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Policy Circular on Vipassana for Common Foundation Courses

YASHADA POLICY CIRCULAR


Policy Circular Number :	PPI-PC/2007-8
Dated :	2.4.2007
Empowered Authority :	Director General, YASHADA
Subject :	Vipassana for Common Foundation Courses
Circulated for information to :	All Faculty and staff of YASHADA
Effective Date :	2.4.2007

The participants of Common Foundation Courses undergo Vipassana course as part of their training. For this they are sent to other Vipassana Centres since the Vipassana course in YASHADA doesn't necessarily coincide with their tenure of stay here.

The caterer charges Rs. 120/- per participant per day for Vipassana Courses held in YASHADA which amounts to Rs. 1200/- per participant for 10 days' Vipassana course.

It is appropriate that at least amount of Rs. 1000/- per participant be offered to the NGO running Vipassana Centre as '**Dana**' where these participants are sent for Vipassana course.

So ordered,


(**Ratnakar Gaikwad**)
Director General, YASHADA

YASHADA POLICY CIRCULAR

Policy Circular No. & Date	PPI-PC/ 2007-9 -2 nd April 2007
Subject	Establishment of a Centre for Innovation & Dissemination (CID) within the Research & Documentation Centre of YASHADA
Effective From	March 23, 2007
Empowered Authority	Director General
For Necessary Action	DDG (R) and Shri Sumedh Gurjar, Director, CID
For Information	All faculty members of YASHADA

1) Context and Perspective

Innovations are always a rarity, be it science, technology, culture or public administration and governance. Yet, innovations are primarily responsible for fundamental and lasting transformations in these and various other spheres of human existence. Every innovation is therefore precious.

The essence of 'innovativeness' in any innovation is highly contextual. Hence, there cannot be one universal measure to define what constitutes an innovation. Often, a high level of social sensitivity is required in seeing the innovativeness in what might otherwise appear as an ordinary act. A contextually sensitive and appropriate **Definition** of innovation is thus the foremost requirement to ensure that every meaningful innovation gets identified.

It is essential to capture and preserve every constructive and meaningful innovation through appropriate means of **Documentation**.

According to Alfred Louse Kroeber – a famous anthropologist – diffusion of innovations is perhaps as important as innovations themselves. Anthropological research clearly establishes the fact that a uniform evolution and spread of human culture across the globe is primarily due to an extensive diffusion of innovations from a few epicenters, and not so much due to simultaneous, parallel innovations in different regions and cultures. Every documented innovation therefore needs to be diffused and propagated through suitable means of **Dissemination**.

The actual incident of an innovation remains a probability, however, the conditions and circumstances underlying an innovation can be systematically analyzed. Based on such analysis, systematic efforts can be made towards **Replication** of innovations through creation of conducive circumstances and environments. The documentation of innovations hence needs to be highly analytical and critical so as to precisely identify the conditions and parameters for their replication.

Often innovations are short-lived. The sustainability of any innovation depends on its ability to stand the test of time and change. Innovations need to be integrated with an existing situation through creation of support mechanisms, be it knowledge, attitudes, practices, policies, etc., so as to ensure their true and complete **Institutionalization**.

In the modern industrial world, innovations have often been triggered and driven by the forces of economy and markets. In the era of liberalization, privatization and globalization, the market-driven innovations have gained evermore strength, and are rapidly transforming the public life and systems. Hitherto State-owned public systems are being progressively privatized. Impact of modern market-forces is evident on public infrastructure, professions, life-styles, and so on. However, there is one area wherein market forces are never likely to venture, i.e., the welfare of deprived and vulnerable. In fact, every research shows that market forces tend to further marginalize those already marginalized. Hence, a major focus of future social innovations needs to be on those who are likely to go unnoticed and unheard in the race for economic development and prosperity. Appropriate **Socialization** of innovations is therefore crucial to achieving the desired social impact. Innovations, which are not tuned to the greatest common good of the greatest numbers is bound to turn counter-productive in the long run.

Innovations and their dissemination is therefore a crucial strategy for propagating better public administration and governance. YASHADA being the apex training and research agency of the State Government, and being an active platform for public policy review and advise, it is apt for YASHADA to

activate an institutional mechanism for documentation, dissemination, replication and overall promotion of relevant and meaningful innovations in the public sphere.

2. Policy Directives

In the above perspective, a Centre for Innovation & Dissemination (CID) has already been setup in YASHADA to promote innovative ways of tackling the public matters and issues. However, the Centre now needs to be rejuvenated and strengthened. For this purpose, the following policy directives are hereby issued with immediate effect.

a) Merger of CID with the Research & Documentation Centre

- 1) CID is hereby merged with the Research & Documentation Centre in view of the fact that documentation and dissemination of innovations is primarily a research-based activity.
- 2) CID will be headed by a Director who will build a suitable team of competent professionals to carry out the activities of the Centre.
- 3) Director, CID and his team will work under the overall guidance of DDG (R).

b) Operational Strategy

- 1) CID will endeavor to promote meaningful and constructive innovations of significance to public life through facilitating conducive environments for their occurrence, and through their documentation, dissemination, replication, and institutionalization.
- 2) CID will adopt a multi-strategic and multi-stakeholder approach to achieve its mandate, including integration of research, field-based action, training / capacity building, advocacy, facilitation / coordination, etc.
- 3) CID will strive for convergence of innovative efforts of government agencies, NGOs, civil society actors, communities, international agencies, and so on, towards evolving a comprehensive framework of innovative strategies on public issues.
- 4) Similarly, CID will seek and facilitate convergence of various wings and activities of YASHADA so as to tap every potential opportunity of promoting innovations.
- 5) CID will extensively make use of various means of dissemination such as publications, website, media programmes, hand-outs and booklets, workshops / conferences, etc., so as to propagate innovations.
- 6) CID will place a special emphasis on social innovations for welfare of the marginalized sections of society, which generally remain out of reach of the large-scale technological and economic innovations.

C) Advisory Committee

In order to achieve meaningful convergence of innovative efforts of various stakeholders, CID will form an Advisory Committee consisting of representatives of governments, NGOs, civil society, etc. The Advisory Committee will meet quarterly to discuss how various isolated efforts of innovations could be linked together effectively.

D) Financial Support

To begin with, the establishment and activities of CID will be supported from YASHADA funds. However, the Director, CID, will strive to make the Centre financially self-sustaining through undertaking externally sponsored research / training and such other suitable activities.



(Director General)

YASHADA POLICY CIRCULAR

Policy Circular Number:	PPI-PC/2007-10
Dated:	April 12, 2007
Empowered Authority:	Director General, YASHADA
Subject:	Resource Center for Disability Rehabilitation (RCDR)
Circulated for information to:	All Faculty and staff of YASHADA
Effective Date:	April 12, 2007

I. Introduction:

Background:

Disability has been a social welfare issue for a very long time. It was characterized by an attitude of charity. It was based on the feeling of pity towards disabled people. The approach was that able-bodied people were capable of solving the problems of disabled people. However, in reality, neither did it solve any problems nor did it contribute in ameliorating their situation.

The first comprehensive headcount of persons with disabilities was undertaken during the census 2001. It states that there are about 22 million people with disabilities in India, which puts the disability rate close to 2.13%; to many it is gross underestimation. However, even 22 million is not a small number, especially keeping in mind the fact that such a huge population is deprived of basic human rights and services.

Status:

Being proactive, Govt. of India has come up with legislations in the last decade.

