

CHAPTER – 1

The Particulars of its organisation, functions and duties

1.1 Name of the Public Authority: Administrative Training Institute, Walmi Campus, Phulwari Sharif, Patna

1.2 Objectives:

BIPARD will be an apex Institute of Training and Research in the field of **Public Administration, Rural Development, Disaster Management, Panchayati Raj, Non-Government Organisations, Urban Development, Land and Water Management, etc.** It will be developed as a centre of excellence to provide the necessary support to the national and state governments and Government of Bihar, in particular, and other agencies concerned in these fields in the areas of policy formulation, programme initiatives, implementation strategies, training, research evaluation, documentation and dissemination of information in India.

The objects for which the Society is formed are to provide for and promote study **in the fields mentioned above**, in India and State of Bihar, in particular, and on global scale and with this purpose;

- (a) to undertake and assist in the organisation of training and study-courses, conferences, seminars and lectures, incorporating latest methodologies of training and instruction including distance learning methodologies;
- (b) to undertake, aid, promote and coordinate training, research and action research through its own or other agencies including non-governmental organisations, universities and other academic institutions and training centres including those established by/ with the aid of the Government of India or any State Government including Government of Bihar;
- (c) to establish schools/centres for (i) Study and orientations, (ii) Training and instruction, and (iii) Research and Evaluation, and such others **activities** as may be necessary to achieve the objects of the Society;
- (d) to analyse **specific problems** encountered in the planning and implementation of community development, panchayatiraj and other rural development programmes, disaster management, urban development, land and water management, etc., especially those designed to promote the

interests of vulnerable section including women, and propose solutions thereto;

- (e) to follow up in a manner to be mutually agreed upon, the training programmes organised by the Training Centres referred to in (b) above and to advise the Central Government and Government of Bihar and, subject to mutual agreement, any other Ministries or authorities on their training programmes;
- (f) to prepare, print and publish papers, periodicals and books in furtherance of the objects of the Society;
- (g) to establish and maintain Libraries and information services, and information clearing house in all matters relating to areas mentioned above at the beginning of para-3.
- (h) to collaborate with other institutions, Associations and Societies in India and in the State of Bihar, in particular and abroad interested in similar objects;
- (i) to offer Fellowships, Scholarships, Prize and Stipends in furtherance of the objects of the Society; and
- (j) to promote application of science and technology in the development of rural areas through training research and action research.

1.3 Mission/Vision statement of Public Authority

Mission - It will be developed as a centre of excellence to provide the necessary support to the national and state governments and Government of Bihar, in particular, and other agencies concerned in these fields in the areas of policy formulation, programme initiatives, implementation strategies, training, research evaluation, documentation and dissemination of information in India.

Vision - The objects for which the Society is formed are to provide for and promote study **in the fields mentioned above**, in India and State of Bihar, in particular, and on global scale.

