



IMPARD Newsletter

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Vision

- * To focus on the policies and training programmes that benefit the State Govt. employees by improving their operational and managerial efficiency, energizing the democratic decentralization process by capacity building, promoting the development process by dissemination of information with the use of latest technology;*
- * To act as "Think Tank" as well as Apex Knowledge Centre for assisting State Government in policy formulation and decision making.*



Mission

- * To examine and analyze the factors contributing to the improvement of economic and social wellbeing of people of the State on a sustainable basis with special focus on the disadvantaged groups by undertaking research, consultancy and documentation.*
- * To facilitate the application and adoption of contemporary Administrative Reforms with particular emphasis and focus on the government employees by improving their knowledge, skills and attitudes through training, workshops, seminars and presentations. This should in the long run enrich the intellectual capital of State bureaucracy.*



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Training Activities

Sr. No.	Name of the Training Course	Date	Course Coordinator	No. of Participants	Venue
1.	Purchase Management & e-Procurement	Jan. 01 – 03, 2018	Dr. Neena Bhalla, Associate Prof.	15	Jammu
2.	Rural Entrepreneurship Development	Jan. 01 – 03, 2018	Dr. Shafia Wani, Asstt. Prof.	16	Srinagar
3.	Role of <i>Rashtriya Madhyamik Shiksha Abhiyan (RMSA)</i> in the Development of Education System in J&K	Jan. 08 – 10, 2018	Dr. Bilal A. Bhat, Asstt. Prof.	52	Srinagar
4.	ToT Programme on Transforming India through Strengthening PRIs – Certification, Orientation & Assessment Programme of State Level Master Resource Persons	Jan. 08 – 11, 2018	Dr. M. Ashraf Dar, Asstt. Prof.	33	Srinagar
5.	Digital India: Power to Empower	Jan. 08 – 10, 2018	Dr. Rachna Dutt, Associate Prof.	19	Jammu
6.	Transforming India through Strengthening PRIs	Jan. 08 – 11, 2018	Dr. M. Ashraf Dar, Asstt. Prof.	23	Jammu
7.	Secretariat Assistants Training in Respect of Senior Assistants	Jan. 15, 2018 onward (for 3 months)	Dr. M. A. Khan, Director Trainings (K); Ms. Nighat Amin, Research Officer	50	Srinagar
8.	Foundation Course in Respect of Junior Assistants of Kashmir Division	Jan. 15, 2018 onward (for 3 months)	Dr. M. A. Khan, Director Trainings (K); Ms. Nighat Amin, Research Officer	47	Srinagar
9.	Secretariat Assistants Training Programme in Respect of Senior Assists	Jan. 15, 2018 onward (for 3 months)	Dr. Reva Sharma, Director Trainings (J); Dr. Jyoti Sadhu, Research Officer	63	Jammu
10.	Foundation Course in Respect of Junior Assistants	Jan. 15, 2018 onward (for 3 months)	Dr. Reva Sharma, Director Trainings (J); Dr. Jyoti Sadhu, Research Officer	64	Jammu
11.	National Urban Livelihood Mission	Jan. 15 – 17, 2018	Ms. Manju Kapoor, Asstt. Prof.	20	Jammu
12.	Ethics & Values in Public Governance	Jan. 22 – 24, 2018	Dr. J. A. Jabeen, Associate Prof.	34	Srinagar
13.	Planning & Implementation of <i>Rashtriya Krishi Vikas Yojana</i>	Jan. 22 – 24, 2018	Dr. B. A. Kumar, Associate Prof.	26	Srinagar
14.	Mission Water Conservation (<i>Saksham</i>)	Jan. 29 – Febr. 02, 2018	Dr. Reva Sharma, Director Trainings (J); Dr. Ruchi Gupta, Asstt. Prof.	32	Jammu
