



# **YASHADA**

**YASHWANTRAO CHAVAN ACADEMY OF  
DEVELOPMENT ADMINISTRATION**

**ANNUAL REPORT 2017-2018**

# YASHADA Foundation Day 1 November 2017





# YASHADA



## ANNUAL REPORT 2017-2018

YASHWANTRAO CHAVAN ACADEMY OF  
DEVELOPMENT ADMINISTRATION  
YASHADA Campus, Baner Road, Pune 411007

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(as on 31 March 2018)



# YASHADA

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(as on 31 March 2018)



YASHADA Executive Committee Meeting held on 30 March 2018 at YASHADA, Pune

### ANNUAL REPORT 2016-2017

**Publisher** – Director General, YASHADA, Pune

**Editor** – Dr. Bharat Bhushan,  
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# YASHADA ANNUAL REPORT 2017-2018

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# YASHADA

## 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 Yashwantrao 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, the Yashwantrao Chavan Academy of Development Administration.... **YASHADA**.

## 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.

## 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 & operational research;
- Consultancy and extension services; &
- Publication & production of training aids.

## 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.

## 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 2016-17, Mr. Anand Limaye, IAS was Director General of the Academy.



The management, supervision & 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 Department, 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 2017 is as presented earlier in this Annual Report.

## 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.

Some other sectors include 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

Year	No. of Training Courses	Number of Participants		Attendance Rate
		Nominees	Attendees	
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%
2014-15	1418	93,278	84,358	90.43%
2015-16	2317	1,50,500	1,42,879	94.93%
2016-17	4373	1,36,041	1,32,447	97.35%
2017-18	1318	62,320	58,018	93.09%

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 2016-2017 was 4373, comprising 7011 program days 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.

## 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.
- 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 its validation and successful running.
- Training programmes and workshops as and when derived from sponsored projects at the Academy.



### **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.

### **Extension Services**

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

## 1. Introduction

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

## 2. Objectives :

The objectives of the ATI, YASHADA are :-

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

### A **DoPT Sponsored Trainer Development Programmes**

Total 20 training programme under Trainer Development Programmes were conducted during the year 2017-18 sponsored by DoPT, GoI.

In this training programme training skills of participant officers from various training institutes of GoM were developed through these Trainer Development Programmes. Total 271 officers were trained under these programmes in 2016-17.

List of programmes conducted is attached as **Annexure I**.



DoPT Sponsored Training Course on MTD-MNT





## DoPT Sponsored Training Course on TNA



### DoPT Sponsored State Category Training Programmes

Total 12 training programme under State Category Training Programmes were conducted during the year 2017-18 sponsored by DoPT, GoI.

This training programme various topics covered, which is useful for officers from different department of Government of Maharashtra. Theses training courses conducted for the same group of officers from the same department. The expertise developed through these training courses on different topics. Total 241 officers were trained under these programmes in 2017-18.

List of programmes conducted is attached as **Annexure II**.

### DoPT Sponsored Training Programmes under ITP :

#### Introduction :-

YASHADA had developed a module. On the lines of the module used by DoPT of the Govt. of India and its collaboration with the UNDP for improving the quality of group “C” level functionaries in government at the state and central level. Training under ITP was conducted in collaboration with DoPT & UNDP.

YASHADA conducted a training programme of 12 days for the said functionaries of five districts in Maharashtra namely Satara, Kolhapur, Ratnagiri, Raigad and Parbhani. While developing the modules for these programmes,

areas which were focused were the development of Leadership Skills, Work Ethics, Gender Equality and the role of Urban Planning and Management.

As the said functionaries did not receive any kind of formal training at the time of their entry into the services, it was necessary to equip them with these objectives while discharging their duties as public servants. This has helped in building the desired capacity of state government functionaries at the cutting edge level. The programme had also focused on the promotion of Good Governance with the stakeholders particularly the citizens as the center for the delivery of public services. Improvement in public service delivery in the context of time and quality were the main objectives considered while imparting this training to these functionaries. This training programme also aimed at the development of competency among these functionaries so as to change their Attitude, Orientation, Motivation, and up gradation of their skills and knowledge. The targeted functionaries were expected to come out with a significant positive change in their work ethics, values, culture and attitude to bring a significant change in the organizational functioning.

### **Target Group :-**

Both for the success of the programme and the betterment in the delivery pattern of the identified functionaries, the said programme purposefully targeted newly recruited government functionaries of the desired class and of the identified sectors. The identified sectors comprised of mixed group of functionaries which included recently recruited officers in last two years and those who did not receive any formal training since their entry into the government service.

While the programme included group “C” government functionaries of different departments; the training programme was also aimed at group “B” Non Gazetted functionaries, in addition to these the government functionaries working in the sectors which have greater interactions with citizens as stakeholders and the main recipient of the public service.

The sectors which have high level of interaction with citizens were identified as; the Department of Land Revenue, Health & Family Welfare, Urban Local Bodies, Environment and Forest, Rural Development, all tiers of Panchayati Raj, Social Welfare, Women and Child Development, Urban Planning and Education etc.

### **Implementation of the Training :-**

The training programme undertaken by Yashada happened to be a successful one because the said programme was planned in a coherent manner and by following a predesigned methodology strictly.

At first, a five day full-fledged residential training programme for trainers at Yashada was organized. This programme was aimed at developing the trainers for the captioned training in above mentioned five districts headquarters. For this training programme a target group of functionaries working at Regional Training Institutes who acted as trainers for target group of class “C” government functionaries at their respective regional training institutes. The training module used was of 12 days duration and 2 batches per district, total 10 batches were trained at these DATIs. Total 350 class “C” functionaries were trained at 5 DATIs.

### **Outcome / Lessons Learnt :-**

As the said training programme was first of its kind, it helped the targeted government functionaries to understand the significance of quality of service delivery. Certainly at the end of the programme, the level of their understanding was found to have improved tremendously. They could understand basic functions of their respective departments and the significance of the quality of delivery of service from the perspective of common citizens. Those who did not have any training after the entry into their respective departments could understand functions of their departments in a better way and felt equipped to with the desired techniques and knowledge.

The training of soft skills such as Stress Management, Creativity, Time Management and Goal Setting was found to be effective in general.

Training about soft skills proved to be effective. However the stakeholders with whom the group “C” functionaries have to communicate are varied. Also they have to communicate on variety of subjects such as- informing about the Government schemes, programmes, required documents, opening accounts in the bank, for provides subsidies, community participation. Also they have to face the people in case of Natural disasters. Hence the module on communication skills should be enriched by incorporating case studies, role plays and documentaries. More focus on communication skills is required to be given during training.

### **Foundation Training Programme for IAS probationers of Maharashtra Cadre.**

ATI conducted 3 training programmes for IAS probationers of Maharashtra Cadre in 2017-18.

In the year 2017-18, Foundation Training of 2016 batch was conducted and Debriefing and Joint Orientation Training course for IAS / IPS of 2015 Batch was also conducted.

### **IAS Probationers of 2015 Batch Debriefing Training Course at YASHADA**





**IAS Probationers of 2016 Batch  
Foundation Training Course at YASHADA**



**Yashwantrao Chavan Academy of Development Administration**

State Level Foundation Training Programme for IAS OTs of 2016 Batch

(22/05/2017 To 1/07/2017)



**Seating Row** Dr.Indu Jakhar (IAS), Shri.Naresh Zurmure, Deputy Director General YASHADA & Course Director, Shri.Anand Limaye, Director General YASHADA, Shri.Vipin Sharma, Education Commissioner M.S. Smt. Minalini Sawant-Nimbalkar, Addl. Director, ATI & Associate Course Director

**Row no. 1<sup>st</sup> Left to Right** Smt.Archana Babar, (Project Executive), Shri. Saurabh Katiyar (IAS), Shri. Abhinav Goel (IAS)

**Row no. 2<sup>nd</sup> Left to Right** Dr.Pankaj Ashiya (IAS), Shri.Yogesh Kumbhekar (IAS), Dr.Shrikrishnanath Panchal (IAS), Shri.Kumar Ashirwad (IAS)

During foundation training probationary IAS officers of 2016 Batch, detailed knowledge pertaining to the State of Maharashtra was imparted to the probationary IAS officers including a Maharashtra *Darshan* tour for two weeks. This is done in order to make them acquainted with History, Geography, Education, Health, Culture, Traditions etc. aspects of the State. Also the trainee probationary officers were made conversant with Marathi language in the foundation training programme.

**IAS and IPS Probationers of 2016 batch with  
Hon. Director General, YASHADA  
Joint Orientation Training Course at YASHADA**



The aim of debriefing programme is to address OTs with respect to district specific and department specific problems including policy related issues.

The basic object is to enhance co-ordination between the officers which will result in better co-ordination at district level.

List of programmes conducted is attached as **Annexure - III**

## **B Combined Probationary Training Programme –**

State Civil Services Officers to be trained at par with  
All India Services Officers

The Government of Maharashtra and the Academy has taken landmark decision to conduct a two year Combined Probationary Training Programme (CPTP) for the State Civil Services Officers on the lines of DoPTs training programmes for IAS, IPS and other all India services probationary officers. Especially a bold attempt has been made to design CPTP in such a way that it will enable to develop comprehensively the capability of trainee officers through variety of core curricular and extra-curricular activities as per the standards of training programmes of LBSNAA, Mussoorie.

The CPTP is being conducted as per the guidance provided by Government of Maharashtra vide Government Resolution Dtd. 20<sup>th</sup> January 2014 which requires CPTPs be organized for class-I officers at YASHADA, Pune and for class-II officers at VANAMATI, Nagpur. This provision also conforms to the implementation of State Training Policy declared by Government of Maharashtra on 23 September 2011. (The brief description of phases and training activities provided to be conducted during two year is as mentioned below.)

Government of Maharashtra has taken another landmark decision to award Post Graduate Degree in MA Development Administration within the two year training and probation period of combined probationary training programme. For this purpose Government of Maharashtra in General Administration Department, University of Mumbai and YASHADA have signed an MoU in presence of Hon Chief Minister of Maharashtra. This unique exercise will be on the lines of such an academic programme for I.A.S, probationers of Lal Bahadur Shastri National Academy of Administration (LBSNAA), Mussoorie.

The entire CPTP has been designed to cater to these requirements. The first phase of CPTP i.e., the common foundation programme will set the tone for the common ethos. The later phases lay down the compulsory attachments, which will include attachment to a village and attachment with the Legislature, with the Judiciary, with Mantralaya, with the Moral Rearmament Centre and with the Army. The Technical training and attachment with the department are meant specifically to impart professional knowledge and occupational skills to the officer trainees.

The CPTP programme will be conducted in six phases. These phases are

(1) Common Foundation, (2) Compulsory attachment, (3) Parliament attachment,-Delhi and Maharashtra Exposure, (4) Technical training, (5) Attachment with the Departments, and (6) Debriefing.

The Foundation Training Phase of the two year CPTP for state civil services officers was organized at the Academy during 1<sup>st</sup> August to 10<sup>th</sup> September, 2017. This phase of the programme was attended by 84 probationary officers recently selected through Maharashtra Public Services Commission, 06 officers as Deputy Collector, 27 Dy. Superintendent of Police, 19 Tahsildar, 10 Dy. CEO/BDO for Rural Development department, 05 Asst. Commissioner of Sales Tax, 05 Maharashtra Accounts & Finance Services and 02 Chief Office.

The programme was inaugurated by Hon'ble Ex. Chief Secretary, Ajit Nimbalkar, on Tuesday, 1<sup>st</sup> August 2017 and Mr. Anand Limaye, Director General, YASHADA had also deliberated in this inaugural session.

#### Salient Features of CPTP Design

In order to inculcate attitude for working in team and making concerted efforts in coordinated manner for the development of the state, it was decided to conduct Combined Probationary Training Programme (CPTP) for State Civil Services officers.

Extra efforts were made to intensively design this two year's programme. The Training inputs and variety of other capability enhancing activities provided in the design are so comprehensive that it would certainly enable the Trainee Officers (TOs) to face effectively during their field postings the challenges of public/development administration in modern technological era. Especially numerous on-the-job training attachments in different government sectors and with field level officers provided in between institutional training would provide exposure to the functioning of different level organizations and problems related to inter departmental coordination and its solutions.

The schedule of different types of training and attachments planned to be conducted under this first ever CPTP is as presented in the table. The design also provides for assessment of TOs performance and linking it to seniority list.

Phase	Duration	Dates of 1 <sup>st</sup> CPTP
Common Foundation Training	6 wks	01/08/2017 to 10/09/2017
Compulsory Attachments *	5 wks	11/09/2017 to 14/10/2017
Maharashtra Darshan and Delhi Visit	2 wks	22/10/2017 to 05/11/2017
Department-wise Vocational / Technical Training (Phase-1)	8 wks	06/11/2017 to 31/12/2017
Various sections-wise attachments through Departments (District Level on the job Training and Independent charge)	74 wks	08/01/2018 to 16/06/2019
Debriefing / Refresher and Evaluation of Probationary officers (Phase – II)	2 wks	17/06/2019 to 30/06/2019

- 7 Attachments to 1) village (Rural Area), 2 ) Tribal Area Village, 3) Legislative Institution, 4) Judiciary Institution, 5) Moral Rearmament Academy, Panchgani (for Ethics and Values in Administration and 6 ) Army Establishment 7) NDRF, Talegaon

#### Purpose of CPTP –

- To inculcate Common State Ethos in Trainee Officers,
- To broaden their overall perspective and vision,
- To have common ethical standards and value system,
- To raise their esteem as being a member of Maharashtra State Government Services,
- To impart knowledge about organizational set up & day-to-day functioning of government departments,
- To create camaraderie among services.



## Implementation of Foundation Training Phase of CPTP

The Academy's team headed by Director General and Dy. Director General and senior faculty members and in-charge of logistic services sections had taken many extra efforts for designing of CPTP and planning and implementation of its Foundation Training phase.

Typical daily training schedule was planned to include four classroom sessions of an hour duration each to be conducted during pre-lunch sessions and intended to cover various topics related to seven modules namely;

- Public / Development Administration
- Law and Judiciary
- Economics and Financial Management
- Behavioral Science and Management
- Other Administration
- E-Governance
- Spoken English.

These were followed by two post-lunch sessions of one hour duration each devoted to special lecture by eminent personalities or in-house-group activities by the OTs. This in turn followed by two sessions on hands-on-practice of computers and spoken English classes. A session in the early morning was devoted to jogging exercises, physical training and yoga classes.

The sessions were conducted using variety of training methods which included lecture-cum-discussion, panel discussion, practical exercise, case discussion, role play, management games and other simulation exercises and film show cum-discussion. The extensive use of classroom conferencing hall and audio-visual and facilities was made. The OTs were assigned individual and group work on relevant topics, which included writing papers on topics related to the subjects covered in the above said seven modules. The OTs were assigned duties of Escort officers to enable them to interact with the guest faculty and have practice of public speaking in the classroom while introducing the guest faculty and casting vote of thanks on behalf of group of participants. Public holidays and weekends were used for study tours and trekking to various places.

In order to cover the subjects quickly and comprehensively and provide orientation to current situation, large no. of subject experts were invited appropriately to address to and to interact with the OTs.

### SPECIAL FEATURES ADDED TO FOUNDATION COURSE

- Vigorous IT inputs to make OTs e-Governance champions were provided throughout the foundation course.
- English communication skills were imparted as an important input.
- A Module on Ethics and Values was also a special feature of the course.
- System of Escort Officers was introduced to provide OTs public speaking practice while introducing and thanking guest speakers.
- Website devoted entirely to CPTP informing OTs and others about proceedings of the course was established.

### Foundation Training Admired by OTs

The foundation course was well received by the OTs which was evident from their involvement during the cultural programme organized by the OTs themselves on the penultimate day of the course. They were observed to be full of joy and had expressed satisfaction with course and wanted to stay back longer in the Academy.

The Academy's team that contributed for well-coordinated conduct of this foundation training phase of CPTP 2017-18 included, Dr. R. P. Pawar, Shri M.B. Mulay, and others.

**M.A Development Administration**

This year the post graduate curriculum (MA - Development Administration) was newly started. Maharashtra is the first and only state to implement such training programme. This training program has been started in collaboration with Govt. of Maharashtra, YASHADA, PUNE and University of Mumbai.

4th CPTP-2017 PHOTO GALLERY	
Inauguration by Hon'ble Ex.Chif Secretary, Ajit Nimbalkar on Tuesday, 1 <sup>st</sup> August 2017	4 <sup>th</sup> CPTP-2017 Group Photo
	

**Programmes conducted in 2017-18 :**

**Foundation training programmes -**

ATI conducts foundation training programmes which included officers from various departments of GoM. Following topics were mainly covered during these training sessions.

- Soft Skills : Communication Skills, Presentation Skills, Behavioral Skills, Stress Management, Leadership Development etc.
- General Knowledge : MCSR, Budget, RTI, Service Rules etc.
- Technical Knowledge :- Information about working and government business of the dept;.

List of programmes conducted by ATI is attached as **Annexure – IV**

## **Refresher Training Programme under State Training Policy –**

This training is extended once in at least five to seven years for five days but this training is granted to only those officers and staff who have not undergone any training during this period.

List of programmes conducted is attached at **Annexure V**

### **1. Introduction of STPEA:-**

State Training Policy (STP) was issued in 2011. Implementing the state training policy specifically lays down that the training will be imparted to all Officers/Staffs in the state at the time of entry into service and also at different stages of service. Training aims at enhancing administrative effectiveness and efficiency at every level in the State Government service and to make the administration more dynamic. 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.

The Central theme of the State Training Policy includes:

- Training for all
- Continuous training
- Need based training
- 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 administrative training institutes in future
- Appointments of training managers at all levels from the state to the local office
- Linking training with service rules
- Preparing a Calendar for actual training
- Providing the budget for training based on the design

In order to implement the STP, State Training Planning and Evaluation Agency is established at YASHADA. YASHADA as an apex training institute is responsible to plan, prepare expert trainers, evaluate, organize examination and grant certificates of training . STPEA has to Plan, Co-ordinate, Evaluate the training functions of State, Regional and District level Training Administration Institutes as well as Departmental Training Institutes.

**1.1 STPEA Vision :** The vision of STPEA is to empower the Govt. officers and staff's with the necessary knowledge, skill and attitude that can boost-up the entire service delivery of government institution/departments to the citizen.

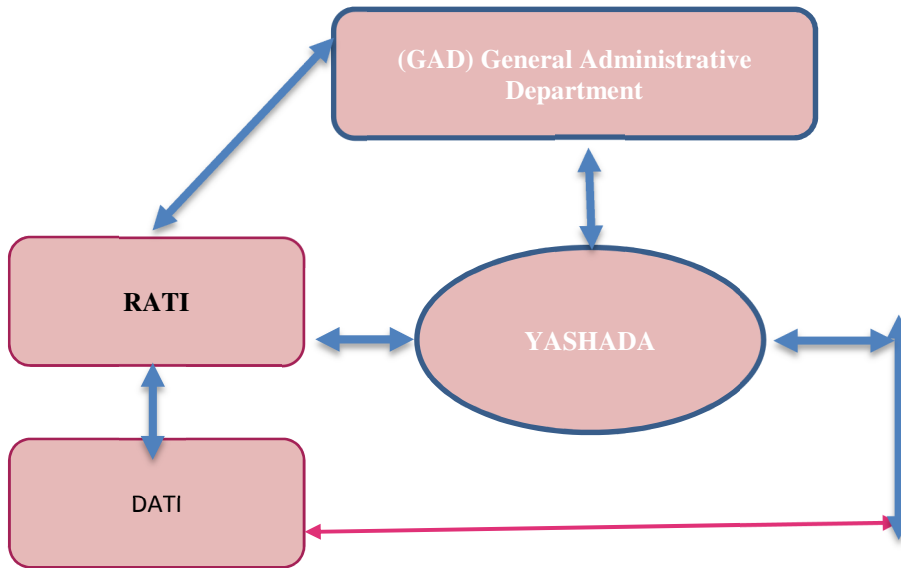
### **1.2 Aim and objective of STPEA**

Aim of the STPEA is to implement the training policy effectively and objectives of STPEA are as follows:

1. To analyze training needs
2. To prepare design of training
3. To prepare training modules
4. To plan trainings for Class-A, B, C and D Govt. Officers/Staffs
5. To monitor RATI/DATI and also trainings conducted at RATI/DATI
6. To evaluate the training results



### 1.3. Collaboration of GAD, YASHADA, RATI and DATI



## 2. Training

### 2.1 Target Group and Duration of Training Programmes :

Officers/staff belonging to all Cadres in Maharashtra state recruited after 23<sup>rd</sup> September 2011 and those who have not received any training since recruitment are given training as indicated in the stages below as per State Training Policy

Group	Foundation Training	Refresher Training	Post-Promotional Training	Orientation
A	6 weeks	5 Days	2 Weeks	1 to 3 Days
B	6 Weeks	5 Days	2 Weeks	
C	2 Weeks	5 Days	1 Week	
D	1 Week	3 Days	3 Days	

### 2.2 Training Content (2017-18):

1. Foundation Training : Administrative + Soft skill
2. Refresher Training : Administrative + Soft skill
3. Orientation Training : National Pension Scheme and E- Tendering

## **2.3 Training Methods:**

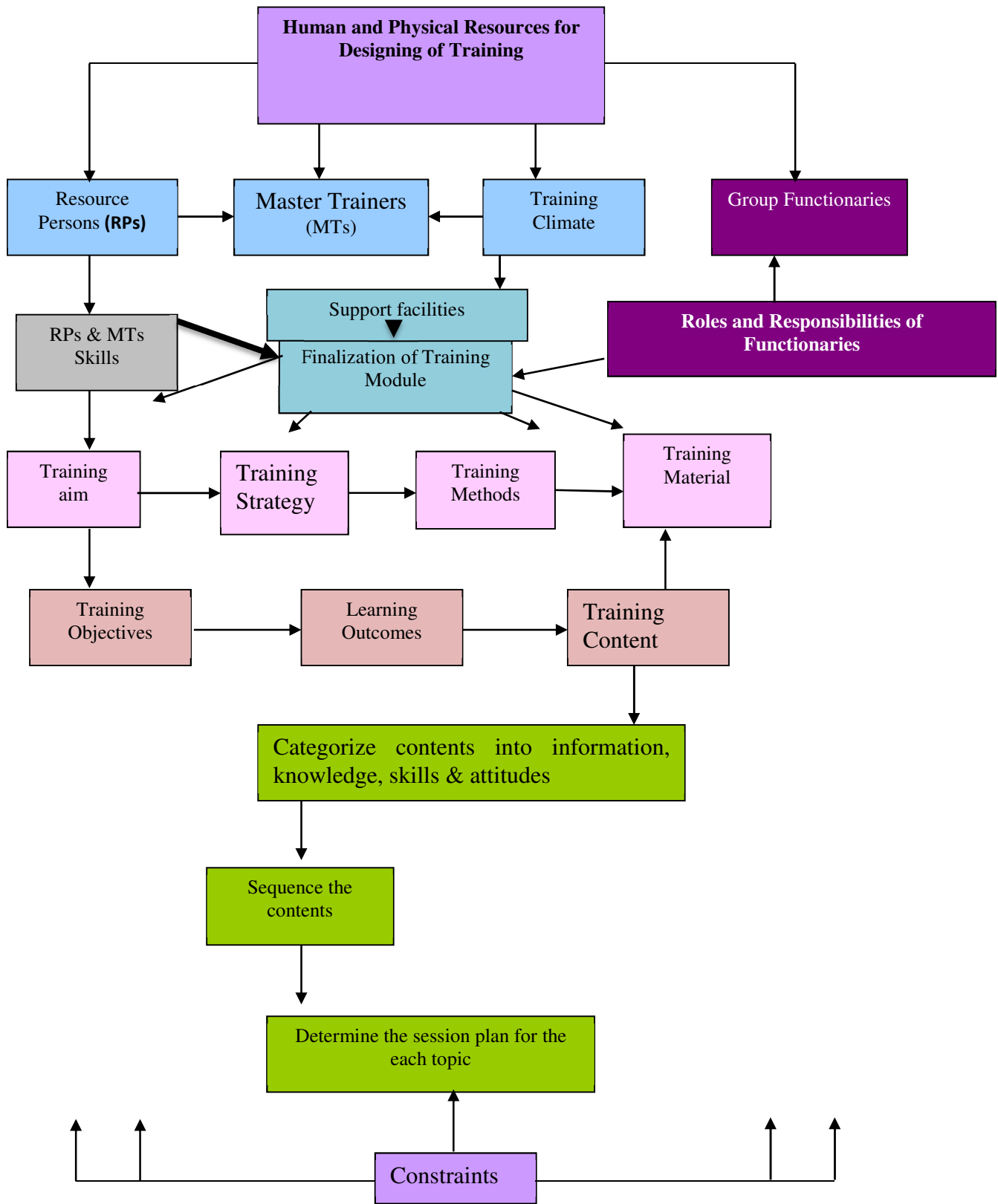
Keeping in view the varied nature of training imparted and also the profile of participants attending programme, various training methods were used in the training programme. A few of them are as follows :

- Lecture-cum-discussion
- Case study presentation
- Participatory methods
- Group Discussion
- Exercise/ Hands-on sessions
- Field exposure study visits
- Role play and learning through games

## **2.4 Process of Designing the Training Module**

The process followed for designing the training content is given in the figure. The training designed was finalized during the workshop at YASHADA by consulting the District Level Resource Persons and trainers of the training institute. As monitoring is integral part of management cycle, YASHADA is playing a vital role in continual and systematic monitoring of all the system for assessing the value of training program course or activity.