- Rehabilitation Council Act, 1992, to monitors standards and undertakes related issues for manpower working in the field of disability rehabilitation.
- Persons with Disabilities Act, 1995 offers the protection of rights, equal opportunities and full participation to persons with disabilities.
- The National Trust act, 2000 to uphold the rights, promote development and safeguard the interests of persons with autism, cerebral palsy, mental retardation and multiple disabilities and their family members.
- The Govt. of India does offer various schemes & facilities for the persons with disabilities for their upliftment and so do the State Governments including Government of Maharashtra.

Thus on papers, things are quite satisfactory compared to many countries in the world. But in reality, the implementation of all these acts is far from satisfactory due to various reasons. The awareness regarding the various schemes and facilities provided by the Central and State Govt. is not impressive at all. Ignorance, misconceptions and stereotypes regarding disability continue to exist. The delivery of basic services such as health, education employment is still a distant dream for persons with disabilities. A lot more needs to be done to convert the promises on paper into ground realities. There are miles to go before people with disabilities in India receive equal opportunities, protection of rights and full participation.

It is evident therefore, that disability rehabilitation requires strong policy advocacy in addition to other effective interventions in order to impact critical governance issues and to increase positive participation of the civil society. Awareness creation, information dissemination, capacity building and active participation of various stakeholders would lead to achievement of the goal of

inclusion of disabled people into mainstream society. YASHADA, to prioritize the issue of disability rehabilitation & strives to mainstream persons with disabilities in the society, therefore has positioned Disability Rehabilitation as training and research intervention through establishment of 'Resource Center for Disability Rehabilitation' (RCDR)

II. Objectives

The objectives of the Resource Center for Disability rehabilitation are as mentioned below-

1. Capacity Building of the stakeholders
2. Support research activities
3. Providing platform for interaction through Resource Center
4. Making YASHADA as a role model in Disability Rehabilitation by providing barrier free environment.

III. Plan of Action:

Plan of action for the Resource Center for Disability Rehabilitation is as mentioned below-

1. Organizing training programs and workshops on various relevant topics in Disability Rehabilitation

Training and capacity building of disabled people, their families Govt offices, NGOs, media etc. would pave way to creation of awareness and to enhance the empowerment process. In addition it is equally important to build capacity of all the other stakeholders in the field of disability in order to create a vision of a just and inclusive society of tomorrow.

Certain topics were selected for training programs as well as workshops.

2. Undertaking action research on important issues in Disability Rehabilitation:

- Study of adolescent disabled girls
- Networking among the NGOs working in the field of disability rehabilitation.

3. Establishing a Resource Center for Disability Rehabilitation:

This center aims to address the dire need of much required yet rarely available comprehensive information dissemination center with all relevant information giving the status of disability rehabilitation in Maharashtra state. It would be much more than library. It would also display various artifacts made by disabled artists for exhibition cum sale purposes. The process has already begun.

4. Preparation of Manual on Disability Rehabilitation:

Providing much needed information regarding various aspects of disability rehabilitation so as to help create awareness, eradicate misconceptions, bring forth success stories with an ultimately aim to build a positive attitude of all stakeholders related to disability rehabilitation.

With the contributions from the disabled people and their family members, various experts in the disability rehabilitation field and other relevant people from Govt., Public and Corporate sector and civil society, this manual is ready in a draft format

5. Working towards Barrier free environment for persons with disabilities:

The Resource center has been envisaged as a model building with barrier free design so as to provide easy access to persons with disabilities. It is also planned that gradually the entire YASHADA complex would be converted into Barrier free zone for persons with

disabilities. It would include disabled friendly ramps, bars. Toilets, public telephone booths, eating outlets etc. gradually the effort would spread to the other departments at YASHADA so as to make YASHADA a model.

IV. Resource Requirements

a. Human Resources

Disability Resource Center will work under the administrative control of Deputy Director General

Other Human Resource required as below:-

Designation	Responsibility
1. Assistant Professor	OIC
2. Training Coordinator	Capacity Building Programs
3. Research Officer	Research, workshops, trainings etc
4. Project Coordinator	Project activities

Other support staff may be appointed as and when needed with permission of Director General

b. Infrastructure

- Presently this center is housed at YASHADA's ground Floor of Administrative Building, which is suitable with its barrier free features.
- Resource Center: Reference Reading room and information kiosk (with touch screen).
- Sankalp: Exhibition and Sales counter of Artifacts and products of person with disabilities and other vulnerable group will be continued at present place till its extension plan.
- Barrier Free: To become a role model Government institution, YASHADA has proposed a barrier free plan for its campus, which will be implemented through all new structures and existing structures of YASHADA.

c. Financial

YASHADA would provide basic financial resources for the running of the activities of Disability Resource Center. However, the Resource Center for Disability Rehabilitation will be supported by YASHADA initially, and financial support will be sought from various government and non-government sources.

d. Administrative

The Resource Center for Disability Rehabilitation (RCDR), will function within the aegis of YASHADA.

So ordered.



(Ratnakar Gaikwad)
Director General, YASHADA

YASHADA POLICY CIRCULAR

Policy Circular Number:	PPI-PC/2007-11
Dated:	5 May, 2007
Empowered Authority:	Director General, YASHADA
Subject:	Regarding availing personal loan to purchase computer to be used at their residence by YASHADA employees
Reference:	Approval by ADG, YASHADA dated 27 April 2007
Circulated for information to:	All Faculty and staff of YASHADA
Effective Date:	5 May, 2007

YASHADA employees are eligible for grant of following advances as per provision in the YASHADA Service Rules:

- (a) New Motorcycle
- (b) Old Motorcycle (not more than 5 years old)
- (c) New Scooter
- (d) Old Scooter (not more than 5 years)
- (e) New Moped
- (f) Old Moped
- (g) New bicycle
- (h) Old bicycle (not more than five years old)

Vide Government Resolution No. घबांअ-१०९९/प्र.क्र.२/९९/विनियग, मंत्रालय, मुंबई dated 8 July 1999, YASHADA employees are eligible to receive the House Building Advance.

Extract of approved Agenda Notes of 22nd BoG held on 3 May 1997

Agenda Item No. BoG:XXII:09 (A)

Provision for House Building Advance for YASHADA employees

At present, there is no provision for House Building Advance for YASHADA employees and Government grants are also not made available to the Academy for this purpose. There is a pressing demand from the YASHADA employees for house building advance, which they are presently deprived of.

The Board, in its XIX meeting held on 24 December 1994, has approved the creation of a Corpus Fund for YASHADA and utilization of the interest earned on the Corpus for, inter alia, the welfare of the Academy's employees.

Since House Building Advance could be defined as a welfare measure, the Board is requested to approve this facility for YASHADA employees subject to the following conditions:

- (a) Yearly interest earned on the Corpus Fund would be utilized for this purpose as under:
 - i. H.B.A. – 50% of the interest earned
 - ii. Vehicle Loan – 25% of the interest earned
 - iii. Welfare of the YASHADA Employee – 25% of the interest earned

Policy Circular on availing personal loan to purchase computer to be used at their residence by YASHADA employees



Utilization of corpus funds and/ or interest derived thereupon is a matter of decision by the Director General by keeping the EC and BoGs informed in the event that the amount does not exceed in permissible limits as and whenever proposed earlier. The use of 25% share of interest on corpus fund meant for welfare is being utilized for the purpose of availment of advance for HBA and/or Vehicle Advance.