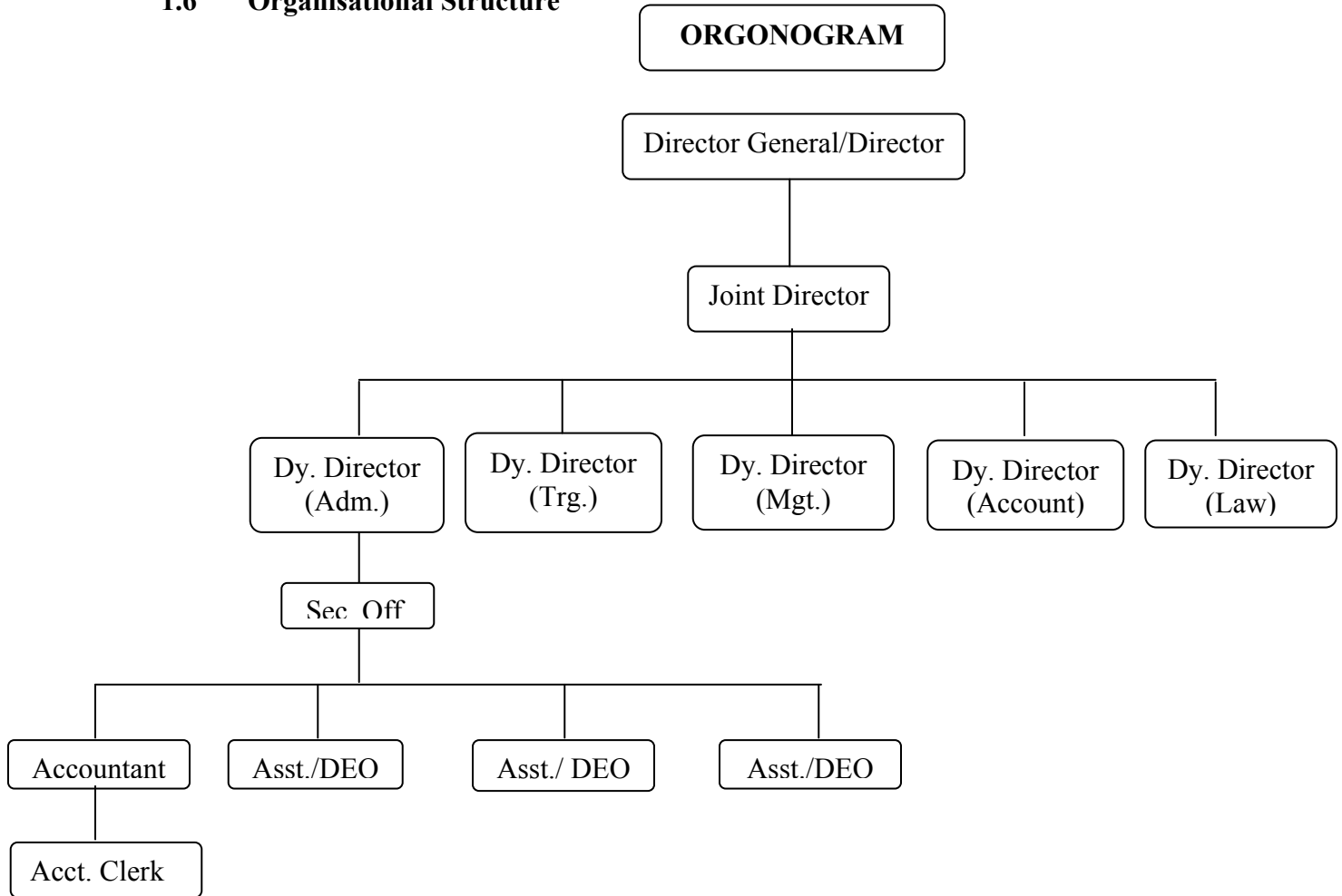
1.4 Brief History of Public Authority and Context of its formation

Administrative Training Institute was located at Ranchi and after bifurcation of state into Jharkhand it was established vide letter no. 68 dated 28.03.2002. It is now housed at Walmi Campus, Phulwari Sharif, Patna in a rented accommodation.

1.5 Duties of the Public Authority

- (i) to provide training to all state level officers in relation to induction/in-service training;
- (ii) assessing training need of all the officers and employees of the State Government;
- (iii) acts as the nodal agency for different training institutes, ministries, departments and institutes of Central Government;
- (iv) to act as an advisor of State Government in areas of policy formulation, programme initiatives, implementation strategies, training, research, evaluation, documentation and dissemination of information in India;
- (v) to undertake, aid, promote and coordinate training, research and action research through its own or other agencies including non-governmental organisations, universities and other academic institutions and training centres including those established by/with the aid of the Government of India or any State Government including Government of Bihar;
- (vi) bid for and accept consultancies within areas of its competencies and shall devise a consultancy policy for the same;
- (vii) provide a broad platform to the local, national and international funding agencies and will assist in development of their programmes;
- (viii) create platform for the people's organisations, voluntary organisations and other people-supported institutions and will design special programmes, training courses for them and import their experience and expertise into its own training curricula;
- (ix) bring out publications including books, journals, reports, occasional papers, study reports, newspapers, etc. in furtherance of the broad objectives and needs of the organisation.