**Fig-2 Process of Designing the Training Modules**





## 2.5 Material Produced

Trainees and Trainer's training material was produced. Details of material produced are given in the table-1 below:

**Table- 1 : Training Material Produced**

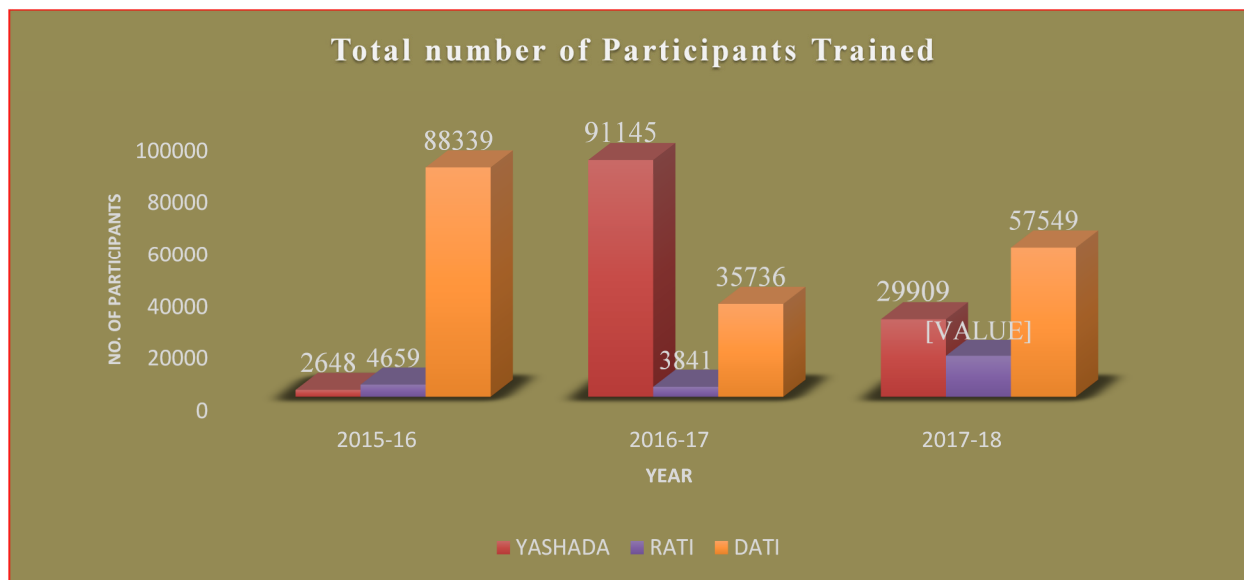
<b>Sr. No.</b>	<b>Material Produced</b>	<b>Trainer/Trainee</b>	<b>Type</b>
<b>Project: STPEA</b>			
1	Training module Office Management	Trainer	Printed
2	Training module MCSR Part-1	Trainer	Printed
3	Training module MCSR Part -2	Trainer	Printed
4	Training module for National Pension Scheme	Trainer & Trainee	Printed
5	Training module for RTI,RTS, Swacha Bharat	Trainer	Printed
6	Training module for E- Tendering and Purchase Procedure	Trainer &Trainee	Printed
7	Reading material Digital Maharashtra, E-Governance and Information Technology	Trainer	Printed
9	Soft Skill	Trainer & Trainee	Printed

### 3. Training Programme- Year 2017-18

YASHADA, RATI and DATI provided wide range of trainings through classroom teaching methodology and also included DoPT launched e-learning Blended Training Programme. The details of programmes covered during year 2017-18 are given in the table below :

Sr. No.	Type of Training Programme	No. of Participants Trained
<b>YASHADA</b>		
1	Foundation Training Class- A	95
2	Refresher Training Class-A (6 Days )	303
3	Refresher Training Class- A(5 Days )	965
4	Orientation Class-A (3 Days )	1726
5	Orientation Class- A (2 Days)	112
6	Orientation Class- A (1 Days)	11706
7	Training of Trainer (ToT)	637
8	Post-Promotional Training	222
9	Post-Promotional Training	289
10	Blended Training Programme	1446
<b>YASHADA- Out of Campus</b>		
11	Foundation Training Class- C	1815
12	Refresher Training Class – D	229
13	Blended Training Programme	10364
	<b>Total</b>	<b>29909</b>
<b>Regional Administrative Training Institute (RATI)</b>		
14	Foundation Training Class- B	166
15	Refresher Training Class- B	524
16	Post-Promotional Training Class- B	260
17	Foundation Training Class- C	1598
18	Refresher Training Class- C	3798
19	Post-Promotional Training Class- C	148
20	Orientation	6884
21	Training of Trainer (ToT)	142
22	Blended Training Programme	2058
	<b>Total</b>	<b>15578</b>
<b>District Administrative Training Institute (DATI)</b>		
23	Foundation Training Class- C	2059
24	Refresher Training Class- C	5639
25	Foundation Training Class- D	1509
26	Refresher Training Class- D	2493
27	Orientation (3 Days )	-
28	Orientation (1 Day )	34172
29	Blended Training Programme	11677
	<b>Total</b>	<b>57549</b>
	<b>Sum Total</b>	<b>103036</b>

The Figure 3 below shows the total number of participants trained under STPEA during year 2015-16, 2016-17 and 2017-18



**Fig : 3 Total number of trained participants during Year 2015-16, 16-17 & 2017-18**

#### 4.1 E- learning - Blended Training Programme

DoPT has come up with the initiative of Blended Training Programme called – “Comprehensive Online Modified Modules for Induction Training” (COMMIT). STPEA in collaboration with DoPT has successfully achieved the target of training 25550 Class-3 employees. These course has provided excellent opportunities for distant participants. The blended course allowed officers and faculty to take advantage of much of the flexibility and convenience of an online course while retaining the benefits of the face-to-face classroom experience. The “COMMIT” is strategically aligned with the mission and goals of the 12-day Foundation Training Programme.

#### 5. Evaluation of Training

- Evaluation of all **training institutes** was conducted by YASHADA
- **Impact assessment of performance** at workplace of trained employees at Regional/District Administrative Institutes - Based on the requirement of training programme tools of **Interview and Questionnaire methodology** were used to measure improvement in performance of trainees. The 300 trained employees from different departments were selected randomly and data was collected from Line Manager of those selected employees through face to face interview and questionnaire. The analysis of the collected data about trained employee’s from Line Managers indicated that there is improvement in performance at work place due to training provided by RATI and DATI.



## Annexure I

### List of Trainer Development Programmes Sponsored by DoPT

Sr. No.	Title of the Training Programme	Duration	Participants Attended
1.	Systematic Approach To Training (SAT)	04/05/2017 To 06/05/2017	10
2.	Management of Training (MoT)	22/05/2017 To 26/05/2017	17
3.	Mentoring Skills (MS)	29/05/2017 To 31/05/2017	15
4.	Mentoring Skills (MS)	01/06/2017 To 03/06/2017	07
5.	Mentoring Skills (MS)	01/06/2017 To 03/06/2017	08
6.	Direct Trainer's Skills (DTS)	05/06/2017 To 09/06/2017	27
7.	Training Needs Analysis (TNA)	19/06/2017 To 24/06/2017	13
8.	Design of Training (DoT)	10/07/2017 To 14/07/2016	11
9.	Mentoring Skills (MS)	24/07/2017 To 26/07/2016	15
10.	Evaluation of Training (EoT)	31/07/2017 To 04/08/2017	09
11.	Facilitation Skills (FS)	21/08/2017 To 23/08/2016	12
12.	Direct Trainer's Skills (DTS)	09/10/2017 To 13/10/2017	18
13.	Systematic Approach To Training (SAT)	23/10/2017 To 25/10/2017	08
14.	Design of Training (DoT)	06/11/2017 To 10/11/2017	10
15.	Mentoring Skills (MS)	20/11/2017 To 22/11/2017	10
16.	Facilitation Skills (FS)	04/12/2017 To 06/12/2017	10
17.	Systematic Approach To Training (SAT)	28/12/2017 To 30/12/2017	14
18.	Direct Trainer's Skills (DTS)	12/02/2018 To 16/02/2018	28
19.	Mentoring Skills (MS)	26/02/2018 To 28/02/2018	16
20.	Design of Training (DoT)	05/03/2018 To 09/03/2018	13
Total :-			271

## Annexure II

### List of Training Courses Conducted Under SCTP Sponsored by DoPT

Sr. No.	Title of the Training Programme	Duration	Participants Attended
1.	Training Course on Financial Management.	18-20 Aug; 2017	29
2.	Training Course on Urban Management.	22-24 June; 2017	25
3.	Training Course on Project Management	03-05 July; 2017	19
4.	Training Course on Good Governance.	03-05 Aug; 2017	19
5.	Training Course on Urban Development.	07-09 Sept; 2017	16
6.	Training Course on Role of NGO's.	12-14 Oct; 2017	10
7.	Training Course on Service Delivery.	04-06 Dec; 2017	09
8.	Training Course on Communication & Presentation Skills.	18-20 Dec; 2017	14
9.	Training Course on Women Empowerment.	15-17 May, 2017	25
10.	Training Course on Women Empowerment.	19-21 June, 2017	34
11.	Training Course on Information Security.	25-27 Sept; 2017	31
12.	Orientation Training on Accessibility for Blind / Physically Challenged Persons.	18-20 Dec; 2017	10
Total :-			241

### **Annexure – III**

#### **List of programmes conducted - IAS probationers of Maharashtra Cadre**

<b>Sr. No.</b>	<b>Title of the Training Programme</b>	<b>Duration</b>	<b>Participants Attended</b>
1.	Joint Orientation Workshop for IAS & IPS Officers, (2015 batch)	10/05/2017 To 12/05/2017	16
2.	Debriefing Training Programme for IAS Officers (2015 batch)	13/05/2017 To 17/05/2017	08
3.	Foundation Course for IAS Probationers (2016 batch)	22/05/2017 To 01/07/2017	07
Total :-			31

### **Annexure – IV**

#### **List of programmes conducted – Foundation Training**

<b>Sr. No.</b>	<b>Title of the Training Programme</b>	<b>Duration</b>	<b>Participants Attended</b>
1.	CPTP-IV Foundation Programme	01/08/2017 - 10/09/2017	84
2.	CPTP-IV Technical Programme	06/11/2017 - 31/12/2017	65
3.	CPTP-III Debriefing & Refresher Training Programme.	19/03/2017 - 01/04/2017	62
Total :-			211



## Annexure V

### List of Refresher & Post Promotional Training Programme under State Training Policy

Sr. No.	Title of the Training Programme	Duration	Participants Attended
1.	Refresher Training Course for Deputy Collectors	11/04/2017 To 15/04/2017	18
2.	Promotional Training Programme for Promotee Deputy Secretary Maharashtra	17/04/2017 To 28/04/2017	15
3.	Promotional Training Programme for Class – I Officer of Agricultural Department.	24/04/2017 To 06/05/2017	15
4.	Refresher Course for the Sales Tax Department	02/05/2017 To 06/05/2017	22
5.	Promotional Training Programme for Promotee Joint Secretaries of Mantralaya	02/05/2017 To 13/05/2017	20
6.	Refresher Training Course for Deputy Collectors	17/05/2017 To 21/05/2017	17
7.	Refresher Course for Under Secretaries of Mantralaya, Mumbai	05/06/2017 To 09/06/2017	21
8.	Refresher Course for the Sales Tax Department	12/06/2017 To 16/06/2017	25
9.	Refresher Training Programme for Under Secretaries of Mantralaya , Mumbai	19/06/2017 To 23/06/2017	21
10.	Workshop for CM Flagship	30/06/2017 To 30/06/2017	32
11.	Refresher Training Course for Deputy Collectors	17/07/2017 To 21/07/2017	24
12.	Refresher course for DAT officers.	24/07/2017 To 28/07/2017	21
13.	Refresher Course For DLFAA Officers	28/08/2017 To 01/09/2017	29
14.	Training Programme for DLFAA Officers on District Master Trainers	02/10/2017 To 04/10/2017	20
15.	Refresher Course for the Sales Tax Department	03/10/2017 To 07/10/2017	22
16.	Refresher Course for the Sales Tax Department	20/11/2017 To 24/11/2017	30
17.	Refresher Course for the Officers of Sales Tax Department	04/12/2017 To 08/12/2017	22
18.	Induction Training Programme for Officers of DAT	14/12/2017 To 16/12/2017	28
19.	Training Programme for DLFAA Officers on District Master Trainers	25/12/2017 To 27/12/2017	20
20.	Induction Training Programme for Officers of DAT	01/01/2018 To 03/01/2018	17
21.	Training Programme for DLFAA Officers on District Master Trainers	01/01/2018 To 03/01/2018	19
22.	Refresher Course for the Sales Tax Department	02/01/2018 To 06/01/2018	25
23.	Induction Training Programme for Officers of DAT	04/01/2018 To 06/01/2018	24

24.	Induction Training Programme for Officers of DAT	22/01/2018 To 24/01/2018	25
25.	Induction Training Programme for Officers of DAT	05/02/2018 To 07/02/2018	24
26.	Induction Training Programme for Officers of DAT	15/02/2018 To 17/02/2018	26
27.	Induction Training Programme for Officers of DAT	19/02/2018 To 21/02/2018	16
28.	Induction Training Programme for Officers of DAT	26/02/2018 To 28/02/2018	15
29.	Training Programme for DLFAA Officers on District Master Trainers	22/03/2018 To 24/03/2018	20
Total :-			631

### **Training Programme on Capacity Building for the Officers of North - East Region of India -**

Ministry of Personnel, Public Grievance and Pensions, Department of Personnel and Training, Government of India organizes two weeks training programme for State Civil Service officers of North-East Region of India every year in Yashada.

During the year 2017-18, ATI has organized a training programme for Group A Officers of Assam & Meghalaya cadre.

# STATE INSTITUTE OF RURAL DEVELOPMENT

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

## **Mission**

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

## **Mandate**

SIRD is committed to capacity building, research and consultancy in the entire spectrum of development activities in the rural sector. Documentation of innovation work done also forms an important part of our mission. Our training programmes are intended to create a knowledge base, to disseminate information so gathered and to develop the human resource management skills and the financial project management skills, which are so important to success in a wide variety of tasks. For government officials in particular, our focus is on sensitizing them to the importance of community participation and to their roles 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.

## **Growth**

The Yashwantrao Chavan Academy of Development Administration, also known as YASHADA, functions as the State Institute of Rural Development (SIRD) for the State of Maharashtra. The Academy also includes the Administrative Training Institute (ATI). The Academy has functional experience of more than two decades of conducting state level, regional, national and international training programmes, seminars /workshops, research projects along with field monitoring and evaluation activities. The Academy is registered under the Societies Registration Act and the Bombay Public Trust Act. The training related mandate is clearly stated in its memorandum of association.

## **Main themes of Training :**

- GPDPA involving plan and new initiatives of trainings of EWRs under Krantijoti.



- Integrated Watershed shed Management Programme
  - Water Literacy
  - NIRD, ETCs and Regional GTCs/PRTC/CTC
  - 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.
  - Empowerment of Women. / Sustainable Development.
  - E-Governance for Rural Development.
  - PESA and building awareness amongst the functionaries in scheduled areas.
  - PGDRM
  - RGSA Training
  - CMRDG/ VSTM
  - E-Panchayat/ ICT: Training Programme
-

# Centre for Water Literacy

- ❖ Centre for water literacy has been established at YASHADA vides G.R. Dated 30<sup>th</sup> November 2016.



## ❖ Objectives of Centre :

- Establishment of trained cadre of volunteer at different level
- Supportive role in water literacy and water awareness program in state
- Study and documentation of water related activities and its dissemination.



## ❖ Structure of Centre :

- Yashada will be the state level centre for water literacy, besides state level centre it will also act as divisional centre for Pune, Nashik and Kokan divisions respectively.
- Following centres also have been established, those are as below.
  1. Water and Land Management Institute (WALMI), Aurangabad for Aurangabad Division

2. Dr. Panjabrao Deshmukh Vidarbha Administrative and Development Academy, Amravati for Amravati Division.
3. Forest Administration, Development and Management Academy, Chandrapur for Nagpur Division.

❖ **Working of Centres :**

**A. Training :**

- Assessment of training need of different stakeholders.
- Preparing annual and five years training plan.
- Selection of Jalnayak at different level and their training.
- Training to different Water Users, beneficiaries, Jalkarmi and Jalsevak.
- Planning and coordination of training of divisional centres
- Arrangement of water literacy workshops.

**B. Study and Documentation**

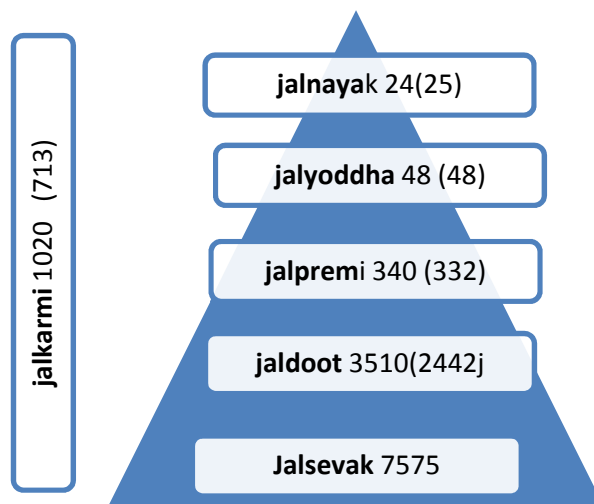
- Study of success stories by people participation.
- Study of projects done by government institutions, their uses and its results.
- Documentation regarding water conservation, reuse of water, river rejuvenation, water pollution, etc.

**C. Awareness Regarding Water Literacy**

- Preparing IEC material for water literacy and water awareness.
- Dissemination of water related activities.

**D. Other Supportive Works**

- Helping different water related government departments and agencies about water and water literacy related policies.
- Helping schools, Ashramshala, residential schools, colleges, youth clubs, women self-help groups, etc regarding water literacy.
- Water literacy with the help of retired government officials /semi-government officials / staff.



❖ **Work methodology :**

Elaborated as below

- Training need assessment
- Preparation of training module
- Capacity building of divisional centres
- Selection of volunteers at different level
- Training of volunteers
- Selection of Jalkarmis and training of Jalkarmis
- Preparation of IEC material and its dissemination
- Study and documentation
- Policy support to department  
Water literacy at Grampanchayat



❖ **Outline of works :**

- Cadre of self-motivated inspired resource person for water literacy.
- Planning of quality training through resource persons.
- Training need assessment through state wide brain storming
- Support of renowned institute like IIRS in training and study.
- Making available study material documentation, short films, and audio books on portal.
- Training of Jalnayak, Jalyodhdha and Jalkarmi through Yashada.
- Training of Jalpremi and Jaldoot by Divisional Water Literacy Centres
- Training of Jalsevak at District / Block Level
- Training monitoring and evaluation through District and Block Level Water Literacy Committees.
- Simple and meaningful reading material.
- Design of training, time table and trainer manual through Yashada to Divisional Centres and trainers
- Entire cadre building through self-inspired volunteers





### ❖ **Expected Deliverables :**

- Establishment of self-motivated and self-inspired cadre of Jalsevak at Grampanchayat level (7575)
- Budgeting of water resources of 7575 Grampanchayat
- Helping Agriculture assistant in training regarding exit protocol of Jalyukt Shivar Abhiyan by Jalsevak.
- Training to Water User Association (2005) with Water Resource Department.
- Success stories, study report and documentation (Approximately 80)
- Trained cadre of Jalnayak and Jalyodhdha (72)
- Trained cadre of inspired Jalpremi at District Level (340)
- Trained cadre of inspired Jaldoot at Block Level (3510)
- Trained cadre of Jalkarmi for technical assistance (1020)
- Preparation of booklets on water literacy at three different educational levels with the help of education department.

### ❖ **Organized Activities**

- Brain Storming Meetings,
- Meeting of Yashada level committee of Water literacy Centre
- Workshops to finalize selection criteria and process of selection of Jalnayak, Jalyodhdha, Jalpremi, Jaldoot, Jalkarmi and Jalsevak.
- Training needs analysis and Design of training
- Actual selection of Jalnayak and Jalyodhdha#.
- Actual Selection process of Jalkarmi, Jalpremi and Jaldoot.
- Water literacy – Documentation
- Submitted five years plan for rs.99 Crs .
- Got administrative approval for Rs. 28.23 Crs
- Inauguration of centre by Hon Chief Minister on 6<sup>th</sup> Aug 2018.
- Foundation training for Jalnayak and jalyodhdhas.
- Inauguration of Divisional water literacy centre at Chandrapur.
- Foundation training programme for Jalpremi and jaldoots.
- Refreshers Training for Jalnayak and jalyodhdha at walmi.
- Foundation training to Jalpremi from Marathwada at walmi
- Selection of cadre shown in above pyramid in bracket.
- Released books
  - Santvaniteel jalsaksharata
  - Audio book on santvaniteel Jalsaksharata
  - Paramparateel jalvan mahatmya.
- Received Rs 51 Lakhs for year 2017-18
- Budgetary allocation 2.98 Crs for 2018-19 in white book.



# Watershed Management Centre (WMC)

## Integrated watershed management programme (IWMP)



### 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 Hon. Director General to initiate brainstorming on the Common Guidelines-2008 (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. Apart from IWMP there are other Project also for which capacity building Programs are conducted.

Watershed component is now a part of PRADHAN MANTRI KRISHI SINCHAYEE YOJANA (PMKSY). The Illustrative Activities of PMKSY are : (A) Water Harvesting Structures such as Check Dams, Nala Bund, Farm Ponds, Tanks etc.

(B) Capacity Building, Entry Point Activities, Ridge Area Treatment, Drainage Line Treatment, Soil and Moisture Conservation, Nursery Raising, Afforestation, Horticulture, Pasture Development, Livelihood Activities for the Asset-less Persons and Production System & Micro Enterprises for Small and Marginal farmers etc.

(C) Effective Rainfall Management like Field Bunding, Contour Bunding/Trenching, Staggered Trenching, Land Leveling, Mulching etc.

#### Capacity Building & Training for Ongoing Projects:

Given below are the details and information about Training and Capacity Building programmes conducted under three programmes namely-

- Integrated Watershed Management Programme (IWMP),

#### Activities at WMC:

- Preparation of training Modules: WMC has developed 08 training modules for IWMP.
- Out reach programmes for RTS (STP) and various subject by State Resource Organization.
- Inhouse Training Programme of IWMP, STP Agri. Dept. for Grade A Officers and NIRD & PR.

#### YASHADA - 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 Programme (RIDF), Western Ghat Development Programme (WGDP) and Hariyali Project. 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 coordinate and monitor SRO training programmes as per approved action plan

#### Training Levels

In Year 2017-18, YASHADA continued with responsibility of YASHADA & SRO Level Training Programmes. Watershed Management Centre, State Institute Rural Development imparts training at Two levels. This structure is for IWMP Project.

