maintenance  | July 18-20, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To acquaint the participants with the Art and Architecture of Jammu and Kashmir state: and</li> <li>To generate awareness among the participants</li> </ul>                          | Middle Level Officers from Cultural Academy, Libraries, Archeology and Tourism Departments                | <b>Dr. Samia Jabeen</b> | Centre for Infrastructure Development and Urban Affairs |

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|-----|--|------------------|--------|-------------------------|--|---|------------------------|----------------------------------|
|     |  |                  |        |                         | about preservation, protection and maintenance of heritage and culture of UT of J&K.   |   |                        |                                  |
| 48. | Enhancing Administrative Competencies & Managerial Effectiveness | July 24-27, 2023 | 4 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To equip the participants with the necessary skills for enhancing administrative competencies;</li> <li>• To develop the professional competencies amongst the officers with regard to different rules and regulations;</li> <li>• To familiarize the participants about different human skills to run the administration efficiently; and</li> <li>• To provide a forum to the participants to share their experiences.</li> </ul> | Departments of FCS&CA, Industries & Commerce, State Taxes, and Animal & Sheep Husbandry Department. | <b>Dr. J.A. Jabeen</b> | Centre for Social Justice        |
| 49. | Formulation and Updation of District Disaster Management Plan    | July 24-26, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To orient the participants to the need and</li> </ul>   | Officers at District and Sub-District Level   | <b>Dr. G. M. Dar</b>   | Centre for Disaster Management & |

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|     | <i>(Submitted to NIDM as a joint Programme)</i>         |                                       |        |                         | <p>relevance of a DDMP,</p> <ul style="list-style-type: none"> <li>• To enable them to update their understanding to formulate a DDMP, and</li> <li>• To equip them with the necessary skills to revise and update a DDMP</li> </ul>   |   |                         | Environmental Studies                                   |
| 50. | Training Need Analysis                                  | July 24-27, 2023                      | 4 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>• To acquire knowledge about systematic training approach.</li> <li>• To discuss various various tools for TNA and module regarding TNA</li> </ul>  | Faculties and officers from Education and various Institutes.   | <b>Ms. Manju Kapoor</b> | Centre for Infrastructure Development and Urban Affairs |
| 51. | Orientation Course on Civil Services Regulations in J&K | 31 <sup>st</sup> July – Aug. 02, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To orient the officers/officials about various Civil Services Rules &amp; Regulations necessary for day to day functioning of Government</li> <li>• to develop the necessary skills and values amongst Officers/Officials for its effective implementation</li> </ul> | Section Officer, Head Assistant and Sr. Assistants, Junior Assistants from the Departments of :<br>1. Industries and Commerce<br>2. Women's Development Corporation<br>3. Geology and Mining<br>4. Drugs and Food Control | <b>Ms. Nighat Amin</b>  | Centre for Good Governance & Administrative Reforms     |

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| 52. | Project Management: Scope & Efficiency in J&K | 31 <sup>st</sup> July – Aug. 03, 2023 | 4 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• study project formulation related to urban development;</li> <li>• get acquainted with the methods and stages of project management;</li> <li>• explore ways to appraise the projects to assess their viability; &amp;</li> <li>• analyse the development projects critically &amp; study the various loopholes in them.</li> </ul> | Senior & Middle level Officers<br>-SDA, ERA, R&B & PDC | <b>Dr. Humera Yaqoob</b> | Centre for Infrastructure Development and Urban Affairs |
| 53. | Concept of Accounting related to GST          | August 01-03, 2023                    | 3 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>• It familiarize the participants with the total techniques of accountancy</li> <li>• To acquaint them to finalize the accounts in effective and effectiveness manner</li> <li>• Use of IT Techniques in Accountancy</li> <li>• The officers will be able to utilize</li> </ul>   | Officers of Finance on DDO's                           | <b>Dr. Neena Bhalla</b>  | Centre for Infrastructure Development and Urban Affairs |



|     |   |                    |        |                         |  |   |                          |   |
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|     |   |                    |        |                         | / allocate scarce resources properly.  |   |                          |   |
| 54. | Management of Time & Work Efficiency                                  | August 01-04, 2023 | 4 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To understand the essentials of Efficiency of work in organizations with a focus on Government Departments.</li> <li>To explain Basic Principals of Time Management and its utility for personal and organizational development.</li> <li>To discuss the challenges Govt. Employees are facing to survive in the system.</li> </ul> | Handicrafts and Handlooms, Craft Development Institute, Carpet Indian Institute of Carpet Technology And J&K entrepreneurship Development Institute | <b>Dr. S. K. Islam</b>   | Centre for Good Governance & Administrative Reforms |
| 55. | Management of National Education Policy-2020: Approach and Challenges | August 01-04, 2023 | 4 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>-To sensitize the participants about Financial &amp; Administrative Management under National Education Policy, 2020.</li> <li>-To develop the capacities of officers for effective implementation of NEP, 2020.</li> </ul>   | Middle level Officers of Education, SCERT, DIETs, etc.  | <b>Dr. Bilal A. Bhat</b> | Centre for Social Justice                           |
| 56. | Water Conservation in Rural   | August 07-09,      | 3 days | <b>IMPARD,</b>          | •To bring forth the  | Rural Development   | <b>Dr. B.A. Kumar</b>    | Centre for Rural                                    |

|     |   |                    |        |                      |   |  |                         |   |
|-----|---|--------------------|--------|----------------------|---|--|-------------------------|---|
|     | Areas   | 2023               |        | <b>Srinagar</b>      | <p>importance of water conservation in promoting sustainable livelihoods under the rubrics of Mission Water Conservation;</p> <ul style="list-style-type: none"> <li>• To familiarize the participants about various issues related to water conservation;</li> <li>• To bring out and discuss the challenges faced all relevant agencies which are directly or indirectly responsible for water conservation.</li> </ul> | Agriculture, Horticulture  |                         | Development & Panchayati Raj                            |
| 57. | Urban Environment Sustainability and Climate Change | August 07-09, 2023 | 3 days | <b>IMPARD, Jammu</b> | <ul style="list-style-type: none"> <li>• To discuss in detail Environmental issues in urban areas and climate issues and change.</li> <li>• To discuss various measures taken to make</li> </ul>  | Officers from Planning, Forest, Pollution control Board, JMC and JDA department. | <b>Ms. Manju Kapoor</b> | Centre for Infrastructure Development and Urban Affairs |

|     |   |                               |        |                         |   |   |                         |  |
|-----|---|-------------------------------|--------|-------------------------|---|---|-------------------------|--|
|     |   |                               |        |                         | J&K as pollution free UT.   |   |                         |  |
| 58. | Community Participation for Sustainable Development | August 07-11, 2023            | 5 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To discuss the concept, issues and challenges in community participation.</li> <li>• To focus on Participatory Rural Appraisal as a major tool of sustainable development.</li> <li>• To discuss different human skills to deal with the community.</li> </ul> | Officers/ officials from the Departments of ICDS, Education, Forest and Social Welfare  | <b>Dr. J.A. Jabeen</b>  | Centre for Social Justice                              |
| 59. | Celebration of International Youth Day              | 12 <sup>th</sup> August, 2023 | 1 day  | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To sensitise the officers about youth related issues and challenges;</li> <li>• To familiarize the officers for channelizing the energy of youth in the positive direction.</li> </ul>   | Officers from the Department of Nehru Yuya Kendra Sangathan, Youth Services and Sports. | <b>Dr Bilal A. Bhat</b> | Centre for Social Justice                              |
| 60. | District Panchayat Development Plan (DPDP)          | August 16-18, 2023            | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To Sensitise the participants about Planning and Management at Block Level.</li> </ul>   | Rural Development, PRIs BDC, Agriculture and Health                                     | <b>Dr. Shafia Wani</b>  | Centre for Rural Development & Panchayati Raj          |
| 61. | Urban Flooding                                      | August 16-18, 2023            | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To discuss different factors responsible for Urban Flooding,</li> <li>• To analyse different Flood</li> </ul>  | UEED, F&ES, SMC, ULBs etc.  | <b>Dr. G. M. Dar</b>    | Centre for Disaster Management & Environmental Studies |

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|     |  |                    |        |                         | <p>Risk Reduction measures in Urban areas, and</p> <ul style="list-style-type: none"> <li>• To work out further strategies to minimize impacts on infrastructure in Urban Areas.</li> </ul>   |   |                          |   |
| 62. | Capacity Building Programme on Noting & Drafting | August 16-18, 2023 | 3 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>• To equip participants knowledge &amp; skills relating to noting &amp; Drafting</li> <li>• To expose participants to write a simple, meaningful and structural note with reference to a problem.</li> <li>• To state steps involved in drafting an effective note.</li> </ul> | Govt. Official upto SO Level  | <b>Dr. Jyoti Sadhu</b>   | Centre for Rural Development & Panchayati Raj           |
| 63. | Development of Sustainable Industrial Cities     | August 21-23, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• Environmental Threats &amp; its Management</li> <li>• Corporate Environmental Sustainability.</li> <li>• Industrial Ecology-Eco-Industrial Park.</li> <li>• Development of</li> </ul>  | Industries and the associated organizations & Pollution Control Board | <b>Dr. Humera Yaqoob</b> | Centre for Infrastructure Development and Urban Affairs |

|     |   |                    |        |                         |   |  |                         |   |
|-----|---|--------------------|--------|-------------------------|---|--|-------------------------|---|
|     |   |                    |        |                         | Sustainable Industrial Cities.  |  |                         |   |
| 64. | GFR with Special emphasis on Procurement of Goods and Services          | August 21-24, 2023 | 4 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>To discuss in detail various purchase procedures</li> <li>To acquaint the participants with tendering process, stores Management and Audit</li> </ul>  | ULB, Municipalities, Forest and other Corporations   | <b>Dr. Neena Bhalla</b> | Centre for Infrastructure Development and Urban Affairs |
| 65. | SMART Governance: A Perceptive, Responsive and Sensitive Administration | August 22-25, 2023 | 4 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To acquaint the participants about the high efficiency levels of Responsive Administration.</li> <li>To discuss about the different Principles of SMART Governance.&amp;</li> <li>To orient the participants to the latest e-Office Management Tools in order to improve Accountability, Transparency, and Efficiency and Responsiveness in Administration.</li> </ul> | Middle Level Officers of Government Department from the District of Baramulla, Budgam, Kulgam, Bandipora & Anantnag. | <b>Dr. Ruquaya Amin</b> | Centre for Good Governance & Administrative Reforms     |

