

**Training of Trainers Programme**  
**On**  
**“Gender & Governance”**  
**Information Brochure**

March 11 - 20, 2013

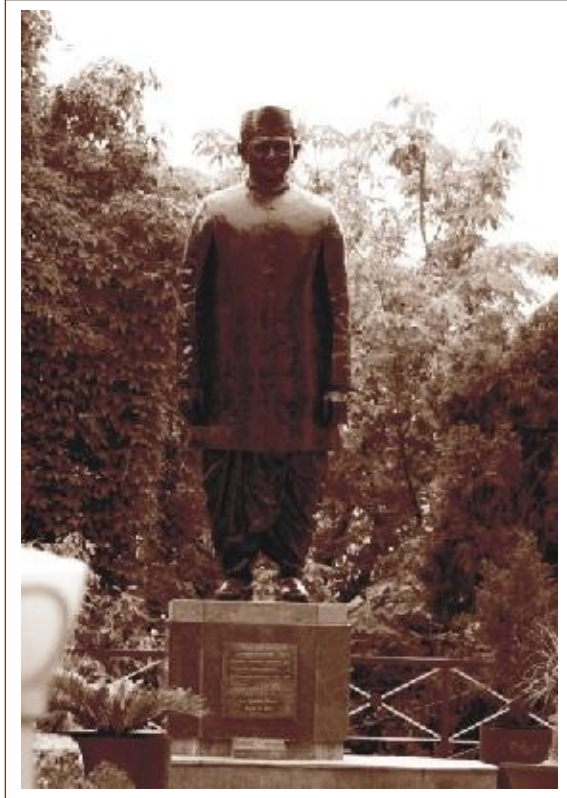


**LBSNAA**

Lal Bahadur Shastri National Academy of Administration



Lal Bahadur Shastri National Academy of Administration



### **Vision Statement**

"We seek to promote good governance, by providing quality training towards building a professional and responsive civil service in a caring, ethical and transparent framework."



“... you will not have a united India if you do not have a good all India service which has the independence to speak out its mind, which has a sense of security.... The Constitution is meant to be worked by a ring of Service which will keep the country intact.”

- SARDAR VALLABHAI PATEL

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## *The Academy- Committed to Excellence*



### *Objectives*

The Lal Bahadur Shastri National Academy of Administration (LBSNAA) is India's premier institution dedicated to training Officers of the country's higher civil services. Its mandate includes the following:

- ! Induction level training to members of the All India Services and Central Services (Group A) through a common Foundation Course
- ! Induction-level and post-entry professional training for officers of the Indian Administrative Service (IAS) including mid-career training programmes
- ! Other in-service training programmes for the IAS and other services

### *Vision*

"to promote good governance, by providing quality training towards building a professional and responsive civil service in a caring, ethical and transparent framework".





Established in 1959 in Mussoorie as the National Academy of Administration by merging the IAS Training School, Delhi and IAS Staff College, Shimla, the Lal Bahadur Shastri National Academy of Administration has gained global recognition and stature as a world-class institution for training career civil servants.

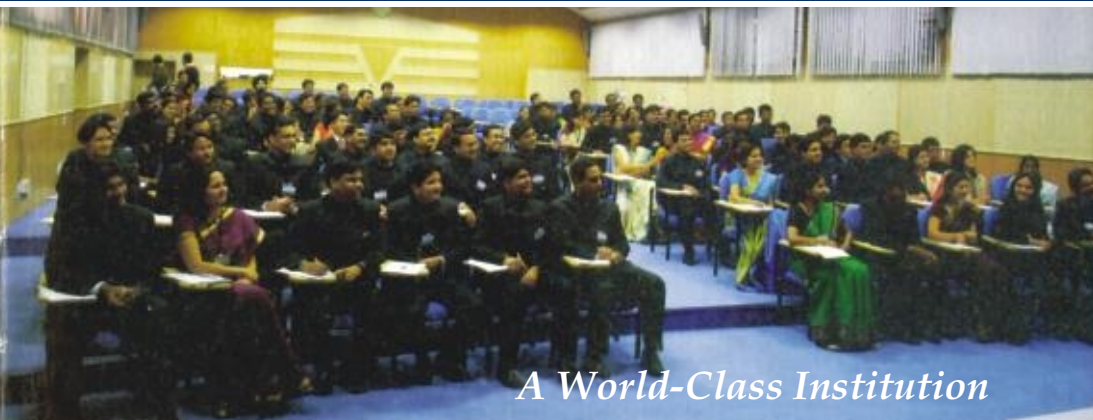
### *The Academy Experience*

The Academy convenes the very best in higher Civil Service training and capacity building at its sprawling campuses - Charleville, Glenmire and Indira Bhawan - in the salubrious and pristine climes of Mussoorie. Participants take advantage of a vibrant campus life, competent faculty and the best of infrastructure facilities for interactive learning to develop the requisite professional competencies, skills and attitudes necessary for a career in public service.

