

Annual Academic Report

2010-2011



**Yashwantrao Chavan Academy of
Development Administration**

Mission

“Our mission is to enable equitable and sustainable development
by promoting people centered good governance.

We achieve this by bringing together
practical knowledge, applied research,
appropriate technology and innovative training of
public administrators, community-based organizations
and people’s representatives.”

Yashwantrao Chavan Academy of Development Administration (YASHADA), Pune
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CONTENT

Annual Academic Report

Prelude	01
1. Administrative Training Institute (Institute of Public Governance)	08
2. Institute for Management Development (IMD)	10
3. State Institute of Rural Development (SIRD)	12
4. State Institute of Urban Development (SIUD)	18
5. Centre for Environment and Development (CED)	20
6. Centre for Disaster Management (CDM)	22
7. Centre for Information Technology (CIT)	23
8. Centre for Human Development (CHD)	25
9. Centre for Equity, Social Justice (CESJ)	27
10. Centre for Research and Documentation (CRD)	29
11. Management Development Centre (MDC)	32
12. Centre for Right to Information (CRTI)	35
13. Centre for Infrastructure Development Management (CIDM)	36
14. Centre for Media and Publications (CMP)	38
15. Training Monitoring Cell (TMC)	42
16. Policy and Plan Implementation Cell (PPIC)	43
17. Dr. Ambedkar Competitive Examination Centre (ACEC)	45

Annual Administrative Report

1. Establishment	50
2. Maintenance Service	54
3. Transport Management	55
4. Purchase & Stores Management	56
5. Estate Management	57
6. DAC Hostel	59
7. Centre for Audio Visual Production	61
8. Accounts and Finance Management	62
9. The Academy's Publications	79
10. Analysis of Training Programmes	87
11. List of Training Programmes	99

Board of Governors

President

Shri Ratnakar Gaikwad, IAS

Ex-Officio President, Board of Governors, YASHADA & Chief Secretary, GoM, Mantralaya, Mumbai-400 032.

Members

Shri K. P. Bakshi, IAS

Ex-Officio Member, Board of Governors, YASHADA & Principal Secretary and Chief Protocol Officer, General Administration Department, GoM, Mantralaya, Mumbai-400 032

Shri Sudhir Shrivastava, IAS

Ex-Officio Member, Board of Governors, YASHADA & Principal Secretary, Planning, GoM, Mantralaya, Mumbai-400 032

Shri Sudhir Thakre, IAS

Ex-Officio Member, Board of Governors, YASHADA & Secretary, Rural Development, GoM, Mantralaya, Mumbai-400 032

Shri V. Kanade, IAS

Ex-Officio Member, Board of Governors, YASHADA & Principal Secretary, Finance Department, GoM, Mantralaya, Mumbai-400 032

Dr. Sudhir Kumar Goel, IAS

Member, Board of Governors, YASHADA & Principal Secretary (Agriculture & Marketing), Agriculture, Animal Husbandry, Dairy Development & Fisheries Department, GoM, Mantralaya, Mumbai-400 032

Hon. Vice Chancellor,

University of Pune & Ex-Officio Member, Board of Governors, YASHADA & University of Pune, Ganeshkhind Road, Pune – 411 007.

Dr. P. D. Patil

Member, Board of Governors, YASHADA & Chancellor, D. Y. Patil Deemed University, Saint Tukaram Nagar, Pimpri, Pune – 411 018.

Shri B. N. Bahadur, IAS (Retd.)

Member, Board of Governors, YASHADA Flat No. 41, Pranit, Jaywant Palkar Road, Worli, Mumbai 400 030.

Shri S. B. Mujumdar

Member, Board of Governors, YASHADA & President, Symbiosis Society, Senapati Bapat Road, Pune – 411 004.

Dr. Vijay Bhatkar

Member, Board of Governors, YASHADA & Chairman, ETC Limited & Member, Scientific Advisory Committee, Govt. of India, 1A, I-Space, Off Bombay Bangalore Highway, Bavdhan Khurd, Bavdhan, Pune, Maharashtra 411 021.

Dr. Nidhi Pandey, IAS

Ex-officio Member, Board of Governors, YASHADA Deputy Director General and Director, CPG, YASHADA, Pune-411 007.

Director,

Vaikunth Mehta National Cooperation Management Academy, Ex-officio Member, Board of Governors, YASHADA Pune University Road, Pune – 411 007.

Dr. Sanjay Chahande, IAS

Ex-Officio Member, Board of Governors, YASHADA & Director General, YASHADA, Pune - 411 007.

Joint Secretary (Training),

Department of Personnel & Training (DoPT), Gol & Ex-Officio Member, Board of Governors, YASHADA, Block No. IV, Old JNU Campus, New Mehrauli Road, NEW DELHI 110 067.

Shri A. B. Pandey, IAS

Deputy Director General, Unique Identification Authority of India, 5th/ 7th Floor, MTNL EXCHANGE Building, Cuffe Parade, G. D. Somani Marg, Colaba, Mumbai 400 005.

Shri T. C. Benjamin, IAS

Ex-officio Member, Board of Governors, YASHADA Principal Secretary, Urban Development, GoM, Mantralaya, Mumbai-400 032

Shri U. C. Sarangi, IAS

Member, Board of Governors, YASHADA & Additional Chief Secretary (Home), General Administration Department, GoM, Mantralaya, Mumbai-400 032

Dr. Bharat Bhushan

Ex-Officio Secretary & Professor, Environmental Planning & Dean (Academic), YASHADA, Pune 411 007.

Executive Committee

Shri V. Ramani, IAS (64 EC: 28 May 2010)

**Dr. Shailesh Kumar Sharma, IAS (65 EC: 19 October 2010)
(66 EC: 27 December 2010)**

Shri Chandrakant Dalvi, IAS (67 EC: 24 February 2011)

Chairman, Executive Committee, YASHADA & Director General, YASHADA, Pune 411 007.

Shri Dilip Band, IAS

Member, Executive Committee, YASHADA & Divisional Commissioner, Pune Division, Council Hall, Pune 411 001.

Shri Sudhir Thakre, IAS

Member, Executive Committee, YASHADA & Secretary, Rural Development Department, Mantralaya, Mumbai 400 032.

Prof. U. D. Sawant

Member, Executive Committee, YASHADA & Professor, Shri Guru Buddhi Swami College, Poorna, Junction, Dist. Parbhani 431 511.

Shri Popatrao Pawar

Member, Executive Committee, YASHADA & Sarpanch, Hiware Bazar, Dist. Ahmednagar 414 001.

Dr. Vikas Amte

Member, Executive Committee, YASHADA & Secretary, Maharogi Seva Samiti, At Post Anandvan, Taluka Varora, Dist. Chandrapur 442 914.

Prof. (Capt.) C. M. Chitale

Member, Executive Committee, YASHADA, Professor & Head, Department of Management Sciences, University of Pune, Ganeshkhind, 411 007.

Dr. Bharat Bhushan

Ex-Officio Secretary, Executive Committee, YASHADA & Professor, Environmental Planning & Dean (Academic), YASHADA, Pune 411 007.

(as on 31st March 2011)

PRELUDE

Maharashtra was one of the first states in the country to realise the importance of human resources development. The early sixties witnessed the establishment of the Administrative Staff College (ASC) in Mumbai, under the inspiration of former Chief Minister of Maharashtra and Deputy Prime Minister of India, Shri Y B Chavan. In 1984, it shifted its location to Pune, and was named the Maharashtra Institute of Development Administration or MIDA. Its main objective was to serve as the apex body in the promotion and development of modern management science, and function as the nodal state level training institute in the field of development administration. After six successful years, on the 26th of November, 1990, MIDA graduated into an Academy with a new name... YASHADA.

Objectives of the Academy

The objectives of the Academy as listed in its Memorandum of Association (MoA) are as follows:

- To promote modern management science as a major instrument for development of economic and social activities of the State Government, Zilla Parishads and other institutions and organisations of the State Government.
- To develop managerial skills, organisational capability, leadership and decision-making ability for development planning and efficiency in implementation of policies, programmes and projects.
- To carry on operational and policy-oriented research, to evolve ideas and concepts appropriate to the local, state and national environment, and to formulate policy alternatives.
- To serve as the apex institute for the collection and dissemination of information regarding development administration.
- To foster, assist and support individuals, organisations and institutions in the use of management science.
- To provide consultancy services in development and public administration.
- To function as the nodal State-level training institute in the field of development administration.

Mandate of the Academy

In order to achieve the above objectives, the Academy conducts the following activities:

Types of Activities :

- Training programmes of short and long term duration including seminars, workshops, and conferences, as a means of continuing education for practicing managers, administrators and scientific and technical cadres;
- Policy oriented and operational research;
- Consultancy and extension services; and
- Publication and production of training aids.

Subjects and Areas of Activities

- ❑ The programmes may cover all concepts, principles and techniques related to management in government.
- ❑ The programmes may cover all functionaries of the departments of the Government of Maharashtra, as well as teachers and practitioners of management in boards, corporations and other public sector undertakings, in all sectors such as business and industry; commerce and trade; financial and industrial development; banking insurance; cooperatives; agriculture and rural development; forestry; fisheries and animal husbandry; irrigation and power; energy, transportation and communication; education and health services; entrepreneurial development; mass media; tourism and public relations; legal systems; police administration; taxation; urban systems; environment habitat; public works; roads and buildings; appropriate technology; non-organised, decentralised sectors of economic, social and political activity, especially, persons from institutions, bodies and organisations concerned with the use of knowledge in management.

Organisational Structure of the Academy

The management, supervision and control of the Academy is vested in the Board of Governors (BoG), comprising :

- | | |
|--|---------------------------------|
| ❑ Chief Secretary, Government of Maharashtra (GoM) | President (<i>ex-officio</i>) |
| ❑ Secretary, (Training), General Administration Dept, GoM | Member (<i>ex-officio</i>) |
| ❑ Secretary, Planning Department, GoM | Member (<i>ex-officio</i>) |
| ❑ Secretary, Rural Development Department, GoM | Member (<i>ex-officio</i>) |
| ❑ Secretary, Finance Department, GoM | Member (<i>ex-officio</i>) |
| ❑ Two Secretaries to Government of Maharashtra (Nominated by the President) | Members |
| ❑ Vice-chancellor, University of Pune | Member (<i>ex-officio</i>) |
| ❑ Two eminent persons from different sectors of governance (Nominated by the State Government) | Members |
| ❑ Two persons from the field of Management Sciences (Nominated by the State Government) | Members |
| ❑ One faculty member of YASHADA (Nominated by the President) | Member |
| ❑ Director of a reputed national level Research and Training Institute (Nominated by the State Government) | Member |
| ❑ Director General of the Academy | Member |
| ❑ Dean (Academic) and Professor, Environmental Planning | Secretary (<i>ex-officio</i>) |

The actual composition of the Board of Governors as on 31st March 2011 is as presented on page no.iv

Subject to the overall supervision and policy directions of the Board of Governors and its Committees, the Executive Committee (EC) is responsible for the management, administration and control of affairs of the institute, and its income and properties, in accordance with the rules of the Society and the regulations, orders and instructions made from time to time. The Executive Committee has and exercises powers, which are necessary, incidental, conducive, or expedient for the above purpose. As per rule 43, the Board of Governors delegate from time to time, such powers and functions to the Executive Committee as are considered necessary and expedient.

The composition of the executive committee is as follows:

<input type="checkbox"/> Director General, YASHADA	Chairman (<i>ex-officio</i>)
<input type="checkbox"/> One person from among the Heads of State Government Commissionerates/Directorates in Pune (Nominated by the President of the BoG)	Member
<input type="checkbox"/> Secretary, Rural Development and water Conservation Department, GoM	Member (<i>ex-officio</i>)
<input type="checkbox"/> One representative of a sister training institution (Nominated by the President of the BoG)	Member
<input type="checkbox"/> Two representatives from NGOs (Nominated by the President of the BoG)	Members
<input type="checkbox"/> One financial expert (Nominated by the President of the BoG)	Member
<input type="checkbox"/> Dean (Academic) and Professor, Environmental Planning	Secretary (<i>ex-officio</i>)

The Director General of the Academy, who is appointed by the State Government is the Academic Head and Chief Executive of the Academy. He has all the powers as delegated by the Board of Governors and the Executive Committee, and is the Chairman of the Executive Committee. He/she is responsible for the proper administration and conduct of the academic affairs of the Academy. **During the year 2010 - 2011, Shri. V. Ramani, IAS was Director General of the Academy from 1 April 2010 to 4 August 2010. Shri. S. K. Sharma, IAS was Director General from 5 August 2010 to 3 January 2011. Shri Chandrakant Dalvi, IAS was Director General from 4 January 2011 to 1 March 2011 & Dr Sanjay Chahande, IAS was Director General from 2 March 2011 onwards.** The composition of the Executive Committee as on 31st March 2011 is presented on pg.no. iv

The various other committees and sub-committees appointed by BoG for the purposes as suggested by their names include :

- Recruitment Committee
- Building Committee/Local Committee
- Finance (Investment) Committee
- Special Funds Committee

As according to recruitment norms laid down by BoG from time to time, the Academy has been employing officers and staff members, either directly recruited by the Academy or joining on the basis of deputation from different departments of the state government. The position of the personnel in YASHADA as on 31/03/2011 is given elsewhere in this report and is divided into two wings - one Academic and the other Administrative.

Activities of Academic Wing

The constituent institutes, centres and cells of the academic wing are mostly mandated to carry out activities which could be classified into four categories as below :

- Training Programmes
- Research
- Consultancy and Extension Services
- Publications

Training Programmes

This includes design and conduct of various types of training programmes as per :

- Requisitions made by various departments of Government of Maharashtra, Government of India and Other Sponsoring Agencies.
- Directives from Board of Governors and Executive Committee Members; and
- Feedback received from various sources including the evaluation reports of the training programmes conducted previously.
- The mandate provided in ToR of sponsored research and consultancy projects which culminate in designing of training modules and it's validation and successful running.

The various types of training programmes include refresher / orientation courses, foundation / induction courses and workshops / seminars / conferences / symposia. Usually, most of the non-sponsored training courses are conducted using the Academy's funds procured mainly as grants-in-aid from the Government of Maharashtra. Efforts are always made to conduct more training programmes sponsored by different agencies including international funding agencies and various departments of central and state governments. List of training programmes conducted during 2010 - 2011 are given in Appendix 2 elsewhere in this report.

The total number of training programmes conducted during the year 2010-11 was 4003, which was higher than the annual target of 1200 training programmes. The number of training programmes conducted and their attendance rate for the last fifteen years is given below.

Sr. No.	Year	Number of Training Courses	Number of Participants		Attendance Rate
			Nominated	Attended	
01.	1995-96	94	2980	2147	72.04%
02.	1996-97	85	2668	1946	72.93%
03.	1997-98	99	3342	2547	76.21%
04.	1998-99	108	3820	3011	78.82%
05.	1999-00	132	4908	3792	77.26%
06.	2000-01	124	3735	2856	76.46%
07.	2001-02	136	4098	3335	81.38%
08.	2002-03	206	5565	4507	80.99%
09.	2003-04	239	10870	7956	80.60%
10.	2004-05	516	21,275	19,282	90.63%
11.	2005-06	846	34,905	29,157	83.53%
12.	2006-07	965	39,806	35,039	88.02%
13.	2007-08	1428	56,436	53,329	94.49%
14.	2008-09	1323	41,510	41,680	100.40%
15.	2009-10	2002	82,327	83,083	100.91%
15.	2010-11	4003	1,84,487	1,82,210	98.76%

The training related performance of the Academy is summarised by Training Planning & Monitoring Cell elsewhere in this report.

Research

The Academy is required to carry out research related to formulation, implementation, monitoring and evaluation of development schemes, projects and programmes. Usually, the research activities carried out by the Academy on its own are aimed at enriching the content and methodology of training programmes. During this year the Academy was entrusted with several research projects on various subjects which were sponsored by reputed state, national and international level agencies.

Since 2004, a well equipped centre namely Research and Development Centre has been established for procuring sponsorship for research projects, carrying out research activities and documenting and preparing research reports. The Academy's institutes and centres achieved tremendous growth and development in this respect in last few years.

Consultancy and Extension Services

The faculty members of the Academy are involved in various decision-making committees and advisory bodies of reputed government/non-government organisations. For the past many years, the Academy has been entrusted with the work of developing and monitoring Gram Sevak Training Centres (GTCs), Panchayati Raj Training Centres (PRTC's) and Composite Training Centres (CTCs) located in various parts of the state.

In the recent few years, the Academy had extended capacity building activities in various regional and departmental training institutions through the UNDP-DoPT, Gol sponsored projects and MoUs with the institutions. The Regional Training Centres at Paithan, Amravati, and Nagpur and BARTI, Pune were extended upgradation services by the Academy.

Publications

The Academy has the mandate to disseminate information related to various areas of public and development administration and management in government. Since the past four years, the Academy has been publishing two quarterly journals - Ashwattha (English) and Yashmanthan (Marathi) and several books related to development administration. A full fledged Publications Cell has been functional in the Academy since last one decade, which is equipped with in-house editing, desk top publishing and sales counter facilities.

The institute/ centre / cell - wise detailed account of the training, research, consultancy and publications related activities of the Academy has been presented in the Annual Academic Report.

Activities of the Administrative Wing

The administrative wing is headed by the Registrar and works directly under the control and supervision of the Director General. Various sections of the wing directly or indirectly provide all the support services required for training, research, consultancy and publications related activities carried out by the Academy. It provides the following services :

- Recruitment of personnel and establishment matters,
- Finance and maintenance of accounts,
- Maintenance and regulation of services of contractors and suppliers,
- Purchase and store keeping,
- Transport,
- Registration and despatch of correspondence,
- Telephone exchange,
- Maintenance of hostel, mess, sanitary and medical services,
- Security, and
- Estate management,

BUREAU VERITAS
Certification



Certification
Awarded to

**YASHWANTRAO CHAVAN ACADEMY OF
DEVELOPMENT ADMINISTRATION**

YASHADA CAMPUS, BANER ROAD,
PUNE – 411 007, MAHARASHTRA, INDIA.

*Bureau Veritas Certification (India) Private Limited certify that the
Management System of the above organisation has been audited and found
to be in accordance with the requirements of the standard detailed below*

STANDARD

ISO 9001:2000

SCOPE OF SUPPLY

**DESIGN AND CONDUCT TRAINING, RESEARCH AND
DOCUMENTATION ACTIVITIES TO SUPPORT DEVELOPMENT
ACTIVITIES TO SUPPORT DEVELOPMENT ADMINISTRATION.**

PERMITTED EXCLUSION(S)

- 7.5.2 – Validation of processes for production and service provision.**
- 7.6 – Control of monitoring and measuring devices.**

Original Approval Date: 22 September 2005

*Subject to the continued satisfactory operation of the organisation's Management System,
this certificate is valid until:*

21 October 2011

To check this certificate validity please call: +91 22 6695 6300

*Further clarifications regarding the scope of this certificate and the applicability of the
Management System requirements may be obtained by consulting the organisation.*

Certificate Number: IND86291

Date: 17 October 2008

R. K. SHARMA
Director



QM 003

*Certification / Managing Office Address: "Marwah Centre" 6th Floor, Krishanlal Marwah Marg,
Opp. Ansa Industrial Estate, Off Saki Vihar Road, Andheri (East), Mumbai – 400 072, India.*



THE ACADEMIC WING

The Academic Wing consisted of institutes, centres and cells as mentioned below :

- Administrative Training Institute (Institute of Public Governance)
- State Institute of Rural Development (SIRD)
- State Institute of Urban Development (SIUD)
- Centre for Environment and Development (CED)
- Centre for Disaster Management (CDM)
- Centre for Information Technology (CIT)
- Centre for Human Development (CHD)
- Centre for Equity, Social Justice (CESJ)
- Centre for Research and Documentation (CRD)
- Management Development Centre (MDC)
- Centre for Right to Information (CRTI)
- Centre for Infrastructure Development Management (CIDM)
- Centre for Media and Publications (CMP)
- Training Monitoring Cell (TMC)
- Policy and Plan Implementation Cell (PPIC)
- Dr. Ambedkar Competitive Examination Centre (ACEC)

Basically, four types of activities are carried out by the Academic Wing. These are :

- Training Programmes
- Research Projects
- Consultancy and Extension Services
- Publications

Institute/Centre/Cell-wise details of the various activities carried out by this wing during the year are presented in this chapter

Administrative Training Institute

Introduction

Administrative Training Institute (Institute of Public Governance) strives to accomplish the task of making, 'Common citizen the focal point of governance.' The mission of the ATI is 'to develop the culture of service within the framework of rule of law'.

To achieve this goal, ATI undertakes numerous activities; imparting training to achieve the goal of good governance being the primary one. In addition, ATI undertakes research on various issues, projects, consultancies and dissemination of knowledge about governance to various groups of the citizen.

Objectives

- ❑ To acquaint the newly inducted officers with the dynamics and complexities of governance.
- ❑ To acquaint the in-service officers with the latest developments in the field of governance.
- ❑ To study and do research on various issues which have bearing on the governance.
- ❑ To undertake projects and consultancies related to good governance.

Training Activities

During the year under report 86 training courses were conducted for various regulatory authorities & officers from development administration. 2192 officials were trained. The training activities of ATI include Foundation, Refresher, Induction and Outreach training programs for officers and staff of state & central governments public sector enterprises and government institutes.

Foundation Training

A number of officers are recruited to various cadres such as Deputy Collectors, Tahsildars, BDOs, Finance Officers, Sales Tax Officers. At the entry stage itself, these officers are trained in the nity-gritty of governance, so that they are well equipped to face the challenges ahead. In the year 2005, BOG of YASHADA approved a concept paper on "Foundation Training" program of 45 days duration, which is guiding principle for designing foundation courses.

In the current year including 5 Foundation training courses were conducted, one course for the Maharashtra cadre IAS Officers. One Induction course was conducted for Sales Tax officers (Class I & Class II).

Outreach Programmes

1. Training for all - Nanded District

The DoPT through the training division intended to engage and retain the services of the YASHADA for the training initiative under the intensive training programme and for the specific subject. The basic objective is to undertake saturation training in identified sectors for the improvement of public service delivery.

Under this Project total 1075 village level participants from 7 departments of Nanded District were trained. The cadres involved were talathi and circle officers, gram sevak and Village development officers, agriculture assistant and agriculture superintendent, Secretary V.K.S. Society, health worker, aganwadi worker and supervisor, head master of primary schools.

Projects/Sponsored Courses

1. Training programme for Water Supply and Sanitation Department

Principal Secretary Water Supply and Sanitation Department approached YASHADA to conduct training needs analysis of the department so as to pin pointedly address the needs of employees of the department. One state level TNA workshop, 6 divisional level workshops and 5 subject specific workshops were conducted. TNA report was prepared and validated for Principal Secretary Water & Sanitation Department. The intensive training approach that is, top to bottom approach was used.

After TNA the training programme were designed for the state to village level functionaries. Reading material was also prepared. ToTs were conducted at YASHADA. Training for 21 batches at divisional, district / block level were conducted.

We also wish to use similar approach to all other departments under STP.

2. DoPT Sponsored Courses:

Department of Personnel & Training, GoI is the coordinating & monitoring authority in the field of training. The department has published, 'National Training Policy'. The policy supports training activities of the ATIs in the country. In the year 2010-11, DoPT sponsored 24 state level training courses were conducted at Yashada/ regional training institutes. This activity supports training efforts of state government & YASHADA.

In addition to this, DoPT sponsors national level Trainer Development Programmes to be conducted at Yashada. Six such courses were conducted in the year 2010-11. The courses included DTS, DoT, Management of Training and Training Need Analysis. Government officers, bank officers, officers in railway, post & telegraph & officers from different central & state cadres attended the course. Recognized Trainers (Users) and Master Trainers approved by DoPT, conducted courses.