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|-----|---|-----------------------|--------|-------------------------|--|--|-------------------------|---|
| 66. | Induction Training for Newly Recruited Frontline Government Functionaries | August 21-25, 2023    | 5 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To build desired capacity in State Government functionaries at the cutting-edge level.</li> <li>To acquaint the participants with attitudinal orientation, motivation, up gradation of skills and knowledge.</li> </ul> | Frontline Government Functionaries from Tourism, Housing and Urban Dev. Food and Civil Supplies and Consumer Affairs Engineering Departments | <b>Dr. Samia Jabeen</b> | Centre for Infrastructure Development and Urban Affairs |
| 67. | Crises Management in Government   | August 28-30, 2023    | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To understand the Science of Crises management.</li> <li>To explain basic principles of crises management.</li> <li>To deliberate upon the emerging issues in handling crises in Government.</li> </ul>                 | Roads & Buildings, Power Development Flood & Irrigation and Public Health Engineering  | <b>Dr. S. K. Islam</b>  | Centre for Good Governance & Administrative Reforms     |
| 68. | Ethics and Values in Public Governance                                    | September 04-06, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To become aware of and connect with the 'Self' as the source of all learning and growth;</li> <li>To Manage 'Self' to lead and live consciously;</li> </ul>   | Senior and Middle Level Officers from the departments of Revenue, Police, PHE & PDD  | <b>Dr. J.A. Jabeen</b>  | Centre for Social Justice                               |

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|     |  |                       |        |                         | <ul style="list-style-type: none"> <li>• To apply the principles and practices of Ethical Leadership to their work and lives; and</li> <li>• To lead with an attitude of healing, forgiveness and especially service; and link living consciously to ethical behaviour.</li> </ul> |   |                         |   |
| 69. | Entrepreneurship and Sustainable Livelihood.               | September 04-06, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To acquaint the trainees about the essentials of conceiving, planning, initiating and launching an economic activity or an enterprise successfully</li> </ul>   | Officers of Industries and Commerce, Anima and Sheep Husbandry, Fisheries, KVIB | <b>Dr. B.A. Kumar</b>   | Centre for Rural Development & Panchayati Raj           |
| 70. | Govt. & Public Interface: Issues & Concern                 | September 11-14, 2023 | 4 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To deliberate upon various emerging issues of govt. – interface</li> <li>• To demonstrate various tips for better public relations by to the govt. officials.</li> </ul>  | Deputy Commissioners  | <b>Dr. S.K. Islam</b>   | Centre for Good Governance & Administrative Reforms     |
| 71. | Public Procurement & Financial Management for the Officers | September 11-14, 2023 | 4 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>• To give the participants confidence in understanding the</li> </ul>   | Officers from various corporations  | <b>Dr. Neena Bhalla</b> | Centre for Infrastructure Development and Urban Affairs |

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|     |   |                       |        |                         | strategic ,medium term approach in improving record management in the corporations   |  |                         |   |
| 72. | e-Governance Initiatives in J&K         | September 11-15, 2023 | 5 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To acquaint the participants about the fast and easy access of Public Services to Citizens through Mobile services.</li> <li>• To equip the participants with the use of Mobile Technologies.</li> <li>• To acquaint the participants about the delivery of timely and accurate information to Citizens.</li> <li>• To acquaint the participants about the Mobile e-Governance Services Delivery Gateway (MSDG</li> </ul> | -Middle Level Officers of -GAD, Finance, Transport. & Tourism. | <b>Dr. Ruquaya Amin</b> | Centre for Good Governance & Administrative Reforms |
| 73. | Earthquake Risk Mitigation & Management | September 11-15, 2023 | 5 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To sensitize the participants to the Disaster Vulnerability in</li> </ul>   | Engineers of R&B, PDD, REW, ULBs etc.                          | <b>Dr. G. M. Dar</b>    | Centre for Disaster Management & Environmental      |



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|     |  |                       |        |                         | <p>general and Earthquakes in particular,</p> <ul style="list-style-type: none"> <li>• To analyse the different Earthquake Risk Mitigation measures in the context of built environment, and</li> <li>• To identify and prioritize various measures to reduce earthquake risks in zone VI and V.</li> </ul> |  |                          | Studies   |
| 74. | Protection of Human Rights in J&K: Role of Police and Civil Administration | September 13-15, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To sensitize the participants about Human Rights;</li> <li>• To familiarize the participants with the various national and international provisions for upholding Human Rights.</li> </ul>   | Police, Education & Revenue.   | <b>Dr. Bilal A. Bhat</b> | Centre for Social Justice                           |
| 75. | Office Management for Section Officers                                     | September 18-20, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To enable the Participants to gain Proficiency in various technical aspects of their job-</li> <li>• to update and</li> </ul>  | Section Officers/Head Assistants from the departments of: Jal Shakti Estates Fisheries and | <b>Ms. Nighat Amin</b>   | Centre for Good Governance & Administrative Reforms |

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|     |   |                       |        |                         | <p>enhance their professional Knowledge and skills needed for better performance;</p> <ul style="list-style-type: none"> <li>to orient the participants to the latest trends in Office Management especially with regard to soft skills relevant to their job.</li> </ul>   | Horticulture, Planning and Marketing,  |                          |   |
| 76. | Urban Sanitation & Public Health Issues | September 18-22, 2023 | 5 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>explore new methods &amp; techniques of sanitation for better health;</li> <li>study the associated health risks and the possibilities of their minimization;</li> <li>analyze the related sanitation &amp; health policies &amp; enactments;</li> <li>analyse the infrastructural facilities for developing 'fully sanitized areas'; &amp;</li> </ul> | Senior & Middle level Officers -SMC, Urban Local Bodies, Health & Pollution Control Board. | <b>Dr. Humera Yaqoob</b> | Centre for Infrastructure Development and Urban Affairs |

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|     |                                       |                       |        |                         | <ul style="list-style-type: none"> <li>inculcate certain relevant behavioral attitudes to enhance sanitation practices &amp; health standards.</li> </ul>   |  |                         |   |
| 77. | Financial Management in Govt.         | September 18-22, 2023 | 5 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>To discuss Financial Management in detail.</li> <li>To discuss various tools and technologies used for financial management</li> </ul>   | Middle level officers from Education Department including Principals and headmasters   | <b>Ms. Manju Kapoor</b> | Centre for Infrastructure Development and Urban Affairs |
| 78. | Time Management & Personal Efficiency | September 20-22, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To familiarize participants with basic concepts of personal efficiency and time management</li> <li>To relate these concepts to actual life and work situation. and</li> <li>To strengthen the spirit of self-renewal and self-actualization.</li> </ul> | Middle Level officers/officials from Housing & Urban Development, Cooperatives, Agriculture and Animal and Sheep Husbandry Departments | <b>Dr. Samia Jabeen</b> | Centre for Infrastructure Development and Urban Affairs |

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| 79. | Menstrual Hygiene Management                             | September 20-22, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To orient them about the concept and importance of Menstrual Hygiene</li> </ul>  | Women officers /officials from Fisheries, horticulture Department and NGOs. | <b>Dr. Shafia Wani</b>   | Centre for Rural Development & Panchayati Raj           |
| 80. | SMART Cities Mission in India & its Prospects in J&K     | October 03-05, 2023   | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>explore ways of bringing together infrastructure &amp; technology to improve the quality of life;</li> <li>appraise the opportunities for implementation of smart technologies in cities; &amp;</li> <li>analyse the best practices amongst the world's intelligent communities, who have gone 'smart'.</li> </ul> | Senior & Middle level Officers -SMC, SDA, Town Planning & PWD (R&B)         | <b>Dr. Humera Yaqoob</b> | Centre for Infrastructure Development and Urban Affairs |
| 81. | Orientation Programme on Pension and Pensionary benefits | October 03-06, 2023   | 4 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>It imparts the skill and knowledge to participants about the pension schemes and amendments in the SRO's from time to time.</li> <li>It enable them to</li> </ul>  | DDO's of Various Department   | <b>Dr. Neena Bhalla</b>  | Centre for Infrastructure Development and Urban Affairs |

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|     |   |                     |        |                         | <p>compute pension benefits and providing statement to employees.</p> <ul style="list-style-type: none"> <li>• It make them understand the working of NSDL and unique id functioning.</li> </ul>  |  |                          |   |
| 82. | Orientation Course on Financial Administration for BDOs           | October 03-07, 2023 | 5 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>•To equip the participants with various digital and financial management tools</li> <li>•To develop understanding about various types of Accounts, Audit etc.</li> </ul>   | Rural Development  | <b>Dr. B.A. Kumar</b>    | Centre for Rural Development & Panchayati Raj |
| 83. | Financial and Administrative Management of Samagra Shiksha in J&K | October 04-07, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To sensitize the participants about Financial &amp; Administrative Management of Samagra Shiksha in J&amp;K.</li> <li>• To develop the capacities of officers for effective utilization of resources under Samagra Shiksha.</li> </ul> | ZEOs, Principals, Headmaster, etc. of Education Department | <b>Dr. Bilal A. Bhat</b> | Centre for Social Justice                     |

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|-----|---|---------------------|--------|-------------------------|---|--|-------------------------|---|
| 84. | Role and Responsibilities of DDO's  | October 09-11, 2023 | 3 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>• To discuss role and responsibilities of DDOs</li> <li>• To discuss changing role DDOs</li> <li>• To make them aware about various apps and latest technologies used in financial management</li> </ul>                                 | Medical Officers from health Department, Jammu                           | <b>Ms. Manju Kapoor</b> | Centre for Infrastructure Development and Urban Affairs |
| 85. | IT/ Computer Techniques – An Orientation Course for Library Professional in Govt. | October 09-12, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To conduct hands on training for library professionals in IT.</li> <li>• To demonstrate and deliberate upon latest software / Programmes used in libraries.</li> </ul>   | Deptt of Higher Education, Deptt of Libraries & Research                 | <b>Dr. S.K. Islam</b>   | Centre for Good Governance & Administrative Reforms     |
| 86. | Administrative Skills   | October 09-12, 2023 | 4 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To equip the participants with the necessary skills for effective administration;</li> <li>• To familiarize the participants with the rules to run the administration efficiently; and</li> <li>• To provide a forum to the</li> </ul> | Departments of Cooperatives, Transport, Tourism and Labour & Employment. | <b>Dr. J.A. Jabeen</b>  | Centre for Social Justice                               |