It is now proposed as follows:

- (a) Loan advance for purchase of personal computers by YASHADA employees for use at their residence should be permitted by recognition as “Welfare of the YASHADA employees”.
- (b) Considering the need to provide this loan amongst from the interest derived from the corpus and the need to provide the loan advances within the purview of welfare of YASHADA employees, it is now approved that a lump sum amount of Rs. 25,000/- may be provided upon approval of the request for loan by YASHADA employees.
- (c) It is further approved that the said loan amount may be recovered within a period of three years.
- (d) It is further approved that there should be no limit to the number of employees who might avail this loan facility at YASHADA and this may therefore be sanctioned to permanent employees only considering the fact that the duration of the loan is up to three years.
- (e) Necessary procedures for verification and ratification of actual purchase of computer may be determined by Administration and Accounts.

So ordered.

(Ratnakar Gaikwad, IAS)
Director General,
YASHADA

YASHADA POLICY CIRCULAR

Policy Circular No. & Date	PPI-PC/2007-12 23 rd May 2007
Subject	Establishment of a Centre for Women's Empowerment at YASHADA
Effective From	23 rd May 2007
Empowered Authority	Director General
For necessary action	DDG (R), Director, Centre for Women's Empowerment
Circulated for Information and Action	YASHADA Faculty

Background

Equality is one of the fundamental rights established by the Constitution of India. Gender equality is an important manifestation of the equality in general. Several legal and policy measures have been taken by the Government since Independence to facilitate equal rights of women in all walks of social life. There is even a separate quota for women in important public positions, both elected and appointed. Apex statutory bodies for women such as the National and State Commissions for Women have been monitoring the status of women in the society. However the present scenario of women's participation in social life and national development leaves much to be desired.

The studies across the world show that this gap between policy and practice is on account of a lack of grassroots level empowerment of women through various social and participative measures. Adequate empowerment of women in the India society has not taken place since independence. Violence and discrimination are obstacles in the empowerment process among the women particularly from the weaker sections.

However, in recent times various avenues of women's empowerment through Self Help Groups (SHGs) as the nodal enabling institution have been experimented successfully. Through SHG movement, women are now confidently venturing into co-operative finance, cluster development, legal aid and services, social development initiatives and so on. However, it is necessary to now consolidate these isolated efforts into a systematic social movement for women's empowerment. Such an

endeavor would require an integrated approach combining training, capacity building, social mobilization, awareness building and grassroots level facilitation and coordination.

YASHADA being a policy platform for the State of Maharashtra, it has been decided to set-up a Centre for Women's Empowerment at YASHADA. Various wings of YASHADA have already been actively involved in training, research and capacity building towards women's empowerment. The Centre for Women's Empowerment will help in integrating these efforts into a coherent strategy for women's empowerment.

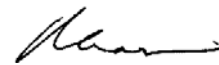
Policy Directives

1) A Centre for Women's Empowerment is hereby established in YASHADA.

2) The Centre will have the following Objectives.

- To comprehensively assess the scenario of women's participation in social life and development, and to critically identify the gaps, bottle necks and issues in women's development and empowerment.
- To suggest more effective policies of women's empowerment such as gender budgeting, gender audit, guidelines for mainstreaming gender concerns, checklists for planners, officials and legislators, etc.
- To identify needs and avenues of women's empowerment so as to facilitate their equal participation in social life and development.
- To undertake concrete measures for women empowerment integrating the strategies of training, capacity building, mobilization, awareness building, focused interventions and field-based coordination.
- To comprehensively document and assess the impact of such measures on the women and the society at large through systematic action research. In fact most of the initiative of the centre will be carried out in an action research framework so as to facilitate a learning process in women's empowerment.
- To create a repository of knowledge on women's empowerment through documentation and action research, and to proactively disseminate such knowledge through mass media.

- To facilitate replication and scaling-up of exemplary initiatives and good practices in women's empowerment through the above initiatives towards building up of a systematic social movement for women's empowerment.
- 3) In view of the fact that most activities of the Centre will be in the form of action research involving training, capacity building, ground level interventions, etc., the Centre is hereby attached to the Research and Documentation Centre of YASHADA and will function under an overall supervision of Deputy Director General (Research).
 - 4) The Centre will have in house team as follows.
 - a. Director
 - b. Senior Consultant
 - c. Coordinator
 - d. Research Officer
 - e. Research Assistant / Training Assistant (2)
 - f. Support Staff as needed for administrative workSuitable persons will be hired for the above positions on contract basis.
 - 5) The centre will have an Advisory Committee to guide its activities. The Advisory Committee will consist of well-known experts in the field of gender empowerment. The Advisory Committee will be headed by the Director General, YASHADA and will consist of Deputy Director General (Research), Director, Centre for Women's Empowerment and Additional Director (Research) as YASHADA representatives besides the known experts invited from the society.
 - 6) The activities of the centre will be initially supported from YASHADA resources, however, the Centre will strive for self-reliance through sponsored projects, sponsored training and such other sponsored activities.



(Director General)

YASHADA POLICY CIRCULAR

Policy Circular No. & Date	PPI-PC/ 207-13
Subject	Establishment of an 'Interdisciplinary School for Applied Development Studies (ISADS)' at YASHADA
Effective From	23 rd May 2007
Empowered Authority	Director General
Circulated for Information	YASHADA Faculty

Background

Over the last few years YASHADA has emerged from merely being an administrative training institute to a policy advocacy platform for taking up major public issues through research, capacity building, handholding support, multi-stakeholder dialogue, and so on. In this new role, YASHADA has now been consciously professing and propagating certain paradigm shifts in governance such as community empowerment, bottom-up development, convergent public policy and programming, etc. These new frontiers of YASHADA's endeavors are essentially inter-disciplinary and cross-sectoral in nature. YASHADA has been keenly trying to inculcate these new approaches among its trainees. However, it is increasingly felt that unlike its traditional sectoral training, these new convergent paradigms demand a more intensive process of educating the trainees so as to facilitate a fundamental shift in their whole approach and attitude to the issues in question.

The Chief Secretary in his capacity as the Chairperson of YASHADA's Board of Governors has directed YASHADA to consider more sustained ways of educating the trainees in the newer paradigms of development administration through long-duration academic programmes. The Executive Committee (EC) of YASHADA has also recently taken keen interest in this matter and suggested that a separate academic wing may be established in YASHADA to develop and run long-duration academic programmes. BoG and EC have thus clearly set a mandate for YASHADA to work towards the status of a deemed university.

With this realization, YASHADA has been working towards Post-graduate Diploma Programmes. In addition to the benefit of more sustained interaction with trainees, the long-duration academic programmes like a Diploma would also facilitate access to broader clientele including post-graduate students and NGO functionaries besides government officers. Already Diploma Programmes have been evolved in Urban Management, Rural Management, Child Labor, Disaster Management, etc. Recognition and affiliation of the Universities of Mumbai and Pune is being sought to these programme.

In view of these initiatives, and the directives of BoG and EC to set up a dedicated wing within YASHADA to coordinate and oversee various long-duration academic programmes to be offered through YASHADA. In addition to Diploma programmes, it has been planned to gradually offer full-scale Degree Programmes in applied development studies. It is envisioned that through these academic programmes YASHADA would emerge

as a unique University dedicated to applied studies in development, governance and public policy.

