



# ANNUAL REPORT 2013-2014

**Yashwantrao Chavan Academy of Development Administration**







# ANNUAL REPORT

2013-2014



Yashwantrao Chavan Academy of  
Development Administration  
Rajbhavan Complex, Baner Road, Pune - 411 007

# Board of Governors, YASHADA



## PRESIDENT

### **Shri J. S. Saharia, IAS**

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

## MEMBERS

### **Dr. Sanjay Chahande, IAS**

Director General, YASHADA, Raj Bhavan Complex, Baner Road, Pune – 411 007.

### **Shri Sudhir Shrivastava, IAS**

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

### **Shri. Sudhir Kumar Goel, IAS**

Member, Board of Governors, YASHADA & Additional Chief Secretary (Agriculture), Agriculture and Marketing Department, Government of Maharashtra, Room No. 509, Annex Building, Mantralaya, Mumbai - 400 032

### **Shri Bhagwan Sahai, IAS**

Ex-Officio Member, Board of Governors, YASHADA & Principal Secretary, General Administration Department, Government of Maharashtra, Mantralaya, Mumbai-400 032.

### **Shri K. P. Bakshi, IAS**

Ex-Officio Member, Board of Governors, YASHADA & Additional Chief Secretary (Planning), Planning Department, Government of Maharashtra, Mantralaya, Mumbai-400 032.

### **Shri S. S. Sandhu, IAS**

Ex-Officio Member, Board of Governors, YASHADA & Principal Secretary (Rural Development & Panchayat Raj), Rural Development and Water Conservation Department, Government of Maharashtra Mantralaya, Mumbai-400 032.

### **Shri Rajesh Aggarwal, IAS**

Member, Board of Governors, YASHADA & Secretary (Information Technology), General Administration Department, Government of Maharashtra, 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.

### **Prof. (Dr.) K. N. Ganesh,**

Member, Board of Governors, YASHADA & Director, Indian Institute of Science Education and Research (IISER) First Floor, Central Tower, Sai Trinity Building, Garware Circle, Sutarwadi, Pashan, Pune - 411 021

### **Shri. V. Ramani, IAS (Retd.)**

Member, Board of Governors, YASHADA & A-201, Orchid Towers, Baner Road, Pune 411 050

### **Prof. S. B. Mujumdar,**

Member, Board of Governors, YASHADA & Chancellor, Symbiosis International University, Senapati Bapat Road, Pune – 411 004.

### **Dr. Ravindra Rao,**

Member, Board of Governors, YASHADA & Director, Moral Re-Armament Centre, Asia Plateau, MRA Centre, Panchgani, District Satara - 412 805

### **Director,**

Gokhale Institute of Politics and Economics & Ex-Officio Member, Board of Governors, YASHADA, BMCC Road, Deccan Gymkhana, Pune – 411004

### **Shri. Alok Kumar, IAS**

Joint Secretary, Trg Department of Personnel & Training (DoPT), Government of India & Ex-Officio Member, Board of Governors, YASHADA, Block No.IV, Old JNU Campus, New Mehrauli Road, New Delhi – 110 067

### **Shri. Manukumar Srivastava, IAS**

Ex-Officio Member, Board of Governors, YASHADA, Principal Secretary, Urban Development, Government of Maharashtra, Nirmal Building, 2<sup>nd</sup> Floor, Nariman Point, Churchgate, Mumbai

### **Shri. A. B. Pandey, IAS**

Member, Board of Governors, YASHADA & Deputy Director General, Unique Identification Authority of India, 5<sup>th</sup>/7<sup>th</sup> Floor, MTNL EXCHANGE Building, Cuffe Parade, G. D. Somani Marg, Colaba, Mumbai – 400 005

### **Shri. S. Chokalingam, IAS**

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

### **Dr. Bharat Bhushan**

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



(as on 31st March 2014)

## Executive Committee, YASHADA

### **Dr. Sanjay Chahande, IAS**

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

### **Shri S. S. Sandhu, IAS**

Member, Executive Committee, YASHADA &  
Principal Secretary (Rural Development & Panchayat Raj),  
Rural Development and Water Conservation Department,  
Government of Maharashtra

### **Dr. Nitin Kareer, IAS**

Member, Executive Committee, YASHADA &  
Sales Tax Commissioner,  
Office of Commissioner of Sales Tax,  
Maharashtra State, Mumbai  
G-1, 9th Floor, Vikrikar Bhavan, Mazgaon,  
Mumbai 400 010

### **Shri Popatrao Pawar,**

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

### **Shri. Prabhakar Deshmukh, IAS**

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

### **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, &  
Professor, Environmental Planning & Dean (Academic),  
YASHADA, Pune 411 007.

(as on 31st March 2014)

## Annual Report 2013-2014

### *Publisher*

**DIRECTOR GENERAL, YASHADA,**  
Pune

### *Chief Editor*

**DR. BHARAT BHUSHAN,**  
Dean (Academic) and Professor, Environmental Planning

### *Layout and Design*

**SAMIR R. KSHIRSAGAR,**  
Publications Cell, YASHADA, Pune

## EDITORIAL COMMITTEE

### **Dr. Bharat Bhushan,**

Dean (Academic) and Professor, Environmental Planning

### **Dr. Minal Naravane**

Director, Centre for Human Development

### **Sumedh Gurjar**

Director, Centre for Research and Documentation

### **Ramesh Vaswani**

Officer In-charge, Publications Cell



# CONTENTS

1	About YASHADA	01
2	Administrative Training Institute	07
3	State Institute of Rural Development	09
4	State Institute of Urban Development	25
5	Centre for Right to Information	28
6	Centre for Disaster Management	31
7	Centre for Environment and Development	33
8	Centre for Information Technology	37
9	Centre for Human Development	41
10	Centre for Equity and Social Justice	45
11	Centre for Research and Documentation	47
12	Training Monitoring Cell	54
13	Policy and Plan Implementation Cell	57
14	Management Development Centre	61
15	State Training Planning and Evaluation Agency	65
16	Centre for Infrastructure Development Management	67
17	Dr. Ambedkar Competitive Examination Centre	71
18	Library	73
19	Centre for Media and Publications	75





## YASHWANTRAO CHAVAN ACADEMY OF DEVELOPMENT ADMINISTRATION

The Yashwantrao Chavan Academy of Development Administration (YASHADA) was established by the Government of Maharashtra to impart training to government officials and elected representatives, conduct research and suggest policy recommendations.

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 26<sup>th</sup> of November, 1990, MIDA graduated into an Academy with a new name... **YASHADA**.



## 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.

## Objectives

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

- ❑ 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.



## 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.

The Research and Documentation Centre was established in 2004 for procuring sponsorship for research projects, carrying out research activities and documenting and preparing research reports.



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

- ❑ Chief Secretary, Government of Maharashtra (GoM) ~ President (ex-officio)
- ❑ Secretary, (Training), General Administration Dept, GoM ~ Member (ex-officio)
- ❑ Secretary, Planning Department, GoM ~ Member (ex-officio)
- ❑ Secretary, Rural Development Department, GoM ~ Member (ex-officio)
- ❑ Secretary, Finance Department, GoM ~ Member (ex-officio)
- ❑ Two Secretaries to Government of Maharashtra (Nominated by the President) ~ Members
- ❑ Vice-Chancellor, University of Pune ~ Member (ex-officio)
- ❑ 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 (ex-officio)

The composition of the Executive Committee is as follows:

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

The actual composition of the Board of Governors and Executive Committee as on 31st March 2014 is as presented earlier.





## Organisational Structure Of The Academy

The Board of Governors comprises ex-officio members including Hon. Chief Secretary of the Government of Maharashtra as the Chairperson and nominated members from specific sectors. Director General, YASHADA is the Chairperson of the Executive Committee and a member of the Board of Governors.

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 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 2013 - 2014, Dr. Sanjay Chahande, IAS was Director General of the Academy.

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



## Subjects And Areas Of Activities

The programmes cover all concepts, principles and techniques related to management in government.

The programmes 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.



## Training

The Academy conducts various training programme (c. 4,200+ in 2012-2013) within the nomenclature of Induction, Foundation, Refresher, Orientation and Extension training programmes with varying duration from 1-day to 5-day to 2-week to 10-week schedules. The trainee-participants in these programmes are provided with Certificates of participation by the Academy.

The total number of training programmes conducted during the year 2013-2014 was 3931, which was higher than the annual target of 1200 training programmes. The number of training programmes conducted and their attendance rate for the previous fifteen years is given ahead.



## 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 various services, including - Recruitment of personnel and establishment matters, Finance and maintenance of accounts, Maintenance and regulation of services of contractors and suppliers, and Maintenance of hostel, mess, sanitary and medical services, among others.

## Training Programmes

The various types of training programmes include refresher / orientation courses, foundation / induction courses and workshops / seminars / conferences / symposia. 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.

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
- ❑ Training programmes and workshops as an when derived from sponsored projects at the Academy.



Year	No. of Training Courses	Number of Participants		Attendance Rate
		Nominated	Attended	
2000-01	124	3735	2856	76.46%
2001-02	136	4098	3335	81.38%
2002-03	206	5565	4507	80.99%
2003-04	239	10870	7956	80.60%
2004-05	516	21,275	19,282	90.63%
2005-06	846	34,905	29,157	83.53%
2006-07	965	39,806	35,039	88.02%
2007-08	1428	56,436	53,329	94.49%
2008-09	1323	41,510	41,680	100.40%
2009-10	2002	82,327	83,083	100.91%
2010-11	4003	1,84,487	1,82,210	98.76%
2011-12	4249	1,75,117	1,68,417	96.17%
2012-13	4201	1,80,631	1,84,685	102.24%
2013-14	3931	1,72,248	1,59,136	92.38%







## 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 (PRTCs) 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, GoI 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 few 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.





# Administrative Training Institute



## INTRODUCTION

The basic mandate of ATI is to provide basic Training to newly recruited Group-A officers of Government of Maharashtra. In addition, ATI undertake various projects and make efforts to spread knowledge about governance to various stakeholders.

## OBJECTIVES:

The objectives of the ATI, YASHADA are –

- i) To acquaint the newly recruited officers with the dynamics and complexity of governance,
- ii) To acquaint the in-services officers with the latest developments in the field of governance,
- iii) To study and do research on various issues which have bearing on the Governance, and
- iv) To undertake projects and consultancies related to good governance.

## TRAINING ACTIVITIES:

During 2013-14, Foundation, Refresher, Induction and other types of training programmes were conducted for State and outside State officers under State Training Policy, State Category Training programme of Department of Personnel and Training and other State Government Department.







The details about courses are given below –

**(A) Foundation Courses –**

ATI conducted 36 foundation training programme which included officers from various departments

- ❑ IAS probationary Officers (Maharashtra Cader)
- ❑ Probationary officers of Indian Economic Service
- ❑ Section officers of Secretariat of Maharashtra State
- ❑ Officers of Transport Commission rate, Maharashtra State
- ❑ Naib Tahsildars Officers from Revenue Department,

**(B) Induction/After promotion training programme-**

As per Maharashtra State Training Policy, 2011, (STP), ATI conducted Induction Programmes for Promoted Officers of Directorate of Accounts and Treasury, Water and Sanitation Department, Finance Department, MS.

**(C) Refresher training programmes under State TP:**

ATI conducted 13 refresher programmes for Finance Department, Sales Tax Department, Insurance Department, Mantralaya Officers and Judicial Officers of State Government.

**(C) Trainers Development Programmes-**

(Department of Personnel and Training (DoPT), Government of India sponsored programmes)

DoPT sponsored 18 Direct Trainers Skills, Design of Training, Training Need Analysis and Evaluation of Training courses were conducted during this year. 296 officers including 50 officers from Maharashtra state and 246 other institutes officers were attended this programme.

**(E) State category Training Programmes (SCTP) Courses:**

During this academic year, under SCTP Programme 35 courses on Counseling Skills, Ethics and Values in Public Governance, Right to Information and Information of technology were conducted. 1016 officers were trained under this scheme.

**(F) Capacity building programme for Officers of North-East Region of India:**

Ministry of Personnel, Public Grievances and Pensions, Department of Personnel and Training, Government of India has organized two weeks programme for State Civil Officers of North East Region of India every year in YASHADA. During this year, ATI has organized two training of 100 Group A officers.

# State Institute of Rural Development

The State Institute of Rural Development (SIRD), previously known as the Centre 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.

**Training for rural development is one of the important aspects 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 institutions, NGOs and other professionals in the agriculture and animal husbandry sectors, in co-operation, rural micro finance and self-help groups.

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 emphasize 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

- **RGPSA and new initiatives of trainings of EWRs under Krantijoti.**
- **Backward Region Grant Fund (BRGF)**
- **Rastriya Gram Swaraj Yojana (RGSY)**
- **Integrated Watershed Management Programme**
- **Mahatma Gandhi National Rural Employment Guarantee Act (MGNREGA)**
- **National Institute of Rural Development**
- **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 with special reference to BNVs**
- **Empowerment of Women / Sustainable Development**
- **E-Governance for Rural Development**
- **Lab to Land and Initiatives and BNV mobilization**
- **PESA and building awareness amongst the functionaries in scheduled areas**
- **NRLM and State Resource Centre for livelihood development and training**
- **Post Graduate Diploma in Rural Management**
- **Navajagruti Project**





## Rastriya Gram Swaraj Yojana (RGSY)

(Training for Capacity Building of PRIs Functionaries in Non-BRGF Dist. in Maharashtra)

In the context of the 73<sup>rd</sup> Constitutional Amendment the Ministry of Rural Development & Ministry of Panchayat Raj, Government of India launched a training programme for all Panchayat Raj Functionaries throughout 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 Swaraj 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' under RSGY:

1. Three-day module for Zilla Parishad and Panchayat Samiti Members.
2. 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.

### BUDGET PROMISION

YASHADA prepares reading material, coordinates supervision and monitoring of the action plan with Zilla Parishads, GTCs, and PRTCs and NGOs concerned.

Year	Persons Trained
2010 -2011	28,156
2011 - 2012	36,669
2012- 2013	20,504
2013 -2014	49,945



## Rajiv Gandhi Panchayat Sashaktikaran Abhiyan

Ministry of Panchayat Raj, Government of India has launched an ambitious programme called Rajiv Gandhi Panchayat Sashaktikaran Abhiyan (RGPSA) under 12<sup>th</sup> Plan. (i.e. 2012 to 2017). A national workshop for designing its guidelines was held at YASHADA during July 2012. YASHADA and Department of Rural Development, Government of Maharashtra submitted a five year plan to Ministry of Panchayat Raj under RGPSA during the year 2012-13. An annual plan with an outlay of Rs. 221 crores has been sanctioned by Ministry of Panchayat Raj and an amount of Rs. 83.17 crore has been released to our State.

The RGPSA has been designed for overall strengthening of the PRIs in the country in order to make them self-sufficient, capable and an instrument of development. It also aims at building the Capacity of Functionaries (Official and Non-Official) in PRIs so that the delivery system becomes efficient, accountable and sustainable. It consists of these major components -

- I. Training and Capacity Building & IEC.
- II. Human Resource
- III. Infrastructure
- IV. Building of Institutions (SPRC /DPRC /SPMU /DPMU / SEC/SFC)
- V. PESA
- VI. Strengthening of Panchayat Processes such as in weaker VPs
- VII. Benchmarking and creation of Database
- VIII. Monitoring concurrent evaluation, impact assessment

A programme of training of ZP members and ZP officials has been launched during the year 2013-14. A State level workshop for the officers in RDD was also conducted. The TNA and module preparation is being undertaken at YASHADA level.



Training conducted during 2013-14 under RGPSA

Training	Participants
ZP Members	865
ZP officials	4533
State level officials	64
TNA/Module preparation	21

The training of Panchayat Samiti members, Foundation, EWRs training (Krantijyoti) and micro planning activity for VP members will be undertaken during the year 2014-15. The Training and Capacity Building component of the RGPSA annual plan is well structured.

Training Needs Assessment, Module Development, Exposure Visits & Evaluation of Training		
1	TNA, Modules, Exposure visits, etc.	Proposed Units
1.1	Training Needs Assessment	TNA at all three levels of PRI
1.2	Development of Training Modules	Module for each type of training program
1.3	Exposure visits within State	Total No. of participants - 1650 (50 from each district) x 3 days for 1 exposure visit
1.4	Evaluation of training	Evaluation of one module - 1 lakh x 5 (based on requirement) x 5 years



<b>Capacity Building of Zilla Parishad &amp; Panchayat Samiti Functionaries in Synergy with Decentralized Bottom-up Planning</b>		
<b>2</b>	<b>Capacity building of DPC, ZP &amp; PS</b>	<b>Proposed Units</b>
2.1	Foundation training of Zilla Parishad functionaries	Total No. of participants from districts 10205 (ERs 1955 and ZP employees 8250) x 5 training days per year
2.2	Two-day training of government officers at State level	Training of 50 Government officers and other Stakeholders at State level (Shifted from Special Support to PESA 11.4 to CB&T component)
2.2	Two-day training of government officers at State level	Training of 50 Government officers and other Stakeholders at State level (Shifted from Special Support to PESA 11.4 to CB&T component)
2.4	Foundation training of Panchayat Samiti functionaries	Total No. of participants from all blocks - 21460 (PS members 3910 and PS officials/ functionaries 17550 ) x 5 training days per year
<b>Capacity Building of Gram Panchayat Functionaries through Participatory Village Microplanning</b>		
<b>3</b>	<b>Capacity building of GP members</b>	<b>Proposed Units</b>
3.1	Immediately after GP elections, three-day <b>cluster level foundation</b> training of GP functionaries	Orientation of 55000 GP members from 8500 GPs (Actual number of ERs being 85000, 30000 ERs are being trained with the help of the existing RGSY funds of the State)
3.2	Carrying out of 6-days process of Micro Planning Process at Gram Panchayat level including GP level training for Social Audit volunteers	Participatory planning process in about 8500 GPs per year in consonance with the GP election cycle

3.3	Village Plan Preparation through Micro Planning Process at Gram Panchayat level for Village Panchayats with population more than 3000.	Participatory planning process in about 3500 GPs (Out of 4211 GPs with population more than 3000)
3.4	1 Day orientation for VP members for improving performance of VPs with lesser grades at block level (On Watch VPs)	Two annual orientations / Trainings per block- Shifted under CB&T component from Panchayat Process (10.2)
<b>Special Gender Focussed Capacity Building of Grampanchayat Women Elected Representatives through Krantijyoti Program</b>		
<b>4</b>	<b>Training of EWRs</b>	<b>Proposed Units</b>
4.1	Immediately after GP elections, three-day gender training of grampanchayat EWRs using Krantijyoti module	Total No. of newly elected women representatives 30000 from 8500 GPs.
<b>Panchayat Processes for Panchayats with inadequate resource base</b>		
<b>5</b>	<b>Support for Panchayat Processes</b>	<b>Proposed Units</b>
5.1	1 Day orientation for VP members for improving performance of VPs with lesser grades at block level (On Watch VPs)	Two annual orientations/Trainings per block-
<b>Special Thrust for PESA Panchayats</b>		
<b>6</b>	<b>PESA Panchayats</b>	<b>Proposed Units</b>
6.1	Two-day training of government officers at State level	Training of 50 Government officers and other Stakeholders at State level
6.2	Two-day training of government officers at District level	Training of 325 Government officers and other stakeholders at District level
6.3	Gram Sabha Orientation	Total No. of PESA GPs - 2823

7	IEC (1% of total activity budget)	Proposed Units
7.1	GP level participatory IEC	Covering 8500 GPs
7.2	Block level IEC gatherings	Covering all 351 blocks
7.3	District level IEC gatherings	Covering all 33 districts
<b>Development of Master Trainers (MTs) &amp; Resource Persons (RPs) for Implementation of RGPSA - ToT of 70 Master Trainers for the state for each programme</b>		
8	ToTs for MTs & RPs	
8.1	Master Trainers in panchayat processes & local self governance	
8.2	Master Trainers in Krantijyoti gender training	

8.3	Master Trainers in processes of decentralization bottom-up district planning
8.4	Master Trainers in village microplanning and mobilization of gramsabha
8.4	Master Trainers in village microplanning and mobilization of gramsabha
8.5	Master Trainers in PESA
8.6	Master Trainers in e-enablement of panchayats
8.7	Resource Persons empanelled with State Panchayat Resource Centre

The campaign will be launched in full swing during next year with establishment of institutions like SPRC, DPRCs, SPMU, DPMC and their human resource. Rs. 3.00 crore by MoPR for excelling in overall performance of Panchayat process to Training and Capacity Building.