### *The Academy Advantage*

Compared with other leading global service training centres such as Sunningdale, Sandhurst Military Academy in the United Kingdom, Ecole Nationale' in Paris, and West Point in the United States, the Academy is uniquely positioned in that it combines "all Souls college with a mechanics workshop".

The Academy weds theory and practice. It offers participants - new recruits and those availing post-entry level/ mid-career training in the higher civil services - an opportunity to deliberate on challenges and opportunities for good governance,



## *A World-Class Institution*

share and explore new frameworks for improving public policy formulation and public service delivery, shape attitudes, upgrade professional skills and competencies and enable them to be the leaders of tomorrow. While the training curriculum is extensive and need-based, the pedagogy is equally diverse and interactive.

The faculty comprises carefully chosen practitioners from across the Civil Services in India with distinctive professional accomplishments, leading academics and eminent visitors. They are scholar-practitioners with the responsibility to assess training needs, design curriculum and identify pedagogy and deliver programmes.

The Academy is unique in its ability to draw out specialists from the non-government and private sectors in addition to those from leading global institutions to supplement the efforts of the in-house faculty. As a result, it has emerged as a hub for learning and exchange of ideas from within and outside the Government.

The Academy has distinguished alumni. They include Vice-Presidents, Cabinet Ministers, Governors, Heads of the Civil Services at the Union and the States, Ambassadors, Police Chiefs, environment and forest conservationists and others, who without much public visibility or fanfare, are engaged in the task of delivering the vision of 'an inclusive and developed India' with unflinching commitment and absolute dedication.

The Academy is committed towards building an effective, efficient, responsive and accountable civil service characterized by integrity in thought and action.

# About Us



## *National Gender Centre -NIAR*

The National Gender Centre-NIAR was established in 1995, with an aim to mainstream gender in policy, programme formulation and implementation in Government so as to establish gender as a priority concern in government and to ensure equitable development of men and women. The Centre delivers gender training and sensitization

inputs through courses run in the Academy for the Officer Trainee's of All India Services, and Central Services in the Foundation Course, Phase I, Phase-II. Apart from this training is imparted to the officers of middle and senior level in IAS and officers promoted to the IAS from the state civil services attending in-service programmes.

Since 2010, all the research centres of Lal Bahadur Shastri National Academy of Administration have been merged under National Institute of Administrative Research (NIAR), to as Centre for Good Governance. The NIAR conducts research on various aspects of governance and was conceived as research and training wing of the Academy.



## *National Institute of Administrative Research (NIAR)*

National Institute of Administrative Research (NIAR) was established in March 1995 as a Society constituted under the aegis of Lal Bahadur

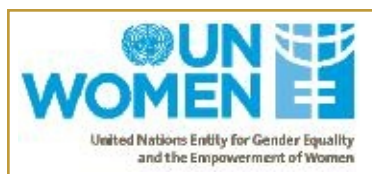


Shastri National Academy of Administration, Mussoorie.

The Institute conducts premier research on various aspects of governance and was conceived as Research and Training wing of Academy and is eventually envisaged to function as



Government think tank. In addition to primary research, NIAR develops training modules for different programmes of the Government, conducts training, prepares case studies, and organizes workshops and seminars.



### *UN-Women*

UN Women is the UN organization dedicated to gender equality and the empowerment of women.

On 1 January 2011, it came to life in nine countries of South Asia. UN Women was formed by merging four organizations, including UN Women.

Established in 1976, UN Women has touched the lives of women and girls around the world. UN Women maintains strong ties to both women's organizations and governments, linking them with the UN system to join national and international political action, and to create momentum for change.

In India, UN Women builds on a strong foundation, taking forward the efforts of the United Nations Development Fund for Women (UNIFEM). We work closely with the Government of India and civil society to set national standards for achieving gender equality, and design laws, policies, programmes and services needed to implement these standards. We also coordinate the UN system's work in advancing gender equality in India.



# Infrastructure & Facilities



## *Dhruvshila*

This building houses the offices of some of the faculty members and staff and the Training I & II Sections which deal with the training of Officer Trainees in FC, Phase I & II. It was inaugurated in 1996 after the old building was partially destroyed in the fire of 1984. There is a plan to shift the language faculty from the old language block to Dhruvshila and to restore and renovate the old language block.

