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ज्ञानार्थ प्रवेश, सेवार्थ प्रस्थान

The Harish Chandra Mathur Rajasthan State Institute of Public Administration (HCM RIPA) is an apex level training institute of Government of Rajasthan for training of officers of All India Services, State Services, Public Sector Undertakings and Other State services. The Institute organizes trainings on issues such as Public Administration, Financial Management, Information-Technology & e-Governance, Gender issues, Right to Information, Disaster management etc.

The Institute is spread over nearly 60 acres of land with lush green campus, and is located in the heart of the Jaipur City on the Jawaharlal Nehru Marg that links the Jaipur Airport with the City Centre, with a perfect picture of serenity of the Jhalana forest, the Leopard sanctuary, surrounding the east side and on the north the Smriti van (forest). In the backdrop of the institute looms the Aravali mountain Range. Thus, making the institute an ideal place for pursuit of excellence.

The Institute which was also known as The Officers Training school (OTS) was shifted from Jodhpur to Jaipur in 1963 and functioned in The Piramal Hotel till 1966. It was later shifted in the new premises on Jawahar Lal Nehru Marg, where it is situated today.

In the previous years, and from its inception the institute has had the privilege of being run by senior and eminent officers of the Indian Administrative Services. Under the leadership of these officers the Institute touched many mile stones.



On 9th February, 2019, Sh. Ashwini Bhagat, IAS joined as DIRECTOR, HCM, RIPA & Principal Secretary To Government (training). Sh. Bhagat before joining RIPA, headed various departments to name a few - Collector and District Magistrate (Tonk, Ajmer, Sikar and Kota), Executive Director, Rajasthan Financial Corporation, Secretary, Jaipur Development Authority, Chairman and Managing Director, Jaipur Metro Rail Corporation Limited, Chief Electoral Officer and Ex-Officio Secretary to Government, Election Department, Principal Secretary and Secretary to Government, Ayurved and Indian Medicine Department etc.



After taking charge of the department, the Director of the Institute Sh. Ashwini Bhagat took up new initiatives such as Book Reading Sessions, inviting dignitaries for interactions with the officer trainees, creating recreational facilities, tree plantation and beautifying the campus.

As one enters the RIPA campus, they are greeted by rows of colourful trees, an initiative



started by Sh. Bhagat which gives a unique identity to the institute. Instead of doing away with or cutting or uprooting the old and the dead trees and losing something very precious, vibrant colours and brush turned a number of sad-looking dead trees into an artistic statement in RIPA's landscape.

As tree plantation drive for "green campus" was taken up in which approximately 700 number of trees have been planted till date.

To keep the campus pollution free 10 bicycles under the Smart City Project were provided to the Institute.

From time to time campus cleanliness drive is also initiated. Under this drive called as "Swach RIPA" the entire campus is divided into 14 zones.



Each zone is given to an officer who is responsible for its cleanliness and upkeep.

With support of the Director RIPA the library's complete physical verification (100%) and weeding out of the old unwanted records was done. Because of the support of the Director the verification work has been done for the first time after the creation of the Library.

To facilitate the officers to enjoy their leisure hours in the evening a Music Wing by the name of



|"Manjira" is developed. The facility to learn the music instrument of their choice is also being provided. The music room was inaugurated by the



Chief Secretary Rajasthan Mr DB Gupta, in the August presence of Sh. Ashwani Bhagat , Director RIPA on 14th November 2019, to mark the 63rd foundation day of the Institute .

From February, 2019 to October, 2019, 141 number of workshops, trainings and courses have been conducted in the Institute, on Stress Management, Role and Responsibilities of DDO's, Prevention of Crime against Women, Transparency in Public Procurement Act, Data Analytics Information Security Management,



Handling Litigation, Sexual Harassment at Work place, RTI, Gender Issues, Green School Programme for Water, Sanitation and Waste Management, Trafficking of Children, etc. In all these courses 4874 number of participants participated out of which 3516 were male and 1358 were female.

Courses and programmes which are to be conducted from December 2019 to March 2020 can be accessed from our Website www.hcmripa.gov.in

A gist of the courses conducted and the activities performed during these months is put below, month-wise.

February 2019

From 8th February 2019 to 12th April 2019, an Institutional Course for Junior Accountant, (Batch 2013) was conducted in which 154 trainees participated. Shri T R Choudhary was the Course Director.

A three days training programme on Information Security Management was conducted from 13th to 15th February 2019. The course was conducted by Dr. Rakesh Singhal, Professor (Computer) with 26 participants. Experts were called for Cyber Law, Legal Framework and Information Technology Act 2000, Cloud Computing and its security etc.

