



A Four day **“Training Programme on Administrative and Financial Matters”** has been organized by the ICAR-Indian Institute of Sugarcane Research, Lucknow during 08-11 March 2021. The programme was organized under the Human Resource Development policy of the council and was successfully completed from 08th to 11th March, 2021. The training programme was inaugurated by Dr. A.D.Pathak, Director IISR, Lucknow on 08th March. The various topics related to administration and finance like, Financial Management, e-Procurement, GeM, CCS (Conduct) Rules, CCS(CCA) Rules, Departmental Proceedings, Preventive Vigilance, Reservation in Services & Roster, Career Advancement Schemes, Technical Assessment, Right to Information Act-2005, Motivation, Team Work etc. were covered during these four days. The training programme was aimed for the administrative personnel working in the institute to develop their skill in the changing scenario of information technology & digital world. The training programme was accordingly designed in such a way that the participants can spare time for day to day official work also besides enhancing their skill development.

In his valedictory address on 11th March, Dr. A.D.Pathak, Director IISR Lucknow emphasized that such programs enable participants gain more intuitive experience upon the skill development through a regular practice of learning, doing and up-scaling of skills. He also recognized the role of administration and finance in the development of the organization and requested to continue the same for all the staff across ICAR. Later, Sh.S.K.Singh, Sr.Administrative Officer & Master Trainer briefed about the training programme and urged upon the development of skills and updation of knowledge in terms of rules and regulations for administration personnel. He also stated that with such training programmes employees can better map their learning goals to achieve the skills and behavior change necessary to succeed in their current role and beyond in the era of e-governance. For that purpose only HRM division of the council has developed a well organized training policy and a panel of Master Trainers throughout the country. Dr.Sangeeta Srivastava, Pr.Scientist and HRD Nodal Officer appreciated such programmes and suggested to organize more trainings on the skill development and urged upon development of Knowledge Ecosystem in the council for all category of staff which in turn will result for the betterment of the organization. The entire training programme was designed & coordinated by Sh.S.K.Singh, Master Trainer & Course Director, Dr.Sangeeta Srivastava, HRD Nodal Officer & Course Coordinator & Sh.A.K.Sharma, AO & Co-course coordinator who was the key lecturer. The training programme was concluded with vote of thanks by Sh. Saroj Kumar Singh, Sr. Administrative Officer & Course Director. Besides in-house resource persons, Shri I.B.Kumar, SAO, ICAR – CIFA, Bhubaneswar, Shri N.K. Jha, SAO, ICAR-NINFET and Shri S.K. Singh, SAO, ICAR-CIARI, Port Blair also delivered lectures.

A total of 34 participants participated in the training programme.