

ASSAM ADMINISTRATIVE STAFF COLLEGE

NEWSLETTER June, 2019



In this Issue

- 1 **Joint Induction Training**
- 2 **IAS(P) Orientation Course**
- 3 **Mizoram Civil Service**
- 3 **Creative Thinking & Process**
- 4 **Workshop on Innovations**
- 4 **Disaster Management**
- 5 **e-Procurement**
- 5 **Information Security Management**
- 5 **Rainwater Harvesting**
- 6 **Enterprise Architecture**
- 6 **SDG Project**
- 7 **IT Act & Cyber Security**
- 7 **RTI Act, 2005**

Joint Induction Training



Two weeks Joint Induction Training course for newly appointed officers of Assam Civil Service & Allied Services, 2019 batch was conducted from 17th January, 2019 to 30th January, 2019 followed by a further four weeks Foundation Training course for only the Assam Civil Service officers from 31st January, 2019 to 28th February, 2019. The second training also included an attachment at Police Training College, Dergaon.

Shri Sarbananda Sonowal, Hon'ble Chief Minister, Assam, addressed the officer trainees during the inaugural function, calling upon them to dedicate themselves towards

service to society with sincerity and honesty. Other distinguished speakers on the occasion included Shri Alok Kumar, IAS, Chief Secretary, Assam, Shri Kula Saikia, IPS, DGP Assam, Shri Rajiv Kr Bora , IAS, Additional Chief Secretary, Finance, etc, and Dr KK Dwivedi, IAS, Commissioner & Secretary, Personnel and AR&T.



This training aims to equip the officer trainees with the required knowledge and skills in the areas of Law and legal instruments, administrative rules, guidelines and procedures relevant to their jobs, as well as to acquaint them with the developmental priorities and policies of the government. It also aims to equip them with an understanding of modern management tools and to inculcate the spirit of service, camaraderie and ethics among the officer trainees and initiate a process of all-round self-development. To this end, resource persons from within and outside the state with knowledge and experience in their respective fields of expertise were invited to address the officer trainees. Where required,



practical hands-on sessions were incorporated in the schedule, along with field visits, and arrangements for yoga, PT, sports, Art of Living sessions and recreational activities in campus. Interaction with well-known personalities and senior officers were included so as to acquaint the trainees with various issues.

Professor Jagdish Mukhi, Hon'ble Governor, Assam, graced the valedictory session of the two weeks Joint Induction Training Course and interacted with the officers during tea.

IAS(P) Orientation Course

A one week Orientation Course for six IAS(Probationers) of Assam -Meghalaya cadre, 2018 batch, was conducted from 28th May, 2019 to 1st June, 2019. Dr KK Dwivedi, IAS, Commissioner & Secretary, Personnel and Administrative Reforms & Training interacted with the officers on the first day while touching upon the objectives of the course.

The officers were given an overview of the history and culture of the State, as well as an orientation on some of the important issues in Assam by eminent Resource persons drawn from academia, as well as senior serving and retired civil servants. A field trip was organized to Sualkuchi and Hajo. They also called on some of the senior officers in the Secretariat, including Shri Alok Kumar, IAS, Chief Secretary, Assam.

The last day of the training concluded with a valedictory session addressed by Shri Manoj Kumar Deka, IAS, Director, Assam Administrative Staff College where he handed over the certificates of training and two books on the history and culture of Assam to the officers.



It also happened to be the birthday of Rahul Suresh, one of the probationers, so a simple celebration was organised with compliments of Assam Administrative Staff College where he received the warm wishes of everyone. The next day they left for their district attachment in various districts of Assam.

Mizoram Civil Service

A seven-week long Foundation Training Programme for 9 Mizoram Civil Service officers, 2018 batch, was conducted by the Assam Administrative Staff College, Guwahati from 11th March to 26th April, 2019. The programme was sponsored by Government of Mizoram.



The training programme facilitated deliberations on a gamut of topics such as land, people and economic potential of North East India, Act East policy, provisions of the Constitution of India, Panchayati Raj Institutions, good governance and citizen-centric administration, financial and legal matters, CPC and CrPC including powers and functions of executive magistrates, Human Rights, RTI, MRTPS Act, Ethical issues, Office Procedure, etc. Sessions on soft skills like emotional intelligence, leadership, motivation, public speaking skills, team building skills, time management, techniques and drills for group presentation and how to lead effective meetings were also imparted to the officer trainees. The group interacted extensively with several senior bureaucrats of Government of Assam and were enriched by the valuable inputs and insights provided by the senior officers. Apart from classroom sessions, the officer trainees made a courtesy call on the Hon'ble Governor of Assam as well as the Advocate General of Assam. They also made several local field visits. Places of visit outside Guwahati included Hajo, Sualkuchi, Kaziranga National Park, Numaligarh refinery, Cherrapunji and Shillong, including NEEPCO. The participants enjoyed enormously a cultural evening on a river cruise on the Brahmaputra, which was followed by a sumptuous dinner.

