

ASSAM ADMINISTRATIVE STAFF COLLEGE

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Sikkim Civil Service



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A week long training course cum exposure visit for 11 State Civil Service Officers of Sikkim of 2017 batch was hosted by the Assam Administrative Staff College from 25th - 29th September, 2018. The exposure visit was sponsored by Government of Sikkim.

Sessions on various topics viz, land and people of Assam, citizen centricity, citizens' charter, RTI and RTPS as important features of good governance, ethics and values in governance, Sustainable Development Goals, Assam Start Up Policy 2017, emotional intelligence, effective communication, leadership, team building, stress

management, time management, Integrated Land Revenue Management system functioning in Assam, etc were undertaken by eminent resource persons.

Besides, field tours to the Assam Secretariat, office of the Assam State Disaster Management Authority, Guwahati Biotech Park, IIT, Guwahati, Deputy Commissioner's Office, Kamrup and BDO office, Rani Block were undertaken. The exposure visit provided valuable insight and information to the participants.

The participants also enjoyed visits to Kamakhya temple and Srimanta Sankardeva Kalakshetra along with a river cruise on the Brahmaputra followed by dinner.

Sustainable Development Goals



The Centre for Sustainable Development Goals, Assam Administrative Staff College organised three orientation cum training on "SDGs and its Developmental Framework" for six Autonomous Development Councils on 21st, 26th and 30th June respectively. The first was on 21st June 2018 with Hon'ble Members of the Mishing and Deori Autonomous Council, the second on 26th June 2018 with the Hon'ble members of the Rabha Hasong and Tiwa Autonomous Council and the third on 30th June 2018 with the Hon'ble members of the Thengal Kachari and Sonowal Kachari Autonomous Council. The trainings sessions included an

overview of SDGs in the international, national and regional context, and deliberations on the document "Assam Agenda 2030: Strategies and Actions for Achieving the SDGs in Assam."

Another session linked the role of the Autonomous Councils in localising the SDGs in their area. It gave a framework for how councils can start the process of reorienting their work towards achieving the SDGs.

The final session highlighted the current performance of the Council Districts and the indicators which were not performing well. It stressed on the need for a robust monitoring system for properly implementing and achieving the 2030 Agenda.

Workshop on Assam Agenda : 2030

The Centre for SDGs organised a one-day workshop on 27th July, 2018 on implementation of the Assam Agenda : 2030 for the key officers who are working on the planning, implementation & monitoring of the important schemes and programs of the implementing departments. Exercises were conducted with the officials which related to identification and mapping of schemes to interventions proposed in Chapter 1, 2, 3 of Assam Agenda 2030 and identification of Key Performance Indicators(KPIs) under each scheme for monitoring. This would help in developing the State-level IT platform proposed to be created for project monitoring and action monitoring.

Workshop on SDG Manual

On 20th September, 2018 a workshop was held with officers of Sixth Schedule Autonomous Councils. As part of localisation of SDGs, an SDG Manual for the Council Level officers has been prepared by the Centre for SDGs which is under the



process of consultation before its finalisation. In this perspective, the one-day Brainstorming workshop was held towards finalisation of the same with consultation of Council authorities. Shri JB Ekka, Principal Secretary P &RD addressed the officials in the inaugural session. Also, senior faculty member from SIRD, Smt Pallabi Goswami discussed the Gram Panchayat Development Plan and its integration with the SDGs in the context of VDCs and VCDCs. The sessions involved rigorous



discussions. The workshop was attended by 30 participants. Principal Secretary, Planning officers and Council heads of Departments from Bodoland Territorial Council, Dima Hasao Autonomous Council and Karbi Anglong Autonomous Council attended the event.

Mobile Apps

A training on “Development of Mobile Apps on Android Platform” for National Informatics Centre S&T Officers of NE



States, was conducted from 4th to 8th June, 2018; in collaboration with National Informatics Centre, Assam. Resource persons were drawn from NIC, Kerala. 27 participants from NIC Arunachal Pradesh, Assam, Manipur, Meghalaya, Mizoram, Nagaland, Tripura, West Bengal and Sikkim participated in the training. The valedictory session was attended by Shri Gokul Mohan Hazarika, IAS, Director of Training, Assam Administrative Staff College; SIO, NIC Assam and DG, NIC from New Delhi through video conference.