## *Karmashila*

This building was inaugurated in 1992 after the old building got destroyed in a fire in 1984. Very recently a lift has been provided in the building in order to make it accessible for all. The Karmashila houses the following:



## *Library*

The Gandhi Smriti Library boasts of a collection of more than 1.70 lakh books and a reasonably well endowed audio- video section with nearly 11,000 CDs and DVDs besides subscription to many on-line journals and databases. In 2011, it became an RFID- enabled library with full computerized records based on library software LIBSYS 7 DATABASE. Users can issue and return books on their own and have the freedom to return them at any time of the day or night at the computerised drop box in Karmashila.

## *Executive Lounge*

The faculty members use this lounge for meeting visiting dignitaries or delegations as also for informal meetings.



### ***Officer Trainees' Lounge***

This is like a common room for the Officer Trainees. It is equipped with a Billiards table, a music room, a dance floor and audio visual facilities. The bar is also housed here.

### ***Officers' Mess***

This is the main mess that caters to Officers Trainees. Up to 300 Officer Trainees can be accommodated at a time. Souvenir shop located near the Officers Mess, sells the souvenirs of the Academy.

### ***Seminar Rooms & Conference Hall***

There are three seminar rooms where the classes are held and one conference hall for meetings.

### ***Kalindi Guest house***

This is a guest house of the Academy and came up in 1996 at the location of the old Director's Residence and Ladies Block. It is used for housing the visiting faculty and guests.

### ***Language Block***

This building is one of the few buildings of the old Charleville hotel. It presently accommodates the officers of the language faculty. The restoration of this building will be taken up in 2013-14 and will thereafter house the archives of the Academy.

### ***Sardar Patel Hall***

This is again one of the old buildings and is used as a lecture theatre. It has a capacity of 150 persons. SPH was revamped in 2007 for the Mid Career Training Programme.



### ***Director's Office***

This is also one of the few original buildings of Charleville Hotel. Its interiors have now been renovated and it has the Director's office on the first floor. The ground floor is being taken up for restoration and it is proposed to house the office of the Joint Director and the Souvenir shop here.

### ***Medical Centre***

Located near the reception, with three full time doctors and visiting specialists, it has a digital x-ray machine, pathology lab, and a dental chair among other facilities.

### ***Silverwood***

This Executive hostel with 54 rooms, a lounge, a cafeteria and Laundromat was inaugurated in August 2010 for the participants of the MCT Programme.

### ***Hollywood***

A new visiting faculty guest house is coming up at Hollywood which will have 12 studio apartments.

### ***Riding Ground***

The riding establishment has 20 horses and riding is still compulsory for Officer Trainees. At the end of each course, the trainees put up a horse show under the guidance of the Riding Instructors who have been drawn from the President's Bodyguard.

### ***Community Center***

Commissioned in 2012, it has shops on the ground floor and two large halls on the 1st and 2nd floors, which can be rented by the staff for their personal functions also.

### ***Hostels for Officer Trainees***

The Officer Trainees stay in the Narmada, Kaveri and Ganga hostels which have 131 rooms. These are mixed hostels for men and women and room occupation is normally on twin sharing basis. Each room has been provided with a telephone, television and internet connection.



### ***Sampoornanand Auditorium***

This is the main auditorium of the academy with a capacity of 350 persons. Film screenings and cultural programmes are held in this auditorium. The Academy has also acquired the Tibetan Homes Foundation land above Sampoornanand Auditorium and will be constructing a 100 roomed hostel for Officer Trainees there, during the present Plan period.

### ***Happy Valley Sports Complex***

Located at the same place where the old Happy Valley Club was, the Happy Valley Sports Complex is equipped with a gymnasium, steam bath, sauna, table tennis, three tennis courts, three badminton and two squash courts and a basket ball court. There is also a football ground, a volleyball court and a skating rink here. The new gymnasium was inaugurated in 2009.

### ***Mahanadi Hostel***

This is a newly built executive hostel for Mid Career officers, where the Reunion participants have been housed.

### ***Gyanshila***

Gyanshila has been constructed to meet the needs of additional class room space for the Mid Career Training Programme. This building has five floors and a basement. The topmost floor has six guest rooms for visiting faculty and a terrace which has a panoramic view. On Level IV are the dining hall and the lounge and six breakout rooms and also a small terrace. On Level III are the faculty rooms and one seminar room for 75 persons. Level II which is also the main entrance to the building has the auditorium with a capacity of 150 and one seminar hall with a capacity of 75 and four smaller halls with a capacity of 35 each. Level I and the basement house the various sections of the Academy. The front plaza of the Academy is still being developed and once completed would be the hub of all activity.