Two weeks training programme from 11th February 2019 to 22nd February 2019 was conducted by Dr. Vibha Sharma, Joint Director (Statistics) for Junior Commercial Taxes Officers with 70 participants.

March 2019

A three days State Level Workshop on Gender Budgeting was organized from 5th to 7th March 2019. The course was sponsored by the Ministry of Women and Child Development, Government of India. The course was conducted by Ms. Ritu

Nanda, Additional Director (Insurance).

A training course on Data Analytics was conducted from 13th to 15th March 2019 under the DoPT category. The course was conducted by Dr. Rakesh Singhal, Professor, Computer.

April 2019

One week training programme of Indian Forest Service Officers was organized from 8th April 2019 to 12th April 2019. The trainee officers got an insight into the geographical aspects of Rajasthan, Management, Conservation and acquisition of Forest plan and Urban Green Spaces, Rajasthan Accounts Rules and RTPP Act. The trainees were also taken for a field visit to Mahaveer Viklang Sahayata Samitee. The Course Director was Shri S S Bissa, IAS(Rtd.), Senior Honorary Fellow.

A three day programme on Work Life Balance was conducted by Shri Bhag Chand Badhal, RAS, Additional Director (Admn.). This course was new to the department and was conducted for the first time.

May 2019

An Institutional – District Training Course for the officer Trainees of Indian Administrative Service was organized from 23rd May, 2019. It is of 53 weeks



Training Programme in which total eleven Officers reported to the Institute. During the training they are given exposure to the complexities & span of administration.

As the Probationers embark on their field training to maintain their zeal & enthusiasm many co-curricular activities were also organized in the Institute like Yoga, Rock Climbing, Tree Plantation, Wall Painting, Visit to Jhalana Safari and historical monuments. The course Director is Ms. Shelly Kishnani, IAS, Additional Director General, HCM RIPA and the Associate course Director is Dr. Priyanka Vyas, Assistant Professor, Financial

Management, HCM RIPA.

A course on Gender Budgeting was organized from 22nd to 24th May 2019. Issues pertaining to Human Rights were the main focus of the course. The course was conducted by Dr. Karuna Pande, Associate Professor (Sociology).

From 27th to 29th, May 2019 a training programme on Organizations Challenges, Planning and Development was organized. Officers across various departments participated in the course. The course was presented through class room sessions, discussions, case studies, exercises and audio-visual presentations. Officers of the level of Engineers and Town planners participated in the course. The course was conducted by Dr. Reepunjaya Singh, Professor (Urban Development).

A Five days programme on Administration, Personal Management and Vigilance Rules for Group B Officers of GSI as Promotion link training programme was organized by Dr. Jaibala Sardana, Research Officer, from 27th to 31st May 2019. 19 officers participated in the course.

A computer training course on Developing Presentation Skills using Power Point was organized from 28th to 30th May 2019. Mr. Kamlesh Sharma, ACP was the Course Director.

A three days training programme was organized on Good Governance from 29th to 31st May 2019 by Dr. Gul Firdosh, Asst. Professor (Public Administration) with 37 participants.

A two days Refresher Programme for the Officers of the Commercial Taxes Department was organized from 30th to 31st May 2019 on Goods and Service Tax (GST). The course was conducted by Dr. Vibha Sharma, Joint Director (Statistics).

A training course on Developing Presentation Skills using Power Point from 29th to 30th May 2019 was organized. The course was designed for the self development of officers of various government department/organizations who are responsible for communicating for organizational needs and who need to make presentation in their day to day work.

June 2019

On June 4th 2019 Shri Purushottam Biyani, IAS (Rtd.) organized a course on Ethics and Responsive Governance in Urban Scenario. The participants were middle level officers of various

Urban Development and Line Departments. 23 officers participated in the course.

Shri Radhey Shyam Delhu, RAS, Deputy Director (Admn.) organized a training course on Role and Responsibilities of the DDOs from 10th to 12th June 2019. During the course stress was laid on General Financial and Accounting Rules, Rajasthan Service Rules, Budget Manual, Rajasthan CCARules etc.

From 20th to 21st June 201, a two day's training programme was conducted for the SIPP Officers by Ms. Ritu Nanda, Additional Director (Insurance) in which 31 officers participated. New Pension Scheme, State Insurance Scheme, Group Personal Accident Scheme and Work Life Balance were taken up during the course.