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|-----|--|---------------------|--------|-------------------------|---|---|-------------------------|--|
|     |  |                     |        |                         | participants to share their experiences.  |   |                         |  |
| 87. | Ethics and Human Interface                   | October 10-13, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To acquaint the participants about the concept of ethics and humane Interface.</li> <li>• To discuss Individual personality traits, Culture of an individual and Organizational work Culture.</li> <li>• To acquaint the participants about the development of personal ethical policy.</li> </ul> | Finance, Home Planning Development. & Monitoring Department.  | <b>Dr. Ruquaya Amin</b> | Centre for Good Governance & Administrative Reforms    |
| 88. | Gender Mainstreaming in Disaster Management. | October 16-20, 2023 | 5 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To orient the participants to the disaster vulnerability and Post Disaster situations,</li> <li>• To explain the changing role of Police in the aftermath of a Disaster and</li> <li>• To build their capacities to effectively respond</li> </ul>   | Officers/ Officials of Education, Health, Social Welfare etc. | <b>Dr. G. M. Dar</b>    | Centre for Disaster Management & Environmental Studies |

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|     |   |  |        |                         | to different disasters as First Responders.  |   |                          |   |
| 89. | Rural Development through LSDGs                                 | October 16-20, 2023                        | 5 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To orient the participants about the three core elements : economic growth, social inclusion and environmental protection</li> </ul>  | Rural Development, PRIs and Other Line Departments  | <b>Dr. Shafia Wani</b>   | Centre for Rural Development & Panchayati Raj           |
| 90. | GeM, GFR, Public Procurement                                    | October 16-20, 2023                        | 5 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To discuss in detail various purchase procedures</li> <li>• To acquaint the participants with tendering process, stores Management and Audit</li> </ul>                     | DDO's of Various Department   | <b>Dr. Neena Bhalla</b>  | Centre for Infrastructure Development and Urban Affairs |
| 91. | Celebration of International Day for the Eradication of Poverty | 17 <sup>th</sup> Oct., 2023                | 1 Day  | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To sensitize the officers about weaker section of the society viz., SCs, STs, OBCs.</li> <li>• To familiarize the officers about poverty eradication programmes.</li> </ul> | Officers from the Department of Revenue, Food, Rural Development.                         | <b>Dr. Bilal A. Bhat</b> | Centre for Social Justice                               |
| 92. | Behavioural change for Waste Management                         | October 30- 1 <sup>st</sup> November, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• Ensure that the participants gain an in-depth understanding of kitchen waste management.</li> <li>• The participants should enhance their</li> </ul>                        | Middle level officers /officials from Floriculture, Sericulture & Pollution Control Board | <b>Dr. Samia Jabeen</b>  | Centre for Infrastructure Development and Urban Affairs |



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|     |                                    |  |        |                         | <p>understanding of the different methodologies and technologies that can be used to manage kitchen waste effectively.</p> <ul style="list-style-type: none"> <li>• The participants should also become aware of the different environmental and health-related issues that arise due to improper waste management practices</li> </ul> |   |                          |   |
| 93. | Eco-tourism & its Prospects in J&K | October 30- 1 <sup>st</sup> November, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• explore ways of re-focusing and adapting the tourism industry to the surrounding environment;</li> <li>• analyze the prospects of minimizing the tourism impacts upon the environment, ecology, resources and the local culture; &amp;</li> <li>• study sustainable</li> </ul>                 | Senior & Middle level Officers -SMC, J&K Tourism Dept., JKTDC & R&B | <b>Dr. Humera Yaqoob</b> | Centre for Infrastructure Development and Urban Affairs |

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|     |  |  |        |                         | and responsible plans & management techniques to be adopted in the J&K tourism industry.  |  |                        |   |
| 94. | Induction Training for Frontline Functionaries | October 30- 1 <sup>st</sup> November, 2023 | 3 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>• To familiarise the participants with the provisions of Office procedures, CSR, Conduct Rules etc.</li> <li>• To inculcate basic values, attitude, team spirit for evolving responsive administration.</li> <li>• To develop the capabilities and competences of departmental Assistants</li> </ul> | Govt. Official/Frontline Functionaries | <b>Dr. Jyoti Sadhu</b> | Centre for Rural Development & Panchayati Raj |
| 95. | Consumer Protection                            | November 01-03, 2023                       | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To sensitize the participants about the importance of the rights of the consumers;</li> <li>• To enable the participants to understand the procedure</li> </ul>  | Departments of FCS&CA, Legal Metrology | <b>Dr. J.A. Jabeen</b> | Centre for Social Justice                     |

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|     |  |                      |        |                         | <p>involved under CPA, award of penalties, compensation, appeal, review and execution; and</p> <ul style="list-style-type: none"> <li>• To familiarize the participants with the latest legislative measures and legal remedies to safeguard the interests of consumers.</li> </ul> |   |                       |   |
| 96. | Workshop on Modern Financial Management in Govt.                     | November 06-08, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To deliberate upon modern financial structure in Govt.</li> <li>• To describe various facets of GFR.</li> </ul>  | Higher Education Deptt., Cluster University & its affiliated Colleges | <b>Dr. S.K. Islam</b> | Centre for Good Governance & Administrative Reforms |
| 97. | Integration of Disaster Risk Reduction with GPDP and CSR initiatives | November 06-08, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To explain the concept of Village Disaster Management Plan</li> <li>• To explain the</li> </ul>  | Rural Development, Animal Husbandry, Sheep husbandry                  | <b>Dr. B.A. Kumar</b> | Centre for Rural Development & Panchayati Raj       |

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|-----|---|----------------------|--------|-------------------------|--|--|--------------------------|---|
|     |   |                      |        |                         | imperative need for integrating DM plans with Gram Panchayat development plans   |  |                          |   |
| 98. | Employees Conduct and discipline as per Govt. Rules and Regulations | November 06-08, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To enable the Participants to gain Proficiency in various technical aspects of their Job.</li> <li>• to acquaint the Participants with various provision of J&amp;K Classification, Control &amp; Appeal Rules; and</li> <li>• to familiarize the Participants with J&amp;K Employees Conduct Rules.</li> </ul> | Section Officer, Head Assistants, Sr. Assistant and Junior Assistants from the Departments of:<br>1. Culture and Heritage<br>2. Information Technology<br>3. Youth Services and Sports & Technical Education<br>4. Revenue | <b>Ms. Nighat Amin</b>   | Centre for Good Governance & Administrative Reforms |
| 99. | Policies and Programmes for Empowerment of Youth in J&K             | November 06-08, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To sensitize the participants about issues and challenges of youth;</li> <li>• To develop the capacities of officers/officials for better implementation of</li> </ul>  | Officers from the Departments of Labour and Employment, NYKS, Industries & Commerce, etc.  | <b>Dr. Bilal A. Bhat</b> | Centre for Social Justice                           |

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|------|--|----------------------|--------|-------------------------|---|--|-------------------------|---|
|      |  |                      |        |                         | employment policies in J&K.   |  |                         |   |
| 100. | Training Programme on Employees Conduct Rules  | November 06-08, 2023 | 3 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>To make officers aware about importance of conduct and discipline</li> </ul>   | Officers from various Department   | <b>Ms. Manju Kapoor</b> | Centre for Infrastructure Development and Urban Affairs |
| 101. | Training Programme on Sensitization of Government functionaries on SC/ST Atrocities' Act | November 13-15, 2023 | 3 days | <b>IMPARD, Jammu</b>    |   | Middle Level of BDO, Department of Rural, Revenue, Tehsildar, Police etc.  | <b>Dr. Neena Bhalla</b> | Centre for Infrastructure Development and Urban Affairs |
| 102. | Office Management  | November 15-17, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To acquaint the participants with Office Procedures and Manual in Government.</li> <li>To impart knowledge and Skills on Modern Office Management Techniques etc.</li> <li>To orient the participants to the latest e-office Management Tools in order to improve efficiency &amp; effectiveness in Government.</li> </ul> | Law Justice & Parliamentary Affairs.<br>Printing & Stationery.<br>PWD<br>Revenue & Relief Department.<br>& Employment. | <b>Dr. Ruquaya Amin</b> | Centre for Good Governance & Administrative Reforms     |

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| 103. | Built Environment & Fire Safety             | November 20-22, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To analyse the impact of Fire incidents on housing sector,</li> <li>To discuss various measures related to Fire Safety, and</li> <li>To identify different techniques to ensure Fire Safety at Household Level.</li> </ul> | Engineers from R&B (PWD), F&ES, SMC etc.  | <b>Dr. G. M. Dar</b>     | Centre for Disaster Management & Environmental Studies  |
| 104. | Management of Mission Anatodya              | November 20-22, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To orient the participants about accountability framework aiming to bring optimum use and management of resources for the development of rural areas.</li> </ul>   | Rural Development and PRIs  | <b>Dr. Shafia Wani</b>   | Centre for Rural Development & Panchayati Raj           |
| 105. | Effective Solid Waste Management & Disposal | November 20-23, 2023 | 4 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>study the loopholes in the present obsolete systems of solid waste management;</li> <li>explore new, advanced &amp; sustainable methods of effective solid waste</li> </ul>  | Senior & Middle level Officers -SMC, Urban Local Bodies, LCMA & Pollution Control Board | <b>Dr. Humera Yaqoob</b> | Centre for Infrastructure Development and Urban Affairs |

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|      |  |  |        |                         | <p>management &amp; disposal;</p> <ul style="list-style-type: none"> <li>• analyse effective methods of resource recovery from the solid wastes; &amp;</li> <li>• explore the possibilities of waste minimization.</li> </ul>            |   |                         |   |
| 106. | Urban Infrastructure development under smart city, Jammu | November 28 - 1 <sup>st</sup> December, 2023 | 4 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>• To discuss various projects and infrastructure development under smart city Jammu.</li> <li>• To discuss various strategies and measures taken under smart city jammu</li> </ul>                | Middle level officers from Pollution Control Department, JMC, Housing and Urban Department. | <b>Ms. Manju Kapoor</b> | Centre for Infrastructure Development and Urban Affairs |
| 107. | Management of Adolescent Problems                        | November 28-30, 2023                         | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To equip participants with the knowledge and conceptual framework of adolescence.</li> <li>• To sensitize the participants about the tools necessary to strengthen and develop their</li> </ul> | officers/ officials from School Education Department.                                       | <b>Dr. Samia Jabeen</b> | Centre for Infrastructure Development and Urban Affairs |

