

ASSAM ADMINISTRATIVE STAFF COLLEGE

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Civil Services Day Organized



Civil Services Day, 2015, was organized in the campus of the Assam Administrative Staff College on 20th April. Shri Tarun Gogoi, Hon'ble Chief Minister, Assam graced the occasion as Chief Guest.

Shri S.C. Das, IAS, Additional Chief Secretary, Personnel, Administrative Reforms & Training delivered the welcome address and underlined the objective and purpose of Civil Services Day, which was to highlight some of the issues and concerns in governance and service delivery and

and also to showcase a few best-practices in various sectors from the state

A short film *Boko Surges Ahead* highlighting innovative practices that had been undertaken in Boko Development Block through convergence of various departments was screened. This initiative had led to significant increase in the economic activity in the area.

This was followed by a presentation each by Dr. M. Angamuthu, IAS, Deputy Commissioner, Kamrup(Metro) and Shri S. Vishwanathan, IAS, Commissioner, GMC on a few good practices initiated by the district administration in the areas of school education in urban slums, and garbage disposal with solid waste management within Guwahti Municipal Area respectively.

Shri Jitesh Khosla, IAS, Chief Secretary, Assam spoke on “Responsive & Effective Civil Service in Assam” wherein he emphasized the need for developing a highly responsive and people friendly Civil Service in the state of Assam.

Shri M.P. Bezbaruah, former Secretary to Government of India & Hon’ble Member, North Eastern Council delivered the Keynote address on “Civil Services in the 21st Century: Responding to Emerging Challenges”. Shri Bezbaruah stressed upon the need for civil servants to constantly upgrade their knowledge and skills in order to respond to the emerging challenges in the realm of governance.

Shri Tarun Gogoi, Hon’ble Chief Minister, Assam and Chief Guest at the function, lauded the good work done by the civil servants of the state in various departments and districts and requested the officers to adopt a humane approach while dealing with the problems and grievances of the citizens, and urged them to come up with innovative ideas for tackling various challenges and problems.

He also gave away commendation trophies to a few departments of Government of Assam such as Administrative Reforms & Training,

Agriculture, Panchayat & Rural Development, Revenue & Disaster Management, Industries, which have already received awards from Government of India for laudable work in various sectors.



The function concluded with a cultural programme organized by Department of Cultural Affairs, Government of Assam.

Training Courses on “ToT on Good Governance”

A grant received from Department of Administrative Reforms and Public Grievances, Government of India was utilized to develop a training module on “Good Governance” with special focus on the 2nd ARC Recommendations. Phase 1 was completed with a comprehensive module with complete design including Trainer’s aids, visuals, session plans, handouts, etc.

The principal idea of this module was to develop a set of trainers who would, in turn, conduct a 2-day basic training course on “Good Governance”. The methods used were case-studies and discussion-leading. Inspiring case studies were used from diverse fields of administration and governance to sensitize the trainees from services like ACS, APS, AFS, Engineering, Medical services, etc. Local case studies were documented to help appreciate the spirit of these case studies in the local context.

Phase II was started with state government funded Training of Trainers (ToT) from 23rd March to 25th March, 2015.

Between 27th April, 2015 and 29th May, 2015 , four more such 3-day training courses on “Training of Trainers (ToT) on Good Governance” were held for training of trainers and for providing training at various levels in order to implement recommendations of 2nd ARC which included, *inter alia*, capacity building of the state ATIs. A total of 88 trainers were developed.



5-day Executive Programme at Lee Kuan Yew School of Public Policy



20 mid-level Civil Service officers of the state attended the training on “Good Governance & Excellence in Public Service Delivery” from 6th – 10th April, 2015 in Singapore. This overseas training

programme, the third since 2013 – 2014, aims to enhance the level of competencies for participants and provides an excellent exposure to Singapore’s innovations in public service delivery and governance, as well as other international cases studies.

The training module incorporated areas such as New Public Management in Singapore & around the world, Public-Private Partnership, Public Service Delivery Mechanism in Singapore, Procurement System, Budgeting & Financial Pattern of Government of Singapore, Agriculture and Primary Sectors, Combating Corruption in Singapore, e-Governance, Talent Management and Career Development, Project Implementation, Change Management, etc.

