

# INSTITUTE OF MANAGEMENT IN GOVERNMENT

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**K Jayakumar, Director, IMG**

## **Programme Committee**

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Kochikode

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Editorial cum Research Assistant: Anusree R

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



The rapid advancements in technology across all sectors have significantly influenced the training landscape of the country. While conventional face-to-face training will continue to be important, it often faces logistical challenges that limit its reach. To some extent, these limitations can be addressed by leveraging online learning wherever feasible.

The iGOT platform, maintained by the Capacity Building Commission under the Mission Karmayogi project, offers immense opportunities for both trainees and training institutions nationwide. The courses available on the platform incorporate interactive elements, audio/video content, and assessment tools, making learning more engaging and effective.

Our goal this year is to onboard onto the iGOT platform and upload as many relevant courses as possible. Specifically, courses that address state-specific requirements and are relevant to government employees will be prioritized. Course content that is self-explanatory and easy to learn independently needs to be developed as e-modules and uploaded to the portal. Meanwhile, aspects of training that require in-person interaction can continue through conventional face-to-face sessions.

At IMG all faculty members will devote their attention to develop e-learning modules relevant to their respective departments. With the financial support of DoPT IMG has started the setting up of a digital lab that will significantly support this initiative and help us achieve our goal.

Let's work together to make training more accessible, engaging, and effective.

***K Jayakumar***

## ***Training on Sevottam***

Public grievance redressal is a crucial aspect of good governance. Officers at all levels must be sensitized to the importance of addressing grievances effectively and ensuring citizen satisfaction.

Under the patronage of the Department of Administrative Reforms, and Public

Grievances (DARPG), the institute conducted two district-level workshops—one in Alappuzha and another in Kottayam. These workshops focused on key elements of the Sevottam

framework, including Charter Effectiveness, Service Delivery Preparedness, and Public Grievance Redressal Mechanisms.



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has resumed at IMG. Junior Assistants with less than six months of service were deputed to attend this three-day training.

Dr. S.K. Sanil, Managing Director of KSFE, inaugurated the program. The sessions covered key topics such as effective customer relationship management, team synergy, verification of security documents, and the impact of technological disruptions.

A series of similar training programs are scheduled in the coming months at Trivandrum and the IMG Regional Centre in Kozhikode.

## ***Training for Junior Assistants of KSFE***

The training program for Junior Assistants of Kerala State Financial Enterprises (KSFE) has



### ***Visit of Mission Karmayogi Team***

As part of promoting the initiatives of the Capacity Building Commission, the Mission Karmayogi Team visited the state on February 24-25, 2025. The delegation was led by Ms. Alka Mittal, Member (Administration), Capacity Building Commission, along with her team.

During the visit, the team held discussions with the Chief Secretary to the Government of Kerala and senior bureaucrats. They presented the i-GOT platform and the courses available on the portal. The team also expressed interest in establishing a long-term collaboration with the state for capacity-building initiatives. Additionally, the team visited the institute and conducted an orientation session on e-content development for faculty members, focusing on content to be uploaded on the i-GOT portal. The session was led by Mr. Henrey Arogyaraj and was attended by faculty members from both the headquarters and regional centers.

### ***Training Programmes for the State Health Agency***

The Institute of Management in Government conducted two training programmes for the State Health Agency:

- OSP-169: Held from February 20 to 21, 2025 (28 officers )
- OSP-176: Held from February 27 to 28, 2025(27 officers )

The officer trainees comprised a diverse group, including very senior managers and field-level officers. The primary focus of the training was to enhance their administrative capabilities, with a special emphasis on becoming smart administrators.

A half-day session was conducted in the Computer Lab, providing hands-on experience with various smart administrative tools. The training was well received by the participants.

The sessions were conducted by:

- A Retired Additional Secretary with over 35 years of experience
- A Deputy Secretary from the Secretariat, who is also a Master Trainer in Change Management and Government Process Re-engineering

The training successfully equipped officers with essential skills to enhance their administrative efficiency.