Policy Directives

- 1) An 'Interdisciplinary School for Applied Development Studies (ISADS)' is hereby established at YASHADA with immediate effect.
- 2) ISADS will pursue the following objectives.
 - a. To develop long duration academic programmes such as the Certificate / Diploma / Degree Programmes on applied development themes in coordination with concerned wings of YASHADA and other agencies;
 - b. To facilitate syllabus development, university recognition / affiliation, faculty identification, and such other aspects of development of new academic programmes;
 - c. To coordinate and supervise the execution of academic programmes with a special view to maintain high standards of learning, and proper conduct of examinations / assessment procedures;
 - d. To network with universities, research organizations, ATI s and such other agencies to explore the possibilities of academic exchange and mutual enrichment of programmes;
 - e. To explore and harness synergy of academic programmes with training and research activities of YASHADA;
 - f. To work towards gradually establishing YASHADA as a University through the above initiatives and measures.
- 3) The Deputy Director General (Research) will be the Chairperson of ISADS.
- 4) ISADS will have an apex Advisory Committee with the following constitution.
 - a. Director General, YASHADA, as Chairperson;
 - b. Additional Director General, YASHADA, as Vice Chairperson;
 - c. Deputy Director General (Research), YASHADA, as Member Convener;
 - d. A Deputy Director General, YASHADA, nominated by the Director General as Member
 - e. Vice Chancellors of the Universities of Pune and Mumbai, or the persons nominated by them, as Members
 - f. Persons of the rank of Vice Chancellor from Deemed / Open Universities nominated by the Director General as Members (up to 2)
 - g. Subject experts as nominated by the Director General as Members (up to 3)
- 5) Under the overall supervision of Advisory Committee there will be Academic Committees for each academic programme as follows.
 - a. Deputy Director General (Research), YASHADA as Chairman
 - b. Deputy Director General / Director of the concerned wing of YASHADA as Vice Chairman;

- c. Programme Director / Coordinator nominated by the concerned Deputy Director General / Director as a Member;
 - d. Dean of Faculty of Mental, Moral & Social Sciences, University of Pune or the concerned university as a Member;
 - e. Chairman, concerned Board of Studies, University of Pune or the concerned university as a Member;
 - f. Acclaimed expert (s) in the concerned discipline / field as a Member;
- 5) The Academic Committee may constitute separate sub-committees to deliberate on each academic programme, if felt necessary.
- 6) The Academic Committee may invite any faculty / officer of YASHADA as a Special Invitee to deliberate on certain academic, administrative, financial or logistic issues associated with conduct of academic programmes at YASHADA.
- 7) ISADS will have a secretariate consisting of the following contract staff along with the necessary office infrastructure.
- a. Academic Officer (at the level of Research Officer of YASHADA)
 - b. Secretary cum Steno
 - c. Peon / General Attendant
- 8) All wings / units of YASHADA desirous of initiating an academic programme will submit an initial proposal to ISADS requesting for activating the Academic Committee / sub-committee for scrutiny and further processing of the proposal.
- 9) Initially, the ISADS Secretariate and activities will be supported from YASHADA resources. However, gradually a reasonable proportion of revenue generated from academic programmes will be utilized to meet the costs of ISADS. The Academic Committee will propose the modalities for this purpose for approval of the Director General.



(Director General)

Policy Circular on Norms for Incentive to Staff of the Publications Cell

Policy Circular No	PPI – PC / 2007 - 14
Dated	21 May 2007
Empowered Authority	Director General, YASHADA
Subject	Norms for Incentives to staff of the Publications Cell
Reference	Proceedings of Faculty and Think Tank Meeting on 22/03/07
Circulated for Information	All Concerned Sections of the Academy
Effective Date	01/04/2006

Due to sudden and rapid growth in the activities during past few years, the Academy has formulated certain norms for offering incentives to high performing individuals or teams. The some of the activities performed by the Publications Cell have also grown manifold. Where as availability of staff has remained almost same.

Hence, it was felt that there is a need to formulate norms for offering the incentive to staff of Publications Cell. (Also, it was resolved in the Faculty and Think Tank Meeting on 22/03/2007 that such norms should be formulated).

Also, it is observed that there is tremendous growth in the activities related to sale of books and procurement of subscriptions for the Academy's Quarterly Journals. Also, it would be easier to quantify in terms of amount received from sale the additional works performed in this relation. (A profit of more than 30% is earned from the sale of books).

Hence, It is decided that if the Publications Cell is able to accomplish aggregate 100% targets for all the other core activities including Publishing of Journals, Books, Booklets and News Paper Articles / News Items and organising TV & Radio Programmes then the Cell should be offered incentive for the amount received from sale of books and procurement of subscriptions for journals as per the norms as described below :

1. The amount of annual incentive offered would be 7% of the difference between total amount received from sale and subscriptions and the targeted amount for these activities as prescribed in MIS Indicator.
2. The Accounts Officer is authorised to verify the calculated amount of incentive from records of deposits made by the Cell every year.
3. The amount of incentive would be deposited in the name of the Assistant Professor and Officer Incharge of the Publications Cell, who would be authorised to distribute as per his / her judgement the incentive amount to the concerned staff members of the Cell, keeping in view their contribution to the activities of the Cell.
4. A committee consisting of Head, YMRC / Publications Cell / Assistant Professor and Officer Incharge, Publications Cell and Registrar / Assistant Registrar and Accounts Officer may check / verify the claims made by the Publications Cell in regard to MIS and the Incentive amount.

So ordered,



(Ratnakar Gaikwad)
Director General, YASHADA

YASHADA POLICY CIRCULAR


Policy Circular Number	PPI-PC/2007-15
Dated	July 10, 2007
Empowered Authority	Director General, YASHADA
Subject	Regarding provision of MDC Facilities to Officers of All India Services
Reference	1. Circular No. Administrative Decision.2 dated 27 October 2003 2. Circular No. DGO dated 2 April 2004
Circulated for information to	All Faculty and staff of YASHADA
Effective Date	July 10, 2007

Lodging and Boarding facilities at MDC will be made available to All India Services Officers as per following rates.

Category	Consolidated fees	Responsibility
All India Service Officers of Collaborating Institutions and those with specific MOU with YASHADA or on collaborative projects if arriving as YASHADA Guest.	NIL	ADG / DDG
All India Service Officers on Government Duty on visit to Pune for not more than three days.	<ul style="list-style-type: none"> • Rs.125/- for room on single occupancy basis. • Rs.200/- for room on double occupancy basis. • Rs.100/-per person for each additional occupancy in same room 	Director MDC
All India Service Officers on visit to Pune for not more than three days	<ul style="list-style-type: none"> • Rs.200/- for room on single occupancy basis • Rs.300/- for room on double occupancy basis • Rs.100/- per person for each additional occupancy in same room 	Director MDC
Reservation of additional rooms to be provided on a case to case basis.	<ul style="list-style-type: none"> • Rs.500/- per room (upto 2 persons) • Rs.200/- per person for each additional occupancy in same room 	Director MDC

Note: Consolidated charges include full board & lodging. The above facilities are provided with effect from date of issue of this Policy Circular.

So ordered.


 11/7/07
(V Ramani)
 Director General,
 YASHADA

YASHADA POLICY CIRCULAR

Policy Circular Number	PPI-PC/2007-16
Dated	July 11, 2007
Empowered Authority	Director General, YASHADA
Subject	Regarding provision of non-MDC Facilities to Officers of All India Services
Reference	1. Circular No. Administrative Decision.2 dated 27 October 2003 2. Circular No. DGO dated 2 April 2004
Circulated for information to	All Faculty and staff of YASHADA
Effective Date	July 11, 2007

Lodging and Boarding facilities at non-MDC premises will be made available to All India Services Officers as per following rates.