Workshop on Standardization of Government Websites

Inaugurating the workshop which was held on 27th June, 2015, Shri V.K Pipersenia ,IAS, Chief Secretary , Assam said that it was necessary to ensure the standardization of departmental websites as it was the public face of the departments .The websites should be attractive, informative, authentic, easy to navigate, and content should be updated at regular intervals to make it relevant and useful for visitors to the website.

Smti Suchitra Pyarelal, Senior Technical Director, NIC, Assam State Unit spoke on the road map ahead.



All departmental heads and their designated Website Managers/Responsible Officers attended the workshop.

Workshop on e-Governance practices by CIPS, Hyderabad

AASC had entered into an MOU with Centre for Innovations in Public Systems (CIPS), Hyderabad for promoting and disseminating best practices in government. Under this “One-Day Sensitization Workshop on e-Governance Practices” was held on 26th June, 2015, by CIPS, Hyderabad in collaboration with National e-Governance Division, Department of Electronics & Information, Government of India.



Shri S.C Das, IAS, Additional Chief Secretary, Administrative Reforms & Training Department, inaugurated the workshop, which was attended by a large number of officers from various departments. The valedictory session was presided over by Shri Anjan Chakravarty, IAS, Director of Training, Assam Administrative Staff College.

Induction Training for Officers of Nagaland Civil Service



The induction training course for 25 officers of the Nagaland Civil Service, 2015 batch from 19th -23rd May, 2015 focused primarily on Soft Skills, Civil Procedure and jurisprudence. The 5-day course was designed on “Learning by Doing” and the sessions were conducted with discussions, exercises and field visits.

The sessions included Managing Change, Leadership, Team Building, basic concepts of Civil Procedure and Jurisprudence. There were two field visits, one to Mirza to understand the working of a Circle Office and the other to Sonapur on Information Communication Technology (ICT) in the rural sector.

IAS (Probationers) Orientation Course



A week long orientation course for 7 IAS probationers of Assam –Meghalaya cadre, 2014 batch, was held from 29th June to 4th July, 2015. Inaugurating the course, Shri S.C Das, IAS, Additional Chief Secretary to the Government of Assam, Personnel, AR&T Department welcomed them and spoke briefly on matters of governance, and urged them to learn about the state and engage with the local people in the course of their work. In addition to sessions on district and revenue administration, Sixth Schedule areas, rural development in Assam, the on-going process to update the NRC and e-District project, the participants were also given

a background on the state's political and economic history, its geography, culture and peoples, by resource persons drawn from academia and administration. The participants also called on Shri V.K Pipersenia, IAS, Chief Secretary, Assam and other senior officers in the Secretariat. Upon completion of the orientation course the officers left for their district attachment.

Training Courses on Non-Banking Financial Companies (NBFC)

In order to train government officers, including police officers, on various issues relating to functioning of NBFCs and the effective investigation against violation of regulations by such entities, several 2-day training courses have been conducted up to July, 2015 with resource persons drawn from RBI, SEBI, and BIEO.

MAJOR CONFERENCES AND EVENTS HELD AT AASC



The 49th Annual Conference of DGPs and IGP of all states and Union Territories and heads of central police organizations was held from 29th – 30th November, 2014. Shri Narendra Modi, Hon'ble Prime Minister, addressed the conference on 30th November and also awarded the President's Police Medal for Distinguished Services to officers of the Intelligence Bureau (IB). Shri Rajnath Singh, Union Home Minister also addressed the conference and awarded the Indian Police Medal for Meritorious Services to the officers. Shri Tarun Gogoi, Hon'ble Chief Minister, Assam along with Chief Ministers of other NE states were amongst the dignitaries present. The conference was held outside New Delhi for the first time in 49 years.

On 9th April, 2015 Shri Piyush Goyal, Union Minister of State (IC) for Power, Coal and New & Renewable Energy inaugurated a 2-day conference on the energy sector which was

attended by ministers from the states and union territories, along with officials of the ministries of Power, Coal and New & Renewable Energy and several PSUs.

Shri Tarun Gogoi, Hon'ble Chief Minister, Assam reviewed the role of Deputy Commissioners and Superintendents of Police in a two-day conference held on 29/15. He also reviewed the functioning of various line departments.