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|------|--|-----------------------------|--------|-------------------------|--|---|-------------------------|---|
|      |  |                             |        |                         | capacity for managing adolescent problems.   |   |                         |   |
| 108. | Celebration of Human Rights Day  | 10 <sup>th</sup> Dec., 2023 | 1 Day  | IMPA Srinagar           | <ul style="list-style-type: none"> <li>To sensitize the officers about Human Rights.</li> <li>To familiarize the officers about the interventions and protection of Human Rights</li> </ul>  | Officers from the Department of Police, Education, Social Welfare.                                | <b>Dr Bilal A. Bhat</b> | Centre for Social Justice                           |
| 109. | Classification, Control, Appeal & Conduct Rules for Govt. Departmental Officials | December 04-06, 2023        | 3 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>To familiarize the participants with the provision of Secretariats procedure.</li> <li>To build capacities and competencies of officials on Classification, Control and Appeal Rules.</li> <li>To explain J&amp;K Employees Conduct Rule</li> </ul> | Govt. Official upto SO Level  | <b>Dr. Jyoti Sadhu</b>  | Centre for Rural Development & Panchayati Raj       |
| 110. | Orientation Course on Procurements & tendering in Govt. e-                       | December 04-07, 2023        | 4 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To deliberate on the working of e-tendering and procurement in Govt.</li> <li>To acquaint participants about procurements</li> </ul>  | Higher Education Deptt & its Affiliated Colleges And Cluster University & its affiliated Colleges | <b>Dr. S.K. Islam</b>   | Centre for Good Governance & Administrative Reforms |



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|      |  |                      |        |                         | through<br>• Govt,.e- palate forms   |   |                          |                           |
| 111. | Sustainable Food Security: Role of NFSA                | December 04-07, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To sensitize the participants about Food Security Issues;</li> <li>• To familiarize the participants with the National Food Security Programmes and other intervention programmes for the development of agriculture.</li> </ul>  | Middle level Officers of Food, Civil Supplies and Consumer Affairs, Agriculture, Revenue.       | <b>Dr. Bilal A. Bhat</b> | Centre for Social Justice |
| 112. | Elimination of Child Labour and the Govt. Intervention | December 11-14, 2023 | 4 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To acquaint the participants with the concept and causes of child labour;</li> <li>• To make participants aware of the Child Labour (Prohibition and Regulation) Act, 1986 for its effective enforcement;</li> <li>• To discuss the role of concerned agencies for prevention and elimination of child labour and</li> <li>• to work out</li> </ul> | Senior and Middle Level Officers from the Labour Department, Education, Social Welfare and NGOs | <b>Dr. J.A. Jabeen</b>   | Centre for Social Justice |

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|      |                              |                      |        |                         | strategies for elimination of child labour.  |  |                          |   |
| 113. | Project Management           | December 12-14, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To develop understanding about project life cycle and preparation of a project.</li> <li>to identify the measures &amp; risks like economic ,environmental, financial etc.</li> </ul>   | Rural Development &, PWD, PDD  | <b>Dr. B.A. Kumar</b>    | Centre for Rural Development & Panchayati Raj           |
| 114. | Bio-medical Waste Management | December 18-20, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>analyse the loopholes in the present obsolete systems of bio-medical waste management;</li> <li>explore new, advanced &amp; sustainable methods of effective bio-medical waste disposal and management;</li> <li>study the possibilities of prevention of environmental pollution; &amp;</li> <li>explore the possibilities of</li> </ul> | Senior and middle level officers from various Government Departments - Govt. Medical College & the Associated Hospitals, ULB, SMC and Pollution Control Board. | <b>Dr. Humera Yaqoob</b> | Centre for Infrastructure Development and Urban Affairs |

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|      |                                 |                      |        |                         | bio-medical waste minimization.   |  |                         |   |
| 115. | e-Governance and Digital India. | December 20-22, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To acquaint the participants about Government Services available to citizens electronically.</li> <li>• To acquaint the participants with the e-governance policies and programmes and its benefits to the public.</li> <li>• To familiarize the participants with the flagship programme of digital India and how it helps to bring the Government closer to the public.</li> <li>• To evaluate the opportunities and challenges of e-participation.</li> </ul> | Health and Family Welfare Department &<br>-Information Department. | <b>Dr. Ruquaya Amin</b> | Centre for Good Governance & Administrative Reforms |
| 116. | Promotion of Rural Tourism      | December 20-22, 2023 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To orient the participants about the rural tourism as an</li> </ul>  | Rural Development, Forest Department, Revenue                      | <b>Dr. Shafia Wani</b>  | Centre for Rural Development & Panchayati Raj       |

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|      |   |                             |        |                         | important instrument of development   | Department, Development Authorities.                                    |                         |   |
| 117. | Celebration of Good Governance Day      | 25 <sup>th</sup> Dec., 2023 | 1 Day  | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• Sensitization of Officer about Good Governance</li> </ul>  | Revenue, Police, Food, Social Welfare, etc.                             | <b>Dr S. K. Islam</b>   | Centre for Good Governance and Administrative Reforms   |
| 118. | Climate Change Adaptation & Agriculture | December 26-28, 2023        | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To analyse the impact or Climate Change on different sectors,</li> <li>• To find out the case and effect of Climate Change on Agriculture and allied sectors, and</li> <li>• To workout measures to effectively adapt to Climate Change with regard to Agriculture.</li> </ul> | Officers from Agriculture, Forest and Geology and Mining                | <b>Dr. G. M. Dar</b>    | Centre for Disaster Management & Environmental Studies  |
| 119. | Behavioural Finance                     | December 26-28, 2023        | 3 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>• To discuss economic behaviour and financial planning</li> <li>• understanding behavioural finance biases</li> <li>• To discuss purchasing process as a whole and e-</li> </ul>   | Officers from health, Education Handicrafts & various other Department. | <b>Ms. Manju Kapoor</b> | Centre for Infrastructure Development and Urban Affairs |

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|      |   |                      |        |                         | procurement.  |   |                         |   |
| 120. | Work Life Balance and Mindfulness among Working Women | December 26-29, 2023 | 4 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To acquaint the participants with the benefits of achieving a healthy Work Life Balance</li> <li>• To acquaint the participants with the Strategies to improve well being and achieve better balance.</li> </ul>   | Officers/officials from Food Civil Supplies and Consumer Affairs, Hospitality and Protocol and department of police and Revenue | <b>Dr. Samia Jabeen</b> | Centre for Infrastructure Development and Urban Affairs |
| 121. | Monitoring & Evaluation of Govt. Schemes              | January 01-03, 2024  | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To describe and deliberate upon basic parameters of monitoring and evaluation of Govt. Schemes.</li> <li>• To identify various processes for effective monitoring of developmental schemes</li> <li>• To enable the participants to undertake an evaluation of a developmental scheme</li> </ul> | Municipal Councils<br>Municipal Committees<br>J&K Lakes & Conservation Development Authority<br>Deptt of Rural Development      | <b>Dr. S.K. Islam</b>   | Centre for Good Governance & Administrative Reforms     |
| 122. | Programme on Civil Service Rules and Pay Fixation     | January 02-04, 2024  | 3 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>• To understand the application of various provisions on Fixation and re-fixation of Pay</li> </ul>  | Middle Level of Social Welfare, Agriculture, Sericulture, horticulture, CDPA  | <b>Dr. Neena Bhalla</b> | Centre for Infrastructure Development and Urban Affairs |

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|      |   |                     |        |                         | <p>under different circumstances.</p> <ul style="list-style-type: none"> <li>•To learn the various financial effects of penalties' on Pay fixation</li> <li>•To calculate fixation of pay on revision of pay scale of a post.</li> </ul>  |  |                          |   |
| 123. | Refresher Training Course for Frontline Govt. Functionaries | January 09-11, 2024 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>•To enable the Participants to gain Proficiency in various technical aspects of their Job.</li> <li>•to Update and enhance their Professional Knowledge and skills needed for better performance.</li> <li>•to Orient the Participants to the latest trends in Office Management especially with regard to soft skills relevant to their job.</li> </ul> | Section Officer, Head Assistants, Sr. Assistant and Junior Assistants from the Department of: Power Development, Public Works, Revenue and Cooperative | <b>Ms. Nighat Amin</b>   | Centre for Good Governance & Administrative Reforms |
| 124. | Implementation of National Education Policy-2020 in J&K     | January 09-12, 2024 | 4 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>•To sensitize the participants about Financial &amp; Administrative</li> </ul>   | Middle level Officers of Education, SCERT, DIETs.  | <b>Dr. Bilal A. Bhat</b> | Centre for Social Justice                           |

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|      |   |                     |        |                         | <p>Management under National Education Policy, 2020.</p> <ul style="list-style-type: none"> <li>• To develop the capacities of officers for effective implementation of NEP, 2020.</li> </ul>  |   |                         |   |
| 125. | Orientation Training for Departmental Vigilance Officers (DVO's). | January 10-12, 2024 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To acquaint the Participants with knowledge and skills relevant in effectiveness of their role and responsibilities.</li> <li>• To equip the Participants with knowledge of planning and enforcement of regular inspections, surprise visits for detecting failures in quality or speed of work which would be indicative of the existence of corruption or malpractices.</li> <li>• To promote Accountability and</li> </ul> | Department of Rural Development, Police and Health. | <b>Dr. Ruquaya Amin</b> | Centre for Good Governance & Administrative Reforms |

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|      |  |                     |        |                         | Transparency in all works involved in Departments.   |  |                        |   |
| 126. | Micro- enterprises and Rural livelihood  | January 15-17, 2024 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To bring forth the role and importance of micro-enterprises in promoting sustainable rural livelihoods.</li> <li>• To disseminate understanding about the novel ways and means of identifying opportunities and setting up rural micro-enterprises.</li> <li>• To bring out and discuss the challenges faced by rural micro-enterprises.</li> </ul> | Rural Development &, Agriculture, Horticulture | <b>Dr. B.A. Kumar</b>  | Centre for Rural Development & Panchayati Raj |
| 127. | Participatory Rural Appraisal for Community Forest Management: Tools & Techniques. | January 15-18, 2024 | 4 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To acquaint the participants about the concept of Community Forest Management.</li> <li>• To focus on Participatory Rural Appraisal as a major tool of sustainable development.</li> <li>• To discuss various</li> </ul>  | Department of Forest and Rural Development.    | <b>Dr. J.A. Jabeen</b> | Centre for Social Justice                     |