Assam SCS Programme (DoPT):

As per the request from DoPT, New Delhi and Government of Assam two weeks Specialised in service

training programme for the Officers of the Assam Civil Services was conducted at YASHADA. Thirty participants attended the course and it was greatly appreciated. On the basis of feed back received from the participants DoPT and Government of Assam has requested YASHADA to conduct similar kind of programme for next year also.

Counseling Skills Programme (DoPT State Level):

Two batches of Training Programme on Counseling Skills were conducted at YASHADA. They were the first of its kind. Various government departments showed keen interest in the course and nominated their officers for the course. The feedback from the participants was very encouraging and all of them demanded more courses of such type.

NDC- CBPR portal:

DoPT had declared YASHADA as National Documentation centre for CBPR web portal. It is a repository for the training material of all ATIs. It is very well appreciated all over the country.

Institute for Management Development

Introduction

Institute for Management Development is recent addition to YASHADA's three training institutes. The Institute is a felt need of YASHADA to build an organisation which would focus quality training. The Institute is given mandate to cater to the training needs of Central & State Government Organisations, PSU & Corporate.

To begin with, IMD focused on State PSUs like MHADA & MSWC. Considering the new mandate & traditional responsibility, IMD undertook numerous activities like conducting TNA on demand basis & also considering a small TNA for immediate training intervention, Foundation Training for Finance Officers, Financial Management Courses for Non-/finance Officers (continuously run for last 25 years) In addition, IMD also attempts to extend activities in research & action research projects on current important issues, undertake projects related to training, consultancies and dissemination of knowledge about governance to various organisations related to Government.

Objectives

- ❑ To acquaint the newly inducted officers with the dynamics and complexities of Governance & to provide sustainable base & support to State Government Officers on financial & other issues.
- ❑ To give quality training to the State/ Central Government/ PSU
- ❑ To study and do action research on relevant issues as required by State/ Government/ PSU.

Training Activities

86 training courses were conducted for various regulatory authorities & officers from development administration. 2192 officials were trained. The training activities of CPG include Foundation, Refresher, Induction and Outreach training programs for officers and staff of state & central governments public sector enterprises and government institutes.

Foundation Training

YASHADA provides wide base on governance issues thereby providing support to the officers to run Governmental Organisations. At the entry stage itself, these officers are

trained in the nitty-gritty of governance, so that they are well equipped to face the challenges ahead.

In the current year, IMD conducted 2 training courses, one in December – January & another in February – March having strength of 23 & 29 officers, successively.

Course on Financial Management

YASHADA has been conducting courses on Financial Management for Non-Finance Officers, consecutively for last 26 years. The secret of the success & longevity of the course lies in its applicability to the office working of any organisation under Government & to certain extent to Public Sector Undertakings.

The selection of topics and practical approach along with classroom exercises help the officers to understand the subjects in the first instance & make use of knowledge earned in the classroom itself, in the second. This process provides foundation of heavy knowledge based subjects & helps the participants to make use of it, in long run. Two courses were conducted in the year under report.

Projects/Sponsored Courses

Ground Water Survey & Development Agency

Director, GSDA requested Yashada to conduct training course for their staff & officers in the field and at their Head Quarter in Pune. Members of the staff to the tune of 195 were identified. A small TNA without much preliminaries was conducted at Head Office by visiting branches and observing files & records. Discussion directly with the staff, released flow of information & difficulties faced by them in carrying out routine office work. A discussion with Director & Officers helped to understand performance problems of the staff. Systematic analysis of present system & practices in vogue was also carried out. Four day hectic training course, which ran through evenings, also paved path for a six day training module. The real skill lied in preparing the training / reading material for the staff, keeping in view their level and knowledge of rules. It would be pertinent to note that no formal training was given to the staff at any moment of time, in their official career.

Two simultaneous courses at Dapoli & Amravati & single course at YASHADA & Aurangabad, were conducted.

Each course ended with a test to assess 'transfer of knowledge'. The course marked number of activities like daily presentation on one Suvichar, presentations by participants on various topics, a cultural get together, visit to agriculture farm or place of common interest etc. It provided relief from hectic training activity. 525 pages reading material was centre of attraction.

The knowledge and experience of the faculty made the process of knowledge very easy. The participants benefited by their effective communication. The training courses provided confidence to carry out their official duty successfully. Besides, considering the people as their client was another benefit that department stands gained.

Maharashtra State Warehousing Corporation, Pune

TNA (Training Need Analysis) of MSWC was already carried out. However the report was to be validated by the organisation. One day workshop was arranged in the office of MSWC, which discussed various aspects of the draft report. Mr. M.M. Aadtani, Chairman & Managing Director, MSWC presided over the workshop. After deliberations, the report was finalised. YASHADA received an amount of Rs.5,00,000/-. MSWC was pursued to consider conducting training courses and derive benefits from the TNA report.

Maharashtra Housing & Area Development Authority:

A request was received from MHADA, apex housing board of Government of Maharashtra, to consider conducting training need analysis of the Authority & Boards under it. A Scientific approach was taken by getting filled in questionnaire from the

officers & arranging workshops for the staff. Workshops at Mumbai, Pune, Nagpur & Amravati were held to have views of officers & Stakeholders of different regions on the working of the Boards. Several workshops of the officers & Staff working in the offices of Authority & Boards derived precise area of training along with few not-training interventions. A workshop for stakeholders was also arranged to understand reflection of citizen on the working of the Organisation to provide necessary training intervention.

The Authority has a Training Institute named Professional Development Centre, at Pune which runs generic & technical courses. A definite role perceived by the TNA team was recommended to this organisation considering improvement suggested & timely action on it would help PDC to take care of training needs of technical & administrative staff. An Amount of Rs. 6, 03,360/- was received as consultancy fees. Final TNA report was forwarded to MHADA on 23 Feb. 2011.

Director of Medical Education & Research :

Director of Medical Education & Research, Mumbai requested YASHADA to conduct a short training course on 'Office Working & Financial Management' for the Administration Officers working in Government Hospitals. Considering the enormous strength of the teaching and non-teaching staff in hospitals, importance of providing required support on administrative aspects and providing financial support and controls, simultaneously, is a skillful task. A four day course took care of this requirement. It would help officers to arrive at precise and timely decisions on administrative and financial matters. An amount of Rs. 2,43,000 was received as course fee.

State Institute of Rural Development

Introduction

The State Institute of Rural Development (SIRD), previously known as the Center of Rural Studies has been an integral part of YASHADA since its inception. It is jointly funded by the Ministry of Rural Development, Government of India and Rural Development Department, Government of Maharashtra.

Mission

Rural Development is one of the important components of YASHADA's mission. At the State Institute of Rural Development, we firmly believe that development can only be achieved by building human capital. Today, in the rural sector, there is vast unfulfilled scope for doing so by way of capacity building of officials of government department and of the Panchayati Raj institution, NGOs and other professionals in the agriculture and animal husbandry sectors, in co-operation, rural micro finance and self-help groups.

Mandate

SIRD is committed to capacity building, research and consultancy in the entire spectrum of development activities in the rural sector. Documentation of innovation work done also forms an important part of our mission. Our training programmes are intended to create a knowledge base, to disseminate information so gathered and to develop the human resource management skills and the financial project management skills, which are so important to success in a wide variety of tasks. For government officials in particular, our focus is on sensitizing them to the importance of community participation and to their role as facilitators in the developmental process. We also emphasis the need for convergence across departments and the importance of co-ordination among agencies for success in development works. In addition to the conduct of training programmes, we also disseminate information through journals, books, reports, newsletters, CDs, Films and other publications.

Main themes of Training

- Backward Region Grant Fund (BRGF)
- Rashtriya Gram Swaraj Yojana (RGSY)
- Integrated Watershed Management Programme
- Mahatma Gandhi National Rural Employment Guarantee Act (MGNREGA)

- Community Participation and Micro Planning.
- Information and Communication in Rural Development.
- Financial Management.
- Entrepreneurship and Marketing in Rural Areas.
- Rural Micro Finance and Self Help Groups.
- Social Mobilization and Social Audit.
- Empowerment of Women.
- Sustainable Development.
- E-Governance for Rural Development.

Current Projects

BACKWARD REGIONS GRANT FUND (BRGF) PROGRAMME

The Backward Region Grant Fund (BRGF) is one of the most significant social programmes of the recent times. The beauty of BRGF lies in the fact that it blends so very well the objectives of bridging the developmental imbalances and promoting decentralization at the same time. In fact, BRGF has established a fundamental fact that balanced development can only be achieved through effective decentralization. Merely pumping in resources cannot ensure their equitable reach to the deprived areas and populations, which need them most.

After the 73rd and 74th amendment of the Constitution of India Local Self Governance has become indispensable part of the governing system in India. The Constitution provides for the devolution of powers and responsibilities to Panchayats including the 29 subjects listed in the Eleventh schedule. The capability of Panchayats to effectively perform the responsibilities entrusted to them needs to be ensured. Each Panchayat or Municipality within the backward districts concerned is the unit for planning under BRGF. Capability building of Panchayats and ULB's for planning and implementation is a critical component of BRGF. SIRD being nodal agency for BRGF is playing a leading role to identify capability building needs and other components relative to National Capability Building Framework. As per BRGF – NCBF (National Capability Building Framework) following components are being implemented by BRGF Cell, SIRD.

Key activities during 2010 – 2011**1. Action Research and Monitoring of Outcomes**

The micro planning initiatives in Maharashtra was till then driven voluntarily by YASHADA, UNICEF, like-minded NGOs and a youth network. Encouraged by a positive note of micro planning initiatives taken by the BRGF Committee, YASHADA decided to undertake a proper systemic pilot of micro planning under BRGF programme and through BRGF field machinery in a Block each from the four BRGF divisions in Maharashtra. The State Rural Development Department gave an active consent to the pilot. Considering the innovative nature of this initiative it was decided to carry out the pilot under the components of BRGF Action Research and Monitoring of Outcomes.

The pilot was integrated with a larger pilot project on integrated, bottom-up district planning developed by YASHADA in discussion with the State Planning Department. This helped in ensuring active participation and convergence of all district level agencies in the pilot project. A joint mandate from the Departments of Rural Development and Planning helped in conducting the pilot in true spirit of integrated district planning, which is an important underlying objective of BRGF. The pilot was carried out during the period from October 2010 to May 2011. The results of pilot are extremely encouraging and promising.

2. Training Needs Assessment

Training Need Assessment (TNA) of elected representatives and officials of PRIs was conducted at Aurangabad and Nanded. A course module is developed for training the elected representatives and officials of PRIs.

3. Induction course for Master Resource Persons:

BRGF cell has developed training module on Basic Functional Course. The training of trainer's programmes was conducted at regional training institute for 5 days duration. As per the guidelines of BRGF, an induction course for master resource persons was conducted for 504 master trainers. They are being provided with necessary inputs as per necessity.

4. Foundation course:

Under foundation course 835 training programmes were

conducted in 12 districts and 38472 participants were trained. The physical progress is as shown in Table I

7. Satellite Based Training:

The construction of studio for virtual training through Satellite Communication is ready with equipments at SIT (Satellite Interactive Terminal) level. The process will be initiated soon after the installation and commissioning of SIT's is completed. The construction of studio for training through satellite communication is ready. Most of the equipments are received at SIT level.

9. Help line:

A toll free telephone help line (1800 233 3456) for providing the information/clarification relating to rural development has been installed in YASHADA, Pune. The data pertaining to number of calls, time of the call, destination, caller name, small queries and answers, Taluka wise district wise & village wise calls received are generated through software developed for this purpose.

RASTRIYA GRAM SWARAJ YOJANA (RGSY)

In the context of the 73rd Constitutional Amendment the Ministry of Rural Development & Ministry of Panchayat Raj, Government of India launched a training programme for all Panchayat Raj Functionaries through out the country with the objectives of equipping them to discharge their duties more effectively and also enable them to communicate better with people and to mobilize popular participation in the development process. SIRD has developed and implemented this comprehensive Rastriya Gram Sawaraj Yojana for training of more than 1,39,000 lakhs PRI Functionaries in the state of Maharashtra.

SIRD has designed two training modules for Panchayati Raj functionaries' viz., under RSGY:

1. A three-day module for Zilla Parishad and Panchayat Samiti Members.
2. A three-day module for Gram Panchayat Members.

Both modules target the PRI representatives as leaders, service providers and facilitators of development. These modules attempt to orient them to new approaches in planning, financial management, tools of information technology and development through people's participation.

They include skill-building sessions on leaderships, negotiation & communication skills and micro planning techniques. They also provide information about Right to Information Act and Government rules and regulations. The modules developed for Gram Panchayat Members also includes inputs on subjects like Watershed Development, Drinking Water Supply in villages, Public Health at village level, and the National Employment Guarantee Act 2005 etc. Both modules utilize a variety of training methods like lecture, group work, films, game, psychometric methods, case studies and role play etc. in order to achieve maximum impact.

Publications:

The “Gramyashwarta” a monthly newsletter is circulated **38000** per month to all the GramPanchayats in 21 RGSY Districts, all Panchayat Samiti, Zilla Parishad members, MLA's, MP's in RGSY district and senior officers of the government.

GTCs /PRTC's and CTS

They are very important training centers related closely to YASHADA since last about 20 years.

A. Gramsevak Training Centres (GTCs)

GTCs are 9 number and working under the Rural Development Department, Govt. of Maharashtra, with administrative control of Divisional Commissioner and academic support of YASHADA. GTCs are established to train the Gramsevaks working in the Grampanchayat but under the ongoing State Action Plan (SAP) they undertake the training programmes of Sarpanchas and Gramsevaks. In year 2010-11, Gramsevak Training Centers trained **13307** Gramsevaks, Sarpanchas & some functionaries. Out of these 9 GTCs, 8 GTCs (Except Sindhewahi, Dist. Chandrapur) are recognized as ETCs

B. Panchayat Raj Training Centres (PRTC's)

PRTC's are 11 in number and run by Non Government Organizations (NGOs) working in educational field and are funded by RDD, Government of Maharashtra and function with the academic support from YASHADA. These institutes have the mandate of training of sarpanchas and Grampanchayat members. Panchayat Raj Training Centers trained **21666** V.P.Members in the year 2010-11

C. Composite Training Centre (CTC):

There is only one Composite Training Centre in the State established by NGO and located at Gargoti in Kolhapur district, which is funded by RDD, Government of Maharashtra. The CTC is engaged in training the officers in Extension Officer cadre working at Panchayat Samiti level. Composite Training Center trained **2314** Extension & Desk Officers from the various Z. Ps in year 2010-11

Assistance to State for Control of the Animal Disease (ASCAD)

Assistance to State for Control of the Animal Disease (ASCAD) is a scheme by Govt. of India, and is being implemented in the state 2005-06 by the department of Animal Husbandry. Training Programmes for the Animal Husbandry officers in the department is one of the important factors in the Scheme as per the guidelines from the Government of India. These training programmes, seminars, Workshops (National & State Level) are being organized by the Department of Animal Husbandry with the assistance of YASHADA every year, satisfactorily.

Mahatma Gandhi National Rural Employment Guarantee Act : (MGNREGA)

MGNREGS was started in Maharashtra on 2nd February 2006 in 12 districts. Now the scheme is being implemented in all 33 districts of Maharashtra. For effective implementation of scheme investment in training and capacity building of various stakeholder became necessary. Accordingly Government of Maharashtra assigned YASHADA the task of training four categories of stakeholders as follows:

a Training for Regular Technical Engineers of Panchayat Samiti (Palak Technical Officers):

Sectional Engineers/ Junior Engineers, Agricultural officers, Forest Officers of Panchayat Samiti, that are regular employees of government and working at district level for implementing the scheme are Palak technical officers. 2,100 officers will be trained at State level.

b Training for Panel Technical Officers:

Panel of technical officials is appointed on contractual basis at taluka level for implementing the scheme. 900 Panel Technical Officers will be trained at State level.

c Training of Gram Sevaks:

15000 Gram sevak at village Panchayat will be trained at block level. The training is being conducted in coordination with the government training institutes such as Gram sevak training centers, Panchayat Raj training centers, Composite training centers and Mahsool Administrative training institutes in Maharashtra.

d Training of Gram Rozgar sevaks:

Gram Rozgar sevaks are the village level are dedicated functionaries selected by gram sabha on commission basis. 15,000 Gram Rozgar sevaks will be trained at taluka level. The training is conducted in coordination with MKCL using E learning methodology. The pilot project of this training is being conducted in Amaravati and Nashik district.

CELL FOR CO-OPERATIVE TRAINING AND RESEARCH (CCTR)

With its success on one hand, the Cooperative movement has been facing severe criticism on other, only because of few instances of mis- management, mal practices and failures in this movement. To enable the state to maintain its premier position in the country in this respect, the YASHADA had decided to give due emphasis to capacity building of all the stakeholders in the cooperative sector. With a view to ensure this and having regard to the fact that a large number of training programmes have been organized for the capacity building of officials and non officials of Co-operative Banks / Co-operative Credit Societies / DCC Banks/ APMCs, it was felt necessary to establish a Centre for Co-operative Training and Research. The Centre for Co-operative Training and Research was established on 7th April 2004.

Activities

- Organizing sponsored paid training courses of officials & Non officials of District Banks/Urban Banks/Credit Societies/ APMCs/ Dairy Cooperatives/ Adivasi & Balutedar Societies etc.
- Organizing training programmes of the field staff of administration and audit wing of cooperative department.
- Conducting one day workshop on current situations for CEOs of Urban Banks. (Every month one such programme)
- Organizing induction and foundation training for officers

of co-operative Dept.

- Training of trainers identified from urban co-operative banks/co-operative credit societies/APMC of all districts.
- Organizing training programmes for weaker section co-operative societies Viz.. Adivasi & Balutedar Societies under accreditation of the department of the personnel and training, Government of India of New Delhi.

V. S. PAGE ADHYASAN
Establishment of Late. V S Page Adhyasan

In order to achieve the expected outcomes of Employment Guarantee Act Government of Maharashtra desired to have a continuous institutional support to be made available to improve the implementation of the act. To fulfill this vision State Government expressed its desire to establish "*Chair/Adhyasan*" in the memory of '**Late Shree Vitthal Sakharam Page**' who conceptualized, experimented and led to the formation of Employment Guarantee Scheme/Act in the state.

Adhyasan will act as a resource center for NREGA in Maharashtra. The Centre will be the supporting system in advisory capacity for MGNREGS. The functioning of this **ADHYASAN** has commenced from 3rd July 2010 with following broad objectives.

1. Act as a nodal resource center for effective implementation of the Employment Guarantee Act.
2. Preparation of training material on various subjects like awareness, people's participation, village plans and social audit.
3. Research documentation for successes and failures.
4. Policy advocacy on empowerment of gram sabha and convergence of central and state welfare schemes.

PESA CELL

Government of maharashtra decide to create separate cell in SIRD Yashada Pune and accordingly Project coordinator ,Research assistant and one Course assistant were appointed in July 2011

PESA Cell will Endeavour to increase the visibility of PESA 1996 and its provision PESA Cell will also facilitate capacity building process of elected representative and government officials by way of trainings, workshops, preparation of

- reading material, and advocacy with government of Maharashtra.

Objective

- To organize trainings and workshop to enhance the visibility of PESA and function of Gramsabha
- To make advocacy with state govt. for preparation of model guidelines and to make relevant changes in state rule for implementation of PESA.
- To develop study material, training modules and IEC material for awareness building.

To conduct research on best practices in scheduled area.

Activities

Training

1. To prepare Training Module
2. To Preparation of Reading Material
3. To Organize Training Programmes
4. Awareness Building

Research

1. Collect and analysis Information Regarding PESA Act
2. To under take research to facilitate implementation of PESA

Policy advocacy

1. To Make Advocacy with government regarding provisions of PESA

Project Proposal:

PESA cell have prepared two project proposals, one on Self –Governance by Tribal Community Through PESA and second on Effective Implementation of PESA Through Capacity Building of Stakeholders.

Project proposal on Effective Implementation of PESA has been sent to State Government of Maharashtra for further action

Training Module:

PESA cell have prepared Training Module for capacity building of district level officers and elected representatives. Training module has been sent to Rural Development Department Government of Maharashtra for the further action.

Suggestions on Dr. T. Haque Committee Report:

- Government of Maharashtra had sent Dr. T. Haque committee's report to SIRD Yashada to give suggestion, recommendation. On above report. PESA cell have forwarded its suggestions/ recommendations to Government of Maharashtra for further action.

PREPARATION OF DRAFT RULES FOR PESA 1996:

Though PESA Act was passed in 1996, but no rules were framed. Therefore one workshop was organized on this subject, Interaction with field level officers found very useful. The PESA Cell has prepared Draft Rules of PESA 1996. And have been sent to RDD for further action.

PROPOSED ACTIVITIES:

- Trainings and workshops on PESA
- Preparation of Training Modules for deferent stake holders.
- Preparation of IEC material on PESA
- Preparations of guideline for field level functionaries to undertake minor forest produce activities through Gram Sabha and Gram Panchayat.

WATERSHED DEVELOPMENT & MANAGEMENT CENTRE (WDMC)

Background: Of late, policy makers and administrators are increasingly feeling the need for holistic approach to rural development. Often, one of problems being encountered to achieve desired goal in rural development is the affordable and equitable availability of water. In this direction the GoM is implementing watershed development programme through out the state involving all concerned departments, NGO, PRI functionaries. In view of the gravity of situation the approach and implementation has changed to a great extent. All stakeholders are being involved and efforts are made to seek an active participation of all, in order to get desired success.

Watershed Management Centre (WMC) of State Institute Rural Development (SIRD), related with Training and Capacity Building programs, Monitoring and Impact evaluation of the various Government schemes. In this scenario, there should be a comprehensive policy planning to conserve different sources of water. More over it also needs to have a proper coordination between user groups and monitoring mechanism vis-a vis government regulation.

YASHADA being the state apex institute may play a leading role to identify capacity building need and any other changes/suggestion relating to policy advocacy. Watershed development aims at conservation of the soil and water conservation. Watershed Development programs have brought under single umbrella of the Common Guidelines generated in the year 2008. Accordingly Integrated watershed program (IWMP) have been implemented in the Maharashtra. In the preparatory phase more focus has been shifted to Training and Capacity Building of the IWMP program. This component is essential to make awareness among the project villages

Objectives:

- To undertake capacity building of all stakeholders
- To develop an effective network in watershed development activities
- To ensure employment Gurantee Scheme as major resource of funds in building watershed development activities
- To conduct action research and evaluation studies in selected watersheds and suggest ways of effective implementation of project.

In this context, WMC has developed a eleven training modules on the IWMP program also prepared reading material on the subject for the use of Project Implementing Agency and Village panchayat members. The subject includes in the training module are guideline of the project, project preparation, PRA techniques and DPR preparation. These modules are as follows.

1. Orientation Training Program.
2. Participatory Rural Appraisal. (PRA)
3. Detail Project Report. (DPR)
4. Agriculture.
5. Agriculture Engineering.
6. Social Mobilization.
7. Project and Finance Management.
8. Livelihood.
9. SHG Module.
10. Village level orientation.
11. Foundation Training Program for Watershed Secretary.

In the year 2010-11 WMC targeted the 64 training programs at YASHADA level for the state and district level officers. Of

the total targeted program 47 program have been completed till to end of November 2011 covering the 2388 participants (against 2980 targeted). About 80 % target achieved for the year 2010-11. 4886 person days have been generated at YASHADA level. The target of training and capacity building have been set to the SRO and DRO level for the years 2010-11 and 2011- 12. Training program successfully arranged at the State and district level also. 580 training programs have been targeted at SRO and DRO level and about 264 training programs have been completed.15493 trainees have been targeted and 8591 trainees have been covered under these programs. The massive plan have been made at project level through the network of the District resource organization and project training organization (PTO).About 4495 training program have been targeted , of which 4598 program have been completed (100%).

Summary of the training program reveals that, 5163 training program have been targeted of which 4861 have been completed (95 % target achieved).The 282603 participants have been covered against the target of 278246 (100%).

