

# ASSAM ADMINISTRATIVE STAFF COLLEGE

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## Motivational Talk

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Hon'ble Chief Minister of Assam, Shri Sarbananda Sonowal, his Cabinet colleagues, hon'ble judges and MLAs, as well as senior government officers were present at a motivational talk delivered by Sri Sri Ravi Shankar, world-renowned humanitarian, spiritual leader and founder of The Art of Living on 7th September, 2017. The talk was followed by a lengthy interactive session wherein members in the audience put forward several questions and observations.

## Departmental Proceedings

A three-day training on 'Departmental Proceedings' was held on 4th - 6th September, 2017. Officials belonging to different directorates of the State Government and to district administrations attended it. The training programme was designed to provide comprehensive knowledge regarding 'Departmental Proceedings' and the requisite skill for its practical application.

## Environmental Laws

A training course on 'Environmental Laws' for ACS officers of Assam Secretariat was held from 14th - 16th September, 2017. This training was conducted as per the instruction of Chief Secretary, Assam, with the explicit aim of building up capacity of state civil service officers on environmental laws and its application.



The programme was innovatively designed with the classes limited to first half of the day so that the officers could attend their offices at the Secretariat in the second half. Senior officers of the Environment and Forests Department and members of the legal fraternity acted as resource persons for the

training programme. All environmental laws relevant to officers of the civil service were covered. These included Acts related to control of pollution, wildlife protection, biodiversity, forest conservation & regulation, and the National Green Tribunal.

## Human Rights

A basic training on 'Human Rights' was held on 21st September, 2017. It was sponsored by National Human Rights Commission (NHRC). The participants of the course were mainly ACS officers representing district administrations and faculty members of the Assam Administrative Staff College. The immediate objective of the programme was to create awareness among the officials about different aspects of Human Rights and their protection with the available protection mechanism. The long-term objective was the creation of a knowledge pool on Human Rights and the further dissemination of this knowledge at the ground level through awareness camps and other means.



Faculty of National Law University and Judicial Academy, Assam (NLUJAA) conducted the training. NLUJAA is a partner

of the Centre for Law, Justice and Human Rights and provides critical support to the Centre in its functioning. All relevant laws on human rights, including those specifically dealing with women, children, SC&ST communities, forest dwellers and Bonded labourers were covered in the training.

In his valediction speech Sri H. Haolai, ACS, Secretary, Assam Human Rights Commission (AHRC) spoke of the role and responsibilities of the AHRC and the need to spread awareness about Human Rights.

### e-Office

31 participants from Assam Secretariat attended the second training on 'e-Office' (the office automation tool) conducted from 21st - 22nd September, 2017. Resource persons were drawn from National Informatics Centre, Assam .



### Workshop on Foresight and Future Studies

A day long workshop on 'Foresight and Future Studies' was held on 22nd September, 2017 wherein senior level officers of Government of Assam, faculty from IIT, Guwahati, NIRD, SIRD, IIBM,



NICCD, Assam Institute of Management, Road Research Laboratory, Health & Family Welfare Training Centre, Gauhati University, Cotton University, as well as officers from ASIDC, AIDC, AIIDC etc. were invited.

Dr Manoj Changat, Professor & Head of the Department of Futures Studies , University of Kerala, who is also the chairman of the Board of Futures Studies, Director, School of Technology, Member, American Mathematical Society, World Futures Studies Society etc. was invited as Resource Person. The University of Kerala set up the Department of Futures Studies in 1994 which has been doing pioneering work in that field.

Sri V.B.Pyarelal, IAS, Additional Chief Secretary, Department of Finance, Cultural



Affairs, etc inaugurated the workshop and addressed the participants.

Apart from sharing the idea on the need for foresight studies for better governance and administration, Professor Changat also spoke about the methods, techniques and strategies for civil servants to adopt. Participants carried out Group activity through some given scenario, which brought in a deeper understanding of the topic. The workshop ended with presentations by the participants.

### e-Prastuti



7th Master Trainers certification programme on standardisation of government websites – ‘e-Prastuti’ was conducted at Assam administrative Staff College From 18th to 21st September, 2017 in collaboration with Website Development Cell, Information Technology Department, Government of Assam. The goal of this programme is to have a single, integrated Government of Assam Portal that is connected to standardized websites for all Government Departments and sub-departments and to provide simple and intuitive websites for

effective use by citizens. 53 participants attended the course from different departments.

### Culture and Climate for Innovation



A two day training course on ‘Culture and Climate for Innovation’ was conducted from 11th -12th September, 2017. Dr Arup Misra, Director, Assam Science Technology and Environment Council and Dr Syed Sultan Kazi, Deputy Director, Digital Empowerment Foundation, New Delhi and Honorary President & In Charge, North East Development Foundation were invited as faculty.

The course dwelt on topics such as innovation and managing change, building up organisational culture, organisational climate and transformational leadership for stimulating innovation, prospects and challenges of e-heritage and e-environment in Assam, including the role of Information Technology for promoting innovation and Intellectual Property Rights in the context of innovation.

## Accounts and Financial Rules



26 officers of Irrigation Department attended a five day training course on 'Accounts and Financial Rules for Officers of Irrigation Department' conducted from 4th - 8th September, 2017 .

Sessions on various topics including Assam Financial Rules and Treasury Rules, Assam Fiscal Responsibility and Budget Management (AFRBM) Act, DFP Rules and Rules of Executive Business, responsibilities of Drawing and Disbursing officers, public procurement, duties of estimating officers and Administrative Departments in preparation of budget, ceiling, appropriation and preparation and drawal of different kinds of bills, procedure of submission of utilisation certificates, expenditure monitoring and control, e-procurement and CVC guidelines, pension rules, New Pension Scheme and different types of retirement benefits, preparation of Audit papers, handling of court cases, preparation of parawise comments ,etc were undertaken during the training course.

The training course was appreciated by all the participants as it was the first time they had attended such a detailed and structured course on accounts and financial rules.

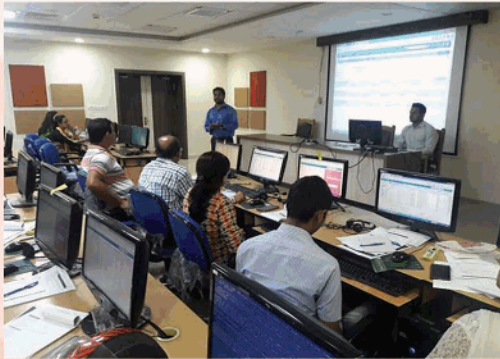
## Bidding adieu



Shri Indreswar Sarma, an employee of Assam Administrative Staff College was given an emotional farewell upon his retirement from service on 30th September,2017. The Director , Assam Administrative Staff College, faculty and staff recalled his sincerity at work and his good-natured and cheerful approach to life. Shri Sarma was presented a *phulam gamosa* and *xorai* .

Readers are invited to submit articles not exceeding 700 words for the column My Page on the theme " Maintaining Work Life Balance" and "Always be a Learner" to [newsletter.aasc@gmail.com](mailto:newsletter.aasc@gmail.com) which will be published in the subsequent newsletter.

## PHOTO GALLERY



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