Category	Consolidated fees	Responsibility
All India Service Officers of Collaborating Institutions and those with specific MOU with YASHADA or on collaborative projects if arriving as YASHADA Guest.	NIL	ADG / DDG
All India Service Officers on Government Duty on visit to Pune for not more than three days.	<ul style="list-style-type: none"> • Rs.100/- for room on single occupancy basis. • Rs.150/- for room on double occupancy basis. • Rs.75/- per person for each additional occupancy in same room 	Hostel Manager/s
All India Service Officers on visit to Pune for not more than three days	<ul style="list-style-type: none"> • Rs.150/- for room on single occupancy basis • Rs.225/- for room on double occupancy basis • Rs.100/- per person for each additional occupancy in same room 	Hostel Manager/s
Reservation of additional rooms to be provided on a case-to-case basis.	<ul style="list-style-type: none"> • Rs.400/- per room (upto 2 persons) • Rs.150/- per person for each additional occupancy in same room 	Hostel Manager/s

Note: Consolidated charges include full board & lodging. The above facilities are provided with effect from date of issue of this Policy Circular.

So ordered.

(V Ramani)
 Director General,
 YASHADA



यशवंतराव चव्हाण विकास प्रशासन प्रबोधिनी

राजभवन आवार, बाणेर रोड, पुणे - ४११ ००७

यशदा धोरण परिपत्रक

धोरण परीपत्रक क्रमांक	क्र PPI-PC/2007-17
दिनांक	०३. ऑगस्ट २००७
विषय	संस्थेतील अधिकारी कर्मचारी यांना संगणक अग्रिम मंजूर करणेबाबत
संदर्भ	१) वित्त विभाग शासन निर्णय क्रमांक अग्रिम-१०००/प्रक्र ४२/२०००/विनियम दिनांक ०१ जुलै २००६. २) नस्ती क्रमांक प्रशा-१/१६०६/संगणक अग्रिम मधील टिपाक्र १६ वर मा महासंचालक यांची मान्यता.
प्रति	सर्व अधिकारी / कर्मचारी
परिपत्रक लागू दिनांक	१८ जुलै २००७

पार्श्वभूमी :-

(अ) दिनांक २२.०५.१९९८ रोजी नियामक मंडळाच्या बैठकीमध्ये संस्थेतील अधिकारी/कर्मचारी यांना शासनाच्या धर्तीवर संगणक खरेदीसाठी वैयक्तिक संगणक अग्रिम मंजूर करण्याबाबत मान्यता देण्यात आलेली आहे. सदर मान्यता देताना ही योजना काटेकोरपणे शासनाच्या नियमानुसार असावी असे निर्देश नियामक मंडळाने दिले आहेत.

(ब) दरम्यान संदर्भ क्रमांक ०१ येथे नमुद करण्यात आलेल्या शासन निर्णयामध्ये वैयक्तिक संगणक अग्रिम मंजूर करण्याबाबत सुधारीत अटी व शर्ती निर्गमित करण्यात आल्या आहेत. त्यामुळे या शासन निर्णयातील तदतूदीप्रमाणे संगणक अग्रिमाच्या सुधारीत अटी व शर्ती या धोरण परिपत्रकान्वये लागू करण्यात येत आहेत. सदर शासन निर्णयातील ठळक तरतुदी खालीलप्रमाणे आहेत.

०१ वर्ग - १ ते वर्ग - ३ पर्यंतच्या स्थायी व अस्थायी अधिकारी/ कर्मचारी यांना ते धारण करत असलेल्या पदांच्या सेवाप्रवेश नियमातील तरतुदीनुसार संगणकाचे ज्ञान आवश्यक असल्यास व्याजरहीत संगणक अग्रिम अनुज्ञेय राहिल.

०२ अग्रिमाची रक्कम जास्तीत जास्त रु. २०,०००/- (रुपये वीस हजार फक्त) किंवा संगणकाची प्रत्यक्ष किंमत, यापैकी जी कमी असेल तेवढी असेल. .

०३ अग्रिमाची वसुली अग्रिम मंजूरीच्या पुढील लगतच्या महिन्यापासून जास्तीत जास्त ५० (पन्नास) कमाल मासिक हप्त्यांमध्ये करण्यात येईल.मात्र एखादा कर्मचारी/अधिकारी नियतवयोमानानुसार उपरोक्त ५० मासिक हप्ते पूर्ण होण्यापूर्वीच सेवानिवृत्त होणार असेल, तर त्याच्या सेवानिवृत्तीपूर्वी संपूर्ण अग्रिमाची वसुली होईल अशाप्रकारे वसुलीचे हप्ते निश्चित करण्यात येतील.

०४ वैयक्तिक संगणक अग्रिम मिळण्यासाठीचा अर्ज ज्या तारखेला प्राप्त झाला असेल त्या तारखेच्या आधारे त्या अधिका-याचा/कर्मचा-याचा त्याबाबतच्या प्रतिक्षयादीत ज्येष्ठता क्रम निश्चित करण्यात येईल व त्या ज्येष्ठता क्रमानुसार व निधीच्या उपलब्धतेनुसार अग्रिम मंजूर करण्यात येईल.

०५ अग्रिम प्रत्यक्ष अदा केल्यानंतर एक महिन्याच्या आत वैयक्तिक संगणक खरेदी करण्यात यावा व त्याबाबतचे कागदपत्र साक्षांकित प्रतीसह निबंधक, यशदा यांना सादर करावेत. अधिकारी /कर्मचारी यांना अग्रिमाची रक्कम अदा करण्यापूर्वी नमुना क्रमांक: २० (Financial Rules, FORM NO 20) मधील करारपत्र आणि संगणकाच्या खरेदीनंतर तात्काळ नमुना क्रमांक -२१ (Financial Rules, FORM NO 21) मधील नमुन्यात गहाणखत द्यावे लागेल. तसेच अस्थायी अधिकारी / कर्मचारी यांना स्थायी अधिकारी / कर्मचारी यांच्याकडून प्रतिभूती बंधपत्र (Surety Bond) सादर करणे आवश्यक राहिल.

०६ अग्रिम अदा केल्यानंतर एक महिन्याच्या आत संबंधित अधिका-याने/ कर्मचा-याने संगणक खरेदी केला नाही तर किंवा अग्रिमाचा गैरवापर केल्यास त्यांच्याकडून संपूर्ण अग्रिम १७.७५ टक्के व्याजदराने एक रकमी वसूल करण्यात यावे.

०७ वैयक्तिक संगणक अग्रिम हा सेवेतील कालावधीत एकदाच अनुज्ञेय राहिल. दुस-यांदा वैयक्तिक संगणक अग्रिम अनुज्ञेय करता येणार नाही.

०८ अग्रिमाची परतफेड होईपर्यंत वैयक्तीक संगणक यशदाकडे गहाण राहिल. तसेच वैयक्तीक संगणकाचा विहित पध्दतीने व नमुन्यात शासकीय विमा निधीकडे विमा उतरावा. किंवा नाही याबाबत अग्रिम धारकाने निर्णय घ्यावा. तथापि अग्रिम धारकाने संगणक खरेदी केल्यानंतर विमा निधीकडे विमा उतरविणार किंवा नाही याबाबत मंजूरी अधिका-यांना लेखी कळवावे.

०९ भविष्य निर्वाह निधीमधून वैयक्तिक संगणकासाठी ना-परतावा रक्कम (रु.५०,०००/-) काढली असल्यास वैयक्तिक संगणकासाठी अग्रिम मंजूर करता येणार नाही व तसे निबंधक, यशदा यांनी प्रमाणित करणे आवश्यक राहिल

(क) याव्यतिरिक्त संगणक अग्रिम मंजूर करण्याबाबतच्या इतर अटी व शर्ती संदर्भ क्रमांक ०१ येथील वित्त विभाग शासन निर्णय क्रमांक अग्रिम-१०००/प्रक्र ४२/२०००/विनियम दिनांक ०१ जुलै २००६ प्रमाणे असतील.

(ड) यासंदर्भात निर्गमित करण्यात आलेले आंग्ल भाषेतील धोरण परिपत्रक क्रमांक PPI-PC/2007-11 Dt:- 05 May 2007 रद्द करण्यात येत आहे.