Activities:

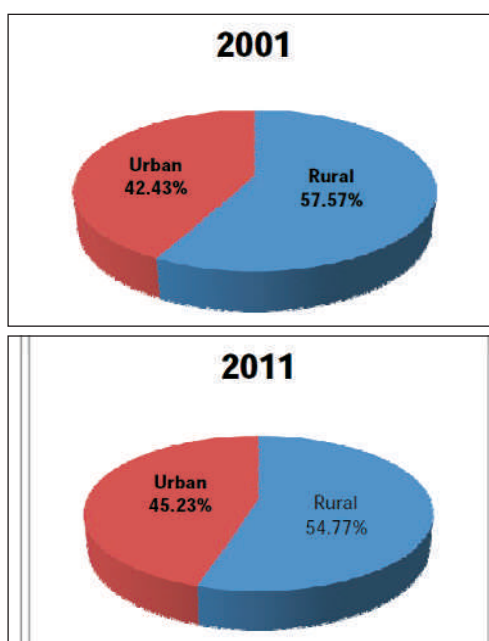
- WMC developed 11 training modules on IWMP.
- Department of Land Resources and Rural Development, New Delhi had sanctioned Rs-33.60 lakhs for Capacity building under Common Guideline watershed project. About Rs. 8 Lakh is the unspent fund lying with YASHADA,
- DoLR given separate permission to use the available fund to the capacity building at project level functionaries. 05 training program have been completed using available funds.
- Department of Land Resources and Rural Development, New Delhi had sanctioned Rs-23.70 lakhs for Capacity building under Common Guideline watershed project. Under this 05 training programs have been completed, but till to this date the departments do not receive any grant from the DoLR. The program has been stopped. The funding agency is also communicated in this regard.
- WMC has prepared the Impact Evaluation Proposal of the Farm Pond Program of Rs.46 lakhs and submitted to the Agriculture department.

WMC has organized 03 exposure tours (Rajasthan, Gujrat and Orissa) to the other states in the year 2010-11. The delegates of the program are state level functionaries such as collectors, State Agriculture Officers (SAOs) etc. The WMC has planned 08 more exposure visits to other states.

State Institute of Urban Development

Introduction

Census 2011 in Maharashtra has recorded a 3% increase in urbanisation, which now stands at 45.23%. Interestingly most of the increase in urban population is occurring not in the metros, but in small and medium towns across the State. As a result the capacity building imperatives of SIUD have also shifted towards these towns, with the focus on the caderised services such as Municipal Chief Officers, Engineers, Accountants and Auditors from ULBs in Maharashtra.



Key Activities

Training on Project Planning for Urban Infrastructure

During 2010-11 this shift was reflected in a series of programmes on 'Public Private Partnership in Urban Infrastructure', covering 282 participants drawn from these cadres. These programmes covered basics concepts of Public Private Partnership as well as Project Formulation, Tendering Procedures and Contract Management.

Three sectoral case studies (Water Supply, City Roads, and Solid Waste Management) were also presented. The participants prepared project proposals and underwent peer reviews of their presentations, with the best presentation being given a token prize as an incentive.

Capacity Building for e-Governance

Another capacity building exercise targeted at the smaller towns of Maharashtra, has been the introduction of e-Governance as per the module developed by Kalyan-Dombivali Municipal Corporation. These programmes cover the following modules:

1. Nodal Officers
2. Property Tax
3. Accounting
4. Town Planning

In 13 programmes, there were a total of 489 trainees.

Foundation for Chief Officers 2010 batch

2010 -11 also saw the first full length Foundation Course for newly recruited Chief Officers being conducted by SIUD. This batch consisted of 93 probationers and was held in two phases, to provide total coverage of all aspects of Municipal Management.

Training of officers from other States

SIUD's popularity with other States continued in 2010-11. We conducted two intensive programmes for officers of the Government of Karnataka, as well as an exposure visit by urban functionaries from Chhattisgarh.

Advanced Post Graduate Diploma in Urban Management

However, the icing on the cake continues to be the SIUD's flagship programme Advanced Post Graduate Diploma in Urban Management (APGDUM) in affiliation with University of Mumbai.

At the end of 2010-11, the APGDUM enrolment stood as follows:

State	Registered	Graduated
Maharashtra	134	55
Tamil Nadu	73	46
Kerala	08	04
New Delhi	01	0
Andhra Pradesh	10	02
Total	226	107

Foreign Exposure Visit

After trips to Singapore and China, the third batch of APGDUM students visited Egypt....the land of superlatives, where 5000 years of urbanisation along the river Nile, have earned it the title of 'Om-El-Dunyia' or 'Mother of the world' and the spotlessly clean tourist sites, with no overflowing garbage bins along the bustling streets of Cairo was indeed a revelation for our Municipal officers.



Centre for Environment & Development

Introduction

The Centre for Environment and Development (CED), established on 29 June 1996, has helped YASHADA position environment and development as a strategic training and applications intervention at the Academy. During the past sixteen years, the Centre has been facilitating training, research and administrative interventions at the district, municipal and State level within the Government of Maharashtra and the Government of India.

The training and applications programmes have focused on environmental concerns with perspectives on planning in rural, urban and infrastructure sectors for officials, non-officials, university academics and non-government organisations.

The objectives of the Centre affirm the need for the State and National governments to enable training processes on environment management and development administration. Importantly, the Centre's objectives are central to the goals of the Academy. An essential focus of the Centre is (a) to strengthen YASHADA's training commitments, and the annual calendar of events, and (b) to provide on-the-field information and databases to integrate current case studies in future courses and workshops.

Objectives

The following objectives of the Centre for Environment and Development are based on the above preamble. These objectives are also within the parameters of those for YASHADA.

- ❑ To develop training programmes and evolve modules on environmental protection, nature conservation and development administration, with emphasis on the rural and urban sector.
- ❑ To train, on a continuous basis, successive groups of government officials, elected representatives, non-governmental organisations and university academics on issues concerning environment and development.
- ❑ To develop research facilities, provide fellowships and resident scholarships to cadre officers and non-governmental organisations on issues concerning environment and development.

- ❑ To provide a forum for interaction for organisations and individuals to discuss and develop action plans for implementation of recommendations on environment and development.
- ❑ To develop at YASHADA, an electronic dial-in computer-based network and a geographic information database for government officials and non-officials, non-government agencies and universities, for information on environment and development administration.
- ❑ To organise workshops and seminars to focus on specific environment and development aspects and recommend interventions and /or changes in related policy issues to the Government of Maharashtra and /or local, state and national agencies.

Training Activities

In the year 2010-11 Centre for Environment and Development conducted 26 training programmes with 555 participants including 148 women participants.

Projects

The Centre for Environment and Development has undertaken various projects:

1. Maharashtra State Biodiversity Project – This project was undergone with financial support between Government of India and Ministry of Forest in the year 2000–2004.
2. Environmental Status Report of Ulhasnagar – Centre for Environment and Development has prepared Environmental Status Report for Ulhasnagar Municipal Corporation.
3. Preparation of Environmental Status Report regarding the Geographical Information System (GIS) for Jalna Municipal Corporation
4. Monitoring and Evaluation of GIS of Pimpri Chinchwad Municipal Corporation
5. Natural Resources Geographical Information System in Shivari village, Purandar taluka, District pune and Kavathepuran, Taluka and District Sangli. Maps and measurement were prepared through GIS based information in Shivari and Kavathepuran.

6. Mumbai Municipal Corporation – Training Needs Analysis to identify the Training Needs Analysis for all the departments of MCGM.
7. Tribal Research and Training Institute (TRTI), Pune sponsored project on Tribal Village level Governance Strategies for Sustainable Development in Bhimashankar Area - Training Needs Analysis.
8. Tribal Research and Training Institute (TRTI), Pune sponsored project on Empowerment Strategies for Natural Resources based Sustainable Livelihoods in tribal villages at Bhimashankar Area - Training Needs Analysis.
9. Maharashtra Pollution Control Board supported eco-village project for Katewadi, Baramati Tahsil, Pune .

Proposed projects for Centre for Environment and Development in year 2011-12

Environmental related Tribal Village level Governance Strategies for Sustainable Development in Bhimashankar Area

Environmental related Empowerment Strategies for Natural Resources based Sustainable Development in Tribal villages in Bhimashankar Area

The academy was felicitated for its contribution in the village level capacity building programmed undertaken under the Total Sanitation Campaign of the Government of Maharashtra

Centre for Disaster Management

Introduction

Center for Disaster management was established in August 1996, by National Disaster Management Division and Agriculture and Cooperation Department, Government of India.

Objective

- To coordinate the activities related to disaster management in Maharashtra especially at the state and district levels.
- To develop training modules and case studies on disaster management.
- To develop disaster preparedness and capacity building through IEC material training and Plan preparation related activities.
- Provide consultancy services to government, public & private organisation on disasters management plans.

Training

In the 2010-11 58 training programme were conducted by center for disaster management. The target groups were district administration, schools community & elected bodies.

The sponsoring agencies for CDM Programmes include

- National Disaster Management Authority, New Delhi
- National Institute of Disaster Management, New Delhi
- Department of Personnel & Training, New Delhi
- Relief & Rehabilitation Department, GoM
- Other departments of the government of Maharashtra & District

During 2010-11 the following training programme were undertaken.

- Disaster Management Capacity Building
- Community Based Disaster Management
- School Safety

- Search & Rescue
- Application of IRS in disaster Management
- Disaster Wise Training Programme (Earthquake, Cyclone, Landslide, flood etc.)

Awareness films:

Relief & Rehabilitation Department in Maharashtra and Center for Disaster Management, YASHADA Pune, have jointly made the films a reality. This project was sponsored by Relief & Rehabilitation Department government of Maharashtra. The development activities are complete pending approval of Department of Relief & Rehabilitation, Mantralaya, Mumbai.

Religious Festival disaster Management Plan:

Pandharpur Municipal Council has utilized the consultancy services of CDM, Yashada for preparedness of the Disaster Management Plan for Tri-centenary celebrations at Nanded.

Outreach programme at District Level:

It was observed that most of the District Administration staff do not get sufficient opportunity for training at Yashada & hence more stress was laid on conducting outreach programme at District level for better participation.

SEEPZ-SEZ Andheri Mumbai:

Disaster Management Plan for SEEPZ –SEZ Andheri, Mumbai was Prepared & handed over in Jun 2010. The Plan was appreciated by DC, SEEPZ & MC, BMC.

Centre for Information Technology

Introduction

The Centre for Computer Applications and Training was established in April 1987 with a dual purpose. The Centre has focused on application of ICT in various urban, rural and infrastructure sectors.

Objectives

- To provide functional training to officers of the Government of Maharashtra in areas related to Information Technology and Management Information Systems.
- To develop application software for use in government departments and offices
- To provide a forum for interaction for organisations and individuals to discuss and develop ICT applications for development

Programmes

The training programmes by CIT undertook a smooth change with the progress in the information technology. During 2010-11, the Centre has been able to complete 89 training programmes and workshops.

- Total no. of Sponsored programmes conducted – 64
- Total no. of YASHADA programme conducted – 09
- IT modules for Foundation courses – 13
- Training for YASHADA staff – 03
- Total participants trained – 2175
- Revenue generated – Rs 59,22,376/-
- Course days of conducted courses – 249/365

The Centre has taken up various programs such as Computerised Office Administration, IT Procurement and Maintenance, IT Audit and Security, e-Communication, Website Designing, Network Management, Use of GIS in development and planning, Use of Tally software for Urban Local Bodies, Use of Unicode, Sevarth and Budget Distribution System, Advanced Excel, Effective use of PowerPoint, Software Development Proposal etc.

Various department specific programs for Transport

Commissioner, Accounts and Treasuries, Employment and Self Employment, Mumbai Municipal Corporation, Settlement Commissioner, Charity Commissioner, MIDC, Commissioner of Co-operation and Registrar of Co-op societies etc. have been conducted successfully.

Foundation training programme of 35 days for Food and Drugs Administration was also conducted this year.

Support to Campus

- Daily Server Monitoring
- Antivirus update checking daily
- Administering proxy links for internet services
- To support LAN expansion activities
- Support to various programmers, meetings, conferences, & exams conducted in CIT
- Purchase of new hardware
- Maintaining hardware inventory
- Provide daily support to users
- Temporarily issue hardware to users
- Implementing inventory management system
- Users feedback
- Daily monitor call entered by users
- Daily coordinating AMC engineers
- Daily/weekly call report by amc engineers
- Obtain quarterly suggestions from AMC vendor
- Monitor AMC vendor performance

Projects

Projects completed (Inhouse) –

- Online submission of application forms for Certificate Course in Right to Information (CCRTI)
- Online application of Monthly Progress report for RGSY Household survey form for State Institute of Rural Development.
- Facility complaints register on Intranet.
- Introduced module daily attendance sheet, evaluation for UTKARSH in TMIS

Current activities (Inhouse) –

- Performance Monitoring sheet for UID
- Watershed Software for State Institute of Rural Development.
- MDC Training Calendar, Classroom Utilization etc
- Intranet development using google sites.

Future plan

- Complete revamping of TMIS employing advanced technological platforms. To implement this new software at all the ATIs nationwide is under consideration
- Advance booking in HMIS.

Centre for Human Development

Introduction

The centre has emerged as an important centre for study in human development and related issues. It has established itself through its corpus of research, analysis and policy recommendations and made contributions in a range of areas such as labour, employment and livelihoods, social security and social and social protection, poverty, marginalization and exclusion, food security, gender, markets, governance and decentralization.

The centre is guided by the underlying philosophy that the basic purpose of development is to create an enabling environment for people to develop their full potential lead productive lives, exercise their choices and participate in decision making process.

The centre has worked on various projects in year 2010-11 such as Rashtriya Madhyamik Shiksha Abhiyan (RMSA), MDM training, Certificate Course on Child Counseling and Right to Education Act.

Objectives

- To provide policy advocacy to the Government regarding improvement of Human Development Indicators in the State and districts,
- To evaluate schemes related to development of Human Development Indicators,
- To build capacity of the stakeholders so as to improve service delivery mechanisms related to improvement of Human Development Indicators,
- To create knowledge base and database related to Human Development issues and
- To prepare and publish effective and tested training modules, research reports, success stories etc related to Human.

Training Activities

The centre has conducted following programmes during the year 2010-11.

A) Training

i) Rashtriya Madhyamik Shiksha Abhiyan (RMSA):

Government of Maharashtra entrusted the responsibility to YASHADA, to train 1,40,000 Headmasters and Teachers. YASHADA titled Project as UTKARSH. (Upgrading Teachers' Knowledge Towards Reforming Schools). During the year 2010-11 YASHADA trained 16,455 Headmasters and 98,151 teachers. The task was achieved through 2153 Master Trainers, who were trained in YASHADA.

Need based training designs, creative audio visual aids and participatory training methods were used during the training programme. Use of clips from various films group activities, simulation games, power point presentation were used in the programmes.

YASHADA's 8 divisional coordinators monitored the training's programme. MPSP also gave special orders for its officers to visit the trainings, members of legislative assembly also visited the trainings.

The trainees responses are as follows:

- Systematically planned training
- Expert Master Trainers
- Participatory training methods used and hence training becomes very interesting
- Effective use of audio visual aids
- The film 'Tteacher' is very motivating
- The sessions on 'Emotional Intelligence' and 'Reflective Teacher' helped ourselves develop self concept
- The training material is very useful

ii) Mid Day Meal (MDM):

Mid Day Meal (MDM) is the flagship programme of Govt. The Maharashtra state is implementing the scheme from 1996. In the year of 2008-09 Department of School Education had given the responsibility to YASHADA to evaluate the effect of scheme in the state. It was revealed in the evaluation that the training of the concern persons is needed for the effective implementation of the scheme. Department of School Education provided the responsibility of training to YASHADA.

Objectives of the training under MDM were:

- To interpret the new guidelines regarding the implementation and supply methods introduced in GR dated on 02/02/2011
- To give information of administration and accounting
- Disaster management, people's participation and hygienic diet

The Dy. Education officers (Primary and Secondary), Extension Officers, Kendra Pramukh, Head Masters, MDM Accountant, Clerks, Data Entry Operators etc. were trained for MDM scheme. In all 2186 officials were trained in 35 districts of the state.

B) Certificate Course

YASHADA has recognize the need for the 'Child Counseling' and launched the course. This course is opened to all graduates. 272 candidates were benefited in the course in the year 2010 - 11. The aim of the course is to make participant's understand the behavioral problems of children; identify their problems and techniques of counseling. The Participant's feedback indicates that this course has helped the teachers, housewives and various people who are working in different establishments to understand the feelings and needs of the children, and to have better interaction with them.

Reports & Publications

A. Training Module

Training module of Head Master

Training module of Common Subject

- Training module of English
- Training module of Mathematics
- Training module of Science
- Training module of Marathi
- Training module of History

B. Certificate Course Syllabus

- Child Development
- Basic Concepts of Counseling
- Counseling in Schools
- Children's Problems
- Interview Skills
- Counseling Skills
- Theories of Counseling

C. Other Publication

- Factsheet of Rashtriya Madhyamik Shiksha Abhiyan

Centre for Equity, Social Justice

Introduction

The Centre for Equity & Social Justice Was Established at YASHADA on 22 January 2004. Actual functioning of the centre was started 16th February 2004. An advisory committee of the centre, which consist of eminent personalities like social thinkers, academicians, scientist, activist and elected representatives advices and guides on the functioning of the centre related to Equity and Social Justice.

Mission

To facilitate the stakeholders for capacity building and mainstreaming of the deprived and weaker sections of the society for equity, social Justice and attaining liberty for holistic human development.

Amis

- ❑ Effective implementation of constitutional provisions through innovative and action research, evaluation studies, training programmes and consultancy services.
- ❑ Facilitate the stakeholders in development endeavors of the weaker section for mainstreaming.

Objectives

- ❑ Identification of Training Needs and organize specialized sensitization and awareness building programmes.
- ❑ Conducting innovative research action research, evaluation studies.
- ❑ Preparation of authentic database and provide policy interventions
- ❑ Networking of like minded Institutions, Social Work College, NGOs and People at large.
- ❑ Knowledge Management and Dissemination
- ❑ Capacity building of government and voluntary sectors.
- ❑ To document and disseminate knowledge and information on emerging social issues

Key work Areas

1. **Social Justice:** Reservation for Women, Social Responsibility, Social Integration, Social, Economic and Financial Inclusions, Movement of Social Justice, Implementation of Constitutional Provisions, Enforcement of Legal Provisions for Weaker Sections of Society, Reservation Policy: Implementation and Promotions /Reservation in Services
2. **Social Development:** Socio-economic Development of Backward Classes and Religious Minority Communities; Study of Special Component Plan and Tribal Sub Plans, Livelihood/Employment /Self Employment & Minimum wage, National Rehabilitation Schemes for Person's with Disabilities, Media & Development.
3. **Social Harmony:** Social Integration Campaigns, Constitutional & Social Responsibility of Citizens, Campaigns for People's Participation.
4. **Human Rights:** SC/ST/VJNT & DT Rights, Right s of OBC & Rights of Religious Minorities, Rights of Person's with Disabilities, Immoral Trafficking and Sex Workers Human Rights, Women's & Child Rights.
5. **Women's Empowerment:** Prevention of Sexual Harassment at Workplace, Domestic Violence, Women's Empowerment process through SHGs, Equal opportunity & wages, PCPNDT, Women Reservation.

Research

To achieve holistic human development, equity and social justice have to be inveterate giving first priority. Hence the development scenario can be changed itself demanding government as well as people's participations in the process of development.

In liberalization period, too, Government has initial role to eradicate these hurdles in the process of development otherwise mere private forces cannot give the guarantee of development with equity and social justice.

Understanding above scenario CESJ has proposed various type of research project aimed to give policy feedback to Government.

i) Research Study Areas (Evaluation Research)

- Evaluation of TSP Schemes and Impact Assessment
- Evaluation of SJD Schemes
- Evaluation of Development Corporations Schemes
- Evaluation of VJNT Schemes
- Evaluation of W&CD Schemes
- Evaluation of Minority Development Schemes

ii) Action research Project

- Self-Employment for PwD's (Selected Dist.)
- Malnutrition
- Minority Development
- Livelihood of Tribal
- Women Empowerment
- PCR & Atrocity Act for SC/ST

ii) Ongoing Research project

1. A Study of Socio Economics and Politics Psychological changes through SHG in Kalvan.
2. A Study on Access to Benefits Of ICDS and Public Health Services to Minority Community in Malegaon City.
3. Special Component Plan
4. Scio Economic Study of Wadar Community in Maharashtra.
5. Scio Economic Study of Mehter Community in Maharashtra.

6. Study of special central assistance to social Welfare and Tribal Development Department (NIRD)

Training and Workshops

Training on various issues of equity and social justice are under work of CESJ. To ensure holistic development training along with research is very necessary. Along with other workshops, Present training in CESJ covers three main subjects: mainstreaming Religious Minority Communities, Sensitization of Wadar Community & Sensitization of Mehtar Community. The details of Training and Workshop is as under...

Major Training Areas

- Indian Constitution
- Minority Women's: Education, Health, Equal to Rights, Protection, Social Security,
- Social Justice & Rights
- Senior Citizen
- Prevention SC/ST Atrocity Act
- Domestic Violence
- Women Empowerment though SHG
- Human Right, De-Addiction
- Minority Development
- Malnutrition
- Prevention of Sexual Harassment at workplace
- Human Rights

Centre for Research & Documentation

Introduction

The Centre for Research and Documentation was established in YASHADA in 2004 with the vision of undertaking systematic research on critical social/development issues and to act as a solution-provider to the Government. Since establishment, the Centre has endeavored to facilitate research based policy reform in the State of Maharashtra, creating structured and verified documentation on developmental issues and piloting new strategies/ models of development.

Objectives

1. To facilitate the necessary policy reform in the State through formulating research based policy recommendations.
2. To create a structured and verified documentation on developmental issues for effective planning, monitoring and evaluation of the Development process.
3. To enhance the quality and effectiveness of training of Development Administration personnel in the State of Maharashtra by feeding the research findings into the training process.
4. To enhance the research capabilities of the in-house faculty through internal training sessions in scientific research methods and research consultation.
5. To identify projects and consultancy opportunities, to negotiate the terms of reference for such projects, and to execute such projects with the help of internal and external experts and other requisite resources.

The Centre has successfully completed 34 research projects of different nature. Some projects were that of administrative review and policy research whereas some of them were that of evaluation and monitoring type. Certain projects had a strong field based and action research component. Significant contributions were made in the field of policy, governance and administration of the state through certain projects. Preparation of the Directory of Voluntary Organizations and development of Accreditation Norms for Voluntary Organizations in Maharashtra has helped in systematic organization of information on voluntary sector organizations and identification of areas for capacity building

of the organizations. The Centre has contributed significantly by preparing the first Social Justice Report for the State of Maharashtra that has helped in highlighting the issue of prevailing social discrimination and requirement of interventions for its alleviation. The process of micro planning was carried out in 12000 villages of 27 districts of Maharashtra, which has lead to a better understanding of bottom –up planning among the government officers, and also in establishing the merit of participatory planning and its importance.

Key Units

1. Project Units – These units are created from time to time based on the nature and duration of the sponsored project. Currently there are two project units –
 - Centre for Community Managed Programming (Institutional Project Unit)
 - National Resource Centre on Urban Poverty (Institutional Project Unit)
2. Project Monitoring Unit – This unit coordinates research activities across projects.

Ongoing projects

Certain social and governance issues are overarching. Addressing these issues ensures resolution of all related matters. Decentralization is one such issue, which if appropriately addressed would have far reaching impact on urban and rural governance as well as the lives of the common man. Considering its significance and relevance the Centre took a conscious decision to support various initiatives under the umbrella term of decentralization.