15.	Role of NGOs & Civil Society in Disaster Risk Mitigation	Jan. 29 – Febr. 01, 2018	Dr. G. M. Dar, Associate Professor	37	Srinagar
16.	Financial Management in PSUs	Febr. 01 – 02, 2018	Dr. Neena Bhalla, Associate Prof.	18	Jammu
17.	Women Empowerment through Self-help Groups (SHGs)	Febr. 06 – 08, 2018	Dr. Bilal A. Bhat, Asstt. Prof.	31	Srinagar
18.	Gender Budgeting	Febr. 07 – 09, 2018	Dr. Sunita Zalpuri, Prof.	30	Jammu
19.	Conflict Management & Negotiation Skills	Febr. 12 – 14, 2018	Dr. Samia Jabeen, Asstt. Prof.	17	Srinagar
20.	City Disaster Management Plan	Febr. 15 – 17, 2018	Dr. G. M. Dar, Associate Prof.	18	Srinagar
21.	Sensitisation Programme on Recent Financial Reforms in Government	Febr. 14 – 16, 2018	Dr. S. K. Islam, Associate Prof.	22	Srinagar
22.	National Urban Livelihood Mission	Febr. 14 – 16, 2018	Dr. Neena Bhalla, Associate Prof.	15	Jammu
23.	Refresher Course on Manual of Secretariat Procedure	Febr. 19 – 21, 2018	Ms. Nighat Amin, Research Officer	20	Srinagar
24.	Mission Water Conservation (<i>Saksham</i>)	Febr. 19 – 23, 2018	Dr. Reva Sharma, Director Trainings (J); Dr. Ruchi Gupta, Assistant Prof.	41	Jammu
25.	Digital India: Initiatives in Governance	Febr. 21 – 23, 2018	Er. Sadat Nizam Buchh, Sr. Informatics Officer	16	Srinagar
26.	Tax Management	Febr. 21 – 23, 2018	Ms. Manju Kapoor, Asstt. Prof.	35	Jammu
27.	e-Governance Project Life Cycle	Febr. 26 – 28, 2018	Dr. Sunita Zalpuri, Professor	16	Jammu
28.	Planning & Management of <i>Sansad Adarsh Gram Yojana (SAGY)</i>	Febr. 26 – 28, 2018	Dr. Shafia Wani, Asstt. Prof.	25	Srinagar
29.	Planning & Management of National Rural Livelihood Mission	Febr. 26 – 28, 2018	Dr. M. Ashraf Dar, Asstt. Prof.	15	Srinagar
30.	State Level Workshop on <i>Swachh Bharat Mission</i>	Febr. 26 – 28, 2018	Dr. Shafia Wani, Asstt. Prof.	12	Srinagar
31.	Mission Water Conservation (<i>Saksham</i>)	Febr. 26 – March 02, 2018	Dr. Reva Sharma, Director Trainings (J); Dr. Ruchi Gupta, Asstt. Professor.	41	Jammu
32.	Purchase Procedure & e-Procurement	March 05 – 07, 2018	Ms. Manju Kapoor, Asstt. Prof.	13	Jammu
33.	Emerging Issues in Good Governance	March 05 – 07, 2018	Dr. S. K. Islam, Associate Prof.	13	Srinagar
34.	Managerial Skills	March 06 – 07, 2018	Dr. Samia Jabeen, Asstt. Prof.	10	Srinagar
35.	Urban Environmental Sustainability	March 12 – 14, 2018	Dr. Humera Yaqoob, Asstt. Prof.	18	Srinagar
36.	Issues & Challenges in the Protection of Human Rights in J&K	March 12 – 14, 2018	Dr. Bilal A. Bhat, Asstt. Prof.	32	Srinagar
37.	Micro Enterprises & Livelihood in Rural Areas	March 12 – 14, 2018	Dr. B. A. Kumar, Associate Prof.	16	Srinagar
38.	Heritage City Development and Augmentation <i>Yojana</i>	March 12 – 14, 2018	Dr. Samia Jabeen, Asstt. Prof.	17	Srinagar
39.	Environmental Issues	March 14 – 16, 2018	Dr. Sunita Zalpuri, Professor	24	Jammu
40.	Training for Probationers of J&K Administrative Service (KAS), Batch – 2014 (Session – 2018)	March 19, 2018 onward	Dr. Sunita Zalpuri, Professor	33	Jammu
41.	Urban Environmental Sustainability	March 19 – 22, 2018	Dr. Humera Yaqoob, Asstt. Prof.	14	Srinagar
42.	Consumer Protection	March 19 – 22, 2018	Dr. J. A. Jabeen, Associate Prof.	33	Srinagar
43.	Planning & Management of National Rural Livelihood Mission	March 19 – 22, 2018	Dr. M. Ashraf Dar, Asstt. Prof.	18	Srinagar
44.	Recruitment & Reservation Rules in Government	March 26 – 28, 2018	Dr. Ruqaya Amin, Associate Prof.	21	Srinagar

