



# Institute of Management in Government

Monthly Bulletin- February 2026



## **Published by,**

Tinku Biswal IAS, Director General, IMG

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## ***From the Desk of Director General***

The Institute is currently in the process of finalizing the programme calendar for the year 2025–26. The past year has been marked by both opportunities and challenges, each providing valuable lessons for the Institute. Despite irregularities in fund flow, we were able to successfully conduct the majority of State Training Policy programmes, while also maximizing the conduct of State-sponsored programmes by effectively utilizing available gaps.

It is a matter of great pride that the Institute achieved 100 percent completion of all “Specific to State” category programmes and Trainer Development programmes allotted by the Department of Personnel and Training, Government of India. This accomplishment is particularly noteworthy, as IMG stands as the only administrative training institute in the country to have achieved this distinction.

I trust that all faculty members are actively engaged in finalizing the training calendar for the coming year. It is our collective responsibility to ensure that the programmes included are need-based and responsive to the evolving administrative, technological, and policy landscapes of governance. The draft calendar must be thoroughly deliberated in the Training Coordination Committee, and each department should take full ownership of the programmes it proposes.

The upcoming calendar should reflect innovation and creativity, inspiring curiosity among officers to actively engage, learn, and grow.

I would also like to reiterate the importance of preparing comprehensive course designs. A standardized course design will ensure consistency and quality in programme delivery, regardless of where or by whom the programme is conducted.

***Tinku Biswal IAS***

## ***Handbook on Duties and Responsibilities of the Land Revenue Department Released***

The Handbook on Duties and Responsibilities of the Land Revenue Department officials were released by the Hon'ble Minister for Revenue & Housing, Shri. K. Rajan on 11th February 2026 at IMG, Thiruvananthapuram. The handbooks were published in two comprehensive volumes and were developed under the "Public Accountability Charters for Employees" (PACE) project, supported by the DAPRG, Government of India.

The release function was presided over by IMG Director General, Smt. Tinku Biswal IAS. During the ceremony, Shri. Jeevan Babu IAS, Commissioner of Land Revenue, formally received the handbooks. The event commenced with a welcome address by Dr. Ram Mohan R., Professor and Nodal Officer of the PACE Project. Shri. Anu S Nair IAS, Deputy Secretary (Revenue) and Executive Director of ILDM, offered felicitations. The function was attended by senior officials and departmental taskforce members of the Land Revenue Department.



## *Handbook on Duties and Responsibilities of the Registration Department Released*

The Handbook on Duties and Responsibilities of the Registration Department Officials was officially unveiled by the Inspector General of Registration, Smt. Meera K. IAS, on 11th February 2026 at IMG Thiruvananthapuram. The handbook was developed under the Public Accountability Charters for Employees (PACE) project, supported by the DAPRG, Government of India.

The function was presided over by Dr. Ram Mohan R., Professor and Nodal Officer of the PACE Project. The event was also graced by key dignitaries, including Shri. Divakaran, Private Secretary to the Minister for Registration; Shri. Sajan Kumar P.K., the Joint Inspector General of the Registration Department; and Shri. Sreevisakh M. Girinath, Departmental Nodal Officer. The function was attended by senior officials and departmental taskforce members of the Registration Department.



## ***Trainer Development Programme (TDP) on Training Needs Analysis***

A six-day National Level Trainer Development Programme, sponsored by the Department of Personnel and Training, Government of India, was successfully conducted at IMG from 16 to 21 February 2026.



The programme focused on building the capacity of trainers to undertake Training Needs Analysis (TNA) for organisations and to function as independent TNA consultants. Fourteen participants from various Government Departments took part in the programme.

Designed with a strong emphasis on experiential learning, the programme featured case studies, role plays, and field assignments, enabling participants to apply concepts in practical settings.

Participants will be awarded certificates upon the successful completion of assigned TNA projects, to be submitted within one month of the programme's conclusion.

## ***Trainer Development Programme on Design of Training***

The Institute of Management in Government (IMG), under the Trainer Development Programme sponsored by the Department of Personnel and Training (DoPT), Government of India, successfully conducted a national-level programme on Design of Training for faculty members, Training Managers, and Training Coordinators from various training institutes and field departments.

The programme was designed to build competencies in scientifically designing training interventions based on systematically conducted Training Needs Analysis (TNA). A total of 12 participants from diverse institutions across the state attended the programme.

Delivered through an experiential learning approach, the programme emphasized practical application and participant engagement. As part of the certification requirements, participants were mandated to develop and submit a comprehensive course design based on an identified organizational need.

The programme was conducted from 17 to 21 February 2026 at the IMG Headquarters, Thiruvananthapuram.