Through various research activities and policy advocacy efforts were made to further the cause of decentralization in the State of Maharashtra. Initiatives that were undertaken with this objective are as follows -

1. Pilot Project for developing Integrated District Plans based on Grampanchayat based micro planning

Considering YASHADA'S experience in micro planning in 2010 the Planning Department (GoM) entrusted YASHADA the responsibility of conducting a pilot project for developing a mechanism for preparing Integrated

District Plan based on Participatory micro planning at grampanchayat level in six backward blocks of Maharashtra. One block from each of the six Revenue Divisions in Maharashtra was selected. The six blocks selected for the project are Mhasala (District Raigad), Chandgad (District Kolhapur), Mukhed (District Nanded), Jiwati (District Chandrapur), Dharani (District Amaravati) and Akkalkuva (District Nandurbar).

The pilot project was based on the 'Manual for Integrated District Planning' prepared by the Planning Commission of India and released by the Hon. Prime Minister in 2009. The main concept in the pilot project was to generate truly participatory and integrated (covering all sectors) plans for all 424 grampanchayats in each pilot block and then to consolidate the grampanchayat plans at the panchayat samiti level to generate integrated block plans. Once the methodology of generating block plans in a bottom-up manner is established then a similar exercise of consolidation of block plans could be carried out at district level.

The pilot project was initiated in Oct 2010 and the micro planning component was scheduled to be completed by mid of May 2011. Based on the experiences of the pilot YASHADA would submit a report to the Planning Department on the possibility of replication of the pilot project across whole state as the modus operandi of annual integrated district planning.

Key Outcomes

The key outcomes of the pilot project can be summarized as follows:

- ❑ A genuinely participatory and integrated planning process has taken place in all 424 gram panchayats consisting of 818 revenue villages in the 6 pilot blocks.
- ❑ The 424 gram panchayats have prepared their vision plan, action plan and development plan duly vetted by women's gram sahba and gram sabha.
- ❑ Around 12000 members of Grampanchayat Resource Group participated in this process across 6 blocks. Of these nearly 2414 were elected representatives of Grampanchayat and the other members were Government functionaries, SHG members, Youth group members and interested citizens of the Grampanchayat. These participants received inputs on Panchayati Raj and acquired a definite capacity to support and facilitate gram panchayat micro planning by actually doing it.

- ❑ Significant change in the awareness-attitude-practices around health, nutrition, education and sanitation were observed in most villages during micro planning.
- ❑ Through the micro planning process each pilot block has developed a pool of around 509 local youth thoroughly trained and experienced in participatory, integrated, bottom-up planning.
- ❑ The block administration in the 6 four pilot blocks is now fully equipped to manage decentralized planning.
- ❑ The district machinery including the revenue administration, the district planning unit, the Zilla Parishad and the District Rural Development Authority in the 6 pilot districts have become thoroughly familiar with the modus operandi of participatory bottom-up planning.

2. Promoting protection and education rights of children in cotton growing areas in Maharashtra

The project is a three year long initiative of Unicef, Mumbai. YASHADA has agreed to provide support to Unicef for implementation of the project in the three focus districts of Yavatmal, Jalna & Wardha.

3. Support to preparation of Result Framework Document of Departments of GoM.

YASHADA was identified as the agency that would provide technical support to different government departments to prepare their result framework document. Accordingly steps were taken up to fulfill the role entrusted to YASHADA –

- a. YASHADA facilitated 6 workshops 5 meetings for preparation of RFDs of various departments
- b. YASHADA was part of the scrutiny committee established for reviewing the RFDs prepared by all the departments.

4. Institutional support for developing YASHADA as a Resource Centre for GoM

YASHADA is widely known as the apex administrative training institute for Maharashtra. The Memorandum of Association of YASHADA also provides a strong mandate for undertaking operational and policy oriented research for formulating policy alternatives, promoting use of management sciences in the social and economic development in the State and providing consultancy services in development administration.

In view of crucial importance of this aspect of YASHADA's functioning, the Board of Governors of

YASHADA headed by Hon. Chief Secretary has decided to evolve YASHADA as a policy support arm for the State of Maharashtra. YASHADA will develop core capacity and expertise in research and evaluation of ongoing policies and programmes and also policy analysis and policy formulation using systematic evidence-based strategies. The focus will be on setting up a continuous cycle of policy analysis through definite logical stages as widely recognized in the scientific literature on public policy. YASHADA will also provide support and hand-holding to the public sector organizations and agencies for undertaking continuous policy analysis and refinement in their respective sectors.

A proposal on the aforementioned lines is being developed for submission to the government.

5. Time bound sponsored projects of the Centre

Apart from the above-mentioned initiatives the Centre has undertaken some thematic research projects / workshops on specific topics -

- a. Developing a toolkit for assessment of Public Sector Management in the Health Sector. The study was undertaken at the State level. The state of Gujarat consented to provide support for this particular project.

Sponsoring Agency – World Bank

Partners – Department of Anthropology, University of Pune.

Monitoring and Evaluation of Rehabilitation of Sardar Sarovar Project. The report for the Phase II was finalized after reconciliation of the queries of the District Collectorate, Nandurbar.

Management Development Centre

Introduction

Management Development Center has been designed and established as a self contained, fully residential state-of-the-art training facility for corporate and public sectors.

The creation of this center has increased YASHADA'S horizon in terms of extending its training activities to Government, Corporates, Insurance, Banking and IT sectors as well as other public and private sectors.

Our mission is to enable equitable and sustainable development by promoting people-centered good governance. We achieve this by bringing together practical knowledge, applied research, appropriate technology and innovative training of public administrators, community-based organizations and people's representatives.

Objectives

- ❑ Achieve financial self-sufficiency and general surplus wealth for further prosperity of the Academy.
- ❑ Facilitate optimum utilization of the Academy's facilities and achieve functional excellence in customer services.
- ❑ Design & Developing MDP (Management Development Programs).

Facilities at MDC

The following facilities are available in the Management Development Center:

- ❑ The MDC has tastefully furnished 105 Air Conditioned rooms with 24 X 7 Internet
- ❑ 250 seater Air-Conditioned Auditorium
- ❑ Three conference halls with 60-70 seater flexible arrangement (conference hall No-MDC-III, IV and V.
- ❑ Three conference halls with 20-30 seater flexible type seating arrangement (conference hall No- MDC I, VI and VII)
- ❑ An amphitheater type lecture hall to seat 32 participants with 19 nodes and 24 X 7 broadband connectivity.(conference hall No-MDC-II)
- ❑ All classrooms with broadband connectivity for hands on training sessions, assignments and research.
- ❑ Seven (07) syndicate rooms are for Business discussions and other training activities
- ❑ All conference hall are air conditioned and equipped with a PC, OHP, DVD Player, Ceiling mounted LCD Projector besides the acoustics and sound system..
- ❑ Basement of MDC Auditorium and lush green lawns are also provided for poster session, exhibitions, outdoor training activities, lunch and dinner.

Following clients availed MDC facilities during the year

1. NPCIL-Nuclear Power Corporation of India
2. IMD- Indian Meteorological Department.
3. PUNE UNIVERSITY
4. TATA MOTORS
5. ESIC- Employees State Insurance Corporation.
6. ISSER-
7. TATA AIG
8. UNICEF
9. NRHM.- National Rural Health Mission
10. SEBI-
11. NABARD
11. NCL- National Chemical Laboratory
12. Hindustan Polyamides Fibres Ltd
13. TATA AUTOCOPM SYSTEMS PVT.LTD.
14. DEEPAK NITRITE
15. VERTEX SOFTWARE
16. CII
17. ATLAS COPCO.
18. KSB PUMPS.
19. C-DAC
20. ROBERT BOSCH ENGINEERING SOLUTIONS PVT. LTD.

21. IDBI BANK.
22. AXIS BANK.
23. ICICI BANK.
24. ICICI PRUDENTIAL LIFE INSURANCE.
25. HDFC BANK
26. SARASWAT BANK
27. KOTAK MAHINDRA MUTUAL FUND.
28. LANDMARK EDUCATION.
29. THERMAX.
30. CUMMINS INDIA.
31. HONEYWELL TURBO PVT.LTD
32. SYNGENTA INDIA LTD.
33. LUPINS BIO-RESEARCH
34. SADHANA CENTRE FOR MANAGEMENT & LEADERSHIP
35. VISION INDIA
36. JIJAMATA MISSION
37. NAVODAYA VIDYALAYA
38. RASHTRIYA CHEMICALS AND FERTILIZERS LTD
39. SAKAL GROUP PUBLICATION
40. DELLOIT HASKINS PVT.LTD
41. D.Y.PATIL COLLEGE OF ENGINEERING
42. GAMMON INDIA LTD.
43. MAHINDRA HINODAY
44. OXFAM INDIA
45. RELIANCE MUTUAL FUND
46. MSETCL
47. AGARKAR RESEARCH INSTITUTE
48. FLEETGUARD FILTERS LTD.
49. RELIANCE LIFE INSURANCE

Academic Initiatives

Management Development Trainings (MDPs): This Financial Year MDC has started to design & conduct customized

Management Development Programs for various sectors. The inputs provided under the program related to concepts & techniques of management science with special emphasis on development of soft skills & behavioral aspects with an aim to enhance training managerial skills that lead to functional output at work place.

Following few managerial training has been conducted through this center:

- i. Three weeks residential customized Management Development Programs for Directors & Medical Supretedients of Employees State Insurance Corporation (ESIC).
- ii. Management Development Programs for Employment & Self Employment for their Senior Officers.
- iii. MDP for senior officers of Directorate of Accounts & Treasuries.
- iv. MDP for Deputy Commissioner & Joint Commissioner of ADF Dept, Gov of Maharashtra.

MDC PERFORMANCE (2010-2011): This was yet another successful Training Year of MDC for conducting 625 Nos of long, short duration training programmes from various sectors in which 48,825/- participants attended the programme and we achieved 79,024/- mandays.

MARKETING STRATEGY FOR MDC FACILITY: An aggressive marketing plans towards marketing for maximum utilization of MDC facility are being implemented with innovative strategy applied by MDC professional staff.

REGULAR FEEDBACK REPORT: The CRM system is being introduced for better result. The client's feedback regarding Food Quality, Dining hall hygiene, accommodation facility, conference hall facility, complaints and suggestion are regularly monitoring on a five-point scale formula. These practices show a better result for our valuable clients to serve excellent food quality as well as best housekeeping services.

Good suggestions from the clients for the improvement of MDC is always welcome.

INFRASTRUCTURAL DEVELOPMENT: It is a continuous process so we always pay attention for best services to our valuable clients. Keeping in view of the convenience & needs of the guest various construction, renovation, maintained work have been undertaken in the current Training Year. We also plan to furnish our conference hall with latest audio-visual equipments by replacing older one.

**MAJOR NON-ACADEMIC INTERNATIONAL PROGRAMS
IN THE CURRENT FINANACIAL YEAR:**

1. C-MET-INTERNATIONAL WORKSHOP & SYMPOSIUM ON CERAMIC & GLASS CERAMICS (9 & 10 JULY 2010)
2. IET-ASIA PACIFIC PRESENT ROUND COMPETITION (30 July 2010)
3. IISER - INDIAN INSTITUTE OF SCIENCE EDUCATION & RESEARCH CONFERENCE (23 SEPT 2010)
4. NASA (NATIONAL ACADEMY OF STATISTICAL ADMINISTRATION)-REFRESHER TRG.ON BIOSTATISTICS FOR ISS OFFICERS (20-24 SEPT 2010)
5. NCL-INTERNATIONAL CONFERENCE & SYMPOSIUM (25-29 SEPT 2010)
6. IIT Bombay- INDO-GERMAN WINTER ACADEMY (11-17 Dec 2010).
7. ILU-INTERATIONAL LEPCROCY UNION (12-13 DEC 2010).
8. SEMINAR ON GERMAN PROJECTS (20 JAN 2011)
9. SCIENCE & EDUCATION DEPT EMBASSY OF THE ISLAMIC REBUBLIC OF IRAN- INTERNATIONAL STUDENT'S CONFERENCE ON THE EFFECT OF SCIENCES ON GLOBALIZATION (7-8 FEB 2010)
10. INDIAN PEPTIDE SYMPOSIUM (24-25 FEB 2011)

Centre for Right to Information

Introduction

A special Centre for RTI was established at the Academy in March 2004, to train the Public Information Officers and Appellate Authorities of various public offices in the state for effective implementation of Maharashtra Right to Information Act, 2002. Ever since Right to Information Act, 2005 came in to existence Yashwantrao Chavan Academy of Development Administration YASHADA has been on the forefront of building Capacity and Imparting training for effective implementation of Right to Information Act, 2005. Since 1st April 2009 earlier RTI Cell was renamed as Center for Public Policy which has been working on national policy of transparency and public accountability through RTI Act.

Objectives

- a. To organise training programmes, workshops and consultation meets related to RTI, transparency and accountability.
- b. To develop training modules and reading material.
- c. To carry out research and evaluation studies and documentation activities regarding emerging transparency regime.

Initiatives as RTI Resource Center

Yashada had been accorded the status of National Implementing Agency (NIA), (along with Centre for Good Governance, Hyderabad) by Department of Personnel and Training under the United Nations Development Programme (UNDP) project on 'Capacity Building for Access to Information (CBAI)' and this Center has been recognised as RTI Resource Center in India.

As NIA programmes funded by UNDP for Capacity building for access to information in 26 states and 2 UTs and to conduct training programmes for the State and Central Government Officers.

As NIA YASHADA has covered 28 states and developed 1550 State Resource Persons (SRPs) throughout the country in collaboration with respective state Administrative Training Institutes under the project component. As State Implementing Agency (SIA) Yashada has developed a pool of about 100 trainers in RTI in the state of Maharashtra.

As State Implementing Agency this Center has been carrying out intensive capacity building and dissemination activities in the state.

Capacity Building Activities

Government of Maharashtra entrusted responsibility of training and capacity building of Assistant Public Information Officers/Public Information Officers/First Appellate Authorities from districts and officers from various Directorates and Departments of the State Secretariat through a State Project.

Innovative Citizen Centric Initiative

On 2nd October 2010 an innovative initiative of mass awareness started through a Certificate Course in distance mode. This is a three months duration course to facilitate enjoyable and useful learning at the convenience of learners. This Certificate Course in RTI is designed by taking into consideration the need of *RTI Training for All*. While designing this course difficulties being faced by both 'Supply side' i.e. Public Authorities and its officers- and 'Demand side' i.e. Citizen, Media, NGOs, Students and all sections of society have been carefully viewed. This distance education course has been designed to disseminate knowledge, procedural skills and attitude required for responsible, transparent and accountable RTI regime

Research & Documentation

As research and documentation role, this Center has developed following studies and reading material.

1. Comparative Study of RTI Rules framed by various Appropriate Governments and Competent Authorities in India.
2. Adhikar Mahiticha an Abhivyakti Swatantryacha --- A comprehensive Marathi Book on RTI Act and good governance.
3. Mahiticha Adhikar Margadarshika --- a compilation of DoPT guidelines on RTI Act Marathi Translation.
4. A Handbook on RTI in English
5. Reading Material for Certificate Course in RTI Act for distance course (A set of 4 books in Marathi)

Centre for Infrastructure Development Management

Introduction :

Centre for Power Sector Development (CPSD) was commissioned in January-2007 (by YASHADA Policy Circular No. PPI-PC/2006-04 dated 23/01/2007) to facilitate training, research & policy interventions in Power Sector at the State & National levels with Government, PSUs, Private Sector & Stakeholders. CPSD has undertaken Capacity building & Training Programmes for State Power Utilities, especially for speeding up Power Sector Reforms. The Centre was renamed in February 2010 as CIDM to accommodate other area of infrastructure. During the year 2010-2011, CIDM has conducted 11 training courses / programmes and trained 372 participants. Total no. of participant days were 10,617 (Annexures A & B).

DRUM is co-sponsored by the Power Finance Corporation, New Delhi on one hand and the Power Distribution Utilities concerned in various States and the Country. Participants from Maharashtra, Karnataka, M.P., Gujrat, Punjab, Haryana & U.P. attended the Programme.

Objectives

CIDM launched this training Programme in the Year 2007 with an objective to develop management acumen in senior technocrats handling the three power sector companies in the State. The trainee Officers are also given case studies on management problems and are asked to make presentations.

Activities

CIDM has conducted 5 Programmes of MDP (4 for Sr. Managers of PSPCL & 1 for Sr. Managers of MSEDCL) during the year 2010-11. With this, CIDM has conducted in all 53 programmes in MDP since inception in 2007 and trained in all 904 senior managers of power sector.

Several topics in the field of Management and Law have been covered in this course which has greatly benefited the participants. Team building, Personality Development, Stress Management, Communication skills and Material Management were the general topics covered. Specific training in Financial Management, Present Power Sector Scenario and the proposed reforms in the Electricity Act,

Labour Laws, Enterprize Resource Planning, Disciplinary proceedings and Project Management was also imparted.

The MDP has been highly acclaimed by each Company in the Power Sector and is a very popular training programme.

Appreciating the necessity of equipping the managers of power sector with techniques in project management, CIDM has designed a Training Programme titled PMP and has been conducting it since beginning of the year 2007.

CIDM has conducted total 27 programs since inception and No. of participants to 441. CIDM has not conducted any programme in F.Y. 2010-11.

Projects

CIDM has been conducting training courses under the DRUM Project on following three modules :-

- Best Practices in Distribution Loss Reduction
- Best Practices in Distribution Systems (O&M)
- Distribution Efficiency & Demand Side Management

The first two courses are of 5 days' duration & Third course is of 3 days' duration.

The modules of the courses are as per the design of Core, PFC & USAID. The courses are conducted strictly as per the guidelines & as per design of the course content specified in the modules.

Though during the Year 2010-2011, CIDM has not conducted any DRUM Programmes as all the Course Directors and Project Director were terminated from 15th March 2010 due to administrative constraint. The cumulative total programmes conducted since inception of CIDM is 35 Nos. and No. of participants trained is 680 Nos. covering all the three modules mentioned above.

Induction Level Training Programme

CIDM launched this programme in January-2007 for training the new entrant Junior Engineers of MAHATRANSCO. Up to 2010-11 CIDM trained 843 participants of this course.

The course comprises more than 100 classroom & field sessions on various technical topics covered in the syllabus which is prepared jointly by MSETCL and YASHADA and ratified by the Central Electricity Authority. The classroom

sessions also include soft skill topics such as Attitudinal Change and Behaviour, Time Management, Motivation and Team Building, Communication Skill, etc. Special Sessions on Disaster Management, Right to Information Act and First Aid.

In addition to the above, every batch of trainees was taken for field visits to vital installations related to EHV Transmission such as 400 KV receiving Stations, Load Dispatch Centre, Kalwa, 500 KV HVDC Terminal at Padghe, Power Transformer manufacturing and repairing plant, manufacturing plant of EHV grade Circuit Breakers, Current Transformers, Lightning Arresters, etc. This gives a special

insight to the fresh engineers into the working, design, manufacturing and maintenance of these vital equipments.

Protection Systems & Testing (PS&T)

CIDM launched a new six days' training programme titled "Protection Systems & Testing" for the junior and middle level engineer managers of MAHATRANSCO in the month of June-2008. This course was designed on the basis of training need expressed by the top management of MSETCL.

During the years 2008-09 and 2009-2010, 2010-11 CIDM conducted 18 programmes of this module and trained 485 participants.

Centre for Media & Publications

Introduction

The Centre for Media and Publications was established in 2010. It comprises of two units - Publications Cell and Library.

PUBLICATIONS CELL

The Academy's Publications Centre was established in the year 1996. The Centre has been staffed by persons with qualifications and experience in social science and development research, journalism and mass communications. Experienced faculty members provide editorial support. Policy for commissioning authors and payment of royalties is in existence. The equipment support includes advanced computer hardware and DTP Software. The Panel of some of the Pune's eminent printing firms appointed through the Academy's Reprographics Rate contract provide support to in-house DTP and designing activities and carryout printing works. The practice and procedure has been well established for regular publishing of various types of publications.

Objectives

- ❑ To provide a forum for publicising the findings and recommendations of research related to Public / Development Administration and Management in Government in India and particularly in Maharashtra;
- ❑ To disseminate information about functioning of Public / Development Administration; and
- ❑ To publicise the Academy's activities.

Mandate

- ❑ To publish Academy's two quarterly journals - Ashwattha (English) and Yashmanthan (Marathi) and books on subjects/topics related to Public / Development Administration in Maharashtra written by eminent faculty members of the Academy and senior public administrators;
- ❑ To Publish the Academy's newsletters in English and Marathi, information brochures and annual report etc; providing information about the Academy's activities;
- ❑ To prepare training modules on diverse subjects used for the Academy's short and long term courses.

Activities: Journals Published

Journals Published during the year 2010 –2011

The Publications Centre publishes regularly two journals: One in English titled Ashwattha and the other in Marathi called Yashmanthan (Marathi).

1. Ashwattha - Quarterly English Journal

Ashwattha signifies the Indian version of the 'tree of life'. In India, the erect Ashwattha is the bodhi tree. It is the symbol of holistic knowledge and the Universal Man. During the current year, 4 issues of Ashwattha – April-June 2010, July-September 2010, October-December 2010, January-March 2011 were published.

The eminent personalities who contributed to the issues included:

Mohan Dharia, Nidhi Pandey, S.K.Kataria, Abhay Shende, Satyajit Kulkarni, Arvind Kumar Jha, Atul Pandey, Satish Dandge, Shashikant V. Hippargi, Arun Bapat, S.K.Kataria, B.C.Das, P.Venkata, T.Jagadeeshwarulu, Vibhuti Patel, Shrikant Deshpande, Atul N. Patane, Chandrashekhar B. Pawar, Satish S. Patil, Nisha C. Waghmare, Jitendra S.Gandhi, Satish Shirshat

The subjects covered in the issues included:

Agricultural Growth, Community Empowerment, NREGS, Horticultural Plantations, Entrepreneurship Development, Forest Rights Act, Prison Administration and Rehabilitation, Child Welfare, Seismic and Tsunamigenic Vulnerability of Urban India, Globalized India, Implementation of SGSY, Micro-Credit Programme, Gender Budgeting, Health Financing, I-Governance, Roof-Top Rainwater Harvesting, Child Rights, Rehabilitation of Persons with Disabilities, Development of Tourism Sector

2. Yashmanthan – Quarterly Marathi Journal

The title Yashmanthan signifies the successful churning of developmental thought processes for social action. During the year, 4 issues – April-June 2010, July-September 2010, October-December, January-March 2011 were brought out.

The eminent personalities who contributed to the issues included:

Atul Patne, Prajakta Lawangare-Varma, Purushottam Bhapkar, Nilima Deshmukh, Hemant Pawar, V. L. Dharurkar,

Kalpna Kadam, Vijaykumar Paikrao, Baban Jogdand, Mukund Ghare, Ramanand Vyavahare, Renuka Badawane-Bhavsar, Amar Dhere, Suvarna Pawar, Vyankatesh Kalyankar, Vidyadhar Anaskar, Anjali Ramchandra Kadam-Narayane, Mangala Khiwansara, Vandana Mundase-Gour, Kantaram Pole, D.T.Gaikwad, Bapusaheb Maske, Baban Jogdand, Ravindra Manjarekar, Amar Ramteke, Bhaskarrao Avhad, Manoj Sanap, Chandrashekhar Tilak, Pratibha Patil,

The subjects covered in the issues included:

Naxalism, Development in Maharashtra, Women Reservation Bill, Human Rights, Techniques of Public Relations, Distance Education, Social Security, Contribution of Self-Help Groups, Happiness at Work, Health Services, Vocational Education, Bio Fuel, Balanced Diet, Reserve Bank Credit Policy, Tribal Development, NREGS, I-Governance, Empowerment of Women, Disaster Management, Zero Pendency Project, Primary & Secondary Education.