# Sports Facilities



The academy has a very well equipped Sports Complex at Happy Valley, which is at a 10 minute walk from the place of your stay. The sports complex has facilities for badminton, tennis, squash, basketball, volleyball and skating. It also has a world class gymnasium with sauna and steam both. Horse-riding facilities are also available.



# Health Facilities



**Allopathic Medical Centre:** The Academy has a Medical Centre at the main campus with regular physicians on duty. In addition various specialists visit during the week.

Working Days	0830 hrs to 1300 hrs 1530 hrs to 1730 hrs
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Every Wednesday	0830 hrs to 1300 hrs 1600 hrs to 1800 hrs
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Saturdays, Sundays and Holidays	1000 hrs to 1100 hrs
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Dr. Bahadur Singh, C.M.O.

2338 (O) 2438 (R)

Dr. B.R. Kala, C.M.O.

2339 (O) 2439 (R)

are available in case of any emergency.

## Homeopathic Dispensary

The Society for Social Services runs a homeopathic dispensary in the Shopping Complex near the Happy Valley ground of the Academy. It is open everyday from 1100 hrs to 1400 hrs, except on Sundays.

## Library



The Gandhi Smriti at the Main Campus has a collection of over 1,65,000 books and several periodicals including the vernacular dailies. There is also a separate audio visual section in the library. The working hours of the library are 0900- 2100 hrs on week days and 0930-2000 hrs on weekends.

## Computer Facilities

The rooms in Mahanadi, Gyanshila & Silverwood Executive hostels are connected with LAN-based and wi-fi internet facilities. There is a business lounge on the ground floor in Mahanadi and other hostels with printing facilities. Technical assistance would be available on call. Guests may call the control Complaint Centre (CENTCOM) on EPABX 1010 or 1011 or contact the supervisor at the reception.



# Important Telephone Nos.

Name S/Shri	Designation	Telephone Nos.		
		Off.	Res.	Mobile
Padamvir Singh	Director	2101	2201	9411114727
Kush Verma	Director General (NIAR)	2120	2220	9412050178
Sanjeev Chopra	Joint Director	2116	2206	9411114911
Coordinating Team				
Roli Singh	NGC-NIAR, LBSNAA	2122	2218	09568155566
Sarojni Ganju Thakur	IAS (Retd.)			09650560715
Suraj Kumar	UN-Women	011-26119128		09810219853
Anjali Chauhan	NGC-NIAR, LBSNAA	2348	2479	09837035875
Rachna Bisht	UN-Women	011-26119127		09910841177
Deputy Directors				
Dushyant Nariala	Deputy Director (Sr.)	2114	2207	9410394444
Jayant Singh	Deputy Director (Sr.)	2118	2218	9568055566
Dr. Prem Singh	Deputy Director	2111	2213	8126277757
Ranjana Chopra	Deputy Director (Sr.)	2106	2206	9411114909
Rajesh Arya	Deputy Director (Sr.)	2105	2205	9412052019
Jaspreet Talwar	Deputy Director (Sr.)	2110	2205	9412050013
Roli Singh	Deputy Director (Sr.)	2122	2218	9568155566
Nidhi Sharma	Deputy Director (Sr.)	2115	2213	8958042704
Dr. S.H. Khan	Deputy Director (Sr.)	2130	2230	9410369731
Tejveer Singh	Deputy Director (Sr.)	2107	2205	9412054130
Professors/Readers/Fellow/ Asst. Director				
Dr. A.S. Ramachandra		2109	2140	
Abhishek Swami		2112	2211	



Ram Kumar Kakani		2113	4502
Mantosh Chakraborty		2279	2379
Ratnesh Singh	Asst. Director	2127	2261
<b>Others</b>			
CENTCOM (Central Complaint Cell)		1010, 1011	
Estate Section		2305	
Protocol Section		2304	
Computer Section		2345	
Officers Mess (Main Campus)		2310	
Officers Club		2272	
Dispensary		2323	
<b>NGC Team</b>			
S. Chatterjee	Superintendent	2288	
Sangeeta Bisht	LDC	2479	
Manmohan Gusain	DEO	2479	
Chandan Singh	Machine Operator	2479	

### Course Team:

Sarojini Ganju Thakur, IAS (Retd.), Senior Gender Expert  
 Roli Singh, IAS, Deputy Director(Sr.) & Director, NGC-NIAR  
 Anjali S Chauhan, Consultant/ Associate Professor, NGC NIAR, LBSNAA



**Contact us at:**

**Roli Singh, IAS**

Director, (NGC-NIAR)

**Anjali Chauhan**

Consultant / Associate Professor (NGC-NIAR)

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**National Gender Centre-NIAR**

Lal Bahadur Shastri National Academy of Administration

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