- YASHADA level trainings
- State Resource Organizations (SROs)

#### Target Group/Stakeholders of Watershed Management Centre, SIRD

- State, Division, District and PIA level functionaries
- Master Trainers
- State and District Resource Organizations representatives
- Watershed Cell cum Data Centre (WCDC) team members
- 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 for the trainings. 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 imparts practical knowledge. The details of the Training Programmes conducted by YASHADA are as follows-

<b>Level</b>	<b>Trainers</b>	<b>Training Program</b>	<b>Trainees (Stakeholders)</b>
Nodal Agency	Apex Training Organization YASHADA	<ul style="list-style-type: none"> <li>• Induction and Refresher Training Program</li> <li>• Training Need Analysis Workshop</li> <li>• Review Workshop</li> <li>• Livelihood Training Programme</li> <li>• Watershed Treatment Techniques</li> <li>• Exposure visit</li> <li>• Jalsaksharta (Water Literacy)</li> <li>• Training Programme – NIRD &amp; PR</li> </ul>	Grade- A Officers, Agri. Dept.  Agri. Dept. Officers & Master Trainers Master Trainers from SRO, DRO and PTO <ul style="list-style-type: none"> <li>• APM, DPM, PIA</li> <li>• APM, DPM, PIA</li> <li>• APM, Dy. Director, GIS Expert</li> <li>• ZP Officers, Master Trainers</li> <li>• Executive Engg., Project Manager (IWMP) &amp; District Superintending Officer, Project Manager (IWMP) &amp; District Superintending Officer, District Animal Husbandary Officer, Sr. Geologist, Dy. Director, Dy. Conservator of Forest, NGO MT etc.</li> </ul>
STATE	State Resource Organizations	<ul style="list-style-type: none"> <li>• Livelihood</li> <li>• Agriculture Engineering</li> <li>• Agriculture Management</li> <li>• Social Mobilization</li> <li>• Agriculture Engineering (Part-2)</li> </ul>	<ul style="list-style-type: none"> <li>• Watershed Development Team (Agriculture Expert, Livelihood Expert, Social Mobiliser, Agriculture Supervisor),</li> <li>• Agriculture Assistant,</li> <li>• Assistant Plantation Officer</li> <li>• DRO Master Trainer</li> </ul>



**YASHADA level trainings**

**YASHADA CONDUCTS WORKSHOP, LIVELIHOOD & WATERSHED TREATMENT TECHNIQUES TRAINING PROGRAM FOR PIA AND VSLNA MEETINGS**



**1. Exit protocol training programme under IWMP**



**2. Training programme on watershed treatment techniques for PIA under IWMP**

## YASHADA level trainings

### YASHADA CONDUCTS COURSES LIKE STP- INDUCTION TRAINING & NIRD TRAINING PROGRAM AND JAL SAKSHARATA WORKSHOP



Watershed Training and Magazine Inauguration Program

#### 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 as these Guidelines are evolved for 'inclusive growth', allocate 23% funds for livelihood & productivity enhancement, and provide directives for holistic / integrated watershed management.

#### SRO level trainings:

#### SRO LEVEL TRAININGS: MSSM, JALNA



Strengthening of Shelf Help Group training, Jalna





Climate change Training programme, Jalna

**SRO level trainings: AFARM, Pune.**



Livelihood Training Programme, AFARM Pune.



Climate change Adaptation and Mitigation, AFARM, Pune

Development of Training Modules  
*Modules Preparation activities-*

Sr. No.	Development & Publication Module
1	User Group
2	Self Help Group
3	Village Level Orientation Training
4	Common Guideline 2008 (Revised 2011)
5	Participatory Rural Appraisal - Guideline
6	Vikasachi Nidhal watchal
7	Poster
8	Social Mobilization (Preparatory Phase)
9	Livelihood (Preparatory Phase)
10	Project and Finance (Preparatory Phase)
11	Agri. Engineering (Preparatory Phase)
12	Agri. Management (Preparatory Phase)
13	Detail Project Report (Preparatory Phase)

14	Basic Training for Watershed Secretary (Preparatory Phase)
15	Participatory Rural Appraisal (Preparatory Phase)
16	Orientation District Level (Preparatory Phase)
17	Agri. Engineering (Work Phase)
18	Stress Management (Work Phase)
19	Account Process (Work Phase)
20	Motivation (Work Phase)
21	NGO Management & Govt. Schemes Convergence (Work Phase)
22	Water management & crop management (Work Phase)
23	Exit Protocol (Batch 01 & 02)
24	Watershed Treatment Techniques
25	Jal Saksharta



SRO, DRO and PTO Training Modules



Posters on PRA

### Modules Printed

#### State Resource Organization :

1. Specialized Training for Subject Specialists-Agriculture
2. Specialized Training for Subject Specialists-Agri. Engineering
3. Specialized Training for Subject Specialists-Social Mobilization
4. Specialized Training for Subject Specialists-Livelihood
5. Specialized Training for Subject Specialists-Project & Finance Management
6. Specialized Training for Agriculture Engineering Part - 2 (Work phase)



**Yashada Level :**  
**Modules Printed**  
**Year 2017-18**

7. District Level Orientation Training Programme
8. PRA
9. Sanstha vavsthapan & sashakiy yojnecha ektrikaran
10. Consoldation and Withdrawl Pahse
11. Watershed Treatment Techniques
12. Farmer producers company
13. Trainer trainee module for Livelihood resource expert
14. Strengthening of Self Help group
15. Exit protocol

Watershed Management Centre Physical Target & Achievement

The table below shows the total training programme and total training participants target and achievement for all programmes of STP, IWMP, and DoLR (NIRD)

Training Programmes Conducted and Participants Covered			
Year	Target/ Achievement	Total Target	
		Participants	Programmes

**Training Programme for Chief Minister Rural Development Fellows  
(Village Social Transformation Mission)**

In an effort to converge the developmental efforts between the Government of Maharashtra and Corporate India, a uniform and collaborative vehicle for socio-economic rural transformation was envisaged. Maharashtra Village Social Transformation Foundation is a collaborative effort between Maharashtra Government and the corporate sector to transform 1000 Gram Panchayats in Maharashtra. MVST Foundation's objectives are as follows

- Transform 2500 villages in Maharashtra, severely affected by drought or social challenges into Model Villages by providing hard & soft infrastructure and quality last mile service delivery
- Bring about wide-scale behavioural change to empower villages towards self-sustainable development
- Build a development model that will be scalable across the country by 2019

**Rural Development Fellowship Program**

The Rural Development Fellowship is a key initiative, which implemented and monitored internally by the Foundation, with aid from the partner organizations. This program gives 1,000 highly qualified fellows the opportunity to enable and engineer socio-economic development at the village level over 12 months. Each fellow will be assigned one Gram Panchayat (GP) and will be responsible for overall execution of development activities in this focus area. Fellows will be empowered by the Chief Minister to ensure timely and effective transformation of all the comprising villages of their GPs. The major roles they will play are:

- 1) Agents of Behaviour Change in villages
- 2) Information bearers of various schemes and development works

3) Facilitators between the government, corporate entities, and villages

4) Conducting baseline and review surveys

YASHADA designed a comprehensive training program ensures that RDFs can effectively carry out their tasks as development practice professionals. So far 4 batches covering 579 participants-CMRDFs were trained in Induction, Debriefing, Thematic and Refresher training programme at YASHADA. (Table-I)

The training's were conducted through an integrated approach with mix presentations, demonstrations, interactions, motivational sessions and role plays. The training schedule was designed and delivered with the support of VSTF Partners –TATA Trusts and HUL along with domain experts hailing from Government Departments, YASHADA, BAIF, WOTR, CAIM, Marathi Vigyan Parishad, among others.

Induction Training Programme Batch I &II -Inaugural Address by Hon Chief Minister, GoM



Induction training programme for CMRDF -Batch I& II at YASHADA, Pune (2-8 April, 2017)



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## **Transforming India through Strengthening PRIs –Certification of Master Resource Person [NIRDPR, Hyderabad]**

There is a great need for improving quality of training for the Panchayat Raj functionaries in the country and the National Institute of Rural Development Panchayati Raj (NIRDPR) Hyderabad is tasked to work out innovative strategies to achieve the task. In this regard, NIRDPR is implementing a national level project titled “Transforming India through Strengthening PRIs” sanctioned by Ministry of Panchayati Raj (MoPR) Govt. of India.

### **Programme Overview:**

The ToT will orient and assess State Level Master Resource Persons on Training Modules for PR functionaries, followed by assessment and certification. In this regard the following 12 Modules have been designed for certification of the State Level Master Resource Persons.

1. Democracy and Governance
2. Panchayat Management
3. Financial Management
4. E-Governance
5. Participatory Planning
6. Leadership Development & Management
7. Sectoral Schemes - Economic
8. Sectoral Schemes – Social
9. Gender and Governance
10. Inclusion and Empowerment
11. Governance in 5th Schedule Areas
12. Governance in 6th Schedule Areas

### **Programme Outline/Content:**

The assessment criteria has been designed to allow candidates to show that they have the required knowledge, understanding and skills that qualify them to be certified as a “State Level Master Resource Person”. Validity, equity and fairness will be ensured at each stage of the assessment process

- a) Subject Matter Expertise: Subject knowledge and expertise will be assessed through a written test in 12 thematic areas related to PRIs. The candidates will have option to choose more than one thematic area.
- b) Training & Facilitation Skills: The candidates have to facilitate a session on a given topic for about half an hour, where the expert assessors will observe the methodology, language, communication, and documentation and presentation skills.
- c) Achievement of Learning Objectives: At the end of the training, the learners should be able to demonstrate understanding or do what was intended in the training objectives
- d) Communication Skills: The resource persons must be able to communicate effectively with the individual trainees as well in group. The communication skill includes written, oral and documentation.
- e) Soft Skills: The soft skills of the candidates will be assessed by a committee through individual presentations. Based on the marks scored during assessment the resource persons would be graded as “A”, “B”, “C”, “D”



SN	Description	Marks
1	CV	20
2	Subject knowledge	30
3	Training & facilitation skills	20
4	Achievement of learning Objectives	10
5	Communication Skills	10
6	Soft skills	10
Total		100

As a part of this innovative initiative State Institute of Rural Development, YASHADA so far 9 batches covering 358 trainers were assessed and oriented through a scientifically drawn up frame work by grading them depending on competency of the trainer across the state. A total number of 259 Trainers have been qualified according to the criteria and certified as Master Resource Person. Out of which 120 certified as Grade 'A' and 139 Grade 'B'. The list of these certified Master Resource Persons of Grade A and B category is uploaded on NIRDPR Website and circulated to GTC/PRTCs.



Inaugural Address by Director, SIRD, YASHADA – Batch I (18-21 July, 2017) at, YASHADA



Group work and presentation by Master Resource Persons -17-20 August 2017 Batch II at YASHADA, Pune

### Individual presentation by Master Resource Person



### Certification of MRPs at GTC, Amravati –Batch VIII & IX (27-30 Dec. 2017)



### Certification of Master Resource Person



### Interaction with Director General NIRDPR, Hyderabad





# “E-Panchayat/ICT: Training Programmes”

## Introduction

Government of India (GoI), with an intention to transform the governance landscape by ensuring participation of citizens in policy making and providing ease of access to information to the citizens, introduced the National e-Governance Plan (NeGP) in 2006. e- Panchayat is one of the Mission Mode Project (MMP), currently being implemented with a vision to empower and Panchayati Raj Institutions (PRI's), making them more transparent, accountable and effective organs of decentralized self-governing institutions.

## Training Programmes:

### 1.Training Programme on Panchayat Enterprise Suite (PES) Application (ToT) :

#### Objectives:

“Make all Government services accessible to the common man in his locality, through common service delivery outlets and ensure efficiency, transparency & reliability of such services at affordable costs to realize the basic needs of the common man.”

The Ministry of Panchayati Raj, in partnership with NIC and the States, has undertaken a journey to transform the governance landscape in rural India. In this endeavour, eleven (11) individual Software Applications namely Local Government Directory (LGD), PlanPlus, PRIASoft, ActionSoft, AreaProfiler, National Asset Directory (NAD), ServicePlus, National Panchayat Portal (NPP), Social Audit and Meeting Management (SAMM), Training Management and GIS, under the aegis of Panchayat Enterprise Suite (PES) had been envisaged during the e-Panchayat conceptualization stage. Ten (10) Software Applications are rolled out and are currently at varied levels of usage across the States. The eleventh (11th) Application i.e. GIS is currently being developed. All these Applications are web based Applications and can be easily accessed online.

In collaboration of Department of Rural Development, Mumbai & SIRD-YASHADA conducted two batches for 3 days training programme for Dy.CEO & District Manager, CSC-SPV in YASHADA.



SIRD, YASHADA conducted Villagebook hands on practical training for 70 participants in CIT-Lab.



Training Programme on PES Application for Dy.CEO & District manager 1<sup>st</sup> Batch for  
Date: 27 to 29 November 2018



Training Programme on PES Application for Dy.CEO & District Manager 2<sup>nd</sup> Batch  
Date: 30<sup>th</sup> Nov to 2<sup>nd</sup> Dec 2018



## 2. Training Programme on Villagebook/Faceook (ToT):

### Objective:

Provide a platform for the Department to communicate new schemes, significant events and policies, effectively and quickly

Providing a platform for every village to collaborate, communicate and connect with people within and outside the villages

Provide a platform for alumni to reach out to local representatives in the villages to volunteer and contribute to the development of their village

The platform selected for this project, after much deliberation, was Facebook's Social Media Platform as it provides for all the basic tools needed for collaboration, communication, connection and contribution. The Rural Department intends to create a web of ~44,000 Facebook pages linked back to the Rural Development Department's page which would be used to push information centrally to these pages. In order for the pages to be created in a systematic, well-defined manner, the Department has created a Template.



Online Inauguration of Villagebook page by Hon. Aseem Gupta, Secretary, Rural Development & Panchayati Raj Department, Mantralaya, Mumbai



With Hon. Secretary, RDD, Mumbai, RDD Officials, Facebook Trainers, SIRD Officials, PWD Consultants, Dy. CEO & District manager CSC-SPV.

# Rastriya Gram Swaraj Abhiyan (RGSA)

The Scheme of RGSA aims to strengthen capacity of institutions for rural local governance to become more responsive towards local development needs, prepare participatory plans leveraging technology and efficiency utilize available re-sourcefor realizing sustainable solution to local problems linked to SDGs

## Focus area of RGSA

- **To ensure**
  - Basic orientation training for elected representative (ERs) of Panchayats , within 6 months of their election.
  - Refresher training to be ensured within 2 years
  - Capacity Building of ERs with Priority to Aspirantion Districts and Mission Antyodayaclusters.
  - Strenthening of the Panchayat-SHG partnership.

## Objectives of RGSA

- Develop governance capabilities of PRIS to deliver on the SDGs.
- Enhance capabilities of Panchayats for inclusive local governance with focus on optimum utilization of available resources and convergence with other schemes to address issues of national importance.
- Enhance capabilities of Panchayats to raise their own sources of revenue.
- Strengthen Gram Sabhas to function effectively as the basic forum op people’s participation, transparency and accountability within the Panchayat system.
- Promote devolution of powers and responsibilities of Panchayats according to the spsirit of the constitutionand PESA act1996
- Develop a network of institutions of excellence to support capacity building and handholding for PRIs.
- Strengthen institutions for capacity enhancement of PRIs at various levels and enable them to achieve adequate quality standards in infrastructure, facilities, human resources and outcome based training.
- Promote e-governance and other technology driven solutions to enable good governance in Panchayats for a administrative efficiency .
- Recognize and incentivize PRIs based operformance.

- 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

## **Capacity Building and Training other than GPDP –**

Training programe for TNA & Module designing, CB&P of ZPMs and PSMs, State level training for ZP HoDs & BDOs on implementation of rural development schemes, ToT for GPMs, Krantijyoti, Gramsevaks, PSMs and Extension officers, Refresher training of MTs for GPDP Plan Management & Effective Gramsabha, Exposure visit

outside State, ToT of PES Application for DLOs and Training programme regarding PESA for ZPMs/PSMs/DLOs/BLOs & Coordinators was conducted at YASHADA level during the year 2017-18.

**Training Programme conducted at YASHADA level during 2017-18**

(Rs.in lakhs)

Sr.No	Training Programme	Physical Progressive		Financial Achievement
		Target	Achievement	Expenditure
1.	Refresher Training for MTs for GPDP Plan Management & Effective Gramsabha	102	102	3.77
2.	Training for ERs of District Panchayats (ZPMs)	1509	1359	75.42
3.	Training for ERs of Block Panchayats (PSMs)	3694	1885	104.62
4.	Training for BDOs & ZP HoDs for Effective Implementation of Rural Development Schemes	487	202	11.20
5.	Exposure Visits Outside State	200	153	38.25
6.	CB&P of ZP HoDs on Good Governance & panchayat system -ToT of PES Application for DLOs	430	85	4.72
7.	Training of Master Trainers for Capacity Building of Gram Panchayat Members	55	56	5.18
8.	Training of Master Trainers for Capacity Building of G P Women Members (Krantijyoti)	55	59	5.09
9.	Training of Master Trainers for Capacity Building for Gramsevak/VDOs	50	45	4.16
10.	Training of Master Trainers for Capacity Building for P S Members	136	117	6.49
11.	ToT for Capacity Building of Extension officers (Panchayat)	68	32	2.96
12.	Training Need Assessment Workshop		90	5.09
13.	Development of Training Modules		110	4.98
14.	Development of Training Material including Film and Electronic material.			2.61
15.	Training for Orientation of PESA Coordinators	40	40	3.70
16.	ToT for Gram Sabha Mobilizer (PESA) MTs (State level)	26	27	1.50
17.	Training for Capacity Building of ZP Members (PESA)	90	28	1.55
18.	Training for Capacity Building of PS Members (PESA)	180	51	2.64
19.	Training for District level Functionaries	130	71	3.94
20.	Training for Block level Functionaries	295	151	8.38
21.	Refresher Training for Master Trainers (PESA)	118	121	6.72
22.	Recurring cost on Additional Faculty & maintenance of SPRC			19.58
23.	Funds Distribution to SPD, SPMU, RGSA Project, Pune for District level Training and other Activities			3308.88
	<b>TOTAL</b>	<b>7665</b>	<b>4784</b>	<b>3631.43</b>





Course Completion Certificates Awarded to Z.P. Members by Hon. D.G. Shri. Anand Limaye, Yashada, Pune



Hon. Secretary RDD, Shri. Aseem Gupta, addressing the trainees (Z.P.Members)



Feedback from Zilla Parishad Member Training Programme held at YASHADA



Mr. Popatrao Pawar, Sarpanch, Hivare-Bajar Addressing the participants



Mr. Bhaskar Pere-Patil, Sarpanch, Patoda Addressing the participants





Mr. Bharat Patil, Ex. Vice President Z.P. Kolhapur, addressing the participants



Mr. Sharad Butte Patil Ex. Chairperson ZP, Pune addressing the participants



Concept of Peoples Participation in solving Local Problems is being taught through Human-Chain game



Concept of Planning, Implementation, Monitoring, and Evaluation is being taught to Participants through Blinded Fold Game

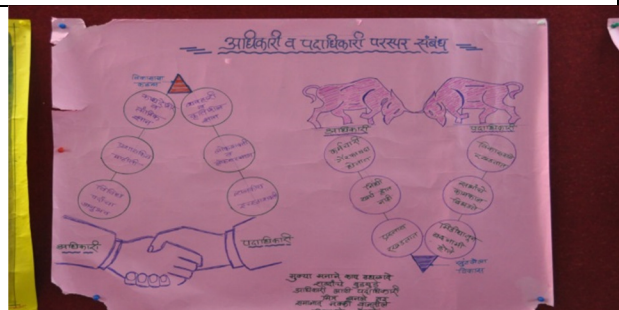


Group Presentation By Trainee ZP, Member

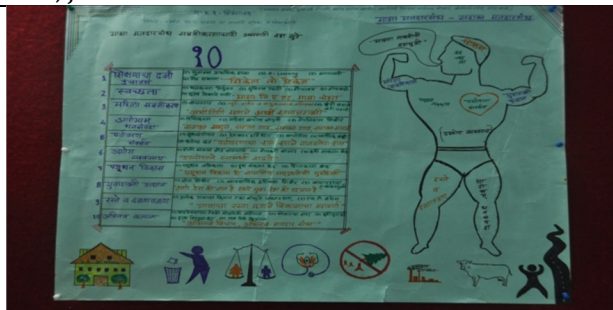


गट सादरीकरण करताना प्रशिक्षणार्थी

Group Presentation by Block Panchayat Member at KVK, Jalana.



Official and Non officials inter personal relationship and Co-ordination



DasSurti (Ten Principles) for Constituency Development

## Development and Distribution of Reading Materials

Sr. No.	Reading Material
1.	Developed 6000 copies of reading material on Rural Development Guidance for Zilla Parishad & Panchayat Samiti Members and distributed 4000 copies in ZPMs training programs held at YASHADA, PSMs training programs held at 6 Regional Training Centres, ToT of PSMs training and Induction training of RDFs under VSTF trainings.
2.	Developed 6000 copies of reading material on SDG and various Govt. schemes for Zilla Parishad and Panchayat Samiti Members and distributed 4000 copies in ZPMs training programs held at YASHADA, PSMs training programs held at 6 Regional Training Centres, ToT of PSMs training and Induction training of RDFs under VSTF trainings and Training of BDOs & ZP HoDs on Effective implementation of Rural Development Schemes.
3.	Developed 200 copies of Guide book for MTs for Kranti Jyoti (Elected women representative of GP) and distributed in training for Capacity Building of MTs for Kratiyoti training held at Wardha Dist.



### Grants Released & Expenditure Achievement at YASHADA level For the year 2013-14 To 2017-2018 (Rs.in lakhs)

Year	Opening Bal	Grants Received		Misc Receipt	Total Grants	Expenditure		Total Exp.	Closing Bal
		GoI (75%)	GoM (25%)			Disbursed to ZP/SPMU etc.	YASHADA level		
2013-14	0.00	8317.06	1450.00	4.23	9771.29	5005.03	3.49	5008.52	4762.77
2014-15	4762.77	0.00	42.75	16.49	4822.01	4497.71	149.22	4646.93	175.09
2015-16	175.09	0.00	0.00	13.21	188.30	0.00	60.36	60.36	127.94
2016-17	127.94	2117.00	0.00	27.41	2272.36	1717.00	63.09	1780.09	492.26
2017-18	<b>492.26</b>	<b>4127.92</b>	<b>0.00</b>	<b>56.71</b>	<b>4676.89</b>	<b>3308.88</b>	<b>322.55</b>	<b>3631.43</b>	<b>1045.46</b>
Total		14561.99	1492.75	118.05	16172.79	14528.62	598.71	15127.32	1045.46

# PESA Cell

Panchayat Extension to Scheduled Areas Act 1996 (PESA) is a Self Government Act of tribal society living in Scheduled Areas in India. PESA covers Ten States in India and Maharashtra is one of them. In Maharashtra State 13 Districts 59 Blocks 2890 village Panchayats and 6200 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 to operation.

Govt of Maharashtra created PESA CELL in YASHADA PUNE to train officers from different departments of State Government and Panchayat Raj Institutions and also to carry out PESA related activities. Though PESA was enacted in 1996 its rules were not framed. PESA CELL in Yashada undertook this activity and framed draft PESA rules and sent to Government of Maharashtra for further action. On 4 th March 2014 Govt. of Maharashtra has published PESA rules. As rules have been published ,now it is easy for the tribal people and the concerned officers to implement the various provisions of PESA

PESA CELL also have prepared IEC material to help tribal people and concerned 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 ZPs to distribute them to Village Panchayats.

PESA CELL have conducted training programmes in YASHADA Pune for officers and members of ZP and PS and has trained 2508 participants till 31 March 2018.

Government of India had launched Rajiv Gandhi Panchayat Sashaktikaran Abhiyan from year 2013-14. Under this Abhiyan significant allocation had been demarcated for PESA related activities. GoI under this programme had also given sanction to recruit 12 District Coordinators, 59 Block Coordinators and 2835 Gram Sabha Mobilisers to carry out PESA related activities. Under this Abhiyan Government of Maharashtra ordered CEOs in Scheduled Districts to fill up these posts of District and Block Coordinators. At present 10 District and 52 Block Coordinators have been recruited and they are assisting CEOs in implementation of PESA.