Special Training Events

Transforming India through Strengthening PRIs

More than two and a half decades of local government across India has proved that *Panchayati Raj* Institutions (PRIs) are the best available service delivery system having special characteristics, e.g., social inclusion, participatory governance, transparency, accountability, and responsiveness due to their proximity to the grassroots/voters. These positive features can be channelled to enable the PRIs to overcome functional limitations and to achieve development goals. Therefore, what is important in this whole process is the empowerment of these democratic institutions through building capacities of grassroot level elected representatives who act as the backbone of PRIs. Therefore, with a view to build capacities of grassroot level elected representatives, the Institute organised a three days' Training Course on "Transforming India through Strengthening PRIs" from January 08 – 10, 2018 at its Regional Centre, Jammu under the coordinatorship of Dr. M. Ashraf Dar, Assistant Professor, Centre for Rural Development & *Panchayati Raj*.



Training Course on "Transforming India through Strengthening PRIs" conducted w.e.f. Jan. 08 – 10, 2018

Digital India: Power to Empower

Digital India is a Government of India campaign launched in 2015 to ensure that services are made available to citizens electronically. It has three core components – i) development of digital infrastructure throughout the length and breadth of the country; ii) delivering government services digitally; & iii) universal digital literacy to empower citizens. In order to spread awareness about the Digital India Campaign, the Institute organized a three days' Training Course on "Digital India Power to Empower" from January 08 – 10, 2018 at its Regional Centre, Jammu under the coordinatorship of Dr. Rachna Dutt, Assistant Professor, Centre for Good Governance and Administrative Reforms.



Training Course on "Digital Indi: Power to Empower" conducted w.e.f. Jan. 08 – 10, 2018

Secretariat Assistants Training

The Institute has a well-established tradition of providing long duration training to the frontline functionaries of State Government departments such as Jr., and Senior/Head Assistants to familiarize them with the provisions of Manual of Secretariat Procedure; CSR; Financial Code; and Classification, Conduct, & Appeal Rules. They are also imparted basic computer skills; and taught basic values, attitudes, and team work.

Two Secretariat Assistants Training Courses of three months' duration, one each for Junior and Sr./Head Assistants were organised at IMPARD Main Campus, Srinagar from January 15, 2018. Ms. Nighat Amin, Research Officer, Centre for Good Governance & Administrative Affairs, coordinated the Training Courses under the supervision of Director Trainings, IMPARD, Srinagar.

Likewise, two more such Training Courses were organised at IMPARD Regional Centre, Jammu on the same dates which were coordinated by Dr. Jyoti Sadhu, Research Officer, Centre for Rural Development & *Panchayati Raj* under the supervision of Director Trainings, IMPARD, Jammu.



3 months' Secretariat Assistants Training Course for Senior/Head Assistants conducted from Jan. 15, 2018

National Urban Livelihood Mission

National Urban Livelihood Mission (NULM) is a Government of India poverty alleviation scheme which aims at reducing urban poverty by improving livelihood opportunities through skill training for self-employment, facilitating provision of subsidized bank loans for setting up micro-enterprises, organizing urban poor into self-help groups, and so on. With a view to sensitize participants to various issues related to efficient implementation of the scheme, the Institute organised two Training Courses on "National Urban Livelihood Mission" of three days' duration at its Regional Centre, Jammu. The 1st Training Course was conducted from Jan. 15–17, 2018 under the coordinatorship of Ms. Manju Kapoor, Assistant Professor, Centre for Infrastructure Development & Urban Affairs. The 2nd Training Course was conducted from Febr. 14 – 16, 2018 under the coordinatorship of Dr. Neena Bhalla, Associate Professor, Centre for Infrastructure Development & Urban Affairs.

Women Empowerment through Self-help Groups (SHGs)

Women form half of the world's total population and, therefore, development is incomplete without their development. But instead of involving women in the developmental activities, they are subjected to various forms of exploitation rooted in class, caste, and cultural prejudices.

