Seventh Training of Trainers (ToT) Programme
on
'Digital India & its Latest Initiatives'
Under the Project
Awareness and Skill Development Program for District officials through State ATIs
September 09-13, 2019

Sponsored by
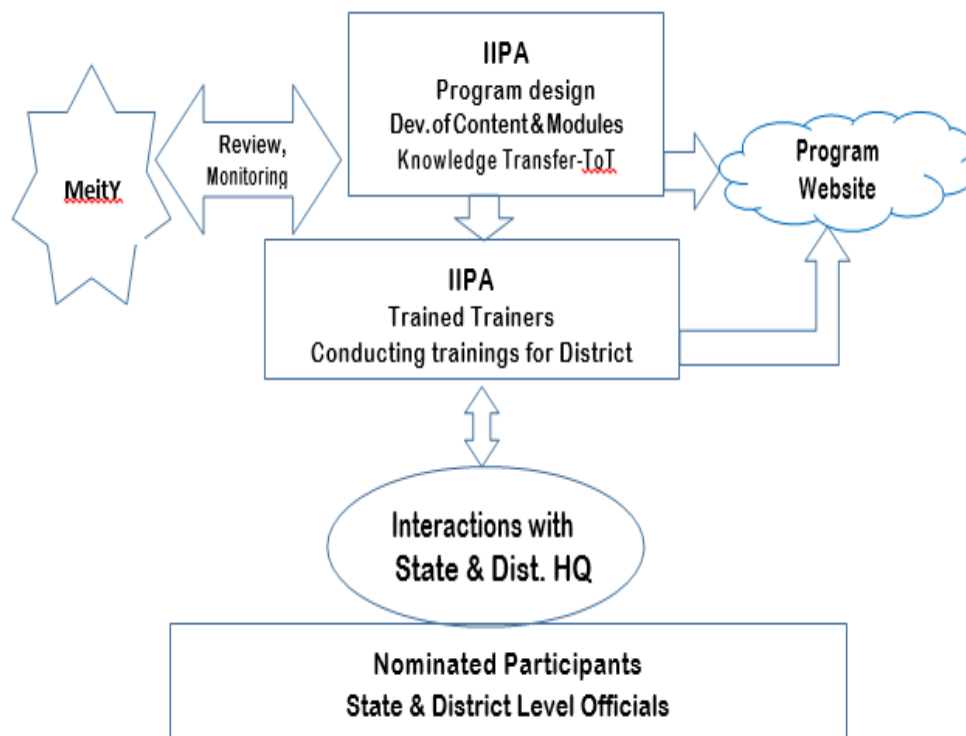## Ministry of Electronics and Information Technology (MeitY)
Government of India

Conducted by
Indian Institute of Public Administration, New Delhi

Background - Project at IIPA

Suitable knowledge and skills are required for district officials to successfully implement the prestigious Digital India Program that had been announced by Ministry of Electronics and Information Technology (MeitY), Government of India (GoI) in the year 2015. MeitY has therefore entrusted IIPA with a partial component on human resource capacity building that seeks to augment the knowledge and skills of district officials using Training of Trainer (ToT) pedagogy, with some identified ATIs. The e-trainers/ experts drawn from these identified ATIs are trained at IIPA, who further, train the district officials mostly from weaker sections in their respective states (Figure -1). The main aim of this project at IIPA is to enhance the awareness of e-governance under Digital India programme for district officials, especially SC/ST officers/ and/or officers employed in predominant SC/ST areas, by strengthening capacities of state administrative training institutes-ATIs, using Training of Trainers (ToT) pedagogy.

(Figure-1: Project Framework)

To accomplish this project vision, IIPA is expected to train the nominated resource persons, (henceforth referred to as only 'ATI trainers'), as per the prescribed ToT methodology using a centrally designed content on e-governance, Digital India and its latest initiatives. The proposed five-day Training-of-Trainers (ToT) programme, titled as **'Training of Trainers (ToT) on 'Digital India and its Latest Initiatives,** is the seventh one, in the sequence of conduct of ToTs at IIPA.