In year 2015-16 Government of India had launched Gram Panchayat Development Plan (GPDP). Programme. Under this Programme GoI has sanctioned for the year 2015-16 Rs. 10000 for each GP for hand holding activities, and Rs



2500 for each GP for capacity building of Gram Sabha. Government of India has Also sanctioned funds to carry out training activities for officers and ERs in Panchayat Raj Institutions. In year 2015-16 204 and in year 2016-17 377 and in year 2017-18 426 participants have been trained.

Government of Maharashtra has recently decided to allot 5% funds from State Tribal Budget to concerned PESA villages as untied funds to carry out various development activities in the villages. PESA CELL has conducted 4 programmes in Yashada on Gram Sabha Kosh. Also 3 Programmes were conducted for village level functionaries and Gram Sabha Kosh members in Yavatmal and 900 participants attended these training programmes.





# Gramsevak/ Panchayat Raj & Composite Training Centre

- In Maharashtra SIRD there are 21 training Institute engaged in training of Rural Development & Panchayat Raj functionaries since more than last 60 years.
- Out of 21, 09 are Gramsevak Training Centres GTCs (08 have a status of ETC), 11 are Panchayat Raj Training Centres (01 having status of Extension Centre) – s and 01 Composite Training Centre at Gargoti, Kolhapur.
- At Present in Maharashtra in addition to above 9 ETCs Yashwant training centre at Hivarebajar, Dist. Ahmednagar is also identified as Extension Training Centre recently.  
Thus there are total 10 Extension Training Centres now
- Gramsevak Training Centres are involved in foundation Training for newly recruited Gramsevak, refresher courses for Gramsevak and sponsored programmes under various schemes such as RGSA, RTS, GPDP, 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 RGSA, RTS, GPDP 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 RGSA, RTS, GPDP 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 .
- New DPRC buildings with a cost of Rs. 2.00 crore have been sanctioned by MoPR
- Recurring grants and Non-Recurring grants are given to ETCs by MoPR as per the proposal.
- A contract staff of five at each DPRC have been sanctioned for 25 DPRCs in the state & it will be recruited at the earliest.
- An administrative and monitoring unit, DPMC will be established at all districts in the state under RGPSA.
- Gramsevak Training Centres namely manjri, (Pune), Parbhani and Buldhana are also working as District Administrative Training Institutes (DATIs) Since 2014-15 for the respective districts.
- They impart foundation and refresher training to all class III and classIV employees from that district as per the state training policy.
- Our all these 21 centres try to make the training programmes are interesting and participant friendly. They use various training methods that increase the involvement of participants.
- Some of the movements from training programmes are as –



**GTC Gargoti: Gramsevak Participants doing Group Discussion**



**GTC Amravati : Elected Representatives ( Panchayat Samiti Members) getting understood the concept of Human Development through a Game - " Ek Paul Pudhe" during RGSA Training Programme.**

- **Problem solving**

Krantijyoti training conducted at Gangakhed District Parbhani under RGSA training programme for gram-panchayat women members.

It was great experience as women participated actively & tried to understand the problem solving skills by working in the groups. They took time, but thinking process was in right direction. They discussed a lot & with some fear, presented their topics i.e. scarcity of water, women's education etc.

They do learn the technique but as a trainer we have to explain them by giving local examples.



**Panchayat Raj Training Centre, Murud, Dist. Latur**



**PRTC Pusad, Yavatmal: Village Panchayat Women Elected Representatives getting understood their Roles & Responsibilities through a Game ( SNAKE & LADDER) during Capacity Building Training under RGSA**



- Our all Gramsevak Training Institutes arrange Yoga classes in the morning and sports activities in the evening for the participants. They also arrange activities like Shramdan, Plantation, health chek up Blood donation camps and cultural programmes during residential training programmes.
- These institutions provided inputs on e-panchayat and covered all aspects regarding e-tenderand ask. Inputs on lates schemes b state and central governments, like Jalyukta Shivar , Samruddha Maharashtra Jankalyan Yojana has been given to Gramsevaks.
- Trainees will made aware about the intrinsic spirit behind the acts like RTI and RTS practical training about disaster management and First Aid is also given to the Gramsevaks/VDOs.
- Thus, our Gramsevak Trainig institutes try for the overall personality Development of Gramsevak.



GTC Gargoti, Kolhapur: Gramsevaks doing Shramdan in the training centre campus



GTC Gargoti, Kolhapur: Gramsevaks doing Shramdan in the training centre campus

**Details of the Training Programme conducted during the year 2017-18 by  
GTCs, PRTCs, & CTCs till 31<sup>st</sup> March 2018**

Sr. No	Name of the Institute	Total No. of the Centres in Maharashtra State	Trg. Pro. Conducted during the year 2017-18	Total No. of Trained Participants during the year 2017-18
1	GTC	09	490	15803
2	PRTC	11	1004	43780
3	CTC	01	30	1241
	<b>Total</b>	<b>21</b>	<b>1524</b>	<b>60824</b>

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

## INTRODUCTION

The development of Cooperative movement is so spectacular that it has immersed as a very big sector in Indian economy contributing to the economic development of our country. Maharashtra has been in the forefront and pioneering in the cooperative movement. To enable the state to maintain its premier position in the country, in this respect, the YASHADA had decided to give due emphasis to capacity building of all the stakeholders in the cooperative sector. 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 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<sup>th</sup> 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 & non officials in the cooperative sectors & cooperative department for capacity building.**
- Undertake Action Research Projects in cooperative sectors.
- **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

1. Class-1 Officers of Co-operative, Marketing & Textile Department.
2. The Non-officials and Officials of the following Cooperative Societies/Banks.

**Table 1 : Target group**

S.N.	Type of Cooperative Societies	No. of Societies
a	District Central Cooperative Banks	31
b	Urban Cooperative Banks	517
c	Urban Cooperative Credit Societies	14577
d	Employees' Cooperative Credit Societies	7232
e	Agricultural Produce Market Committees	254
F	Cooperative Sugar Factories	202



## **ACTIVITIES**

- Foundation, Refresher, Induction and Orientation and training Programmes of the field staff of Administration and Audit wing of co-operative department under State training policy.
- Sponsored training courses for the capacity building of officials & Non officials of District Banks/Urban Banks/Credit Societies & other cooperative institutions.

## **OUR MANDATE**

The Centre is mandated to perform the activities as listed below :

CCTR has developed 3 days training module for Cooperative sector, which is utilized for verities 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 a reading material in Marathi language for six 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-operators / social activist from each districts 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 2017-18**

- **Refresher Training Programme for Class-1 officer of of Cooperative, Marketing & Textile deptt. under STP. (Duration-05 days).**



**YASHWANTRAO CHAVAN ACADEMY OF DEVELOPMENT ADMINISTRATION**  
**Center for Co-operative Training & Research**  
**Refresher Training Programme for Class-1 Officer of Co-operative,**  
**Marketing & Textile Department under STP**  
**Duration:- 18th to 22nd September 2017**



1. Shri. Pradip Garole, Director CCTR, YASHADA, Shri. Madhukar Chaudhari, IAS, (Commissioner, State Cooperative Election Authority), Shri Yivek Velankar, RTI Trainer, Shri. Chandrakant Mane, Co-ordinator CCTR, YASHADA/  
 1st Line- Mrs. Sadhana Deshmukh, Mrs. Shubhangi Joshi, Mr. Sunil Shirapurkar, Shri. Ramendrakumar Joshi, Mr. Nitin Dahibhate, Shri. Bapurao Katare, Mr. Janardan Gutte, Mr. Bibishan Lawand, Shri. Mahendra Mhaske  
 Mr. Rajendra Gaikwad, Mr. Laxminarayan Mundada, Shri. Dileep Udhan, Mr. Vinayak Kahalekar, Mr. Rajkumar Patil, Smt. Jyoti Shankhapal, Dr. Pradnya Tayde  
 2nd Line- Shri. Sanjay Borade, Mr. Sanjay Kshirsagar, Dr. Ashok Kumbhar, Mr. Jayantkumar Patil, Mr. Prashant Sonawane, Shri. Shirish Kulkarni, Shri. Santosh Bidwai, Mr. Manik Sangle, Mr. Kiran Sonawane

- **Refresher Training Programme for Class-1 officer of of Cooperative, Marketing & Textile deptt. under STP. (Duration-05 days).**



**YASHWANTRAO CHAVAN ACADEMY OF DEVELOPMENT ADMINISTRATION**  
**Center for Co-operative Training & Research**  
**Refresher Training Programme for Class-1 Officer of Co-operative,**  
**Marketing & Textile Department under STP**  
**Duration:- 29th to 02nd February 2018**



On chair - Shri. Milind Tanksale Registrar YASHADA, Sukdeo Patil, Addl. Commissioner and Joint Secretary of Co-operative Department (Retd.), Shri. Madhukar Choudhari, IAS, (Commissioner, State Co-operative Election Authority), Shri. Pradip Garole, Director CCTR, YASHADA, Mrs. Parnita Burande.  
 1<sup>st</sup> Line - Mr. Ashok Gardi, Dr. Jayant Itewad, Shri. Kiran Gaikwad, Shri. Madan Ahire, Shri. Pradip Barge, Mr. Devidas Palodkar, Dr. Mahesh Salunkepatil, Dr. Sopan Shinde, Chandrakant Mane, Co-ordinator CCTR, YASHADA.  
 2<sup>nd</sup> Line - Shri. Meghraj Rathod, Shri. Hemant Kotwal, Shri. Chandrashekhar Bari, Shri. Nitin Kale, Shri. Vilas Gawade, Mr. Sachin Ghodke, Shri. Satish Bhosale, Mr. Dineshsingh Chandel.



**Refresher Training Programme for Class-1 officer of of Cooperative, Marketing & Textile deptt. under STP.**  
(Duration-05 days).

**YASHWANTRAO CHAVAN ACADEMY OF DEVELOPMENT ADMINISTRATION**  
Center for Co-operative Training & Research  
Refresher Training Programme for Class-1 Officer of Co-operative,  
Marketing & Textile Department under STP  
Duration:- 29<sup>th</sup> to 02<sup>nd</sup> February 2018



On chair - Shri Vivek Velankar, RTI Trainer, Shri. Pradip Garole, Director CCTR, YASHADA, Shri. Suresh Chouwadhari (Chief Information Commissioner, Rajasthan State), Shri. Milind Tanksale Registrar YASHADA, Mrs. Parnita Burande.

1<sup>st</sup> Line - Chandrakant Mane, Co-ordinator CCTR, YASHADA. Shri. Rajendra Mahajan, Mr. Ashok Gardi, Shri. Madan Ahire, Shri. Chandrashekar Bari, Shri. Nitin Kale, Mr. Devidas Palodkar, Shri. Satish Bhosale, Mr. Sachin Ghodke, Dr. Mahesh Salunkepatil, Dr. Sopan Shinde, Shri. Dadu Bule, RTI, YASHADA.

2<sup>nd</sup> Line - Mr. Dineshsingh Chandel, Dr. Jayant Itewad, Shri. Kiran Gaikwad, Shri. Meghraj Rathod, Shri. Hemant Kotwal, Shri. Pradip Barge, Shri. Vilas Gawade,

- Sponsored Training courses- Orientation Training Programme on Maharashtra Money Lending (Regulation) Act and Rules-2014.

**YASHWANTRAO CHAVAN ACADEMY OF DEVELOPMENT ADMINISTRATION**  
Center for Co-operative Training & Research  
Orientation Training Programme on Maharashtra Money Lending (Regulation) Act 2014  
Duration:- 15<sup>th</sup> to 17<sup>th</sup> March 2018



On chair- Mr. Pravin Phadnis, Shri. Shekhar Gaikwad, Director GSDA, Pune. Shri. Pradip Garole, Director CCTR YASHADA, Mr. Chandrashekar Bari, Mr. Manoj Deshkar.

First Line- Smt. Bhagyashri Munde, Smt. Rita Ninave, Shri. Ajay Kadu, Mr. Gopal Mavale, Mr. Dnyaneshwar Khade, Mr. Narayan Aghav, Mr. Vishnu Rodge, Mr. Anil Nadre, Shri. Vinaykumar Borale, Shri. Sandip Jadhav, Mr. Shivaji Ghule, Mrs. Bharati Katule, Dr. Anurtha Nikam, Ms. Suchita Gughane, Shri. Chandrakant Mane, Co-ordinator CCTR, YASHADA.

Second Line- Dr. Jayant Itewad, Mr. Vishnu Potangale, Mr. Amar Shinde, Shri. Moreswar Ganveer, Mr. Kishan Fiske, Mr. Amol Waghmare, Mr. Samrut Jadhav, Shri. Sanjay Gonde, Shri. Vidyadhar Mane.



Sponsored Training courses- Orientation Training Programme on Maharashtra Money Lending (Regulation) Act and Rules-2014.



**YASHWANTRAO CHAVAN ACADEMY OF DEVELOPMENT ADMINISTRATION**  
**Center for Co-operative Training & Research**  
**Orientation Training Programme on Maharashtra Money Lending (Regulation) Act 2014**  
**Duration:- 26<sup>th</sup> to 28<sup>th</sup> March 2018**



**On chair-** Shri. Sunil Bansode(DDR), Mr. Anilkumar Dabshede(DDR), Shri. Shekhar Gaikwad, Director GSDA, Pune. Shri. Pradip Garole, Director CCTR YASHADA, Mrs. Seema Pandey(I)  
**First Line-** Shri. Vishwas Deshmukh (DDR), Shri. Chandrakant Mane, Co-ordinator CCTR, YASHADA, Shri. Digambar Pinjarkar(AR), Shri. Pandurang Sathe (DR), Shri. Satish Khare(DDR),  
 Sudhir Metrewar(DDR), Mr. Gautam Walde(DDR), Mr. Rajendra Kausadikar(DR), Shri. Shivaji Bade(DDR), Shri. Vishal Jadhavar(DDR), Dr. Amrapali Kashikar(AR), Ms. Mangala Uikhey (AR)  
**Second Line-** Shri. Rajesh Bhuyar (AR), Mr. Vilas Deshpande (AR), Shri. Devidas Ghodechor(AR), Mr. Prakash Jagtap(DR), Shri. Rajendra Sune(AR), Shri. Sunilkumar Pardeshi(AR), Shri. Amarsingh Chauhan(DDR), Shri. Ganesh Auti (AR), Shri. Ganesh Puri(DDR), Mr. Umeshchandra Hushe(AR).

- Management Development Programme-Sponsored Training courses of officials & non officials of various type of various type of cooperative organizations.(Twenty one courses).



**YASHWANTRAO CHAVAN ACADEMY OF DEVELOPMENT ADMINISTRATION**  
**Center for Co-operative Training & Research**  
**Management Development Training Programme**  
**Duration:- 03<sup>th</sup> to 05<sup>th</sup> October 2017**



Shri. Pradip Garole, YASHADA. Shri. Chandrakant Mane, Co-ordinator CCTR, YASHADA. Shri. Deepak Aaryamane, Trainer. Shri. Khairnar Nandkumar Yashwant, Mrs. Bhole Lalita Tanaji,  
 Mrs. Raorane Madhura Mahesh, Mrs. Rane Swati Hanumant, smt. Desai Mangal Vishwasrao, Mrs. Gawade Vaidehi Vidyadhar,  
 Mrs. Bagwe Sadhana Suhas, Mr. Abnave Mahesh Natha, Shri. Baste Dhananjay Deoram, Shri. Jadhav Shivaji Rambhau, Mr. Kshirsagar Yogesh Madhukar,  
 Shri. Mahajan Deepak Raghunath, Shri. Naik Shiriram Suryakant, Mr. Pawar Ravindra Pandit, ,  
 Mahesh Nagari Sahakari Patsanstha Marya. Kalyan, Dist- Thane. Dr. D.S. Aher Gramin Bigarsheti Sahkari Patsanstha Marya. Kalwan, Dist- Nashik.  
 Shri. Dhanlaxmi Gramin Bigarsheti Sahakari Patsanstha Marya. Kalwan, Dist- Nashik. Sainik Nagari Sahakari Pathsanstha Marya. Sindhudurg.



- Management Development Training Programme for Recovery Officer.



**YASHWANTRAO CHAVAN ACADEMY OF DEVELOPMENT ADMINISTRATION**  
Center for Co-operative Training & Research  
Management Development Training Programme for Recovery Officer  
Duration:- 15<sup>th</sup> to 17<sup>th</sup> February 2018



Shri. Pradip Garole, Director CCTR YASHADA, Shri. Sadanand Dixit, Trainer, Shri. Chandrakant Mane, Co-ordinator CCTR, YASHADA.

Ms. Sonam Rawat, Shri. Balaso Chavan, Adv. Meena Bhalerao, Shri. Balu Shinde, Mr. Kaustubh Dhekne, Shri. Suresh Arote, Mr. Ulhas Ahinave, Shri. Shamrao Gaikar, Shri. Yogesh Gade, Shri. Sachin Khutwad, Shri. Appaso Waghmare, Mr. Shrikant Tandale, Shri. Shrikant Zagade, Smt. Chhaya Dupargude, Smt. Rajashri More, Mrs. Nita Tekawade, Shri. Vishal Bhosale, Shri. Dadasaheb Jadhav, Mr. Santosh Rane, Shri. Vikram Jamdade, Shri. Yuvaraj Pharande, Shri. Gokul Waware, Shri. Manik Yelwande, Shri. Suhas Vichare, Shri. Ganesh Chopade, Mr. Vishal Kamble.

- Management Development Training Programme for Employees Credit Societies



**YASHWANTRAO CHAVAN ACADEMY OF DEVELOPMENT ADMINISTRATION**  
Center for Co-operative Training & Research  
Management Development Training Programme  
Duration:- 27th to 29th November 2017



Shri. Pradip Garole, Director CCTR, YASHADA. Shri. Chandrakant Mane, Co-ordinator CCTR, YASHADA. Shri. Ganesh Nimkar, Trainer Shri. Tarware Dilip Parshram, Shri. Joshi Mangesh Ramesh, Shri. Shinde Shyam Bahiru, Shri. Kakad Pravin Jagannath Joshi Mangesh Ramesh, Shri. Shinde Shyam Bahiru, Shri. Kakad Pravin Jagannath Shri. Aher Satish Bhaurao, Shri. Bairagi Umesh Babandas, Shri. Bhoj Suresh Nivrutti, Shri. Chavan Prabhakar Shankar, Mr. Darade Subhash Sarjerao, Mr. Gadhave Nitin Namdeo, Shri. Gaikwad Rajkumar Bhagwan, Shri. Gangurde Nandkumar Shankarrao, Mrs. Jagdale Sonali Amol, Shri. Kakad Manoj Sudhakar, Mr. Khambait Govardhan Yashwant, Shri. Pawar Somnath Waman, Mr. Sawle Rameshwar Shrikrushna, Mrs. Sayyed Ashfiya Kazimali, Shri. Wagh Balasaheb Savaliram, Shri. Sonawane Deepak Bhaskar Shri. Talapade Nivrutti Sakharan, Dr. Bhandurje Vasant Gangadhar  
TATA Motors Karmachari Sahakari Patpedhi Ltd., Pune. Nashik District Primary Teachers Co-operative Credit Society Yeola Ltd., Nashik.  
Nashik District Primary Teachers Co-operative Credit Society Yeola Ltd., Nashik.

- Management Development Training Programme for Co-operative Banks



YASHWANTRAO CHAVAN ACADEMY OF DEVELOPMENT ADMINISTRATION

Management Development Training Programme

Duration:- 17th to 19th July 2017



1. Shri. Manoj Kulkarni, YASHADA
2. Shri. Chandrakant Mane, Co-ordinator CCTR, YASHADA
3. Shri. Vijay Bhalerao, Trainer

Mr. Pensalwar Rukman Kisanrao, Shri. Biradar Govindrao Arjunrao, Mr. Vichare Subhash Gauru, Mr. Bhalerao, Kiran Pramod, Shri. Bhute Vijay Yudhishttir, Shri. Chikhale Pradeep Kisanrao, Mr. Dandekar Vivek Bhalchandra, Mr. Deshmukh Yogesh Digambarrao, Mr. Fasate Sanket Nivrati, Mr. Gajmal Mukund Ashokrao Mr. Gurme Balasaheb Dyanoba, Mr. Gurude Anirudha Shivajirao, Mr. Jadhav Chandrakant Baburao, Mr. Patil Pravin Sarjerao, Mr. Patil Balaji Rangrao, Shri. Patil Krishnadatt Laxmanrao, Mr. Sarkale Deepak Bhikaji, Mr. Shekhar Sachin Dhondiram Smt. Vartak Neelima Sadanand, Sharad Sahakari Bank Ltd. Manchar, Dist- Pune., The Annasaheb Sawant Cooperative Urban Bank Ltd. Mahad Dist-Raigad., Valmiki Urban Co-operative Bank Ltd. Pathari, Dist- Parbhani., Rajarambapu Sahakari Bank Ltd. Peth, Pune., The Udgir Urban Co-operative Bank Ltd. Udgir, Dist- Latur.

SR .N	Name of Course	Project	Duration	Days	Participants Attended	MDC/ DAC
1	Refresher Training Program for Dy. Registrar C.S.of Cooperative Dept under STP	STP-SP	18to 22 Sept. 2017	05	25	DAC
2	Refresher Training Program for Dy. Registrar C.S.of Cooperative Dept under STP	STP-SP	29 to 02 Feb. 2017	05	18	DAC
3	Orientation Training Programme on Maharashtra Money Lending (Regulation) Act and Rules-2014.	STP-SP	15 to17 Mar. 2017	03	26	DAC
4	Orientation Training Programme on Maharashtra Money Lending (Regulation) Act and Rules-2014.	STP-SP	26 to 28 Mar. 2017	03	24	DAC
<b>Total</b>				<b>16</b>	<b>93</b>	



<b>B</b>						
<b>Sr. No</b>	<b>Name of Course</b>	<b>Project</b>	<b>Duration</b>	<b>Day</b>	<b>Participants Attended</b>	<b>MDC/DAC</b>
1	Management Development Training Programme	SP	27 to 29 April 2017	3	14	DAC
2	Management Development Training Programme	SP	29 to 31 May 2017	3	10	DAC
3	Management Development Training Programme	SP	07 to 09 June 2017	3	11	DAC
4	Management Development Training Programme	SP	07 to 09 June 2017	3	12	DAC
5	Management Development Training Programme	SP	15 to 17 June 2017	3	21	DAC
6	Management Development Training Programme	SP	26 to 28 June 2017	3	24	DAC
7	Management Development Training Programme	SP	03 to 05 July 2017	3	12	DAC
8	Management Development Training Programme	SP	17 to 19 July 2017	3	19	DAC
9	Management Development Training Programme	SP	27 to 29 July 2017	3	17	DAC
10	Management Development Training Programme	SP	31 July to 02 <sup>nd</sup> Aug. 2017	3	17	DAC
11	Management Development Training Programme	SP	31 <sup>st</sup> Aug. To 02 Sept. 2017	3	16	DAC
12	Management Development Training Programme	SP	04 to 06 Sept. 2017	3	9	DAC
13	Management Development Training Programme	SP	11 to 13 Sept. 2017	3	22	DAC
14	Management Development Training Programme	SP	03 to 05 Oct. 2017	3	14	DAC
15	Management Development Training Programme	SP	30 Oct. to 01 Nov. 2017	3	8	DAC
16	Management Development Training Programme	SP	13 to 15 Nov. 2017	3	20	DAC
17	Management Development Training Programme for Employees Credit Societies.	SP	27 to 29 Nov. 2017	3	24	DAC
18	Management Development Training Programme	SP	11 to 13 Dec. 2017	3	14	DAC
19	Management Development Training Programme	SP	28 to 30 Dec. 2017	3	25	DAC
20	Management Development Training Programme	SP	04 to 06 Jan. 2018	3	20	DAC

21	Management Development Training Programme	SP	17 to 19 Jan.2018	3	33	DAC
22	Management Development Training Programme	SP	29 to 31 Jan. 2018	3	18	DAC
23	Management Development Training Programme for Recovery Officer.	SP	15 to 17 Feb. 2018	3	26	DAC
24	Management Development Training Programme	SP	07 to 09 Mar. 2018	3	9	DAC
<b>Total</b>				<b>72</b>	<b>415</b>	
				<b>16</b>	<b>93</b>	
<b>Grand Total A+B</b>				<b>88</b>	<b>508</b>	

## 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.



# STATE INSTITUTE OF URBAN DEVELOPMENT

## **Objectives of State Institute of Urban Development (SIUD)**

- To equip urban managers to deal with the challenges of India's urban future
- To provide a high standard of University affiliated programmes 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 for capacity building.
- To provide the research and consultancy base for urban policy-making in Maharashtra.