Creative Thinking & Process

A four day training course on "Creative Thinking & Creative Process" was conducted from 13th to 16th March, 2019 by the Centre for Innovation & Future Studies. The course focussed on understanding creativity and situations which call for creativity. With this was the theory on strategic problem solving,



the concept of six thinking hats, concept of creative thinking and dealing with the process followed by creative idea generation and techniques, mind mapping, etc. Practicing this idea and generating tools to aid creativity was discussed in the sessions by the faculty thoroughly through videos.

The third day of the training was kept for a field visit to witness and learn about the innovation done in the co-operation sector. They were taken to the Sitajokhloa Duggdo Unnayan Kendra, near Jagiroad, Morigaon.

The module prepared was integrated with combination of both hands-on activity and theory lecture method and field visit as a part of exposure to real time success story in the field of innovation.

Workshop on Innovations



A day long “Brainstorming session on assessing the gap and identifying the felt needs for innovations in Government” was conducted by the Centre for Innovation and Futures Studies on 20th March, 2019.

The workshop was attended by officers from the Departments/offices of Public Works(Buildings), Co-operative Societies,

Commissionerate of Taxes, SIPRD, Public Enterprises, Welfare of Minorities and Development, Public Works (Roads), AIDC, Assam State AIDS Control Society, Health & Family Welfare .etc.

The day long brainstorming session focussed on various aspects relating to innovation technologies in infrastructure and construction sectors, innovation in vaccination and health, etc.

Disaster Management



A 3-day training course on ‘Challenges in Effective Communication during Disaster and its Management’ was held from 7th to 9th January, 2019.

Sessions on concepts and basics of Disaster Management, institutional mechanism for Disaster Management with reference to Act, Rules and responsibilities, challenges in Disaster Management, importance of communication and role of ICT, earthquake risk reduction, Flood Response Plan, role of Fire and Emergency Services during disaster, importance of dissemination of timely flood warning in Assam and a gender perspective in Disaster Management were undertaken. The training also provided insights on application of Geo-spatial technology in Disaster Management, Community-based Disaster Management and the role of media as a Force Multiplier in Disaster Management. A case study of Kamrup (M)district on responding to urban disasters was deliberated upon.

The training course was attended by officers from Departments / Directorates / offices of Municipal Administration, Registration, Irrigation, Public Works, AEGCL, APGCL, State Warehousing Corporation, Police, Town and Country Planning, Information Technology, Finance, Social Welfare, SCERT, Fisheries, Transformation and Development, Information and Public Relations, Handloom & Textiles, Power, Urban Development as well as officers from the district administration.

e-Procurement



A 2 day training course on 'e-Procurement' for Jail officials was conducted by Centre for e-Governance from 10th to 11th January, 2019. Total 45 nos of Jailors and Assistant Jailors of all district jails of Assam attended the training. Resource persons from National Informatics Center (NIC), Assam conducted the training.

Information Security Management



Department of Personnel & Training, Government of India sponsored a 3 day training on "Information Security Management" from 7th to 9th January, 2019 at Assam Administrative Staff College,

Guwahati. 18 participants from various departments of Govt. of Assam attended the training. Shri. D.Goswami, DDG (Rtd.) NIC, Assam; Shri. A. Kalita, Rtd. Cyber Security Expert, Assam Police; Shri. L.J. Bora , Director, Cognitive Technologies & consultant IT Department GoA; and Shri. B. Das, Superintendent of Police (C) APRO conducted the sessions as resource persons.

Rainwater Harvesting



A day long workshop on 'Rainwater Harvesting' was conducted by the Centre for Innovation and Futures Studies on 21st December, 2018.

Domain experts on rainwater harvesting viz, Dr P K Borah, Professor, School of Natural Resource Management, Dr.Simanta Kalita, Regional Director, Centre for Environment Education, Shri Biswadeep Das, Superintending Engineer cum Technical Specialist, NNP- Assam, RWSSP-LIS, Public Health Engineering Department and Sri Biman Baruah, Scientist, S &T Division, ASTEC were invited as guest speakers for the workshop.