However, the situation is changing and the



Training Course on "Women Empowerment through Self-help Groups (SHGs)" conducted w.e.f. Febr. 06-08, 2018

importance of women's involvement in developmental activities is being felt. This has given rise to the concept of women empowerment. It has been observed that organising women into self-help groups especially in rural areas enables them to take organized action and transform their situation.

In this backdrop the Institute organized a three days' Training Course on "Women Empowerment through Self-help Groups (SHGs)" from February 06 – 08, 2018

at its Main Campus, Srinagar under the coordinatorship of Dr. Bilal Ahmad Bhat, Assistant Professor, Centre for Social Justice.

Refresher Course on Manual of Secretariat Procedure

The efficiency of Government employees in handling different assignments can be judged by their ability to follow instructions laid down by the Government in the Manual of Secretariat Procedure. These procedures are meant to provide them with easily understood methods to carry out their official assignments. For this purpose an instruction booklet titled *Manual of Secretariat Procedure* was published by the Government in 1954. Since then it has been updated from time to time.



"Refresher Training Course on Manual of Secretariat Procedure" conducted w.e.f. Febr. 14-16, 2018

In order to create awareness among participants about secretariat procedures and practices, this Institute organized a three days' "Refresher Course on Manual of Secretariat Procedure" from February 14 – 16, 2018 at its Main Campus, Srinagar under the coordinatorship of Ms. Nighat Amin, Research Officer, Centre for Good Governance & Administrative Affairs.

City Disaster Management Plan

About one third of India's population resides in urban areas with a continuous stream of migrants daily heading towards cities. Maximum number of migrants are attracted towards metropolitan cities. This urbanization phenomenon has increased vulnerability of cities to major disasters, both natural and human-induced. Even natural disasters have different ramifications when they occur in urban areas due to high population density. Added to this is the threat of dangers like fires, building collapse, spread of epidemics, etc. Such disasters result in greater damage in terms of loss of life, property and infrastructure. Jammu and Kashmir floods of 2014, Chennai flood of 2015, and Mumbai flood of 2017 have highlighted the need to have efficient City Disaster Management Plans in place

in urban areas. In this connection the urban local bodies need to be prepared to deal with disasters so that loss of life and property could be minimized.

With a view to sensitize the participants to disaster management issues in urban areas, the Institute organised a three days' Training Course on "City Disaster Management Plan" from February 15 - 17, 2018 at its Main Campus, Srinagar under the coordinatorship of Dr. G. M. Dar, Associate Professor, Centre for Disaster Management and Environment Studies.

Mission Water Conservation (Saksham)

Mission Water Conservation (MWC) is part of the Mahatma Gandhi National Rural Employment Guarantee Scheme (MGNREGS) instituted by Government of India in the year 2006 with the aim of enhancing rural livelihood security by providing at least 100 days of wage-employment in a year to every adult person in rural areas of the country who remain at the mercy of extreme weather conditions which adversely impact rural agricultural income. The core objective of the Mission is water conservation through creating durable water reservoirs such as ponds, wells, check dams, etc., which in turn help rural population in drought mitigation and livestock farming. In the year 2016, the Ministry of Rural Development issued a framework for Mission Water Conservation in consultation with the Ministry of Water Resources, and the Ministry of Agriculture and Farmer's Welfare. The objective of MWC is to ensure that the benefits of various related schemes like *Pradhan Mantri Krishi Sinchayee Yojana* (PMKSY), and Integrated Watershed Management Programme (IWMP) launched by Govt. of India, reach the rural people.

In order to sensitize participants with the issues related to water conservation, the Institute organised a series of three Training Courses of five days' duration each on "Mission Water Conservation (Saksham)" at its Regional Centre, Jammu under the coordinatorship of Dr. Reva Sharma, Director Trainings (J); and Dr. Ruchi Gupta, Assistant Professor, Centre for Rural Development and *Panchayati Raj*. The 1st such Course was conducted from January 29 to February 02, 2018; the 2nd from February 19 - 23, 2018; and the 3rd from February 26 - March 02, 2018.