## Watershed Management Centre (WMC)

### EXECUTIVE SUMMARY

The Common Guidelines-2008 (Revised 2011) for watershed projects lays strong emphasis on participatory watershed development for livelihood promotion through capacity building and institutional building, underlines involvement of resource organizations and offers to form resource networks for ensuring multi-disciplinary inputs.

'Vasundhara State Level Nodal Agency' [VSLNA], Maharashtra entrusted YASHADA, Pune to draft 'Capacity Building Strategy' for IWMP to be implemented in the State. The strategy proposes cross-cutting framework ensuring to reach out all stakeholder levels. It was discussed in the core group meeting and principally accepted.

In the context of the shifting paradigm from national level, it was a proactive decision of YASHADA to initiate brainstorming on the Common Guidelines-2008 (Revised 2011). This marked the beginning of YASHADA's active participation in IWMP (Integrated Watershed Management Programme). Following activities give a clear indication of WMC's role and efforts in promoting IWMP in the State.

### CAPACITY BUILDING & TRAINING FOR ONGOING PROJECTS:

Training and Capacity Building programmes conducted under three programmes namely-

- Integrated Watershed Management Programme (IWMP),

- Rural Infrastructure Programme (RIDF),
- Western Ghat Development Programme (WGDP)
- Hariyali, DPAP and IWDP Project – EXIT Protocol Training Only.





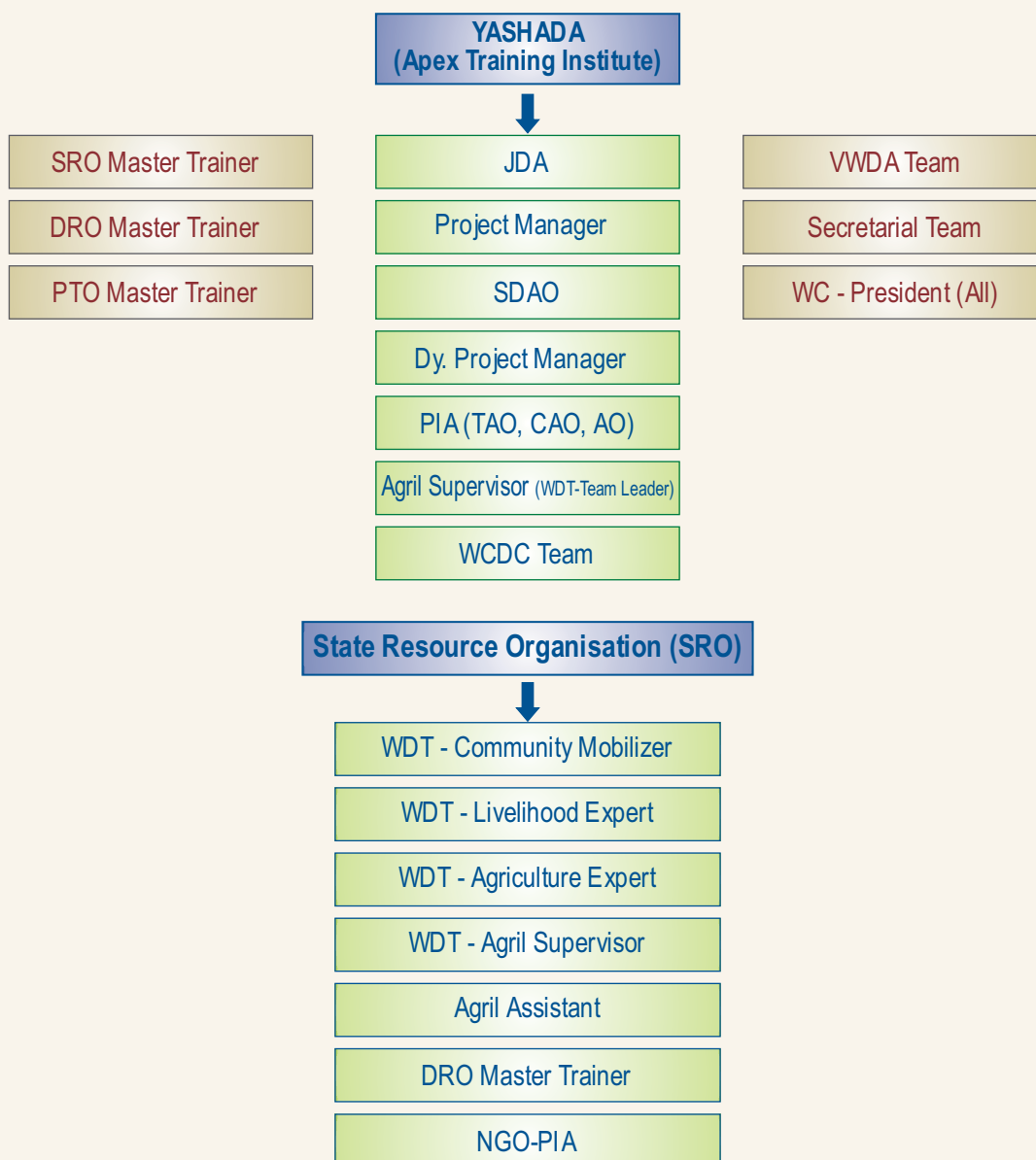
## ACTIVITIES

- Preparation of training Modules: WMC has developed total 15 training modules for preparatory phase of IWMP and out of 8 modules for Work Phase- 2 content for 2 module is ready, design is complete for 6 modules.
- WMC has prepared Hariyali- DPAP and IWMP Exit Protocol training module with reading material for conducting training programmes at YASHADA level.
- Radio programmes.
- Programmes on DD Sahyadri



## CAPACITY BUILDING STRATEGY

Training and Capacity Building Strategy of the watershed projects based on Common Guidelines-2008 (Revised 2011) is implemented through proper institutional structure as illustrated and described below.



## APEX TRAINING INSTITUTE (ATI)

The Apex Training Institute plays the pivotal role for knowledge management Government of Maharashtra has principally assigned the responsibility to Watershed Management Centre at the State Institute of Rural Development in YASHADA to work as Apex Training Institute for Integrated Watershed Management Programme (IWMP), Rural Infrastructure Development Fund (RIDF), and Western Ghat Development Programme (WGDP). The Main Functions of YASHADA as ATI is as follows-

- To prepare capacity building plan
- To prepare training modules
- To identify training resource organizations
- To conduct on campus training programme
- To conduct resource study of the district to identify potentials
- To coordinate and monitor training programmes as per approved action plan
- To distribute fund to SRO Training Programme

## TRAINING LEVELS

As per the 17<sup>th</sup> Meeting Minutes Resolution the Vasundhara Watershed Development Agency (VWDA) And SIRD Yashada should study the present system of Capacity Building. YASHADA should enter into fresh agreement to VWDA minimizing its role for core competence for Training and Capacity Building under IWMP Project. YASHADA will continue with responsibility of YASHADA Level & SRO level training program. Watershed Management Centre, State Institute Rural Development imparts training at two levels. This structure is for all three projects i.e. IWMP, RIDF and WGDP.



## MAIN SUBJECTS OF THE WMC

- Orientation on Common Guidelines - 2011
- Review workshop
- Project & Finance Management

## TARGET GROUP/STAKEHOLDERS

- State, Division, District and PIA level functionalities
- Master Trainers
- State and District Resource Organisations representatives
- District Watershed Development Unit (DWDU) team members
- WC-President.
- Grade 'A' Officers from Agriculture Department.

## TRAINING PROGRAMMES

YASHADA conducts training programmes at two levels i.e. YASHADA and SRO. These programmes are as per the guidelines and requirements of the stakeholders. YASHADA imparts trainings to SROs and develops training modules. The trainings include theoretical and practical knowledge aspect. Expert resources persons teach the theory by classroom lectures and hands on experience through exposure and field visits and impart practical knowledge.



In house Foundation Course for Agriculture Department Grade-A Officer Under State Training Policy (STP)



## STATE RESOURCE ORGANIZATIONS (SROs)

State Resource Organization (SROs) are subject specific reputed institutes from the State having domain knowledge and proven experience. They can build the capacity of the stakeholders responsible for effective project management. The role of SROs is also important in support of material.



## MODULES PRINTED

### PREPARATORY PHASE MODULE

1. Common Guideline 2008 (Revised 2011)
2. Specialized Training for Subject Specialists-Agriculture (Revised copy)
3. Specialized Training for Subject Specialists-Agri. Engineering (Revised copy)
4. Specialized Training for Subject Specialists-Social Mobilization (Revised copy)
5. Specialized Training for Subject Specialists-Livelihood (Revised copy)
6. Specialized Training for Subject Specialists-Project & Finance Management
7. Orientation on Common Guidelines 2008 (Revised 2011)
8. Participatory Rural Appraisal and Livelihood Planning
9. Detailed Project Report Preparation

10. Specialized Training for Watershed Secretary
11. Self Help Group training
12. Village level orientation training Programme.
13. User Groups training Modules.
14. PRA (Booklet)
15. Posters

## OTHER ACTIVITIES

- WORK PHASE MODULE IN PROCESS
  1. Stress Management
  2. NGO Management & Govt. Scheme Convergence
  3. Crop & Water Management
  4. Role of PIA, WDT & WC
  5. Motivation
  6. Exit protocol
  7. Process Documentation
  8. Account Process
- In-house evaluation through DTCs.
- Daily telephonic reporting system at YASHADA level.
- Training Calendar is uploaded in advance.
- Summary Report of the training programme is open to all for viewing.
- Unique Code system for every training programme.
- To maintain quality of the trainings, exams are conducted for SRO level participants.
- Frequent visit to the training programmes conducted by SROs.
- Concurrent Evaluation is done through a web based software Survey Monkey. Out of 888, the 787 participants are fully satisfied.
- Live Broadcast of upto SRO level training programmes.

## WATERSHED MANAGEMENT CENTRE PHYSICAL TARGET & ACHIEVEMENT

The table below shows the total training programme and Total training participants target and achievement for all three programmes IWMP, RIDF and WGDP.

**Table 1: Training Programmes Conducted and Participants Covered**

Year	Target/Achievement	Total Target	
		Participants	Programmes
2013-14	Target	4155	138
	Achievement	3154	105



## Backward Regions Grant Fund (BRGF)

The Backward Regions Grant Fund is designed to redress regional imbalances in development. The fund will provide financial resources for supplementing and converging existing developmental inflows into 12 identified districts of Maharashtra. 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

#### Capacity building training for ERs and Functionaries of PRIs:

- 11032 participants were trained in the Foundation Course. The physical progress is as shown in Table I.

Trained Elected Representatives	Trained Functionaries	Total Trained
10279	753	11032

- 8468 participants were trained in the Basic Functional Course.
- 23,799 participants were trained in the Refresher Course.

#### Other components of capacity building:

- As per the guidelines of BRGF, training program project Management Staff was conducted for 419 PMU Staff Training programmes were conducted at regional training institute for 3 days duration.
- Conducted outreach workshop for elected representatives of Zillah Parishad, Chandrapur and Zillah Parishad & Panchayat Samit, Ahmednagar at Rahauri Krushi Vidypeeth, Rahauri, Ahmednagar. 126 ERs have attended the programme.



District	Achievement	District	Achievement
Ahmednagar	3168	Dhule	1750
Aurangabad	876	Hingoli	376
Amravati	1149	Nandurbar	146
Bhandara	250	Nanded	1984
Chandrapur	827	Yavatmal	3779



# Gramsevak / Panchayat Raj and Composite Training Centre



The GTC, Kolhapur – Training Programme for P S Members under RGSY .

- Apart from SIRD there are 21 training institutes in training of functionaries and elected representatives in rural sector since more than last 60 years.
- Of them, there are 09 Gramsevak Training Centres GTCs (08 have a status of ETC), 11 Panchayat Raj Training Centres –PRTC and 01 Composite Centre - CTC.
- Gramsevak Training Centres are involved in foundation training for newly recruited Gramsevak, refresher courses for Gramsevak and sponsored programmes under various schemes such as RGSY, BRGF, NIRD Networking Programmes.
- Panchayat Raj Training Centres are involved in foundation training for newly recruited Elected Representative, refresher courses for Elected Representatives and sponsored programmes under various schemes such as RGSY, BRGF NIRD Networking Programmes etc.
- Composite Training Center is involved in foundation training for newly recruited Class III. Employees of Zilla Parishad, refresher courses for Class-III Employees of Zilla Parishad and sponsored programmes under various schemes such as RGSY, BRGF, NIRD Networking Programmes etc.
- The GTC/PRTC & CTC Faculty have been entrusted with inspection of PRI Institutes in the State under PEAIS.
- Twelve new DPRCs (District Panchayat Resource Centres) have been sanctioned by MoPR during the year 2013-14.
- New DPRC buildings with a cost of Rs. 2.00 crore have been sanctioned by MoPR
- Recurring grants of Rs. 10 lakhs are being sanctioned during the year 2013-14.
- A contract staff of five at each DPRC has been sanctioned for 25 DPRCs in the State.
- An administrative and monitoring unit, DPMU will be established at all district in the state under RGPSA.

## Details of the Training Programme conducted during the year 2013-14 by GTCs, PRTC, & CTCs

Sr.	Name of the Institute	Total No. of Centres in Maharashtra State	Training Programme Conducted During the year	Total no. of Trained Participants during the year	Total Training Days
01	GTC	09	402	13273	3190
02	PRTC	11	584	18296	1752
03	CTC	01	87	3128	389
<b>Total</b>		<b>21</b>	<b>1073</b>	<b>34697</b>	<b>5331</b>

# Assistance to States for Control of Animal Diseases (ASCAD)

Assistance to States for Control of Animal Diseases (ASCAD) is a centrally sponsored scheme of the Department of Animal Husbandry. It is a World Bank funded project being run with the primary objective of control of economically important diseases of livestock and poultry.

## ASCAD includes numerous activities as follows.

- Mass vaccination against contagious diseases in livestock & poultry,
- Strengthening of animal disease diagnostic laboratories,
- Conducting public awareness campaigns,
- Disease alerts and forecasting of diseases through publication of news bulletins

- Training of field technical officers and employees of Animal Husbandry Department in Maharashtra.

Training Programme under ASCAD is accomplished with a view of capacity building of field veterinarians and para-veterinarians. In all, 12 training courses of vets and para-vets are conducted at YASHADA, for which participants from Mumbai, Pune, Nashik, Aurangabad and Latur regions are deputed by the Department. The batches of 20 participants each, comprising of 6 days duration (for vets) and 5 days duration (for para-vets) are conducted.

**During the year 2013-14, in all, 204 participants were trained in 11 batches.**

Apart from above, Training Programme for Z P Members, Master Trainers and District level officers were conducted under RGSY.



Group Photo of Para - Vets – Participants of ASCAD Batch conducted during 23 to 27 Dec. 2013



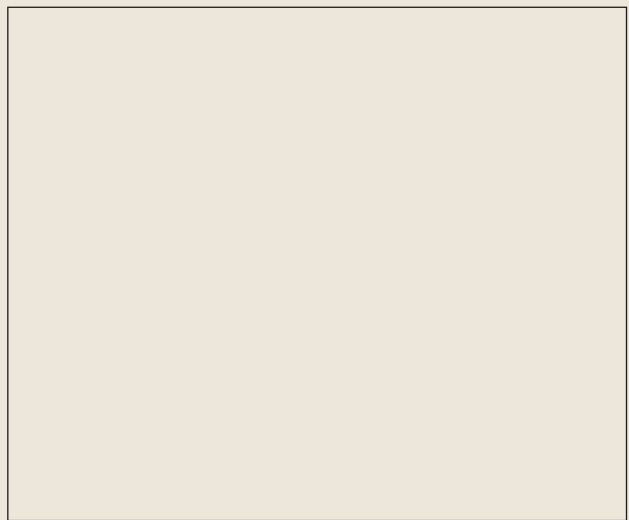


Following activities are accomplished under the State training policy.

In all, 13 Training modules pertaining to administrative & In – Service Training (and Technical Training as well), in respect of Group – A Officers of Animal Husbandry Department were prepaid validated and submitted to the Department of Animal Husbandry and GoM. Which received Government approval. In anticipation of grants from Government, three Foundation Batches of newly Appointed Group A Officer (Live Stock Development Officer Group A, Assistant Commission Animal Husbandry) working in the Department of Animal Husbandry for 106 participants were conducted simultaneously with the initial financial support from YASHADA, as follows.

### WORKSHOPS CONDUCTED DURING THE YEAR

Sr.	Name of the Workshop	No of Participants
1	Training On 19th Livestock Census 2012 Breed Sample Survey -2012 for the Officers under Dept of Animal Husbandry , M.S	148
2	STP 2013-2014 Validation Workshop	6
3	Workshop for Technical Training Gr. A(AHD)	5
4	F.A.O Workshop	32
5	Workshop of Faculties for Foundation Training of Gr A officers of AHD	21



Group Photo of the participants – (Group –A Officers of the Department of Animal Husbandry, GoM.)