Shri Bhag Chand Badhal, Additional Director (Admn.) conducted a three days course on Ethics and Excellence in Governance from 24th to 26th June 2019. About 29 participants participated in the programme. The objective of the programme was improving the ethical conduct, competency of human rights, cultural diversity and social cohesion.

From 24th to 26th June 2019, three days training course was organized by Dr. Priyanka Vyas, Asst. Professor (Financial Management) on Rajasthan Service Rules. The contents of the course were Office Procedure and Management, Administration, Note-sheet writing, various forms of office communication and TA & Medical Rules.

July 2019



From 3rd July to 18th October 2019 Foundation Training for the state level officers, (Batch 2019) was conducted in the Institute. Hon'ble Chief Minister of Rajasthan Shri Ashok Gehlot graced the opening ceremony along with other senior officers of Government of Rajasthan.

The Course Director for the training was Mr. Bhag Chand Badhal, Additional Director (Admn.).



296 officer trainees undertook the training. During the course of the training senior officials were invited to impart the best practices followed by them in their day to day working and also to give deliberations on the rules and regulations of the Government.

Renowned personalities like Ms. Aruna Roy an Indian political and social activist and founder of Mazdoor Kisan Shakti Sangathan (MKSS), Shri Rajendra Singh an Indian water conservationist and environmentalist from Alwar district, Rajasthan. Also known as "Waterman of India", and recipient of Magsaysay Award were invited to share their experiences with the Officer Trainees.



The officer trainees were taken for field visits. A village study tour, was also conducted. After the



completion of the village tour, the officer trainees gave presentations of what they had learned during the course of their visit to the village viz-a-viz the government programmes along with their recommendations.

In the series of inviting authors and personalities to share their success stories, a Book reading session was conducted by Shri Srijan Pal Singh an Indian author, public speaker and social entrepreneur, Ms. Soni Devi, an acid attack survivor and Anand Kumar of Super 30 Fame were also invited.

18 officers from various offices of the State Government participated in the programme on GF & AR from 8th to 10th July 2019. The objective of the programme was to make the participants acquainted with the New General Finance and Accounts Rules so that the quality in efficiency in office work specially in Finance and Accounts work could be improved. Ms. Sandhya Sharma, Additional Director (Accounts) was the programme Director.

August 2019

Five days training programme on Disaster Management from 5th to 9th August 2019 was organized by Shri Reepunjaya Singh, Professor, Urban Development. The programme was designed for the School Teachers associated with NCC, NSS, Scouts, Guide, Physical Training Instructors, etc. The course was presented through class room sessions with good blend of lessons, discussions, case studies, demonstration etc.

A Training course on Computer Appreciation for Executives from 6th to 10th August 2019 was organized by Dr. Rakesh Singhal, Professor (Computer). 30 participants participated in the course. The participants were mainly from different government colleges in the state.

Mr. Ashwini Bhagat, Director HCM RIPA delivered a lecture on "Public Service Delivery" in the National seminar on e-Governance Initiative & its Role in Improving Service Delivery organized at Kerala during 26th & 27th August, 2019. The Seminar was sponsored by Department of Administrative Reforms, Government of India and jointly organized by Administrative Reforms Commission and Institute of Management in Government, Thiruvananthapuram, Kerala. Dr. Bhag Chand Badhal, Additional Director

(Administration) HCM RIPA also in the Seminar.

- A One-day workshop on Implementation of Housing for All was organized by Shri Purushottam Biyani, IAS (R) along with Shri Reepunjaya Singh, Professor, Urban Development, HCM RIPA on 30th August 2019. During the workshop various parameters and verticals in the government housing schemes was explained and how the affordable housing for weaker section through credit link subsidy can be promoted were discussed.

September 2019

- Dr. Sonia Agarwal, Associate Professor (Financial Management) conducted three days course on Positive Work Culture from 11th to 13th September 2019. Faculty such as Ms. Rajesh Yadav, IAS (Rtd.), Shri Rajnish Sehla, Freelance Consultant, Dr. S C Gupta, Retired Professor, HCM RIPA were called for an interaction with the participants and to conduct the classes.

- Dr. Rakesh Singhal, Professor (Computers) and Recognized Trainer in e-Governance was invited during 12 & 13 September, 2019 as an Assessor to evaluate the participants of Train the Train Course on e-Governance at Mahatma Gandhi State Institute of Public Administration, Chandigarh, Punjab. The course was sponsored by Ministry of Information Technology, Government of India.

