

ISTM NEWS

October- December, 2016



INSTITUTE OF SECRETARIAT TRAINING & MANAGEMENT

(आईएसओ 9001:2008 संस्था / AN ISO 9001:2008 INSTITUTION)

कार्मिक एवं प्रशिक्षण विभाग / DEPARTMENT OF PERSONNEL & TRAINING

प्रशासनिक ब्लॉक, ज.ने.वि. परिसर (पुराना) / ADMINISTRATIVE BLOCK, JNU CAMPUS (OLD),

ओलोफ पाल्मे मार्ग, नई दिल्ली - 110067 / OLOF PALME MARG, NEW DELHI - 110067

दूरभाष / TELEPHONE - 011-26185314; टेलीफैक्स / FAX - 011-26104183

Website: www.istm.gov.in

FROM THE DIRECTOR

India is in the midst of a paradigm shift where its citizens expect better public service delivery in a transparent manner. This makes it imperative for the public agencies to upgrade their service delivery mechanisms to cater to the rising expectations of their clients which would necessitate fine tuning of procedures, policies and systems.

Towards this endeavor, Institute of Secretariat Training and Management, guided by its motto of “Efficiency and the Public Good” is making its sincere efforts for capacity development of public servants. Recognizing the enormity of this challenge, the Institute seeks to update our training modules and techniques to keep pace with the dynamic changes in governance. Theme based training in areas such as Gender Sensitization, Prevention of Sexual Harassment at Work Place, Citizen Centric Service Delivery Approach, Swatch Bharat, Organ Donation, Right to Information Act, Financial Management etc. aim at inculcating in our public servants a sense of accountability and empathy. The Institute is also actively engaged in Citizen centric activities which aims at making the lives of our fellow citizens a bit better. ISTM is encouraged by the appreciation that it gets from its stakeholders.

Our October-December, 2016 of the newsletter highlights our major activities in this period.

ISTM had the privilege of hosting Dr. Jitendra Singh, Hon’ble Minister of State for Personnel, Public Grievances and Pensions twice, once for the inauguration of Swacchta Pakhwada and also as the chief guest for the valedictory function of Assistant Section Officers-Direct Recruit.

I request all the readers of ISTM News to send their ideas and suggestions to us for further improvement in the content of the newsletter.

(Dr. Sunita H Khurana]
Director, ISTM

SINCERELY YOURS

It is our pleasure to present to you the October-December, 2016 issue of ISTM News. For your convenience and easy reading, ISTM News is divided into four parts - **From the Director** Wherein Director, ISTM outlines the vision and objectives of the Institute; in **Sincerely Yours** (the section you are currently reading) the Editorial Board introduces the issue; **Happenings** which gives a glimpse of major activities of the Institute during this period; and **Miscellany** which is a forum for our faculty members, staff and trainees to exercise their creative faculties.

The editorial team has tried to encapsulate various activities in the Institute during this period. A feather in the cap has been the visit of MOS (PP) and other senior dignitaries to our Institute.

Please feel free to call us to provide your candid feedback and suggestions for further improvement and for any specific information you may want.

Please log on to our website www.istm.gov.in to know more about our ensuing programmes.

SANJAY KUMAR SHARMA, Additional Director

K. GOVINDARAJULU, Joint Director

AGAM AGGARWAL, Deputy Director

HAPPENINGS

Observance of Vigilance Awareness Week

In accordance with the guidelines of Central Vigilance Commission, Vigilance Awareness Week was organized at ISTM from 31st October, 2016 to 4th November, 2016.

2. An oath of integrity was administered by Director, ISTM to faculty members, other staff members and trainees on 31st October, 2016. A special awareness session on public participation in promoting integrity and eradicating corruption was also held on 4th November, 2016 for officers and staff of ISTM.



Visit of Joint Secretary (Training), DoPT to ISTM

Shri Jishnu Barua, Joint Secretary (Training), Department of Personnel & Training, visited the institute on 4th November, 2016. A presentation about the institute's activities and its achievements was presented by Joint Director, ISTM.

2. During the interaction, JS (Training) emphasized on the need for increased participation of officials of state governments in ISTM's training programmes in view of paucity of quality training facilities at the state level. He suggested that the training programmes needs to address the social issues such as caste, rural urban migration etc. Further, he opined that in addition to domain specific inputs, foundational course participants should also be exposed to Indian culture, heritage, architecture, music, cinema etc. to broaden their intellectual horizon. Later, he undertook a campus visit of ISTM and interacted with the faculty members.



Anand Kumar “Super 30” at ISTM

Shri Anand Kumar, who through his Super 30 programme has been instrumental in ensuring the entry of several economically backward students in IITs was at ISTM on 28th November, 2016 to interact with Assistant Section Officers -foundation training programme. During the interaction, he urged the trainees to work hard for their goals and at the same time be sensitive to the concerns and needs of our less fortunate fellow citizens. His inspirational talk motivated the ASODR participants.



Swachhta Pakhwada

The Union Minister of State (Independent Charge) Development of North-Eastern Region (DoNER), MoS PMO, Personnel, Public Grievances & Pensions, Atomic Energy and Space, Dr Jitendra Singh launched Swachhta Pakhwada (1st to 15th December, 2016) on 1st December, 2016 from the Institute. Hon'ble Minister along with senior officials of the Department of Personnel & Training and Director, ISTM themselves wielded the broom and cleaned the adjoining Ber Sarai Market. They were enthusiastically assisted by ISTM faculty and trainee officers in cleaning and disposing off the garbage.

Hon'ble Minister interacted with the shopkeepers including the office bearers of their association and impressed upon them the need to maintain cleanliness all around.