## V. S. Page Adhyasan

V.S.Page Adhyasan, SIRD, which aims at facilitating effective realization of core objectives of MGNREGA by building capacity of key stakeholders initiating action research project and providing policy inputs has completed following activities during 2013-14:

### 1. RESEARCH STUDIES:

- Convergence Practices in Ratnagiri and Sangli District
- Implementation execution of MREGS from the viewpoint of block level functionaries
- Efficacy of grievance-redressal process of MREGS (initiated)

### 2. CAPACITY BUILDING

- Grassroots stakeholders (in tribal belt of Pune district) in collaboration with Labor Welfare Department and local CSOs (7 two-day outreach programs, sponsored by other stakeholders)
- Block level technical officers from Pune, Ahmednagar and Thane district (two programs from NIRD resources)

### 3. COMMUNITY LEVEL ACTIVITIES

- Placement of Post-graduate students (Pune University) for Pilot of 'door-door survey' of job-card holders to mobilize and assess labor potential for MREGS as per operational guidelines of MGNREGA in Junnar block of Pune district
- Participation and facilitation of social audit process in Sakri block of Dhule district in collaboration with resource organization Arohan

### 4. OTHER ACTIVITIES:

- Translation of key government documents on MGNREGA (Schedule of the Act, Operational Guidelines of MGNREGA, eight chapters, 125 pages)
- Participation in national level capacity building workshop on Operational Guidelines of MGNREGA, at NIRD, Hyderabad as member of state resource team





# National Institute for Rural Development (NIRD)



The NIRD, Hyderabad allotted Training Programmes to SIRD regarding Flagship Programmes of Gol. State Institute for Rural Development, YASHADA, Pune organized total 14 training programmes for 398 persons trained during the year 2013-14. The training was pertaining to NRLM, MGNREGA, IAY and NRDWP. The stakeholders were from state cadre officers, officials, elected representatives, SHGs and volunteers working in the field of rural development. It was a fruitful experience in bringing new perspective in exemption of flagship programmes

## PESA Cell

PESA is a self Governance act of tribal society living in scheduled areas in India. PESA covers nine states in India and Maharashtra State is one of them. In Maharashtra State 12 Districts 59 Blocks 2835 village Panchayats and 5905 villages come under the purview of PESA.

In year 1996 Government of India enacted Panchayat Extension to Scheduled Areas Act which is popularly known as PESA. Though this act was enacted in 1996 much was to be done to bring it in operation.

Govt of Maharashtra established PESA cell in YASHADA to train personnel from different state government departments and Panchayat Raj Institutions and also to carry out PESA related activities. Though PESA was enacted in 1996 its rules were to be framed till this year. PESA Cell in YASHADA undertook this activity and framed draft PESA rules and sent to Government of Maharashtra for further action. On March 2014 Govt. of Maharashtra has published PESA rules. Now gram sabha members and tribal people at large will be able to understand PESA and practice self governance in their jurisdiction.

PESA Cell has also prepared IEC material to help tribal people and concern officials to understand PESA and undertake activities related to it. Government of Maharashtra had given Rs. 10 lakhs to prepare this IEC material. 30000 Folders, 30000 Posters, 25000 FAQs and 20000 small Booklets have been printed and sent to CEO ZP to distribute it to Village Panchayats.

PESA Cell has conducted training programme and has trained 1500 officials from PESA district. Rural Development Department and Secretary to Hon. Governor of Maharashtra had suggested to conduct 2 days training programme for all panchayat members, Sarpanchas and Gramsevakas in all 12 Scheduled Areas Districts. With the

help of CEOs of Z P, training programme were conducted and 22476 participants were trained during year 2013-14. With the help of SATCOM centre in Yashada 3 Orientation programmes for village level functionaries were conducted and 587 people attended this programmes.

Government of India has launched Rajiv Gandhi Panchayat Sashaktikaran Abhiyan from year 2013-14. Under this Abhiyan 10% of the total allocation has been demarcated for PESA related activities. Gol has also given sanction to recruit 12 District Coordinators, 59 Block Coordinators and 2835 Gram Sabha Mobilisers to carry out PESA related activities. Gol also has asked GoM to conduct training programme for all officials and elected members from PESA district.

Under RGPSA programme, nearly 32170 officials and elected members will be trained during coming years. Gol has also sanctioned support for each GP for every year for hand holding activities. PESA Cell has prepared and sent draft proposing activities to be taken under RGPSA. After getting approval from Government of Maharashtra these activities will be carried out by PESA Cell in YASHADA as per directives from MoG.





# Centre for Co-operative Training and Research (CCTR)

## INTRODUCTION

The development of cooperative movement is so spectacular that it has emerged as a very big sector in Indian economy contributing to the economic development of our country. Maharashtra has been in the forefront and was a pioneer in the cooperative movement. To enable the State to maintain its premier position in the country, in this respect, YASHADA had decided to give due emphasis to capacity building of all the stakeholders in the cooperative sector. As an apex training institute of the State, YASHADA took view to ensure success of the cooperative movement. Large number of training programmes have been organized for the capacity building of officials Co-operative Department and non officials of Co-operative Banks / Co-operative Credit Societies / DCC Banks/ APMCs. As such 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 7 April 2004.

## MISSION

The mission of the Centre for Co-operative Training and Research is to facilitate human development in co-operative sector through continuous intervention by way of

training, research and consultancy.

## AIMS & OBJECTIVES

- Identification of training needs of various sectors in cooperation & cooperative department. And also designing training programmes.
- **Organize training for officials Co-operative Department & non officials in the cooperative sectors for capacity building.**
- Undertake Action Research Projects in cooperative sector.
- **Identify best practices in various cooperatives sectors and disseminating them.**
- Undertake studies for good governance in cooperative sectors.
- Provide consultation for various sectors of cooperation.

## TARGET GROUP

The Non-officials and Officials of the Cooperative Societies from -

**Table 1 : Target group**

S.N.	Type of Cooperative Societies	No. of Societies
1	District Central Cooperative Banks	31
2	Urban Cooperative Banks	521
3	Urban Cooperative Credit Societies	18000
4	Employees' Cooperative Credit Societies	3600
5	Agricultural Produce Market Committees	254
6	Cooperative Sugar Factories	124



## ACTIVITIES

- Organize sponsored training courses for the capacity building of officials & Non officials of District Banks/Urban Banks/Credit Societies & other cooperative institutions.
- Conduct one day workshop on current situations for Board of Directors & CEOs of Urban Cooperative Banks.
- Organize Refresher / induction, orientation and foundation training Programmes of the field staff of Administration and Audit wing of co-operative dept. & also Training of Training Managers / Master Trainers identified from co-operative dept. under State Training Policy.

## OUR MANDATE

CCTR has developed 3 days training module for Cooperative sector, which is utilized for variety of training programmes. In order to achieve maximum impact,

- We use methods like lectures, group discussion, documentaries, case studies & role play etc.
- CCTR has prepared reading material in Marathi language for 6 different modules for the use of officials & non-officials of Cooperative sector.
- Documenting success stories in various sectors.
- Identifying problem areas in various sectors of co-operation and undertaking research in those areas to provide solutions.
- Exposure of selected co-operative members / social activists from each district regarding successful running of various types of co-operative societies.
- Associating experts in various fields of co-operation, to achieve the above objectives.

## ACHIEVEMENTS FOR 2013-14

- 52 days **Foundation** training programme for newly recruited Dy. Registrars of Cooperative Department under State Training Policy.
- Four **Orientation** training programmes for 103 Dy. Asst. Registrars of Cooperative Department in respect of Liquidation procedure, Quasi-judicial matters, & familiarization with new policy, directives, guidelines, & rules etc.
- Three training programmes of Master Trainers for 75 officials ( Asst./Dy Regrs.) of Cooperative Department under State Training Policy.
- 14 sponsored training courses of officials & non officials of various types of cooperative institutions.

- 3 training programmes under accreditation of the Dept. of Personnel and Training, Govt. of India, New Delhi, for rural area, management training programme for Officials/ non officials of Adivasi VKS Societies Artisans (Balutedar) Cooperative Societies, & Rural non Agril. Credit societies. 49 participants of various societies from State participated in the training programmes.

## PERFORMANCE

Sr. No.	Year	No. of Courses	No. of Participants Attended
1.	2007- 08	89	1942
2.	2008- 09	79	1788
3.	2009-10	56	1369
4.	2010-11	37	1050
5.	2011-12	44	1063
6.	2012-13	46	1163
7.	2013-14	24+1 Foundation	608



## HIGHLIGHTS

The Centre for Co-operative Training and Research has conducted the only courses of their kind in the state. Experiential Training Techniques have been introduced in training programmes to generate experiences which participant can examine and learn from individually. On the basis of their own experience – provided that participant experience can be examined rationally and that conclusions can be tested. Experiential learning by participant of co-operative organization is essentially something more than simply learning by having experience of work.

## OBJECTIVES

- ❑ To equip urban managers to deal with the challenges of India's urban future
- ❑ To provide a high standard of University affiliated programmes and e-learning, for the continuing education of urban practitioners across the country.
- ❑ To create knowledge resources.
- ❑ To deliver short term focused training programmes, in the areas of urban infrastructure, municipal finance and resource mobilization, public private partnerships, poverty alleviation, delivery of municipal services and urban environment management.
- ❑ To provide the research and consultancy base for urban policy-making in Maharashtra

# State Institute of Urban Development

### Foreign Exposure Visit to Developing African/Asian country:

Another highlight of the APGDUM is the foreign exposure visit to an African/Asian country, and in the year 2013-14 participants visited to China.

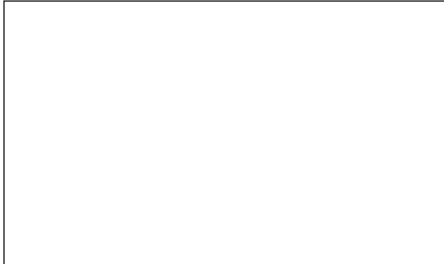
*Visit to BRTS in Guangzhou City*





### Urban Governance for Municipal Councils-

These programmes are aimed at providing knowledge of essential laws for elected representatives. They have got tremendous response from women Elected Representatives. Exposure visit to various innovative projects of PMC and PCMC is included among these training programmes.



*(Visit to Rajiv Gandhi Academy of e learning; First Municipal School with CBSE Syllabus and without School Bag)*

*Visit to Sewerage Treatment Plant Akurdi, PCMC*



### Training Programmes related to Municipal Tax Reforms - Capital Value Based Property Tax Assessment

Municipal Property Tax is the main resource of ULB revenue. Capital Value as a basis of Property Tax is a challenging task. These Training Programmes have also got a good response from Municipal Corporation Officers. The MCGM (Municipal Corporation of Greater Mumbai) has successfully submitted implemented these reforms.

### APGDUM BATCH 2013-14:

The APGDUM includes 4 x 8-day contact sessions, one of which is held off-campus, to give trainees an experience of urban development in other States. In the year 2013-14, YASHADA has conducted this contact session in Gujarat State Ahmadabad and Rajkot Municipal Corporations.

In Ahmadabad Municipal Corporation following projects were visited-

1. Sabarmati River Front project
2. BRTS (Bus Rapid Transit System)

In Rajkot Municipal corporation -

1. M Governance (Mobile Governance) one step ahead to e governance; was the interested initiative taken by ULB

### Training Programmes related to Municipal Tax Reforms - LBT

Deletion of Octroi and Establishment of LBT is a huge challenge before ULBs. These Training Programmes have got huge response. e.g. 57 participants participated against an expected number by 25 from various Municipal Corporations for this course. One of the successful implementation of LBT was done in Kalyan Dombiwali Corporation. The team of KDMC did a great job of guiding the participants. In addition, the opponents of LBT like Traders Associations also presented their views in the programme. The panel discussion gave a broader view to the participants.

### MUNICIPAL MANAGEMENT FOR MUNICIPAL ENGINEERS

All Municipal Councils in Nagpur, Amarawati and Aurangabad region have recruited Municipal Engineers for water supply, sanitation and civil works. Around 120 engineers have got training in their key areas by SIUD.



## VARIOUS ACTIVITIES FOR URBAN DEVELOPMENT

1. Capacity Building Programme on Sustainable Urban Transport
2. SCTP (State Category Training Programme) for Urban Local Bodies
3. Training Programs sponsored by ADB in collaboration with YASHADA
4. Foundation and Refresher training under STP for City Planning Department
5. Comprehensive Capacity Bldg. of CIDCO
6. Refresher courses for Chief Executive Officers of Municipal Councils
7. Comprehensive Capacity Bldg. of PCMC
8. Preparation of training modules for newly established Nagar Panchayat
9. Foundation Training under STP- Transport Department

### MUINFRA Sponsored Programmes-

**Maharashtra Government owned Maharashtra Urban Infrastructure Development Company Ltd. has funded for these training programmes organised for capacity building of Chief Officers. Following training programs were arranged-**

1. **PPP in Urban Management for Senior Officers-** The concepts of PPP, Project Management and Project Evaluation for Urban Managers.
2. **Municipal Accounting for Municipal Councils-** Implementation of Accrual Based Double Entry Accounting System needs the support of hands on training for accounting people. With The help of ABM software SIUD has organised theoretical as well as hands on training of KDMC double entry software.
3. **Basic Elements of Municipal Audit-** GoM has decided to hand over the audit of Municipal Corporations to Local Fund Authority like in Municipal Councils. Senior officers

of DAT have got basic training of Municipal Corporation Audit.

SIUD is also planning to conduct research on urban issues and problems with the help of students who are completing their degrees in social work, management and land with research project as part of their curriculum.

SIUD is also planning to publish e magazine for urban local bodies.

SIUD will continue with its primary activities of continuing education through APGDUM, training, research and documentation. However, with the growing importance of urban areas in national planning, it will soon be necessary to develop a long-term vision for urban capacity building in Maharashtra, and YASHADA has proposed a trajectory for the flowering of its SIUD. In the long term it is proposed to develop SIUD as a multi-faceted resource centre for **Urban Policy, Knowledge Resources and Advocacy in Maharashtra**







# Centre for Right to Information

## माहिती अधिकार केंद्र

### INTRODUCTION:

The Centre for Right to Information was established at the Academy in March 2004, to train 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.

### OBJECTIVES:

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

### INNOVATION CITIZEN CENTRIC INITIATIVE

An innovative initiative of mass awareness was started on 2<sup>nd</sup> October 2010 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 course has been designed to disseminate knowledge, procedural skills and attitude required for responsible, transparent and accountable RTI regime

### INITIATIVE AS RTI RESOURCE CENTRE

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 Centre has been recognized as RTI Resource Centre in India.

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

As NIA YASHADA has covered 28 states and developed 1760 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 315 trainers in RTI in the State of Maharashtra.

As State Implementing Agency this Centre 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. Centre for Right to Information has carried out training programs and important initiative and funding status during the year 2013-14.

- 1) State Project (Rs. 60 Lakh)
- 2) Central Plan Scheme (Rs. 44.90 Lakh)
- 3) Sponsored Programme (Rs. 163200/-)
- 4) UID Operators and Supervisor training project (Rs. 1.92 Lakh)
- 5) Certificate Course in RTI (Distance Course) (Rs. 3.76 Lakh)



### PROJECTS & ACTIVITIES CARRIED OUT DURING 2013-14

Sr. No.	Name of Program / Project / Initiative	No. of Training Programs / Workshops	No. of Participants
1.	State Project 2012-13 (Training for Government Officers)	76	5784
2.	Central Plan Scheme 2012-13	76	3551
3.	Certificate Course in RTI (Distance Mode –7 Batches) RTI Training for all.	07	287
4.	UID Operators and Supervisor training project	1	192
5.	Training Programs sponsored by various Central and State Govt. offices	3	146
6.	DoPT Sponsored Programme	5	105
7.	YASHADA and STEPA Programme	6	95
<b>Total</b>		<b>174</b>	<b>10160</b>



### Important Events:

- Organized DoPT sponsored National Level Workshop on the theme “Best Practices on RTI” 18 participants from all over India participated in the workshop. Mr. Ratnakar Gaikwad, State Chief Information Commissioner of Maharashtra & Mr. Manoj Joshi, Joint Secretary, DoPT, Government of India were present as Chief Guests.



- Centre has also organized Regional Level Workshop on the theme “**Suo-Moto Disclosure Challenges and Constraints**” on 20<sup>th</sup> December, 2013, 89 participants participated from 5 States i.e. Maharashtra, Gujarat, Rajasthan, Dadara Nagar Haveli & Diu Daman, Mr. Shailesh Gandhi, Former Central Information Commissioner Presided over the workshop.
- Centre has also organized State Level Workshop on the theme “**Best Practices on RTI**” on 26<sup>th</sup> February, 2014, 96 participants participated from all over Maharashtra, Mr. Ratnakar Gaikwad, State Chief Information Commissioner of Maharashtra was present as Chief Guest.
- Conducted sponsored training for CIDCO, Mumbai & Nuclear Power Corporation of India, Tarapur, Thane.



- Conducted 2 Training Programme on Training of Trainers on Right to Information Act 2005 for the Officials of ATI, Mysore.
- Centre has published A Research Report on Comparative Study of RTI rules framed by various Appropriate Governments and Competent Authorities in India.
- Centre has conducted 2 Certificate Course Batches on RTI for Persons with Differently Abled and Self Help Groups members sponsored by DoPT, New Delhi.





# Centre For Disaster Management



The Centre for Disaster Management (CDM) was set up in August 1996 with support from the National Disaster Management Division, Department of Agriculture and Cooperation Government of India.

The Centre offers training to officers of senior, middle and junior levels from concerned departments of government. Training in various aspects of Disaster Management (DM) is also offered to the community. The nature of training is dynamic and has direct effect on the stakeholders.



## TRAINING

Basic Module on Disaster Management was integrated in all department foundation trainings planned at YASHADA.

In view of Nashik Kumbh Mela in 2015 a training on Incident Response System was conducted from 16 to 18 May 2013 at Nashik for staff from the office of District Collector and Municipal corporation. A training programme on stampede Risk reduction was also conducted from 21 to 23 January 2014 for Police Commissioner office, Nashik

DoPT sponsored Mid Career Interaction between The Armed forces and Civil Services Officers were conducted The topics were Economic Growth and Infrastructural development & Cyber Security.

Training Programmes for NGOs were conducted on Gender issues in Disaster Management and Medical First Responders. More than 17 NGOs participated in the programme

CDM prepared plan for installation of CCTVs in YASHADA Complex.

## PROJECTS

Disaster Management Plans for Pimpri-Chinchwad & Bhiwandi –Nijampur Municipal corporation were prepared by CDM and after approval handed over to authorities.

CDM YASHADA is presently executing two projects

- a) Plan preparation for Establishment and Operationalization of Regional Disaster Management Center at Aurangabad
- b) Implementation of DM Plan at Seepz SEZ Andheri.

## CASE STUDIES

Col. V. N. Supanekar, Director CDM was a member of team sent by R & R Department, GOM to study Allahabad Kumbh Mela arrangements.

Shri. Sudhir Rathod, Assistant Professor, CDM was sent to Uttarakhand to study impacts of disaster. A report was submitted to Secretary, Disaster Management Unit, GOM. An experience sharing workshop was held on 15 November, 2013 at YASHADA.

