

The particulars of functions & duties in the office of YASHADA

Name of the office – *Yashwantrao Chavan Academy of Development Administration*

Address – *Raj Bhavan Complex, Baner Road, Pune 411 007.*

Head of the Office – *Director General, YASHADA*

Parent Govt. Dept. - *General Administration Department, Govt. of Maharashtra*

Reporting to which authority - *General Administration Department, Govt. of Maharashtra*

Jurisdiction – Geographical – *Maharashtra* / Functional – *Maharashtra*

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

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

*Vision -

Objectives - YASHADA is a composite training institute having a dual role as an Administrative Training Institute and a State Institute of Rural Development. The objectives of YASHADA are as follows:

- To promote modern management science as a major instrument for development of economic and social activities of the State Government, Zilla Parishads and other institutions and organizations of the State Government.
- To develop managerial skills, organizational 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, organizations 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.

Scope – To impart training to IAS, IFS, IPS, Class I & Class II officers mainly. To train the people for projects/research/publications which are taken by Academy.

Functions

FUNCTIONS OF THE SOCIETY

04. In order to achieve the above objectives, the institute may engage itself in such types of Programmes and activities, and in such subjects, and for the benefit of such subjects, and for the benefit of such persons, areas, and sectors of activity as are exemplified hereunder -

a) Programmes and Activities:

- (i) Training programmes of short and long duration's including seminars, workshops and conferences as a means of continuing education for practicing managers, administrators, and scientific and technical cadres;
- (ii) Policy oriented and operational research;
- (iii) Consultancy and Extension Services; and
- (iv) Publication and production of training aids.

(b) Subjects and Areas of Activities :

- (i) The programmes may cover all concepts., principles and techniques related to management in Government.
- (ii) The programmes may cover all functionaries of the Departments of 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; co-operatives; agriculture and rural development forestry; fisheries and animal husbandry; irrigation and power; energy; transportation and communication; education and health services; entrepreneurial development; mass media; tourism and public relations; legal systems; police administration; taxation; urban systems; environment habitat; public works; roads and buildings; appropriate technology; non-organised, decentralised sectors of economic, social and political activity. especially, persons from institutions, bodies and organisations concerned with the use of knowledge in management.

05. The Society may:

- (i) Plan, sponsor and undertake research - policy research for the evaluation and formulation of public policies and assessment of the impact of policies and operations research to improve efficiency and productivity at the unit levels;
- (ii) Assist public and private organisations to improve their administration and management' through consultancy and by extension services, organising conferences, seminars, workshops, exhibitions, meetings, discussions etc.;
- (iii) Publish research papers, treatises, periodicals, books and other literature to disseminate up-to- date information relating to management practices;
- (iv) Evolve and prescribe standards of proficiency, and award diplomas, certificates, medals, and other prizes and distinctions to persons trained in the Institute, as well as, confer distinctions on persons rendering outstanding contribution to the cause of management in Government,
- (v) Institute and award scholarships, visiting fellowships, stipends, loans and other financial assistance to suitable and deserving students and scholars;

Details of Services provided / duties – ***To impart training, provide consultancy, undertake research work, undertake projects, publish case studies, books.***

Organisations structural Chart at each level-Give linkage of jurisdiction & Address, Tel. No.s & Office Timings - **1. Organogram 2. Address : Raj Bhavan Complex, Baner Road, Pune 411 007. 3. 25608000 4. Office Timings : 9.15 am to 5.45 pm**

Weekly holidays - **All Saturday & Sunday.**

Specific Service Timings :

Library Services : From Monday to Friday 9.30 am to 6.00 pm

On Saturday from 9.30 am to 6.00 pm.

Laundry Services : Daily 8.30 am to 9.30 am

Doctor's services : Morning 09.00 am To 11.00 am

Evening 4.00 pm. To 6.00 pm.