The training courses conducted by the SIUD in 2017-18 are programmes for Urban Managers of Municipal Corporations and Municipal Councils, Foundation and Refresher Training Programmes, Programmes for the APGDUM participants and DoPT sponsored programmes. The faculty in SIUD has also conducted the third party evaluation of the AMRUT programmes for the urban local bodies from Gujarat.

SIUD has taken up various activities for urban development which are as follows.

1. Capacity Building Programme on Sustainable Urban Transport
2. SCTP (State Category Training Programme)
3. Foundation and Refresher training
4. Comprehensive Capacity Building programmes
5. Foundation Training Programme for Chief Officers of Urban Development Department
6. Preparation of training modules for newly established Nagar Panchayat

SIUD is also planning to conduct research on urban issues and problems with the help of students completing their degrees in management, land and social work. These students work with SIUD for the duration of few months wherein they submit a report to their organisations as research project is part of their curriculum.

An exhaustive list of all the programmes conducted by SIUD during 2017-18 is given below –

**In-Campus Programs (2017-18)**

<b>Title</b>	<b>Programmes Conducted</b>
Training of Officers of Town Planning Department	14
APGDUM Contact sessions / Meetings / Content Revision Workshop	06
Training programmes for State Excise Department	21
Capacity Building Under AMRUT Mission	21
DoPT Programmes	07
Improving Service Delivery programmes for Jejuri Municipal Council	25
CPTP (Technical Training for Chief Officers MA in Devp Adm. Sem-II)	01
Third Party Evaluation of AMRUT Reform Implementation	09
	104

**APGDUM Batch 2017-18:**

APGDUM is the Advanced Post Graduate Diploma in Urban Management, a unique diploma being successfully conducted by SIUD from 2006. This diploma programme is affiliated to the University of Mumbai. The APGDUM programme includes 4 x 8-day contact sessions, one of which is held off-campus to give trainees an experience of urban development in States other than Maharashtra. In the year 2017-18, the off-campus domestic contact session was conducted in Madhya Pradesh in coordination with the ATI, Bhopal.

The abstract of the programmes conducted by SIUD in 2017-18 is given in the following table

<b>Sr No</b>	<b>Category</b>	<b>Total No. of Programmes</b>
1.	YP In-Campus	00
2.	YP Out-of-Campus	00
3.	SP In-Campus	52
4.	SP Out-of-Campus	51
5.	STP-YP In-Campus	00
6.	STP-YP Out-of-Campus	00
7.	STP-SP In-Campus	01
8.	STP-SP Out-of-Campus	00
	<b>Total</b>	<b>104</b>
9.	InCampus <b>DAC</b> Programmes	07
10.	In Campus <b>MDC</b> Programmes	46

The Chief Secretary, Government of Maharashtra addressing a programme conducted for Maharashtra official under AMRUT.







## SIUD Programmes Calendar Year: 2017-18

Sr. No	Code	Venue	SP /YP	Title	Period	Course Director	Infra-structure	Program Days	Attendees	Participant			
										Days	Women	Res.	Non-Res.
1	7	InCampus	SP	Training to Assistant Town Planners And Planning Assistants	4/3/2017 - 4/15/2017	sdhapte	M	13	33	429	2	32	1
2	13	Outreach	SP	APGDUM Offcampus Contact session on Urban environment and ICT	4/3/2017 - 4/8/2017	sskamat	O	6	22	132	6	0	22
3	11	InCampus	SP	Refresher Training Course for State Excise Departments	4/17/2017 - 4/21/2017	sdhapte	M	5	18	90	0	16	2
4	2	InCampus	SP	Training to Assistant Town Planners And Planning Assistants	4/24/2017 - 5/6/2017	sdhapte	M	13	30	390	10	29	1
5	12	InCampus	SP	Refresher Training Course for State Excise Departments	4/24/2017 - 4/28/2017	sdhapte	M	5	22	110	7	22	0
6	14	InCampus	SP	Orientation Training Programmes for all MTs & RTs of TNA	4/24/2017 - 4/24/2017	sdhapte	M	1	14	14	4	7	7
7	34	InCampus	SP	APGDUM : Meeting of Ad-hoc Board of Studies of Advanced Post Graduate Diploma in Urban Management	5/7/2017 - 5/7/2017	sdhapte	M	1	7	7	1	0	7
8	3	InCampus	SP	Training to Assistant Town Planners And Planning Assistants	5/8/2017 - 5/20/2017	sdhapte	M	13	32	416	6	32	0
9	35	InCampus	SP	APGDUM Contact Session: Urban Poverty Module	5/13/2017 - 5/15/2017	sdhapte	M	3	17	51	6	11	6
10	36	InCampus	SP	APGDUM Contact Session: Urban Infrastructure Module	5/16/2017 - 5/18/2017	sdhapte	M	3	17	51	6	11	6
11	8	InCampus	SP	Capacity Building Under Amrut Mission, Capsul-3 (Tamil Nadu ) Finance & Revenue Batch-1	5/17/2017 - 5/19/2017	sdhapte	M	3	28	84	6	28	0
12	4	InCampus	SP	Training to Assistant Town Planners And Planning Assistants	5/22/2017 - 6/3/2017	sdhapte	M	13	26	338	4	25	1
13	9	InCampus	SP	Capacity Building Under Amrut Mission, Capsul-3 (Tamil Nadu ) Finance & Revenue Batch-2	5/24/2017 - 5/26/2017	sdhapte	M	3	30	90	2	30	0
14	17	InCampus	SP	Capacity Building Under Amrut Mission, Capsul-3 (Maharashtra) - Finance & Revenue Batch-2	5/29/2017 - 5/31/2017	sdhapte	M	3	13	39	0	13	0
15	18	InCampus	SP	Capacity Building Under Amrut Mission, Capsul-3 (Maharashtra) Engineering Batch-2	5/29/2017 - 5/31/2017	sdhapte	M	3	9	27	0	9	0
16	32	InCampus	SP	Capacity Building Under Amrut Mission, (Maharashtra)-Elected Representatives, Batch -01	5/29/2017 - 5/31/2017	sdhapte	M	3	15	45	9	14	1
17	10	InCampus	SP	Capacity Building Under Amrut Mission, Capsul-3 (Tamil Nadu ) Finance & Revenue Batch-3	5/31/2017 - 6/2/2017	sdhapte	M	3	27	81	1	27	0
18	5	InCampus	SP	Training to Assistant Town Planners And Planning Assistants	6/5/2017 - 6/17/2017	sdhapte	M	13	30	390	3	30	0
19	21	InCampus	SP	Capacity Building Under Amrut Mission, Capsul-3 (Maharashtra) Town Planning Batch -2	6/5/2017 - 6/7/2017	sdhapte	M	3	10	30	0	10	0
20	22	InCampus	SP	Capacity Building Under Amrut	6/5/2017 -	sdhapte	M	3	8	24	0	8	0

Sr. No	Code	Venue	SP /YP	Title	Period	Course Director	Infra-structure	Program Days	Attendees	Participant			
										Days	Women	Res.	Non-Res.
				Mission, Capsul-3 (Maharashtra) Engineering Batch-4	6/7/2017								
21	23	InCampus	SP	Capacity Building Under Amrut Mission, Capsul-3 (Maharashtra) Administration Batch-1	6/12/2017 - 6/14/2017	sdhapte	M	3	11	33	0	11	0
22	24	InCampus	SP	Capacity Building Under Amrut Mission, Capsul-3 (Maharashtra) Engineering Batch-5	6/12/2017 - 6/14/2017	sdhapte	M	3	6	18	0	6	0
23	6	InCampus	SP	Training to Assistant Town Planners And Planning Assistants	6/19/2017 - 7/1/2017	sdhapte	M	13	24	312	2	24	0
24	27	InCampus	SP	Capacity Building Under Amrut Mission, Capsul-3 (Maharashtra) Administration Batch-3	6/19/2017 - 6/21/2017	sdhapte	M	3	12	36	3	12	0
25	28	InCampus	SP	Capacity Building Under Amrut Mission, Capsul-3 (Maharashtra) Town Planning Batch-3	6/19/2017 - 6/21/2017	sdhapte	M	3	3	9	0	3	0
26	44	InCampus	SP	Training Course of Urban Development	6/22/2017 - 6/24/2017	sskamat	Y	3	10	30	0	9	1
27	30	InCampus	SP	Capacity Building Under Amrut Mission, Capsul-3 (Maharashtra) Finance & Revenue Batch-3	6/27/2017 - 6/29/2017	sdhapte	M	3	19	57	0	19	0
28	31	InCampus	SP	Capacity Building Under Amrut Mission, Capsul-3 (Maharashtra) Engineering Batch-7	6/27/2017 - 6/29/2017	sdhapte	M	3	12	36	0	12	0
29	45	InCampus	SP	Training Course on Project Management	7/3/2017 - 7/5/2017	sskamat	Y	3	19	57	1	16	3
30	54	InCampus	SP	APGDUM- Examination 2016-17 (First Half 2017 )	7/3/2017 - 7/11/2017	sdhapte	M	9	25	225	8	16	9
31	55	InCampus	SP	Administrative Training for Town Planning Department	7/3/2017 - 7/8/2017	rsawant	M	6	31	186	8	31	0
32	15	InCampus	SP	Capacity Building Under Amrut Mission, Capsul-3 (Maharashtra) Finance & Revenue Batch-1	7/10/2017 - 7/12/2017	sdhapte	M	3	15	45	1	15	0
33	16	InCampus	SP	Capacity Building Under Amrut Mission, Capsul-3 (Maharashtra) Engineering Batch-1	7/10/2017 - 7/12/2017	sdhapte	M	3	11	33	0	11	0
34	56	InCampus	SP	Administrative Training for Town Planning Department	7/10/2017 - 7/15/2017	rsawant	M	6	31	186	13	25	6
35	19	InCampus	SP	Capacity Building Under Amrut Mission, Capsul-3 (Maharashtra)-Town Planning Batch -1	7/13/2017 - 7/15/2017	sdhapte	M	3	14	42	0	14	0
36	20	InCampus	SP	Capacity Building Under Amrut Mission, Capsul-3 (Maharashtra) Engineering Batch-3	7/13/2017 - 7/15/2017	sdhapte	M	3	10	30	0	10	0
37	29	InCampus	SP	Capacity Building Under Amrut Mission, Capsul-3 (Maharashtra) Town Planning Batch-4	7/13/2017 - 7/15/2017	sdhapte	M	3	7	21	0	7	0
38	25	InCampus	SP	Capacity Building Under Amrut Mission, Capsul-3 (Maharashtra) Administration Batch-2	7/17/2017 - 7/19/2017	sdhapte	M	3	3	9	0	3	0
39	26	InCampus	SP	Capacity Building Under Amrut Mission, Capsul-3 (Maharashtra) Engineering Batch -6	7/17/2017 - 7/19/2017	sdhapte	M	3	7	21	0	7	0
40	57	InCampus	SP	Administrative Training for Town Planning Department	7/17/2017 - 7/22/2017	rsawant	M	6	32	192	7	28	4

Sr. No	Code	Venue	SP /YP	Title	Period	Course Director	Infra-structure	Program Days	Attendees	Participant			
										Days	Women	Res.	Non. Res.
41	64	Outreach	SP	ISD-Jejuri-Basic Survey workshop-01	7/19/2017 - 7/19/2017	sdhapte	O	1	15	15	6	0	15
42	63	InCampus	SP	Excise Department TNA Workshop	7/21/2017 - 7/21/2017	sdhapte	M	1	20	20	3	0	20
43	65	Outreach	SP	ISD- Jejuri-Basic Survey Workshop-02	7/27/2017 - 7/27/2017	sdhapte	O	1	7	7	0	0	7
44	66	Outreach	SP	ISD- Jejuri-Basic Survey workshop-03	7/28/2017 - 7/28/2017	sdhapte	O	1	10	10	2	0	10
45	58	InCampus	SP	Administrative Training for Town Planning Department	7/31/2017 - 8/5/2017	rsawant	M	6	33	198	6	33	0
46	77	Outreach	SP	Excise Department TNA Pune - Workshop & Field Work	8/1/2017 - 8/1/2017	sdhapte	O	1	7	7	3	0	7
47	78	Outreach	SP	Excise Department TNA Pune- Workshop & Field Work	8/2/2017 - 8/2/2017	sdhapte	O	1	16	16	0	0	16
48	46	InCampus	SP	Training Course on Good Governance	8/3/2017 - 8/5/2017	sskamat	Y	3	19	57	3	5	14
49	79	Outreach	SP	Excise Department TNA - Pune Workshop & Field Work	8/3/2017 - 8/3/2017	sdhapte	O	1	15	15	4	0	15
50	59	InCampus	SP	Administrative Training for Town Planning Department	8/7/2017 - 8/12/2017	rsawant	M	6	28	168	11	28	0
51	67	Outreach	SP	ISD- Jejuri- TNA Workshop-01	8/8/2017 - 8/8/2017	sdhapte	O	1	10	10	2	0	10
52	68	Outreach	SP	ISD- Jejuri TNA Workshop-02	8/9/2017 - 8/9/2017	sdhapte	O	1	8	8	0	0	8
53	69	Outreach	SP	ISD- Jejuri TNA Workshop-03	8/10/2017 - 8/10/2017	sdhapte	O	1	9	9	3	0	9
54	70	Outreach	SP	ISD- Jejuri TNA Workshop-04	8/11/2017 - 8/11/2017	sdhapte	O	1	8	8	1	0	8
55	80	Outreach	SP	Excise Department Pune- Data Analysis Workshop-01	8/14/2017 - 8/14/2017	sdhapte	O	1	7	7	0	0	7
56	81	Outreach	SP	Excise Department Pune - Data Analysis Workshop -02	8/16/2017 - 8/16/2017	sdhapte	O	1	6	6	1	0	6
57	71	Outreach	SP	ISD- Jejuri TNA Data Analysis Workshop-01	8/18/2017 - 8/18/2017	sdhapte	O	1	7	7	0	0	7
58	72	Outreach	SP	ISD- Jejuri TNA Data Analysis Workshop-01	8/19/2017 - 8/19/2017	sdhapte	O	1	7	7	1	0	7
59	73	Outreach	SP	ISD- Jejuri TNA Report Preparation Workshop-01	8/21/2017 - 8/21/2017	sdhapte	O	1	10	10	1	0	10
60	74	Outreach	SP	ISD- Jejuri TNA Report Preparation Workshop-02	8/22/2017 - 8/22/2017	sdhapte	O	1	5	5	0	0	5
61	75	Outreach	SP	ISD- Jejuri TNA Report Preparation Workshop-03	8/23/2017 - 8/23/2017	sdhapte	O	1	9	9	1	0	9
62	76	Outreach	SP	ISD- Jejuri DoT Workshop	8/28/2017 - 8/28/2017	sdhapte	O	1	7	7	1	0	7
63	47	InCampus	SP	Training Course on Urban Development	9/7/2017 - 9/9/2017	sskamat	Y	3	16	48	3	16	0
64	82	Outreach	SP	ISD-Jejuri-Material preparation workshop-01	9/7/2017 - 9/7/2017	sdhapte	O	1	6	6	1	0	6
65	86	Outreach	SP	TNA Workshop Mumbai-01	9/8/2017 - 9/8/2017	sdhapte	O	1	10	10	0	0	10
66	61	InCampus	SP	Administrative Training for Town Planning Department	9/11/2017 - 9/16/2017	rsawant	M	6	43	258	16	43	0
67	87	Outreach	SP	TNA Workshop Mumbai-02	9/12/2017 - 9/12/2017	sdhapte	O	1	8	8	0	0	8

Sr. No	Code	Venue	SP /YP	Title	Period	Course Director	Infra-structure	Program Days	Attendees	Participant			
										Days	Women	Res.	Non-Res.
68	88	Outreach	SP	TNA Workshop-Mumbai-03	9/13/2017 - 9/13/2017	sdhapte	O	1	9	9	1	0	9
69	89	Outreach	SP	TNA Workshop Mumbai-04	9/14/2017 - 9/14/2017	sdhapte	O	1	6	6	0	0	6
70	90	InCampus	SP	APGDUM – Syllabus Revision Meeting	9/15/2017 - 9/15/2017	sdhapte	M	1	11	11	0	0	11
71	83	Outreach	SP	ISD-Jejuri- Material preparation workshop-02	9/18/2017 - 9/18/2017	sdhapte	O	1	9	9	1	0	9
72	84	Outreach	SP	ISD Jejuri- Material preparation workshop-03	9/19/2017 - 9/19/2017	sdhapte	O	1	5	5	0	0	5
73	85	Outreach	SP	ISD Jejuri-Material preparation workshop-04	9/20/2017 - 9/20/2017	sdhapte	O	1	7	7	0	0	7
74	91	Outreach	SP	TNA Workshop Mumbai-05	9/22/2017 - 9/22/2017	sdhapte	O	1	7	7	1	0	7
75	92	Outreach	SP	TNA Workshop Mumbai-06	9/25/2017 - 9/25/2017	sdhapte	O	1	11	11	2	0	11
76	93	Outreach	SP	TNA Workshop Mumbai-07	9/28/2017 - 9/28/2017	sdhapte	O	1	8	8	0	0	8
77	94	Outreach	SP	TNA Workshop Mumbai-08	9/29/2017 - 9/29/2017	sdhapte	O	1	9	9	1	0	9
78	95	Outreach	SP	ISD- Jejuri Editing, Validation Workshop-01	10/4/2017 - 10/4/2017	manali.sarpotdar	O	1	8	8	0	0	8
79	96	Outreach	SP	ISD- Jejuri Editing, Validation Workshop-02	10/5/2017 - 10/5/2017	manali.sarpotdar	O	1	6	6	0	0	6
80	97	Outreach	SP	ISD- Jejuri Editing, Validation Workshop-03	10/6/2017 - 10/6/2017	manali.sarpotdar	O	1	10	10	1	0	10
81	98	Outreach	SP	Excise Department-TNA Workshop Mumbai-09	10/9/2017 - 10/9/2017	mohan.bhore	O	1	10	10	2	0	10
82	99	Outreach	SP	Excise Department-TNA Workshop Mumbai-10	10/10/2017 - 10/10/2017	Mohan .bhore	O	1	6	6	1	0	6
83	100	Outreach	SP	Excise Department-TNA Workshop Mumbai-11	10/11/2017 - 10/11/2017	Mohan .bhore	O	1	9	9	0	0	9
84	48	InCampus	SP	Training Course on Role of NGOs	10/12/2017 - 10/14/2017	sskamat	Y	3	10	30	3	9	1
85	102	Outreach	SP	ISD- Jejuri Validation & Presentation Workshop-01	10/26/2017 - 10/26/2017	manali.sarpotdar	O	1	7	7	1	0	7
86	103	Outreach	SP	ISD- Jejuri Validation & Presentation Workshop-02	10/27/2017 - 10/27/2017	manali.sarpotdar	O	1	48	48	16	0	48
87	104	Outreach	SP	Excise Department - TNA- Field survey -01	10/30/2017 - 10/30/2017	mohan.bhore	O	1	15	15	1	0	15
88	105	Outreach	SP	Excise Department - TNA- Field survey -02	10/31/2017 - 10/31/2017	mohan.bhore	O	1	17	17	2	0	17
89	101	InCampus	STP - SP	CPTP 2017 (CPTP 4) Technical Training for Urban Development Administration (CO)	11/6/2017 - 12/29/2017	sskamat	Y	54	2	108	0	2	0
90	49	InCampus	SP	Training Course on Service Delivery	12/4/2017 - 12/6/2017	sskamat	Y	3	9	27	2	9	0
91	106	Outreach	SP	ISD- Jejuri Editing, Validation & Presentation workshop-03	12/30/2017 - 12/30/2017	manali.sarpotdar	O	1	12	12	4	0	12
92	107	InCampus	SP	Capacity Building Programme for Town Planners	1/30/2018 - 2/11/2018	manali.sarpotdar	M	13	29	377	0	26	3
93	113	Outreach	SP	Third Party Evaluation of AMRUT Reform Implementation - Valsad	2/14/2018 - 2/14/2018	sdhapte	O	1	15	15	0	0	15
94	116	Outreach	SP	Third Party Evaluation of AMRUT	2/14/2018 -	sdhapte	O	1	15	15	0	0	15



Sr. No	Code	Venue	SP /YP	Title	Period	Course Director	Infra-structure	Program Days	Attendees	Participant			
										Days	Women	Res.	Non. Res.
				Reform Implementation - Vadodara	2/14/2018								
95	117	Outreach	SP	Third Party Evaluation of AMRUT Reform Implementation - Anand	2/14/2018 - 2/14/2018	sdhapte	O	1	15	15	0	0	15
96	110	Outreach	SP	Third Party Evaluation of AMRUT Reform Implementation - Jamnagar	2/15/2018 - 2/16/2018	sdhapte	O	2	15	30	0	0	15
97	112	Outreach	SP	Third Party Evaluation of AMRUT Reform Implementation - Daman	2/15/2018 - 2/15/2018	sdhapte	O	1	15	15	0	0	15
98	115	Outreach	SP	Third Party Evaluation of AMRUT Reform Implementation - Bharuch	2/15/2018 - 2/15/2018	sdhapte	O	1	15	15	0	0	15
99	118	Outreach	SP	Third Party Evaluation of AMRUT Reform Implementation - Godhra	2/15/2018 - 2/15/2018	sdhapte	O	1	15	15	0	0	15
100	111	Outreach	SP	Third Party Evaluation of AMRUT Reform Implementation - Silvassa	2/16/2018 - 2/16/2018	sdhapte	O	1	15	15	0	0	15
101	114	Outreach	SP	Third Party Evaluation of AMRUT Reform Implementation - Surat	2/16/2018 - 2/16/2018	sdhapte	O	1	15	15	0	0	15
102	108	InCampus	SP	Capacity Building Program for Town Planners	2/19/2018 - 3/3/2018	manali.sarpotdar	M	13	21	273	2	16	5
103	119	InCampus	SP	ISW- SWM Six Rules for Jejuri	2/20/2018 - 2/20/2018	rsawant	M	1	11	11	1	0	11
104	120	InCampus	SP	Training Course on Office Functioning for Jejuri	2/20/2018 - 4/2/2018	rsawant	Y	42	5	210	1	5	0
								404	1508	6768	228	825	683



# 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.

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

Mission, Vision and Objectives:

- Achieve financial self –sufficiency and general surplus wealth for further prosperity of the Academy.
- Facilitate optimum utilization of the Academy's facilities and achieve functional excellence in customer services.
- Designing, Developing & Delivering MDP (Management Development Programs) to build capacity in the area of management & behavioral science.



- 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:

**MDC-III**

**MDC-IV**

**MDC-V**



- Three conference halls with 20-30 seater flexible type seating arrangement:

**MDC- I**

**MDC-IV**

**MDC-VII**



- All classrooms with broadband connectivity for training sessions and assignments. Three (03) syndicate rooms are for Business discussions and other training activities
- All conference hall are air conditioned and equipped with a PC, 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.



**MDC Key Corporate & Government clients**





Yashada MDC clients is an impressive array from Government & Corporate Industry. Representing a complete spectrum of Industries. From National to International Government Organizations, NGOs, PSUs, Corporates including IT sector 7 Banking sector.