## CAPACITY BUILDING INITIATIVES

Shri. Sudhir Rathod, Asst. Prof. CDM YASHADA attended following workshops & seminar

- a) Intergration Climate Change & Environmental issues in training framework.
- b) Secure Cities Workshop at New Delhi
- c) Training on Remote sensing, GIS & Numerical Model application
- d) IRS course on Logistic section chief.





*Mr. TSK Reddy, IFS, CCF Gadchiroli with his team during the Wild Buffalo survey at Allapalli*

## Centre For Environment And Development

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 eighteen 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.

### PROJECTS UNDERTAKEN:

The Centre for Environment and Development has undertaken various projects related to environment.

The following projects have been implemented and completed:

1. Maharashtra State Biodiversity Project –  
This project was undergone with financial support between Government of India and Ministry of Forest in the year 2000 – 2001.
2. Environmental Status Report for Ulhasnagar Municipal Corporation –  
Centre for Environment and Development has prepared of Environmental Status Report for Ulhasnagar Municipal Corporation for the year 2003-04 and 2009-10.
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 based Geographical Information System in Shivari village, Purandar taluka, District Pune and Kawatepuran, Taluka and District Sangli. Maps and measurement were prepared through GIS based information in Shivari and Kawatepuran.
6. Municipal Corporation of Greater Mumbai – Training Needs Analysis  
To identify the Training Needs Analysis for all the departments of Municipal Corporation of Greater Mumbai.
7. A project related to MIHAN, Nagpur regarding Migratory Birds Flyways.
8. Village level capacity building programmes undertaken under the Total Sanitation Campaign of the Government of Maharashtra.
9. Tribal Research and Training Institute (TRTI), Pune funded project on Tribal Village level Governance Strategies for Sustainable Development in Bhimashankar Area - Training Needs Analysis.
10. Tribal Research and Training Institute (TRTI), Pune funded project on Empowerment Strategies for Natural Resources based Sustainable Livelihoods in tribal villages at Bhimashankar Area - Training Needs Analysis.

## SIGNIFICANT PROGRAMMES & ACTIVITIES:

Dr. Bharat Bhushan (Extreme left), Dr. Vikas Amte, Member, YASHADAEC, Mr. T.S.K. Reddy, IFS, CCF Gadchiroli and Dr. Tejinder Singh Rawal during the Survey for the Great Indian Bustard at Warora in Sept. 2013.



### Coordination of Initiatives for Conservation of Wild Buffalo in Maharashtra

The Centre for Environment and Development at YASHADA in collaboration with CAMPA support from the Maharashtra State Forest Department has begun to coordinate conservation initiatives for the wild buffalo in Maharashtra, through preparation of "Detailed Project Report (DPR) for mapping native gene pool of domestic stock in wild fauna: wild buffalo in Vidarbha". There could be diverse methods for conservation of the wild buffalo and it was essential that CED at YASHADA brings together experts from appropriate fields of knowledge to define the methods for ex situ

genetic conservation and institutional support and collaboration.

The Gadchiroli Forest Circle provided adequate support in the preliminary survey of Kolamarka area for the wild buffalo in the district. The Range Officer, Kamalapur, led the team on behalf of the Gadchiroli Forest Circle. The possible target areas for ex-situ conservation of wild buffalo near the permanent forest plantation plot at Allapalli were also surveyed with CCF (Territorial), Gadchiroli Forest Circle in September 2013. In an attempt to understand sustainable livelihood initiatives along with conservation of the wilderness in the wild buffalo area, a brief survey was conducted in the Allapalli, Gadchiroli

and Kamalapur areas. The Gadchiroli Agarbatti Project (GAP) and other similar sustainable livelihood projects were visited in order to ascertain the suitability of providing training interventions in the region.

The Executive Committee of YASHADA met at Anandwan, Warora, Chandrapur District on 31 August 2013. One of the recommendations of the meeting, after a presentation by DCF, Gadchiroli, was to coordinate and conduct capacity building programmes as 'Training for All' in Gadchiroli with the Territorial Forest Circle. In this regard, CED-YASHADA collaborated with the Department of Humanities and Social Sciences, IIT Bombay (Powai), to conduct a 'Technical Needs Analysis' Survey during 3 to 9 December 2013 in Gadchiroli district to determine possible sustainable livelihood projects. Twenty five research scientists from IIT Bombay were facilitated through CED-YASHADA to survey Gadchiroli District in this regard. They visited the various forest divisions, including Wadsa, Gadchiroli, Allapalli and

Sirroncha and met with local women SHGs, JFM villages and forest personnel. Their review and report about sustainable livelihood initiatives have supported the Gadchiroli Forest Circle in their projects.



The Gadchiroli Forest Circle, mainly Wadsa Forest Division, visited YASHADA to seek support and guidance in conduct of training and technological needs analysis in regard to manufacture of 'patravali' items made from forest-tree resources. The workshop included local entrepreneurs, marketing groups and SHG representatives. The team also visited the Sri Dnyaneshwar Temple at Alandi (Photo above) and discussed with



the trustees in regard to the potential in sourcing 'patravali' for the pilgrims and religious events. Based on the success of these discussions, the Gadchiroli Forest Circle is now developing similar initiatives in the Nagpur region.

**Conservation of Forested River Sources in Western Ghats: Project by CED & CAMPA**

The Centre for Environment and Development, YASHADA and the State Compensatory Afforestation Fund Management and Planning Authority (State CAMPA),

Maharashtra State Forest Department are collaborating in the implementation of various field level action research projects. An important project among them, "Developing detailed projects reports for evaluation of conservation measures in forested upper catchments of source of rivers: Krishna, Bhima and Koyna" will focus upon the upper hill-plateau watersheds and catchments in the Western Ghats. This project will document the conservation measures in the upper catchment of the source of the rivers.



**URBAN ENVIRONMENTAL AUDIT**

CED-YASHADA collaborated with the Regional Training Institute (Mumbai), Comptroller and Auditor General (CAG), in conduct of a 2-day intensive training module in 'Urban Environmental Audit' for 36 Deputy and Assistant Auditor Generals (Photos above) during 24-25 October 2013. The initiative was made successful with the comprehensive cooperation of the Navi Mumbai Municipal Corporation, its Mayor, Deputy Mayor, Chairpersons of various Committees, Municipal Commissioner and all officers in conducting an all-day survey and visit of the CAG Auditors' Team to the various environmental management projects in the City. The visits included detailed briefing about solid and liquid waste management, landfill and restoration projects, water purification systems, jogging and walking tracks, urban transport and school administration and sanitation. The CAG Auditors were very appreciative of the programme and desired that future Environmental Status Reports should include a standard audit profile and checklist of parameters.



## CASE STUDY WORKSHOPS

The Pimpri Chinchwad Municipal Corporation (PCMC) helped provide support in conduct of three workshops with SHG volunteers, women corporators and local NGO representatives in training needs analysis for sustainable livelihood.



The workshops were attended by 39 representatives during 15 November 2013, 16 December 2013 and 6 January 2013.

As a follow up to the 6 Master Trainer Programmes for JFM conducted during 2012-2013, CED-YASHADA organized case study workshops in various JFM villages, including Ranmala – Junnar Tahsil, Bopgaon and Sakhurde – Purandar Tahsil and Rajewadi and Ambli – Satara District. A compilation of 125 case studies in JFM was collated and placed for use as training

material in future TNA (photo below) and training programmes with the forest department.

As part of the two Refresher Training Programmes under the aegis of STP, video-lecture sessions were made for leading resource persons such as Dr. Vivek Sawant, MD, MKCL and Dr. Ajay Deshpande, Member, Green Tribunal, Pune.



## UNIVERSITY PROGRAMMES

As Chairperson, Adhoc Board of Studies, Environmental Sciences, University of Pune, and with help and support of CED-YASHADA team, the syllabus of FYBSc and SYBSc Environmental Sciences, and MSc – Part I and MSc – Part II was revised, submitted to Academic Council and approved by the University.

## DoPT PROGRAMMES

With support in 'Specific to State Category' funds received from DoPT, GoI, training programmes were conducted by CED-YASHADA. These included – (a) Environmental Planning and Administration Certificate Course during 21-23 August 2013 (35 trainees) and (b) Environment and Forest Management Certificate Course during 21-23 October 2013 (28 trainees).

## AFFILIATIONS AND RECOGNITIONS

Dr. Bharat Bhushan, Professor, CED-YASHADA has been nominated to various academic positions in educational institutions in Pune and Mumbai, and committees of the Government of Maharashtra. These include, during 2013-2014 –

- Chairperson, Adhoc Board of Studies, Environmental Sciences, University of Pune
- Member, Research and Recognition Committee, Environmental Sciences, University of Pune
- Member, Adhoc Board of Studies, Sustainable Development, University of Pune
- Member, Academic Council, University of Pune
- Adjunct Faculty (Professor) – Department of Humanities and Social Sciences, IIT Bombay
- Adjunct Faculty (Professor) – Centre for Urban Science and Engineering, IIT Bombay
- Chancellors' Nominee, Academic Council, Symbiosis International University, Pune
- Member, Consultants Selection Committee, Maharashtra Electricity Regulatory Commission (MERC)
- Member, Paryavaran Gram Committee, Rural Development Department, Government of Maharashtra

# Centre for Information Technology



The Centre for Computer Applications and Training was established in April 1987. The Centre has focused on ICT training 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

## TRAINING PROGRAMMES

The training programmes conducted by CIT reflect the progress in the information technology. During 2013-14, the Centre completed 98 training programmes and workshops. Details are as under:

## TRAINING DETAILS

- Total number of Sponsored programmes conducted – 55
- Total number of YASHADA programmes conducted – 06
- IT modules for Foundation courses – 14
- Training to YASHADA staff – 06
- Lab given to other YASHADA departments – 16
- **Total Trainings** – **97**
- Total participants trained – 2,903

## TOPICS COVERED :

The training programmes covered topics such as Advanced Office Administration using MS Office, IT Procurement and Maintenance, IT Audit and Security, Effective e-Communication, Website Designing, Network Management, Use of GIS in development and planning, Introduction to Unicode & Internet concepts, Sevaarth and BEAMS, Advanced Excel, Database Management, e-Governance Life Cycle, Change Management and Capacity building, Government Process Re-engineering, Electronic Document Management, Business Models & PPP, Mobile computing & Android, e-Governance Project Management, Publishing contents on Internet, Regulatory Framework for e-Governance etc.



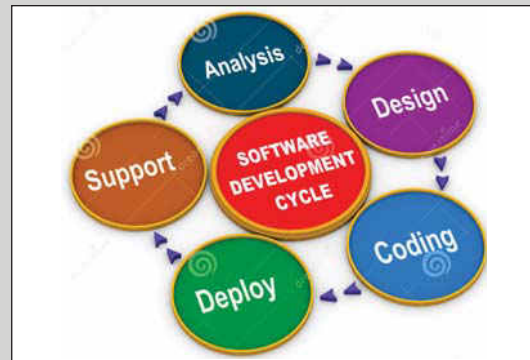


## SOME NEW TRAININGS ORGANIZED

- Training on IT usage for Physically Challenged employees were also taken.
- CIT also organized 5 trainings of three-day duration on "e-Governance, NeGP and Role of CSCs" for Village Level Entrepreneurs (VLEs) of Common Service Centres (CSCs) across India, under the aegis of Department of Electronics & Information Technology, Govt. of India.
- Two trainings on 3 days duration were organized on e-Office for Social Justice Department as the department is going to implement e-Office in near future.

## ACTIVITIES OF SYSTEM SUPPORT GROUP

- Daily Server monitoring.
- Daily Anti-Virus updation and monitoring.
- Daily Firewall management for bandwidth administration.
- Provide IT support to all the programs getting organized in YASHADA.
- Help Procurement Cell by giving consultancy in technical things for procuring various IT equipment.
- Keep the IT inventory up to date.
- Daily IT support to all the users from various department of YASHADA.
- Co-ordination with IT FMS provider for smooth functioning of IT services.
- Monitoring & evaluating daily complaints logged by IT users.
- Evaluating IT services provided by FMS provider and suggest improvements.
- YASHADA email system administration.
- NIC's eOffice support
- NIC's eTendering support.



## SOFTWARE DEVELOPMENT

### Projects completed (Inhouse)

- Re-designed YASHADA's website (layout and look and feel)
- Maintenance and need-based changes / modifications to the existing Training Management Information System.
- Provided necessary development inputs to M/S MahaOnline for the ensuing ERP project.
- Developed and hosted an e-Learning platform for YASHADA.
- RTI website Development and Maintenance
- Utkarsh website maintenance
- Point of Sale software for Publications department
- ACEC website maintenance
- YMRC department system maintenance

## DEPARTMENT SPECIFIC TRAININGS CONDUCTED

Various department specific programs for Transport Department, Social Justice Department, Rural Development Department, Forest Department, Accounts and Treasuries department etc. were conducted successfully.





## INFRASTRUCTURE FACILITIES:

- Internet connectivity: YASHADA had 12Mbps broadband connectivity from BSNL & 3Mbps from STPI as a backup. Recently YASHADA got the NKN connectivity of 100Mbps for publishing & sharing various research papers, creating virtual academy for distance learning. As such total 115Mbps broadband connectivity is available for use.
- YASHADA has revamped it's existing LAN with manageable switches for connecting all it's premises with Optical Fiber Cable. Created VLAN to manage the bandwidth effectively, and make use of IP-phones.
- As per the e-Governance Policy of Maharashtra State, to avoid the use of unauthorized software, YASHADA enrolled in Campus Licensing with Microsoft, through which all the IT equipment in YASHADA have legal software on it.
- Procured 169 desktops as a replacement of 145 old PCs and 24 new requirement from DGS&D RC
- Created & implemented IT Policy for the use & transfer of IT equipment in YASHADA.
- IT equipment inventory: YASHADA has following IT equipment currently installed within it's campus.

### DEPARTMENT SPECIFIC TRAININGS CONDUCTED

Various department specific programs for Transport Department, Social Justice Department, Rural Development Department, Forest Department, Accounts and Treasuries department etc. were conducted successfully.

#### Some new Trainings organized

- Training on IT usage for Physically Challenged employees were also taken.
- CIT also organized 5 trainings of three-day duration on "e-Governance, NeGP and Role of CSCs" for Village Level Entrepreneurs (VLEs) of Common Service Centres (CSCs) across India, under the aegis of Department of Electronics & Information Technology, Govt. of India.
- Two trainings on 3 days duration were organized on e-Office for Social Justice Department as the department is going to implement e-Office in near future.

Sr. No.	Equipment Details	Total Qty.	Location at which the equipment is installed	Use of these equipment
1	Servers	16	Server Room	For implementing various systems
2	Desktops	405	Various departments in YASHADA	Office use
3	Laptops	55	Various departments in YASHADA	Office use
4	Thin Clients	165	All hostel rooms in YASHADA	To be used for the participants
5	Printers	97	Various departments in YASHADA	Office use
6	Tablets	21	Various departments in YASHADA	Office use
7	Switches	53	Server Room & Various departments in YASHADA	Office use
8	Firewall	1	Server Room	Bandwidth Management
9	Scanners	10	Various departments in YASHADA	Office use
10	Router	2	For MSWAN & NKN	Office use





# Centre for Human Development

## मानव विकास केंद्र

Dr. Minal Naravane, Director, CHD  
9823338247

### INTRODUCTION

Taking into consideration the growing concern for human development and mainstreaming human development concerns in the Government programmes, YASHADA established a separate Centre for Human Development (CHD) in 2005. The Centre is working on the projects related to human development since its inception. CHD is involved in the training, research and preparing policy guidelines, as per Academy's mandate. We have worked on wide range of issues such as child labour elimination, primary education, life skills, and gender equality.

During the course of time the Centre has developed the expertise in conducting research studies, evaluation of schemes and programmes, executing large scale outreach training programmes, imparting action oriented training, impact assessment of the training and training need analysis, designing training especially on the issues related to Human Development.

The Centre is a project based center. The Center is working with various national and international agencies such as Planning Commission, UNICEF, ILO and UNDP. The Centre also works closely with Government Departments of Planning, Education, Women and Child Development and Social Welfare.

### OBJECTIVES

1. To prepare district and State Human Development Reports
2. To collect and analyze secondary data on human development indicators with a view to providing policy advocacy to the Government
3. To conduct capacity building programmes in the area of Education and Health so as to improve service delivery mechanisms related to Human Development indicators

4. To bring out publications on Human Development issue including effective and tested training modules, research reports, success stories etc
5. To conduct action researches on Human Development
6. To develop a data bank and a resource unit required for above functions

### TRAINING

#### 1. RMSA

Capacity building of Headmasters and Teachers under Rashtriya Madhyamik Shiksha Abhiyan (RMSA) was one of the significant projects undertaken by CHD since 2009-10. The programme was funded by Maharashtra Prathmik Shikshan Parishad, Mumbai. The programme targeted teachers of secondary schools in Maharashtra. In 2013-14 the training aimed at building capacity of teachers in 1300 Government Schools dealing with adolescents. Eminent psychologists were involved in the preparation of the training module. The objective of the training was to develop counselling skills among teachers and help them identify behavioral problems among adolescents. As such the training themes were brain changes among the adolescents, love and attraction, developing resilience, addiction, dealing with stress, counseling techniques. The participatory training methods and an array of audio visual aids were used. 149 Master trainers were trained by YASHADA for the purpose who in turn trained 7500 teachers at district level.

#### 2. Training under State Training Policy (STP)

The State Training Policy was launched in 2011 with the aim of 'Training for All'. STP envisages Foundation Training, Induction Training and Refresher Training for each of the Government Officer and Staff. CHD was entrusted the responsibility of four Departments,



Higher and Technical Education, School Education, Medical Education and Labour Department. CHD conducted training needs analysis of these departments through a systematic approach. The training and non-training needs of these departments are identified through stakeholders' workshops, SWOT analysis and Environmental Motivational and Behavioural (EMB) analysis. The numerical TNA was conducted in parallel so as to plan the training programmes for officers and staff.

In the year 2013-14 CHD has conducted 13 Foundation training programmes, 6 weeks duration for officers in Higher and Technical Education Department and three programs for Officers in Medical Education Department. The training focused on administrative issues such as Maharashtra Civil Service Rules, RTI, financial management, office procedures, procurement, rules of leave, pension, disaster management, ICT in education etc. Soft skill training was an integral part of the foundation training. The sessions such as Interpersonal relations, emotional intelligence, stress management, health management, counseling students were very useful from participants' point of view.

Foundation training was not only classroom training but also it involved a component of assignment at field level. The aim of the assignments was to test the application of the knowledge acquired in the training. The participants worked under the guidance of the mentor and studied the topic. The experts evaluated the presentations of the assignments.

### 3. HDBI

One of the objectives of HDBI project is to sensitize the Government officers on human development concept and human development index (HDI). CHD organized programmes for District Collectors, Chief Executive Officers of ZP, Elected Representatives, Education Officers, District Health Officers, District Agricultural Officers and other district level functionaries. The content of the programme included the concept of HD and its significance over economic development, concept of HDI, status of the HD indicators in the district and interventions for improving HDI.