Activities: Books Published

During the year 9 books were published viz

- i) घरपोच धान्य योजना
Author : Shekhar Gaikwad
- ii) ग्रामस्थ दिन योजना
Author: YASHADA Staff
- iii) **Scheme for Home Delivery System**
Author: Shekhar Gaikwad
- iv) **Initiatives in Development Administration (Reprint)**
Author: Ratnakar Gaikwad, IAS
- v) विकास प्रशासनातील नाविन्यपूर्ण उपक्रम (Reprint)
Author: Ratnakar Gaikwad, IAS
- vi) कायदा माहितीचा अन् अभिव्यक्ती स्वातंत्र्याचा
Author: Pralhad Kachare, Shekhar Gaikwad
- vii) प्रशिक्षण पद्धती व कौशल्ये
Author: Dr Rajendra Pawar
- viii) कायदा माहितीचा अन् अभिव्यक्ती स्वातंत्र्याचा (Reprint)
Author: Pralhad Kachare, Shekhar Gaikwad

Activities: Newsletter Published

The issues of the Academy's bi-monthly newsletters brought

out during the year included:

YASHADA NEWS Details (English)

- 1) Jan-Apr 2010 Vol II Issue 4 & 5
- 2) May-June 2010 Vol II Issue 6
- 3) Jul-Aug 2010 Vol III Issue 7
- 4) Sep-Nov 2010 Vol III Issue 8
- 5) Dec-Jan 2011 Vol IV Issue 9
- 6) Feb-Mar 2011 VOL V Issue 1

YASHAD VAARTA Details (Marathi)

- 1) Jan-Feb 2010 Vol 2 Issue 4
- 2) May-June 2010 Vol 2 Issue 5
- 3) Jul-Aug 2010 Vol 2 Issue 6
- 4) Oct-Nov 2010 Vol 3 issue 1
- 5) Dec-Jan 2011 Vol 3 issue 2
- 6) Feb-Mar 2011 Vol 3 issue 3

Activities: Publications Printed for Projects

The Cell was requisitioned to help the institutes and centres of the Academy to get printed from the Academy's Reprographics Rate Contractors numerous publications, which were proposed to be brought out under sponsored projects. These publications included training modules, reading/course material, manuals, project brochures/pamphlets, and special course participant certificates etc. The various sponsored projects and requisitioning sections of the Academy for whom the publications were printed include, BRGF Project (SIRD), RTI State Project (CPP), RTI NIA Project (CPP), UNICEF Project on Micro-planning (CRD), RMSA Project (CHD), Project on Capacity Building for Watershed Development (WDMC, SIRD), Induction Courses Fund and MDP for Sr Executives of Power Sector (CIDM). Details of the printing jobs related to publications brought out under the Academy's Annual Publishing Programme, sponsored projects and printed stationary and cost incurred are as presented in table no. /annexure .

Sales and Marketing of Academy's Publication

Various publications of YASHADA were sold at our sale counter on various occasions.

By the end of the year there were 1,658 and 520 subscribers respectively for the Academy's two journals — Yashmanthan and Ashwaththa. This included fresh subscriptions of 538 and 95 procured from new subscribers respectively for the two journals during the year. An amount of Rs. 1,25,320/- was received towards subscription for the Academy's two quarterly journals. The list of subscribers included eminent Government Officers / Organisations, Training Institutions, Management Institutions and NGOs.

The total amount received from the sale of the Academy's publications and CDs during the year is Rs. 12,30,003/-.

The Cell as the sole publisher and distributor of the Academy's publications had participated in the Exhibition and sale of Government Publications held during 7th to 9th January 2011.

During the year total 13 news items / articles about YASHADA were published in various newspapers.

LIBRARY

Introduction

YASHADA library was established since the inception of Academy. Its mandate is to support the on going training programmes, research projects and cater to the documentary as well as informational requirements of the participants.

Objectives

Main Objective of the library is to give all the academic support to faculty members & course participants through its collection of books, magazines & archives. It also provides valuable reference needed for all the courses as well as for the students of ACEC. Its other objective is to educate government librarians through training courses, especially for the new technology.

Collection

The library houses collection of various documents covering core subjects like Public Administration, Rural Development, Good Governance, Computer Applications, Management, Gender, Women and Child, Old Age, Self Help Groups, Cooperative Movement, Social Justice, Finance, Administrative Reforms, Human Rights, Environment, Disaster Management, Demography, Ageing, Water Conservation, Urbanization Child labour, TQM, Leadership, Time Management, Personality Development etc.

Special Collection

1. State and Central Government Acts
2. Government Documents like Rules, Handbooks, and Committee Reports etc.

Library also possesses a good collection of English and Marathi fiction and biographies of eminent personalities of the world.

Activities

Working Hours

In order to optimize the utilization of the library facilities by the course participants and the faculty members the library is kept open for 13 hrs on every working day. The purpose is to make the library facility available even after the office hours.

Library Use

The library facility is being used by the course participants and the faculty and staff members of YASHADA. Faculty members are given membership during their period of service in YASHADA. Library offers temporary membership to all course participants. The participants use library facility for reference and issue of books. During the current year 718 participants were registered as library users.

Paid Membership

The officers who wish to retain their membership even after the training programme can become a member by paying annual fees and deposit for the books. The deposit is Rs. 500/- per book and the annual fees is Rs. 500/- The facility is made available, on the recommendation of faculty members of the Academy, to the guest faculty and other State Government officers and executives in and around the Pune city. In the current year 59 new members added in the library register. At present we have 851 members on the register. The details are as follows:

Budget and Purchase of Books and Journals

During the current year 602 books were purchased for worth of Rs. 1,78,440/- and 77 magazines subscribed for Rs. 70420/-

Networking with other Libraries in Pune City:

Our library is a member of PUNENET – A network of libraries in Pune city. YASHADA library has provided services of Interlibrary Loan to its users by providing Institutional Membership of the British Council Library, Pune.

State Repository Library

The library has been designated as “**Repository Library for Government of Maharashtra**” A special section within the library is kept reserved exclusively for this purpose. The important publications and GRs of various departments are being received by the **Repository Library**.

Services

Apart from collection of documents the library also provides :

Photocopying service

- Bibliographical service
- Reference service
- Newspaper clipping service
- Article indexing service
- On line search of library database
- Audio visual and Internet facility
- Display of on going training programme related documents

Library Blog

To share the current information and to interact with the users a library blog is prepared (yashadalibrary.blogspot.com) and updated at frequent intervals.

Training Programmes

Library organized training programmes on eGranthalaya – Library software developed by NIC, New Delhi during 22 – 24 June 2010 in which Library personnels participated.

Book Club

With the view to provide a platform for exchange of ideas as Book Readers and make our library more user oriented a YASHADA Book Club was formed. In Book Club meetings the users of the library and the book lovers discuss about new titles and ideas, which they have come across and read recently. This year 4 book club meetings were held. Mr Sharad Patil, Assistant Professor presented the book 'Power of Now'; Shri Jayant Gurav Associate Professor presented “Vichar

Samhita” Dr. Sumant Pandey presented “Faujia” and two IAS probationers Mr. Abhijit Bangar and Ms. Sampada Mehata presented “Shriman Yogi” and “Savar Re” respectively.

New Initiatives**Exhibition of Government Publications**

Library had organized an Exhibition and Sale of Government Publications from 7 to 9 January, 2011 in the YASHADA Campus. The aim of the exhibition was to make available a platform so that the activities of various Government departments reach to common public. This exhibition displayed publications of various Government Departments under one roof for the first time. In all 30 departments/institutes participated in the exhibition. The inaugural function took place at 9.30 AM on 7th January 2011. The chief guest was Dr. S. B. Mujumdar, Founder and President Symbiosis Institute, Pune. Mr. Chandrakant Dalvi, Director General YASHADA, Dr. Bharat Bhushan, Dean (Academics), Dr. K. B. Lavekar, Director SIRD, Shri Rajeev Sabade, Director CMP, faculty members and staff of YASHADA, representatives of participating departments and institutions were present for the function. The citizens nearby YASHADA and other public from Pune city and around visited the exhibition for the purchase of books. Various librarians also visited the exhibition for the purpose of purchase of books and other documents.

Academic Achievements and Training

The Senior Librarian Dr. Manoj Kulkarni of the Academy was awarded Ph. D from Pune University in December 2010. The topic of his research was “Survey of Administrative Training Institute (ATI) Libraries with special reference to Service Quality Expectations of Library Users.” He also presented papers in national conferences at Pune and Aurangabad.

Dr. Manoj Kulkarni Senior Librarian and Shri Shashikant Chaudhary Librarian attended two day workshop on “Web Technology in Library Services : Focus on Library Blog, RSS feeds, and Podcasting” during 24 – 25 January 2011 at National Insurance Academy at Pune.

Training Monitoring Cell

Introduction

The Training Monitoring Cell (TMC) at YASHADA plans, coordinates and monitors the conduct of training programmes, workshops, seminars and other related activities.

Functions

- Coordination of the Annual Programme Calendar (APC) of the Academy.
- Monitoring the conduct of Training Needs Analysis (TNA)
- Monitoring the day-to-day conduct of activities and documentation thereof.
- Facilitating use of the Training Management Information System (TMIS) on YASHADA's Intranet
- Establishing archival record of
 - Design of Training – DoT
 - Programme Completion Reports
 - Programme Evaluation Reports
 - Use of DAC & MDC Hostels

Coordination

TMC monitors the implementation and use of the intranet based Training Management Information System by the

faculty. Monthly reports establish the periodic status of the APC and help in tracking specific activities.

Faculty and Academic Review

The TMC also enables review and approval of Training Needs Analysis (TNAs) and Design of Training (DOTs) within the Academy. Subsequently, training and related academic activities are reviewed on a monthly basis during meetings of the faculty and the Academic Council. The meeting agenda and related process are monitored through established methodology within the Academy's ISO Manuals.

Representative Agenda of a Faculty Review Meeting

- Review of Annual Programme Calendar
- Review of Faculty MIS
- Discussion, feedback and action taken regarding training programmes, Faculty MIS and CMIS
- Training and Residential Facilities
- Review of internal audit / external audit
- Faculty feedback about completed training programmes
- Review of evaluation reports, action taken and client organisation's feedback

(a) Nominated participants, (b) attendees and (c) participant days In-campus and Out-of-Campus programs during April 2010 to March 2011

Achievement	Number of Programs	Participants		Participant Days	Women Participants	Program Days
		Nominated	Attended			
Target	1,200	30,000	30,000	90,000		3,600
Total Achieved	4,003	184,487	182,210	790,059	41,687	17,656
Efficiency	+2,803	+154,487	+152,210	+700,059	-	14,056

The analysis of the Academy's Training programmes is summarised in annexure - TMC and detailed list of conducted programmes is in the Appendix II

Policy & Plan Implementation Cell

Introduction

The Policy and Plan Implementation Cell (PPI Cell) was established by 32nd meeting of Board of Governors of YASHADA with effect from 22 January 2004. Accordingly a Policy Circular number XXXIInd BoG/ 2004/ P&P/Action/ PC/ 28 dated 1 March 2004 was issued in this regard. The PPI Cell coordinates the meetings of the Board of Governors and Executive Committee of the Academy, and monitors activities

undertaken on the basis of the approved decisions through issuance of policy circulars and maintains records of coordination within the Academy among all departments.

Activities

The following activities were completed by the PPI Cell during 2009-2010 including preparation and finalization of Agenda Notes and Minutes along with actual conduct of the process:

A) Meetings conducted by the PPI Cell during 2010-2011

Name of Meeting	Date of Meeting	Numbers of Decisions
Board of Governors Meeting		
40 th Meeting of the Board of Governors	26 March 2011	37
Executive Committee Meeting		
64 th Meeting of the Executive Committee	28 May 2010	6
65 th Meeting of the Executive Committee	19 October 2010	4
66 th Meeting of the Executive Committee	27 December 2010	5
67 th Meeting of the Executive Committee	24 February 2011	3

B) Key decisions during the Meetings conducted by the PPI Cell during 2010-2011

Name of Meeting	Key decisions
40 th Meeting of the Board of the Governance	<ul style="list-style-type: none"> <input type="checkbox"/> Hon. CS, GoM and President, BoG and the members of the BoG recommended the consideration and inclusion of the following perspectives while planning the Annual Programme Calendar (APC) for 2011-2012 and for subsequent years. <input type="checkbox"/> Foundation and induction training programmes should be planned with extensive inputs on attitudinal development. <input type="checkbox"/> The APC should specifically include training programmes on leadership, attitudinal change and stress management. <input type="checkbox"/> The BoG recommended that the 10-day Vipassana meditation course should not be discontinued from the foundation training programmes (FTP), and if required, the duration of the FTPs may be increased to include the module. <input type="checkbox"/> The establishment of the Late Shri V. S. Page Adhyasan (Chair) at YASHADA to provide continuous institutional support to achieve the expected outcomes of the Employment Guarantee Act (EGS) and to enable improvement of implementation

Name of Meeting	Key decisions
	<p>with Rs. 50 lakhs as financial support for the “Chair /Adhyasan” was noted and approved.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Hon. CS, GoM and President, BoG, reaffirmed that under the aegis of the Office of CS, GoM, the proposal to recognise YASHADA as the 'State Resource Institute for Policy Support' for Maharashtra stands approved. <input type="checkbox"/> The 40th BoG recommended that the Academy should expedite a proposal for submission to the next BoG, outlining the approach to seek recognition as a “University”
64 th Meeting of the Executive Committee	<ul style="list-style-type: none"> <input type="checkbox"/> Approval of Talathi Certificate Programme <input type="checkbox"/> Approval of codification of training programmes at YASHADA
65 th Meeting of the Executive Committee	<ul style="list-style-type: none"> <input type="checkbox"/> Approval of SATCOM Centre at YASHADA
66 th Meeting of the Executive Committee	<ul style="list-style-type: none"> <input type="checkbox"/> Approval of Annual Programme Calendar 2011-2012
67 th Meeting of the Executive Committee	<ul style="list-style-type: none"> <input type="checkbox"/> Amendment in the YASHADA Service Rule No. 16.15

Dr. Ambedkar Competitive Examination Centre

Introduction

Dr. Ambedkar Competitive Examination Center (ACEC) was set up at YASHADA, Pune in May 2006, under the Special Component Plan (SCP) as per strategy & directives from Department of Social Justice, Government of Maharashtra for providing coaching, for Civil Services Examinations, to the weaker section of the society. YASHADA, Pune is taken initiative as Implementing Agency. Funds are being availed to this Center every year to train 60 students through Dr. Babasaheb Ambedkar Research & Training Institute, Pune & State Minority Commission.

ACEC aims at improving representation of Maharashtra students in the Civil Services but to bridge the disparities existing in representation between weaker sections and all classes of our Society. It also aims at inculcating, in them, the culture of serving the community as a whole.

Objectives

- To create awareness & promote confidence building activities among the youth of Maharashtra in general and deprived sections in particular about the various stages of UPSC Civil Services Examinations.
- To inculcate in them the culture of serving the community and the nation.
- To plan and conduct coaching and training programmes for successful participation in UPSC's competitive examinations.
- To muster support for conduct of coaching from eminent administrators, academicians and professional experts from universities management, training and research institutions to train students from weaker section of the society.
- To train weaker class professionals for leading or managing groups and acquire better opportunities in their professional career.

Facilities

- Free accommodation at YASHADA
- Financial Assistance/Stipend : Rs.2250/- per month (based on attendance)
- Library and Study Room

- Free Coaching & Counselling
- Regular Test Series
- Computer/Internet
- Current study material for reference
- Meditation/Yoga

Major Activities

1. COACHING FOR UPSC-Mains-2010

Coaching for UPSC- Main Examination was held in following two phases:

- I. Pre-result (UPSC-Prelims-2010) Coaching Prog for UPSC-Main-2010 and
- II. Post- result (UPSC- Prelims-2010) Coaching for UPSC-Main-2010. Candidates who were taken admission in the Center for UPSC-Mains-2010, have undergone the following Training Programme.

a) Regular Sessions & Tests:

Total **107 Sessions & 43 Tests** (Section wise-32+ Comprehensive=11) conducted during 10th June 2010 to 17th Oct. 2010 under Phase-1 and Phase-2 as given under:

General Studies	=	10 Sessions & 04 Tests
Geography Optional	=	57 Sessions & 05 Tests
History Optional	=	02 Sessions & 07 Tests
Public Administration	=	17 Sessions & 08 Tests
Political Science	=	03 Sessions & 07 Tests
Essay	=	01 Session & 08 Tests
psychology	=	01 Sessions & 03 Tests
Sociology	=	15 Sessions
arathi Lit.	=	01 Sessions & 01 Tests

b) Special Workshops:

Following Special Workshops conducted during 10th June 2010 to 17th Oct. 2010 under Phase-1 and Phase-2 (Total Four months)

2. Result Of The UPSC Preliminary Examination-2010:

RESULT of the “UPSC- Preliminary Examination-2010” was declared on 19th Aug. 2010. Out of 50 candidates, total 31 candidates from the Center cleared Preliminary Examination and qualified for UPSC-Main Examination-2010.

3. Admission procedure against vacant seats:

Total 20 vacant seats occurred in the Center. 20 outsider eligible candidates selected by the Govt. appointed Selection Committee. Thus, total 50 candidates undergone training for UPSC-Mains-2010 & appeared for UPSC-Mains Exam., during 29th Oct. 2010 to 26th Nov. 2010.

4. Admission procedure & coaching programme.

a) Entrance Test for selecting Candidates for the Year UPSC-Preliminary Examination- 2011 :

An entrance test was conducted on 14th Nov. 2010 on 04 exam centers (Pune, Nagpur, Aurangabad, Nashik), simultaneously (Time 11.00-1.00pm) on same pattern of UPSC-Preliminary Examination. Total 4010 candidates were applied for the above said entrance test from all over the State (Maharashtra), but out of that, actually 3226 candidates appeared for the Test. Govt. appointed Selection Committee selected 60 Candidates [as per approved reservation pattern] of the Center for the admission for “Coaching Programme –UPSC-Preliminary- 2011” on the basis of merit of entrance test

5. Capacity Building Training Programme along with Mocks interviews for UPSC- Interview-2011:

ACEC conducted seven days Residential Capacity Building Training Programme for the preparation of UPSC- Interview during 14th to 20th March 2011

In response to Advertisement issued by the Center, total 85 candidates from Maharashtra, participated in Training Programme, finally 77 candidates who qualified

in UPSC- Main-2010, appeared in Mock Interview. Candidates were classified in to following two categories:

A-Residential	:	32 (26+06 = ACEC Current Batch-2011)
B-Non- Residential	:	53
Total	:	85

Under this programme, coaching was provided on important national and international issues and also on how to face Interview, and mock interviews were conducted during 15th March 2011 to 20th March 2011. (Total Session 16 and Total Mock Interviews 77 candidates)

Senior IAS, IPS, IRS Officers and other Experts of respective fields were involved in the coaching as well on the Mock interview Panel.

Chairman and other Mock interview Panel members provided oral & written feedback and counseling to each candidate after conducting mock Interview.

All mock Interviews have been captured on video cameras along with its live telecast in other auditorium halls, simultaneously. Due to live telecasting facility, other students were also able to see interview and give feedback to concerned candidates.

Every candidate is given his/ her CD of mock interview so that he /she can see his /her own interview and make improvement in performances accordingly.

7. Final Result Of The UPSC-2010:

Final UPSC-2010 result is declared on 11th May 2011. Total 16 Candidates who have taken full time Coaching from the Center for Prelims + Mains Exam or for any one examination are selected and total 30 candidates who have taken benefit of seven days capacity building training Prog. (Mock Interviews) conducted by the Center, are also selected.

Part 2

Administrative

ADMINISTRATIVE

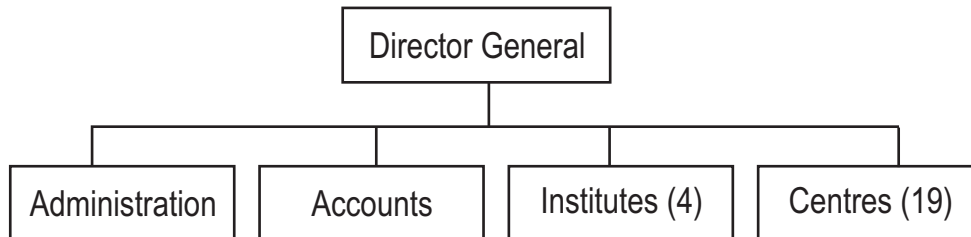
The Administrative Wing is headed by the Registrar and works directly under the control and supervision of the Director-General. The organisational structure is depicted on the previous page. The wing comprises various sections which directly or indirectly provide all the support services required for training, research, consultancy and publications related activities of the Academy. These are :

- Establishment
- Maintenance Services
- Transport Management
- Purchase & Stores Management
- Estate Management
- DAC Hostel
- Centre for Audio Visual Production
- Correspondence
- Accounts and Financial Management

The different services provided by the Administrative Wing are as follows :

- Recruitment of personnel and maintenance of establishment matters.
- Provision of finance and maintenance of accounts.
- Maintenance and regulation of services of contractors and suppliers.
- Purchase and Store Keeping.
- Transport Services.
- Registration and despatch of correspondence.
- Provision of telecommunication services.
- Maintenance of hostel, mess, sanitary and medical services.
- Security in campus.
- Maintenance of classroom and audio-visual equipment.
- The performance of the various sections of this wing during the year is as briefly described in the following pages.

The Administrative Wing is headed by the Registrar and works directly under the control and supervision of the Director-General. The organisational structure is depicted below.



Names of the Institutes

1. Administrative Training Institute.
2. State Institute for Rural Development.
3. State Institute for Urban Development.
4. Institute for Management Development.

Names of the Centers

1. Center For Disaster Management.
2. Center for Information Technology.
3. Center for Equity, Social Justice.
4. Center for Research and Documentation
5. Center for Environment and Development.
6. Center for Infrastructure Development
7. Center for Human Development.
8. Center for Right to Information.
9. Center for Media and Publications.
10. Strategic Development Unit.
11. Procurement Cell
12. State Resource Policy Center

Internal System Management Unit

11. Sampada (Housekeeping & Hostel)
12. Development Administration Complex.
13. Campus Management.
14. Transport Cell.

15. Estate.

16. Training Facility Cell.

17. Internal Audio Visual and computer facility cell.

Following Staff is working in YASHADA.