Training Course on "Mission Water Conservation— (Saksham)" conducted w.e.f. Jan. 29-Feb. 02, 2018

e-Governance Project Life Cycle

e-Governance is the application of information and communication technology for delivering services electronically. Application of electronic communication increases convenience, efficiency, and transparency.

e-Governance Project Life Cycle is a device to help government departments understand the conceptualisation and design of various e-Governance initiatives; and their management during various phases of project development and implementation.

In order to familiarize participants with the e-Governance projects, the Institute organised a three days' Training Course on "e-Governance Project Life Cycle" from February 26 - 28, 2018 at its Regional Centre, Jammu under the coordinatorship of Dr. Sunita Zalpuri, Professor & Head, Centre for Good Governance & Administrative Reforms. The objectives of the Course were:

- to sensitize the participants about e-Governance project conceptualization and design;
- to discuss change in current service delivery model and role of e-Governance;
- to expose participants to Digital India: *e-Kranti*, and National e-Governance Plan;
- to discuss Life Cycle and phases in e-Governance Project Development and the Role of Private Sector; &
- to sensitize the participants about e-governance projects in J&K.

Urban Environmental Sustainability

The growth of urban areas adversely impacts environment both within and beyond city limits. Unplanned construction results in the conversion of land covered with vegetation into jungles of concrete. This leads to the loss of living space for plants and animals. Moreover, concentration of population within the city limits results in large scale production of solid and liquid wastes which further deteriorate the environment.

In order to ensure sustainable urban environment, cities need to be built on scientific basis so that issues like waste management, air and water quality, poverty and vulnerability to climate change effects could be dealt with properly. Keeping these facts in view and to sensitize participants about urban environmental issues, the Institute organised a three days' Training Course on "Urban Environmental Sustainability" from March 12 - 14, 2018 at its Main Campus, Srinagar under the coordinatorship of Dr. Humera Yaqoob, Assistant Professor, Centre for Infrastructure Development & Urban Affairs.

Planning & Management of National Rural Livelihood Mission (NRLM)

NRLM is a poverty alleviation project launched by Govt. of India in June 2011. It is focussed on promoting self-employment through organisation of the rural poor into self-help groups (SHGs). It seeks to harness the capabilities of rural poor and to complement these with skill building, access to credit, and access to marketing. The success of NRLM depends on its proper implementation. In order to sensitize participants drawn from departments directly involved in its implementation, the Institute organised two Training Courses on "Planning & Management of National Rural Livelihood Mission (NRLM)" each of three days' duration at its Main Campus, Srinagar under the coordinatorship of Dr. M. Ashraf Dar, Assistant Professor, Centre for Rural Development and Panchayati Raj. One such Training Course was conducted from Febr. 26 – 28, 2018; and the other from March 19 – 22, 2018.



The participants of Training Course on "Planning & Management of National Rural Livelihood Mission (NRLM)" visited village Pinjora, Magam, in Distt. Baramulla

Foundation Training Programme for Probationers of J&K Administrative Service (KAS), Batch – 2014 (Session – 2018)

A regular feature of Institute's activities is to impart training to fresh recruits of Junior Scale of J&K Administrative Services (KAS) Officers. In pursuance of this goal, a long duration Training Programme for Probationers of KAS Batch – 2014 (Session – 2018) was inaugurated by Mr. Khurshid Ahmad Shah (IAS), Director General, J&K IMPARD on March 19, 2018 at IMPARD Regional Centre, Jammu. The Training Programme shall be conducted at Jammu for first two months. Subsequently it would be shifted to IMPARD Main Campus, Srinagar coinciding with the Darbar Move. The Programme is being organised on residential basis with Probationers being allowed to avail Hostel facilities. During training, the Probationers would be introduced to following subjects: *Contemporary India and Global*

Environment; Governance, Ethics and Leadership; Leadership Qualities & Skills; Public Administration; e-Governance; General Laws; Revenue Laws; Political Economy; Human & Social Development; District & Regulatory Administration, etc.