Another component of the training under HDBI was training of University functionaries. Considering the growing concerns for human development the training aimed at sensitizing the university functionaries on HD concept and its importance in the curriculum. In all 1000 university functionaries across 10 Universities in Maharashtra State were sensitized. As a result the two

Universities are launching certificate course in HD in 2014-15.

## RESEARCH AND EVALUATION

### 1. Research on HD indicators of seasonal migrants

Seasonal migration has been practiced in Maharashtra since long time. It is common in Nandurbar and Beed districts of Maharashtra. Thousands of families leave their native place during October for sugarcane cutting or brick kiln work and return back in the following June. It is proved that migration has adverse impact on the education of the children. But there is hardly any data about the Human Development Status of the seasonal migrants. The impact of seasonal migration have on Human development indicators requires data from migrant as well as non-migrant families. In depth knowledge of distress seasonal migration will enable policies and schemes to be accessible to these target beneficiaries, helping in the improvement of their quality of life, broadening their sphere of opportunities. As such the study was undertaken.

The study involved data collection in three phases. Pre-migration, during migration and post migration. The pre-migration data was collected from 552 migrant and 350 non-migrant families in Nandurbar in 2013-14. The prima face observations indicate a significant difference between education indicators of migrant and non-migrant families.

### 2. Tracking of child labour

Two major programmes for child labour elimination are ongoing in the State. One is National Child Labour project (NCLP) and the other is enforcement through raids of Task Force. Honorable High Court has questioned the rehabilitation of children in NCLP and those rescued by Task Force. CHD undertook a study of tracking of children mainstreamed in schools through NCLP and rescued through Task Force. It is observed that 31% children mainstreamed in schools through NCLP have been retained in schools. On the other side only 5327 children rescued through Task Force and surveyed have been retained in schools. The study has also identified the factors responsible for drop out of children mainstreamed through NCLP and Task Force. The study has made specific suggestions to the Government for the rehabilitation of children.

### 3. District Profile of Human Development (D-PHD)

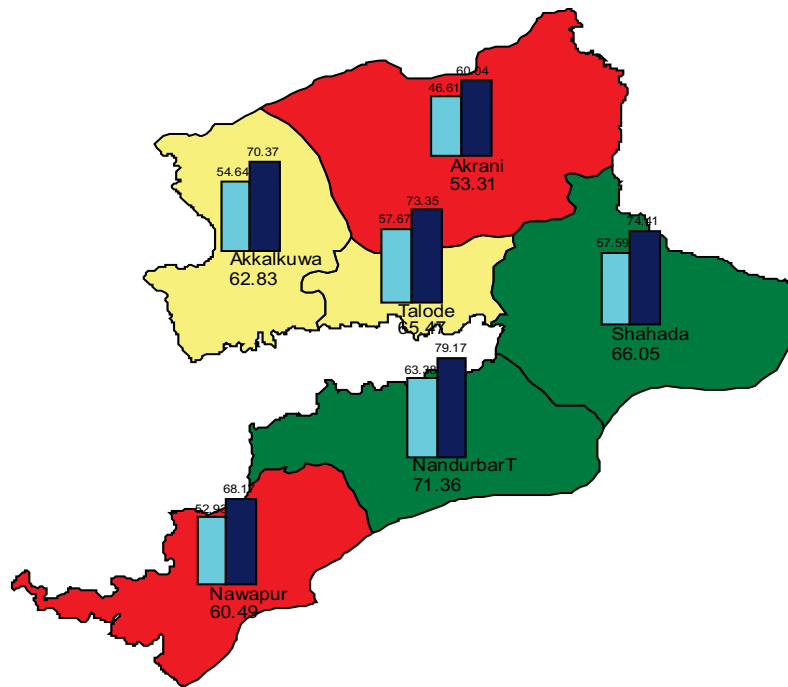
The status of HD indicators is helpful to the

administrators and planners for policy making and planning interventions. With this view CHD prepared district profiles of major HD indicators of all 35 districts in Maharashtra. The profiles were used to sensitize district officers and elected representatives about the status of their districts. The profile consisted of the

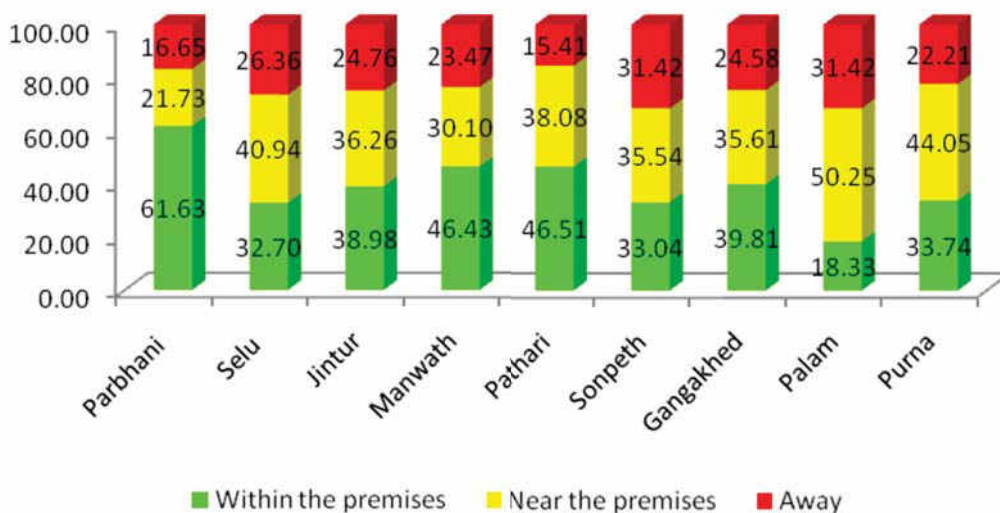
analysis of the secondary data from Census, Health Surveys, District Information System for Education etc. The analysis of indicators in demography, health, education, water, sanitation, infrastructure is presented with the help of visual tools such as graphs, charts, maps etc so as facilitate the impact.

### Glimpses from Profile of Human Development

#### Literacy in Nandurbar district



#### Parbhani: Percentage of Households having drinking water facility within the premises, block wise, 2011



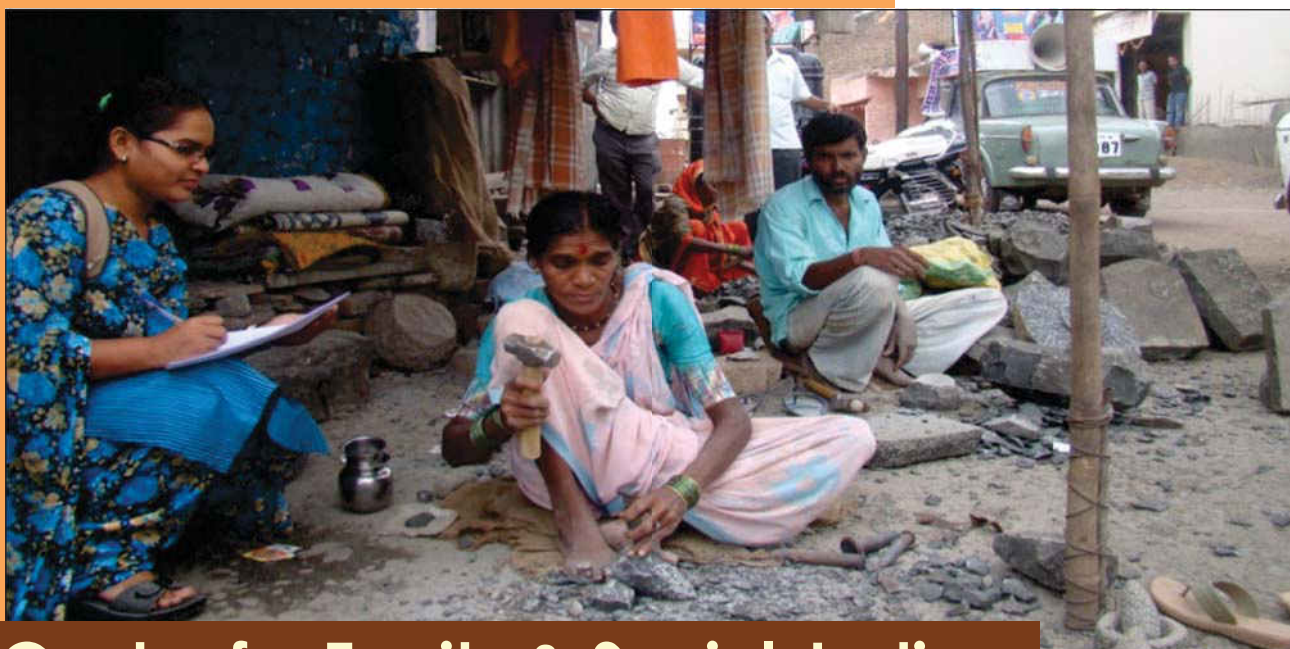
Source: Tables on Houses, Household Amenities and Assets, Census of India, 2011, Maharashtra



## PROJECTS UNDERTAKEN BY CHD DURING 2013-14 : A GLANCE

SN	Project Title	Sponsoring Agency and Duration	Component
1	Human Development Report	Planning Department, Government of Maharashtra	Preparing Maharashtra Human Development report 2012
2	Human Development Towards Bridging Inequalities (HDBI)	UNDP and Planning Commission, Government of India	<ul style="list-style-type: none"> <li>● Preparing district profile of Human Development (HD) indicators</li> <li>● Preparing Human Development Report of Nagpur and Nandurbar Districts</li> <li>● Research on 'HD indicators of seasonal migrants and non-migrants'</li> <li>● Development of Website on Human Development</li> <li>● Training on HD</li> </ul>
3	Rashtriya Mahaymik Shiksha Abhiyan	School Education Department, Government of Maharashtra	Training of 7,500 teachers in Government Schools on Adolescent Psychology
4	Elimination of Child Labour	Labour Department, Government of Maharashtra	Website development for monitoring National Child Labour Project (NCLP), Capacity Building of the project Directors of NCLP, Study of tracking of child labour mainstreamed
5	State Training Policy	Medical Education Department, Government of Maharashtra	Foundation training of 74 newly recruited officers
6	State Training Policy	Higher and Technical Education Department	Foundation training of 406 newly recruited officers





## Centre for Equity & Social Justice

Centre for Equity and Social Justice has been established in YASHADA on 22<sup>nd</sup> January 2014. The centre has considered various issues and necessities to bring entire deprived and underprivileged members of the society into the mainstream society. The centre has an executive committee to guide and direct. The committee comprises active involvement of academicians, scholars, elected members, government officers, social workers and activists.

### Training, Workshop and Sensitization Programs

CESJ focuses and priorities on achieving total Human Development and accordingly conducts related training, workshops and sensitization programs.

Foundation, refresher and induction training programs for Class-I and Class-II officers of Tribal Development Department

CESJ conducts subject specific training programs for officers from Tribal Development, Social Welfare and Minority departments on Office Administration, Budgetary provisions, Human Resource Development, Planning, Financial Management and so on.

CESJ also conducts workshops on Decentralized Planning, Inclusive Management, and Convergence of services and Human Rights for the government departments.

For effective implementation of SC ST Atrocity act, special programs are regularly conducted for judicial officers, Police officers, other government officers, NGOs and activists.

CESJ conducts special programs for development of Minority Society, problems of Nomadic Tribes and Development of Handicapped.

CESJ also conducts sponsored programs from NABARD, Reserve Bank, DOPT and other agencies to their officers.

### VISION :

To bring deprived people from Schedule Caste, Schedule Tribe, Women and disadvantaged class from Indian Society into mainstream as the guidelines of Indian constitution.

### MISSION :

To work as per the provisions of Indian Constitution to help, support and up bring the deprived class of the Indian Society.

### OBJECTIVES:

To arrange and organize various training programs and workshop for the stakeholders in development process of deprived class by sensitization and skill development programs.

To facilitate the design and implementation of the development plan, research project, and action research for the development of weaker section of the society.

To build network of NGOs, Universities, Colleges and renowned personalities of the same vision and objectives to work coordinately with the government in development process.





based on implementation of plans of the Government. CESJ has successfully completed following research and evaluation projects.

The Socio-Economic status of WADAR community in Maharashtra – 2014

The Socio-Economic status of WALMIKI and MEHETAR community in Maharashtra – 2014

A study on benefits received by Minority Community from Malegaon district of Maharashtra from Integrated Child Development scheme and Health Department.

Tribal Sub Plan: Evaluation of selected plans

Schedule Caste: Evaluation of selected plans

Impact on SHG movement on tribal women's social, financial and mental status; A study of Kalwan Block.

## SCOPE

To achieve the set aim and objectives, CESJ strives to conduct various training programs, workshops, sensitization programs, action research and projects. During the year 2013-14, CESJ had conducted training programs for officers from Tribal Development Department, Minority Department, Social Welfare, representatives of NGOs, Elected Members and social workers for developing weaker section and related stakeholders in the development process.

DEPARTMENT	TRG. PROG.
Social Justice	52
Tribal Development	14
Minority Development	23
Total	89

## RESEARCH AND EVALUATION

CESJ focus on fundamental research for the betterment of weaker section of the society and execute various research and evaluation projects



CESJ is willing to work on several action research projects, evaluation programs and projects such as communal harmony, problems of Nomadic Tribes. CESJ will also emphasize on developing Social Catalysts for development and betterment of the society.

## Major Highlights



Of the several projects undertaken and supported by the Centre certain events and achievements especially stand out prominently as they indicate a significant stage in the development of various initiatives –

1. Successful organization of district and taluka level sensitization workshops for Elected Women Representatives from 21 districts 148 talukas under Panchayat Mahila Shakti Abhiyaan.
2. The report of Committee on 'Alternative approaches to balance regional development in Maharashtra State' was finalized and submitted to the Government of Maharashtra.
3. The RGPSA proposal of Maharashtra was approved by MoPR and Cabinet of GoM.

# Centre for Research and

## 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.

The establishment of the Centre for Research and Documentation in 2004 was done with the vision of undertaking systematic research on critical social/ development issues and to act as a solution-provider to the Government. Since then 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. Several initiatives of the Centre have been translated into policies of the Government. Certain findings from the pilot studies have also proved to be critical in deciding the approach and design of certain programmes of the Government.

## 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 36 research projects of different nature. Some projects were that of administrative review and policy research whereas some of them dealt with evaluation and monitoring. Based on the nature of the project the components vary from basic desk review and reporting to strong field based and action research. Leveraging from the experiences of earlier projects the recent initiatives of the Centre focus on promoting community processes, strengthening of local self – governance, and promoting use of information technology for enhancing transparency and accountability in governance.

## KEY UNITS OF THE CENTRE:

Based on sponsored projects undertaken by the Centre project units are established to take care of the activities proposed under the project. The activities of the project are monitored and supported by the Project Monitoring Unit of the Centre.



# Documentation

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 for Research and Documentation has emerged as an anchor for establishment and development of various Centres in Yashada. Following Centres are aligned with the Centre for Research and Documentation –

1. Centre for Women's Empowerment
2. Evaluation Research Centre
3. State Policy Resource Institute
4. Centre for Community Managed Programming

## PROJECTS UNDERTAKEN

### 1. Concurrent Monitoring of Soil Water Conservation Schemes

Rural Development and Water Conservation Department in the year 2013 has initiated 3 new schemes of minor irrigation (local level), soil conservation and social forestry. The department had also proposed a policy of concurrent monitoring of the works undertaken. The Centre proposed a pilot for developing a GIS based methodology for monitoring which was approved by the Department. The pilot was proposed for a period of 3 months in two blocks of 3 districts of Maharashtra – Jalna, Ratnagiri and Satara. The proposed concurrent monitoring includes review of the administrative procedure followed and the physical structures / works developed.

Collaboration with MKCL was sought for developing customized GIS based software and website for the proposed monitoring method. The software was installed on a tablet procured by the Centre for this project. After procuring an exhaustive list of works in the selected blocks they were located on the software. A detailed checklist of the administrative procedure was prepared. Based on this monitoring of the identified works was undertaken in following manner:

- The concerned office is contacted
- The administrative documents are checked and checklist is filled along with the photographs of the documents
- The concerned site is visited and photographs of the works are taken
- The data thus collected is immediately uploaded on the website
- The data uploaded in this manner can be immediately viewed at various levels

The data collected was reviewed and appreciated by the department.

## KEY OUTCOMES

Some of the significant outcomes of the activities undertaken by the Centre are –

1. Reaching out to EWRs of PRIs across - districts and establishing contact for further capacity building and making PRIs more gender sensitive and responsive
2. Formation of a team of trainers on issues related to gender sensitization, issues of EWRs and Act on Sexual Harassment at workplace
3. Development of a robust GIS evidence based concurrent monitoring tool for government activities in multiple locations

### 1. Sensitization of EWRs under Panchayat Mahila Shakti Abhiyaan



The Panchayat Mahila Shakti Abhiyaan is being implemented in every state of India for sensitization and orientation of elected women representatives of PRIs. In view of the current scenario in Maharashtra of 50% reservation for EWRs in PRIs it was proposed that one day orientation programmes to be conducted for EWRs working at all the three tiers of PRIs. The orientation includes – gender sensitization, introduction to the PRI structure and issues that women face as elected representatives. The workshop ends in the participating women preparing an action plan based on the local situation. These workshops are conducted by a team of trainers trained in Yashada specifically for these conducting these workshops. These trainers include district counselors of state commission for women, independent members of NGOs working on gender, ex. Elected representatives and trainers who have prior experience of working on gender and PRI.

The training programmes are conducted at two levels :

- District level : All EWRs of concerned Zilla Parishads and all Panchayat Samitis of the District
- Taluka level : All EWRs of the concerned Panchayat Samiti and all Mahila Sarpanch and Upa-Sarpanch of the Taluka

The details of the sensitization workshops are as follows:

Level of Sensitization	No. of workshops / Conducted workshops	Attendance
Training of Trainers	11	200
District level workshops	10	585
Taluka level workshops	73	4203

These workshops are appreciated by the participating women as well as the concerned officers organizing the workshops. Considering special initiatives taken by PMSA Maharashtra an exposure visit of PMSA Goa was also organized and support by Yashada in October 2013.

### 3. Orientation of Committees on Protection of women against sexual harassment at workplace Act 2013

As per the Act on the Sexual Harassment of women at workplace (Prevention, Prohibition and Redressal) Act, April 2013 all workplaces should have an internal complaints committee which would look into the issues related to sexual harassment at work place. In order to further strengthen this provision the Department of Women and Child Development, GoM has entrusted YASHADA with the task of training the committee members of Prevention of Sexual Harassment of Women at work place.



In the initial phase of the training programmes it is proposed to conduct trainings of Committee members of seven government departments – police department, women and child development department, tribal development department, rural development department, health department, education department and social justice department. The training would be imparted to Chairperson of the Committee and another Committee member. The three days training programme is designed to ensure – gender sensitization, orientation on the act and procedure to be followed for investigation by the Committee. The members thus trained are expected to play a proactive role for creating a conducive work environment for women thereby preventing the incidence of sexual harassment.