The workshop focussed on various aspects of rainwater harvesting such as rooftop and open space methods of rainwater harvesting, rainwater as a secondary source of water security, rainwater harvesting policy including best management practices within and outside the State and Green water: a

new paradigm of rainwater management. Besides, the workshop incorporated a session to elicit strategies from the participants for promoting/popularising the concept of rainwater harvesting amongst the masses.

Enterprise Architecture



The Centre for e -Governance conducted a 1 -day Symposium on “Enterprise Architecture” for government officials on 11 th January, 2019. 84 numbers of participants attended the symposium.

Faculty support was drawn from NIC, New Delhi through NIC Assam. Resource persons were Shri. D.C Misra, DDG, NIC , New Delhi, Dr. P. Saha, Consultant EA, Smti. S. Sengupta, STD, Head of EA Division, NIC, New Delhi.

SDG Project



To launch the World Bank assisted project, a State Inception Workshop on Improved Nutrition, Health and Early Childhood Outcomes to accelerate SDGs in Assam was organised on 2nd February, 2019 by Transformation and Development Department in collaboration with Center for Sustainable Development Goals (CSDGs) and Coalition for Food and Nutrition Security (CFNS). The workshop saw participation from the state’s leadership including Chief Secretary of Assam, district administration officials, World Bank, UN agencies, civil society organisations and academicians.



Shri Sarbananda Sonowal, Hon'ble Chief Minister, Assam, inaugurating the new library building in Assam Administrative Staff College.

A plantation drive was organized on 17th June, 2019 where officers and staff of Administrative Reforms & Training Department and Assam



Administrative Staff College planted a variety of trees in the campus .



Shri Manoj Kumar Deka, IAS took charge as Director, Assam Administrative Staff College on 25th January, 2019 from Shri Gokul Mohan Hazarika, IAS.



In the inaugural ceremony Ms. Ashi Kathuria from World Bank gave a brief introduction of non-lending technical assistance project, describing the role of CSDGs for coordinating between departments to facilitate convergence and role of CFNS as implementation partner. This was followed by inaugural addresses by Dr. Shiladitya Chatterjee, Advisor to the Centre for SDGs, Shri Bhaskar Barua, Former Secretary to Government of India, Ministry of Agriculture, Shri Anurag Goel, IAS Commissioner and Secretary, Health and Family Welfare and the chief guest Shri Alok Kumar, IAS, Chief Secretary, Assam.

Inaugural session was followed by four technical sessions on –

- Nutrition Scenario and issues and challenges in implementation of ongoing programmes in Assam
- Food Security & Issues and challenges in implementation of ongoing programmes in Assam
- Efforts towards developing M&E
- Eat Right India Movement



Multi sectoral consultation meeting in each of three districts (5th January, 2019 ; Barpeta – 9th January, 2019; Goalpara – 27th February, 2019) was jointly organized by district administration, Centre for Sustainable Development Goals and the Coalition for Food and Nutrition Security. Objective of the meeting was (a) to orient district officials and key stakeholders of the World Bank's Technical Assistance objectives, components and activities; (b) sensitize district authorities

to the poor nutritional indicators of the district; (c) to understand key challenges and issues that district face in the implementation of the ongoing projects related to nutrition.

Policy Seminars to Improve Nutrition, Health and Early Childhood Development in Assam– The Center for SDGs in collaboration with CFNS held policy seminars on above subject and various topics related to above subject on monthly basis from January to May. for the districts.

IT Act & Cyber Security

A two- day training Course on “IT Act & Cyber Security” was conducted on 28th& 30th January, 2019 by Centre for Law,Justice& Human Rights. Shri Rakshit Tandon, noted Cyber Security Expert of the country , was invited as Resource Person. A total of 23 officers of the state government participated in the training. The participants were sensitized on various aspects of cyber-crime-both social and financial, ways to avoid such crimes and ways to seek redressal from the law enforcement agencies. The training was well-appreciated by the participants because of its relevance in our professional & day-to-day life.

RTI Act, 2005

A two-day training course on “Transparency in Administration: RTI Act, 2005” was held on 14th to 15th March, 2019. The training was attended by officers representing different departments of the state government. In the training the officers were provided the knowledge and skills required to deal with the queries submitted based on the RTI Act, 2005. The training was conducted in an interactive manner through film shows, project works and quiz.

PHOTO GALLERY



ASSAM ADMINISTRATIVE STAFF COLLEGE

Jawaharnagar, Khanapara, Guwahati-781022, Assam
Phone No. : +91 361-2363325 / Fax No. : +91 361-2362361
Email : director@asc.gov.in / asc1960@yahoo.com
www.asc.assam.gov.in