## Conducted Programmes for the Month of February

Sl. No	Code	Name of Programme	Department	From	To	Faculty
1	GOI (SCTP) 49	Redevelopment and Redesigning for Urban Planners and Engineers in Kerala	Various	03-Feb-25	05-Feb-25	NR
2	GOI (SCTP) 84	Professional Excellence in Administrative Matters	Various	03-Feb-25	05-Feb-25	SJR
3	GOI (SCTP) 23	Data Analytics-Variou Tools and Techniques	Various	04-Feb-25	06-Feb-25	ME
4	OSP-158/24	Training Programme on Sevottam	Various	06-Feb-25	06-Feb-25	SS & NPM
5	OSP	Palliative Training	NAM	05-Feb-25	07-Feb-25	LJ
6	GOI 85	Training on Administrative Vigilance (Conduct Rules, Disciplinary Proceedings, Court Procedure & Preparation of Statement of Facts)	GOI	03-Feb-25	04-Feb-25	RD
7	OSP	Foundation Course in Palliative care for Medical Officers	NAM	04-Feb-25	06-Feb-25	RD
8	GOI 88	Training on eOffice	GOI	05-Feb-25	06-Feb-25	RD
9	GOI SCTP 56/24	Stress Management and Enhancing Interpersonal Relations for Positive Work Culture	Various	10-Feb-25	12-Feb-25	SJR
10	GOI SCTP 79	AI Tools and Techniques for Training and Development	Various	11-Feb-25	13-Feb-25	ME
11	OSP 156	Capacity Building Programme for CRCCs	SSK	12-Feb-25	14-Feb-25	MBN/G M
12	OSP 162	Training on Palliative Care	NAM	13-Feb-25	15-Feb-25	MBN/A B

13	GOI OSP 03	Consultative Meeting with Taskforce Members of DARPG - PACE Project	Registration	13-Feb- 25	13-Feb- 25	RM
14	GOI OSP 04	Consultative Meeting with Taskforce Members of DARPG - PACE Project	Registration	14-Feb- 25	14-Feb- 25	RM
15	OSP- 161	Foundation Course in Palliative Care for Medical Officers	ISM NAM	10-Feb- 25	12-Feb- 25	RD
16	GOI-89	Training on Gender Sensitivity	GOI	11-Feb- 25	11-Feb- 25	RD
17	GOI - 91	Training on Malayalam Computing	GOI	13-Feb- 25	14-Feb- 25	RD
18	OSP 168/2 4	Induction training for Assistants	KSFE	17-Feb- 25	19-Feb- 25	SS/RJ/A B
19	OSP 157/2 4	Capacity Building Programme for CRCCs	SSK	19-Feb- 25	21-Feb- 25	MBN/A B
20	GOI SCTP 48	Cybercrimes and Information Security	Various	19-Feb- 25	21-Feb- 25	VS
21	GOI OSP 05	Consultative Meeting with Taskforce Members of DARPG - PACE Project	Registration	20-Feb- 25	20-Feb- 25	RM
22	OSP 169	Enhancing Excellence: Capacity Building	State Health Agency	20-Feb- 25	21-Feb- 25	MBN
23	GOI SCTP 75	Pre-Retirement Counselling	Various	20-Feb- 25	22-Feb- 25	MVG
24	OSP 171	Training on Palliative Care	NAM	20-Feb- 25	22-Feb- 25	MBN/A B
25	GOI SCTP 77	GIS training for LSGD	Various	20-Feb- 25	22-Feb- 25	RN
26	OSP 170/2 4	Training on Palliative Care	NAM	19-Feb- 25	21-Feb- 25	LJ
27	GOI-92	Training on Team Building and Leadership	Various	17-Feb- 25	19-Feb- 25	RD
28	OSP	Foundation Course in Palliative care for medical officers	ISM NAM	18-Feb- 25	20-Feb- 25	RD