The phases for carrying out these training programmes are:

#### 1.1 Training of trainers:

Pool of trainers need to be identified across





Maharashtra. These trainers will be given intensive inputs on training skills, training methods and the content of the training.

#### 1.2 Development of IEC material:

- Developing of IEC material in regional language in simple form.
- Developing of songs and short video clippings for sensitization purpose.
- Developing of material for displaying (board) to be exhibited at workplaces containing information regarding the act and its provision, whom to meet, how to lodge complain etc.

So far 2 training programmes have been conducted in Yashada covering around 50 participants from Home Department. One ToT has been conducted in which around 32 trainers have been developed for further carrying out training of committee members at division and district level.

#### 4. Support to activities under RGPSA

The Centre was given the responsibility to develop the proposal of the new mission proposed by MoPR – Rajiv Gandhi Panchayat Sashaktikaran Abhiyaan (RGPSA). The RGPSA is an ambitious mission of Central government to strengthen the Panchayati Raj Systems in the States. Accordingly the States were given the responsibility to develop plans for their respective state in context of the current situation of their panchayati raj. The Centre was given the responsibility of developing the proposal for RGPSA based on the guidelines provided by Central Government. The proposal prepared by the Centre

was shared at State and Centre level and was duly appreciated and approved.

Based on the prior experience the Centre had in decentralized and participatory planning it also undertook several activities in sync with SIRD to support the preparations for RGPSA.

**2.1 Developing tools for planning:** A detailed analysis of GPs to undergo the complete series of capacity building programmes was done and circulated on various platforms and to various stakeholders. Considering the varied activities and large component of training and capacity building under RGPSA it was essential to develop a tool for planning of varied activities at district level. Hence an excel based tool was developed for planning of district level capacity building activities. From every district an extension officer (panchayat) and district coordinator/data entry operator of Sangram Unit were given orientation on how to utilize this tool.

**2.2 Developing Trainers for participatory planning under RGPSA: Developing profile for Trainers:** Strategy for enlisting, identification and development of trainers to conduct the participatory planning exercise was required to activate the participatory planning process under RGPSA:

- Excel based tool was developed for compilation of information of existing trainers from across various districts at state level
- A detailed format for collecting information of the trainers was developed
- ToTs for already identified Master Trainer's

were conducted. Two batches of ToT were conducted in which 45 Trainers were trained as Master Trainers. (18 – 23 Oct 2013 & 21 – 16 Nov 2013)

**2.3 Support in drafting of Cabinet Note:** Apart from developing the proposal the Centre also undertook the task of preparing a basic draft of the cabinet note for RGPSA in coordination with faculty from SIRD.

### 3. Research and Documentation on Decentralized and participatory planning

The Centre for Research and Documentation and Centre for Community Managed Programming undertook varied activities / assignments that would promote the agenda of decentralized participatory planning. Some of the major activities were as follows –

**3.1 Supporting conduct of participatory planning process in GPs:** In response to the request made by independent Grampanchayats and Zilla Parishads to provide support for conducting of Grampanchayat based participatory planning process certain initiatives were supported by the Centre. With technical support from the Centre the Grampanchayat Adale Budruk from Pune District undertook the process of participatory planning by raising its own funds. The Zilla Parishad of Bhandara district undertook the process of participatory planning in 7 GPs of 2 talukas from the District. These villages were the displaced and rehabilitated villages of the project affected persons of Gosekhurd project. In the field activities support of MAVIM and NRLM functionaries was also sought.

**3.2 Supporting participatory planning process in PESA areas:** With approval from the Forest Department and with financial support from Tribal Development Department a pilot of participatory planning was initiated in 17 villages of 3 talukas inside the Yawal wildlife sanctuary of Jalgaon District. Loksamanvay Sangarsh Morcha anchored the process on the field with support from Kalpavriksha, Pune. The process of participatory planning was appropriately modified to address the issues of tribal areas in context of Forest Rights Act and PESA. Technical support was provided by the Centre for design and conduct of the process.

**3.3 Technical support for integrating participatory planning with NSS camp:** Karve Institute of Social Welfare decided to carry out the process of participatory planning in a Parinche Grampanchayat of Purandar Taluka of Pune District as a part of its NSS camp. Technical support was provided by the Centre in the form of training of the students before the camp, design of the process and resource kit of the participatory planning process. This was for the second time that the participatory planning process was conducted during the NSS camp of Karve Institute. Similar initiatives were taken up in Yawatmal and Kolhapur districts by local institutes of utilizing NSS camp for participatory planning. This initiative serves dual purpose of completing the process of planning for a village and orientation and sensitization of the college students regarding participatory planning tools and method.





### 3.4 Developing online tool for assessment and monitoring of basic infrastructure at Grampanchayat level:

As per the instructions of Hon. Chief Secretary of Maharashtra an IT tool for assessment and monitoring of basic infrastructure at Grampanchayat level was developed by the Centre with technical support from the CIT department of Yashada. This particular tool was designed to identify the current status of 16 basic facilities at Grampanchayat level based on the norms of its availability as provided under various flagship programmes / schemes of Central and State Government. The tool was developed using the data generated during participatory planning process in Mhasala Taluka of Raigad District. The model was submitted to and approved by the Chief Secretary. He further directed Yashada and RDD to develop similar data for all the Grampanchayats of Maharashtra. Subsequent meetings have been conducted with Mahaonline for compiling similar data from across Maharashtra.

### 3.5 Orientation of Officers from SIRD, Karnataka on GPPP:

During the discussions for National Capacity Building Framework the process of participatory planning was shared with officers from SIRD, Karnataka. Based on the initial discussions and in light of local initiatives in Karnataka decision was taken by Karnataka government to carry out the process of participatory planning at Grampanchayat level in 2 districts. In order to develop an appropriate model / design of planning the SIRD, Karnataka requested for a 3 days orientation of its key officials on the process of participatory planning as undertaken by the Centre in Maharashtra. The orientation of 7 officers from SIRD, Karnataka proved to be useful cross learning platform for both the States on initiatives of participatory and decentralized learning.

## 4. Institutional Support to Vijay Kelkar Committee

Governments of Maharashtra vide Government Resolution No. Anushesh-2009/Pra. Kra.405/Ka-1416 dated 31.05.2011 had set up a Committee to study 'Alternative approaches to balance regional development in Maharashtra State' under leadership of renowned Economist and Ex-Chairman of 13<sup>th</sup> Finance Commission Dr. Vijay Kelkar. This is the second such committee, after one chaired by Dr. VM Dandekar, which had submitted its report in 1984. The New Committee is expected to recommend measures

to achieve a balance growth and improvement in Human Development Index in the State of Maharashtra.



The planning department had entrusted the responsibility of providing institutional support to the Committee to Centre for Research and Documentation, YASHADA. The Committee held several (Nine core meeting in April to October 2013) meetings in YASHADA to deliberate on its mandate (study) and presented its report to the Hon. Governor on October 28, 2013.

## 5. Pilot Project on Model Environment & Development Plans for the Transition Settlements/ Gram Panchayats with 5000+ population size

Rural Development Department, GoM has launched a scheme which makes financial provision for Zilla Parishads to hire services of technical agencies to develop systematic environment development plans of Gram panchayats with population above 5000. Under this provision the National Resource Center for Urban Poverty Alleviation was assigned the task of preparation of environment development plans for Grampanchayats 'Tardal' and 'Hatkanangale' in Kolhapur district. The process of developing plans for these two Gram Panchayats is undertaken with dual purpose:

- To develop a methodology of planning process for larger Gram Panchayats which is a blend of technical aspects from town planning and participatory processes
- To develop guidelines for other agencies in Maharashtra to undertake such a process.

The pilot assumes significance in view of the fact that today's large sized villages are future towns and need proper planning using the town planning principles, however, at present there is no suitable legal-policy framework for planning of such transition settlements.

A technical plan with support of a 6-day participatory process was developed for Tardal Gram Panchayat in 2012-13. Based on this earlier experience certain modifications were made to the process and it was carried out in Hathkanangale Grampanchayat. The village participatory process was preceded by –

- 3 days orientation of EWRs of both the GPs
- 2 days orientation of Male ERs of both the GPs
- One day common orientation of all the ERs of both the GPs
- 3 days orientation of facilitators and volunteers
- 7 days process of participatory assessment followed by Mahila Sabha and Gram Sabha.

An additional activity during this process was concurrent data entry of the household data collected during the process which was done based on a software prepared by MKCL. The data entry was done with support of the local ALC of MKCL in Hathkanagale GP. This data thus entered is proposed to be connected with the households of the GPs mapped on the GIS based map. Interns from M. Tech planning and Masters in GIS, UoP actively supported this initiative on the field and also in preparation of the sectoral plans of Hathkanangale GP. The draft plan thus prepared has been submitted to Zilla Parishad, Kolhapur.



A presentation on the methodology developed for planning of larger GPs was made to the CEOs of all the districts in a workshop organized by RDD. Based on this districts like Sangli organized a special orientation by Yashada of the technical agencies of Sangli District working on the plans.

**6. Providing institutional support to the Unicef project 'Reducing Child Labour, Promoting protection and education rights of children in cotton areas in Maharashtra'**

Since 2010 Unicef had started the initiative of reducing child labour, promoting protection and education rights of children in three cotton growing districts of Maharashtra – Wardha, Jalna and Yawatmal. Under the partnership between Yashada and Unicef the Centre supported this initiative by providing technical inputs for participatory planning and policy advocacy. Certain state level programmes under this initiative were supported by the Centre –

- Final Review Workshop for functionaries of all the three districts
- Review meetings of the district consultants
- Training of the Master Trainers of Deepshikha
- Orientation of the VCPC members from all the three districts





# Training Monitoring Cell



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 day-to-day conduct of activities and documentation thereof.
- ❑ Facilitating use of the Training Management Information System (TMIS) on YASHADA's Intranet

Monthly training programmes for TMIS and Unicode Marathi are being conducted for faculty and course support staff. YASHADA has linked up with MAHAONLINE (GoM) to develop 12 training management modules that would be available as MAHA TMIS.

- ❑ Daily Attendance Report

- ❑ MIS – Monthly, EC, GAD, BoG & Annual Report
- ❑ Financial Sanction Sheet
- ❑ Participant Registration Form
- ❑ Programme Information Proforma (PIP) for In-Campus & Out-of-Campus
- ❑ Advance Request Form
- ❑ DAC Mess Course Bill
- ❑ Evaluation Form
- ❑ Advance Settlement Form
- ❑ Relieving Report
- ❑ Faculty Rating Letter
- ❑ Individual Tracking System

The 12 modules have been developed and are being regularly used by faculty and staff. Training Programmes for MAHA-TMIS are being conducted for faculty and course support staff on a weekly basis.

## TRAINING MONITORING CELL

- ▶ **BHARAT BHUSHAN**  
Professor & Dean (Academic)  
25608155
- ▶ **SUDHIR SUPEKAR**  
Training Manager  
25608157
- ▶ **KAVITA YADAV**  
Course Assistant  
25608168



**TRAINING MANAGEMENT INFORMATION SYSTEM**

KAVITA.YADAV@YASHADA.ORG ( BoST )  
[Log Out](#)

Home
My Profile
Change Password

MASTER MENU

MASTERS	FORMS	REPORTS
<ul style="list-style-type: none"> <li>• Department Master</li> <li>• User-Department Mapping</li> <li>• User List</li> <li>• Course Target</li> <li>• Prev. Yr Programs</li> <li>• More...</li> </ul>	<ul style="list-style-type: none"> <li>• Course Master</li> <li>• Daily Attendance</li> <li>• Class Room Allocation (MDC)</li> <li>• Hostel Room Allocation (MDC)</li> <li>• Corporate Courses PIP (MDC)</li> <li>• Import Courses Data</li> <li>• Query Builder</li> <li>• More...</li> </ul>	<ul style="list-style-type: none"> <li>• DA Report</li> <li>• DA SMS Received</li> <li>• DA Received</li> <li>• Class Room Allocation (1)(MDC)</li> <li>• Class Room Allocation (2)(MDC)</li> <li>• Hostel Room Allocation Status (MDC)</li> <li>• Corporate PIP</li> <li>• MDC Programme Schedule (MDC)</li> <li>• More...</li> </ul>

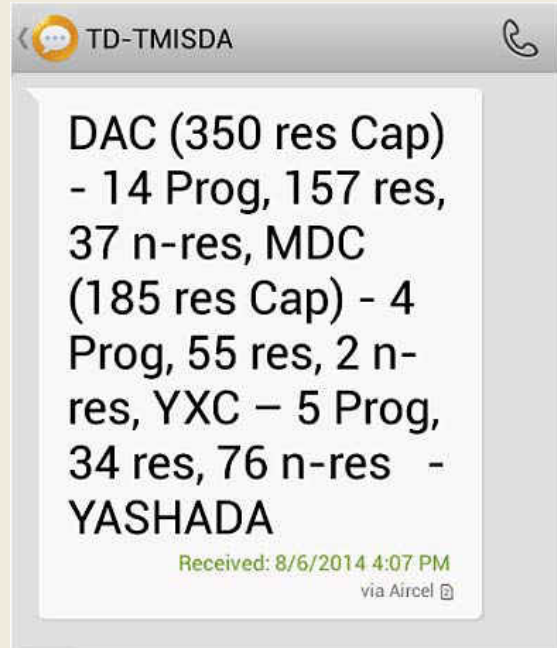
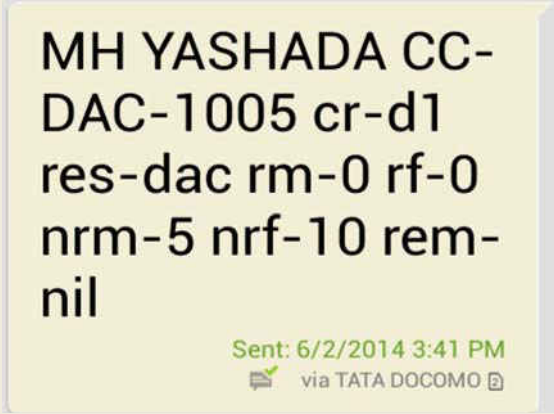
Screenshots for  
Maha-TMIS and TMIS



## COURSES-TODAYS

<a href="#">Courses - Attendance Not Received</a>		<a href="#">Courses - All</a>		<a href="#">Add New Course</a>					
Department		Select		Search					
Sr.No.	Course Title	Course Code/CDName	From - To Date	Infra.	Action	Sanction Sheet	Course Advance	Relieving/Mess Bill	Evaluation Relieving Report
1	ACEC-students	DAC-1001 Mr.Ajay Diwate	01/12/2013 30/11/2014	DAC	<a href="#">[Daily Attendance]</a> <a href="#">[Edit]</a> <a href="#">[Delete]</a>	<a href="#">[Sanction Sheet]</a>	<a href="#">[Course Advance]</a> <a href="#">[Time Table]</a>	<a href="#">[Relieving Report]</a> <a href="#">[Mess Bill]</a>	<a href="#">[Course Eval Report]</a> <a href="#">[Session Eval Report]</a>
2	Foundation Training Programme for Tahasildar (STPEA)	CDM-28 Sudhir Rathod	25/08/2014 05/10/2014	DAC	<a href="#">[Daily Attendance]</a> <a href="#">[Edit]</a> <a href="#">[Delete]</a>	<a href="#">[Sanction Sheet]</a>	<a href="#">[Course Advance]</a> <a href="#">[Time Table]</a>	<a href="#">[Relieving Report]</a> <a href="#">[Mess Bill]</a>	<a href="#">[Course Eval Report]</a> <a href="#">[Session Eval Report]</a>

In an innovative and pioneering development among all ATIs in India, YASHADA is the first academy to develop a sms based m-governance initiative to capture information about training programme, wherever conducted, in YASHADA or any where else. This information is collated instantly and email plus sms-based analysis is sent to all top management on a daily basis.



Screen shots of SMS data input for training programs

Programme at Serial No. 2,5,7,8 Shows attendance less than 20 participants.											
Daily Attendance Report in conducted programmes at YASHADA Campus											
Day & Date : Monday, 03 Feb 2014 at 11.00 A.M.						Number Of Participants					
Sr. No.	Class Room	Name Of Programme	CD Name	CA Name	Men		Women		Sub Total		Total
					R	NR	R	NR	R	NR	
COP 3.1: DAC Programmes											
1	II	Foundation Training Programme for Group A Officers of Animal Husbandry Dept. 30 Jan- 15 Mar 2014	Ratnakar Namde	-	26	2	6	4	32	6	38
2	III A	Training Programme For Master Trainers Under RGSY 03- 08 Feb 2014	Sachin Kaldate	-	6	0	0	0	6	0	6
3	IV	Foundation Training Programme for Group A Officers of Animal Husbandry Dept. 23 Jan- 08 Mar 2014	Ratnakar Namde	-	28	0	7	2	35	2	37



## COORDINATION: Training Management Information System

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.

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



### Nominated participants and attendees and participant days in In-campus and Out-of-Campus programs conducted during April 2013 to March 2014

Achievement	Number of Programs	Participants		Participant Days	Women Participants	Program Days
		Nominated	Attended			
Target	1200	30000	30000	90000	-----	3600
Total Achieved	3931	172248	159136	514327	65711	13977
Efficiency	+2731	+14228	+129136	+424327	-----	+10377



# POLICY AND PLAN IMPLEMENTATION CELL



The Policy and Plan Implementation Cell (PPI Cell) was established by 32<sup>nd</sup> 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.

Further to the approval of the State Training Policy established at YASHADA by the Government of Maharashtra, it was desired that YASHADA should develop a holistic strategy towards seeking recognition as a University. Also further to the specific approval by the 40<sup>th</sup> BoG held on 26 March 2011, a YASHADA University (Proposed) Committee comprising (a) Prof. S. B. Mujumdar, Chancellor, Symbiosis International University, Chairperson, (b) Shri U. C. Sarangi, IAS (Retd.), Former Additional Chief Secretary (Home), GAD-GoM, Member, (c) Dr. Arun Nigavekar, Former Chairperson & Vice Chairperson, University Grants Commission, Member, (d) Dr. R. Krishnakumar, Vice Chancellor, Yashwantrao Chavan Maharashtra Open University, Nashik, Member and (e) Dr. S. N. Pathan, Ex-Vice Chancellor, Rashtrasant Tukadoji Maharaj Nagpur University, Member was constituted to determine strategies for YASHADA to seek "University" status.