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|      |  |                            |        |                         | tools and techniques of Participatory Rural Appraisal for Effective Community Management.  |  |                         |   |
| 128. | Low Cost Housing & Disaster Mitigation.                            | January 22-24              | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To orient the participants to the Disaster Vulnerability in terms of Housing,</li> <li>To discuss various methods of Structural Safety with regard to Low Cost Housing, and</li> <li>To enable the participants to workout safety measures for Low Cost Structures in different regions especially under Government Housing Schemes.</li> </ul> | Engineers from PMGSY and REW of RDD&PR                     | <b>Dr. G. M. Dar</b>    | Centre for Disaster Management & Environmental Studies  |
| 129. | Convergence Approaches of Rural Development Programmes             | January 22-24              | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To orient the officers about the importance and mandate of convergence for sustainable development</li> </ul>   | Rural Development, Agriculture, Horticulture and Fisheries | <b>Dr. Shafia Wani</b>  | Centre for Rural Development & Panchayati Raj           |
| 130. | Developing Critical and Creative thinking abilities among Teachers | <b>January 22-25, 2024</b> | 4 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To familiarize the participants with the concept of critical and</li> </ul>   | Lecturers /Teachers from Department of School Education    | <b>Dr. Samia Jabeen</b> | Centre for Infrastructure Development and Urban Affairs |

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|      |   |                      |        |                         | <p>creative thinking abilities.</p> <ul style="list-style-type: none"> <li>• To identify the value of creative thinking in Education.</li> <li>• To equip the participants with the role of creative thinking in solving the problems.</li> </ul>                 |  |                         |   |
| 131. | Swachh Bharat Abhiyan   | February 05-08, 2024 | 4 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>• To discuss importance of SBM how to change behaviour of children and promote cleanliness in schools.</li> <li>• To discuss various challenges and strategies.</li> </ul>   | Middle level officers from Directorate of School Education               | <b>Ms. Manju Kapoor</b> | Centre for Infrastructure Development and Urban Affairs |
| 132. | Implementation of Protection of Women from Domestic Violence Act. | February 06-08, 2024 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To sensitize the participants about the various forms of violence against women.</li> <li>• To discuss various provisions of 'The Protection of Women from Domestic Violence Act, 2005' for protection of the</li> </ul> | Officers from the Departments of Social Welfare, Police, Health and ICDS | <b>Dr. J.A. Jabeen</b>  | Centre for Social Justice                               |

|      |   |                      |        |                         |  |   |                          |   |
|------|---|----------------------|--------|-------------------------|--|---|--------------------------|---|
|      |   |                      |        |                         | rights of women.<br>To build up the capacities of the concerned officers/ officials for effective implementation of the Act.   |   |                          |   |
| 133. | Food Safety in J&K                        | February 12-15, 2024 | 4 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• target prevention measures to meet long term food safety goals;</li> <li>• comprehend the current food safety challenges and the ways of dealing with them; &amp;</li> <li>• analyze contemporary innovative techniques &amp; tools of ensuring food safety.</li> </ul> | Senior & Middle level Officers - Food Safety Organisation, Food Civil Supplies & Consumer Affairs, Agriculture & Animal Husbandry | <b>Dr. Humera Yaqoob</b> | Centre for Infrastructure Development and Urban Affairs |
| 134. | Workshop on effective presentation Skills | February 12-14, 2024 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To acquaint trainees about the basic parameters of personality development.</li> <li>• To deliberate upon the parameters of personality development.</li> </ul>   | Revenue, Jal Shakti, UEED, PWD  | <b>Dr. S.K. Islam</b>    | Centre for Good Governance & Administrative Reforms     |
| 135. | Children's Rights and Child               | February 12-14,      | 3 days | <b>IMPARD,</b>          | <ul style="list-style-type: none"> <li>• To sensitize the</li> </ul>   | Middle Level  | <b>Dr. Bilal A. Bhat</b> | Centre for  |

|      |   |                      |        |                      |   |  |                        |   |
|------|---|----------------------|--------|----------------------|---|--|------------------------|---|
|      | Protection in J&K                         | 2024                 |        | <b>Srinagar</b>      | <p>participants about Child Rights;</p> <ul style="list-style-type: none"> <li>To develop the capacities of officers/officials for better implementation of Child Protection Schemes.</li> </ul>  | Officers of different departments including Social Welfare, Labour, Police, ICPS, and Education. |                        | Social Justice                                |
| 136. | Secretariat Procedures for Govt. Official | February 12-14, 2024 | 3 days | <b>IMPARD, Jammu</b> | <ul style="list-style-type: none"> <li>To familiarise the participants with the provisions of Secretariat procedures.</li> <li>To create awareness amongst the participants about the processes and practices at various levels.</li> <li>To develop the capabilities and competences amongst the participants regarding the processing of communication in offices.</li> </ul> | Govt. Official up to SO Level  | <b>Dr. Jyoti Sadhu</b> | Centre for Rural Development & Panchayati Raj |
| 137. | Hospital Safety and Mass                  | February 20-23,      | 4 days | <b>IMPARD,</b>       | <ul style="list-style-type: none"> <li>To orient the</li> </ul>   | Officers from  | <b>Dr. G. M. Dar</b>   | Centre for Disaster                           |

|      |  |                      |        |                         |   |  |                         |   |
|------|--|----------------------|--------|-------------------------|---|--|-------------------------|---|
|      | Casualty Care & Management               | 2024                 |        | <b>Srinagar</b>         | <p>participants to the safety issues and mass casualty care and management in Hospitals viz, a viz our Disaster Vulnerability ,</p> <ul style="list-style-type: none"> <li>• To work out the strategies with regard to hospital safety both during normal and emergency situations and</li> <li>• To identify the gaps viz a viz Hospital Safety and to prioritize the same.</li> </ul> | Health and Medical Education   |                         | Management & Environmental Studies                  |
| 138. | Decision Making Skills in Administration | February 21-23, 2024 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To acquaint the participants about the Systematic Decision Making Process to reduce risk and choose the best course of action for their project, team and organization.</li> <li>• To equip participants to increase their self-awareness and enhance</li> </ul>   | Middle Level Officers of Government Department from the District of Srinagar, Ganderbal, Budgam & Shopian. | <b>Dr. Ruquaya Amin</b> | Centre for Good Governance & Administrative Reforms |

|      |  |                      |        |                         |  |   |                       |   |
|------|--|----------------------|--------|-------------------------|--|---|-----------------------|---|
|      |  |                      |        |                         | <p>their existing decision making skills in a dynamic and thought provoking way.</p> <ul style="list-style-type: none"> <li>• To acquaint the participants with knowledge and skills relevant in effectiveness of their Role and Responsibilities.</li> </ul>  |   |                       |   |
| 139. | Community Participation & Micro-Planning | February 21-23, 2024 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To bring forth the role and importance of community participation in promoting micro-planning.</li> <li>• To generate awareness amongst the participants with regard to the issues involved in community participation and means of identifying opportunities for rural population by way of micro-planning.</li> <li>• To bring out and discuss the challenges in micro</li> </ul> | Rural Development Department Functionaries, officers/officials from departments of Sericulture, Social Welfare, and Floriculture. | <b>Dr. B.A. Kumar</b> | Centre for Rural Development & Panchayati Raj |

|      |   |                      |        |                         |  |  |                         |   |
|------|---|----------------------|--------|-------------------------|--|--|-------------------------|---|
|      |   |                      |        |                         | planning   |  |                         |   |
| 140. | Institutional Planning and School Management                    | February 27-29, 2024 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To acquaint the participants with elements of School Management and Planning</li> <li>• To equip the participants with the optimum utilization of resources</li> <li>• To acquaint the participants with the proper classroom management .</li> </ul> | Head & Sr. Faculty from Department of School Education | <b>Dr. Samia Jabeen</b> | Centre for Infrastructure Development and Urban Affairs |
| 141. | Natural Resource Management and Environment Friendly Strategies | February 27-29, 2024 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To orient the participants about Natural Resource Management to maintain ecological diversity</li> </ul>  | Rural Agriculture Forest and Revenue Department        | <b>Dr. Shafia Wani</b>  | Centre for Rural Development & Panchayati Raj           |
| 142. | Social Emotional Learning (SEL) for Behaviour Change            | March 05--08, 2024   | 4 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To familiarize the participants with socio- emotional learning concept (SEL)</li> <li>• To recognize and manage the emotions ethically</li> <li>• To develop a positive relationship with self and others.</li> </ul>                                 | Cooperatives, Estates, Engineering & Finance           | <b>Dr. Samia Jabeen</b> | Centre for Infrastructure Development and Urban Affairs |
| 143. | Gender & Gender Budgeting.                                      | March 06-08, 2024    | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To sensitize the officers about the</li> </ul>  | District Level officers from the                       | <b>Dr. J.A. Jabeen</b>  | Centre for Social Justice                               |

|      |                              |                   |        |                         |  |  |                         |   |
|------|------------------------------|-------------------|--------|-------------------------|--|--|-------------------------|---|
|      |                              |                   |        |                         | <p>issues concerning gender and empowerment themes.</p> <ul style="list-style-type: none"> <li>• To build capacities of the officers about Gender Responsive Budgeting as a tool for promoting gender equity, accountability to women's rights and efficiency and transparency in budgetary processes;</li> <li>• To understand Gender Budgeting related concepts, tools, techniques and issues for the application at the operational level; and</li> <li>• To discuss various initiatives taken by the Central and State Government to promote gender equality.</li> </ul> | <p>Departments of Women Development Corporation, ICDS, Agriculture and Animal Husbadry</p> |                         |   |
| 144. | Police –Community Relations. | March 06-08, 2024 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To acquaint the participants with the emerging challenges to Police in the</li> </ul>   | Police Department of UT of J&K.  | <b>Dr. Ruquaya Amin</b> | Centre for Good Governance & Administrative Reforms |