Managing Change



A training course on “Managing Change-Tools for successful Transitions” sponsored by Government of Assam was conducted from 24th to 26th September, 2018. The training module comprised of sessions on Managing change: Planning, implementing and consolidating change, Situations that call for creativity : Creative

idea generation techniques, Leading change, Dealing with resistance to change, Emotional intelligence at workplace for enhancing effectiveness, Change and the subconscious mind., Time Management, Introduction to e-Governance Life Cycle and Change Management, Change Management Plan, Measuring Performance to Drive Change, etc. A total of 23 participants from various departments participated.

Direct Trainer Skills (DTS)



Direct Trainer Skills (DTS) course was conducted from 4th to 8th June, 2018. DoPT, Government of India deployed four national level trainers. Mr. Amitabh Prasad from BIPARD, Patna, Mr. Siddhartha Bhattacharjee from Department of Posts, Kolkota, Mr. Deepak Kr. Bist from Ministry of Defense, New Delhi and Dr. H.B. Gupta from Institute for Excellence in Higher Education, Bhopal, Madhya Pradesh were deployed for conducting the course. The course was attended by 24 trainees from different departments of Government of Assam, resource persons from training institutes like IHM, Guwahati, IIE, Guwahati.

Design of Training (DoT)

Design of Training (DoT) was conducted from 11th to 15th June, 2018. DoPT, Government of India deployed two national level trainers



Dr. U.N.Bora IAS (Retd) and Lal Sang Puia, Secretary, Mizoram State Commission for Protection of Child Rights, Government of Mizoram for conducting the course. The course was attended by 19 trainees from different departments of Government of Assam and training institutes like IHM, Guwahati, IIE, Guwahati.

ALEP-1



A training course on “Action Learning and Exposure Programme-1 (ALEP-1) Module-2 (MFDR)” in collaboration with Assam Administrative Staff College, Guwahati and GIZ, India was conducted from 27th to 30th September, 2018. The training comprised of Feedback and report on assignments from the earlier module, understanding of MFDR-history, Introduction to MFDR, Case study presentation and review, Group work on developing result chain for case elements, Presentation of result chain and project finalization, Indicators and MoVs, Indicator

exercises, Indicators presentation of group work, Introduction to assumptions, Journaling, Work on assumptions-what to do for mitigation-Finalize log frame, How to utilize MFDR in work, Group work on how to use MFDR, Preparation on personal action plans, Evaluation, etc. A field visit to the NGO PANNAH was also undertaken. A total of 14 participants from various ministries of Government of India, faculty from Assam Administrative Staff College and GIZ, India participated in the training.

Culture of Innovation



A 3-day training course on 'Creating a culture of innovation' was organised by the Centre for Innovation and Future Studies from 28th to 30th June, 2018. The training course witnessed participation of officers from departments / offices like Irrigation, Agriculture, Horticulture, PHE, Environment & Forest, Economics and Statistics, ASTEC, Finance, Panchayat and Rural Development, etc

The training incorporated sessions on personality identification test followed by identification of basic three disorders to recognise why the innovation mind wanders, critical and creative thinking in life skills to enhance the left brain performance, building up organizational culture for innovation, collaboration and co-creation, innovation for sustainability, Assam Start Up Policy, 2017,

Intellectual Property Rights, need for innovation for implementation of Sustainable Development Goals, community mobilization for social change, innovation activities done by State Council of Science, Technology & Environment (SCSTE), Meghalaya, stress management, besides a case study on Integrated Land Revenue Management System.

IAS Probationers



A special one-week course for IAS probationers of 2017 batch of North East & AGMUT cadres was hosted by the Assam Administrative Staff College, Guwahati from 27th August to 1st September, 2018 followed by a two week North East Darshan from 2nd September to 15th September, 2018 for the IAS probationers. The programme was sponsored by the Lal Bahadur Shastri National Academy of Administration, Mussoorie. The training comprised 24 IAS Officer Trainees borne in the cadres of AGMUT, Assam-Meghalaya, Sikkim, Tripura, Manipur and Nagaland.