The 43<sup>rd</sup> BoG held on 6 August 2013 had decided that the YASHADA University (Proposed) Committee would continue to be chaired by Prof. Mujumdar, Member, BoG, and would include the earlier members and additional member representatives from the YASHADA

BoG, namely – (1) Dr. S. Goel, IAS, Additional Chief Secretary (Agriculture), GoM, (2) Mr. A. B. Pandey, IAS, Deputy Director General, UIAI, Gol, and (3) Prof. (Dr.) K. N. Ganesh, Director, IISER, Pune. The specific mandate for the Extended Committee is – *to examine the dichotomy in the training and academic nature of activities that would entail the continuation of the role of YASHADA as a training institution and would provide for the establishment of a YASHADA if thus recommended.*

In order to facilitate any approval on behalf of the Board of Governors if required, the 42<sup>nd</sup> BoG held on 19 October 2012 constituted the Sub-Committee comprising - (a) Principal Secretary, General Administration Department-GoM, Ex-Officio Chairperson, (b) Principal Secretary, Finance-GoM (or representative), Ex-Officio Member, (c) Principal Secretary, Rural Development-GoM, Ex-Officio Member, and (d) Director General, YASHADA, Ex-Officio Member.

The Sub-Committee of the Board of Governors of YASHADA as established by the 42<sup>nd</sup> BoG on 19 October 2012 was reconstituted during the 44<sup>th</sup> BoG held on 24 March 2014 *Vide* Resolution No. 44 BoG: 8 comprising (a) Chief Secretary, GoM and President, BoG, YASHADA – Chairperson, (b) Principal Secretary, General Administration Department, GoM - Member (c) Principal Secretary, Finance, GoM – Member, (d) Principal Secretary, Rural Development, GoM – Member, (e) Director General, YASHADA – Member, (f) Secretary – Board of Governors and Executive Committee, YASHADA – Convenor & Secretary.

The following activities were completed during 2013-2014 including preparation and finalization of Agenda Notes and Minutes along with actual conduct of the process:



NAME OF MEETING	DATE OF MEETING	NUMBERS OF DECISIONS
<b>Board of Governors Meeting</b>		
43 <sup>rd</sup> Meeting of the Board of Governors	6 August 2013	32
44 <sup>th</sup> Meeting of the Board of Governors	24 March 2014	29
<b>Executive Committee Meeting</b>		
76 <sup>th</sup> Meeting of the Executive Committee	27 June 2013	12
77 <sup>th</sup> Meeting of the Executive Committee	31 August 2013	6
78 <sup>th</sup> Meeting of the Executive Committee	27 December 2013	5
79 <sup>th</sup> Meeting of the Executive Committee	15 March 2014	12
<b>Sub-Committee of BoG Meeting</b>		
2 <sup>nd</sup> Meeting of the Sub-Committee of BoG	8 November 2013	3
3 <sup>rd</sup> Meeting of the Sub-Committee of BoG	24 December 2013	4
<b>YASHADA University Proposed Committee Meeting (Extended)</b>		
1 <sup>st</sup> Meeting	5 October 2012	

## KEY DECISIONS IN THE MEETINGS DURING 2013-2014

▶  
YASHADA Executive  
Committee at Anandwan  
in August 2013

### 76<sup>th</sup> Meeting of the Executive Committee

- Approval to administrative expenditure amounting to Rs. 75 Lakhs for installation of CCTV systems at YASHADA Campus.



### 43<sup>rd</sup> Meeting of the Board of Governors

- The composition of the (a) Investment Committee and (b) Sub-committee of the Board of Governors was reviewed and it was recommended that the Sub-committee of the Board of Governors as constituted by the 42<sup>nd</sup> BoG may also be recognized to act as the Investment Committee.
- It was decided that Prof. S. B. Mujumdar would continue to chair an extended committee that would include the earlier members and representatives from the YASHADABoG namely, Dr. Sudhir Goel, Mr. A. B. Pandey and Prof. K. N. Ganesh. The extended YASHADA University (Proposed) Committee would examine the dichotomy in the training and academic nature of activities that would entail the continuation of the role of YASHADA as a training institution and would provide for the establishment of a YASHADA University if thus recommended and thereafter considered by the YASHADABoG and /or GoM.
- It was recommended by Hon. CS, GoM that Secretary, RDD-GoM and DG, YASHADA may work out the various modalities in regard to the proposal for establishment of the Rajeev Gandhi Panchayat Sashaktikaran Abhiyan (RGPSA)'s State Panchayat Resource Centre (SPRC).

### 77<sup>th</sup> Meeting of the Executive Committee

- Proposal of Medical check-up once in two years for permanent employees and officers on deputation was approved.

### 78<sup>th</sup> Meeting of the Executive Committee

- It was recommended to publish one research paper and case study each in external journals by Faculty members of YASHADA

### 79<sup>th</sup> Meeting of the Executive Committee

- Ex- Post facto approval to administrative expenditure amounting to Rs.32,40,000/- for installation of lift at Project Management Building and Jubilee Building
- Approval amounting to Rs. 43 lakhs for purchase of 70 computers at YASHADA
- Approval to revised codification of training programmes

### 44<sup>th</sup> Meeting of the Board of Governors

- It was resolved that the Sub-Committee of the Board of Governors of YASHADA as established by the 42<sup>nd</sup> BoG on 19 October 2012 *vide* Resolution No. 42 BoG:3 is reconstituted with Chief Secretary, GoM and President, BoG, YASHADA as the Chairperson. The Sub-Committee would comprise the following from amongst the members of the BoG, YASHADA – (a) Chief Secretary, GoM and President, BoG, YASHADA – Chairperson, (b) Principal Secretary, General Administration Department, GoM - Member (c) Principal Secretary, Finance, GoM – Member, (d) Principal Secretary, Rural Development, GoM – Member, (e) Director General, YASHADA – Member, (f) Secretary – Board of Governors and Executive Committee, YASHADA – Convenor & Secretary.
- It was resolved that the Board of Governors of YASHADA would need to be convened at least twice within one year, preferably July-August and February-March.
- The 44<sup>th</sup> BoG approved the proposal to establish the YASHADA Consultancy Services Centre at the Academy and permitted the initial spending by YASHADA as per the recommendations of the Committee from time to time. The Committee for the YASHADA Consultancy Services Centre would comprise the members as – (a) Dr. S. K. Goel, IAS, Additional Chief Secretary and Member, BoG – Chairperson, (b) Dr. Sanjay Chahande, IAS, Director General, YASHADA, (c) Two members of Faculty of IIT, Powai including Director, SITARA, IIT, Powai or members /representatives from similar institutions, (d) Dr. Rajas Parchure, Director, Gokhale Institute of Politics and Economics and Member, BoG, (e) Dr. Bharat Bhushan, Professor & Dean, YASHADA – Convenor.
- The 44<sup>th</sup> BoG appreciated and approved the proposal to establish the 'National Centre for Land Titling' at YASHADA in collaboration and with support from the Department of Land Resources (DoLR), Government of India (Gol), further to the proposal of Rs. 376.56 Lakhs forwarded to DoLR-Gol in this regard. The 44<sup>th</sup> BoG also approved the provision of Rs. 75 Lakhs from YASHADA funds to be allocated for the establishment of the 'National Centre for Land Titling' in this regard without any pre-conditions in regard to availment of funds or support to be received from DoLR-Gol.

### 2<sup>nd</sup> Meeting of Sub-Committee of BoG

- The proposal to amend Service Rules No. 22.06 of YASHADA in regard to empower the existing appellate committee was approved.







### 3<sup>rd</sup> Meeting of Sub-Committee of BoG

- The YASHADA BoG Sub-committee granted permission to procure required IT Hardware through open e-tendering as required. However, the Academy should reconfirm from IT department-GoM that DGS&D or Rate Contract is not available.

### 1<sup>st</sup> Meeting of YASHADA University Proposed Committee (Extended)

It was recommended that it would be possible for the Academy to evolve as an '*Administrative University*' and thereby establish a proposal to the Government to legislate for a 'standalone institute' that would be empowered to offer academic degrees by the creation of the '*University of Development Administration*'. The proposed University would primarily be for the Government functionaries.



The YASHADA Executive Committee meeting at Anandwan in August 2013



# MANAGEMENT DEVELOPMENT CENTRE

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.

## OBJECTIVE

- 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).

**Hema Nimbalkar**

Director, MDC  
(020) 25608





## STATE OF THE ART RESIDENTIAL TRAINING FACILITIES

- 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
- Three conference halls with 20-30 seater flexible type seating arrangement
- An amphitheater type lecture hall to seat 32 participants with 19 nodes and 24 X 7 broadband connectivity. (conference hall No-MDC-I).
- 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.



## ACADEMIC PROGRAMMES

- We have conducted 12 batches of Management Development Programmes for Joint Secretaries / Deputy Secretaries and Under Secretaries along with Desk / Section Officers from various departments of Mantralaya.
- Two batches especially for JS / DS / US and Desk / Section Officers of Planning Department.
- Three days MDP training on “Personal & professionalism Effectiveness & Team Building & Leadership” for Senior Officers of MTDC Batch –I & II.
- Two batches of three days on “Project Management & Project Appraisal” for JS/DS/US and Desk officers from planning department.
- 5 days Training Programme on Public Finance & Budgeting for senior officers of Finance Department & Planning Department GOM with the help of National Institute of Public Finance & Policy (NIPFP), New Delhi.
- One day outreach lecture on Motivational & Inspirational for secretaries and other senior Mantralaya officers by word renowned key speaker like Dr. Shiv Khera.
- Two days Orientation Training Programme for Tourism and Cultural Affairs Department GOM.

## DEBUT APPEARANCE

**A.) BRITISH COUNCIL IELTS EXAM-CENTUM LEARNING LTD:** Centum Learning Limited is conducting the IELTS examination PAN India on behalf of British council every week in a month. IELTS is the International English Language Testing System. It is the world's most popular English language test for higher education and global migration, with over 2 million IELTS tests taken in the last year. **The British Council offers IELTS tests and preparation courses in our centers throughout the world.**

**B.) HERBAL LIFE INTERNATIONAL PVT. LTD:** Conducts two events every month at MDC Auditorium. Its a global nutrition company that has helped people pursue a healthy, active life since 1980. There nutrition, weight-management and personal care products are available exclusively through there more than 2.3 million independent Distributors in more than 80 countries. They support the Herb life Family Foundation (HFF) and its Casa Herb life program to help bring good nutrition to children in need. They also sponsor world-class athletes, teams and events around the globe, including the LA Galaxy and FC Barcelona soccer clubs, as well as champions in more than 15 other sports.

**C.) HERBAL LIFE – DISTRIBUTORS TRAINING:** They are the **Herb life Independent Distributor organizes their HERBALIFE- TAB TEAM MEETING** twice every month at MDC Auditorium.

**D.) LIFE INSURANCE CORPORATION OF INDIA:** 16 days Residential Apprentice Development Officers (Ado's) Training programme had been successfully conducted in MDC during the year.

**E.) MILES PROFESSIONAL EXAM REVIEW (I) PVT. LTD:** Conducts every alternate Sunday in a month. Miles CPA Review provides thorough training and guidance to enable Indian candidates to clear the CPA exams in the US.

**F.) RAJIV GANDHI JEEVANDAYE AROGYA YOJANA:** The State Government of Maharashtra has launched Rajiv Gandhi Jeevandayee Arogya Yojana (RGJAY) in order to improve medical access facility for both Below Poverty Line (BPL - Yellow card holders) and Above Poverty Line (APL- orange card holders) families. This in turn will enhance the quality of medical care to BPL and APL families. The scheme will extend quality medical care for identified...They do standard

residential trainings programmes duration of 4 days every alternate weeks in a month for National Accreditation Board for Hospitals & Healthcare Providers month.

**G.) TATA HOUSING DEVELOPMENT COMPANY:** Tata Housing is a closely held public limited company & a subsidiary of Tata Sons Ltd. It has evolved into one of the fastest growing real estate development co in India. They conduct their residential training program for their officer's

**H.) TATA CONSULTING ENGINEERS LTD:** Tata Consulting Engineers is a best-in-class integrated engineering consultancy solutions provider. They are distinct and distinguished in the engineering consultancy services domain and usually conduct their town hall meet for their employees.

**I.) TEREX MATERIAL HANDLING AND PORT SOLUTIONSLTD:** Formerly known as Demag Cranes & Components. Terex Corporation is one of the world's leading suppliers of industrial cranes, crane components and services under the Demag brand, as well as port technology with a broad range of manual, semi-automated and automated solutions under the Terex® and Terex® Gottwald brands. Terex Material Handling & Port Solutions manufactures in 16 countries on five continents and operates a sales and service network in more than 60 countries. They do their employee meet of the year in Auditorium.

**J.) CENTRE FOR ENVIRONMENT EDUCATION:** Centre for Environment Education is a Centre of Excellence supported by the Ministry of Environment and Forests, Government of India conducts their residential as well as non-residential programme with us every after 3 months.

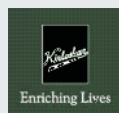




## NATIONAL AND INTERNATIONAL PROGRAMMES

- International Summit on Waste Water Technology for Green Economy (6-07 May 2013)
- Lecture by Hon. Shri. Shiv Shankar Menon, NSA to PM (11 May 2013)
- Convocation ceremony of IBS – (National Security Advisor) (14 June 2013)
- Shekaru Mahotsav-Environment Dept, GOM ( 01 July 2013)
- International Conference on Molecular Bio-Technology and Bio-Informatics (01-02 Feb 2014)
- C-DacBioInformatics Group Symposium (18-20 Feb 2014)
- Celebrating 100 years of Teaching of German in Pune and India (24-28 Feb 2014).
- International Summit on Water Co-Operation for inclusive Growth (10-11 Dec 2013).
- Hospicon-2014 (10-11 Jan 2014)
- National Seminar on Tribal Development-Issues and challenges (26-28 Dec 2013).
- India's water challenges: New Beginning in the 12<sup>th</sup> plan –Alecture by Hon. Shri. Mihir Shah (16 Dec 2013)

## MDC KEY CORPORATE AND GOVERNMENT CLIENTELE



**Maharashtra Public Service Commission**

# STATE TRAINING PLANNING AND EVALUATION AGENCY

In order to enhance the administrative effectiveness and efficiency in work of all the Government Officers and staff, Government of Maharashtra has approved State Training Policy (STP). The State Training Planning and Evaluation Agency (STPEA) established at YASHADA, plans, co-ordinates and evaluates the training functions of state, regional and district level administrative training institutes and departmental training institutes.



The Academy has been provided the mandate to coordinate the implementation and monitoring of the State Training Policy (STP) with all departments of the GoM and to coordinate training programmes through the nearly 108 training institutes of various departments.

The Academy has been provided the mandate to coordinate the implementation and monitoring of the State Training Policy (STP) with all departments of the GoM and to coordinate training programmes through the nearly 108 training institutes of various departments.

Sixty-one training programmes comprising 237 program, days with 1,697 trainee - attendees were conducted under the aegis of STPEA through the various departments of YASHADA during 2013-2014.

Providing training to all employees in the state to increase efficiency at every level in the state Government service and to make the administration more dynamic has become crucial. Training has also become essential to face the challenges arising out of economic, social, political and technical changes and to attain flexibility in the administration necessary for the

change. At present the function of extending training is being carried out at different levels and to introduce an element of uniformity in the training function of state as well as modernize the existing training institutes. In view of this, the issue of framing of the Training Policy was under consideration of the government of Maharashtra.



**Participants of the Refresher Training Programme for the Forest Department with Mr. Vivek Sawant, MD, MKCL**



## ACTIVITIES:

- ❑ To implement the state training policy effectively
- ❑ To conduct trainer development courses and human resource courses in the Trainer Development Programme (TDP) for the faculties of all the training institutes –
- ❑ To co-ordinate with the state level DTH and HoDs / TMs/ATMs of the Government of Maharashtra
- ❑ To plan the training function of the State by using the State Training Planning and Management Software (STPMS)
- ❑ To support BPR related activities of government offices/departments on demand basis.
- ❑ To monitor quality control activities of Training Planning and Monitoring Cell (TPMCs) related to the training of all the training institutes.
- ❑ To co-ordinate with the Departmental/ State, Regional, District, Block level Liaison Officers of Administrative and Departmental Training Institutes.



The State Training Policy was discussed in detail at a meeting of the Cabinet of Ministers of the GoM and thereafter approved. This meeting and the GR has specifically recommended that the Academy should evolve and obtain the status of University. A separate clause in the GR stipulates this path forward.

To ensure standardized quality of inputs and also to cater to the needs of all class of officers and employees as a part of the structured- organised training system, the proposed state training policy suggests setting up of Regional Training Institutes at the 6 divisions - Aurangabad, Amravati, Nagpur, Nasik, Konkan and Pune. Yashada has initiated a dialogue with

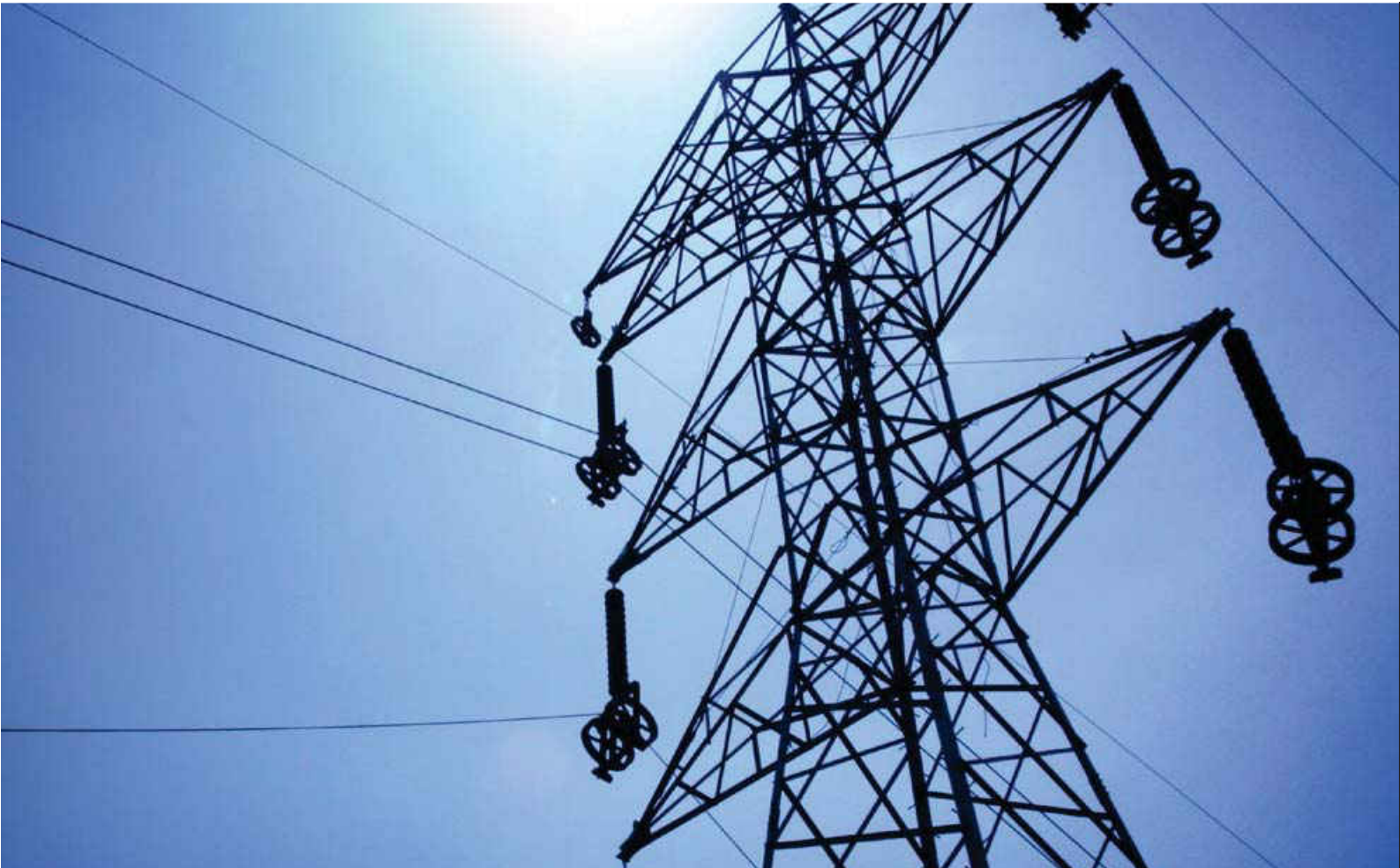
all divisional commissioners and requested them to identify suitable institutes, which can function as Regional Training Institutes.