|      |   |                   |        |                         |   |   |                          |   |
|------|---|-------------------|--------|-------------------------|---|---|--------------------------|---|
|      |   |                   |        |                         | <p>changing scenario of Police Administration.</p> <ul style="list-style-type: none"> <li>• To acquaint the participants about the relationship between the police and the public.</li> <li>• To discuss the need to improve the image, challenges, working conditions, welfare and morale of the force.</li> </ul>                             |   |                          |   |
| 145. | Sensitization of Govt. Functionaries on Social, Economic and Educational Conditions of Backward Communities | March 11-13, 2024 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To sensitize the participants about Schedule Castes, Schedule Tribes and other Backward Classes Issues;</li> <li>• To familiarize the participants with the various schemes and intervention programmes for the development of Schedule Castes, Schedule Tribes and other Backward Classes;</li> </ul> | Middle Level Officers from Srinagar, Ganderbal, Budgam, Kupwara | <b>Dr. Bilal A. Bhat</b> | Centre for Social Justice                 |
| 146. | Project Formulation and appraisal for Micro enterprises   | March 18-20, 2024 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To develop understanding about project life</li> </ul>   | Rural Development & Line departments,                           | <b>Dr. B.A. Kumar</b>    | Centre for Rural Development & Panchayati |

|      |   |                   |        |                         |   |  |                         |   |
|------|---|-------------------|--------|-------------------------|---|--|-------------------------|---|
|      |   |                   |        |                         | <p>cycle and preparation of a project.</p> <ul style="list-style-type: none"> <li>To identify the measures &amp; risks like economic ,environmental, financial etc.</li> </ul>  | Industries & commerce  |                         | Raj   |
| 147. | Disaster Response and Role of Police                          | March 18-21, 2024 | 4 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To orient the participants to the disaster vulnerability and Post Disaster situations,</li> <li>To explain the changing role of Police in the aftermath of a Disaster and</li> <li>To enhance their capabilities to effectively respond to different disasters.</li> </ul> | Police Officers  | <b>Dr. G. M. Dar</b>    | Centre for Disaster Management & Environmental Studies  |
| 148. | Developing Socio-Personal qualities among Govt. Functionaries | March 25-27, 2024 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To familiarize the participants with the basic socio personal qualities.</li> <li>To develop the interpersonal skills among the participants</li> <li>To build the personal and</li> </ul>   | Labour and employment, Skill development , Science and technology , and Animal and sheep husbandry | <b>Dr. Samia Jabeen</b> | Centre for Infrastructure Development and Urban Affairs |

|      |   |                   |        |                         |  |                            |                        |   |
|------|---|-------------------|--------|-------------------------|--|----------------------------|------------------------|---|
|      |   |                   |        |                         | social skills among the participants   |                            |                        |   |
| 149. | e-Governance and its Importance in Rural Development Programmes | March 25-27, 2024 | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To sensitize the participants about the importance of streamlining e-governance for efficient government services.</li> </ul> | Rural Development and PRIs | <b>Dr. Shafia Wani</b> | Centre for Rural Development & Panchayati Raj |

### List of Case Studies to be undertaken by the Faculty Members of J&K IMPRD (ATI)

| S.No. | Title of Case Studies  | Name of the Faculty Member   |
|-------|--|--|
| 01.   | <ol style="list-style-type: none"> <li>Protection of Women from Domestic Violence: A Case Study of District Srinagar</li> <li>Drug Abuse in Kashmir and Role of Drug De-addiction Centres.</li> <li>Gender Responsive Budgeting: A Case Study of Revenue and Education Departments</li> </ol>                                  | Dr. Jahan Ara Jabeen,<br>Associate Professor,<br>Centre for Social Justice                               |
| 02.   | <ol style="list-style-type: none"> <li>Disaster Preparedness at Community level through Aapda Mitra – A Case Study of Baramulla District</li> <li>Comparative analysis of fire incidents in Kashmir in 2021 and 2022 – A Case Study.</li> <li>School Safety at Secondary Level – A Case Study of Srinagar District.</li> </ol> | Dr. G. M. Dar,<br>Associate Professor,<br>Centre for Disaster Management & Environmental Studies         |
| 03.   | <ol style="list-style-type: none"> <li>Resolution of Public Grievances: A Study of Working Grievance Redressal Mechanism in Jammu &amp; Kashmir.</li> <li>Entrepreneurship Development Schemes offered by Government: A Study of J&amp;K Entrepreneurship Development Institute and its</li> </ol>                             | Dr. S. Khurshid-ul-Islam,<br>Associate Professor,<br>Centre for Good Governance & Administrative Reforms |

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|     | <p>Working.</p> <p>3. Retrieval of Govt. land by virtue of latest laws: Case Studies of five cases from Kashmir Division.</p>  |   |
| 04. | <p>1. Revival of Jammu &amp; Kashmir Industries Ltd.: A Case Study of Rajbagh Silk Factory.</p> <p>2. Challenges in Public Administration: A Case Study of e-office initiative in Consumer Affairs and Public Distribution Department (CAPD)</p> <p>3. A Case Study of Administrative SMART practices in District Budgam</p> | <p>Dr. Ruquaya Amin,<br/>Associate Professor,<br/>Centre for Good Governance &amp;<br/>Administrative Reforms</p>     |
| 05. | <p>1. Rural Micro-enterprise: A Case Study of Kashmir Region</p> <p>2. Industrial Potential in Kashmir Region in the context of New Industrial Policy.</p> <p>3. Rural Transformation in Kashmir – A Case Study with reference to three Panchayats.</p>  | <p>Dr. B. A. Kumar,<br/>Associate Professor,<br/>Centre for Rural Development &amp;<br/>Panchayati Raj</p>            |
| 06. | <p>1. GFR and Purchase Management</p> <p>2. Corporate Social Responsibility</p> <p>3. A Leadership Challenge (to be prepared alongwith Dr. Jyoti Sadhu)</p>  | <p>Dr. Neena Bhalla,<br/>Associate Professor,<br/>Centre for Infrastructure Development<br/>&amp; Urban Affairs.</p>  |
| 07. | <p>1. Management of Adolescent Problems in Higher Secondary Schools.</p> <p>2. Stress Management among working women – A Case Study of Department of Education</p> <p>3. Job Satisfaction and Employee Work Attitude – A Case Study of Industries &amp; Commerce Department.</p>   | <p>Dr. Samia Jabeen,<br/>Assistant Professor,<br/>Centre for Infrastructure Development<br/>&amp; Urban Affairs.</p>  |
| 08. | <p>1. Solid Waste Management in Srinagar City with a specific focus on waste to energy plant at Achan.</p> <p>2. Common bio-medical waste treatment facility at Lassipora: An Analytical Study</p> <p>3. Saag Village Resort at Ganderbal: An Eco-Tourism Study</p>  | <p>Dr. Humera Yaqoob,<br/>Assistant Professor,<br/>Centre for Infrastructure Development<br/>&amp; Urban Affairs.</p> |
| 09. | <p>1. Implementation of SMART City Projects Jammu: Initiatives and Challenges.</p> <p>2. Social Waste Management in Jammu: Challenges &amp; Imperatives for Improvement</p>  | <p>Ms. Manju Kapoor,<br/>Assistant Professor,<br/>Centre for Infrastructure Development<br/>&amp; Urban Affairs.</p>  |

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| 10. | <ol style="list-style-type: none"> <li>1. Impact Assessment of Social Security Schemes in J&amp;K: A Case Study of District Baramulla.</li> <li>2. Impact of Employment Generation Programme on Youth of Kashmir: A Case Study of UDAAN Scheme – A Special Industry Initiative.</li> <li>3. Sustainable Food Security in J&amp;K : Role of NFSA – A Case Study</li> </ol> | Dr. Bilal A. Bhat,<br>Assistant Professor,<br>Centre for Social Justice.                        |
| 11. | <ol style="list-style-type: none"> <li>1. Study of Solid Waste Management Centre in Gulmarg and Pahalgam area: A comparative study</li> <li>2. Management of the Case of STPs: A Case Study of Kashmir.</li> <li>3. Implementation of Gobardhan under SBM 2.0 – A Case Study of Jammu &amp; Kashmir.</li> </ol>   | Dr. Shafia Wani,<br>Assistant Professor,<br>Centre for Rural Development &<br>Panchayati Raj.   |
| 12. | <ol style="list-style-type: none"> <li>1. E-Services in J&amp;K _ A Case Study of IT Department in District Srinagar</li> </ol>   | Ms. Nighat Amin,<br>Research Officer,<br>Centre for Good Governance &<br>Administrative Reforms |
| 13. | <ol style="list-style-type: none"> <li>1. Impact of Noting and Drafting on Decision making.</li> <li>2. A Leadership challenge (to be prepared alongwith Dr. Neena Bhalla</li> </ol>  | Dr. Jyoti Sadhu,<br>Research Officer,<br>Centre for Rural Development &<br>Panchayati Raj.      |



**J&K Institute of Management, Public Administration and Rural Development,  
Main Campus, M. A. Road, Srinagar/Regional Centre, Sidhra Jammu**

## **TRAINING CALENDAR FOR THE YEAR 2023-24 (SIRD)**

| S.No. | Title of the Training Course  | Date                     | Duration | Venue                   | Objectives   | Participant Profile  | Course Coordinator       | Centre |
|-------|---|--------------------------|----------|-------------------------|--|--|--------------------------|--------|
| 1.    | ToT Programme on Panchayat Own Source Revenue Generation                                  | <b>April 11-13, 2023</b> | 3 days   | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>• To familiarize the participants on various sources of generating revenue in gram panchayat.</li> <li>• To make the participants aware on the possible measures to be taken up by the Panchayats for augmenting their own sources of revenues.</li> <li>• To guide participants about the process of Budget formulation in Gram Panchayats.</li> </ul> | Master Trainers of Rural Development Department  | <b>Dr. Ruchi Gupta</b>   | SIRD   |
| 2.    | ToT on localization of Sustainable Development Goals: Role of PRIs and allied Department. | <b>May 24-28, 2023</b>   | 5 days   | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To train a pool of resource persons on Sustainable Development Goals;</li> <li>• To Orient the Trainers about the SDGs;</li> <li>• To Orient the PRIs</li> </ul>  | Middle level Officers from the District Baramulla, Bandipora and Kupwara and selected DDCs/BDCs and Sarpanches | <b>Dr. M. Ashraf Dar</b> | SIRD   |