Yoga services : Morning 7.00 am To 8.00 am

Swimming : Morning : 6.00 am To 8.00 am

Evening : 6.00 pm To 8.00 pm

Gym. Services - : Morning : 6.00 am To 8.00 am

Evening : 6.00 pm To 8.00 pm

DETAILS OF YASHADA AREA

A	Old Plot		42416.92	Sq. Mtr.	10.482	Acre	419.28	Guntha
B	Add New Plot		4722.28	Sq. Mtr.	1.17	Acre	46.80	Guntha
C	New Plot for C.G.G.		7570.37	Sq. Mtr.	1.87	Acre	74.80	Guntha
		Total	54709.57	Sq. Mtr.	13.52		540.88	
D	Residential Area		13740.35	Sq. Mtr.	3.39	Acre	135.60	Guntha

A + B - YASHADA CAMPUS

SR. NO.	Name	Area	Unit
1.	Academic Block, Class Room 1 to 8, Gr. Floor + One Floor	1046.40	Sq. Mtr.
2.	Lezim Hall (Gr. Floor)	917.00	Sq. Mtr.
3.	Shamsee Hostel, Gr. Floor + 2 Floor	512.00	Sq. Mtr.
4.	Durva 1 (Gr. + 2 Floor)	660.00	Sq. Mtr.
5.	Durva 2 (Gr. + 2 Floor)	571.31	Sq. Mtr.
6.	Jublee Hostel, Gr. + 2 & Dormitory)	356.80	Sq. Mtr.
7.	Canteen	1085.00	Sq. Mtr.
8.	Library (Gr. + 1 st Floor) CDM Control Room, Reception, CIT & SIUD Misc	1125.00	Sq. Mtr.
9.	Hon. D.G. Bungalow (New)	494.50	Sq. Mtr.
	Hon. D.G. Bungalow (Old)	140.00	Sq. Mtr.

10.	Project Management Building	2500.00	Sq. Mtr.
11.	Passage & Misc (Steps, Campus, Estate Office & Bank etc.)	2425.00	Sq. Mtr.
12.	Dormitory Building (ACEC Students)	271.87	Sq. Mtr.
13.	Open Space Garden, Road, Parking etc.	27179.89	Sq. Mtr.
14.	Admin Building	2900.24	Sq. Mtr.
15.	MDC Building	5390.525	Sq. Mtr.
16.	Auditorium Building	2800.00	Sq. Mtr.
17.	Main Gate	46.80	Sq. Mtr.
18.	Duplex Bungalow	390.80	Sq. Mtr.
	Total Area	50813.135	Sq. Mtr.

C – Residential Area

1.	Bakul & Chafa Building	1237	Sq. Mtr.
2.	Transit & Staff Quarter	679.94	Sq. Mtr.
3.	Open Space	11823.41	Sq. Mtr.
	Total Area	13740.35	Sq. Mtr.

विविध विभागांचे वाटप

महासंचालक	अतिरिक्त महासंचालक	उपमहासंचालक -1	उपमहासंचालक -2
प्रशासन	एकत्रित परिविक्षाधीन प्रशिक्षण कार्यक्रम	राज्य प्रशिक्षण नियोजन व मूल्यमापन यंत्रणा	राज्य ग्रामीण विकास संस्था
लेखाशाखा	राज्य नागरी विकास संस्था	माहिती अधिकार केंद्र	मानव विकास केंद्र
ग्रंथालय	स्थावर विभाग	आपत्ती व्यवस्थापन केंद्र	समता व सामाजिक न्याय केंद्र
प्रकाशन	प्रशासकीय प्रशिक्षण संस्था		जलसाक्षरता केंद्र
सहकार प्रशिक्षण व संशोधन केंद्र	डॉ आंबेडकर स्पर्धा परीक्षा मार्गदर्शन केंद्र		पाणलोट विकास केंद्र
व्यवस्थापन विकास केंद्र	माहिती तंत्रज्ञान केंद्र		
पर्यावरण विकास केंद्र	सेंटर फॉर गुड गव्हर्नन्स		
अध्ययन व प्रशिक्षण मंडळ	पायाभूत विकास व्यवस्थापन केंद्र		
संशोधन व प्रलेखन केंद्र			
धोरण संशोधन केंद्र			
प्रापण कक्ष			