(इ) सदरचे धोरण परिपत्रक दिनांक १८ जुलै २००७ पासून अंमलात येईल.

सही/-
(वी. रमणि)
महासंचालक

YASHADA POLICY CIRCULAR

Policy Circular Number	PPI-PC/2007-18
Dated	August 24, 2007
Empowered Authority	Director General, YASHADA
Subject	Establishment of YASHADA Academic Council
Reference	1. Minutes of 36 Meeting of BoG held on 11 November 2006 2. Minutes of Management Review (Faculty) Meeting -YASHADA Academic Council Meeting No. 2007/01- held on 18 August 2007.
Circulated for information to	All Faculty and staff of YASHADA
Effective Date	August 24, 2007

01. The 36th meeting of the Board of Governors of YASHADA held on 11 November 2006 recognised the need for the Academy to begin to plan towards acquiring the status of Deemed University. The appropriate minutes of the meeting are included in this Policy Circular. It has therefore been recognized within the Academy during various discussions of the Faculty and during discussion in the 55th Meeting of Executive Committee, YASHADA held on 20 July 2007 that it would be essential to establish the YASHADA Academic Council to integrate all the training activities of the various Departments, Centres, Cells and Units.

The 36th meeting of the Board of Governors of YASHADA held on 11 November 2006 resolved the following recommendations:

Minute No. 36BoG: 2 - Abstract

Hon. CS emphasized that the Academy has “*grown beyond the profile of a typical ATI and there is now need to upgrade the Academy’s programs and profile*”.

Minute No. 36BoG: 3 – Abstract

Hon. CS, GoM, specifically recommended that the Academy should begin to plan towards acquiring the status of Deemed University subsequent to conducting 2-year Masters Level Degree and Post Graduate Diploma programs in Development Administration, Rural Development Administration, Public Administration and /or Public Policy among other subjects.

Minute No. 36BoG: 6

The growth of the Academy over the past two years was recognized by Hon. CS, GoM, as being more than the scope of an Administrative Training Institute and it was further affirmed that the Academy would need to initiate an appropriate plan of action for upgradation of the Institution.

The YASHADA Academic Council

02. The YASHADA Academic Council shall be responsible for bi-monthly review of the academic policies in regard to maintenance and improvement of standards of teaching, research, distance education programmes, in-campus and extension or out-of-campus

programmes, and collaboration programmes in academic matters and evaluation of work norms of Faculty.

03. The YASHADA Academic Council is hereby established with the following objectives:

- (a) To establish a plan of action and develop a comprehensive proposal to enable recognition of YASHADA as a Deemed University.
- (b) To provide common institutional standards for training processes, human resources and infrastructure requirements for each department, centre, cell and unit at the Academy.
- (c) To establish academic processes within each unit at YASHADA to develop diploma and distance education training programmes.

04. The YASHADA Academic Council will consist of the following members, namely –

- (1) Director General, YASHADA – Chairperson
- (2) Additional Director General (Administration) and Director, ATI & SIUD
- (3) Additional Director General and Director, SIRD
- (4) Resident Deputy Director General & OIC, CED
- (5) Deputy Director General (Research)
- (6) Deputy Director General and Additional Director, ATI
- (7) Financial Advisor
- (8) Registrar

05. Professors, Directors of Units and OICs, as and when specifically appointed, would be ex-officio invitees to the Academic Council, upon specific approval of Hon. DG, YASHADA.

06. Resident Deputy Director General will be the Convenor of the Academic Council.

07. Training Manager, YASHADA will function as the ex-officio Record Keeper of the meetings of the Academic Council and will be responsible for the following activities:

- (a) Conduct of the meetings of the Academic Council
- (b) Documentation of the discussion of the meetings of the Academic Council
- (c) Finalisation of the minutes of the meetings and circulation to all concerned
- (d) Distribution of the records of the meetings to the Intranet and Internet Coordinator for YASHADA and to the Information Officer, YASHADA *vide* the requirements of the RTI Act and proactive disclosure, therein, as appropriate.

08. The YASHADA Academic Council will meet on a bi-monthly basis on the first Saturday of every alternate month at 11.00 am commencing from November 2007

(V Ramani)
Director General,
YASHADA

YASHADA POLICY CIRCULAR

Policy Circular Number	PPI-PC/2007-19
Dated	September 6, 2007
Empowered Authority	Director General, YASHADA
Subject	Guidelines for the remuneration rate of honorarium to Guest Faculty / Subject Experts/ Eminent resource persons invited for through payment of Post Graduate Diploma / Diploma Programmes at YASHADA
Reference	Approval of Hon. DG, YASHADA
Circulated for information to	All ADGs, DDGs and OICs, YASHADA
Effective Date	September 6, 2007

01. The various Post Graduate Diploma / Diploma Programmes, either ongoing or planned, have been discussed during different meetings of the Board of Governors and Executive Committee of the Academy.
02. Currently, the Academy is in the process of conducting/ planning/ proposing the following Post Graduate Diploma/ Diploma Programmes in Distance Learning + Classroom Lectures/ Non- Distance Learning basis:
 - a. Post Graduate Diploma in Urban Management
 - b. Post Graduate Diploma in Rural Management
 - c. Post Graduate Diploma in Child Labour
 - d. Post Graduate Diploma in Disaster Management
03. Guest Faculty invited to conduct training sessions in the Contact Programmes of the Post Graduate Diploma/ diploma Programmes are paid and will continue to be paid the regular pre-approved amount of Rs. 500/- for the first session and Rs. 250/- for the subsequent sessions on the same day.
04. It is however recognized that the training sessions in contact programmes of the Post Graduate Diploma/ Diploma programmes are also to be conducted by subject experts and eminent resource persons with proven competence. It would therefore be appropriate to establish a separate specific remuneration rate and process for payment of honorarium to such experts and resource payments commensurate with their proven competence.
05. It is further recognized that it is essential that the following programmes among others when approved separately, be recognized as specifically approved programmes and be eligible for a separately approved remuneration rate chart for experts and resource persons:
 - a. Diploma Programmes
 - b. Post Graduate Diploma Programmes
 - c. Distance Learning Programmes for Diploma/ Post Graduate Diploma
 - d. Management Development Programmes
 - e. Senior Management Programmes
 - f. Any other programme, as and when approved by ADG (A) and/ or DG, YASHADA

P.T.O.

06. The remuneration rate for honorarium to invited guest faculty for the programmes as at 05 above will be as follows:

S. No.	Details	Rate to be paid for first session Rs.	Rate to be paid for 2nd/ 3rd/ 4th session on same day Rs.
(a)	Eminent Resource Persons with proven subject competence	Upto 3,000 with written approval of ADG (A)	50% of first session within the same approval
(b)	Eminent Resource Persons with proven subject competence	Above 3,000 with written approval of DG	Upto 50% of first session within the same approval

07. YASHADA Faculty and Officers would not be eligible to receive any honorarium for conduct of training sessions in programmes as at 05 above.

So ordered,

Sd/-
(V Ramani)
Director General,
YASHADA

YASHADA POLICY CIRCULAR

Policy Circular Number	PPI-PC/2007-20
Dated	September 14, 2007
Empowered Authority	Director General, YASHADA
Subject	Rate chart for Classroom/Conference Hall at Management Development Centre, YASHADA
Reference	MDC Policy Guidelines PPI-PC/2005-16 dtd.08 th August, 2005
Circulated for information to	All ADGs, DDGs and OICs of YASHADA
Effective Date	September 14, 2007

Amendment to Policy Circular No.PPI-PC/2006-10 issued on 10th August, 2006.