Foundation Training Programme for Probationers of J&K Administrative Service (KAS Batch – 2014 (Session – 2018 in progress from March 19, 2018

MoU Signed

J&K IMPARD signed a Memorandum of Understanding (MoU) at Srinagar on March 30, 2018 with Mahatma Gandhi State Institute of Public Administration (MGSIPA), Chandigarh, Punjab. IMPARD and MGSIPA agreed, among other things, to hold joint training courses, research activities, and faculty exchange programmes. Shri Sarvesh Kaushal (IAS), Special Chief Secretary to the Government of Punjab-cum-Director General, represented MGSIPA at the signing-in ceremony. Mr. Khurshid Ahmad Shah (IAS), Commissioner/Secretary to the Government of J&K/Director General, represented IMPARD.



Shri Sarvesh Kaushal (IAS, Special Chief Secretary to the Government of Punjab-cum-Director General, MGSIPA and Mr. Khurshid Ahmad Shah (IAS, Commissioner/Secretary to the Government of J&K/Director General, IMPARD while signing the MoU on behalf of their respective Institutions

Faculty Development

Dr. S.K. Islam, Associate Professor, Centre for Good Governance & Administrative Affair: i Participated on Febr. 20, 2018 on Doordarshan Srinagar in a panel discussion titled "International Day of Social Justice". ii Chaired on March 29 a session on "National Seminar on Ageing and Elderly Care: Critical Issues, Challenges, and the Way Forward" organised from March 28 – 29, 2018 by Department of Social Work, University of Kashmir in collaboration with National Institute of Social Defence, Ministry of Social Justice and Empowerment, Govt. of India, New Delhi.

Photo Gallery



Three Months' "Foundation Training Course for Jr. Assistants" conducted by Dr. Reva Sharma, Director Trainings (J) & Dr. Jyoti Sadhu, Research Officer, Centre for Rural Development & Panchayati Raj, from Jan 15, 2018



Three days' "Sensitisation Programme on Recent Financial Reforms in Government" conducted by Dr. S. K. Islam, Associate Prof., Centre for Good Governance & Administrative Reforms, w.e.f. Febr. 14-16, 2018



Three days' Training Course on "Planning & Implementation of Rashtriya Krishi Vikas Yojana" conducted by Dr. B. A. Kumar, Associate Prof., Centre for Rural Development & Panchayati Raj, w.e.f. Jan. 22-24, 2018



Three days' Training Course on "Planning & Management of Sansad Aadarsh Gram Yojana" conducted by Dr. Shafia Wani, Asstt. Prof., Centre for Rural Development & Panchayati Raj, w.e.f. Febr. 26-28, 2018



Three days' Training Course on "Ethics & Values in Public Governance" conducted by Dr. J. A. Jabeen, Associate Prof., Centre for Social Justice, w.e.f. Jan. 22-24, 2018



Three days' Training Course on "Mission Water Conservation (Saksham)" conducted by Dr. Reva Sharma, Director Trainings (J) & Dr. Ruchi Gupta, Asstt. Prof., Centre for Rural Development & Panchayati Raj, w.e.f. Febr. 26 – March 02, 2018

Photo Gallery



The participants of Training Course on "Heritage City Development and Augmentation Yojana (HRIDAY)" visited Burzuhamra Archaeological Site on Febr. 13, 2018



Mr. Khurshid Ahmad Shah (IAS), Commissioner/Secretary to the Government of J&K/Director General, IMPARD welcoming Shri Sarvesh Kaushal (IAS), Special Chief Secretary to the Government of Punjab-cum-Director General, MGSIPA to MOU signing-in ceremony



Three days' Training Course on "Issues & Challenges in the Protection of Human Rights in J&K" conducted by Dr. Bilal Ahmad Bhat, Asstt. Prof. Centre for Social Justice, w.e.f. March 14-16, 2018



Shri Sarvesh Kaushal (IAS), Special Chief Secretary to the Government of Punjab-cum-Director General, MGSIPA and Mr. Khurshid Ahmad Shah (IAS), Commissioner/Secretary to the Government of J&K/Director General, IMPARD while exchanging signed copies of MoU



Three days' Training Course on "Consumer Protection" conducted by Dr. J. A. Jabeen, Associate Prof., Centre for Social Justice, w.e.f. March 19-22, 2018



Shri Sarvesh Kaushal (IAS), Special Chief Secretary to the Government of Punjab-cum-Director General, MGSIPA, interacting with IMPARD Faculty