## ***IMG Sets New Benchmark with Comprehensive Research Methodology Training***

The Institute of Management in Government (IMG) recently designed and delivered a flagship ‘Training on Research Methodology’ program. This initiative aims to sharpen the research skills and capabilities of higher education faculty, scholars, and professionals engaged in social world research. It follows the competency framework of educational settings and curriculum development envisaged in the National Education Policy 2020.

In February 2026, IMG successfully rolled out two batches as a dedicated capacity-building program for college teachers under the Department of Collegiate Education.

Designed as a unique Three-Phase Academic Excellence Model, this program is an initiative to improve the national research environment, ultimately leading to an enhanced learning experience. This intensive program spans nearly three months, representing 120 hours of academic engagement through a unique three phases blended learning approach:

Phase 1 is for Foundation Building (10 Hours). In this phase participants completed structured online preparatory assignments to establish a baseline understanding of core research concepts before the face-to-face sessions.



Phase 2 is six-days Intensive Contact Workshop (60 Hours). Held at the IMG Thiruvananthapuram main campus, these six-day workshops (Feb 9–14 and Feb 23–28) focused on research skill development through learning by doing. This phase is fully oriented in group activities, using experiential learning tools in a learner-centered environment to bridge the gap between theory and practice.

Phase 3 is for submission of Individual Research Proposal & to conduct Peer Review which requires 50 Hours of academic engagement. In the final two months, participants are required to draft an individual, high-quality research proposal. To successfully complete the phase, candidates must secure a score of 70% or above, ensuring the output is of a publishable standard.

Following the success of these initial batches, IMG plans to extend this prestigious program to all institutions of higher learning as a funded initiative for the upcoming financial year.

## ***Govt. of India sponsored Training on Managing Geriatric Issues in Society***

A Govt. of India sponsored Training Programme on Managing Geriatric Issues in Society (GOI 52) for the Officers of various Govt. Departments were conducted at IMG, Regional Centre, Kochi from 5 to 7 February, 2026. Thirty (30) officers were attended the programme.



The programme started with an Introduction session on Managing Geriatric Issues in Society by Smt. B. Suja, Associate Professor, IMG, Kochi (Course Director) of this programme.

Dr. Rajeev B. Empanelled Faculty & Assessor at National Accreditation Board of Hospital &

Healthcare Providers NABH (AYUSH), New Delhi handled the sessions Managing Geriatric Issues in Society with special reference to Senior Citizens in Kerala. Smt. Mala Parvathy, Psychologist & Actress handled the session “The Inner World of Ageing: Mental Health, identity and Emotional Well-being of Senior Citizens”. Justice Sri. V.G. Arun, (Rtd.) High Court of Kerala, Ernakulam handled the session on Current Global Trends in Senior Citizen Laws and Experience Sharing.

Social and Intellectual dimensions of Senior Life was handled by Dr. Neena Joseph Professor (Rtd.), Institute of Management in Govt., Regional Centre, Kochi.

Sri. D. Pradeep Kumar, Asst. Director (Rtd.), AIR Journalist & Writer was the Resource Person for handling the session ‘Quality of Life’:-Duties & Responsibilities of Society. Dr. Aliyar M.E., Judicial Magistrate of the First Class, Kerala State (Rtd.) & Faculty, Bharata Mata Law College, Aluva handled the session Senior Citizens Act, Constitutional Provisions & Other Laws in India. The session on Ground level Realities of Senior Life and Scope of fruitful intervention was handled by Smt. Baby Rani K.N., Sub Divisional Engineer (Rtd.), BSNL, Chalakudy & Social Activist. Family relationship in Geriatric Care was handled by Dr. Jacob Varghese, Faculty, IMG, Kochi.

The programme was concluded by a valedictory function at 5 pm chaired by Smt. B. Suja, Associate Professor, IMG, Kochi who was the Course Director of the programme. The programme was well received by the participants



## *Mentoring Skills Course*

A Govt. of India sponsored Training Programme on Mentoring Skills Course was conducted at IMG, Regional Centre, Kochi from 26 to 28 February, 2026 (GOI-012). Nine participants were selected from: CRPF (2), Fire and Rescue Services (3), Two participants (2) were from Andhra Pradesh and Karnataka respectively viz. Dr. Nare Ravi Kumar, Veterinary Assistant Surgeon, Veterinary Dispensary, PINCHA, T.Sundupalli , Annamayya Dist., Andhra Pradesh and Dr. Christina Kantharaj, Faculty, Department of Social Work, Kuvempu University, Shankaraghatta, Shivomaga Dist., Karnataka and Two (2) officers from Kochi Metro Rail Limited.