Aim and Objectives

The proposed ToT aims to empower the ATI trainers with training tools and techniques so that they may deliver effective training on e-Governance, Digital India and its latest initiatives to the district officials in their states. It strives to empower the ATI trainers with knowledge and skills required to deliver effective training on relevant topics including Basics of Digital India & its key initiatives, and emerging technologies (AI, IoT, BlockChain), with special reference to cyber security aspects as well as learnings from the best practices at both state and centre level.

Programme Objectives

By the end of this ToT programme, the ATI trainers will be able to:

- Enumerate the details of Digital India and its latest initiatives

- Appreciate technology based public service delivery initiatives of Delhi state

- Understand the concept of Digital Safety- both at the organizational level as well as individual level

- List the applications of Emerging Technologies (AI, IoT, BlockChain)

- Describe important aspects of Government e-Marketplace(GeM)

- Learn from the national level award winning initiatives such as UMANG, Hello Doctor and National Government Network (NGN)
- Describe the relevance and importance of Smart Villages
- Impart training on how to use Digital Payment methods
- List Basic Terminology Associated with Training.
- Impart training on Digital India to the district officials as per the centralized content.

Course Design

The course strives to align its participants to advance knowledge of e-governance and Digital India, as well as to impart training skills to them in the same domain. Therefore, the proposed ToT course has two broad components of Knowledge (referred as '*Content*') and Skills (referred as '*Training techniques*')amalgamated with each other, each of which are detailed herewith –

Component-1: Content
It is the knowledge component of the training that aims to deliver the understanding of basic facts and details related to e-governance, Digital India and its latest initiative. It is this content that these ATI trainers would eventually deliver to the district officials of their respective States.

Component 2- Training Techniques
This is the skill related component of the proposed ToT in which the ATI trainers would acquire several training techniques that would enhance their existing training delivery abilities in delivering the content of component-1 to the target group of district officials to be trained by them. They would be able to choose specific training methods as per the objectives of the training content and as per the nature and abilities of their target group of district officials. Further they would also be able to deliver the proposed content to them in a more effective and systematic manner.

Invited Delegates: Officers from the identified ATIs, MeitY officials, selected e-Gov trainers, select invitees from academia and industry, IIPA team

Methodology: Experiential Presentations, Practical Sessions, Brainstorming, Open House Discussions and Class room sessions.

Programme Schedule

Day 1: Monday, September 09, 2019			
0900-1000	Registration	Dr. Rashmi Anand Ms. Shilpa Yadav	
	Training Overview	Dr. Charru Malhotra	
0930- 1000	Inaugural Function	**Chief Guest -** Dr. B.K Murthy (Group Coordinator, MeitY) Shri. S.N.Tripathi, IAS (Director, IIPA) Dr. Charru Malhotra (Project Coordinator)	
1000-1030	**Group photograph followed by Tea**		
Time	**Details**	**Expert(s)**	**Training techniques by Moderator/ Experts(s)**
1030-1130	Digital India and Key Initiatives	Charru Malhotra	Charru Malhotra A. K. Bhardawaj
1130-1300	e-Governance Initiatives of Delhi States	Ajay Chagti	A. K. Bhardawaj
1300-1400	**Lunch**		
1400-1530	Digital Safety and Concerns for Organizations and Individuals	Hariharan M	Charru Malhotra A. K. Bhardawaj
1530-1545	**Tea Break**		
1545-1700	LAB Sessions on Individual Cyber Security Concerns	Hariharan M Rashmi Anand	Charru Malhotra A. K. Bhardawaj
Day 2: Tuesday, September 10, 2019			
Time	**Details**	**Presenter(s)**	**Training techniques by Moderator/ Experts(s)**
1000-1115	Open Government Data and Hands-On	Alka Mishra A. Srivastav	A. K. Bhardawaj
1115-1130	**Tea Break**		
1130-1300	Insight into Visualization of Open Government Data	Alka Mishra A. Srivastava	Charru Malhotra A. K. Bhardawaj
1300-1400	**Lunch**		
1400-1700	**Delhi Darshan**		

