

Government of Jammu and Kashmir
Core Group, J&K Institute of Management and Public
Administration and Rural Development (IMPA),
MA Road, Srinagar

Minutes of the Meeting

A meeting of the Core Group constituted under Government Order No: 800-GAD of 2011 for PRI Capacity Building & Training (CB&T) was held under the chairmanship of Shri Yedullah, Commissioner Secretary to Government of Jammu & Kashmir, Rural Development and Panchayati Raj Department (RD&PR) on 19.07.2011 at 2 PM at Institute of Management and Public Administration (IMPA), Srinagar.

- I. The list of Participant is given in Annexure A.
- II. The following components under Capacity Building & Training were discussed:
 1. Strategy to be adopted to deliver Capacity Building & Training programmes to the elected representatives and functionaries of the PRIs in J&K
 2. Core course content to be used during the delivery of PRI CB&T programmes in the State
 3. Timelines to be followed for ensuring 100% coverage of the elected representatives during 2011-12

1. Strategy to be adopted to deliver PRI CB&T programmes

- a) Shri Yedullah, Commissioner-cum-Secretary to the Government of J&K, Rural Development and Panchayati Raj (RD&PR) Department apprised the participants of the challenge of training over 40,000 elected representatives and functionaries in the State. Following three options were discussed to deliver the training in a time bound manner with a target of 100% coverage:

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- i. Option I: Outsourcing of PRI Capacity Building & Training (CB&T) activities to professional institutions/ agencies with necessary expertise in the area of local governance and rural development.
 - ii. Option II: In case, sufficient number of institutions / agencies are not available for implementing the outsourcing option, RD&PR Department would consider adopting the alternate strategy to deliver PRI CB&T through the traditional involvement of government officials at the district and sub-district level.
 - iii. Taking note of the response of the professional institutions and agencies to the outsourcing advertisement to invite expression of interest (EoIs), RD&PR Department could consider a mixed model as well, in which both the outsourcing and traditional options could be used.
- b) The Core Group decided that the outsourcing option for the delivery of PRI CB&T is necessary to ensure 100% coverage of the elected representative and functionaries of the PRIs. Mr. Sanjeev Sharma, National Project Manager, MoPR, proposed a draft Terms of Reference (ToR) for inviting expressions of interest (EoI) from professional institutions / agencies, which was discussed and approved by the Core Group for adoption and advertizing.
- c) The Core Group was informed that RD&PR and IMPA has already invited nominations from individuals interested in PRI CB&T. These individuals are being considered for providing four days training by IMPA and suitably accredited as Resource Persons, who may be adopted by the potential service providing agencies (SPAs) or engaged in the delivery of training in the traditional mode. The selected individuals for training could be suitably provided TA/DA for the duration of training programme.
- d) Monitoring and Evaluation of the training may also be undertaken through a suitable SPA under the guidance of the Core Group.
- e) The option of outsourcing and involvement of professional institutions and agencies in the State would also help in building capabilities of the such agencies from within

the State, which could be available to deliver PRI and rural development related programmes in the future.

2. Training Course Content

- a) The Core Group decided that all the training core content and materials would be prepared under the banner of RD&PR Department with support from IMPA, irrespective of the strategy / model of training delivery adopted finally.
- b) Given recently held PRI elections in the State, the State is going to rollout the PRI CB&T programmes for the first time. Since the trainings need to be launched immediately, it was decided that the content for the first round of training in 2011-12 could be a mixed one, which is already prepared by IMPA.
- c) The Core Group decided to adopt the training content prepared by IMPA for the year 2011-12. However, it was decided that IMPA should develop some additional content related to centrally sponsored schemes, empowerment of elected women representatives associated with the PRIs, and PRI accounting etc in the existing training content.
- d) Core Group decided to that 500 copies each of the training module and session brief should be printed. Also, it was decided to make 500 CD's of the background material. All the training content would be uploaded on State RD&PR website.
- e) Core Group decided that a committee comprising Special Secretary (RDD), HoD (RDD, IMPA and Editor (Dehat Sudhar), RDD will identify and develop the materials to be disseminated as part of the training kit.
- f) It was also decided that FAQ's would be developed by Dr. S.N Alam Professor IMPA, Dr. Reva Sharma, Associate Professor, IMPA & Mr Imran, Consultant ePRI, RDD and the same would be uploaded on State RD&PR department websites.

3. Timelines:

S No	Task	Owner	Date
1.	EOI Publication	State RDD & PR	24 th July, 2011
2.	Opening of Tenders	Core Group	8 th August, 2011
3.	Short listing of SPA's	Core Group	9 th Aug-14 th Aug
4.	Signing of MoU with the selected SPA	Core Group	17 th -18 th Aug
5.	Certifying the Resource persons of SPA	Core Group	20 th -23 rd Aug
6.	Training of Master resource Persons	IMPA	25 th Aug- 5 th Sep
7.	Training of Panchayat Functionaries	SPA/IMPA	1 st Sep-31 st Oct

4. Miscellaneous:

The Chairperson of the Core Group highlighted that the Core Group will take decisions on the financial aspect of PRI CB&T programme. The funds already available with the state can be utilized.

The meeting concluded with a vote of thanks to Chair and the participants.

No.: RDD/Panch/CG/85/2011 of 21.07.2011

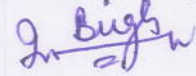
Dated.: 21.07.2011

Copy to:

1. Secretary, Ministry of Panchayati Raj, Government of India, New Delhi
2. Secretary, Ministry of Rural Development, Government of India, New Delhi
3. Special Secretary, Ministry of Panchayati Raj, Government of India, New Delhi,
4. Director General, IMPA, Jammu & Kashmir, Srinagar
5. Special Secretary, RDD and PR Deptt., Civil Secretariat, Srinagar
6. Director RDD, Jammu/ Kashmir

7. Financial Advisor/ Chief Accounts Officer, RDD, Civil Secretariat, Srinagar
8. Dr. S N Alam, Professor, Faculty IMPA, J&K, Srinagar
9. Dr. Reva Sharma, Associate Professor, Faculty IMPA, J&K, Jammu
10. Principal Private Secretary to Chief Secretary, Civil Secretariat, Srinagar
11. Private Secretary to Commissioner Secretary, RDD & PR, Civil Secretariat, Srinagar
12. Special Assistant to Hon'ble Minister, Rural Development Minister, J&K
13. Special Assistant to Hon'ble Minister, MoS, J&K
14. Editor, Dehat Sudhaar, Civil Secretariat, Srinagar
15. Mr. Sanjeev Sharma, National Project Manager, MoPR, GoI, New Delhi
16. Mr. Mirza Imran Beigh, Consultant ePRI, Civil Secretariat, Srinagar

Mirza Imran Beigh



Member Secretary
Core Group
Capacity Building & Training

Annexure A

List of Participants

1. Shri Yedullah, Commissioner Secretary to Govt., Rural Development and Panchayati Raj Department
2. Mr. G R Wani, Special Secretary, RDD & PR
3. Dr. S N Alam, Professor RD, J &K IMPA (dralamimpa@gmail.com, 9419074097)
4. Dr. Reva Sharma, Associate Professor J &K IMPA (revarajnish@yahoo.com, 9419134558)
5. Mr. Sanjeev Sharma, National Project Manager, MoPR, GoI, New Delhi (s.sharma.03@cantab.net, 09910604941)
6. Mr. Mirza Imran Beigh, Consultant ePRI, MoPR, New Delhi (ebranchayat-jk@nic.in, 9796999440)