|    |  |                          |        |                     |  |   |                                   |      |
|----|--|--------------------------|--------|---------------------|--|---|-----------------------------------|------|
|    |  |                          |        |                     | about their role in achieving SDGs.  |   |                                   |      |
| 3. | Localizing SDG's For Good Governance in Gram Panchayats.                                 | <b>April 25-27, 2023</b> | 3 days | <b>IMPARD Jammu</b> | <ul style="list-style-type: none"> <li>• To apprise the participants with role and significance of Good Governance Village.</li> <li>• To discuss/implement the various indicators /benchmarks of Village Good Governance.</li> </ul>  | Officials, ERs, Frontline field functionaries of Rural development and other line departments | <b>Dr. Reva Sharma, Professor</b> | SIRD |
| 4. | ToT Programme on Panchayat Own Source Revenue Generation                                 | <b>May 02-04, 2023</b>   | 3 days | <b>IMPARD Jammu</b> | <ul style="list-style-type: none"> <li>• To familiarize the participants on various sources of generating revenue in gram panchayat.</li> <li>• To make the participants aware on the possible measures to be taken up by the Panchayats for augmenting their own sources of revenues.</li> <li>• To guide participants about the process of Budget formulation in Gram Panchayats.</li> </ul> | Master Trainers of Rural Development Department   | <b>Dr. Ruchi Gupta</b>            | SIRD |
| 5. | TDP on Training Techniques for Certified Master Trainers of Rural Development Department | <b>May 09-12, 2023</b>   | 4 days | <b>IMPARD Jammu</b> | <ul style="list-style-type: none"> <li>• To orient the participants to the systematic approach to training and Direct Trainer Skills.</li> <li>• To enable the</li> </ul>  | Certified Master Trainers of Rural Development Department.                                    | <b>Dr. Reva Sharma,</b>           | SIRD |

|    |  |                         |        |                         |  |  |                          |      |
|----|--|-------------------------|--------|-------------------------|--|--|--------------------------|------|
|    |  |                         |        |                         | <p>participants to Design and deliver training with effective presentation skills.</p> <ul style="list-style-type: none"> <li>• To enable the participants to learn the trainer techniques for professional development.</li> </ul>  |  |                          |      |
| 6. | Gram Panchayat Development Plan formulation.   | <b>May 29-31, 2023</b>  | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To train the stakeholders for preparation of GDPD;</li> <li>• To develop a social structure at gross root level on GDPD;</li> <li>• To help the PRIs in developing the GDPD.</li> </ul>   | RD &PR, Jal Shakti, Irrigation & Flood Control, and Soil Conservation. | <b>Dr. M. Ashraf Dar</b> | SIRD |
| 7. | TDP on Training Techniques for Certified Master Trainers of Rural Development Department | <b>June 06-09, 2023</b> | 4 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>• To orient the participants to the systematic approach to training and Direct Trainer Skills.</li> <li>• To enable the participants to design and delivery training with effective presentation skills.</li> <li>• To enable the participants to learn the trainer techniques for professional development.</li> </ul> | Certified Master Trainers of Rural Development Department.             | <b>Dr. Reva Sharma</b>   | SIRD |
| 8. | Localizing Sustainable Development Goals in Gram Panchayats                              | <b>June 13-15, 2023</b> | 5 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>• To guide participants for effective participatory</li> </ul>  | Officials from Rural Development department                            | <b>Dr. Ruchi Gupta</b>   | SIRD |



|     |   |                         |        |                         |   |  |                          |      |
|-----|---|-------------------------|--------|-------------------------|---|--|--------------------------|------|
|     |   |                         |        |                         | <p>planning at the grassroots for GPDP.</p> <ul style="list-style-type: none"> <li>• To discuss in detail the nine themes for localizing SDGs at gram panchayat level.</li> <li>• To discuss the role of gram panchayats in attainment of SDGs.</li> </ul>  |  |                          |      |
| 9.  | Integration of Prime Ministers Flagship Programmes for sustainable Rural Deptt. | <b>June 20-23, 2023</b> | 4 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To motivate the prominent line departments for convergence of FPs;</li> <li>• To sensitize them about the importance of integration of flagship programmes.</li> </ul>   | Middle and Block level Officers from RD & PR.                | <b>Dr. M. Ashraf Dar</b> | SIRD |
| 10. | Office Procedure and Management for PRIs  | <b>July 11-14, 2023</b> | 4 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>• To develop the participants' understanding about the institutional functioning of GP including organization of Gram Sabha and Ward Sabha, management of meetings, Office management, work management, resource mobilization, financial management, service delivery, audit compliance, redressal of grievances, e-Governance, etc</li> </ul> | Panchayat Accounts Assistants from the Department of RD & PR | <b>Dr. Ruchi Gupta</b>   | SIRD |

|     |   |   |        |                         |  |   |                          |      |
|-----|---|---|--------|-------------------------|--|---|--------------------------|------|
| 11. | Gram Panchayat Citizen Charter for Effective Service Delivery.            | <b>July 19-21, 2023</b>                     | 3 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>To orient the participants to the need for Gram Panchayat Citizen Charter for better service delivery and grievance redressal.</li> <li>To prepare a model Gram Panchayat Citizen Charter aligning with various services provided by the government</li> </ul>  | PRI's and Officials of RD and other line Departments      | <b>Dr. Reva Sharma</b>   | SIRD |
| 12. | Conduct and Business of PRIs for achieving Sustainable Development Goals. | <b>July 24-26, 2023</b>                     | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To train the ERs in understanding the conduct and business of PRIs;</li> <li>To understand their role in SDGs.</li> </ul>   | Chairpersons and Elected Representatives of BDCs and GPs. | <b>Dr. M. Ashraf Dar</b> | SIRD |
| 13. | Office Procedure and Management for PRIs                                  | <b>31<sup>st</sup> July – Aug. 03, 2023</b> | 4 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>To develop the participants' understanding about the institutional functioning of GP including organization of Gram Sabha and Ward Sabha, management of meetings, Office management, work management, resource mobilization, financial management, service delivery, audit compliance, redressal of grievances, e-</li> </ul> | Panchayat Accounts Assistants                             | <b>Dr. Ruchi Gupta</b>   | SIRD |

|     |  |                              |        |                         |   |   |                          |      |
|-----|--|------------------------------|--------|-------------------------|---|---|--------------------------|------|
| 14. | Localizing SDG's for Clean & Green Villages.                                       | <b>August 09-11, 2023</b>    | 3 days | <b>IMPARD, Jammu</b>    | <p>Governance, etc</p> <ul style="list-style-type: none"> <li>• To enable the participants to appreciate the significance of clean and Green village for sustainable development.</li> <li>• To enable Panchayats to plan for Clean and Green Villages and monitor their progress.</li> </ul>                               | Officials, ERs, Frontline field functionaries of Rural development and other line departments | <b>Dr. Reva Sharma</b>   | SIRD |
| 15. | Refresher Course on Financial Management and Accounting System at Panchayat level. | <b>August 28-30, 2023</b>    | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To provide the PRIs a pool of oriented functionaries in Financial Management;</li> <li>• To orient the PAA and ERs of PRIs about the effective and efficient financial management.</li> </ul>  | Panchayat Accounts Assistants, Chairpersons and ERs of BDCs and GPs.                          | <b>Dr. M. Ashraf Dar</b> | SIRD |
| 16. | Decentralized Planning: GPDP, BPDP, DPDP   | <b>September 04-06, 2023</b> | 3-day  | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>• To guide participants for effective participatory planning at the grassroots for GPDP.</li> <li>• To acquaint participants about various Centrally sponsored schemes for integration in GPDP.</li> <li>• 3.To familiarize participants about the integration of SDGs in</li> </ul> | Master Resource Persons of RDD  | <b>Dr. Ruchi Gupta</b>   | SIRD |

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|     |  |                              |        |                         | GPDP/BPDP/DPDP   |   |                          |      |
| 17. | Planning and Implementation of Jal Jeevan Mission.   | <b>September 11-13, 2023</b> | 3-day  | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>To ensure adequate quality and quantity of FHTC by 2024.</li> <li>Effective implementation of JJM by sensitizing the importance of role of Village Water Committee members in and their role in integrating the same in village Development Plans.</li> <li>Creation of Local Infrastructure for rainwater harvesting, ground water recharge, and management of household waste.</li> </ul> | GP officials, PRIs, VWSC committee and monitoring team members. | <b>Dr. Reva Sharma</b>   | SIRD |
| 18. | Decentralized Planning : GPDP, BPDP, DPDP  | <b>September 19-21, 2023</b> | 3 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>To guide participants for effective participatory planning at the grassroots for GPDP.</li> <li>To acquaint participants about various Centrally sponsored schemes for integration in GPDP.</li> <li>To familiarize participants about the integration of SDGs in 8GPDP/BPDP/DPDP</li> </ul>  | Master Resource Persons of RDD                                  | <b>Dr. Ruchi Gupta</b>   | SIRD |
| 19. | Planning and implementation of National Skill Development Mission through School Education | <b>September 25-28, 2023</b> | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To orient the HoIs about the latest initiatives of Skill</li> </ul>   | ZEOs, Principals and Head Masters of School Education           | <b>Dr. M. Ashraf Dar</b> | SIRD |

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|     | Department.  |                                   |        |                      | <p>Development;</p> <ul style="list-style-type: none"> <li>• To train a group of selected Principles and Hols in skilling development;</li> <li>• To make them understand their roles and responsibilities,</li> </ul>   | Department  |                          |      |
| 20. | Decentralized Planning : GPDP, BPDP, DPDP  | <b>October 03-05, 2023</b>        | 3 days | <b>IMPARD, Jammu</b> | <ul style="list-style-type: none"> <li>• To guide participants for effective participatory planning at the grassroots for GPDP.</li> <li>• To acquaint participants about various Centrally sponsored schemes for integration in GPDP.</li> <li>• To familiarize participants about the integration of SDGs in GPDP/BPDP/DPDP</li> </ul> | Master Resource Persons of RDD  | <b>Dr. Ruchi Gupta</b>   | SIRD |
| 21. | Essential Behavioural Skills for Effective Implementation of Rural Development Programmes. | <b>October 09-13, 2023</b>        | 5 days | <b>IMPARD, Jammu</b> | <ul style="list-style-type: none"> <li>• To apprise the participants with essential Managerial/Behavioural skills for effective implementation of Rural Development Programme.</li> <li>• To motivate the participants to implement the Behavioral Skills for better decision making.</li> </ul>   | ACDs, ADDCs ACPs and BDOs, of Rural Development Deptt. and senior officers of other line departments. | <b>Dr. Reva Sharma</b>   | SIRD |
| 22. | Low Cost Housing Technology  | <b>October 30- 1<sup>st</sup></b> | 3 days | <b>IMPARD,</b>       | <ul style="list-style-type: none"> <li>• To orient the ERs</li> </ul>  | ACPs, BDOs,   | <b>Dr. M. Ashraf Dar</b> | SIRD |