Day 3: Wednesday, September 11, 2019			
Time	**Details**	**Presenter(s)**	**Training techniques by Moderator/ Experts(s)**
0930-1100	Application of Emerging Technologies Including AI, IoT, BlockChain	Lovneesh Chanana	Charru Malhotra A. K. Bhardawaj
1100-1115	**Tea Break**		
1115-1300	Digital Payments: RuPay, BHIM & PayGov, Blockchain etc.	Trilok Chandra	Charru Malhotra A. K. Bhardawaj
1300-1400	**Lunch**		
1400-1530	Important Aspects of Government e-Marketplace (GeM)	Vikas Guru	Charru Malhotra A. K. Bhardawaj
1530-1545	**Tea Break**		
1545-1700	Hands-On/ Demo on GeM	Vikas Guru Anuda & Argha	Charru Malhotra A. K. Bhardawaj

Day 4: Thursday, September 12, 2019			
Time	**Details**	**Presenter(s)**	**Training techniques by Moderator/ Experts(s)**
0930-1100	National Award Winning Case Studies: Hello Doctor, Umang, NGN	Kiran Puri	Charru Malhotra A. K. Bhardawaj
1100-1115	**Tea Break**		
1115-1300	Smart Villages	Amit Marwah Manisha Singh	Charru Malhotra A. K. Bhardawaj
1300-1400	**Lunch**		
1400-1700	**Dr. Seema Khanna*** **Visit to National Knowledge Network** National Informatics Centre 3rd Floor, Block III,Delhi IT Park, Shastri Park		

Day 5: Friday, September 13, 2019			
Time	**Details**	**Presenter(s)**	**Training techniques by Moderator/ Experts(s)**
1000-1100	Presentations	ATI Participants	**Jury Expert** Charru Malhotra A. K. Bhardawaj KS Samarendra Nath Vikas Kanungo
1100-1115	**Tea Break**		
1115-1300	Presentations	ATI Participants	**Jury Expert** Charru Malhotra A. K. Bhardawaj KS Samarendra Nath Vikas Kanungo
1300-1400	**Lunch**		
1500-1600	Valedictory function followed by Distribution of Certificates	**Chief Guest** – Shri. Ajay Prakash Sawhney* Shri. S.N.Tripathi (Director, IIPA) Dr. Charru Malhotra (Project Coordinator)	
1600-1630	**High Tea**		