The three day programme is designed on Role plays based on a case study. The participants were actively involved and on the final day discussed in groups how what they learnt,



can be implemented in their various Institutions. One group discussed how fresh recruits in the CRPF can be mentored. The second group explored the possibility of engaging PG students to provide peer guidance for University students. The 3rd group considered mentoring for the new women Officers who have been appointed as Fire Force Inspectors for the first time in the Department History.

Dr. Jacob Varghese, (Recognized Trainer, DoPT) and Faculty, IMG, Kochi and Dr. Preetha S (Recognized Trainer, DoPT), Associate Professor, Govt. Nursing College, Tvpm were deployed by DoPT to run the course. Smt. B. Suja, Associate Professor, IMG, Kochi was the Course Director. The programme was concluded by a valedictory function at 5 pm chaired by Course Director and Resource persons. The programme was well received by the participants.

## ***GOI Sponsored Training Programme on Ergonomics in Workplace***

Institute of Management in Thiruvananthapuram has successfully conducted a Govt. of India Sponsored training programme on Ergonomics in workplace on 11<sup>th</sup> to 13<sup>th</sup> February 2026. 30 participants from various departments attended the programme.

The programme immersed on the topics like Stress management, Personal health, artificial intelligence, KSR, health ergonomics and the ways to cure lifestyle diseases through mindfulness. The programme was concluded on 11<sup>th</sup> evening by the course director.

## ***GOI Sponsored Training Programme on Good Governance through E-Governance & Govt. Process Re-Engineering***

A Government of India Sponsored programme on Good Governance through E-Governance & Govt. Process Re-Engineering was conducted at IMG Thiruvananthapuram on 9<sup>th</sup> to 11<sup>th</sup> February 2026. 30 participants attended the programme.

The programme was focused on various topics like Personal & Professional Administration, Reimagining governance in the digital age, transforming governance through process reengineering and effective use of ICT tools in office environment etc. Sessions were handled by Shri. Rajilan MC, Shri. Anoop M R, Dr. Raj Mohan, shri. Binu Kumar N S, and Shri Mohana Chandran.

### **Conducted Programmes for the Month of February**

<b>Sl. No</b>	<b>Code</b>	<b>Name of Training</b>	<b>Department</b>	<b>From</b>	<b>To</b>	<b>Facilitator</b>
1	GOI (SCTP) 75/2025	Advanced Cyber Security Awareness Programme	Various	02-02-26	04-02-26	ME
2	STP 562	KAVAL PLUS Project	Women & Child Development Department	02-02-26	06-02-26	AJ

3	STP 550	Induction Training Programme	Various	02-02-26	06-02-26	GM/NPM
4	STP 566	Training Programme for CB Officers	Police (CB)	03-02-26	05-02-26	SS
5	STP 561	Training on PEARL Application for Clerks/Senior Clerks	Registration Department	02-02-26	04-02-26	SB
6	STP Addl 36	Training on English & Malayalam Computing and Word Processing	Various	05-02-26	07-02-26	JV
7	GOI 52/202 5	Training Programme on Managing Geriatric Issues in Society	Various	05-02-26	07-02-26	SB
8	ST 565	Management Development Programme	Vocational Higher Secondary Education	03-02-26	06-02-26	RD
9	Addl STP 34	Malayalam Computing & Word Processing	Various	03-02-26	05-02-26	RD
10	GOI (SCTP) 96/202 5	Good Governance Through e-Governance and Govt. Process Re-Engineering	Various	09-02-26	11-02-26	SJR
11	GOI (SCTP) 79/25	Training on Cyber Crimes & Information Security	Various	09-02-26	11-02-26	VS
12	Addl STP 37	Training on English & Malayalam Computing and Word Processing	Various	09-02-26	11-02-26	ME
13	STP 574	Training for Sr.Clerks and Clerks on Service Rules (KSR I,II,III, KS&SST)	Local Self Government Department	09-02-26	11-02-26	NR
14	STP 554	Management Training for Vis	Vocational Higher Secondary Education	09-02-26	12-02-26	SS
15	OSP 125/20 25	Research Methodology for the Teachers of Collegiate Education	Collegiate Education Department	09-02-26	14-02-26	SS
16	DARPG-PACE	PACE Dissemination Seminar for Revenue Department	DARPG	11-02-26	11-02-26	RM
17	DARPG-PACE	PACE Dissemination Seminar for Registration Department	DARPG	11-02-26	11-02-26	RM