ISTM has adopted Ber Sarai market and Munirka village and conducts regular cleanliness drives there. Further, sessions on Swachh Bharat Abhiyan have become a part of all training courses at the Institute.



ASO-DR valediction ceremony

The Union Minister of State (Independent Charge) Development of North-Eastern Region (DoNER), MoS PMO, Personnel, Public Grievances & Pensions, Atomic Energy and Space, Dr Jitendra Singh addressed the Valedictory function of the Foundation Training course for the Assistant Section Officers (Direct Recruits) of Central Secretariat Service on 2nd December, 2016.

Addressing the young officers, Dr Jitendra Singh said that the Assistant Section Officers (ASOs) are very important component of the structure of Government of India. He said that they are an essential tool of governance, since the notes and drafts prepared by them pass through various stages in their movement in the system. He also expressed happiness over the fact that their training also included citizen-centric approach.



Blood donation camp

Blood donation camps are a vital part of ISTM's commitment to social causes. Two such camps were organized at the Institute on 29.11.2016 and 28.12.2016. These camps evoked an enthusiastic response from trainees, faculty members and staff.



MISCELLANY

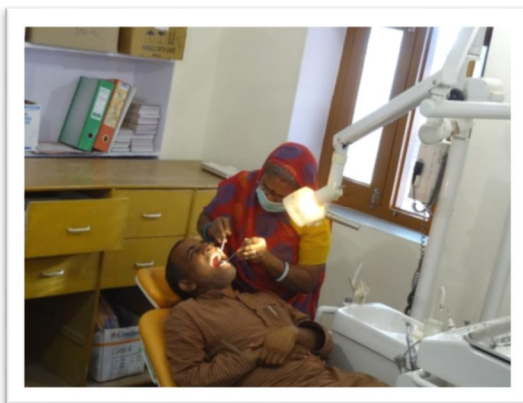
A memorable day at Barefoot College, Tilonia

An integral part of our training at ISTM was the NGO attachment cum Study tour. Early morning, on the 21st of December, 2016, we set off for Barefoot College, Tilonia as part of our NGO attachment.

Barefoot College, established in 1972 by renowned activist, Shri Bunker Roy, inspires this little village with the conviction that solutions to rural problems lie within the community. Its various departments are broadly classified into solar energy, healthcare, education, water, rural handicrafts, communication, women's empowerment, income generation, wasteland development, electricity and power as well as social awareness and conservation of ecological systems in rural communities. Spread over more than 8 acres of land the campus was built between 1980 and 1986 and designed by a team of rural "barefoot" architects, masons, blacksmiths, farmers and members of women groups. The entire campus is solar electrified by women who stay in the campus and learn skills to make solar engineering circuits and go back to their villages to deploy them. This institution believes in imparting informal, non-structured on-the-job practical training. The five principles which are an integral part of the functioning of the college are equality, collectiveness, self-reliance, decentralization and austerity.

The education programme focuses on the overall development of rural children, with literacy being just one part of it. It encourages hands on learning or learning-by-doing process of gaining knowledge and skills. Lessons are focused on awareness about the environment and socio-economic and political forces that dominate development. The aim is to provide the children with a right balance of education and literacy so that they choose to stay in the village and work for its development. The college has different programmes for women and children. There are rural crèches for the convenience of working mothers, night schools for working children who are busy carrying out farming activities and livestock grazing during the day, bridge courses for night school children who aspire to join formal schools someday. In these night schools, initiatives like the children's parliament are established which allow them to participate in the management of their schools through a democratic process. Candidates are selected through a proper election process giving them an idea of the working of a democracy.

There is also a huge emphasis on the holistic development of women by empowering them socially, financially, and politically. The college has trained several women in jobs ranging from construction work, education, metal craftsmanship, toy making and solar engineering to mechanical repair and fabrication, health care, water testing, handicrafts, film making and social activism.



To preserve traditional folklore, village women (some barely literate) run a community radio which is accessible to more than 30 villages in a radius of 15 kms. It was astonishing to learn that the software used was Linux which even technically qualified people like us find difficult to operate.

It has set up 8 field centres in Rajasthan known as SAMPDA (Society for Activating, Motivating and Promoting Developmental Alternatives) through the collective efforts of which the Barefoot approach is replicated in rural communities across 14 Indian states.

The global response received by the organization is worth acknowledging. It has witnessed semi-literate middle class women (popularly known as the “Solar Mamas”) travelling from places as diverse as Afghanistan, Cameroon, Gambia, Bali, Syria, Senegal, Madagascar, Somalia etc. to undergo training to become barefoot solar engineers in the solar workshop department which provides training in solar lighting, solar water heaters, parabolic solar cookers etc. Language is not a barrier between cultures here, as they are taught through sign language.



The college communicates with rural communities through traditional media of puppetry plays and songs. They emphasize on various social issues through their plays and help villagers raise a voice against injustice being meted out to the, fight for their rights and register some of the best practices in their minds in a joyous manner. One of his creations- “*JokhimChacha*”, an innovated character is supposedly a 300-year-old man who would handle even serious issues amicably without hurting anyone.





Tilonia craft shop showcases a variety of traditional decorative pillows, bedspreads, papers books, quilts and duvet covers which were all handmade and produced in house by rural women artisans.

Our visit to this place left us spellbound and intrigued by questions like – Is it too late to follow your passion? Is there a specific age for learning certain skills? How many occupations do you think really needs a bachelor's degree? Have you ever observed a community in poverty that yearns for learning? The passionate and inspiring vision of folks here reminded us “Be the change you wish to see in this world!”

Alokmala Ray
ASO-DR, Indian Railways

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Contact us: Website: www.istm.gov.in
Email: newsletter-istm@nic.in