The following schedule and rates are applicable from 14 September 2007 to 31 March 2008.

RESIDENTIAL FACILITIES:

- a) For programs where MDC, YASHADA only hosts the participants and academic inputs are provided by the client organization:

Room charges per participant per day (twin sharing)	Rs.1,500/-
Room charges per participant per day (single occupancy)	Rs.2,500/-
Executive rooms	Rs.3,000/-

- b) For programs where all academic inputs and training materials are provided by YASHADA:

Consolidated charges per participant per day (twin sharing)	Rs.2,000/-
Consolidated charges per participant per day (single occupancy)	Rs.3,000/-
Executive rooms	Rs.3,500/-

- c) Executive Suite Rs.4,000/-

NON-RESIDENTIAL FACILITIES:

The Conference Hall facilities inclusive of LCD projector, OHP, computer facilities, screen, white board and library facilities.

Sr.No.	Details	Full Day	Half Day Or Sunday	Evening (Rs.) 6.30 p.m. to 9.30 p.m.
1.	Conference Hall No. 1 or Computer board classroom MDC- 2	Rs.8,000/-	Rs.5,000/-	Rs. 3,000/-
2.	Conference Hall No. 3	Rs.10,000/-	Rs.7,000/-	Rs. 4,000/-
3.	Conference Hall 4,5,6,7	Rs.8,000/-	Rs.5,000/-	Rs.3,000/-
4.	Syndicate Hall	Rs.3,000/-	Rs.2,000/-	Rs.1,000/-
5.	Food charges such as breakfast, morning tea/coffee, biscuits, lunch in dinning hall and evening tea, snacks per person per day.	Rs.350/-	Rs.300/- Without breakfast	Rs. 250/- Only 1 Tea/Coffee + Dinner (9.00 p.m. to 10.00p.m.)
6.	MDC Auditorium	Rs.25,000/-	Rs.15,000/-	Rs.7,000/-

- Special package deals to be decided on case to case basis with the approval of ADG (Administration) & DG, YASHADA

P.T.O.

An advance amount of 50% to 100% of estimated expenses, depending on client's capability should be received, as deemed fit by Director MDC. In the event of cancellation or postponement of any program advance amount would not be returned.

The following schedule and rates are applicable from 1 April 2008 onwards.

RESIDENTIAL FACILITIES:

- a) For programs where MDC, YASHADA only hosts the participants and academic inputs are provided by the client organization:

Room charges per participant per day (twin sharing)	Rs.2,000/-
Room charges per participant per day (single occupancy)	Rs.3,000/-
Executive rooms	Rs.3,500/-

- b) For programs where all academic inputs and training materials are provided by YASHADA:

Consolidated charges per participant per day (twin sharing)	Rs.2,500/-
Consolidated charges per participant per day (single occupancy)	Rs.3,500/-
Executive rooms	Rs.4,000/-

- c) Executive Suite Rs.5,000/-

NON-RESIDENTIAL FACILITIES:

The Conference Hall facilities inclusive of LCD projector, OHP, computer facilities, screen, white board and library facilities.

Sr.No.	Details	Full Day	Half Day Or Sunday	Evening (Rs.) 6.30 p.m. to 9.30 p.m.
1.	Conference Hall No. 1 or Computer board classroom MDC- 2	Rs.8,000/-	Rs.5,000/-	Rs. 3,000/-
2.	Conference Hall No. 3	Rs.10,000/-	Rs.7,000/-	Rs. 4,000/-
3.	Conference Hall 4,5,6,7	Rs.8,000/-	Rs.5,000/-	Rs.3,000/-
4.	Syndicate Hall	Rs.3,000/-	Rs.2,000/-	Rs.1,000/-
5.	Food charges such as breakfast, morning tea/coffee, biscuits, lunch in dinning hall and evening tea, snacks per person per day.	Rs.350/-	Rs.300/- Without breakfast	Rs. 250/- Only 1 Tea/Coffee + Dinner (9.00 p.m. to 10.00p.m.)
6.	MDC Auditorium	Rs.25,000/-	Rs.15,000/-	Rs.7,000/-

- Special package deals to be decided on case to case basis with the approval of ADG (Admin) & DG, YASHADA

An advance amount of 50% to 100% of estimated expenses, depending on client's capability should be received, as deemed fit by Director MDC. In the event of cancellation or postponement of any program advance amount would not be returned.

Sd/-
(V Ramani)
Director General
YASHADA

YASHADA POLICY CIRCULAR

Policy Circular Number	PPI-PC/2007-21
Dated	September 18, 2007
Empowered Authority	Director General, YASHADA
Subject	Strengthening the Centre for Equity and Social Justice (CESJ) with convergence of additional thematic sectors
Reference	1. Minutes of 55th Meeting of Executive Committee held on 20 July 2007 2. Minutes of Management Review (Faculty) Meeting -YASHADA Academic Council Meeting No. 2007/01- held on 18 August 2007.
Circulated for information to	All Faculty and staff of YASHADA
Effective Date	September 18, 2007

01. It has been recognized within the Academy during various discussions of the Faculty and during discussion in the 55th Meeting of Executive Committee, YASHADA held on 20 July 2007 that it would be essential to strengthen the Centre for Equity and Social Justice (CESJ) at YASHADA through convergence of additional thematic sectors and thereby integrate all similar subject-area training activities within a common Centre.
02. The Centre for Equity and Social Justice (CESJ) was established *vide* approved minutes of the 32nd Meeting of the Board of Governors of YASHADA held on 22 January 2004. Policy Circular No. 32nd BoG /2004 /P&P /Action /PC /02 dated February 12, 2004 was issued accordingly.
03. The CESJ was later restructured to ensure convergence of various thematic sectors *vide* Policy Circular No. PPI-PC /2007-7 dated March 30, 2007. The 54th meeting of the Executive Committee held on April 5, 2007 approved the Policy Circular.
04. The Policy Circular mentioned the following significant aspects –
 - Two major Work Areas were identified – 1. Social Justice, and 2. Social Development.
 - Among the various objectives identified, the key ones include –
 - (a) To develop Resource Centres for Social Justice, Human Rights, Social Development, Women Empowerment and Social Harmony
 - (b) To prepare Human Development Reports and Social Justice Reports
 - (c) Coordinate working with institutes and organizations working in the areas of Equity and Social Justice
 - CESJ would focus its activities in work areas, such as – 1. Social Justice, 2. Social Development, 3. Human Rights, 4. Women’s Empowerment and 5. Social Harmony.
 - Work Output of Faculty at CESJ has been specified in detail and quantified.