18	GOI (SCTP) 85/2025	Training on Cyber Crimes & Information Security	Various	11-02-26	13-02-26	VS
19	GOI (SCTP) 90/2025	Ergonomics in Workplace	Various	11-02-26	13-02-26	SJR
20	STP 580	Training Programme on Internal Security & Intelligence Analysis for Ministerial Staff	Police (SSB)	11-02-26	13-02-26	SS
21	STP 577	Performance Enhancement Training Programme for Attenders/Nursing Assistants	Department of Indian System of Medicine	09-02-26	10-02-26	MBN
22	STP Addl 36	Training on English & Malayalam Computing and Word Processing	Various	09-02-26	11-02-26	JV
23	STP 575	Training on General Service Rules	Survey & Land Records Department	09-02-26	11-02-26	MVG
24	STP 591	Training on E Office	Ground Water Department	13-02-26	13-02-26	JV
25	STP 582	Orientation Training for Drivers in Traffic Rules, Vehicle Maintenance, Stress Management and First Aid	Forest Department	16-02-26	17-02-26	NPM
26	STP 585	Capacity Development Programme for Technical & Non-Technical staff	Industrial Training Department	16-02-26	18-02-26	RM
27	GoI (TDP) 12/2025	Training Need Analysis	Various	16-02-26	21-02-26	SS
28	STP 593	Training on New Criminal Laws	Vigilane & Anti-Corruption Bureau	17-02-26	18-02-26	SS
29	STP 595	Training Need Analysis (TNA)	ISM	17-02-26	18-02-26	MBN
30	GoI (TDP) 9/2025	Design of Training (DoT)	Various	17-02-26	21-02-26	SS

31	STP 597	"Administrative Training for Medical College Principals"	Directorate of Medical Education	18-02-26	20-02-26	NR
32	STP 599	Artificial Intelligence Tools	Factories & Boilers Department	19-02-26	20-02-26	NPM
33	GOI (SCTP) 95/2025	Interpersonal Intelligence for Public Workforce	Various	19-02-26	21-02-26	GM
34	STP 601	Management Development Programme for RTOs/JRTOs	Motor Vehicles Department	19-02-26	21-02-26	VS
35	OSP 126/2025	IAS -Phase II Training 2024 batch -Departmental Examination by KPSC	Various (IAS)	19-02-26	03-03-26	MBN
36	STP 603	One day Training in E-Office and all IT Services for Clerks/Typist/CA	Forest Department	20-02-26	20-02-26	NPM
37	OSP 127/2025	Training programme for the staff of PSC	Public Service Commission	20-02-26	21-02-26	NPM
38	STP 583	Management Training for LTA's	Vocational Higher Secondary Education	16-02-26	19-02-26	
39	STP Addl 39	Training on English & Malayalam Computing and Word Processing	Various	16-02-26	18-02-26	JV
40	STP 602	Training on AI Tools	Factories & Boilers Department	19-02-26	20-02-26	NPM
41	STP 635	Training on PRISM Software, Retirement Plan, NPS	Fire & Rescue Services	20-02-26	21-02-26	SJR
42	Addl STP 41	Training Programme on English & Malayalam Computing and Word Processing for the Officers of Various Departments	Various	23-02-26	25-02-26	ME
43	STP 606	Training programme for Superintendent & Principals	Scheduled Caste Development Department	23-02-26	25-02-26	SAS
44	STP 633	KAVAL PLUS Project	Women & Child Development Department	23-02-26	27-02-26	AJ

45	STP 472	Management Development Programme for JD/DD	Animal Husbandry Department	23-02-26	27-02-26	RM
46	OSP 128/2025	Training Programme on Research Methodology for the Teachers of Collegiate Education	Collegiate Education Department	23-02-26	28-02-26	SS/AJ/MBN/SAS
47	STP 618	Induction Training programme for Clerk/Warden	Scheduled Tribes Development Department	23-02-26	28-02-26	MVG
48	STP 605	Induction Training to clerks	Motor Vehicle Department	23-02-26	05-03-26	VS
49	GoI (SCTP) 97/2025	Training Programme on Tools and Techniques of Digital Branding for Governmental Institutions	Various	24-02-26	26-02-26	GM
50	STP 621	Training Programme on Interpretation of Statues	Goods & Services Tax	27-02-26	28-02-26	RJ
51	STP 564	E Office Master Training	Directorate of Medical Education	23-02-26	24-02-26	NR
52	STP 611	Training Programme for Rationing Inspectors	Civil Supplies & Consumer Affairs Department	24-02-26	26-02-26	SJR
53	GOI 12/2025	Mentoring Skills	Various	26-02-26	28-02-26	SB
54	STP 590	Induction Training for Statistical Assistants	Economics & Statistics Department	26-02-26	11-03-26	ME
55	STP 607	Training for Rationing Inspectors	Food & Civil Supplies Department	23-02-26	25-02-26	RD
56	STP 598	e-office	Ground Water Department	26-02-26	26-02-26	RD
57	STP 568	E-Office Masters Training for DME	Directorate of Medical Education	27-02-26	28-02-26	RD