e-Governance Capacity Building Phase –II

National e-Governance Division and Indian Institute of Public Administration

Introduction

Digital India sets a benchmark that keeps the potential to change the entire country. Active participation and structured implementation of e-governance initiatives by all the stakeholders especially the government officers, play very important role for effective and timely electronic delivery of services. These officers must imbue knowledge and skills related to e-Governance Project Life Cycle (e-GLC), Government Process Reengineering (GPR), Change Management and Capacity Building (CMCB), crucial components of e-Governance Project Management such as Preparation of Detailed Project Report(DPR) and e-Governance Project Procurement (Request for Proposal - RFQ) play a vital role in overall government administration. Effective and efficient governance is to be considered as of a paramount importance at all levels in such projects. All government officials (at central and State/UTs level) have to be in sync with the new emerging trends coming up in realm of e-Governance; they should be trained to adopt and deploy these changes in their respective areas of government service.

Keeping in this mind, MeitY has initiated to build up the capacities of government workforce in all the aspects of successful e-governance ecosystem through dedicated activities including setting up of a dedicated Project Management Unit, known as National e-Governance Division (NeGD) . IIPA has been entrusted by National e-Governance Division (NeGD) to conduct of training under e-Governance Capacity Building Phase-II.

About Indian Institute of Public Administration (IIPA)

The Indian Institute of Public Administration (IIPA) is an autonomous academic institution of national eminence for training, research and information dissemination in streams related to the ethos of Public Administration enhancing the frontiers of knowledge in public policy and governance through applied research and education along with trainings of the administrators who serve the citizenry. The institute has been working for the last sixty years in the area of training and research. It has full time faculty of twenty three people in the varied areas including Public Administration, Human Resource Development, Sociology, Executive Management, Behavioural Sciences, e-Governance / ICT and so on.

More specifically, IIPA has been involved in many prestigious initiatives pertaining to e-Governance, Skill Development and Policy Making through its dedicated learning centre of ICT and e-Governance. Being a premier capacity building institute with outstanding e-governance faculty – IIPA is having an established network with national academics, industry and foreign institutes and also it has nurtured an enduring and established professional association with DeitY/NeGD.

Programme Overview

Trainings are offered on related topics including e-Governance Project Life Cycle (e-GLC), Government Process Reengineering (GPR), Change Management and Capacity Building (CMCB), crucial components of e-Governance Project Management such as Preparation of Detailed Project Report(DPR) and e-Governance Project Procurement (Request for Proposal - RFQ). Government agencies are having that leverage to nominate the officers in accordance to their roles and functionalities in their domain.

e-Governance Project Life Cycle (e-GLC)
Change Management and Capacity Building for e-Governance Projects
Government Process Reengineering (GPR)
Preparation of Detailed Project Report for e-Governance Projects (DPR)
Procurement for e- Governance Projects - Request For Proposal (RFP)

Who should attend?

IIPA is glad to announce the programme schedule for this capacity building endeavour. This programmes are on nomination basis targeting upon the following sets of officers from Central/State/UTs Government agencies.

SET I	Joint Secretary GOI, Principal Secretary of state's/UT and equivalent Officers Directors, Deputy Secretary - Central Line Ministry/ agencies and Secretary and Commissioner/ Collectors, Scientist- D and onwards, and equivalent officers; (GP = Rs. 7600/- and above)
SET II	Under Secretary, Section officers, Scientist-B & C, and equivalent officers from GOI/ GOI agencies and Director, Jt. Director, ADM, Deputy Collector, Deputy Director, Sr. Officials at HQ & District, SeMTs & PeMTs from state/UT and agencies; (GP lesser than Rs. 7600/-)

Training Programme Details

1. e-Governance Project Life Cycle (e-GLC)

Programme Objectives -
1. To leverage the effective usage of ICT in government service delivery amalgamated through dedicated e-Governance Projects.
2. To pioneer the new trends and methodologies taking place in project management.
3. To understand the various phases and transitions of e-governance project life cycle.
4. To implement the steps of e-GLC and support the existing e-Governance projects with their concerned bodies.

Proposed Dates, Target Audience, Training Methodology

Duration	Proposed Dates	Location	Target Audience	Training Methodology
2 days	10-11 August 2016	IIPA, New Delhi	Set I	Classroom Sessions, Field Visits, Industry Insights and Group discussions
3 Days	21-23 September 2016	IIPA, New Delhi	Set II	Classroom Sessions, Field Visits, Industry Insights and Group discussions

2. Change Management and Capacity Building for e-Governance Projects

Programme Objectives -
1. To explain the significance of managing change both at individual as well as at organizational level.
2. To list change management plan (CMP) and the relevant training framework to ensure success of an e-governance project.
3. To demonstrate skills to manage uncertainties related to an e-governance project.
4. To apply stakeholder impact assessment tool
5. To evolve the related competency plan for their organisation to successfully sustain the change introduced by an e-governance project.

Proposed Dates, Target Audience, Training Methodology

Duration	Proposed Dates	Location	Target Audience	Training Methodology
2 days	30-31st January, 2016	IIPA, New Delhi	Set I	Classroom Sessions, Field Visits, Industry Insights and Group discussions

3. Government Process Re-engineering (GPR)

Programme Objectives –
1. To explain the 'lean and mean' concept of introducing economies of scale in government processes.
2. To identify the stumbling blocks or redundant public service delivery processes, which are responsible for consuming time, money, manpower, material or human resources.
3. To demonstrate skills to eliminate, substitute or shorten redundant/archaic processes at their respective work place.

Proposed Dates, Target Audience, Training Methodology

Duration	Proposed Dates	Location	Target Audience	Training Methodology
2 days	17-18 October 2016	IIPA, New Delhi	Set I	Classroom Sessions, Field Visits, Industry Insights and Group discussions
3 days	16-18 November 2016	IIPA, New Delhi	Set II	Classroom Sessions, Case Studies, Exercises, Field Visits and Project Simulation

4. Preparation of Detailed Project Report for e-Governance Projects (DPR)

Programme Objectives –
1. To understand the basics of e-Governance Project Management and its aspects.
2. To comprehend the importance and prudency of e-governance project management and procurement.
3. To develop the skill sets to analyze, assess and design the implementation module for e-Governance Projects.
4. To exemplify the contractual and legal necessities coming up in project management.
5. To build the strength and capacity for robust e-governance project infrastructure.

Proposed Dates, Target Audience, Training Methodology

Duration	Proposed Dates	Location	Target Audience	Training Methodology
3 days	18-20 January 2016	IIPA, New Delhi	Set II	Classroom Sessions, Case Studies, Exercises, Field Visits and Project Simulation

5. Procurement for e-Governance Projects - Request For Proposal (RFP)

Programme Objectives -

1. To understand the basics e-Governance Project Management and Procurement.
2. To facilitate the skill sets required to design, deliberate and define the processes in e-governance project procurement.
3. To emphasize the contextual legalities in procurement of e-governance projects including IPR.
4. To bring up to the new emerging trends in e-governance projects procurement.

Proposed Dates, Target Audience, Training Methodology

Duration	Proposed Dates	Location	Target Audience	Training Methodology
3 days	15-17 February 2016	IIPA, New Delhi	Set 2	Classroom Sessions, Case Studies, Exercises, Field Visits and Project Simulation

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