A meeting of Chief Ministers of NE states and Sikkim on security and development was held on 11th July, 2015. Shri Rajnath Singh,



Union Home Minister, Shri Kiren Rijiju, Union Minister of State for Home, Dr Jitendra Singh, Minister, DoNER were amongst the dignitaries present, along with Chief Ministers of six NE states.

Fortnightly Presentations



The Government of Assam has recently undertaken the process of highlighting the innovative and best practices adopted by various departments and agencies, and disseminating the same to other departments with a view to enable the departments to learn from each other and replicate and implement such innovative best practices in their own departments. As part of the endeavour, the Assam Administrative Staff College has been organizing fortnightly presentations on such

innovations and best practices by the departments. Along with this, the Assam Administrative Staff College has also organized a series of talks on a variety of topics, issues and concerns which have relevance for human resource development and governance. These talks, in addition to being interesting and informative, also seek to provide insights to address various issues. This initiative has seen the participation of a large number of officers from various departments.



- ➔ **June 6, 2015** – Professor Jyoti Hosagrahar, Columbia University, New York, UNESCO Chair in Culture, Habitat & Sustainable Development in India ,delivered a presentation on “Managing Guwahati : Today and Tomorrow”.
- ➔ **June 12** - Shri M.C Boro, Commissioner & Secretary, PWD (R) delivered a presentation on re-engineering business processes through the launch of e-portal under a World Bank assisted project.
- ➔ **June 25** - Professors Ramesh Bhatt, Sunil Maheshwari, Sanjay Verma and Vijay Paul Sharma of IIM, Ahmedabad delivered a talk on “ Assam and IIM, Ahmedabad : Developing Knowledge Partnership”.
- ➔ **July 10** - Shri Kula Saikia ,IPS, Addl DGP, BIEO, and well-known writer and dramatist, spoke on “Innovations in Everyday Life”.
- ➔ **July 17** - Mrs Elizabeth Eapen, journalist and former Senior Associate Editor, *Business Standard* delivered a talk on “Communication Matters : Effectiveness, Relevance & Strategies”.
- ➔ **July 31** – Dr. P. Askok Babu, IAS, Mission Director, NHM, delivered a talk on “Weight Management as a Choice in Life”.

Shri V.K Pipersenia, IAS, Chief Secretary, Assam was instrumental in putting forward the concept of the fortnightly talks. He has presided over all the talks held in the Assam Administrative Staff College till date .

Workshop on Implementation of State Training Policy (STP)

A day-long workshop was conducted on 27th March, 2015 on implementation of State Training Policy, 2012, with special emphasis on adoption of Systematic Approach to Training by all departments, including preparation of training manual, annual training plan and perspective plan for all cadres under them. Training Managers for Management of Training, as

designated by government departments and organizations attended the workshop.



ONGOING PROJECTS

A project on “Intensive Training Programme (ITP)” has been sponsored by Department of Personnel & Training, Government of India, for officers in the districts. Revenue & Disaster Management Department has been selected under this



project. Training Needs Analysis (TNA) has been conducted in consultation with the officers of Revenue & Disaster Management Department, Directorate of Land Records (DLR) as well as officers and staff of Deputy Commissioner’s office in Morigaon, Golaghat and Goalpara. Based on the TNA findings, training modules will be developed for Training of Trainers (ToT) courses, to be followed by training for all officers and staff in the districts .

Under the State Collaboration Initiative Project “Capacity Building on Right to Public Services Act for Officers & Staff at the Cutting-edge Level” sponsored by Department of Administrative Reforms & Public Grievances, Government of India, training modules were developed after conduct of Training Needs Analysis (TNA) on service delivery under the Assam Right To Public Services Act, 2012. Subsequently, six 5-day Training of Trainers (ToT) courses were conducted wherein a total of 107 trainers from 21 districts where the Act has been implemented were developed. On completion of the ToTs, fund was disbursed to Deputy Commissioners of these districts to conduct basic training courses for officers and staff of DC’s amalgamated offices and district departmental offices. The Assam Administrative Staff College also proposes to bring out a Handbook on ARTPS training for documentation of all training activities undertaken under this project.



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