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|     | under PMAY for Marginalised Sections of the Society.                                      | <b>November, 2023</b>                            |        | <b>Srinagar</b>         | and Panchayat functionaries about the latest low cost housing technologies replicable under PMAY;<br><ul style="list-style-type: none"> <li>• Administer PMAY latest strategies.</li> </ul>   | Chairpersons of BDCs and Panchayat Inspector /Secretaries |                          |      |
| 23. | Planning for Clean and Green Village  | <b>October 30- 1<sup>st</sup> November, 2023</b> | 3 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>• To acquaint participants about the various components that constitutes a clean and green village.</li> <li>• To identify specific interventions required to make a village clean and green</li> <li>• To share best practices on Clean and Green villages</li> </ul> | Elected Representatives from PRIs                         | <b>Dr. Ruchi Gupta</b>   | SIRD |
| 24. | Planning for Clean and Green Village  | <b>November 06-08, 2023</b>                      | 3 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>• To acquaint participants about the various components that constitute a clean and green village.</li> <li>• To identify specific interventions required to make a village clean and green</li> <li>• To share best practices on Clean and Green villages</li> </ul>  | Elected Representatives from PRIs                         | <b>Dr. Ruchi Gupta</b>   | SIRD |
| 25. | ToT on Localization of Sustainable Development Goals: Role of PRIs and allied Department. | <b>November 15-17, 2023</b>                      | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To train a pool of resource persons on Sustainable</li> </ul>  | (South Kashmir) Middle level Officers and selected        | <b>Dr. M. Ashraf Dar</b> | SIRD |

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|     |  |   |        |                         | <p>Development Goals;</p> <ul style="list-style-type: none"> <li>To Orient the Trainers about the SDGs;</li> <li>To Orient the PRIs about their role in achieving SDGs.</li> </ul>  | DDCs/BDCs/ SPs  |                          |      |
| 26. | Gram Panchayat Citizen Charter for Effective Service Delivery. | <b>November 21-23, 2023</b>                       | 3 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>To orient the participants to the need for Gram Panchayat Citizen Charter for better service delivery and grievance redressal.</li> <li>To prepare a model Gram Panchayat Citizen Charter aligning with various services provided by Panchayats in J&amp;K.</li> </ul> | PRIs and Officials of RD and other line Departments                 | <b>Dr. Reva Sharma</b>   | SIRD |
| 27. | Orientation Training Course on 9 themes of SDGs.               | <b>November 28 -1<sup>st</sup> December, 2023</b> | 4 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To orient the participating officers of identified department about the nine identified themes for achieving SDGs</li> </ul>   | Block and District level Officers                                   | <b>Dr. M. Ashraf Dar</b> | SIRD |
| 28. | Localizing SDG : Water Sufficient Village                      | <b>December 05-07, 2023</b>                       | 3 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>To guide to effectively plan, implement, operate, maintain and manage drinking water security in gram panchayats</li> </ul>  | Officials from RDD, Jal Shakti and Forest department                | <b>Dr. Ruchi Gupta</b>   | SIRD |
| 29. | Generation of OSR in Gram Panchayats.                          | <b>December 12-14, 2023</b>                       | 3 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>To familiarize the participants with financial management &amp; budget formulation</li> </ul>  | Officials, PRIs and Panchayat Accounts Assistants of RD Department. | <b>Dr. Reva Sharma</b>   | SIRD |

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|     |   |                             |        |                         | <p>in gram Panchayat.</p> <ul style="list-style-type: none"> <li>• To identify the various sources of revenue generation in Gram Panchayats.</li> <li>• To enable the participants to augment their own sources of revenue for development.</li> </ul> |   |                          |      |
| 30. | Development of self-sustainable Gram Panchayats   | <b>December 18-20, 2023</b> | 3 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>• To orient the ERs of PRIs about the importance of self-sustainability of Gram Panchayats;</li> <li>• To discuss the various initiative and strategies for self-sustainability.</li> </ul>                     | Gram Panchayats and Block Development Council elected Representatives | <b>Dr. M. Ashraf Dar</b> | SIRD |
| 31. | Participatory Planning by the line Departments through e-Gram Swaraj.                         | <b>January 01-03, 2024</b>  | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To train the officers of line department in e-Gram Swaraj;</li> <li>• To make them understand the importance of participatory planning for online planning.</li> </ul>  | Block level Officers of line departments and Selected SPs             | <b>Dr. M. Ashraf Dar</b> | SIRD |
| 32. | Orientation Training Course on Financial Management and Accounting System at Panchayat Level. | <b>January 10-13, 2024</b>  | 4 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>• To provide the PRIs a pool of oriented functionaries in Financial Management;</li> <li>• To orient the PAA and ERs of PRIs about the effective and efficient financial</li> </ul>                             | Panchayat Accounts Assistant, Chairpersons and ERs of BDCs and GPs.   | <b>Dr. M. Ashraf Dar</b> | SIRD |



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|     |  |                             |        |                      | management  |   |                        |      |
| 33. | Financial Management for PRIs            | <b>January 16-18, 2024</b>  | 3 days | <b>IMPARD, Jammu</b> | <ul style="list-style-type: none"> <li>To develop comprehensive understanding of the various issues related to financial management of Gram Panchayat including Maintenance of Accounts, Procurement procedure, Preparation of Budget, Audit, etc.</li> </ul> | Officials from Rural Development department | <b>Dr. Ruchi Gupta</b> | SIRD |
| 34. | Financial Management in Gram Panchayats. | <b>January 22-24, 2024</b>  | 3 days | <b>IMPARD Jammu</b>  | <ul style="list-style-type: none"> <li>To familiarize the participants with financial management &amp; budget formulation in gram Panchayat.</li> <li>To Effectively maintain the Accounts, Procurement process and Audit in Gram Panchayat.</li> </ul>       |   | <b>Dr. Reva Sharma</b> | SIRD |
| 35. | Financial Management for PRIs            | <b>February 06-08, 2024</b> | 3 days | <b>IMPARD, Jammu</b> | <ul style="list-style-type: none"> <li>To develop comprehensive understanding of the various issues related to financial management of Gram Panchayat including Maintenance of Accounts, Procurement procedure, Preparation of Budget, Audit, etc.</li> </ul> | Officials from Rural Development department | <b>Dr. Ruchi Gupta</b> | SIRD |

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| 36. | Integration of Disaster Management with GPDP at HP level      | <b>February 12-14, 2024</b> | 3 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>• To make the ERs of PRIs to understand their role in disaster management;</li> <li>• To train them in disaster management plan formulation and its integration with GPDP.</li> </ul>   | Panchayat Accounts Assistant, Chairpersons and ERs of BDCs and GPs. | <b>Dr. M. Ashraf Dar</b> | SIRD |
| 37. | Integrated Project Based Decentralized Planning               | <b>February 20-22, 2024</b> | 3 days | <b>IMPARD, Jammu</b>    | <ul style="list-style-type: none"> <li>• To familiarize the participants with the process and importance of integrated decentralized planning with special emphasis on Project Management.</li> <li>• To enable the participants to prepare DPR's for various Rural Development projects.</li> </ul> | Officials , PRIs of Rural Development Department                    | <b>Dr. Reva Sharma</b>   | SIRD |
| 38. | Labour budgeting under MGNREGA for Sustainable Asset Creation | <b>March 06-08, 2024</b>    | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>• To orient the officer/Panchayats about the new initiatives taken under MGNREGA;</li> <li>• To familiarise the officers on modified MGNREGA Plan formulation.</li> </ul>   | Panchayat Accounts Assistant, Chairpersons and ERs of BDCs and GPs. | <b>Dr. M. Ashraf Dar</b> | SIRD |
| 39. | Innovations and Best Practices in Rural Development.          | <b>March 12-14, 2024</b>    | 3 days | <b>IMPARD Jammu</b>     | <ul style="list-style-type: none"> <li>• To familiarize the participants with various Rural Innovations/Best practices.</li> <li>• To explore the</li> </ul>   | ACDs, BDOs PRIs and others officers of line departments             | <b>Dr. Reva Sharma</b>   | SIRD |

|     |   |                          |        |                         |  |  |                          |      |
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|     |   |                          |        |                         | possibilities of replication of these Best Practices.  |  |                          |      |
| 40. | Orientation on Digital Marketing for Rural Entrepreneurship | <b>March 26-28, 2024</b> | 3 days | <b>IMPARD, Srinagar</b> | <ul style="list-style-type: none"> <li>To train them in digital marketing and establishment of Rural HAATs;</li> <li>To understand the concept of Rural Entrepreneurship through micro enterprises.</li> </ul> | Block level Officers of line Deptts. and BPMs of J&K RLM and presidents of VOs under UMEED | <b>Dr. M. Ashraf Dar</b> | SIRD |

### List of Case Studies to be undertaken by the Faculty Members of SIRD

| S.No. | Title of Case Studies  | Name of the Faculty Member                         |
|-------|--|--|
| 01.   | <ol style="list-style-type: none"> <li>A Case of District Good Governance Initiative in J&amp;K</li> <li>Project Jal Shakti – A Case of Reasi District.</li> <li>Pilgrimage Tourism and Sustainable Development – A Case of SMVD Shrine Board, Katra.</li> <li>Capacity Building Training of PRIs in J&amp;K –A Case Study.</li> </ol> | Dr. Reva Sharma,<br>Professor,<br>SIRD             |
| 02.   | <ol style="list-style-type: none"> <li>Own Source Revenue Generation in Gram Panchayats – A Case Study of GP Dhok Waziran (Block Nagrota)</li> <li>Ensuring Livelihood Security through Integrated Farming System: A Case Study.</li> </ol>  | Dr. Ruchi Gupta<br>Assistant Professor,<br>SIRD    |
| 03.   | <ol style="list-style-type: none"> <li>The Changing Scenario in Education by the Interventions of Gram Panchayat and the impact of implementing Uniform Session for Examination.</li> </ol>  | Dr. M. Ashraf Dar,<br>Assistant Professor,<br>SIRD |