The central theme of the State Training Policy includes:

- ❑ Training for all,
- ❑ Continuous training ,
- ❑ Need based training,
- ❑ Linking the training with the human resource development policy of the state,
- ❑ Augmentation of the existing training facilities,
- ❑ YASHADA to serve as the apex training institute,

- ❑ Affiliation of all training institutes to YASHADA for this purpose,
- ❑ Setting up of state, divisional and district training institutes as required,
- ❑ Extending autonomy to all training institutes,
- ❑ appointments of training managers at all levels from the state to the local office,
- ❑ Linking training with service rules, Preparing a Calender for actual training,
- ❑ Providing the budget for training based on the design,
- ❑ Implementing the training policy scheme under planned scheme.





# Centre for Infrastructure Development Management

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 level 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 2013-2014, CIDM has conducted 10 training courses / programmes and trained 359 participants. Total number of participant days were 1630





## FUNCTIONAL AREAS

- ❑ Management Development Programme (MDP) : For Middle & Senior level Engineers of MAHAGENCO, MAHATRANSCO, MAHAVITARAN & PSPCL Companies (Sponsored Programmes)
- ❑ Project Management Programme (PMP) for the above officers. (Sponsored Programmes)
- ❑ Induction Level Programme for JEs of MAHATRANSCO (Sponsored Programmes)
- ❑ Distribution Reforms & Upgrades Management (DRUM) – Programme for Engineers of MAHAVITARAN and other Power Utilities in the Country (Partly sponsored by PFC & partly by Power Utilities).
- ❑ “Protection Systems & Testing” Programme for the junior & middle level engineers of MAHATRANSCO.
- ❑ Finance & Accounts for MAHATRANSCO Sr. Officers.
- ❑ “Law & Regulatory Functions” for Sr. Officers of MSETCL.

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.

## FACULTY

CIDM has a core faculty of senior executives from power sector and industrial sector. Apart from this, CIDM invites guest faculty having expertise in specific technical/ soft skill topics from public and private sectors for engaging lectures, giving practical demonstrations.

In-house faculty from other centers in YASHADA, viz. Centre for Disaster Management, RTI Cell, etc. are also invited for interaction with participants on relevant topics.

## PROJECT MANAGEMENT PROGRAM (PMP)

At present, entire country is geared up, to enhance power generation capacity, given the considerable gap between demand and supply of power. The new additions in generation have to be backed up by expansion of transmission network. This has given an unprecedented boost to project execution in power sector.

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 28 programs since inception and No. of participants to 469. CIDM has conducted one program in F. Y. 2012-13. CIDM has not conducted any training program in F. Y. 2013-14.



Training Programmes for State Power Utilities, especially for speeding up Power Sector Reforms.

## MANAGEMENT DEVELOPMENT PROGRAMME (MDP)

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.

CIDM has conducted 7 Programs of MDP (One for Industrial Relation Officers of MSEDCL & MSPGCL, two for MIDC Area Managers, Asst. Managers & Field Officers and four for Sr. Engineers/Officers of PSPCL) during the year 2013-14. With this, CIDM has conducted in all 86 programs in MDP since inception in 2007 and trained in all 1743 senior managers of power sector and other field.

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.

In addition, Computer training with emphasis on Power point presentation was given. The participants were given topics relevant to development of Managerial skills and were asked to make a power point presentation on the same.

The sessions on case study and group discussion brought out the participants' skills on logical reasoning and reasonable analysis which enabled them to identify the problem and to find solutions thereto.

Yoga was made compulsory which has benefited the participants to maintain their health and to keep them mentally active.

Experienced faculty in each subject were invited. The Managing Director of the particular Company invariably attended the programme to deliver a lecture on the vision of the Company which was very encouraging and gave a great impetus to learning process.

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

### **Distribution Reforms, Upgrades and Management (DRUM)**

The Ministry of Power, GOI and USAID / INDIA have jointly designed this training programme with the purpose of demonstrating the best commercial and technological practices that improves the quality and reliability of power distribution in the country. The Programme is in consonance with the GOI's Policy on Power Sector Reforms, Electricity Act-2003 and the Accelerated Power Development Reform Programme (APDRP). The Programme is partly financed by PFC.

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.

### **Induction Level Training Program**

CIDM launched this programme in January-2007 for training the new entrant Junior Engineers of MAHATRANSCO. The need to take up this course was expressed by M.D. of MSETCL. Since inception, 31 training courses conducted by CIDM & 1164 participants were trained.

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.

For conducting the classroom sessions and field demonstrations, expert faculty in the field of power sector either from MSEDCL / MSETCL and/or from private industries were invited.

**Law & Regulatory Functions for MSETCL Officers :-**

During the year 2012-2013 CIDM conducted one programme of this module and trained 22 participants. CIDM has not conducted any programme in F. Y. 2013-14.

**Functional Training Programme for Finance & Account Officers of MSETCL**

CIDM has conducted 5 days training programmes for Sr. Officers of MSETCL and conducted 2 courses and trained 61 participants in F. Y. 2013-14.



# DR. AMBEDKAR COMPETITIVE EXAMINATION CENTRE

## OBJECTIVES:

- ❑ To create awareness & promote Confidence Building activities among the youth of Maharashtra in General & especially from the deprived sections in particular about the various stages of UPSC Civil Services 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.

## FACILITIES

- ❑ Free Accommodation at YASHADA
- ❑ Financial Assistance / Stipend : Rs.2500/- per month (based on attendance)
- ❑ Library and Study Room
- ❑ Free Coaching & Counselling
- ❑ Regular Test Series
- ❑ Computer with Internet facility
- ❑ Study material for reference
- ❑ Meditation/Yoga
- ❑ Well-equipped Gymnasium

Dr. Ambedkar Competitive Examination Center (ACEC) was set up at YASHADA, Pune in July 2006. At that time, it was funded by Dr. Babasaheb Ambedkar Research & Training Institute, Pune under the Scheduled Caste Sub Plan (SCSP) of the department of Social Justice, Government of Maharashtra. The purpose behind this initiative was to provide pre-examination coaching to the candidates especially from the weaker section of the society for the Civil Services examination conducted by the UPSC.

ACEC aims at bridging the gap between the developed & weaker sections of the society regarding representation in all India Civil Services.

## Coaching Programmer For Preliminary Examination - 2013:

**Result of the CSE-Preliminary Examinaion-2013:** The Result of the CSE-Preliminary Examinaion-2013 was declared on 2<sup>nd</sup> Aug. 2013. Total 38 Candidates out of 70 cleared Preliminary Examination & qualified for CSE-Mains Examination -2013 from the Centre.

## Coaching Programme for Main Examination - 2013:

Total 70 candidates were guided for Civil Services Main Examination -2013 by the Centre. The Civil Services (Mains) Examination-2013 was held during 2nd December to 8<sup>th</sup> December 2013.

## Guidance Programme was divided into two Phases:

**I) Pre- Result of Prelims- Guidance Programme for CSE Mains-2013** (Duration: 8<sup>th</sup> June to 2<sup>nd</sup> Aug. 2013) : Candidates, who had taken admission in the Center for UPSC- Prelims-2013, have undergone this Coaching Programme.





ii) **Post-Result of Prelims-Guidance Programme for CSE Mains-2013** (Duration: around mid of august to 31<sup>st</sup> October, 2013) : Candidates, who had qualified for the Main Examinaion-2013 from the Centre received Coaching. In addition to that, qualified candidates from outside as mentioned above were also given admission against vacant seats.

During the above mentioned phases, total **126 Sessions (252 Clock Hours) & 45 Tests (Section wise+ Comprehensive)** conducted during both the phases.



### **Result of the Civil Services Main Examinaion-2013:**

Result declared by UPSC on 11<sup>th</sup> March 2014. Total eight candidates cleared the Main Examination and qualified for the Civil Services-Interview/ Personality from the Centre.

### **Capacity Building Training Programme for UPSC- Interview / Personality Test-2013**

Fresh as well as Senior IAS, 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 & counseling to each candidate after conducting Mock Interview. All Mock Interviews were captured on video cameras along with its live telecast in the waiting room. Due to live telecasting facility, other students were also able to see the interview and give feedback to the concerned candidates.

Every candidate was given the CD with the recording of his / her Mock Interview so that he /she could see his /her own interview and make improvement in performances accordingly.

### **Admission procedure for selecting new candidates for batch - 2014:**

#### **1) Entrance Test:**

An Entrance Examination Committee (EEC) was constituted for the monitoring & control the entrance test under the chairmanship of the Hon. Addl. Director General, YASHADA. As decided in the meeting of Entrance Examination Committee (EEC) held in YASHADA, a state level Entrance Examination was conducted with help of CTSE, Wadia College, Pune on Sunday, 15<sup>th</sup> December, 2013 at 28 centers.

#### **2) Meeting of the Govt. appointed 'Trainee Selection Committee':**

To select the candidates for the 'Coaching Programme for Civil Services Examinations- Preliminary Examination-2014', meeting of the Selection Committee was held on 2<sup>nd</sup> Jan 2014.

The Committee approved the lists of 70 selected & 70 waitlisted candidates on the basis of merit and reservation criteria.



# Library

## INTRODUCTION

YASHADA library's mandate is to support the ongoing training programmes, research projects and cater to the documentary as well as informational requirements of the participants.

## 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.

## 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 4113 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 11 new members added in the library register. At present we have 904 members on the register.

## BUDGET AND PURCHASE OF BOOKS AND JOURNALS

During the current year 931 books were purchased for worth of Rs. 329579/- and 6 new magazines total 84 for Rs 29046/- and 16 Newspaper for Rs. 89805/-

## 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

## TRAINING PROGRAMMES

Library has organized training programmes on e-Granthalaya – Library software developed by NIC, New Delhi during 24-26 June 2013 (26 participants) and 9-11 December 2013 (24 participants)

## LIBRARY BLOG

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

## BOOK CLUB

In the year 4 Book Club meetings held and Dr. Minal Naravane, Dr. Sumant Pandey, Archana Thombre, Shri Shilanath Jadhav presented on various interesting books.

## VISIT TO MARATHI SAHITYA SAMMELAN

To add latest books in the library a visit to Marathi Sahitya Sammelan was organized in the month of January 2014 and 258 books were purchased.

## ACADEMIC ACHIEVEMENT

Mrs, Dhadphale attended DTS and DoT programmes in the Academy.

Publication in conference proceeding by **Dr. Manoj Kulkarni, Senior Librarian**

1. “Service quality models for academic libraries” Proceeding of National Seminar On Modern Trend in Academic Libraries 27-28 September 2013 p 1-6 ISBN 978 93 83414 97 0 HELD AT Sangamner, Dist. Ahmednagar
2. Use of Online Public Access Catalogue (OPAC) at YASHADA library Proceeding of National Conference on changing trends in Academic librarianship in electronic environment 13-14 December, 2013 p 123-133 ISBN 978 162951034 7 held at Shirur, Dist. Pune

Two lectures were broadcasted through Akashvani in the month of March 2014 and paper selected for presentation in the IFLA conference to be held in August 2014.



# Centre for Media & Publications

The Centre for Media and Publications was established in 2010. It comprises of two units - Publications Cell and Library. 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 carry out printing works. The practice and procedure has been well established for 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.

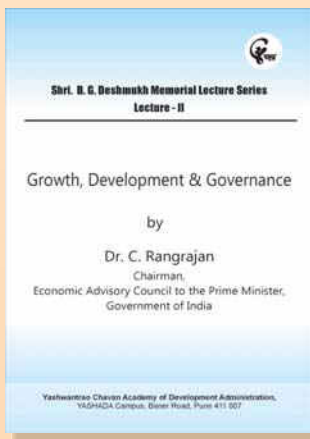
## SALES AND MARKETING OF ACADEMY'S PUBLICATION

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

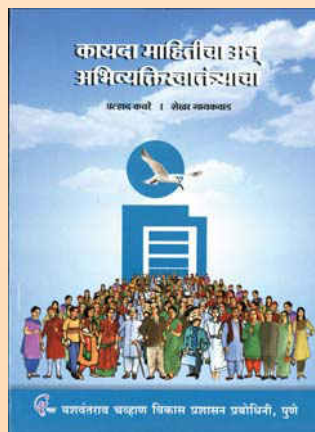
By the end of the year mailing list included 3,210 and 754 members respectively for the Academy's two journals — Yashmanthan and Ashwatha. This included fresh subscriptions of 1226 and 180 procured from new subscribers respectively for the two journals during the year. An amount of Rs. 2,15,840/- was received towards subscription for the Academy's two quarterly journals. The total amount received from the sale of the Academy's publications and CDs during the year is Rs. 10,02,885/-

## ACTIVITIES: BOOKS/BOOKLET PUBLISHED

During the year 3 books were published viz



**Growth, Development & Governance (1000 Qty)**



**Kayda Mahiticha an Abhivyakti Swatantryacha (2000 Qty)**



**Academy's Annual Report 2012-2013**



## 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 (CRTI), UNICEF Project on Micro-planning (CRD), Project on Capacity Building for Watershed Development (WDMC, SIRD), Projects on RMSA, HDR, UNDP-ECL (CHD).



### 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 2013, July-September 2013, October-December 2013, January-March 2014 were brought out.

#### STAFFING PATTERN:

**Shri. Ramesh M. Vaswani**,  
Asst. Prof. & OIC, Publications Cell  
**Dr. Baban Jogdand**,  
Research Officer (Publication)  
**Shri. Samir Kshirsagar**,  
Project Asst. (DTP Operator)  
**Shri. Vyankatesh Kalyankar**,  
Project Asst. (DTP Operator)  
**Smt. Sanjvani Randiwe**,  
Project Asst. (DTP Operator)

### YASHADA VAARTA (Marathi)

1. Oct-Nov 2013 (Vol I, Issue 1)
2. Dec-Jan 2014 (Vol I, Issue 2)
3. Feb-Mar 2014 (Vol I, Issue 3)



## ACTIVITIES: JOURNALS PUBLISHED



### 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 2013, July-September 2013, October-December 2013, January-March 2014 were published.

### YASHADA News (English)

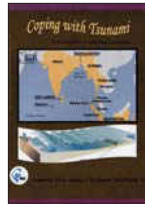
1. Oct-Nov 2013 (Vol I, Issue 1)
2. Mar-Apr 2014 (Vol 2, Issue 2)



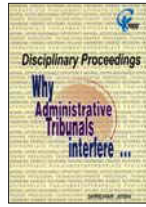




Collection of Sales Tax



Coping with Tsunami



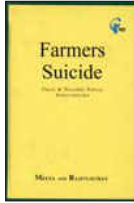
Disciplinary Proceedings



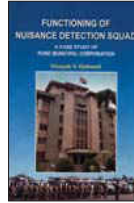
Disha



e Office



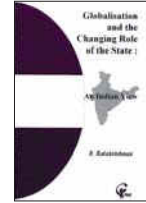
Farmers Suicide



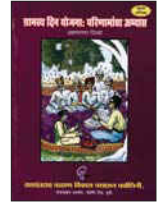
Functioning of Nuisance Detection Squad



Gharpoch Dhanya Yojana



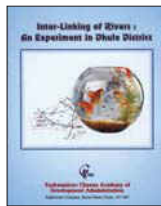
Globalisation and the Changing Role of the State



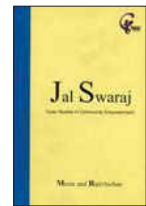
Gramस्था Din Yojana



Initiatives in Development Administration



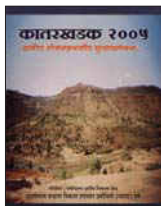
Inter-Linking of Rivers



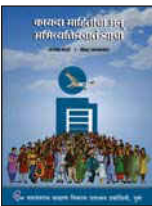
Jal Swaraj



Jivanjyot



Katarkhadak 2005



Kayada Mahiticha an Abhivyaktiwatantryacha



Manavi Hakka



Mayechi Sawali



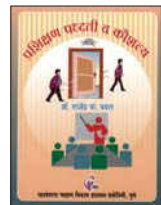
Mi Dushkalgrasta Gavatil Ek Mahila (Beed)



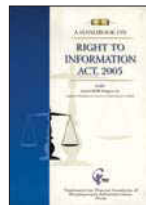
Mi Dushkalgrasta Gavatil Ek Mahila (Purandar)



Milestone 7



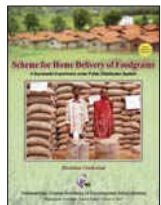
Prashikshan Paddhati va Kaushalya



Right to Information Act, 2005



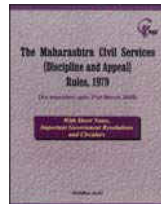
Sathi



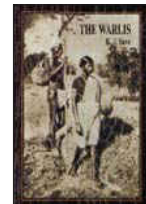
Scheme for Home Delivery of Fodgrains



Syllabus for Gramsevak Training centres



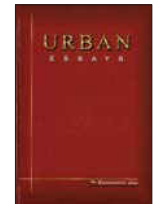
The Maharashtra Civil Services Rules, 1979



The Warlis



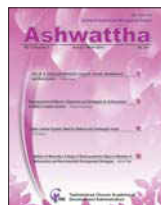
Tila Tila Dar Ughad



Urban Essays



Vikas Prashasanatil Navinyapurna Upkram



Ashwattha (English Quarterly journal)



Yashada Yashmanthan (Marathi Quarterly Journal)

# Yashwantrao Chavan Academy of Development Administration

Rajbhavan Complex, Baner Road, Pune - 411 007  
Tel.: (020) 25608000, Fax: (020) 25608100  
Website: [www.yashada.org](http://www.yashada.org)