### **Some brief about Government/Corporate/NGOs & Banking Sectors:-**

- ❖ **Birla Institute of Technology & Science** - is an Indian institute of higher education and a deemed university . The university has 15 academic departments, and focuses primarily on undergraduate education in engineering and the sciences and on its management programme.
- ❖ **Landmark world wide Education-** The Landmark Forum and advanced programs and seminars on relationships, communication, productivity, leadership, more
- ❖ **Bizol India Services Pvt Ltd.-** Bizsolindia is the company promoted by a group of professionals providing Commercial Services, Software Solutions.
- ❖ **Center for advanced strategic studies** - The Centre which is a nonprofit, apolitical, non-government organisation, aims at undertaking research and analysis of subjects relating to national and international security and development through seminars, discussions, publications at periodic intervals. It also facilitates close interaction with the faculty members and research students in allied disciplines in the Universities/Institutions as also Armed Forces.
- ❖ **Centre for Development of Advanced Computing (C-DAC)** - is the premier R&D organization of the Department of Electronics and Information Technology (DeitY), Ministry of Communications & Information Technology (MCIT) for carrying out R&D in IT, Electronics and associated areas. Different areas of C-DAC, had originated at different times, many of which came out as a result of identification of opportunities.
- ❖ **Dr. Babasaheb Ambedkar Research & Training Institute (BARTI), Pune-** is an autonomous institute of the Department of Social Justice and Special Assistance, Govt. of Maharashtra. BARTI is taking Skill Development initiatives for the cause of equity and social justice through imparting skills to the youth of socially disadvantaged and weaker sections of the society.
- ❖ **Environment Department, Mantralaya** - Our mission is to inspire you to transform environmental challenges into social action for a just and livable world.
- ❖ **HDFC Assest Management Company Limited-** HDFC Asset Management Company Ltd. company research & investing information.

- ❖ **ICICI Bank** -Is an Ideal destination for Personal Banking need! We offer a wide range of personal banking services including loans, credit cards, and savings
- ❖ **ICICI Prudential Life Insurance Company Limited**- Insurance - ICICI Prudential offers insurance for wealth plan, health, life ... Ltd which shall be used by ICICI Prudential Life Insurance Company Ltd.
- ❖ **IDBI Bank** - IDBI Bank is an Indian government-owned financial service company, formerly known as Industrial Development Bank of India, headquartered in Mumbai, India.
- ❖ **Kotak Mahindra Bank**- Kotak Mahindra Bank is an Indian private sector banking headquartered in Mumbai, Maharashtra, India. Reserve Bank of India gave the license to Kotak Mahindra Finance Ltd., the group's flagship company, to carry on banking business.
- ❖ **M.Tech Embedded System BIT, Pilani** - The discipline of embedded systems lies at the intersection of Computer Science and Electrical Engineering. The four-semester M.Tech. Embedded Systems programme is quintessential for practicing engineers in the embedded systems industry (automotive, avionics, consumer electronics, medical devices, defence, and processor design) who want to gain knowledge in state-of-the-art tools and theories.
- ❖ **M.Tech Design Engineering –BIT, Pilani** - The scope of this programme is the advanced level design necessary for complex engineering systems having predominantly mechanical, electrical and electronic components and to a limited extent requiring computer software, chemical reagents, biological reagents and management support.
- ❖ **Miles Education**- Miles Professional Education, India's largest classroom training provider of CPA (Certified Public Accountant), the US equivalent of the Indian Chartered Accountant, introduces CMA (Certified Management Accountant) training in India as official partner of IMA (Institute of Management Accountants), US, and Wiley. Miles CMA Review is the only specialized CMA Review course provider in the country.
- ❖ **National Health Mission (NHM)** -The National Health Mission (NHM) encompasses its two Sub-Missions, the National Rural Health Mission (NRHM) and the newly launched National Urban Health Mission (NUHM). The main programmatic components include Health System Strengthening in rural and urban areas Reproductive-Maternal- Neonatal-Child and Adolescent Health (RMNCH+A), and Communicable and NonCommunicable Diseases.
- ❖ **National Cold Chain Training Center, Pune**-The National Centre for Cold-chain Development (NCCD) is an autonomous body established by the Government of India with an agenda to positively impact and promote the development of the cold-chain sector in the country.
- ❖ **Pune International Center** - Pune has always been a city of learning, scholarship, values, enlightened thinking and action. What this great city misses though is a meeting point for all such great minds, a place where, in an intellectually stimulating and peaceful environment, enlightened discussions and debates can be held about the future of this great city, of this great nation – and indeed the world.
- ❖ **Pune University** - Pune is the main educational center of Maharashtra. Numerous students from every corner of India and the world come to Pune. It is quite safe and peaceful city as compared to other educational centers in India. Savitribai Phule Pune University is one of the finest and most popular educational centers in the city. It offers excellent programs in various areas including Science, Commerce, Arts, Languages and Management Studies.

- ❖ **Prayas Group** – Prayas (Initiatives in Health , Energy, Learning and Parenthood) is a Non-governmental, nonprofit organization based in pune, India.
- ❖ **Pune Chapter of Cost Accountant-** The Institute of Cost Accountants of India would be the preferred source of resources and professionals for the financial leadership of enterprises globally." Mission Statement.
- ❖ **State Bank of India** - State Bank of India is an Indian multinational, public sector banking and financial services company. It is a government-owned corporation with its headquarters in Mumbai, Maharashtra.
- ❖ **Syngenta India Ltd** - There is tremendous potential to increase India's crop productivity and improve grower profitability. We will drive this through our ICS Protocols and New Products.
- ❖ **Thermax India Limited** - is an Indian energy and environment engineering company based in India and Britain. It manufactures boilers, vapour absorption machines, offers water and waste solutions and installs captive power projects. Thermax is also a historic brand name of boilers, and the name of a former toughenedglass company.
- ❖ **UNICEF** - The United Nations Children's Fund is a United Nations programme headquartered in New York City that provides humanitarian and developmental assistance to children and mothers in developing countries.
- ❖ **Tribal Development Department** :- In 1972, Tribal Development Directorate established for effective implementation of Tribal Welfare Schemes under Social Welfare Department. In 1976 Tribal Development Commissioner ate was established. Independent Tribal Development Department was established on 22<sup>nd</sup> April 1983 and Department works independently since 1984.To strengthen the Tribal Development Department. Directorate was merged into Commissionerate in 1992.
- ❖ **MEDA** :- The oil shock of late 1970s prompted energy planners world over to look for alternative sources of energy. Proper utilization of renewable energy such as solar, biomass, wind etc. Once again started capturing the imagination of mankind. It was realized that sustainable development of the country called for growth of energy sector with effective management and proper mix of available renewable and non-renewable sources of energy.
- ❖ **IMS/Learning resources Pvt.Ltd** :- In the field of management education, IMS boasts of being one of the oldest institutions in india, providing a platform for students to further their careers. We believe in bringing self-awareness to our students, because only then can they truly know their own path to career and future success.
- ❖ **Fleetguard Filters** :- Fleetguard Filters Private Limited is India's leading manufacturer of heavy duty Air, Fuel, Lube and Hydraulic filters, Air Intake Systems, Coolants and Chemical Products for On and Off highway applications.
- ❖ **Jamboree Educations Pvt. Ltd.** :- In our pursuit to provide the right kind of information to students, we feel institutes are an important channel and hence have various services to offer that would be helpful in supporting the student in his study abroad journey. Browse through our list of services :
- ❖ **ACWADAM** :- ACWADAM'S mission is to stimulate and facilitate work related to groundwater management in various parts of India, through partnerships, while evolving into an institution that works on aquifer-based groundwater. A non-for-profit organization that aims at establishing a groundwater management agenda in India. ACWADAM has set itself an agenda that is based on the science of hydrogeology and the principles of managing a "common pool resource" through scientifically based participatory processes.

- **Some National and International and important Programmes in MDC 2017-2018**



- ❖ International conference on Frontiers in Life Science and Earth Science.
- ❖ 6<sup>th</sup> Annual Maxell Awards 2017–2018 Maharashtra Corporate Excellence Awards
- ❖ National Ophthalmology Conference -2017–2018
- ❖ The times of India Water Expo – 2017–2018
- ❖ IBS Pune, Convocation Ceremony 2017–2018
- ❖ All India Conference of Income Tax Gazetted Officers.
- ❖ National Level Conference on Neuro-Radiology.
- ❖ National Seminar on Building Society for all ages.
- ❖ Pune International Literary Festival 2017–2018
- ❖ Society of Indian Automobile Manufacturers Conference.
- ❖ SANIVATION – 2017 conference.
- ❖ Pro Act Pune Con – 2017 – Indian Society of Anesthesiology.
- ❖ International Conference on Language, Literature & Culture.
- ❖ 73<sup>rd</sup> and 74<sup>th</sup> Constitutional amendment workshop to strengthen Democracy system.



## MDC Training Report 2017-2018

Sr. No.	Trg.Year	Total Conducted Trg Programs	Attendance	Trg Mandays
1.	2005-2006	152	5382	14,841
2.	2006-2007	288	9989	23,817
3.	2007-2008	344	15,650	38,427
4.	2008-2009	355	24,000	42,327
5.	2009-2010	405	29,768	54,133
6.	2010- 2011	625	48,825	79,024
7.	2011- 2012	669	43,784	76,666
8.	2012 -2013	760	50,831	76,397
9.	2013-2014	731	47,299	82,673
10.	2014-2015	709	45,631	70,329
11.	2015-2016	762	49,343	72,065
12	2016-2017	630	47,044	67,548
13	2017-2018	657	51,096	72,502

### INFRASTRUCTURE DEVELOPMENT

It is continuous process so we always pay attention for best services to our valuable clients. Keeping in view of the convenience and need of the guest various construction, renovation, maintaince work have been undertaken in the current training year.

We also plan to furnish our conference hall with latest audio-visual equipments by replacing older.





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



**REGULAR FEEDBACK REPORT-**



The client’s feedback regarding Food Quality, Dining hall Hygiene, Accommodation Facility, Conference hall facility, Complaints and Suggestion are regularly Monitoring on a Five Point Scale Formula. These practices show a better result for our valuable clients to serve excellent food quality as well as best housekeeping services. Good suggestions from the clients for the improvement of MDC is always welcome.

Valuable Feedback from our Customers-Special comments from client is mentioned herewith.

 **Surya Hospital Pvt.Ltd. :-**

I, On behalf of Surya Sahyadri Hospital Thank You and your staff in helping us to conduct our CME at your premises.

Your staff member were Co-operative, Cordial and extremely supportive and the delegate present also appreciated the Auditorium, food and over all ambiance.

Thanking your for your support.

Regards,  
Dr. Jaisingh Shinde,  
MS, FLCS, FACRSI, FMAS, FIAGES, FALS.

 **Tharmax Global Ltd. –**

It was a very overall experience.

Tharmax House  
14, Wakadewadi, Pune -13

 **Anand Sangha, Pune –**

We are very much thankful for all the Co-Operation and help you offered during our event at Yashada Auditorium.

Ms.Sayli Shah,  
Co-Ordinator

 **Pune Branch of WIRC of ICAI**

Exellent support from the staff of MDC during our programme at MDC Auditorium.

Mr.Deepak Korgaonkar,  
ICAI, Pune Chapter



# Centre for Right to Information

## **Introduction:**

The Center 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:**

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

## **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 Center has been recognized as RTI Resource Center in India.



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

As NIA YASHADA has covered 28 states and developed 1976 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 423 trainers in RTI in the State of Maharashtra.

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

### **Capacity Building Activities:**

Government of Maharashtra entrusted responsibility of training and capacity building of Assistant Public Information Officers/ Public Information Officers/ First Appellate Authorities from districts and officers from various Directorates and Departments of the State Secretariat through a State Project. Centre for Right to Information has carried out training programs and important initiative and funding status during the year 2017-18.

- 1) State Project (Rs. 61,06,800)
- 2) Central Plan Scheme (Rs. 55,73,000)
- 3) Certificate Course in RTI (Distance Course) (Rs. 1,90,000)

### **Projects & Activities Carried Out During 2017-18**

<b>Sr. No</b>	<b>Name of program/project/initiative</b>	<b>No. of Training Programs/ Workshops</b>	<b>No. of Participants</b>
1.	State Project 2017-18 (Training for Government Officers)	157	10080
2.	Central Plan Scheme 2017-18	72	3600
3.	Certificate Course in RTI (Distance Mode –5 Batches) RTI Training for all.	05	215
4.	DoPT Sponsored Programme (DRPs)	03	108
5.	DoPT Sponsored Seminar on RTI	01	25
	<b>Total</b>	<b>238</b>	<b>14028</b>

### **Important Events:**

- Centre has imparted training to 14028 participants (PIOs, APIOs, AAs, Nodal Officers and Citizens)
- Centre has conducted 157 (Trainees-10080) training programmes under State Project Scheme 2017-18
- Centre has conducted 72 (Trainees-3600) training programmes under the Central Plan Scheme 2017-18 sponsored by DoPT. And also 5 batches of Certificate Course (2 batches of DoPT, Sponsored and 3 regular batches). Total 215 participants have participated.
- Centre has also conducted 3 DRPs training (108 Participants) programme sponsored by DoPT and also conducted one Seminar for Nodal Officers and one workshop.

### **Publication:**

- Published DoPT sponsored "RTI Guidebook" & "Pocket Diary" for Citizen
- Published 12<sup>th</sup> Edition Book of Kayada Mahiticha An Abhivyakti-swatantryacha"
- Centre has prepared 4 Issues of Newsletter on Right to Information for NFICI, Hyderabad



**Photo : One day Training on RTI Act 2005 for PIO, APIO and AAs of Pune University**



**Photo : One day Training on RTI Act 2005 for PIO, APIO and AAs of Pune University**





**Photo : CCRTI Batch 47 & 48**



**Photo : DoPT Sponsored Training of Trainers (DRPs)**

# Centre for Disaster Management

## **Introduction:**

During the training year 2017-18 Center for Disaster Management (CDM) carried out training & consultancy activities. The training had two components firstly common to all departments and secondly specific to Community (schools and villages). During the year focus of training was to train Master Trainers at grass root level, in minimum 12 districts and ensure development of school level plans in four districts.

## **Objectives:**

During the training year 2017-18, CDM set forth four major objectives apart from normal training curriculum, they were:

- a) Develop State Disaster Management Policy for Andhra Pradesh & Event Management Plan for Shri Saibaba Samadhi Centenary Celebrations at Shirdi.
- b) Train operators of Emergency Operation Center at Mantralaya and Districts and sensitise them on HAM Radio operations during Disasters.
- c) Conduct training for prospective master trainers at School and Village Level in minimum 10 Districts, with a view to capacity building in Disaster Management at grass root level.
- d) Framing the Maharashtra State Disaster Management Rules under the DM Act 2005.

## **Training Summary:**

A total of 171 training activities were undertaken by CDM during the training year & a total participant strength was 5873 in numbers. They were trained on various topics of Disaster Management. The training programme comprised of one National level training in collaboration with NIDM, 27 State level at Yashada AND 143 District level trainings. A summary of trainings conducted by CDM is at Appendix 'A'.

**Maharashtra State Disaster Management Rules under the DM Act 2005:** Govt. of Maharashtra set up a committee for framing of State Disaster Management Rules under the DM Act 2005. The Project was assigned to YASHADA and Director, CDM, YASHADA was the member secretary. The project has been completed and submitted to Govt of Maharashtra.

**Andhra Pradesh State Disaster Management Policy:** SDMA, Govt. of Andhra Pradesh, assigned project to CDM, YASHADA, to develop State Policy for Disaster Management. The assignment has been completed and draft policy submitted to the Govt of Andhra Pradesh.

**Disaster Management Plan for Centenary Celebrations:** On request from CEO, Shirdi Sansthan in February 2017, YASHADA undertook Disaster Management Plan preparation for Shri saibaba Samadhi Centenary Celebrations at Shirdi. Discussions were held with all stakeholders and the District Collector, Ahmednagar. The plan was prepared and presented before the Leader of opposition and Guardian Minister the same has been approved by CEO Shirdi Sansthan. Necessary capacity building trainings for all stakeholders was conducted at Shirdi.

**Emergency Operation Center- Training of Operators:** Mantralaya inducted operators for Emergency Operation Center on contract basis. A training for the operators was conducted for Mantralaya as well as District EOC operators. Sensitization training on HAM radio was conducted for operators.



## Trainings Programme:

1. **National Level Training:** Training programme for Trainers on Cultural Heritage Risk Assessment was conducted in collaboration with NIDM.
2. **State & District level Trainings:-** A total of 27 State level & 124 District level training were conducted. The details are at Appendix 'A'
3. **Training of Master Trainers:** Training of Trainers programmes for secondary teachers from 14 districts were conducted at Yashada. A total of 408 teachers were trained. The districts covered are Washim, Bhandara, Sindhudurg, Gadchiroli, Palghar, Buldhana, Pune, Beed, Parbhani, Jalna, Nashik, Osmanabad, Sangli, Hingoli.  
These trainers with YASHADA trainers further conducted trainings at Taluka level. All secondary schools were covered in the District.
4. **Other Activities:** Training was imparted on various subjects of Disaster Management to concern stakeholders. Apart from that the following activities were also undertaken:
  - a) Resource person for Training on Incident Response System in three Districts of Himachal Pradesh.
5. **Individual Activity:-** Mr Satish Patil participated in National level training on Forest Fire Disaster Risk Mitigation at Dehradun.



**Human Resource:**

The availability of Human Resource for CDM during the training year 2017- 18 is as under:

- a) Col. V. N. Supanekar - Professor & Director, CDM.
- b) Dr. Satish Patil- Project Officer (Joined in Mar 2016)
- c) Mr. Jaysingh Thorat - Course Associate
- d) Mr. Amar Phisarekar - Project Executive

**Financials:**

No financial support was received during the year. However from the carried forward funds of CSS grant and by conducting consultancy and collaborating with District administration the trainings were conducted

**Plan for 2018-19:**

1. The major emphasis during the year will be in capacity building of schools and villages, targeting 10 to 14 Districts in the state.
2. Efforts will be made to sensitise senior officers/decision makers on the latest developments in DM in India for adopting and adaptation.
3. Conduct courses on IRS and Chemical (Industrial) DM, and prepare District level off-site DM Plans.

**Conclusion:**

Overall Performance of Center during the training year 2017-18 was quite satisfactory. The center conducted trainings from national to village level for all stake holders and provided consultancy to Central Government establishment.

**Appendix A****Summary of Trainings Conducted by CDM, YASHADA**

S No	Training	No of Trainings	No of Participants
1	National Level Training	1	27
2	State Level Training	27	806
3	District Level Training	143	5040
		171	5873

# 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.

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

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

Projects undertaken by Centre for Environment and Development:

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 2003-2004 and 2009-2010.
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.
  11. Ecovillage Katewadi, Project - A Maharashtra Pollution Control Board sponsored project wherein CED has been nominated as a Project Monitoring Consultant.
  12. "Training of Master Trainers for Joint Forest Management" by the Maharashtra State Forest Department. Within this project, we have now completed six training programmes during 2012-13 and certified nearly 125 Master Trainers who will, in turn, develop Trainers for JFM during 2013-14.
  13. We have now completed 13 training programmes for the Forest Department, 35 meetings with University of Mumbai and VANAMATI, 05 State Level Expert Appraisal Committee meeting, 02 Eco Sensitive Zone meeting, and Needs Analysis Training Program (TNA) for Environmental Appraisal Guidelines for the Forest Officers and Municipal Corporations during 2017-2018.



**Orientation Training Programme for Class I officers of the Maharashtra Forest Department-  
21-24 August 2017**



## Training Activities conducted in 2017-18

In the year 2017-18 Centre for Environment and Development conducted 56 training programmes with 609 participants and with 153 women participants among them.

Sr. No.	Year	Number of Training Programmes	Course Weeks	Nominated Participants	Number of Participants
1.	1996-1997	11	11.0	399	248
2.	1997-1998	19	19.0	686	550
3.	1998-1999	9	10.5	431	303
4.	1999-2000	18	18.5	974	609
5.	2000-2001	12	13.5	761	470
6.	2001-2002	35	25.5	1,233	1,035
7.	2002-2003	36	24.5	908	739
8.	2003-2004	20	15.5	718	713
9.	2004-2005	108	64.5	6,107	5,459
10.	2005-2006	188	110.0	6,426	6,401
11.	2006-2007	92	59.0	3,572	3,442
12.	2007-2008	78	41.5	740	2,717
13.	2008-2009	67	33.5	2,312	2,514
14.	2009-2010	63	39.5	1,296	1,901
15.	2010-2011	26	25.5	535	904
16.	2011-2012	80	92.0	1,591	1,504
17.	2012-2013	72	83.0	1,076	1,290
18.	2013-2014	61	71.0	1,034	1,041
19.	2014-2015	35	39.5	853	679
20.	2015-2016	72	82.5	2356	2968
21.	2016-2017	168	173.5	3746	3753
22.	2017-2018	56	60.0	674	609
<b>Total 1996-2018</b>		<b>1326</b>		<b>38,428</b>	<b>39,849</b>



**Needs Analysis Training Program (TNA) for Environmental Appraisal Guidelines  
26-28 February 2018**

**Completed Programmes**  
**Calendar Year: 2017-18 Department: CED**

Sr. No	Title	Period	Attendees
1	Planning meeting with UoM for choice -based credit system.	4/5/2017 - 4/5/2017	8
2	Planning meeting with GAD and UoM for choice -based credit system.(YP)	4/12/2017 - 4/12/2017	10
3	Meeting for Adhoc Board of studies (Development Administration) at University of Mumbai	4/20/2017 - 4/20/2017	10
4	State Level Expert Appraisal Committee- II, GoM, MEDC, Mantralaya	4/20/2017 - 4/21/2017	12
5	Meeting for syllabus committee of Adhoc Board of studies (Development Administration) at University of Mumbai	4/21/2017 - 4/21/2017	8
6	Planning meeting with UoM & GAD-GoM for choice-based credit system	4/27/2017 - 4/27/2017	18
7	State Level Expert Appraisal Committee- II, GoM, MEDC, Mantralaya	5/4/2017 - 5/5/2017	12
8	Planning meeting with UoM for choice -based credit system	5/4/2017 - 5/5/2017	10
9	Planning meeting with GAD and UoM for choice -based credit system	5/9/2017 - 5/9/2017	12
10	Academic council meeting UoM, Mumbai	5/11/2017 - 5/11/2017	10
11	Convergence of Governance Training Programme for Class I officers of the Maharashtra Forest Department (STP-YP)	6/12/2017 - 6/16/2017	11
12	TNA at Village Level for JFM, VED, WLM, Eco-Tourism Projects of Forest Department	6/14/2017 - 6/14/2017	24
13	TNA for Forest Department	6/14/2017 - 6/14/2017	8
14	Meeting with Hon. VC, UoM and other officials for discussion about inclusion of curriculum and agenda for future meetings of the Adhoc BoS	6/19/2017 - 6/19/2017	10
15	Syllabus & Curriculum meeting for MA Development Administration with VANAMATI	6/28/2017 - 6/29/2017	4
16	State Level Expert Appraisal Committee - II, GoM, MEDC, Mantralaya	7/3/2017 - 7/3/2017	12
17	Meeting with Board of Studies for Examination work at UoM, Fort Campus	7/3/2017 - 7/3/2017	10
18	State Level Expert Appraisal Committee - II, GoM, MEDC, Mantralaya	7/5/2017 - 7/6/2017	12
19	Meeting with Hon. VC, UoM and other officials for discussion about agenda for future meetings of Adhoc Board of Studies	7/5/2017 - 7/5/2017	10
20	Planning meeting with GAD and UoM for choice -based credit system	7/11/2017 - 7/11/2017	30
21	Workshop on Training Needs Analysis for MA Development Administration (Incampus)	7/19/2017 - 7/19/2017	16
22	Meeting with UoM for MA Development Administration	7/20/2017 - 7/20/2017	10