05. Since 2003, it is noticed that several subject specific thematic areas have been identified as focus areas, and policy circulars issued for establishment of Centres /Cells /Units. Some such academic units have similar thematic areas, while some have also been separately established. It is therefore essential that certain key sectors, such as Equity and Social Justice, are able to enable convergence of all such thematic sectors.
06. Various other Centres /Cells /Units have also been established from time to time. Some are operational, while some are non-starters, and others are yet to be fully functional.
- (a) **Institute for Productive and Empowered Old Age (IPEOA)** *vide* approved Minutes of the 32nd Board of Governors held on 22 January 2004 and Policy Circular No. 32nd BoG /2004 /P&P /Action /PC /03. Policy Circular No. PC /2003-04 /IOA /004 dated June 10, 2004 was issued later to include amendments.
 - (b) **Centre for Tribal Development, Training and Research** *vide* approved Minutes of the 33rd Board of Governors held on August 27, 2004 and Policy Circular No. PC /2004-05 /CTDTR /004 dated August 18, 2004.
 - (c) **Centre for Women and Child Development, Training and Research** *vide* approved Minutes of the 33rd Board of Governors held on August 27, 2004 and Policy Circular No. PC /2004-05 /CWCWTR /004 dated August 18, 2004.
 - (d) **Resource Center for Disability Rehabilitation** *vide* Policy Circular No. PPI-PC /2007-10 dated 12 April 2007.
 - (e) **Centre for Women's Empowerment** *vide* Policy Circular No. PPI-PC /2007-12 dated 23 May 2007.
07. During discussion in the 55th meeting of the Executive Committee held on 20 July 2007, it was proposed to integrate all institutional initiatives regarding equity, such as caste, community, age, gender and ability within a holistic center for equity and social empowerment. The holistic center is now renamed as **Center for Equity, Justice and Empowerment (CEJE)**.
08. It was therefore decided during discussion in the 55th meeting of the Executive Committee to withdraw certain policy circulars to enable the convergence of related thematic sectors to strengthen the Centre for Equity and Social Justice. The following policy circulars stand withdrawn:
- (a) **Resource Center for Disability Rehabilitation** – Policy Circular stands withdrawn. The Center is now merged with the Center for Equity, Justice and Empowerment.
 - (b) **Centre for Women's Empowerment** – Policy Circular stands withdrawn. The Center is now merged with the Center for Equity, Justice and Empowerment.
09. The following Centres /Cells /Units are also now merged with the Center for Equity, Justice and Empowerment (CEJE):
- (a) **Institute for Productive and Empowered Old Age (IPEOA) / Institute for Productive and Empowered Ageing (IPEA)** – The Institute is now merged with CEJE. The Policy Circulars as at 06 (a) stand withdrawn.

- (b) **Child Rights Cell (CRC)** at the Research and Documentation Centre (RDC) – The Child Rights Cell is now merged with the CEJE.
10. It was also recognized during the meeting of the Academic Council held on 18 August 2007 that the scope of the Child Rights Cell should be expanded by inclusion of various subject areas of Child Development.
11. This Policy Circular now strengthens the Centre for Equity and Social Justice by renaming it as the holistic **Centre for Equity, Justice and Empowerment (CEJE)** with the convergence of the following existing Centres –
- Resource Centre for Disability Rehabilitation
 - Child Rights Cell (at Research and Documentation Centre)
 - Centre for Women’s Empowerment
 - Institute for Productive and Empowered Ageing
12. The Centre for Equity, Justice and Empowerment (CEJE) will function within the aegis of the Research and Documentation Centre (RDC) and will report to Additional Director General (SIRD) through the Deputy Director General (Research).
13. All members of Faculty, Staff and other Employees, Office locations at existing centres /cells /units of the units named below, equipment, proposed and completed lists of activities including training programmes and workshops, and other related activities would henceforth be conducted under the title of CEJE –
- Resource Centre for Disability Rehabilitation
 - Centre for Equity and Social Justice
 - Child Rights Cell
 - Centre for Women’s Empowerment
 - Centre for Productive and Empowered Ageing

Further operational details will be specified later.

(V Ramani)
Director General,
YASHADA

YASHADA POLICY CIRCULAR

Policy Circular Number	PPI-PC/2007-22
Dated	September 24, 2007
Empowered Authority	Director General, YASHADA
Subject	Regarding provision of MDC and DAC (Non-MDC) facilities to IAS officers
Reference	1. Circular No. Administrative Decision-2 dated 27/10/2003 2. Circular No. DGO dated 2 April 2004 3. Circular No. PPI-PC/200716 dated July 11, 2007
Circulated for information to	All ADG, DDGs and OICs, YASHADA
Effective Date	September 24, 2007

In continuation of earlier circular referred to above, it is decided that the Lodging and Boarding facilities at MDC and DAC (Non-MDC) premises will be made available to IAS Officers as per following rates.

Category	Charges		Responsibility
	MDC	DAC (Non-MDC)	
IAS Officers of Collaborating Institutions / Ministries of GoI / Departments of GoM as well as those having specific MoU with Yashada or on Collaborative Projects, arriving at Yashada in connection with official work.	As per project collaboration guidelines`	As per project collaboration guidelines`	DG/ADG
IAS Officers from Maharashtra cadre	Rs. 250/- per day for a room (including Morning tea and breakfast)	Rs. 150/- per day for a room (including Morning tea and breakfast)	ADG
IAS Officers from other than Maharashtra cadre	Rs. 400/- per day for a room (including Morning tea and breakfast)	Rs. 300/- per day for a room (including Morning tea and breakfast)	ADG

- Note:- 1. The above facilities will be provided subject to availability only.
2. The food and other facilities, in addition to above, will be payable at actuals.

Director General, YASHADA

YASHADA POLICY CIRCULAR

Policy Circular Number	PPI-PC/2007-23
Dated	6 October 2007
Empowered Authority	Director General, YASHADA
Subject	Rate Chart for Classrooms at DAC-YASHADA
Reference	Minute of the BoG :XXI:12 & BoG :XXXIV:74
Circulated for Information to :	All ADGs, DDGs and OICs, YASHADA
Effective from	6 October 2007

Amendment to Policy Circular No. PPI-PC / 2006 -09

The following rates will now be applicable for DAC (Development Administration Complex – YASHADA) facilities:

A. Training Facilities:

Sr. No.	Class Room	Capacity	Facility	Full Day Charges Per Day (Rs.)	Half Day Charges Or Sunday (Rs.)
1.	Lezim	150 - 200	Computer, LCD, OHP, 3 Mike, 2 Speakers, Conference System	15,000/-	7,500/-
2.	Auditorium	80	Computer, LCD, OHP, 3 Mike, 2 Speakers, Conference System	8,000/-	4,000/-
3.	C-1 C-5 C-6	45	Computer, LCD, OHP, 2 Mike, 2 Speakers	4,000/-	2,000/-
4.	C-2 C-3 C-4	25	Computer, LCD, OHP	3,000/-	1,500/-
5.	Syndicate Rooms	20 to 25	Computer, LCD, OHP	1,500/-	800/-
6.	Board Room	50	Computer, LCD, OHP, Conference System	7,000/-	4,000/-

Sr. No.	Details	Full Day	Half Day Or Sunday	Evening (Rs.) 6.30 p.m. to 9.30 p.m.
7.	Food charges such as breakfast, morning tea/coffee, lunch in dining hall and evening tea, per person per day (For Non-residential Participants) in conjunction with facilities at A above.	Rs.200/-	Rs.175/- Without breakfast	Rs. 125/- Only 1 Tea/Coffee + Dinner (9.00 p.m. to 10.00p.m.)

P.T.O.

B. Residential Facilities at Shamee, Durva and Jubilee Hostels (including boarding charges):

Sr. No.	Details	Single Occupancy Per Day (Rs.)	Double Occupancy Per Day (Rs.)
1.	Suite	1,200/-	1,600/-
2.	AC Room	1,000/-	1,200/-
3.	Non-AC Room	750/-	1,000/-

Sr. No.	Details	Private Per Day (Rs.)	Govt. Per Day (Rs.)
4.	Dormitory (per bed)	50/-	20/-

C. Mess Charges for individual visitors at Kojagiri Mess for Shamee, Durva and Jubilee Hostels:

Sr. No.	Details	Charges (Rs.)
1.	Breakfast	25/-
2.	Tea/ Coffee	10/-
3.	Lunch	50/-
4.	Dinner	50/-

- Special package deals to be decided on case to case basis with the approval of ADG (Administration) & DG, YASHADA

Director General, YASHADA