To be confirmed

S.No.	Session Name	Speaker	Designation with Organization Contact Details
1.	Inaugural Address	Dr. BK Murthy	Senior Director (Scientist G) & Group Coordinator (R&D in IT) Ministry of Electronics and IT Government of India Mob: 9810601683; email: bkm@meity[dot]gov[dot]in;
2.	Valedictory Address	Shri. Ajay Prakash Sawhney, IAS	Secretary , MeitY Government of India (GoI) Ph:11-24364041 Email:secretary[at]meity[dot]gov[dot]in
3.	e-Gov Initiatives of Delhi States	Mr. Ajay Chagti	Additional Secretary, Department of Information Technology, Government of Delhi Mob: 9871622144; email: achagti@yahoo[dot]com;
4.	Digital Safety for Organizations and Individuals	Mr. Hariharan M	Scientist C Cert-In , Mob – 08000995136;email - Hariharan[dot]m[at]gov[dot]in;
5.	Open Government Data and Hands-On	Ms. Alka Mishra	Deputy Director General (Open Data, Web and Cloud Technology & MIB, DST) Mob – 7503008876; email – amishra[at]nic[dot]in
6.	Application of Emerging Technologies	Dr. Lovneesh Chanana	Vice President, Digital Government, SAP India Pvt Ltd. Tel: +91 11 6602 7200 / +91 11 3090 7200 Mob: +91-9871773794; e-mail: l[dot]chanana[at]sap[dot]com ;
7.	Digital Payments	Mr. Trilok Chandra	Director MeitY Mob – 9811990469; email - Trilok[dot]chandra[at]nic[dot]in;
8.	Important Aspects of GeM	Mr. Vikas Guru	OSD to CEO Government e-Marketplace, Ministry of Commerce, Govt. of India Mob – 9871366918; Email: osdtoceo[dot]gem[at]gem[dot]gov[dot]in;
9.	National Award Winning Case Studies: Hello Doctor, UMANG	Ms. Kiran Puri	JS, Ministry of Personal, Public Grievance and Pensions Office - 11 -23360331 Mob - 9868539268 ; e-mail - puri[dot]kiran[at]nic[dot]in
10.	Smart Villages	Mr. Amit Marwah Ms. Manisha Singh	Nokia – Cheif Marketing Officer Head - Communications & CSR, India Market at Nokia Mob: 8527396323; e-mail: amit[dot]marwah[at]nokia[dot]com Head - Communications and CSR, India Market at Nokia Mob:8376922734; e-mail-manisha[dot]singh[at]nokia[dot]com
11.	DoT & DTS Skills	Mr. Ajay Kumar Bhardhwaj	Professor, Institute for Excellence in Higher Education, Bhopal Mob: 7999631801; email -ajaysatyanarain[at]gmail[dot]com

List of Participants from Nine ATIs

S. No.	Name of ATIs	Number of Participants	Name of Participants
1	Anna Institute Of Management (AIM) Chennai, Tamil Nadu	**05**	Dr. M.S Anand Tmt. S. Shoba Thiru P. Chandran Thiru. S. Kirubanandan Thiru. D.Ganesan
2	Administrative Training Institute(ATIC) Kolkata, West Benga	**01**	Mr. Souti Ghosh
3	Administrative Training Institute (ATI) Itanagar, Arunachal Pradesh	**02**	Dr. Marpe Sora Shri Pinge Doji
4	Himachal Pradesh Institute Of Public Administration (HIPA) Shimla, Himachal Pradesh	**-**	
5	Uttarakhand Academy of Administration, Nainital (UAoA) Nainital, Uttrakhand	**01**	Ms. Menu Pathak
6	Yashwantrao Chavan Academy Of Development Administration (YASHADA) Pune, Maharashtra	**-**	
7	Chattisgarh Academy Of Administration (CAA) Raipur, Chattishgarh	**01**	Mr. Gaurav Tiwari
8	Meghalaya Administrative Training Institute (MATI) Shillong, Meghalaya	**04**	Smt. Loretta Donna Nongbri Smt. Emelia Karen Massar Shri Wallamboklang Rynjah Shri Manoj K. Mishra
9	Bihar Institute Of Public Administration And Rural Development (ATI-BIPARD), Patna, Bihar	**02**	Mr. Santosh Kumar Jha Mr. Dwarika Prasad Kushwaha
10	(Observer ATI) Haryana Institute of Public Administration (HIPA), Gurgaon	**01**	Mrs. Aarti Dudeja
	Total	**17**	

MeitY Officials			
Name	**Designation**	**Contact no.**	**Email id**
Shri. Ajay Prakash Sawhney, IAS	Secretary	24364041	secretary[at]meity[dot]gov[dot]in
Shri Pankaj Kumar,IAS	Additional Secretary	24360160	pankajkumar[at]nic[dot]in
Shri. Sanjay Goel	Joint Secretary	24363114	js.sgoel[at]meity[dot]gov[dot]in
Mr. Santosh Patel	Scientist C, MeitY	8882524598	santosh[dot]patel[at]meity[dot]gov[dot]in
Project Team at IIPA			
Name	**Designation**	**Contact no.**	**Email id**
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