1.6 Organisational Structure



1.7 Address of the Main Office:

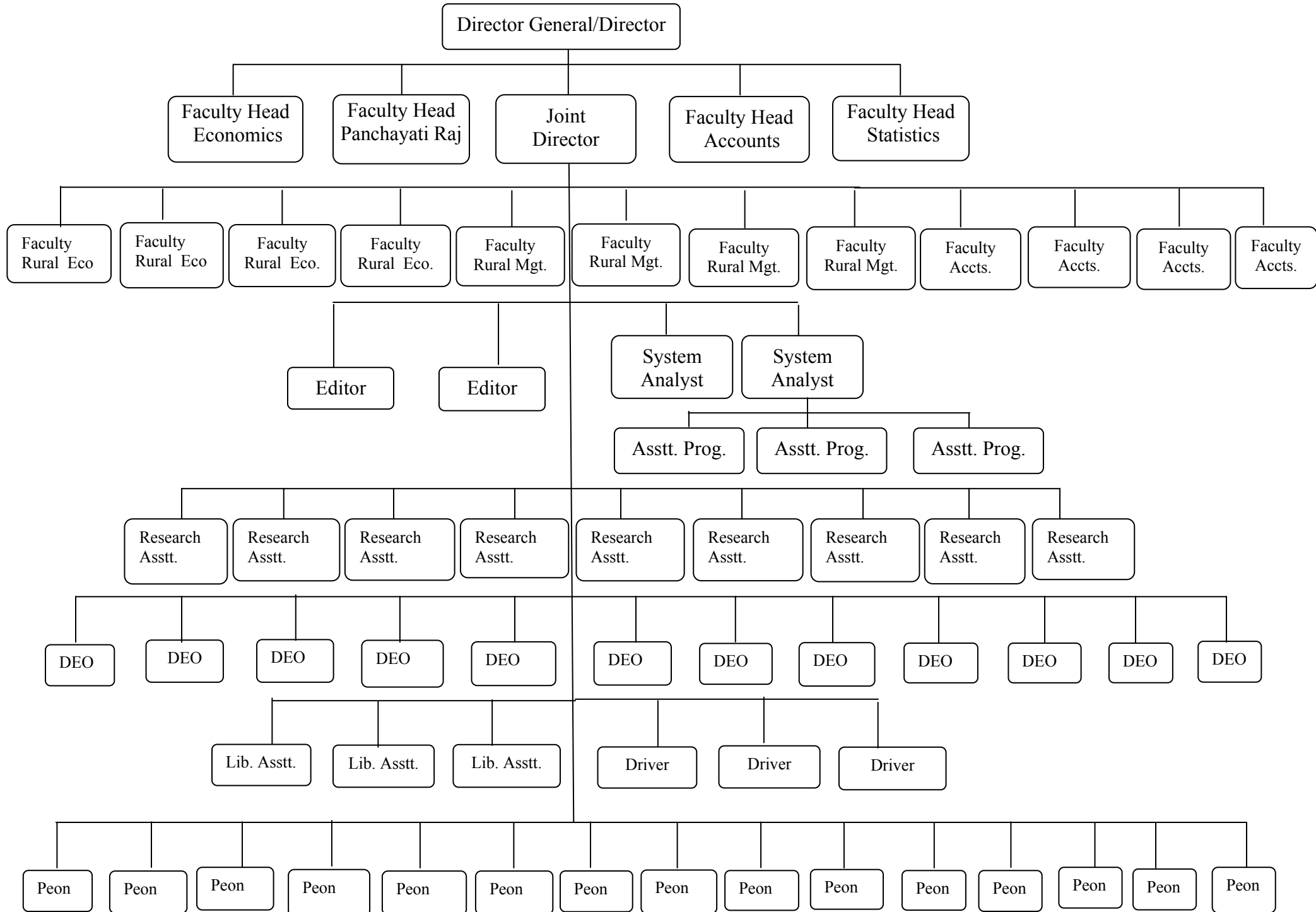
Bihar Institute of Public Administration & Rural Development
Walmi Campus, Phulwari Sharif
Patna – 801 505

- 1.8 Morning hours of office: 10.00 AM
Closing hours of office: 05.00 PM

RURAL DEVELOPMENT TRAINING INSTITUTE

Rural Development Training Institute was established as an independent institute vide government notification no. 7036 dated 15.09.2004. Presently it is working as a sister organisation or Administrative Training Institute and it has been provisioned by State Government that Director/Director General, Administrative Training Institute will be ex-officio Director/Director General of Rural Development Training Institute.

Organisational Structure of RDTI



Objective:

Acts as nodal agency in matters of training of rural development officials along with PRIs and other field functionaries including NGOs. It acts as a facilitator in the areas of policy formulation, programme initiative, implementation strategies relating to rural development.

HOUSING AND URBAN DEVELOPMENT CORPORATION

An MoU was signed between Administrative Training Institute and Housing and Urban Development Corporation on 16.08.2003 and through which creation of HUDCO Chair was provisioned. It is in progress. Preparation of State Development Report is also in progress.

CENTRE FOR DISASTER MANAGEMENT AND MITIGATION OF NATURAL CALAMITIES

Centre for Disaster Management and Mitigation of Natural Calamities was established in premises of ATI with a view to educate and train government employees and PRI representatives and functions including NGOs to thwart disaster setbacks and take pre-emptive actions to avoid the vagaries of disaster. It is functioning under Director General, ATI at present.

It is imparting training, organising seminars and workshops related to disaster.