Sr. No	Title	Period	Attendees
23	Training Needs analysis for Forest Department	7/27/2017 - 7/28/2017	14
24	Meeting with UoM for MA Development Administration	7/28/2017 - 7/28/2017	10
25	Meeting with UoM for MA Development Administration	7/30/2017 - 7/30/2017	10
26	Meeting with Financial Officer and other officials, UoM in regard to finalizing the fee structure of the MA (DA)	8/2/2017 - 8/2/2017	10
27	Orientation Training Programme for Class I officers of the Maharashtra Forest Department (STP-YP)	8/21/2017 - 8/25/2017	18
28	Master of Arts in Development Administration M. A. (D.Admn)(CPTP-Question Paper)	9/1/2017 - 9/1/2017	4
29	Master of Arts in Development Administration M. A. (D.Admn)(CPTP-Question Paper)	9/11/2017 - 9/11/2017	4
30	Meeting with officials in UoM in regard to further coordination about MA (DA)	9/15/2017 - 9/15/2017	10
31	Meeting with Vanamati for MA Development Administration	9/26/2017 - 9/26/2017	7
32	Meeting with UoM for MA Development Administration	9/28/2017 - 9/28/2017	10
33	Meeting with UoM for MA Development Administration	9/29/2017 - 9/29/2017	10
34	Meeting with UoM for MA Development Administration	10/3/2017 - 10/3/2017	10
35	Meeting with Vanamati for MA Development Administration	10/5/2017 - 10/5/2017	7
36	Refresher Training Programme for Class 1 Officers of the Maharashtra Forest Department (STP-YP)	10/9/2017 - 10/13/2017	12
37	Village level case studies documentation visit (for JFM, Eco Tourism, Ecodevelopment, wildlife & wetlands)	10/16/2017 - 10/17/2017	5
38	Village level case studies documentation visit (for JFM, Eco Tourism, Ecodevelopment, wildlife & wetlands)	10/18/2017 - 10/18/2017	4
39	State Level Expert Appraisal Committee- II, GoM, MEDC, Mantralaya	10/26/2017 - 10/26/2017	12
40	Meeting with UoM for MA Development Administration	10/26/2017 - 10/26/2017	10
41	Meeting with UoM for MA Development Administration	11/3/2017 - 11/3/2017	10
42	Meeting with UoM for MA Development Administration	11/8/2017 - 11/8/2017	10
43	Meeting with various academic officials in UoM in regard to further coordination about MA (DA)	11/24/2017 - 11/25/2017	10
44	Village level case studies documentation visit (for JFM, Eco Tourism, Ecodevelopment, wildlife & wetlands)	12/11/2017 - 12/12/2017	5
45	Meeting with various academic officials in UoM in regard to discuss online assessment and further coordination about MA (DA)	12/12/2017 - 12/12/2017	10
46	Village level case studies documentation visit (for JFM, Eco Tourism, Ecodevelopment, wildlife & wetlands)	1/16/2018 - 1/17/2018	20

Sr. No	Title	Period	Attendees
47	Meeting with various academic officials in UoM in regard to further coordination for MA (DA)	1/19/2018 - 1/20/2018	10
48	Meeting with various academic officials in UoM in regard to further coordination about MA (DA)	2/7/2018 - 2/7/2018	10
49	Village level case studies documentation visit (for JFM, Eco Tourism, Ecodevelopment, wildlife & wetlands)	2/8/2018 - 2/9/2018	5
50	Meeting for syllabus committee of Adhoc Board of studies (Development Administration) at Shivaji University of Kolhapur	2/14/2018 - 2/14/2018	3
51	Village level case studies documentation visit (for JFM, Eco Tourism, Ecodevelopment, wildlife & wetlands)	2/16/2018 - 2/17/2018	15
52	ESZ Monitoring Committee Meeting Mumbai	2/16/2018 - 2/16/2018	20
53	Meeting with various academic officials in UoM in regard to further coordination about MA (DA)	2/16/2018 - 2/16/2018	10
54	Needs Analysis Training Program (TNA) for Environmental Appraisal Guidelines	2/26/2018 - 2/28/2018	15
55	Village level case studies documentation visit (for JFM, Eco Tourism, Ecodevelopment, wildlife & wetlands)	3/6/2018 - 3/7/2018	10
56	ESZ Monitoring Committee Meeting Mumbai	3/20/2018 - 3/20/2018	12



**Refresher Training programme for Class I Officers of Maharashtra Forest Department  
9 to 13 October 2017**



# Centre for Information Technology (CIT)

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

## Cells in CIT

- Training
- Systems Support Group
- Software Development

## Present Staff

- Shri Praveen Revankar, Director CIT
- Smt Ujwala Udgaonkar, Programmer – Research Officer
- Smt Afroz Hippargi, Assistant Project Director
- Shri Abdul Zeelani, Programmer, Assistant Project Director
- Shri Atul Shinde, Course Associate
- Shri Surjit Chakraborty, Project Officer
- Smt Pooja Kohak, Project Co-ordinator
- Smt Sujata Jogdand, Project Co-ordinator
- Smt Sarita Adhari , Project Executive
- Smt Sheetal Kale, Project Executive
- Smt Monika Gadekar, Project Executive
- Shri Mukund Veer, Project Executive
- Shri Mahesh Raut, Project Executive

## Training Programmes

During 2017-18, the Centre completed 68 training programmes and workshops. Details are as under:

### Training details 2017-18:-

- |  |    |
|--|----|
| • NeGD sponsored Chief Information Officer's e-Governance Training Programme | 01 |
| • DoPT Sponsored Trainings organized -                                       | 02 |
| • STP-YP programmes -  | 09 |

- Sponsored (SP) programmes conducted - 62
- **Total Trainings - 74**
- Total participants trained – 1785
- Course days of conducted courses – 222/365



**Topics covered:-**

- Organised One national level Chief Information Officer's e-Governance Training Programme of 2 weeks duration
- Organised Trainings on MS Excel for Employees of Skill Development and Entrepreneurship Department and for Directorate of Economics and Statistics Department
- Organised Training on Financial Management System (PFMS) for Employees and Officers of Commissioner Agriculture Department
- Organised Training on Leadership and Motivation for employees of Election Commission
- Organised Training of DATI / RATI representatives for using [www.stpeayashada.in](http://www.stpeayashada.in) website
- Organised Trainings of Accessibility for Blind / Physically Challenged persons and Trainings on Web Accessibility for Web Managers & Developers
- Organised Training on Training Management Portal for SIRD, Software developed by NIRD
- Organised DIT Sponsored Training on DBT Portal and Training on Maha-eOffice
- Other trainings include e-Governance Life Cycle, Change Management and Capacity building for e-Governance, Government Process Re-engineering for e-Governance, Information Security, Learning Management System, IT Infrastructure Planning for e-Governance, e-Office, Online Services of Government, Moving towards Cashless Transactions, Procurement in e-Governance etc.

- CIT also participated in Common Probationary Training Programme 2017 and gave e-Governance related inputs to participants. Evening lab sessions of one hour duration were also planned. During Debriefing Training ((2016 batch) CIT organized online examination of these participants.

#### **Infrastructure facilities:**

- Internet connectivity: YASHADA had 12Mbps broadband connectivity from BSNL & 2Mbps 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 114Mbps broadband connectivity is available for use.
- YASHADA has revamped its existing LAN with manageable switches for connecting all its 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.
- IT equipment inventory: YASHADA has following IT equipment currently installed within its campus.

<b>Sr. No.</b>	<b>Equipment Details</b>	<b>Total Qty.</b>	<b>Location at which the equipment is installed</b>	<b>Use of these equipment</b>
1	Servers	18	Server Room	For implementing various systems
2	Desktops	450	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	112	Various departments in YASHADA	Office use
6	Tablets	1	Various departments in YASHADA	Office use
7	Switches	62	Server Room & Various departments in YASHADA	Office use
8	Firewall	1	Server Room	Bandwidth Management
9	Scanners	27	Various departments in YASHADA	Office use
10	Router	2	For MSWAN & NKN	Office use
11	Polycom Device	3	Various Location in YASHADA	For Video Conferencing



**e-Governance Champions Training Program (eGCP)  
6th to 18th November 2017 at YASHADA, Pune**



Row no. 1 Ms Ujwala Udgaonkar, Ms Sarika Kumbhare, Ms Shweta Demor, Mr B Krishnamurthy, Mr Praveen Revankar,  
Left to Right Mr B G Gupta, Mr Cobalakirouchenane S, Mr Kumar Pradeep, Mr S Rangarajan, Ms Sujata Jogdand, Ms Sarita Adhari  
Row no. 2 Ms Shital Kale, Mr Ripudaman Singh, Mr Bhupendra Singh Paraste, Mr Rahul Sharma, Mr G Venkatesan,  
Left to Right Mr Ashesh Choudhury, Mr Gouri Sankar Mujumdar, Mr K V Vijaykumar, Ms Pooja Kohok  
Row no. 3 Mr Monika Gadekar, Mr Sunil Kumar Gupta, Mr Subhash G, Mr Baldeep Singh, Mr Sanjay Kotkar,  
Left to Right Mr Deba Kumar Tripathy, Mr Dheeraj Gaur, Mr C P Kulkarni, Mr Dharmender, Mr Anand Patil  
Row no. 4 Mr Mukund Veer, Mr Girishchandra Patel, Mr Lalrohula, Mr Umesh Joshi, Amrendra Kumar Singh, Mr Ayappan Nair T,  
Left to Right Mr Riza M M, Mr Rohit Naagar, Mr Vinay Pandey

### Activities of System Support Group

- Server monitoring.
- Anti-Virus updating and monitoring.
- 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.
- 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.
- YASHADA email system administration.
- e-Office support
- e-Tendering support.
- Providing Video Conferencing Support with various locations with MSWAN & NKN connectivity like Delhi, Mumbai Mantralaya, Hyderabad etc.
- Implementation of Network Connectivity of 350 Nodes with Fiber Connectivity at PMB Building with 11 switches with 2 No L3 switch, 5 No POE 48 port L2 switches, 4 No 48 Port L2 Switch .
- Implementation of NMS (Networking Monitoring Software) for YASHADA Premises.
- Procurement & Distribution of Genuine Tonner with variation with the OEM (HP, Canon ,Samsung ,etc)
- Allotment of Wi-Fi devices to various places such as Director General YASHADA, DDG(SIRD), DDG(STPEA), Registrar, Director SIRD , Dean (Academics)



### **New initiatives**

- a. Wi-Fi Hotspot Deployment (100 MBPS) for Setting up Network of Smart Element in Pune City by BSNL
  - Installed 12 Wi-Fi Routers in various classrooms for YASHADA Participant Registration Mobile App
  - GeM Registration of YASHADA and various purchase activities through GeM
  - BSNL HotSpot deployment for setting up of WiFi facility for public use in YASHADA
  - Trials, Testing and finalization of Technical specifications for Wardha Classroom Project

### **Software Development:**

#### **Projects completed (In-house)**

- Updating and maintaining YASHADA's website (layout and look and feel).
- Updating and maintenance of Mobile application for online registration of participant
- Updating and maintenance of STP new application for all DATI/RATI
- Updating CPTP portal
- Development and Maintenance of a Distance e-Learning module using LMS for Excel and SAT Cycle
- Maintenance of Publication application
- Development and Maintenance of Virtual classroom
- Maintenance and need-based changes / modifications to the existing Training Management Information System
- Maintaining and taking exam in Moodle platform
- RTI website Development and Maintenance
- ACEC website maintenance
- STPEA website maintenance
- Maintenance of RTGS Module in TMIS
- Development and Maintenance of HMIS Module

#### **Projects taken up**

- New development of YASHADA, ACEC, STPEA and RTI website according to Compliance Matrix of Guidelines for Indian Government Website (GIGW).
- New development of Training Management Information System in latest technology.
- New development of Advance Payment Module in Latest Technology.
- New development of RTGS module in latest technology.
- Development of Inventory Management System for Hardware support.
- Development and Maintenance of Inventory Management system for Procurement Department (stationary maintenance).
- New development for cartridge requisition application.
- Re-designing of STP (State Training Policy) website.
- Operationalization of GEM cell
- Testing and Operationalization of AView setup for SATCOM studio
- Development and Operationalization of TMIS is new platform

# Center for Human Development

Researching and training for improving health, education and livelihood status of people are the main activities of Center for Human Development (CHD). The center works on the principle of 'Analysis to Action'. The data about human development is analyzed to suggest policy interventions and identifying training needs.

## **CHD Objectives**

1. To prepare district and State Human Development Reports
2. To analyze the secondary data about 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

## **Achievements in 2017-18**

### **Preparation of District Development Report (DDR) of Washim**

Washim is one of the aspirational districts declared by Government of India. Washim DDR was prepared for Vidarbha Development Board. Preparation of DDR was taken by Vidarbha Development Board by the instruction of Hon. Governor of the State. The report is the product of exhaustive study of infrastructure, economic scenario, agriculture, social sector and governance aspects of Gadchiroli district. The report is based on the analysis of secondary data as well as primary data collected from the stakeholders such as Government functionaries, farmers, Self-help groups and people's representatives. The report covers major themes of agriculture, infrastructure, industries, economy, health, education, gender and governance. The report also provided vision for Washim 2030, which is aligned with Sustainable Developmental Goals. The report also provides the action plan for development of the district.

### **A report on Block Human Development Index**

CHD is making an attempt to find block human development index on the basis of primary survey. The sample survey has captured data on Education and Consumption Expenditure in 356 blocks of Maharashtra. The report is prepared and submitted to the Government.

### **Wardha District Development Report**

A special report for Wardha district was prepared with a view to suggesting interventions for village development. Household survey of 154 Grampanchayats was carried out. A Grampanchayat development index was calculated to identify areas of intervention in each of the 154 Grampanchayats. In addition separate report of each Grampanchayat is prepared. The report will facilitate provision of basic services and amenities to the 154 Grampanchayats in Wardha.

# Center for Equity and Social Justice

## Introduction

Center for Equity and Social Justice has been established in Yashada on 22nd January 2007. The center considered various issues and necessities to bring entire deprived and underprivileged members of society into the mainstream society. The center has an executive committee to guide and direct. The committee comprises active involvement of academicians, scholars, elected members, government officers, social workers and activists.

## 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

1. To arrange and organize various training programs and workshop for the stakeholders in development process of deprived class by sensitization and skill development programs.
2. To facilitate the design and implementation of the development plan, Research Project and Action Research for the development of weaker section of the society.
3. To build network of NGO's, Universities, Colleges and Renowned Personalities of the same vision and objectives to work coordinately with the government in the development process.

## Scope

To achieve the set aim and objectives, CESJ strive to conduct various training programs, Workshops, Sensitization Programs, Action Research and Projects. During the year 2017-18, CESJ has conducted training programmes and Workshops for officers of the Tribal Development Department and Social Welfare officers and Representative of NGO's who are working in the Disability Sector under the Disability Welfare Commission, Pune.

## Achievement : 2017-18

CESJ	Conducted Training Details :2017-18					
	Sr. No.	Department Name	Program Conducted		Total Program	Total Attendees
			Inhouse	Outreach		
1	Social Justice Department	20	14	34	12090	
2	Tribal Development Department	4	0	4	169	
<b>Total</b>		<b>24</b>	<b>14</b>	<b>38</b>	<b>12259</b>	

# SOCIAL JUSTICE DEPARTMENT

Special Workshop Photographs : 2017-18



One day Workshop on Public Awareness about Autism Disability under Disability Welfare at Mumbai, Date : 23/06/2017, Total Participants : 1063.





After Promotion Training Programme for Class - I Officers Under Social Justice & Special Assistance Department at Yashada. Field Visit at NDA, Pune & Raigad Fort on 21-22 Jan 2018.  
Date : 15 to 30 Jan. 2018. Total Participants : 28



यशवंतराव चव्हाण विकास प्रशासन प्रबोधिनी (यशदा), पुणे

सामाजिक न्याय व विशेष सहाय्य विभाग  
अंतर्गत

उपायुक्त संवर्गात पदोन्नत झालेल्या अधिकाऱ्यांसाठी पदोन्नती प्रशिक्षण कार्यक्रम

कालावधी : दिनांक 15 जानेवारी 2018 ते 30 जानेवारी 2018



# Centre for Research and Documentation

The Centre for Research and Documentation at YASHADA was established in 2004 with the vision of undertaking systematic research on critical social/ development issues and to act as a solution-provider to the Government. Since then the Centre has been engaged in the need-based research, systematic documentation of developmental issues and piloting of new strategies/ models of development.

## I. 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 around 50 research projects of different nature. Some projects focused on the administrative review whereas some dealt with evaluation and monitoring. Based on the nature of a project, its components vary from basic desk review to intensive field-based data collection or even pilot interventions.

## II. Activities during 2017-18

### 1. Assistance in establishment of Maharashtra Institute of Policy Research

#### *1.1 Facilitation of Proposal to Establish Maharashtra Institute of Policy Research (MIPR)*

A proposal was developed in consultation with the General Administration Department (GoM) for establishment of the Maharashtra Institute of Policy Research. The proposal was approved by the State Cabinet and a GR was issued on 7th July 2017.

#### *1.2 Establishment of CPR*

The Centre for Policy Research (CPR) was started at YASHADA to undertake initial activities of the Institute.

#### *1.3 Establishment of an Advisory Committee*

An Advisory Committee has been formed to work out the further road-map of the Institute. The Committee would give a report to the Government.

### 2. Monitoring & Evaluation of Rehabilitation under the Sardar Sarovar Project

In 2015, YASHADA had submitted its Third Report as the Monitoring & Evaluation Agency for Rehabilitation under the Sardar Sarovar Project in Maharashtra. This report was duly reviewed and its approval was received during 2017-18.

The R & R Department, GoM had undertaken preparation of a Coffee Table Book on the Rehabilitation process undertaken in Maharashtra for the project affected families of Sardar Sarovar project. The consultation for the designing and preparation of the Coffee Table Book were held in YASHADA. The Centre supported the initiative by providing inputs on chapter specific to monitoring and evaluation of the rehabilitation process.

### **3. Evaluation of Mahatma Gandhi Tankta Mukta Gaon Mohim**

The Home Department, GoM, had entrusted an assignment of conducting evaluation of Mahatma Gandhi Tanta Mukta Gaon Mohim (MGTGM) to the Centre for Research and Documentation. MGTGM is a unique programme of government of Maharashtra which has been appreciated nationally. The programme that started in 2007 has completed a decade of implementation and hence an evaluation study was commissioned.

The Home Department had identified 49 villages from 7 districts of Maharashtra for the purpose of evaluation. Customized research tools were designed to collect data from of the concerned gram panchayats, *tanta mukta gaon samiti*, villagers, and the concerned government officials at village, taluka and district level. The data was collected with the help of 28 field investigators specially trained for this purpose. Based on the analysis of data collected, a report was prepared and submitted to the Home Department.

### **4. Support for Microplanning under Nanaji Deshmukh Krishi Sanjeevani Prakalp**

#### ***4.1 Pilot Study***

The World Bank funded Nanaji Deshmukh Krishi Sanjeevani (NDKS) Prakalp also known as Project on Climate Resilient Agriculture (PoCRA) is an initiative of Government of Maharashtra for arresting the ill-effects of climate change on agriculture. Based on a detailed set of parameters related to climate, agricultural holdings, agricultural yield and socio-economic profile 15 districts from Aurangabad, Amravati, Nashik and Nagpur Division are selected. The watershed is the unit of intervention under NDKS. This project aims to provide multipronged inputs to farmers to improve the status of their agriculture and livelihood opportunities. The major steps in the project involve – participatory planning, implementation of plans, organization of farm field schools with regular monitoring and evaluation.

NDKS approached YASHADA to develop a module for participatory planning at the village level. Accordingly a consultation was conducted with experts from various organizations to understand the extent and check feasibility of the exercise. Based on this consultation, subsequent meetings and review of existing training manuals an outline for participatory planning was designed. Based on the outline a module designing workshop was proposed to be conducted in YASHADA in April 2017 which would be followed by a Pilot testing of the module in select watershed clusters of 4 districts – Buldhana, Jalna, Yavatmal and Hingoli. Based on the experiences of the pilot the module for participatory planning would be finalized.

Based on the activities during the Pilot phase a draft manual for Microplanning at village level and a compilation of formats was prepared. A brief report of the activities of the pilot was prepared along with the a cluster level compilation of the village plans.

#### ***4.2 Support in carrying out Microplanning across 8 Districts***

The module of village level Microplanning was accepted by PoCRA to be scaled up across the selected districts under PoCRA. For facilitating the process of microplanning at the village level, following activities were undertaken:

- a. Orientation workshop of officers of Agriculture Department: The Phase I was initiated with orientation of District and Subdivision level officers of Agriculture Department and faculty members of KVVs. In total 15 districts are selected for implementation under PoCRA. Officers from 10 districts out of 15 attended the workshop which was held in YASHADA from 2 – 3 November 2017.

- b. Training of Trainers for Microplanning: Based on the experience of the pilot phase a 5 days training of the trainers was designed. Trainers with prior experience of community level work and participatory planning were invited for the training. They were given detailed training on how to carry out the process at the village level. Around 44 trainers from 14 different districts attended the training that was organized from 23 – 27 November 2017.
- c. Microplanning at village level (Round I, II, III & IV): The roles for the preparatory activities of microplanning round were divided among – PoCRA, Agriculture department and YASHADA. The identification of clusters and districts for the specific round was done by the PoCRA office. The provision of stationary required and the official communication was done by YASHADA. The field level organization of training of volunteers and officials was done by SDAO of concerned subdivision of Agriculture.  
The trainers allocated for the cluster would conduct the orientation of officials and volunteers. This was immediately followed by the participatory planning process in the respective villages. Once the village plans were prepared with approval of Gram Sabha of respective villages, a cluster level compilation of the village plans was done.  
This 11 – 12 days process was carried out in 72 villages across 8 districts from January – March 2018 in 4 consecutive rounds of planning.
- d. Deliverables of the Phase I of microplanning: The deliverables include revised and edited Manual of Microplanning and Data collection formats. The experiences of the microplanning process at village level in Phase I have been taken into account the manual and data formats have been modified accordingly.

## **5. Completion of ongoing projects with the Centre:**

Several projects that were undertaken by the Centre in the earlier years required detailed review and specific activities for formal closure. A systematic follow –up with respective sponsoring / commissioning agency was taken up and the process of formal closure of these projects was undertaken –

- a. Adolescent Life Skills Programme(ALSE): Unicef sponsored programme required coordination with an external evaluating agency. Also a final report based on the implementation experience of the programme was prepared.
- b. Child Friendly Panchayat: Though the activities were completed under the project an installment of the payment was pending which required consistent follow-up with Unicef office.
- c. Support to Selection of Maharashtra State Tribal Development Associates: The project was duly completed in 2016-17; however the funds were not yet received. Utilization Certificate of the project was duly prepared and shared with the Tribal Development Department. On the receipt of the funds the project was formally closed.
- d. Institutional Support to High level committee for balanced regional development Kelkar Committee: The majority of the activities under the project were completed in 2015-16. However there were some activities related to distribution of the reports and follow-up that were taken-up later. The final Utilization Certificate covering those activities was prepared and shared with the Planning Department, GoM. The remaining amount after the total expenditure was duly returned to the Planning Department.
- e. Gender Responsive Budgeting: Workshops for State and District level officers on Gender Responsive Budgeting were proposed to be conducted under this project. Along with these workshops a report on the Gender Responsive Budgeting was prepared based on experience of School Education Department and ICDS in Yavatmal District. The Report was finalized and the Utilization Certificate was compiled and the remaining amount was duly returned to Ministry of Women and Child Development Department.

## **6. Initiatives in collaboration with other Centres:**

Apart from projects taken up independently the Centre has also contributed to the implementation of projects undertaken by other departments like – Capacity Building under Village Social Transformation Mission. The planning for the capacity building of the fellows, creating resource material for that along with conducting specific sessions were some of the areas in which the Centre supported this initiative which was undertaken by



SIRD. Similar technical support in research related activities under Jal Saksharta Kendra of SIRD was provided by the Centre.

### **III. 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. Assistance to the process that led to the decision of establishing the Maharashtra Institute of Policy Research.
2. Establishment of a Centre for Policy Research at YASHADA.
3. Completion of a pilot phase of Nanaji Deshmukh Krishi Sanjeevani Prakalp resulting in the participatory village agriculture and climate change mitigation plans of 107 villages under.
4. Submission of Mahatma Gandhi Tanta Mukta Gaon Mohim Evaluation Report.

# Training Monitoring Cell (TMC)

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

## Functions of TMC:

- ❑ 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

## Training: Training Management Information System (TMIS)

- ❑ Monthly training programs for TMIS are being conducted for faculty and course support staff.

## 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 programs, Faculty MIS and CMIS
- ❑ Training and Residential Facilities
- ❑ Review of internal audit / external audit
- ❑ Faculty feedback about completed training programs
- ❑ Review of evaluation reports, action taken and client organisation's feedback

Nominated participants, attendees and participant days in In-campus and Out-of-Campus programs conducted during April 2017 to March 2018						
Achievement	Number of Programs	Participants		Participant Days	Women Participants	Program Days
		Nominated	Attended			
Target	1200	30000	30000	90000	-----	3600
Total Achieved	1318	62320	58018	116333	14366	3582
<b>Efficiency</b>	<b>118</b>	<b>32320</b>	<b>28018</b>	<b>26333</b>	-----	<b>18</b>

# 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.



**Meeting of the YASHADA Executive Committee in progress – 29 March 2018**

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.