- | | | |
|---------------|---|--|
| A) YASHADA | - | 79 |
| B) Deputation | - | 29 |
| C) Contract | - | As per requirement YASHADA appoints the Persons on various projects. |

Promotions, Recruitments and Relieving of Employee:

1. **Appointment on Promotion basis:** **Four Officers/employees** of the academy were promoted during the year. One Office Superintendent promoted to Assistant Registrar, One Research Officer promoted to Assistant Professor, One Audio Visual Assistant was promoted as Audio Visual Officer, One General Attendant was promoted as Clerk-Typist/ Computer operator and One employee promoted under time bond promotion scheme during the year 2010-11.
2. **Officers on Deputation:** **Four** officers who were on deputation returned to their departments. And **Five** officers joined YASHADA during the year 2010-11.
3. **Appointments on Contract Basis:** **86** new appointments were made on contract-basis. This included appointment of **Twelve** Group- A officers, **Thirty Four** Group- B officers, **Forty** Group- C employees.
4. **Appointment on Permanent Basis & Retirement:** One class III employee retired during the year 2010-11

Academic Posts (As on 31.03.2011)

Sr. No.	Name of Post	Pay band	Grade pay	Mode of recruitment			No of Vacant Posts
				Regular	Deputation	Contract	
1.	Professor (8 Posts)	37400-67000	8900/-	01	02	02	03
2.	Dean (Faculty) (01 Post)	37400-67000	8900/-	00	00	00	01
3.	Associate Professor (18 posts)	15600-39100	7600/-	04	06	05	03
4.	Assistant Professor (19 Posts)	15600-39100	5400/-	05	09	05	00
5.	Research officer (08 Posts)	9300-34800	4400/-	01	02	02	00
6.	Research officer Publication) (01 Post)	9300-34800	4400/-	01	00	00	00
7.	Research Assistant (13 Posts)	9300-34800	4200/-	13	00	00	00
8.	Course Associate (6 posts)	5200-20200	2400/-	03	00	03	00
9.	Course Assistant (13 Posts)	5200-20200	1900/-	04	00	09	00
10.	Course Asso. Computer (02)	5200-20200	2400/-	00	01	01	00
11.	Programmer Research Officer (Computer) (2 Posts)	9300-34800	4400/-	01	00	01	00
12.	Sr Librarian (01 Post)	15600-39100	5400/-	01	00	00	00
13.	Librarian (01 Post)	9300-34800	4400/-	01	00	00	00
14.	Director (Research) 01 Post	37400-67000	8900/-	00	00	00	01
15.	Addl. Director (Research) 01	15600-39100	7600/-	01	00	00	00
16.	Coordinator (Project Monitoring Unit) 01 Post	15600-39100	5400/-	01	00	00	00
17.	Management Representative 01 Post			00	00	00	01

Non-Academic Posts (As on 31.03.2011)

Sr. No.	Name of Post	Pay band	Grade pay	Mode of recruitment			No of Vacant Posts
				Regular	Deputation	Contract	
1.	Registrar (1 Post)	15600-39100	7600/-	00	01	00	00
2.	Dy Registrar (01 Post)	15600-39100	5400/-	01	00	00	00
3.	Estate Manager (1 Post)	15600-39100	5400/-	00	00	00	01
4.	Public Relation Officer (01)	15600-39100	5400/-	00	00	00	01
5.	Manager (Marketing) (01)	9300-34800	4600/-	00	00	00	01
6.	Master Plan Manager (01)	15600-39100	5400/-	00	00	00	01
7.	Hostel Manager (MDC) (01)	9300-34800	4600/-	00	00	00	01
8.	Campus Manager (01 Post)	9300-34800	4600/-	01	00	00	00
9.	Meeting Secretary (01 Post)	9300-34800	4600/-	00	00	00	01
10.	Assistant Registrar (1 Post)	9300-34800	4400/-	01	00	00	00
11.	Accounts officer (1 Post)	15600-39100	5400/-	00	01	00	00
12.	Training Manager (1 Post)	9300-34800	4400/-	01	00	00	00
13.	Hostel Manager (1 Post)	9300-34800	4400/-	00	00	00	01
14.	Assistant (3 Post)	9300-34800	4200/-	03	00	00	00
15.	Assistant (Estate) 01 Post	9300-34800	4200/-	01	00	00	00
16.	Senior Clerk (5 Posts)	5200-20200	2400/-	03	00	02	00
17.	Typist cum- clerk (4 Post)	5200-20200	1900/-	03	00	01	00
18.	Steno (S. G.) (1 Post)	9300-34800	4600/-	01	00	00	00
19.	Steno (H. G.) (2 Post)	9300-34800	4400/-	02	00	00	00
20.	Steno (L. G.) (3 Post)	9300-34800	4300/-	02	00	01	00
21.	Jr Engineer (Elec) (1 Post)	9300-34800	4400/-	01	00	00	00
22.	Jr Engineer (Civil) (2 Post)	9300-34800	4400/-	02	00	00	00
23.	Assistant Accountant Officer (1 Post)	9300-34800	4300/-	00	01	00	00
24.	Office Superintendent (03)	9300-34800	4300/-	00	00	00	03
25.	Audio Visual Officer (01)	9300-34800	4300/-	01	00	00	00
26.	Audio Visual Assistant (2)	5200-20200	2400/-	01	00	00	01
27.	Wireman (00 Post)	5200-20200	1900/-	01	00	00	00
28.	Plumber (01 Post)	5200-20200	1900/-	01	00	00	00

Sr. No.	Name of Post	Pay band	Grade pay	Mode of recruitment			No of Vacant Posts
				Regular	Deputation	Contract	
29.	Telephone Operator (01)	5200-20200	1900/-	01	00	00	01
30.	Junior Audio Visual Asst 01	5200-2000	1900/-	00	00	01	00
31.	Driver (07 Post)	5200-20200	1900/-	04	00	03	00
32.	Naik (01 Post)	4440-7440	1600/-	01	00	00	00
33.	Roneo Operator (02 Post)	4440-7440	1600/-	02	00	00	00
34.	General Attendent (10 Post)	4440-7440	1300/-	07	00	00	03
35.	Hostel Warden 01 Post	15600-39100	5400/-	01	00	00	00
36.	Director MDC 01 Post	37400-67000	8900/-	00	00	00	01
37.	Coordinator (Project Monitoring Unit) 01 Post	15600-39100	5400/-	01	00	00	00
38.	Management Representative 01 Post			00	00	00	01
Total				80	23	36	25

Maintenance Service

The Registrar heads this section and works under the direct control and supervision of The Director General. The major service-wise allotted agencies, are as given below:

No.	Service	Year of Contract	Allotted Agency
1	House Keeping Services	2009-2011	M/s Supreme Facility Management Pvt. Ltd., Pune
2	Mess Services	2011-2013	M/s Sneh Services, Pune
3	Laundry Services	2010-2012	M/s S. M. Pardeshi, Pune
4	Security Services	2010-2011	Maharashtra Ex serviceman corporation of Ltd
5	Conservancy Services	2009-2011	Pestica labour services

Transport Management

The transport section of the administrative wing is staffed by 01 Clerk and 10 drivers and is equipped with 09 Vehicles (08 cars + 01 bus). 4 drivers are permanent and 5 drivers are deputed on contract through MESCO. The section directly works under the supervision and control of the Registrar and responsibilities of Transport Section as per the Academy rule is as follows.

- Allotment of vehicles and services of drivers for the senior officers of the Academy as per the policy of Academy.
- Provision of transport facilities to participants for study tour, field visits, official visit.
- Provide transport facility from out source agency as per the contract.

Sr. No.	Registration No. and Type of Vehicle	Running in kms (1/4/10 to 31/3/11)	Maintenance Expenditure (In Rupees)
1.	MH-12-EX-4884 Honda City	5917	10426/-
2.	MH-12-AH-7270 Indigo	17412	27810/-
3.	MH-12-AH-7271 Indigo	15442	16931
4.	MH-12-BU-8888 Maruti Esteem	21983	27417/-
5.	MH-12-DE-5100 Sumo Victa	38308	57330/-
6.	MH-12-CD-7500 Indica	29650	34536/-
7.	MH-12-CD-7501 Indica	27180	38270/-
8.	MH-12-CD-4300 Scorpio	39587	80458/-
9.	MH-12-AU-8500 Bus	24976	119405/-

Purchase & Stores Management

The purchase section works under Administrative Wing. This section is staffed by a Sr. Clerk & Clerk who works under the supervision of the Registrar of the Academy. The stationery and other consumable required by various offices and faculty members for conduct of training programmes, workshops and seminars etc. are procured and supplied as per demand by this section. For this purpose a store of stationery items and other consumables is maintained.

Various items issued from stores for conduct of training activities during the year are as described below:

Sr. No.	Name & Description of Item	Opening Balance As on 1st April 2010	Purchased Quantity	Used during The year	Closing Balance As on 31st March 2011
1.	Course Folders	2794	34700	34265	3129
2.	Writing Pad	7907	182675	179307	11275
3.	Ball Pen 045 Reynolds (Blue)	5344	175900	174682	6562
4.	Course Completion Certificate (Marathi)	3779	19800	21635	1944
5.	Course Completion Certificate (English)	1311	10000	6881	4430
6.	White Board Marker	83	1050	1076	57

Estate Management

This section is headed by the Estate Manager and is supported by Two Junior Engineer (Civil), Junior Engineer (Electric), Assistance, Clerks, Plumber, Wireman, Carpenter and necessary helpers. The section works under the direct control of Registrar, Financial Adviser and Director General of the Academy.

Functions:

- Prepare plans and estimates for new constructions in house or get prepared through the constructions.
- Maintenance of all building, roads in the campus including residential complex, hostel etc.
- To select architectural consultants and building contractors for major project works and to get the works executed through them.
- Supervise over all construction works including electrical and mechanical jobs.

The Local Committee makes decisions about acceptance of tenders for major works costing above Rs. 10 lakh and the Construction Supervision Committee reviews the progress made in regard to the major construction works and ensures completion of works as planned.

Civil Work - 1st April 2010 to 31st March 2011

Sr. No.	Name of Work	Work Order Amount
1	Maintenance contract of YASHADA' s Water Tank and Water Cooler for 27.04.2010 to 26.04.2012	1.01
2.	Maintenance contract of Water Purifier of YASHADA for 02.06.2010 to 01.06.2012	1.05
3.	Maintenance of the Pest Control work of YASHADA campus for 14.06.2010 to 13.06.2012	2.20
4.	S.S. Railing on staircase alongwith wall and marble at CDM Department	0.30
5.	Servicing and Maintenance of Exhaust Duct of Sampada Building	0.27
6.	Supply of Hydro Door Closer	0.19
7.	Construction of Security Compound Wall at Lazim HallI	2.01
8.	Painting work of Class rooms at Academic Block in Yashada	1.13
9.	Waterproofing work of Toilet at Sampada Building and Painting work of Store room at terrace of Sanwad Building	0.98
10.	Railing Stainless steel work at various places in Yashada	0.47
11.	Painting work of Banquet HallI in Sampada Building	0.20
12.	Construction of Security Compound Wall behind Lezim Hall in Yashada	2.00
13.	Increasing the shed of Record room and maintenance of Dormitory of Jubilee Hostel	1.89
14.	Providing and Fitting of Ceramic tiles and Granite otta in Kojagiri mess	0.70
15.	Drainage pipe line and Chember work at Residential campus in Yashada	0.92
16.	Painting work of Old and New Kohinoor Bunglow	2.90
17.	Changing of cushions of Sofa set and molament polishing of Dinning table in Kohinoor Bunglow	0.33

Electrical Work - 1st April 2010 to 31st March 2011

Sr. No.	Name of Work	Work Order Amount
1	Refiling of Fire Extinguisher at various places in Yashada	0.23
2.	Supply of Lead Acid Batteries	0.12
3.	Work of New L.T. cable connection for Sampada (MDC) Buildings in Yashda	5.24
4.	Annual Maintenance contract of A.C. at Yashada for two years - (14 June 2010 to 13 June 2012)	8.51
5.	Annual Maintenance contract for Lead Acid Battery for Invertor of Classrooms at Academic Block for two year (01.10.2010 to 30.09.2012)	0.23
6.	Purchase of 15 and 25 Ltr. Geysers	0.12
7.	Annual Maintenance contract of 62.5,125,200 and 320 KVA Generator set at Yashada (6th December,2010 to 5th December, 2012)	0.49
8.	Supplying of Ceiling Fan Bajaj	0.25
9.	Purchase of 4 sq mm 2 core Aluminium armoured cable	0.23

This section is headed by the Hostel Manager who works with the help of the employees of various service contractors under direct supervision and control of the Hostel Warden of the Academy. The functions performed by this section are:

- To maintain interiors of hostel blocks
- To provide hostel accommodation services with the help of house keeping contract staff
- To maintain Mess and supervise the catering services provided by the contractors
- To maintain and provide equipment and consumable for indoor games like badminton, Table Tennis and Carom etc.

Hostel Accommodation

A software for enabling establishment of effective Hostel Management System was developed with the help of NIC which was made functional immediately.

The Academy's Officer desiring to make advance booking of hostel rooms for their participants, Guest Speakers and Dignitaries visiting YASHADA can interact with this system using internet facilities established in the campus.

This software has many good features and enables the Academy's officers to have various kind of information related to hostel management at the Academy, Such as

- Room status
- Show Advance Booking
- Check-n Report
- Check-out Report
- Course Report
- Annual Report
- Beds Occupied Report
- Tariff Plan
- Search Occupant

In the year 2010-2011 all Double occupancy rooms in three hostel blocks namely Shamee, Jubilee and Durva. This has enabled to accommodate 200 persons at a time in three hostel blocks.

Month-wise utilisation of hostel accommodation by participants members of institutes and officer in terms of room occupancy in days is presented in the following table:

	April 2010	May 2010	June 2010	July 2010	August 2010	September 2010	October 2010	November 2010	December 2010	January 2011	February 2011	March 2011	Total
No. of occupied room Days	1099	2250	2865	4211	3705	4062	3697	3143	3887	4247	3684	3124	40874

The total number of resident days during 2010-11 was 40874. Apart from this DAC rooms were allotted on payment basis to other institutes and Officers. The amount received as rent for hostel accommodation was Rs. 16,43,954/- (Approximately)

Accommodation facilities were also provided to the on duty government drivers who accompany the participants at nominal rates of Rs.50/- per day per person at the dormitory.

STD, ISD and PCO (Coin Box) facilities were made available on payment basis on the Campus. The total collection amounted to Rs. 5,528/- in this financial year.

Mess Services

Well equipped dining hall is available capacity 250 to 300 persons at a time.

Out Sourcing

To assure quality services round the clock, YASHADA has out sources all activities related to Catering and House keeping.

Catering Services

The trainees, resource persons and other visiting dignitaries are provided catering services including bed tea, breakfast, lunch, dinner and classroom tea. The mess contractor has well qualified staff such as Manager, Asst. Manager, Supervisor, Cook, Asst. Cook, Chapatti Maker, Kitchen Helper, Table Boy and Waiter During the year, about 1,00,000 (Approximately) persons had availed the catering services.

House Keeping services

The hostel reception is manned round the clock to receive participant & guest at YASHADA also to attend telephone calls and Maintenance of the hostel rooms & taking care of the needs of the hostel residents is also part of these services. The contractor of House Keeping services had maintained the staff of 46 persons.

Yoga, Sports & Gymnasium Facilities

YOGA classes are being held in the campus every morning between 6 to 7:45 & Evening 5 to 6. Indoor games such as Badminton, Table Tennis & Carom etc. are available on the campus. The gymnasium is furnished with all modern equipment.

Medical Facilities

In YASHADA there is well equipped Dispensary. Qualified Medical Practitioner is available on the Campus during 9:00 to 11:00 am and 4:00 to 6:00 pm.

Centre for Audio Visual Production

The Centre for Audio- Visual production (CAVP) was set up in YASHADA. The object of CAVP is to cater audio- video equipments in the training program whenever it needs. In the long run, it was envisaged that CAVP would be used for in- house production of Audio- Visual training aid material and documentaries.

At present, the function is a central repository of all essential hardware instruments and gadgets to provide assistance to the Course Directors, for incorporating audio – visual data stored (CD) presentations with help of LCD projectors and transparency based data presentation by Over Head Projector.

Satellite system is established in YASHADA under BRGF Project to monitor distance learning & live video conferences.

CAVP cell have a Multiplex CD writer. Which is used for writing the reading material in CD format to course Participants. The academy with help of CAVP had prepared some documentary and short films, which are used in training programme. CAVP provides Jagruti Film (Documentary film) CD's to Publication Department for sale.

Another very important function of the CAVP is to arrange a proper A/V system in the training classroom and out door cultural programme.

All types of cameras are available in the CAVP for live shooting, essential work photography and participants group photo.

The following Audio- Video equipments of CAVP as described in table are in good condition, being maintained and used regularly in the YASHADA training programmes and other activities.

Accounts & Finance Management

The Section is headed by the Accounts Officer and is staffed by Accounts Officer (Project) Assistant Accounts Officer, a Senior Clerk and four junior clerks. The Accounts Officer works under direct control and supervision of the Professor and Financial Advisor.

The Accounts and Finance Management Section is responsible for:

- Preparing annual and long-term budget for the Academy as required by the Management.
- Procurement of funds from Government and assisting other section in procuring funds from Governments / other funding agencies.
- Regulation of income / receipts, expenditure / payment and investments as per the financial norms of the Academy.
- Maintenance of accounts and related books.
- Preparation of annual accounts and complying audited financial reports in respect of finance and assisting other sections for complying audit observations.
- maintenance of project accounts as per the requirements of funding agencies.

This investment Committee Meeting was held in the month of July 2006

The audited financial statements for the year 2009-10 were presented to the BoG in its 40th meeting dated 26/03/2011 for approval and were approved.

The Finance and Account related statements is presented in the following pages.

Balance Sheet as on 31 March 2011

Liabilities	2009-10 Amount Rs.	2010-11 Amount Rs.	Assets	2009-10 Amount Rs.	2010-11 Amount Rs.
Capital Account:			Fixed Assets:	482,815,436	485,002,129
Yashada Corpus Fund:	265,264,588	420,634,210	(As per annexure - V)		
- Opening Balance	170,246,141	265,264,588	Investments:	352,279,774	575,127,687
- Add/Less: Adjustments during the year	5,000	-	(As per annexure - VI)		
- Add: Surplus during the year 2010-11	95,013,447	155,369,621	Current Assets:	109,921,993	96,890,385
			(As per annexure - VII)		
Reserves & Surplus:	221,350,847	275,459,412	Loans & Advances (Assets)	8,342,085	14,202,036
(As per annexure - I)			(As per annexure - VIII)		
Grants-In-Aid:	203,488,389	227,020,389	Other Current Assets:	2,773,107	3,908,468
(As per annexure - II)			(As per annexure - IX)		
Current Liabilities	20,560,834	20,716,431			
(As per annexure - III)					
Branch / Divisions Balances	245,467,737	231,300,264			
(As per annexure - IV)					
Total	956,132,395	1,175,130,705	Total	956,132,395	1,175,130,705

Compiled and finalised as per the books kept

For Lahoti & Kasat
Chartered Accountants

For Yashwantrao Chavan Academy Of Development Administration

CA. B. G. Lahoti
(Partner)

Director General

Accounts Officer

Place: Pune

Verified as per the books provided for our verification
during the Internal Audit

For Vaibhav Modi
Chartered Accountants

CA. Vaibhav Modi
(Proprietor)

Place: Pune

Income & Expenditure Statement for the year ended 31st March, 2011

EXPENDITURE	As on 31.03.2010	As on 31.03.2011	INCOME	As on 31.03.2010	As on 31.03.2011
Establishment Expenses:	50,288,279	74,229,327	Revenue Grants:		
- Salaries & Wages	47,228,140	70,557,793	- Revenue Grants from State Govt.	60,000,000	80,180,000
- Benefits & Allowances	2,953,815	3,487,320	- Revenue Grants from Central Govt.	-	16,817,000
- Other Terminal & Retirement Benefits	106,324	184,214	Sales Income	1,123,217	1,461,312
Administrative Expenses:	38,428,216	34,181,497	Rent & Hire Charges Income	918,181	2,531,798
- Advertisement & Publicity	120,109	86,484	Income From Investments	33,287,731	35,790,111
- Communication Expenses	1,869,938	1,831,801	Interest Earned:		
- Insurance	100,855	124,313	- Interest on Loans & Advances to Employees	143,470	488,548
- Legal & Professional Fees	2,498,461	1,661,183	- Interest from Bank Accounts	1,113,274	2,098,802
- Membership & Subscription	127,836	97,754	MDC Income	64,003,840	87,401,299
- Mess Charges	4,165,195	5,099,377	Course Fees Received	84,344,206	45,719,788
- Office Maintenance	15,732,010	17,076,732	Project Income	257,273,944	354,821,225
- Other Administrative Expenses	5,668,508	2,414,747	Other Receipts	4,459,630	1,504,495
- Printing & Stationery	5,118,925	4,091,774			
- Rent, Rates & Taxes	660,749	519,043			
- Travelling & Conveyance	2,365,630	1,178,289			
Operations & Maintenance:	6,774,280	7,687,049			
- Annual Maintenance Charges	1,613,060	1,596,863			
- Other Operations & Maintenance	127,266	120,611			
- Repair & Maintenance	5,033,954	4,951,806			
- Power & Fuel	-	1,017,769			
Interest & Finance Charges	40,261	38,914			
Depreciation on Fixed Assets	19,563,133	16,180,935			
MDC Revenue Expenses	16,328,269	18,638,841			
Course Expenses	33,890,766	28,381,559			
Project Revenue Expenses	246,340,841	294,106,636			
Total Expenditure	411,654,045	473,444,758			
Excess of Income over Expenditure	95,013,447	155,369,621			
	506667493	628,814,379		506667493	628,814,379

Receipts and Payments Statement for the year ended 31st March, 2011

2009-10		RECEIPTS		2010-11		2009-10		PAYMENTS		2010-11	
AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT
113,520	29,661,825	Opening Balance	96,479,597		176,083,782		Current Liabilities				156,372,695
29,548,305		Cash Balance	352,004		9,441,107		Duties & Taxes				8,540,620
		Bank Balance	96,127,593				Provisions				54,323,758
5,000	5,000.00	Capital Grants (Plan Grants)			3,368,237		Sundry Creditors				84,942,494
		Corpus Fund- Gangapur Nagarpalika			38,110		Deduction From Salary				7,513,837
8,348,000	9,848,000	Grants-In-Aid	31,880,000		28,450		Other Deposits Liabilities				43,775
1,500,000		Grants - Central Govt. Plan	4,880,000		1,839,036		Earnest Money Deposit (Contractor)				119,600
		Grants - State Govt. Plan	27,000,000		1,182,147		Retention Monye Deposit (Contractor)				393,778
							Security Deposit (Contractor)				494,833
8,015,379		Current Liabilities	3,761,776		592,511		Fixed Assets				174,374
146,600		Earnest Money Deposit (Contractors)	120,500		49,925		Building				-
2,700,758		Security Deposit (Contractors)	266,724		417,503		Computer				-
1,000		Security Deposit For Residence	1,000		-		Library Books				5,624
70,506		Sundry Creditors	85,381		125,083		Office Equipments				168,750
46,558		Deduction From Salary	125,890				Investments				1,081,000,000
4,960,442		Duties & Taxes	3,000		385,560,000		IDBI Bank (FD)				236,000,000
19,265		Provisions	75,881		16,200,000		Oriental Bank Of Commerce (FD)				50,000,000
70,250		Other Deposit Liabilities	83,400		83,200,000		Sicom Limited (FD)				310,000,000
		Grants From Dept For Water Supply & Sanitation Project	3,000,000		15,100,000		UCO Bank (FD)				380,000,000
					25,000,000		Central Bank Of India (FD)				25,000,000
					-		HDFC Bank (FD)				30,000,000
					-		Union Bank Of India (FD)				50,000,000
							Current Assets:				405,163
240,486	370,340,486	Investments	870,966,273		1,392,107		Sundry Debtors				405,163
227,700,000		Union Bank Of India (FD)			209,700		Deposits				
14,900,000		IDBI Bank (FD)			60,000		Loans & Advances:				28,841,513
45,000,000		Sicom Limited (FD)	363,960,000		9,092,076		Computer Loan				132,400
52,500,000		State Bank Of India (FD)	258,300,000		264,000		Course Advance				19,249,484
30,000,000		Syndicate Bank (FD)	15,000,000				Festival Advance				289,000
		Union Bank Of India (FD)	50,000,000				House Building Advance				1,705,450
		Central Bank Of India	25,000,000		1,770,919		Other Advance				5,300,168
		HDFC Bank (FD)	30,000,000		809,339		Tour Advance				1,829,811
		UCO Bank (FD)	115,100,000		131,456		Vehicle Advance				335,200
		Interest Accrude on FD	13,606,273				Indirect Expenses				255,450,830
1,010	46,244,879	Current Assets	235,139		18,199,048		Administrative Expenses				11,500,065
46,243,869		Deposits (Asset)	15,239		16,299,240		Establishment Expenses				9,549,476
		Sundry Debtors	219,900		39,833		Interest & Finance Charges				31,753
372,285,055	372,285,055	Branch / Divisions	379,244,911								
		Project Receipts	379,244,910.95								