- In order to equip the officers with practical knowledge, tools and techniques to unlock the true potential within and bring fullness in life, a three



days course on “Art of living” was held, under the DOPT programme in the institute from 18th to 20th September 2019, in which 33 participants across various department participated. The course was conducted by Ms. Ritu Nanda, Additional Director (Insurance).

- Child Resource Centre (CRC) conducted 103 capacity building programmes and total 4111 personnel of Juvenile Justice Systems were trained through the same. There have been more than 101 sessions conducted at HCM RIPA on subjects related to child rights and protection in which around 3265 government officials have been oriented and sensitized. CRC has developed 30 resource materials for various stakeholders and functionaries on subjects related to child protection. CRC with UNICEF recently organized a two-day conference on ‘Violence-Free Childhood’ during 25th & 26th September, 2019 to commemorate the 150th birth anniversary of Mahatma Gandhi.



October 2019



On 2nd October 2019 to commemorate the 150th Birth Anniversary of the Father of the Nation, Mahatma Gandhi, Blood Donation Camp was organized. All the officer trainees and the RIPA Staff participated in the camp with full enthusiasm.

Education cum study tour of 14 Mizoram Civil Service Officers was organized from 5th to 8th October 2019. The programme was coordinated by Ms. Ritu Nanda, Additional Director (Insurance).



- On 18th October the Foundation Course of the state level officers concluded. The officers were relieved for their Institutional Training. Before the conclusion the Foundation Course a week long sports week programme, and cultural evening was also organized.

November 2019

A Three day course on Positive Thinking, Positive Living conducted by Ms. Ritu Nanda wherein speakers from Isha Foundation, Pranik Healing Centre, Brahmakumari Centre were called. Deliberations were done by Prof. Ramesh K Arora, Honorary Chairman, Management Development Academy on Positive Thinking: Concepts and Shri Bhag Chand Badhal, RAS, Additional Director (Admn.) on Happiness.

Foundation week of the Institute was celebrated from 14th to 21st of November 2019. During the week major attraction was inauguration of the Music Wing "Manjira" by the Mr. Ashwini Bhagat, DIRECTOR, HCM, RIPA on 14th November 2019. During the weeklong celebrations, Cricket Match, Kavi Sammelan, Quiz Programme, Swacchha Bharat Abhiyan, Book Reading Session, Felicitation of Ex-Directors of RIPA and launching of the Newsletter, Brochure and Prashasnika was done.

Mr Bhagat's another initiative is restoring the 30 year old Bus of the institute as he believes that Preserving certain old things is important for several reasons. More so because these provide an insight and association into the history. The Bus which was almost in scraps was restored and painted with Rajasthan's cultural and heritage paintings.



Other Courses and Trainings

The Institute also organizes various prestigious trainings. Some of the trainings during the month of February to November 2019, were under the category of international training programmes. The others were for the officers of the Indian Foreign Services, DAINICS, Indian Forest Services, Nagaland Civil Services and North East Civil Services.

The International Training programme on Human Capabilities was conducted by Dr. Rakesh Singhal, Professor, Computer in which the participants had come from around 27 countries of which to name of few were: Arjentina, Bhutan, Egypt, Madagascar, Ukraine etc.

From Indian Foreign Services, 08 Officers in two batches from 11th to 12th April and 26th to 28th September 2019 came for their mid-career training programme to RIPA. The programme was co-ordinated by Ms. Ritu Nanda, Additional Director (Insurance). Since these officers of the Indian Foreign Services had opted Rajasthan as their priority state, they were taken for field visits to SEZ, Textile Park-Bagru and to meet the senior officials of the state.

To improve the performance of Urban managers, Urban stakeholders and Urban local bodies the Rajasthan Shahari Vikas Kendra (RSVK) is engaged in providing capacity building solutions. During the previous months the RSVK organized series of workshops on Project

Management and Design Build form of Contract (Gold Book) – (FIDIC Condition of Contract) or FIDIC Contract Management for the Asian Development Bank assisted projects for officers of Rajasthan Urban Infrastructure Project (RUIDP), Rajasthan Urban Drinking Water Project, Sewerage and Infrastructure Corporation (RUDSICO) and Urban Local Bodies (ULBs). In the workshops international accredited Trainer Mr. Lalit Kumar Jain, Trainer/ Consultant Project Management based in Dubai (UAE) and Mr. James Perry, International Accredited Trainer based in France were called as resource persons.

By these workshops the participants benefitted in their management and technical terms of Asian Development Bank Assisted Projects, resulting in better planning, implementation and better urban service delivery.