The one-week training course facilitated deliberations on various topics like issues and challenges of globalisation and human rights in the context of North East India, land, people and economy of North East India, the notion of Act East through North east, governance in Sixth Schedule Areas, gender

dimension of ageing women, various aspects relating to the States of Sikkim and Nagaland, the challenges in forest management in Assam, good governance and citizen centric administration including Sustainable Development Goals, Stress / Conflict Management, Work Culture, Team Building Skill & Process, RTI in Public Administration as well as issues pertaining to updation of National Register of Citizens.

Apart from the classroom sessions, the officer trainees made a courtesy call on the Hon'ble Governor of Assam. They also visited Bamboo Technology Park, Srimanta Sankardeva Kalakshetra and Kamakhya temple. The participants enjoyed a river cruise on the Brahmaputra followed by dinner.

The two-week North East Darshan entailed visits to the States of Meghalaya, Manipur, Mizoram and Tripura during which the Officer Trainees met senior dignitaries of the concerned States and visited various projects, organisations and historical sites. The group also visited Hajo and Sualkuchi.

Information Security Management



A course on "Information Security Management" sponsored by DoPT, Government of India was conducted from 25th to 27th June, 2018. The training dealt with basics of Cyber World and Cyber Crime, Cyber Security Laws and ways to maintain

Cyber Security. Resource persons were drawn from NIC, Assam and Assam Police. Fifteen participants from various Govt. of Assam organizations attended the training, such as: Directorate of Town & Country Planning, Directorate of Handloom and Textiles, DIET, Directorate of Training, Water Resources Department, Directorate of Small Savings, Directorate of Inland Water Transport, Registrar, Cooperatives Societies and Board of Secondary Education of Assam (SEBA).

Creativity and Change Management



A course on 'Creativity and Change Management' was organised by the Centre for Innovation and Future Studies from 9th to 11th July, 2018 at AASC. Officers from departments/offices namely, Agriculture, PHE, Co-operative Societies, Assam State Housing Board, Town and Country Planning, Social Welfare, Pension, Finance, Police, APDCL, Assam Police Housing Corporation etc participated in the training course.

Sessions on topics like change and the processes of planning, implementing and consolidating change, leading change and dealing with resistance to change, creativity, the situations that call for creativity and the creative idea generation techniques of brainstorming and mind mapping, six thinking

hats, creative coping, change and the subconscious mind, emotional intelligence, creative and critical thinking, time management and stress management were undertaken by resource persons from Assam Institute of Management, Gauhati University, Mind India etc. The deliberations were appreciated by all the participants.

e-Prastuti

Center for e-Governance (CeG), Assam Administrative Staff College conducted Master Trainers Certification Programme on Standardisation of Government websites – “e-Prastuti” from 28th to 31st May, 2018 in collaboration with Website Development Cell and Secretariat Administration Department, Government of Assam.

50 participants attended the course from different departments of Government of Assam. These trainees will act as Master Trainer in their respective departments and help their departments in designing/updating departmental website as per Standardized Website Framework.

North-East Darshan



The Assam leg of the North East Darshan programme for the Arunachal Pradesh Civil Service (APCS), Entry Grade (Lateral) officer

trainees under 2017 batch Induction Training was hosted from 12th to 15th July, 2018. The group consisted of 12 lateral entry officer trainees and was led by the Assistant Director of Training, Administrative Training Institute, Naharlagun. The programme was sponsored by the Government of Arunachal Pradesh.

A classroom session on sustainable development goals was undertaken by Dr John Borgoyary, Regional Head, UNDP, North East, which was followed by visits to the Assam Land Survey and Settlement Training Centre, Guwahati Revenue Circle and election branch of Deputy Commissioner’s office, Kamrup (M). The field visits incorporated interactive sessions and provided valuable insight into the respective functioning of such offices to the officer trainees. The participants were also taken to Dimoria Development Block where various schemes being implemented by Assam Government were shown to them. The programme provided good exposure and learning experiences to the officer trainees.

Presentation and Communication Skills



A training on ‘Presentation and Communication Skills’ was conducted from 9th to 11th July, 2018.

The module incorporated both theory and practical sessions with group activity. Presentations were later made by the groups .

PHOTO GALLERY



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