2009-10		RECEIPTS		2010-11		2009-10		PAYMENTS		2010-11	
AMOUNT	AMOUNT			AMOUNT	AMOUNT	AMOUNT	AMOUNT			AMOUNT	AMOUNT
71,387,949	160,910,147	Indirect Incomes		55,878,221	229,781,187	148,947,676	1,112,550	Operations & Maintenance		1,674,508	
60,000,000		Course Fees Received		88,649,000		-		Project Revenue		231,495,631	
21,585,132		Government Grants (Recurring)		22,974,419		766,938		Course Expenses		571,149	
1,115,322		Income from Investments		2,405,419				MDC Expenses		628,248	
1,318,174		Interest Received		56,338,661							
3,720,499		MDC (Receipt)		408,926				Closing Balance			90,104,307
659,854		Other Receipts		2,104,728		352,004	96,479,597	Cash Balance		513,352	
1,123,217		Rent Received		1,021,812		96,127,593		Bank Balance		89,590,956	
		ACEC Income						Total			1,612,348,882
		Sales Income									
	997,310,772	Total		1,612,348,882			997,310,772				

Compiled and finalised as per the books kept
For **Lahoti & Kasat**
Chartered Accountants

CA. B. G. Lahoti
(Partner)

Place: Pune

Verified as per the books provided for our verification
during the Internal Audit

For **Vaibhav Modi**
Chartered Accountants

CA. Vaibhav Modi
(Proprietor)

Place: Pune

For **Yashwantrao Chavan Academy Of Development Administration**

Director General

Accounts Officer

Corpus Balance as on 31st March, 2011

09-10 Amount	09-10 Amount	Particulars	2010-11 Amount	2010-11 Amount
	170,251,141	Opening balance		265,264,588
		Add: Incomes During the year:		
60,000,000		i Revenue Grants from Govt.	96997000	
84,344,206		ii Course fees received	45719788	
918,181		iii Rent received	2531798	
1,123,217		iv Sales Income	1461312	
64,003,840		v MDC Income	87401299	
257,273,944		vi Project Income	354821225	
4,459,630		vii Other receipts	1504495	
34,544,475	506,667,493	viii Interest earned	38377461	628,814,379
676,918,634		Total Revenues		894,078,968
		Less: Revenue expenses incurred:		
392,090,912		i. Total Revenue Expenses excluding Depreciation	457263823	
19,563,133	411,654,045	ii. Depreciation	16180935	473,444,758
265,264,588		Closing Balance on 31.03.2011		420,634,210

Details of Corpus Fund

2009-10 Amount	2009-10 Amount		Particulars	2010-11 Amount	2010-11 Amount
352,004		A)			
		i.	Cash Balance	513,352	
96,127,593		ii.	Bank Balance	89,590,956	
352,279,774	448,759,371	iii.	Fixed Deposits	575,127,687	665,231,994
		B)	Add:		
838,352		i.	Deposits Kept	823,113	
8,342,085		ii.	Advances Given	14,202,036	
12,604,044		iii.	Sundry Debtors	5,962,965	
2,773,107	24,557,588	iv.	Other Current Assets	3,908,468	24,896,582
		C)	Less:		
11,388,316		i.	Deposits from Contractors	10,911,369	
9,172,518	20,560,834	ii.	Other Liabilities	9,805,062	20,716,431
	452,756,125		Funds available with YASHADA		669,412,145
	245,467,737	D)	Less:		
			Amount payable to Projects	231,300,264	231,300,264
	207,288,388		Balance Corpus Fund available		438,111,881
	57,976,201	E)	Add		
			Utilised for purchase of Fixed Assets		-
	-	F)	Less:		
			Capital Grants / Reserves available for Purchase of Fixed Assets		17,477,671
	265,264,589		Closing balance of Corpus Fund		420,634,210

Annexure - I Reserves and Surplus

Particulars	RESERVES AND SURPLUS			
	As on 31.03.2010	Transactions		As on 31.03.2011
		Debit	Credit	
Capital Reserves	8,288,000			8,288,000
General Reserves	75,266,979			75,266,979
Depreciation Reserve:				
Depreciation Reserve	29,840,857	2,186,693	16,180,935	43,835,099
Depreciation Reserve Utilised	100,116,158		2,186,693	102,302,851
Surplus Account	7,838,852	-	37,927,630	45,766,482
Grand Total	221,350,847	2,186,693	56,295,258	275,459,412

Annexure - II : Grants-In-Aid

Particulars	RESERVES AND SURPLUS			
	As on 31.03.2010	Transactions		As on 31.03.2011
		Debit	Credit	
Grants - Central (Non Recuring)				
Central RDD Grant Non- Recurring	486,000			486,000
GOI Capital Grants	1,125,000		4,880,000	6,005,000
GOI Computer Grants	1,200,000			1,200,000
GOI Equipments Grants	4,193,536			4,193,536
GOI Library Grants	93,000			93,000
GOI MORD	3,136,000		-	3,136,000
RDD (Central Plan-Non Recuring)	43,250,000	8,348,000	-	34,902,000
Grants - State Govt. (Plan)				
G. A. D. (Plan)	77,090,193		27,000,000	104,090,193
R. D. D. (State Plan-Non Recuring)	71,442,606			71,442,606
Urban Devt. Dept. (Gom)- Construction In Ulb'S	1,000,000			1,000,000
Other Capital Expenditure Grants	472,053			472,053
Grand Total	203,488,389	8,348,000	31,880,000	227,020,389

Annexure III: Current Liabilities

Sr.	Particulars	As on 31.03.10	As on 31.03.11
A	Duties & Taxes:		
	- Service Tax	689,015	-
	- Tax Deduction at Source	405,686	398,610
	- Profession Tax	935	13,831
	- Works Contract Tax	229,076	4,043
B	<u>Provisions:</u>		
	- Expenses Payable	6,696,463	5,217,215
C	Deduction from Salary:	368,825	413,710
D	Earnest Money Deposit Contractors	1,465,486	1,446,386
E	Retention Money Deposit Contractors	3,368,462	3,032,465
F	Security Money Deposit Contractors	5,616,562	5,455,987
G	Security Money Deposit for Residence	11,000	12,000
H	Other Deposit Liabilities	937,807	976,532
I	Sundry Creditors	771,518	745,653
J	Dopt Grants For Water Supply & Sanitation	-	3,000,000
	Grand Total	20,560,834	20,716,431

Annexure - IV : Branch / Divisions Balances

Sr.	Particulars	As on 31.03.10	As on 31.03.11
A	Projects:		
1	PROJECT-ACTION PROG. IN CAPACITY BLDG. ONCHILD LAB	137,450	-
2	PROJECT-AHMEDNAGAR TRAINING	(30,403)	-
3	PROJECT -BACKWARD REGION GRANT FUND	112,109,085	12,360,957
4	PROJECT-BRGF STATE	-	1,500,000
5	PROJECT-CAPACITY BLDG. UNDER JNNURM	(335,813)	(335,813)
6	PROJECT - CAPACITY BUILDING CHILD WELFARE COMMUNITY	174,000	-
7	PROJECT-C B P R -Extn	830,250	-
8	PROJECT - CBPR NDC	2,500,000	1,218,447
9	PROJECT-CENTER FOR DISASTER MANAGMENT	3,121,517	-
10	PROJECT-CENTER FOR URBAN STUDIES (CORPUS FUND)	15,845,884	15,845,884
11	PROJECT CENTRALLY SPONSORED PLAN SCHEME	-	284,552
12	PROJECT CITY MIGRATION FORUM	-	(93,984)
13	PROJECT COMMUNITY AWARENESS PROGRAM PHASE-II (FILM)	-	150,000
14	PROJECT-CENTRAL PLAN SCHEME OF RTI	(2,250)	-
15	PROJECT-CHILD MIGRETION STUDY PROJECT	88,929	-
16	PROJECT-CITY MIGRETION FORUM	629,139	-
17	PROJECT-COMMUNITY AWARENESS PROGRAMME PHASE II (FILM)	350,020	-
18	PROJECT DBP IN FINANCIAL MANGT OF ULB	888,541	-
19	PROJECT-DDMP UPGRADATION	(8,750)	-
20	PROJECT-DOMESTIC VIOLENCE (WOMENT &CHILD DEV)	64,751	-
21	PROJECT-DOPT (CBPR)	(443,908)	-
22	PROJECT-DOPT TRAINING	(157,500)	-
23	PROJECT- DWCD-ICDS-VILLAGE PLANNING	129,088	-
24	PROJECT DOPT E LEARNING MODULE	-	1,155,000
25	PROJECT ECO VILLAGE KATEWADI (PMC)	259,000	249,275
26	PROJECT E GOVERNANCE KDMC SOFTWARE	-	(1,521,100)
27	PROJECT-Effective Administration at State Level	(1,000)	-
28	PROJECT-EGOVERNANCE IN ACTION	(318,250)	-
29	PROJECT-E-GOVERNANCE ULB-SIUD	12,012	-
30	PROJECT E-LEARNING	162,301	94,035
31	PROJECT-EVALUATION OF AGRICULTURE SCHEMES	1,397,137	-
32	PROJECT EVALUATION OF SCP BARTI	4,976,000	4,698,500

Sr.	Particulars	As on 31.03.10	As on 31.03.11
33	PROJECT-FORD FOUNDATION FUNCTIONAL REVIEW	(88,184)	-
34	PROJECT-HUDCO	753,725	-
35	PROJECT IEC COMPONENTS OF SJSRY(NNRC)	(1,307,500)	162,076
36	PROJECT IEC COMPONENTS OF SJSRY	1,250,000	-
37	PROJECT-INSTUTIONAL SUPPORT TO TASK FORCE DIS	523,867	-
38	PROJECT-JAITAPUR NUCLEAR POWER	141,221	141,221
39	PROJECT-LOCAL GOVERMENT INCENTIVE FUND	102,004	-
40	PROJECT LAB TO LAND	-	2,699,700
41	PROJECT-MCGM-TNA-I	650,430	-
42	PROJECT-MID DAY MEAL EVALUATION PHASE II	29,000	54,190
43	PROJECT MINORITY COMMUNITY DEVELOPMENT	8,315,750	6,580,550
44	PROJECT MINORITY RESEARCH DEVELOPMENT	-	2,250,500
45	PROJECT MODERNISING DIST.ADMIN	(55,521)	-
46	PROJECT MOHUPA & NSUP	666,500	-
47	PROJECT-MONITORING & EVALUATION OF GIS OF PCMC	512,290	279,009
48	PROJECT MOROCCO DELEGATION	781,605	781,605
49	PROJECT-MPSP SPONSORED RESEARCH PHASE II	2,124,629	-
50	PROJECT MUNIFRA	(527,900)	1,102,700
51	PROJECT- NARMADA PHASE II	129,485	129,485
52	PROJECT-NATIONAL STRTEGY FOR URBAN POOR	879,908	879,908
53	PROJECT-NATURE INFORMATION CENTER BHIMASHANKAR	1,221,147	-
54	PROJECT-NGO	(796,343)	-
55	PROJECT - NREGA	2,396,996	1,935,043
56	PROJECT-PCMC	209,428	209,428
57	PROJECT PUBLIC SECTOR MANAGEMENT INDICATOR FOR HEALTH	-	1,146,250
58	PROJECT PPA STRATEGIES UNDER BSUP & IHSDP	450,000	-
59	PROJECT-PREPARATION OF BRIDGE MATERIAL	(1,500,000)	-
60	PROJECT RDC ACTION RESEARCH	2,400,000	2,400,000
61	PROJECT RDC MONITORING OF OUTCOMES	2,400,000	2,400,000
62	PROJECT REVIEW OF SFA TO SOC OF EDU UNEMPLOYED	523,800	-
63	PROJECT-RTI FORD FOUNDATION	2,621,932	-
64	PROJECT RTI NIA REGIONAL DEBRIEFING	(1,334,650)	-
65	PROJECT-RTP MOUD	(231,495)	-
66	PROJECT RGSY	-	36,436,200

Sr.	Particulars	As on 31.03.10	As on 31.03.11
67	PROJECT RMSA (2)	-	(834,657)
68	PROJECT RTI NIA REGIONAL DEBRIEFING		(1,334,650)
69	PROJECT- SHAHPUR THERMAL POWER	517,900	517,900
70	PROJECT-SEEPZ SEZ	783,000	-
71	PROJECT - SOCIAL ACCOUNTABILITY	1,784,540	1,739,040
72	PROJECT-SOCIAL RESPONSIBILITY BILL DRAFTING COMM	(186,724)	(186,724)
73	PROJECT- SOCIO ECONOMIC STUDY OF MEHETAR COMM.	1,500,000	1,381,500
74	PROJECT- SOCIO ECONOMIC STUDY OF VADAR COMM.	1,500,000	735,726
75	PROJECT-STATE ACTION PLAN	46,900,692	(43,246)
76	PROJECT- STATE LEVEL CONCURRENT MONITORING SYSTEM	(88,598)	-
77	PROJECT-Study of Two Contrasting Dist. in Mah.	150,800	-
78	PROJECT- TRAINING PROG FOR ALL-PLAN PROJECT DOPT(TRN	2,277,940	1,979,390
79	PROJECT- TRITNA EMPOWERMENT STR FOR SUST. LIVHOOD	196,000	96,000
80	PROJECT- TRITNA VILLAGE LEVEL GOV STR. FOR SUS DEV.	176,000	91,000
81	PROJECT- UNDAF STUDY PROJECT	(147,470)	(400,604)
82	PROJECT-UNDP ATI	335,478	-
83	PROJECT-UNDP CAP.BUILD. FOR ACCESS TO INFORMATION	514,990	514,990
84	PROJECT-UNDP INTERLINKING STAKE HOLDERS	116,268	-
85	PROJECT-UNDP -PRI PROJECT	1,933,806	1,933,806
86	PROJECT-UNDP SOCIAL JUSTICE	559,678	559,678
87	PROJECT-UNICEF INTERNSHIP PROG 09-10	531,817	-
88	PROJECT-UNICEF MICRO PLANNING	1,685,222	1,830,530
89	PROJECT- UNICEF PRI TRG	11,311,725	-
90	PROJECT- WDMC (DRDA)	6,858,018	7,476,155
91	PROJECT-WORLD BANK CCMP MICRO PLAN. SATARA PROJECT	637,299	637,299
92	PROJECT- CCMP 6 BLOCK PILOT PROJECT	-	(660,158)
93	PROJECT- CCMP IKEA	-	1,428,672
94	PROJET- USHA	-	1,000,000
95	PROJECT- VSLNA INTEGRATED WATERSHED MANG PROGRAM (IWMP)	-	117,645,000
	Grand Total	245,467,737	231,300,264

Annexure V: Fixed Assets

PARTICULARS	GROSS BLOCK			DEPRECIATION			NET BLOCK			
	AS AT 31.03.10 Rupees	ADDITIONS Rupees	DEDUCTIONS Rupees	AS AT 31.03.11 Rupees	UP TO 31.03.10 Rupees	FOR THE YEAR Rupees	UP TO 31.03.11 Rupees	AS AT 31.03.11 Rupees	AS AT 31.03.10 Rupees	Rate of Deprn
Building	211,272,449	-	-	211,272,449	29,757,794	4,387,875	34,145,669	177,126,780	181,514,655	2.00
Computer	30,586,917	413,332	-	31,000,249	26,075,289	1,959,649	28,034,938	2,965,311	4,511,628	20.00
Furniture & Fixtures	37,539,924	52,212	-	37,592,136	21,775,469	3,299,340	25,074,809	12,517,328	15,764,455	10.00
Land	70,607,413	-	-	70,607,413	-	-	-	70,607,413	70,607,413	-
Office Equipment	34,537,143	878,850	-	35,415,993	29,260,088	3,020,390	32,280,478	3,135,515	5,277,055	20.00
Vehicles	5,690,972	-	-	5,690,972	4,824,564	420,049	5,244,613	446,359	866,409	15.00
Library books	1,908,639	174,118	-	2,082,757	-	416,551	416,551	1,666,206	1,908,639	20.00
<u>MDC Assets</u>										
Building	77,058,904	853,845	-	77,912,749	7,127,749	1,558,255	8,686,004	69,226,745	69,931,155	2.00
Electrical Equipment	3,766,168	-	-	3,766,168	1,549,172	376,617	1,925,789	1,840,379	2,216,996	10.00
Computer	572,250	-	-	572,250	124,050	114,449	238,499	333,751	448,200	20.00
Equipment	9,274,656	21,938	207,602	9,088,992	8,067,215	627,760	8,694,975	394,017	1,207,441	10.00
	482,815,436	2,394,295	207,602	485,002,129	128,561,389	16,180,935	144,742,325	340,259,804	354,254,046	

Annexure - VI: Investments

Sr.	Particulars	As on 31.03.10	As on 31.03.11
A	Fixed Deposits with Bank & Financial Institutions:	333,916,436	558,441,142
1	- Saraswat Co-Operative Bank (FD)	180,000	180,150
2	- Oriental Bank Of Commerce (FD)	16,200,000	66,200,000
3	- SICOM (FD)	68,300,000	120,000,000
4	- IDBI Bank (FD)	218,860,000	91,771,213
5	- Indian Bank (FD)	264,533	277,876
6	- Syndicate Bank (FD)	15,000,000	-
7	- UCO Bank (FD)	15,100,000	280,000,000
8	- U.T.I Bank (Icon Management)	11,903	11,903
B	Accrude Interest on Investments	18,363,338	16,686,545
1	- IDBI Bank	18,363,338	2,491,396
2	- Oriental Bank Of Commerce	-	2,375,438
3	- SICOM	-	8,035,879
4	- UCO Bank	-	3,783,832
	Grand Total	352,279,774	575,127,687

Annexure - VII: Current Assets:

Sr.	Particulars	As on 31.03.10	As on 31.03.11
1	Deposits (Asset)	838,352	823,113
2	Cash-in-hand	352,004	513,352
3	Bank Accounts	96,127,593	89,590,956
4.	Sundry Debtors	12,604,044	5,962,965
	Grand Total	109,921,993	96,890,385

Annexure - VIII: Loans and Advances (Assets)

Sr.	Particulars	As on 31.03.10	As on 31.03.11
1	Computer Loan	430,446	403,112
2	Contractor Advance	1,252,394	1,252,394
3	Course Advance	1,024,041	4,377,694
4	Festival Advance	137,800	151,300
5	House Building Advance	4,131,559	5,069,141
6	Other Advance	472,742	914,279
7	Personal Loan	7,120	720
8	Tour Advance	696,904	1,629,271
9	Vehicle Advance	189,079	404,125
Grand Total		8,342,085	14,202,036

Annexure - IX: Other Current Assets

Sr.	Particulars	As on 31.03.10	As on 31.03.11
1	Other Recoveries	23,420	23,420
2	Tax Deducted at Source (Asset)	2,749,686	3,885,048
Grand Total		2,773,107	3,908,468

The Academy's Publications

Sr.	Title of the Publication	Size	Pages	Copies	Production Date	Printing Cost (Rs.)	Requisitioned by
I. Books / Annual Report / Reading Material							
1	घरपोच धान्य योजना	A4	32	2000	May 2010	27339/-	CPP & Publications Cell
2	ग्रामस्थ दिन योजना	A4	112	500	June 2010	21650/-	CPP & Publications Cell
3	Scheme for Home Delivery System	A4	28	2000	June 2010	25268/-	CPP & Publications Cell
4	माहितीचा अधिकार वाचन साहित्य	A4	156	1500	June 2010	56032/-	CPP
5	Comparative Study of Rules	A4	40	100	June 2010	39075/-	CPP
6	Printing of Report on National Workshop	A4	38	50	June 2010	20904/-	CPP
7	Induction Level Training Programme (Volume - 1)	A4	282	300	July 2010	51217/-	CIDM
8	Induction Level Training Programme (Volume - 2)	A4	352	300	July 2010	44893/-	CIDM
9	Initiatives in Development Administration (Reprint)	A4	166	1000	Aug 2010	26,565/-	Publications Cell
10	Community Empowerment through Participatory Strategies	A4	90	30	Aug. 2010	3,521/-	CESIHD
11	Training Module for Master Trainers of Head Masters under RMSA	A4	160	500	Aug 2010	36,136/-	CHD
12	विकास प्रशासनातील नाविन्यपूर्ण उपक्रम (Reprint)	1/8	262	1000	Sept 2010	45,899/-	Publications Cell
13	कायदा माहितीचा अन् अभिव्यक्ती स्वातंत्र्याचा	Double Crown	276	5000	Sept 2010	2,61,388/-	Publications Cell
14	Printing of Reading Material for the Participants under RMSA (for H.M.)	A4	132	10000	Sept 2010	2,83,782/-	CHD
15	Reprinting of Reading Material for Head Masters under RMSA	A4	132	10000	Sept 2010	2,77,016/-	CHD
16	Training Module (English) for the Participants under RMSA	A4	166	400	Oct. 2010	31,315/-	CHD
17	Reprinting of ग्रामपंचायत सदस्यांकरिता प्रशिक्षण कार्यक्रम वाचन साहित्य	A4	92	7000 + 8000	Oct. 2010	3,01,340/-	BRGF
18	Training Module (Common Subject) for the Participants under RMSA	A4	124	300	Oct 2010	17,171/-	CHD
19	सहभागी ग्रामीण समिक्षण (नेसर्गिक साधन संपत्ती आणि उपजिविका)	A4	80	700	Nov. 2010	19,269/-	WDMC
20	Training Module for Teachers under RMSA (Math Subject)	A4	170	400	Nov 2010	37,737/-	CHD

21	परिचय प्रशिक्षण कार्यक्रम प्रशिक्षण मोड्यूल व वाचन साहित्य	Double Crown	84	300	Nov 2010	12,118/-	WDMC
22	ग्रामपंचायत सदस्य - क्षमतावृद्धी प्रशिक्षण वाचन साहित्य (RGSY Reading Material)	Double Crown	84	50,000	Dec 2010	10,41,482/-	SIRD
23	प्रशिक्षण पद्धती व कौशल्ये	Double Crown	100	1000	Dec 2010	27,095/-	Publications Cell
24	कायदा माहितीचा अन् अभिव्यक्ती स्वातंत्र्याचा	Double Crown	276	3000	Dec 2010	1,53,398/-	Publications Cell
25	Training Module for Head Masters (Science Subject) under RMSA	A4	160	400	Dec 2010	35,669/-	CHD
26	Training Module for Head Masters (Marathi Subject) under RMSA	A4	124	400	Dec 2010	27,219/-	CHD
27	Course Material for Management Development Programme of Sr. Executive of Power Sector	A4	-	300	Jan 2011	38,210/-	CIDM
28	Printing of Reading Material (English Subject) for the Participants under RMSA	A4	88	25000	Jan 2011	4,81,093/-	CHD
29	कायदा माहितीचा अन् अभिव्यक्ती स्वातंत्र्याचा	Double Crown	336	2000	Feb 2011	1,11,043/-	Publications Cell
30	Training Module for Head Masters (History Subject) under RMSA	A4	144	22,000	Feb 2011	5,20,825/-	CHD
31	Training Module for Head Masters (Math Subject) under RMSA	A4	80	20,500	Feb 2011	3,52,959/-	CHD
32	Printing of Reading Material (Marathi Subject) for the Participants under RMSA	A4	96	28000	Feb 2011	4,76,289/-	CHD
33	Printing of Reading Material (Science Subject) for the Participants under RMSA	A4	72	25000	Feb 2011	3,40,008/-	CHD
34	Case Law Digest	A4	76	1000	Feb 2011	33,000/-	CPP
35	A Handbook on Right to Information Act, 2005	A4	96	1000	Feb 2011	40,800/-	CPP
36	कायदा माहितीचा अन् अभिव्यक्ती स्वातंत्र्याचा	Double Crown	336	5500	March 2011	3,05,367/-	CPP
37	कृषि विषयक प्रशिक्षण मोड्यूल व वाचन साहित्य	A4	112	500	March 2011	24,226/-	WDMC
II. Journals							
38	यशमंथन (जाने-मार्च 2010)	A4	32	4000	April 2010	28456/-	Publications Cell
39	Ashwattha (Jan-March 2010)	A4	32	1000	April 2010	14424/-	Publications Cell
40	यशमंथन (एप्रिल-जून 2010)	A4	32	4000	July 2010	30233/-	Publications Cell