### Meetings conducted during 2017-2018

Name of Meeting	Date of Meeting	Numbers of Decisions
<b>Executive Committee Meeting</b>		
88 <sup>th</sup> Meeting of the Executive Committee	30 December 2017	09
89 <sup>th</sup> Meeting of the Executive Committee	29 March 2018	05

### Key decisions in the meetings during 2017-2018

<p><b>88<sup>th</sup> Meeting of the Executive Committee</b></p> <ul style="list-style-type: none"> <li>• Planning of proposed annual programmes along with codification was approved.</li> <li>• The appointment of M/s Anil Mardikar and Company (Chartered Accountant's firm on the panel of C &amp; AG of India), as Statutory Auditors for auditing the Annual Accounts of the Academy for the financial year 2017-18 with one-time remuneration of Rs. 84,700/- plus Service Tax, as applicable, for a period of one year, was received and recommended to the Board of Governors.</li> <li>• Annual Accounts of the Academy for the financial year 2016-17 were received and recommended to the Board of Governors.</li> <li>• The Statutory Audit Report of the Academy for the financial year 2016-17 was received and recommended to the Board of Governors.</li> <li>• The Plan and Non Plan Budget Estimates for financial year 2018-19 and the Revised Plan and Non Plan Budget Estimate for the financial year 2017-18 was noted and received.</li> <li>• The security contract of M/s Sun Security Services for the period of two years amounting to Rs. 57,77,428/- for the Tathawade land of YASHADA was approved.</li> </ul>
<p><b>89<sup>th</sup> Meeting of the Executive Committee</b></p> <ul style="list-style-type: none"> <li>• The Annual Report for the financial year 2016-2017 was received and recommended to the Board of Governors.</li> <li>• The rules regarding contribution towards Employment Provident Fund of permanent officers and employees of YASHADA were revised.</li> <li>• Further to the instructions by Government of Maharashtra, approval was given to take further action in accordance with the provisions of the Companies Act.</li> </ul>



# 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 areas of infrastructure.

During the year 2017-2018, CIDM has conducted seven training courses / programmes and trained 138 participants. Total numbers of participant days were 810 (Annexures A & B).

## Functional Areas

- ❑ Management Development Programme (MDP) : For Middle & Senior level Engineers of MAHAGENCO, MAHATRANSCO, MAHAVITARAN, BEST & 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.

## Faculty

CIDM has core faculty of senior executives from administration, management, power sector and industrial sector. Apart from this, CIDM invites guest faculty having expertise in specific technical/ soft skill topics, Laws and Acts 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.

## 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.

The focus of the Management Development programmes arranged by CIDM has shifted from power sector specific training to a general Management Development perspective over a period of around ten years. This shift has occurred on account of a broader client base and expansion in subject coverage in the training courses.

In the 2017-18 CIDM has conducted the following training programmes for various client organizations-

- One MDP (5 days duration) & One training course on Financial Management (3 days duration) for Senior Officers of MAHAGENCO
- One MDP (5 days) for Officers of the Department of Atomic Energy
- Two MDP's (5 days) for Senior Officers of Mumbai Port Trust
- One Foundation Training Programme for Junior Scale Officers of Government of Goa
- One one-day training course for DPC Members of Kolhapur District
- With this, since 2015, CIDM has conducted 28 programs and trained 630 senior managers/officers/employees of various client organizations.

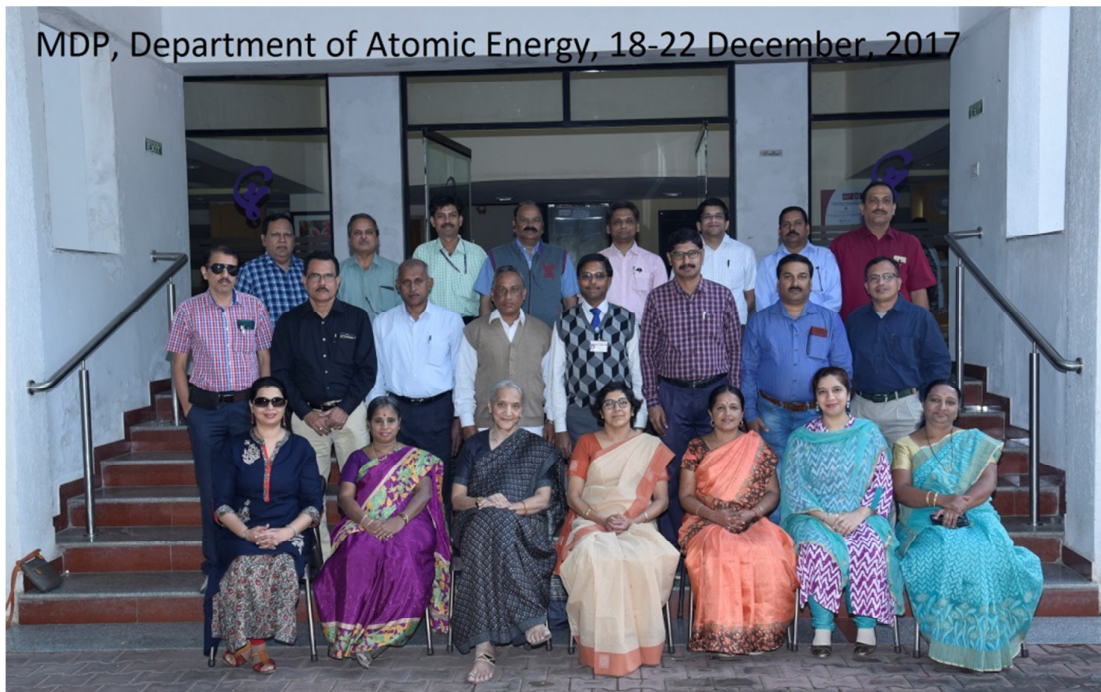
MDP- Several topics in the field of Management and Law have been covered in this course which has greatly benefited the participants. Team building, Personality Development, Stress Management, Communication skills and Material Management were the general topics covered. Specific training in Financial Management, Labour Laws, GST, RTI-2005, RTS-2015, Disciplinary proceedings and Project Management was also imparted. In addition, yoga training with emphasis on health and stress management also 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 was invited for all the sessions. The Management Representatives of the particular Company/ Department 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 client and is a very popular training program.



## Induction Level Training Program

An Induction level Training Programme for the Probationary Deputy Collectors from the Government of Goa was conducted in September-October, 2017. The programme was aimed at introducing the participants to the administrative functioning in Maharashtra along with the best practices in the State. The participants were given inputs on managerial skills, various Laws and Acts, e-governance and disaster management. Visits to the Divisional Commissioner Office, Pune; NDRF; GSDA; Malin; MRA, Panchgani were extremely useful for first-hand information and learning for the participants.



**ANNEXURE `A`**

**No. of programme conducted by CIDM during last 6 years**

<b>Sr. No.</b>	<b>Particulars</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>Total courses conducted</b>	<b>Total No. of participants</b>
1.	<b>MDP</b>						
	MSETCL	4	1	0	0	5	146
	MIDC	0	0	4	0	4	90
	MSRDC	0	3	0	0	3	74
	MAHAGENCO	0	0	6	1	7	150
	Mumbai Port Trust	0	0	0	2	2	43
	Department of Atomic Energy	0	0	0	1	1	20
2	Financial Management for Officers of MAHAGENCO	0	0	0	1	1	23
3	Public Transport Management for the Officers of BEST	0	1	1	0	2	40
4	Post Recruitment Trg. Prog. for MMRC Staff	0	1	0	0	1	14
5	Foundation Training Programme for Junior Scale Officers of Government of Goa	0	0	0	1	1	12
6	One day Training for DPC Members of Kolhapur District	0	0	0	1	1	18
<b>Total</b>		<b>4</b>	<b>6</b>	<b>11</b>	<b>7</b>	<b>28</b>	<b>630</b>



**ANNEXURE 'B'**

**Center for Infrastructure Development Management(CIDM)**

**Year – 2017-18**

**Details of Participants days**

<b>Sr. No.</b>	<b>Name of the Course</b>	<b>Period of the course</b>	<b>No of participants</b>	<b>No of Days</b>	<b>Participants days completed</b>
<b>MANAGEMENT DEVELOPMENT PROGRAMME (MDP)</b>					
1.	MDP for Engineers of MAHAGENCO	19/06/2017 to 24/06/2017	22	06	132
2.	Foundation Training Programme for Junior Scale Officers of Government of Goa	25/09/2017 to 18/10/2017	12	23	276
3.	MDP for Officers of Mumbai Port Trust	20/11/2017 to 24/11/2017	21	05	105
4.	MDP for Officers of Department of Atomic Energy	18/12/2017 to 22/12/ 2018	20	05	100
5	Financial Management Programme for Officers of MAHAGENCO	15/01/2018 to 17/01/2018	23	03	69
6	One day Training for DPC Members of Kolhapur District	03/03/2018 to 03/03/2018	18	01	18
7	MDP for Officers of Mumbai Port Trust	05/03/2018 to 09/03/2018	22	05	110
<b>Total of all courses participants days for the year 2017-18</b> (up to 31/3/2018) :-			<b>138</b>	<b>49</b>	<b>810</b>

# Dr. Ambedkar Competitive Examination Centre (ACEC)

During the last couple of decades, awareness about the Civil Services as a rewarding career has been growing at a very fast pace. The number of candidates taking up these examinations is growing exponentially. In spite of having some government institutes to cater to the needs of the aspiring candidates, it was felt that the candidates from the weaker sections of the society like the SC, ST, VJ, NT, OBC needed to be given special attention. That was how the ACEC was conceived.

Dr. Babasaheb Ambedkar Research and Training Institute (BARTI) came forward to fund establishment of such a center under the Scheduled Caste Sub Plan (SCSP) of the Department of Social Justice and Special Assistance, Government of Maharashtra. That was how Dr. Ambedkar Competitive Examination Center (ACEC) came into being in YASHADA, Pune, in May 2006. Initially it was decided to admit 50 candidates, out of which 30 were to be from the Scheduled Castes.

In the year 2010, on request of Minorities Commission of the State 10 candidates from minority communities were admitted with sponsorship from the commission. His Excellency the Governor of Maharashtra, convened a meeting for ensuring that the candidates from the Scheduled Tribes get adequate representation in the Civil Services. In this meeting it was decided to increase the no. of vacancies for the ST candidates by 10. This decision was implemented from the Coaching Year of 2012-13. Therefore, the number of candidates in the Centre has risen to 70.

## Objectives

- ❑ To create awareness among the youth of Maharashtra, especially from the deprived sections, about aims and objectives, procedures and relative advantages of various competitive examinations particularly Civil Services Examination.
- ❑ To inculcate in them the culture of serving the community and the nation.
- ❑ To plan and conduct coaching and training programs for successful participation in competitive examination.
- ❑ To muster support for coaching from eminent administrators, academicians and professional experts from management, training and research institutions.

## Facilities Provided at ACEC, YASHADA

In addition to giving a great ambience conducive to realizing their dreams, ACEC provides its candidates with the following facilities:

- Free Accommodation at YASHADA to all the students
- Coaching and test series for the Civil Services Prelims and Main Examinations
- Special Capacity building for the CSE Interview
- A stipend to support them financially
- Library with all the books needed for the CSE which is open from 10.00 a.m. to 10.00 p.m.
- A study room which is open 24x7
- Computers with Internet facility
- Well-equipped Gymnasium, Yoga classes & Swimming pool

## Major Activities (April, 2017 to March, 2018)

### 1. Coaching Programme for Preliminary Examination -2017

The coaching for UPSC started from 7<sup>th</sup> January 2017. Initially the sessions were conducted which are useful for Preliminary and the mains both but the focused Preliminary guidance was started from April, 2017 to August 2017. Total 36 sessions (72 clock hours) and 16 tests were conducted under this Programme.

The Civil Services (Preliminary) Examination-2017 was held on Sunday, 18<sup>th</sup> June 2017. The result of the same was declared on 27 July 2017. Total 30 Candidates out of 70 cleared Preliminary Examination & qualified for CSE-Mains Examination -2017 from the Centre.

### 2. Coaching Programme for Main Examination -2017

All 30 qualified candidates were continued for further coaching i.e. for Mains Exam-2017. Disqualified candidates were discontinued. Hence 40 vacancies were created & same were filled up from among the outside qualified candidates. Total 49 candidates were guided for Civil Services Main Examination -2017 by the Centre. The Civil Services (Mains) Examination-2017 was held in the month of October and November, 2017.

#### A) Guidance Programme was divided into two Phases

##### i) Pre- Result of Prelims- Guidance Programme for CSE Mains-2017

*(Duration: 7<sup>th</sup> January to 30 April 2017)*

All the candidates, who had taken admission in the center for UPSC- Prelims-2017, have availed this coaching programme.

##### ii) Post-Result of Prelims-Guidance Programme for CSE Mains-2017

*(Duration: 1<sup>st</sup> September to 30<sup>th</sup> November 2017)*

Candidates, who had qualified for the Main Examination-2017 from the Centre along with outside qualified candidates (those admitted against the vacant seats), were coached. The coaching for mains examination consists of sessions, tests, writing practice etc.

#### B) Result of the Civil Services Main Examination-2017

Result of mains examination was declared by UPSC on 10<sup>th</sup> January 2018. Total 06 candidates from the center cleared the Main Examination.

#### C) Capacity Building Training Programme for UPSC- Interview / Personality Test-2017

The qualified candidates from the Centre as well as from across the state were trained for Interview/ Personality Test. ACEC conducted four days Non- Residential Capacity Building Training Programme for the preparation of UPSC- Interview/Personality Test from 22<sup>nd</sup> January to 25<sup>th</sup> January 2018 at YASHADA.

In response to the advertisement issued by the Centre, total **30** candidates from Maharashtra participated in Training Programme. The students were given inputs on how to face the Interview. Mock interviews were conducted during 23<sup>rd</sup> January to 25<sup>th</sup> January 2018. **(Total Sessions = 10 & Total Mock Interviews 30 candidates)**

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 mock interview Panel members provided oral & written feedback to each candidate at the end of the mock interview. All mock interviews were video graphed & live telecasting of the same was made available to other candidates. Every candidate was given the CD with the recording of his / her mock interview so as to see own interview and make improvements if any.

### 3) Admission to new batch - 2018

Entrance examination for admission to 2018 batch was conducted with help of CTSE, Wadia College Pune on Sunday, 19 November 2017 on 28 centers across the state. Total **5409** applications were received. Total of **4597** candidates appeared for the test and **812** candidates remained absent.

To approve the list of selected candidates the meeting of committee, (as per the directives of government of Maharashtra) was held on 20<sup>th</sup> December 2017. The Committee approved the lists of 70 selected & 70 waitlisted candidates on the basis of merit and reservation criteria.

### 4) Guidance Programme for CSE- Preliminary Examination-2018

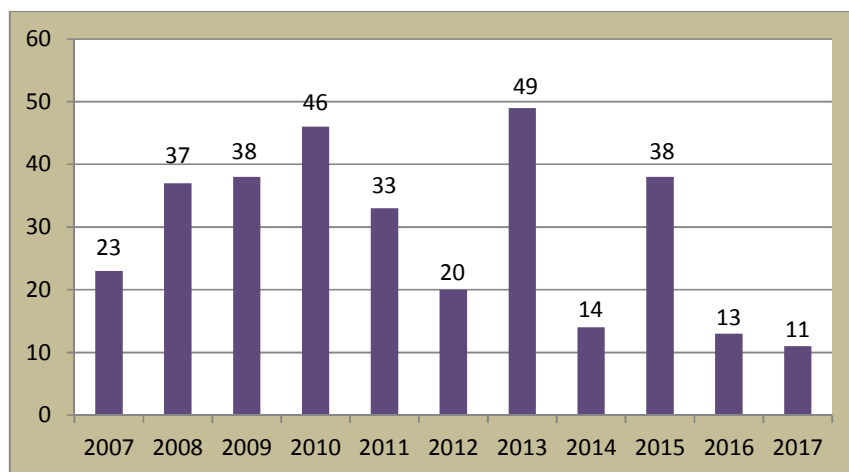
The inaugural function of the new batch was held on 8th January 2017.

### 5) Result of the center

The final result of the CSE-2017 was declared. Total 11 students who availed the coaching from center have been selected for different civil services. The details are as follows:

Sr. No.	Name of the Candidates	All India Rank	Batch in ACEC, YASHADA (Pre+Mains+Interview/Pre+Mains/Mains+ Interview/Only Pre/Only Mains/Only Interview)
1	Joshi Rohan Laxmikant	67	Mock Interview-2018
2	Patil Shrinivas Vyankatrao	275	Mock Interview-2018
3	Javir Rahul Suresh	611	Mains- 2016, Mock Interview-2017
4	Darade Parmanand Pravin	650	Mock Interview-2018
5	Dethe Jaypal Manik	686	Mock Interview-2015 & 2016
6	Thakare Poonam Prakashrao	723	ACEC -2017 Batch, Mock Int.-2018
7	Mane Shashank Sudhir	797	ACEC -2016 Batch (Pre+Mains2016)
8	Thawal Nikhil Dashrath	799	Mock Interview-2018
9	Khadse Anil Laxmanrao	823	ACEC -2016 Batch (Pre+Mains2016) Mock Int.-2018
10	Nivdange Shweta Shankarrao	860	Mock Interview-2018
11	Shinde Avinash Sanjeevan	864	Mock Interview-2016

The year wise breakup for the final selection is presented below:





# YASHADA 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. Presently we have 52165 books (as on 31/3/2018) in our library.

## **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 954 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 9 new members added in the library register. At present we have 942 members on the register.



**Purchase of Books and Journals**

Since last 5 years library has purchase books and journals as indicated below:

No	Year	Amount spent for				
		Books	Journals	Magazines	CD	Newspapers
1.	2011-12	462783	35789	23455	10073	103224
.2	13-2012	296547	74489	21255	21811	83198
.3	14-2013	329579	29046	--	299	89805
4.	2014-15	555434	121374	20412	731	DAC-35529 MDC-63212
5.	2015-16	180431	55779	31827	249	DAC-48514 MDC-78118
6	2016-17	300294	47418	27440	499	DAC-43158 MDC-56486 ACEC- 41942
7	2017-18	550322	60733	14871	--	DAC- 40794 MDC-57410 ACEC- 38771

Addition of books in last five years is :

No	Year	Books	Magazines
1.	2011-12	1099	92
2.	2012-13	674	52
3.	14-2013	931	6
4.	2014-15	1157	79
5.	2015-16	496	27
6.	2016-17	875	46
	2017-18	1330	38

#### **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**

E Granthalay is a general library management software developed by NIC , New Delhi and made available for use of libraries at free of cost. YASHADA library has shifted to the same in the year 2009 leaving the earlier commercial software Lib Sys. Entire shifting and installation of the e Granthalay software is done by the in house library staff with the help of CIT team at YASHADA. After successful use and installation YASHADA library started conducting training programmes of E Granthalay with the help of NIC New Delhi and Pune. The venue of training was YASHADA. So far YASHADA has conducted 8 training programmes for E Granthalay Ver 3.0 during the year 2009 to 2013 and trained 189 participants.



However, when NIC, New Delhi developed E Granthalay cloud version 4.0 YASHADA switched over to cloud version using NIC server and also make efforts for getting permission for using NIC server for other libraries from the government of Maharashtra.

No	Department	No of Libraries	Trainee officers	Training dates
1	Regional and District Administrative Training Institutes	38	27	19 -21 December 2016
2	Director of Libraries	43	52	6 – 8 November 2017
3	Director of Technical Education	59	51	18 – 20 September 2017 and 26 – 28 March 2018
4	Nagarparishads	22	21	23 – 25 April 2018
5	Tootal	162	151	

The initiative for installation and use of e granthalay cloud version was for saving the government money and providing an updated, maintenance free, with no cost to the departments.

#### **Book Club**

Shri Sharad Patil presented on his book Taogatha and Mrs Vidyut Varkhadkar on Diary on Wheels 2014 in meeting of book club arranged by the library.



# Centre for Media and Publications

The Centre for Media and Publications was established in 2010 in our esteemed organization on was, It comprises of two units - Publications Cell and second 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. Professionals Experienced faculty members provide editorial support. Policy was framed white commissioning authors and payment towards 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, Designing and editing 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 publicizing 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.

Sr. No.	Month & Year	Total Subscribers of Yashmanthan	Amount Received from Yashmanthan Subscription (in Rs.)	Total Subscribers of Ashwattha	Amount Received from Ashwattha Subscription (in Rs.)
1.	April 2017	41	8080	1	200
2.	May 2017	25	5000	2	280
3.	June 2017	54	10800	1	200
4.	July 2017	54	10800	5	1000
5.	August 2017	19	3800	1	200
6.	September 2017	49	9680	1	200
7.	October 2017	20	4000	-	-
8.	November 2017	21	4200	-	-
9.	December 2017	51	10200	-	-
10.	January 2018	37	7040	-	-
11.	February 2018	20	4000	-	-
12.	March 2018	31	6200	-	-
<b>Total</b>		422	83800	11	2080
<b>Grand Total</b>				422+ 11 = <b>433</b>	83800 + 2080 = <b>85880/-</b>

Sr. No.	Month	Year	Sale of Books	Sale of CDs
1.	April	2017	45098	1050
2.	May	2017	22945	2000
3.	June	2017	18105	700
4.	July	2017	34840	1550
5.	August	2017	27048	1000
6.	September	2017	46472	2150
7.	October	2017	8225	900
8.	November	2017	19026	1150
9.	December	2017	20188	250
10.	January	2018	29160	1000
11.	February	2018	30880	2200
12.	March	2018	21141	-
		<b>Total</b>	<b>323128</b>	<b>13950</b>

### Activities: Journals Published

#### Journals Published during the year 2017 –2018

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

#### 1. Ashwattha - Quarterly English Journal

Ashwattha signifies the Indian version of the 'tree of life'. In India, the erect Ashwattha is the bodhi tree. It is the symbol of holistic knowledge and the Universal Man. During the current year, 1 issue of Ashwattha – April - June 2016, July-September 2016, was published.

The area subjects covered in the issue were : Block Level Deprivation Status in Maharashtra, Economic Reforms and the Place of Agricultural Sector in India's International Trade, The Portrayal of Silce of Life in the Writings of a Diasporas Poet Intiaz Dharker: Images of Identity and Uncertainty of Life, An Abstract Conceptual Note on Urban Voting Behaviour in India and the World Democracies.

#### 2. Yashmanthan – Quarterly Marathi Journal

The title Yashmanthan quarterly periodicals publishes the new trends, methods, practices in public administration signifies the successful churning of developmental thought processes for social action. During the year, 4 issues – April-June 2017, July-September 2017, October-December 2017, January-March 2018, April-June 2018 were brought out.

The major were covered Right to Service Act, Impact of Information Technology, National Skill Development Programme, technical of Good Administration, Time Management, Positive Thinking and many more.

Sr. No.	Name of Journals	Period of Journals	No. of A4 Size Pages	Copies Printed	Copies Mailed
1.	<b>Yashmanthan</b>	April – June 2017	32	4000	2585
		July – September 2017	32	4000	2534
		October – December 2017	32	4000	2313
		January – March 2018	32	4000	2393
		April-June 2018	32	4000	2387
2.	<b>Ashwattha</b>	April – June 2017	-	-	-
		July- Sept 2017	-	-	-
		Oct- Dec 2017	-	-	-

**Activities: Books/Booklet Published**

During the year 1 book were published viz

- १) महाराष्ट्र नागरी शिस्त व अपिल (1979) (1000 Qty)

**Activities: Publications Printed for Projects**

The Cell was requisitioned to help the institutes and centers 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, Inward and Outward (Account Department), Icds Training Evaluation, DHDR-Wardha Project (CHD), Karyalayin Vyasthapan Pustika, National Pension Yojana (STPEA), State Project Scheme for PIOS and APISO, AAS (RTI) Scale up of Micro planning Under POCRA Project, Sukshmaniyojan Margdarshikas (CRD), Paramartil Vansampada va jal Smarudhi (Jal Sashrata Kendre, SIRD), Community Mobilization in fifth Schedule (PESA) Areas (PESA Dept.).