41	Ashwattha (April-June 2010)	A4	36	1000	August 2010	14920/-	Publications Cell
42	Ashwattha (April-June 2010)	A4	32	1000	August 2010	14,920/-	Publications Cell
43	यशमंथन (जुलै-सप्टेंबर 2010)	A4	32	2500	Oct. 2010	28,495/-	Publications Cell
44	Ashwattha (July-Sept 2010)	A4	32	700	Oct. 2010	11,794/-	Publications Cell
45	यशमंथन (ऑक्टोबर-डिसेंबर 2010)	A4	32	2500	Jan 2011	33,466/-	Publications Cell
46	Ashwattha (October – December 2010)	A4	32	800	Jan 2011	11,760/-	Publications Cell
III. Newsletters							
47	YASHADA Vaarta (Jan-Feb 2010)	A4	04	1000	April 2010	5508/-	Publications Cell
48	YASHADA News (Jan-April 2010)	A4	04	1000	April 2010	5508/-	Publications Cell
49	YASHADA News (May-June 2010)	A4	04	1000	April 2010	5508/-	Publications Cell
50	Gramyashvarta & Brown Envelopes (March 2010)	A4	04	49500	May 2010	120464/-	BRGF Cell, SIRD
51	Gramyashvarta & Brown Envelopes (April 2010)	A4	04	49500	June 2010	120464/-	BRGF Cell, SIRD
52	Gramyashvarta & Brown Envelopes (June-July 2010)	A4	04	49500	July 2010	120464/-	BRGF Cell, SIRD
53	YASHADA Vaarta (May-June 2010)	A4	04	1000	July 2010	5508/-	Publications Cell
54	YASHADA VAARTA (July-Aug 2010)	A4	04	1000	Sept 2010	5,508/-	Publications Cell
55	YASHADA News (July-Aug 2010)	A4	04	1000	Sept 2010	5,508/-	Publications Cell
56	Gramyashvarta (August 2010)	A4	04	49500	Sept 2010	92,030/-	BRGF
57	Gramyashvarta (September 2010)	A4	04	49500	Sept 2010	92,030/-	BRGF
58	Gramyashvarta (October 2010)	A4	04	49500	Oct. 2010	92,030/-	BRGF
59	YASHADA VAARTA (Oct-Nov 2010)	A4	04	1000	Nov 2010	5,508/-	Publications Cell
60	Gramyashvarta (November 2010)	A4	04	49500	Nov. 2010	92,030/-	BRGF
61	Gramyashvarta (December 2010)	A4	04	49500	Dec. 2010	92,030/-	BRGF
62	YASHADA News (Sept – Dec 2010)	A4	04	1000	Dec 2010	5,508/-	Publications Cell

63	Gramyashvaarta (Jan 2011)	A4	04	49500	Jan 2011	92,030/-	BRGF
64	YASHADA VAARTA (December – January 2011)	A4	04	1000	Feb 2011	5,508/-	Publications Cell
65	YASHADA News (December - January 2011)	A4	04	1000	Feb 2011	5,508/-	Publications Cell
66	Gramyashvaarta (Feb 2011)	A4	04	49500	Feb 2011	92,030/-	BRGF
IV. Brochure / Booklet							
67	Folders for the Participants under RMSA	15"x20"	04	20000	Oct. 2010	1,95,483/-	CHD
68	स्वयंसहाय्यता बचतगट मार्गदर्शक पुस्तिका	1/8 Demi	48	50000	Nov 2010	3,30,339/-	WDMC
69	Folders (English Subject) for the District level Participants under RMSA	15"x20"	04	20000	Nov. 2010	1,94,065/-	CHD
70	RTICC Brochure (Marathi)	A4	04	500	Nov. 2010	4,566/-	CPP
71	RTICC Brochure (English)	A4	04	500	Nov. 2010	4,566/-	CPP
72	Brochure Regarding Watershed Training	-	02	2000	Nov. 2010	8,684/-	WDMC
73	Folders for the Participants under RMSA (for Manth & Science Subject)	15"x20"	04	42,000	Dec 2010	3,89,891/-	CHD
74	सामायिक मार्गदर्शक सूचना	1/8 Demi	12	50,000	Dec 2010	1,78,039/-	WDMC
75	शालेय पोषण आहार पुस्तिका	1/8 Demi	56	3000	Jan 2011	24,972/-	CHD
76	Folders for the Participants under RMSA (for Marathi & History Subject)	15"x20"	04	55,000	Jan 2011	5,12,741/-	CHD
77	राष्ट्रीय ग्रामीण जीवोन्नती अभियान कार्यशाळा पुस्तिका	1/8 Demi	32	300	Feb 2011	8,146/-	SIRD
78	विकासोची निढळ वाटचाल	1/8 Demi	32	500	March 2011	8,366/-	WDMC
79	गावस्तरावरील परिचय प्रशिक्षण कार्यक्रम	Double Crown	40	1000	March 2011	13,937/-	WDMC
IV. Miscellaneous Jobs							
80	Printing of Flip Charts	A3	56	1500	April 2010	282499/-	CRD
81	Printing of Certificates	A4	01	5500	April 2010	9675/-	CHD
82	Printing of उत्तर पूर्व चाचणी फॉर्मस्	A4	158	11000	April 2010	13017/-	CHD

83	Printing of Academy's format of Confidential Report	A4	16	2500	May 2010	5023/-	Establishment
84	Laminated Brown Envelopes	A4	01	2000	June 2010	5249/-	Publications Cell
85	Printing of Academy's Letterhead	A4	01	10000	June 2010	10983/-	Purchase
86	Printing of State Project Certificate	A4	01	1500	June 2010	4599/-	CPP
87	Laminated Brown Envelopes for Gramyashvaarta (Aug 2010) issue	A4	01	11000	Sept 2010	28,434/-	BRGF
88	Page Layout & Proof Reading of सहभागी ग्रामीण समिक्षण, प्रशिक्षण मॉड्यूल व वाचन साहित्य	A4	115	-	Sept 2010	5,775/-	WDMC
89	Laminated Brown Envelopes for Gramyashvaarta (September 2010) issue	A4	01	11000	Sept 2010	28,434/-	BRGF
90	Reliving Report for the Participants under RMSA	A4	01	20000	Sept 2010	5,675/-	CHD
91	Certificates under RMSA	A4	01	20000	Sept 2010	50,313/-	CHD
92	Participants Information Form	A4	01	20000	Sept. 2010	5,675/-	CHD
93	Digital Print & Perfect binding of RTI Course Book	A4	-	500	Oct 2010	8,988/-	CPP
94	Laminated Brown Envelopes for Gramyashvaarta (October 2010) issue	A4	01	11000	Oct. 2010	28,434/-	BRGF
95	लोकसहभागालून गाव सूक्ष्मनियोजन प्रक्रिया कुटुंब सर्वेक्षण माहितीचा फॉर्म	A4	-	11000	Nov. 2010	22,162/-	RDC
96	Reliving Report Form	A4	01	20000	Nov. 2010	5,675/-	CHD
97	Participants Information Form	A4	01	20000	Nov. 2010	5,675/-	CHD
98	Certificates	A4	01	20000	Nov. 2010	50,313/-	CHD
99	Laminated Brown Envelopes for Gramyashvaarta (November 2010) issue	A4	04	11000	Nov. 2010	28,434/-	BRGF
100	Digital Print & Perfect Binding of RTICC Reading Material	A4	-	1000	Nov 2010	13,650/-	CPP
101	Reliving Report	A4	01	20000	Nov 2010	5,675/-	CHD
102	Participants Information Form	A4	01	20000	Nov 2010	5,675/-	CHD
103	Certificates	A4	01	20000	Nov 2010	50,313/-	CHD
104	Reliving Report	A4	01	46000	Nov 2010	13,042/-	CHD

105	Participants Information Form	A4	01	46000	Nov 2010	13,042/-	CHD
106	Certificates	A4	01	46000	Nov 2010	1,15,644/-	CHD
107	Laminated Brown Envelopes for Gramyashvaarta (December 2010) issue	A4	01	11000	Dec 2010	28,434/-	BRGF
108	Laminated Brown Envelopes for Yashmanthan	A4	01	5000	Jan 2011	12,999/-	Publications Cell
109	Laminated Brown Envelopes for Gramyashvaarta (January 2011) issue	A4	04	11000	Jan 2011	28,434/-	BRGF
110	Academy's English Certificate	A4	01	5000	Jan 2011	11,991/-	Purchase
111	Laminated Brown Envelopes for Gramyashvaarta (February 2011) issue	A4	04	11000	Feb 2011	28,434/-	BRGF
112	Reliving Report	A4	01	55000	Feb 2011	15,857/-	CHD
113	Participants Information Form	A4	01	55000	Feb 2011	15,857/-	CHD
114	Certificates	A4	01	55000	Feb 2011	67,099/-	CHD
115	Academy's Marathi Certificate	A4	01	5000	Mar 2011	17,236/-	Purchase
116	लोकसहभागातून गाव सूक्ष्मनियोजन प्रक्रिया निर्देशक सूची (with logo)	A4	-	2500	-	5,285/-	RDC
117	Participants Certificates	A4	01	5000	-	12,956/-	Purchase
118	DTP & Layout of बालकांचे समुपदेशन प्रमाणपत्र अभ्यासक्रम Modules	Double Crown	262	-	-	8,253/-	CHD
119	Academy's Letterhead	A4	01	10000	-	8,043/-	Purchase
120	Participants Certificates (Marathi)	A4	01	4800	-	12,789/-	Purchase
121	Academy's Participants Certificates (Marathi)	A4	01	5000	-	12,621/-	Purchase

Analysis of Training Programmes

Table 1: Nominated participants and attendees and participant days in In-campus and Out-of-Campus programs conducted during April 2010 to March 2011

Achievement	Number of Programs	Participants		Participant Days	Women Participants	Program Days
		Nominated	Attended			
Target	1,200	30,000	30,000	90,000	-	3,600
Total Achieved	4,003	1,84,487	1,82,210	7,90,059	41,687	17,656
Efficiency	+2,803	+1,54,487	+1,52,210	+7,00,059	-	+14,056

Table 1.1: Synopsis of nominated participants and attendees and participant days in In-Campus and Out-of-Campus programs conducted during April 2009 to March 2010

Month	Number of Programs	Participants		Participant Days	Women Participants	Program Days
		Nominated	Attended			
April 2010	117	4583	4720	20261	1028	505
May 2010	65	2088	1801	5764	257	203
June 2010	120	6437	4838	15565	838	467
July 2010	83	2438	2570	7795	536	255
August 2010	88	3473	3505	10065	577	290
September 2010	185	8153	7674	38377	1507	924
October 2010	410	19007	18855	77920	3641	1687
November 2010	83	3008	2881	13648	575	376
December 2010	347	15352	15312	67191	3877	1496
January 2011	1088	51842	54277	246765	10995	5111
February 2011	506	24339	23492	86463	5777	2014
March 2011	911	43757	42285	200245	12079	4328
Total	4003	184487	182210	790059	41687	17656
Target	1200	30000	30000	90000	-	3600
Difference	+2803	+154487	+152210	+700059	-	+14056

Table 1.2: Summary statement of training programmes, workshops and seminars conducted during April 2010 to March 2011 by YASHADA in comparison to the monthly averages for benchmarking for April 2010 to March 2011

Details	No. of Programme	Nominees	Attendees	Participant Days	Programmes Days
Targets for the Annual Training Calendar 2010-11	1,200	30,000	30,000	90,000	3,600
Average Monthly Target	100	2,500	2,500	7,500	300
Actual Achievement on total programs during APC 2010-11 during April 2010 to March 2011	4,003	1,84,487	1,82,210	7,90,059	17,656
Average Monthly Performance of total programs during April 2010 to March 2011	334	15,374	15,184	65,838	1,471
Actual Achievement on in-campus programs during APC 2010-11 during April 2010- to March 2011	579	18,388	17,556	67,566	2,334
Average Monthly Performance of in-campus programs during April 2010 to March 2011	48	1,532	1,463	5,630	195

Table 1.3: Synopsis of Participants Nominated and Attended and Participant Days in Programs conducted in-campus at YASHADA during April 2010 to March 2011.

Month	Number of Programs	Participants		Participant Days	Women Participants	Program Days
		Nominated	Attended			
Apr-2010	30	748	705	3935	155	132
May-2010	41	1222	1046	2633	192	116
Jun-2010	47	1537	1476	5273	189	233
Jul-2010	52	1436	1458	4006	326	160
Aug-2010	50	1813	1766	7110	328	210
Sep-2010	42	1174	1143	6571	175	234
Oct-2010	59	1803	1729	6155	263	190
Nov-2010	44	1342	1230	6201	199	214
Dec-2010	44	1228	1130	3692	180	153
Jan-2011	78	2568	2400	9988	405	322
Feb-2011	61	2584	2523	7381	452	230
Mar-2011	31	933	950	4621	137	140
Total	579	18388	17556	67566	3001	2334

Table 1.4: Synopsis of Participants Nominated and Attended and Participant Days in Programs conducted in-campus (DAC: Development Administration Complex) at YASHADA during April 2010 to March 2011.

Month	Number of Programs	Participants		Participant Days	Women Participants	Program Days
		Nominated	Attended			
Apr-2010	24	614	586	3710	140	120
May-2010	30	839	651	1700	163	86
Jun-2010	41	1191	1145	4770	171	217
Jul-2010	47	1302	1317	3602	310	138
Aug-2010	39	1129	1067	4899	224	165
Sep-2010	26	730	699	4869	140	173
Oct-2010	41	1133	1030	2401	156	105
Nov-2010	36	1066	958	5474	159	191
Dec-2010	35	973	886	3195	155	130
Jan-2011	47	1241	1148	5550	157	195
Feb-2011	36	986	1032	3761	161	147
Mar-2011	25	692	667	3824	109	109
Total	427	11896	11186	47755	2045	1776

Table 1.5: Synopsis of Participants nominated and attended and participant days in programmes conducted in-campus (MDC: Management Development Centre) at YASHADA during April 2010 to March 2011.

Month	Number of Programs	Participants		Participant Days	Women Participants	Program Days
		Nominated	Attended			
Apr-2010	06	134	119	225	15	12
May-2010	11	383	395	933	29	30
Jun-2010	06	346	331	503	18	16
Jul-2010	05	134	141	404	16	22
Aug-2010	11	684	699	2211	104	45
Sep-2010	16	444	444	1702	35	61
Oct-2010	18	670	699	3754	107	85
Nov-2010	08	276	272	727	40	23
Dec-2010	09	255	244	497	25	23
Jan-2011	31	1327	1252	4438	248	127
Feb-2011	25	1598	1491	3620	291	83
Mar-2011	06	241	283	797	28	31
Total	152	6492	6370	19811	956	558

Table 1.6: Synopsis of Participants nominated and attended and attended and participant days in programmes conducted out-of-campus at YASHADA during April 2010 to March 2011

Month	Number of Programs	Participants		Participant Days	Women Participants	Program Days
		Nominated	Attended			
Apr-2010	87	3835	4015	16326	873	373
May-2010	24	866	755	3131	65	87
Jun-2010	73	4900	3362	10292	649	234
Jul-2010	31	1002	1112	3789	210	95
Aug-2010	38	1660	1739	2955	249	80
Sep-2010	143	6989	6531	31806	1332	690
Oct-2010	351	17204	17126	71765	3378	1497
Nov-2010	39	1666	1651	7447	376	162
Dec-2010	303	14124	14182	63499	3697	1343
Jan-2011	1010	49274	51877	236777	10590	4789
Feb-2011	445	21755	20969	79082	5325	1784
Mar-2011	880	42824	41335	195624	11942	4188
Total	3424	166099	164654	722493	38686	15322

Table 1.7: Synopsis of RURAL Sector programmes conducted during April 2010 to March 2011

Month	Number of Programs	Participants		Participant Days	Women Participants	Program Days
		Nominated	Attended			
Apr-2010	46	1519	1958	5581	462	152
May-2010	33	1211	982	3803	147	121
Jun-2010	39	2782	1289	4110	127	122
Jul-2010	48	1412	1531	4468	328	142
Aug-2010	24	802	904	2329	102	76
Sep-2010	23	658	587	2044	110	91
Oct-2010	94	3736	4332	16457	1289	347
Nov-2010	52	2007	1958	7261	382	186
Dec-2010	121	4663	4920	19933	1623	474
Jan-2011	155	5746	8116	29173	1640	610
Feb-2011	163	6720	7035	25565	2061	625
Mar-2011	149	5952	6829	26463	2331	576
Total	947	37208	40441	147187	10602	3522

Table 1.8: Synopsis of Rural-in-campus programmes conducted during April 2010 to March 2011.

Month	Number of Programs	Participants		Participant Days	Women Participants	Program Days
		Nominated	Attended			
Apr-2010	17	429	440	1494	114	53
May-2010	15	445	316	786	92	41
Jun-2010	25	867	882	3148	85	96
Jul-2010	29	842	898	2380	220	85
Aug-2010	14	427	447	1180	63	42
Sep-2010	15	398	353	1260	60	65
Oct-2010	16	424	374	1077	28	48
Nov-2010	19	557	517	1352	49	51
Dec-2010	23	618	538	1554	66	64
Jan-2011	40	1198	1161	3693	119	148
Feb-2011	30	1445	1297	2926	81	99
Mar-2011	10	303	263	572	42	25
Total	253	7953	7486	21422	1019	817

Table 1.9: Synopsis of Rural Out-of-campus programmes conducted during April 2010 to March 2011.

Month	Number of Programs	Participants		Participant Days	Women Participants	Program Days
		Nominated	Attended			
Apr-2010	29	1090	1518	4087	348	99
May-2010	18	766	666	3017	55	80
Jun-2010	14	1915	407	962	42	26
Jul-2010	19	570	633	2088	108	57
Aug-2010	10	375	457	1149	39	34
Sep-2010	08	260	234	784	50	26
Oct-2010	78	3312	3958	15380	1261	299
Nov-2010	33	1450	1441	5909	333	135
Dec-2010	98	4045	4382	18379	1557	410
Jan-2011	115	4548	6955	25480	1521	462
Feb-2011	133	5275	5738	22639	1980	526
Mar-2011	139	5649	6566	25891	2289	551
Total	694	29255	32955	125765	9583	2705

Table 1.10: Synopsis of GENERAL (i.e. non-rural) SECTOR Programmes conducted during April 2010 to March 2011.

Month	Number of Programs	Participants		Participant Days	Women Participants	Program Days
		Nominated	Attended			
Apr-2010	71	3064	2762	14680	566	353
May-2010	34	938	868	2087	112	90
Jun-2010	79	3594	3500	11329	709	337
Jul-2010	35	1026	1039	3327	208	113
Aug-2010	64	2671	2601	7736	475	214
Sep-2010	162	7505	7087	36333	1397	833
Oct-2010	316	15271	14523	61463	2352	1340
Nov-2010	31	1001	923	6387	193	190
Dec-2010	226	10689	10392	47258	2254	1022
Jan-2011	933	46096	46161	217592	9355	4501
Feb-2011	343	17619	16457	60898	3716	1389
Mar-2011	762	37805	35456	173782	9748	3752
Total	3056	147279	14769	642872	31085	14134

Table 1.11: Synopsis of GENERAL (i.e. non-rural) In-campus Programmes conducted during April 2010 to March 2011.

Month	Number of Programs	Participants		Participant Days	Women Participants	Program Days
		Nominated	Attended			
Apr-2010	13	319	265	2441	41	79
May-2010	28	838	779	1973	102	83
Jun-2010	20	609	545	1999	102	129
Jul-2010	23	594	560	1626	106	75
Aug-2010	36	1386	1319	5930	265	168
Sep-2010	27	776	790	5311	115	169
Oct-2010	43	1379	1355	5078	235	142
Nov-2010	25	785	713	4849	150	163
Dec-2010	21	610	592	2138	114	89
Jan-2011	38	1370	1239	6295	286	174
Feb-2011	31	1139	1226	4455	371	131
Mar-2011	21	630	687	4049	95	115
Total	326	10435	10070	46144	1982	1517

Table 1.12: Synopsis of GENERAL (i.e. non-rural) Out-of-Campus programmes conducted during April 2010 to March 2011.

Month	Number of Programs	Participants		Participant Days	Women Participants	Program Days
		Nominated	Attended			
Apr-2010	58	2745	2497	12239	525	274
May-2010	06	100	89	114	10	07
Jun-2010	59	2985	2955	9330	607	208
Jul-2010	12	432	479	1701	102	38
Aug-2010	28	1285	1282	1806	210	46
Sep-2010	135	6729	6297	31022	1282	664
Oct-2010	273	13892	13168	56385	2117	1198
Nov-2010	06	216	210	1538	43	27
Dec-2010	205	10079	9800	45120	2140	933
Jan-2011	895	44726	44922	211297	9069	4327
Feb-2011	312	164480	15231	56443	3345	1258
Mar-2011	741	37175	34769	169733	9653	3637
Total	2730	136844	131699	596728	29103	12617

Table 1.13: Synopsis of Corporate Programmes conducted at MDC, during April 2010 to March 2011.

Month	Number of Programs	Participants		Participant Days	Women Participants	Program Days
		Nominated	Attended			
Apr-2010	45	3280	3365	4358	760	71
May-2010	42	3246	3348	5502	958	76
Jun-2010	37	2661	2792	4673	513	83
Jul-2010	42	4325	4577	6112	1035	88
Aug-2010	39	3437	3633	5867	915	90
Sep-2010	45	3425	3608	4776	119	79
Oct-2010	32	1762	1871	2982	395	61
Nov-2010	42	2975	3275	4979	894	78
Dec-2010	38	2572	2689	4317	561	76
Jan-2011	39	4090	4219	4456	670	51
Feb-2011	37	3845	4261	5051	1125	52
Mar-2011	32	3043	3223	4599	766	45
Total	470	38661	40861	57672	8711	850

Table1.14: Comparative Table indicating significant growth in the matrix of training programs at YASHADA.

Target Details	1993-2003 10 Year Average	2003-2004 Achievement	2004-2005 Achievement	In-campus achievement					
				2005-06	2006-07	2007-08	2008-09	2009-10	2010-11
Number of Programs	118	239	516	655	742	810	753	694	579
Number of Participants	2,846	7,956	19,282	19,745	23,137	23,183	21,178	17,883	17,556
Annual Number of Participants days	9,000 (Approx.)	23,824	49,529	59,835	68,232	76,311	67,466	64,877	67,566

Table1.15: Comparative Table including significant growth in the number of Participant days over the past ten years in the Annual Training Calendar at YASHADA.

Month	No. of Programs conducted	Participants		Participant days
		Nominated	Attended	
2000-01	124	3735	2856	14204
2001-02	136	4098	3335	13093
2002-03	206	5512	4497	19036
2003-04	239	9870	7956	23824
2004-05	516	21275	19282	49529
2005-06	655	24609	19745	59835
2006-07	742	27285	23137	68232
2007-08	810	27849	23183	76311
2008-09	753	21949	21178	67466
2009-10	694	19783	17883	64877
2010-11	579	18388	17556	67566
Total	5454	184353	160608	523973

Table 4.2.1: Synopsis of nominated participants and attendees and participant days in In-Campus and Out-of-Campus programs conducted during April 2009 to March 2010

Month	Number of Programs	Participants		Participant Days	Women Participants	Program Days
		Nominated	Attended			
Apr-09	60	2336	2501	5527	648	151
May-09	153	6648	6844	19121	1432	426
Jun-09	293	12757	12971	33601	4640	835
Jul-09	250	11880	11424	34498	2604	809
Aug-09	170	8336	7489	28000	1942	679
Sep-09	222	8623	11308	19137	5949	478
Oct-09	72	2122	2236	5993	319	220
Nov-09	202	7879	7607	16197	1295	569
Dec-09	279	10848	10021	18535	1611	683
Jan-10	155	6555	6718	13954	1141	428
Feb-10	89	2692	2333	7943	342	313
Mar-10	57	1651	1631	4332	386	169
Total	2002	82327	83083	206838	22309	5760
Target	1200	30000	30000	90000		3600
Difference	802	52327	53083	116838	—	2160