29	OSP 175/2 4	Prevention & Mgt. of Osteoarthritis and other Musculoskeletal Disorders	NAM	24-Feb- 25	26-Feb- 25	MBN/A B
30	OSP 176/2 4	Enhancing Capacity Building	State Health Agency	27-Feb- 25	28-Feb- 25	MBN
31	OSP 165	Training on Palliative Care	NAM	27-Feb- 25	01-Mar- 25	MBN/A B
32	GOI SCTP 52	Research Methodology for Urban Policy in Kerala	Various	27-Feb- 25	01-Mar- 25	NR
33	OSP 177/2 4	Training for Assistants of KSFE	KSFE	27-Feb- 25	01-Mar- 25	SS/ RJ/AB
34	GOI OSP 6	Consultative Meeting with Taskforce Members of DARPG - PACE Project	Revenue	27-Feb- 25	01-Mar- 25	RM
35	OSP 174/2 4	Training Programme for Siddha Medical Officers	NAM	24-Feb- 25	25-Feb- 25	LJ
36	OSP	Training on Palliative Care	NAM	27-Feb- 25	01-Mar- 25	LJ
37	GOI	Training on eOffice	Various	27-Feb- 25	28-Feb- 25	RD
38	OSP	Foundation Course in Palliative Care for Medical Officers	ISM NAM	27-Feb- 25	01-Mar- 25	RD

### Programmes Scheduled for the Month of March

Sl. No	Code	Name of Programme	Department	From	To	Faculty
1	GOI 54	Project Management Excellence Tools and Techniques for success	Various	03-Mar- 25	05-Mar- 25	GM
2	OSP 183	Palliative Care	NAM	03-Mar- 25	05-Mar- 25	MBN/AB
3	OSP 179	Induction Training for ICDS Supervisors	W&CDD	03-Mar- 25	07-Mar- 25	AJ

4	OSP 180	Training for Information Officers	I&PRD	03-Mar-25	07-Mar-25	AJ
5	OSP 181	Induction Training for ICDS Supervisors	W&CDD	03-Mar-25	07-Mar-25	AJ
6	OSP 178	Phase II Attachment Training Programmes for IAS Officer Trainees	Various (IAS)	03-Mar-25	22-Mar-25	MBN
7	OSP 190	Training for Junior Assistant	KSFE	05-Mar-25	07-Mar-25	SS/RJ/A B
8		Conducting Test - Consultancy	KERA	06-Mar-25	06-Mar-25	VS
9	OSP 184/24	Training on Palliative Care	National Ayush Mission	05-Feb-25	07-Feb-25	LJ
10	OSP 186	Induction training for Assistants of KSFE	KSFE	03-Mar-25	05-Mar-25	RD
11	OSP 182	Induction training for Supervisors	WCD	03-Mar-25	07-Mar-25	DC
12	SCTP- 95	Training on Gender Sensitivity	GOI	05-Mar-25	05-Mar-25	RD
13	SCTP- 96	Training on Malayalam Computing	GOI	06-Mar-25	07-Mar-25	RD
14		Basic Intelligence Awareness Programme for railway police	Police	17-03-25	19-03-25	DC/Dr.S S
15	GOI OSP 7	Consultative Meeting with Taskforce Members of DARPG - PACE Project	Revenue	18-Mar-24	20-Mar-24	RM
16	GOI OSP 8	Consultative Meeting with Taskforce Members of DARPG - PACE Project	Revenue	20-Mar-24	22-Mar-24	RM
17	GOI OSP 9	Consultative Meeting with Taskforce Members of DARPG - PACE Project	Revenue	21-Mar-24	22-Mar-24	RM
18	GOI(SC TP) 90	Sustainable Waste Management Practices	Various	17-Mar-25	19-Mar-25	AJ
19	STP	TOT	Cooperative	17-Mar-25	20-Mar-25	MBN
20	STP 30	Induction Training Programme for the Clerical Staff	Animal Husbandry	17-Mar-25	29-Mar-25	RM
21	STP	Training for Draftsman Grade III	Irrigation	17-Mar-25	22-Mar-24	RJ

22	GOI	Behavioural Aspects of Administration	Various	20-Mar-24	22-Mar-24	RJ
23	STP	Training or SBCID	SBCID	17-Mar-25	19-Mar-25	SS
24	STP 1235	Training Programme on Word Processing and Malayalam Computing	Various	17-Mar-25	19-Mar-25	ME
25	STP 1237	Training Programme on Word Processing and Malayalam Computing	Various	17-Mar-25	19-Mar-25	ME
26	STP	Sustainable Waste Management Practices	Various	17-Mar-25	19-Mar-25	AJ
27	STP	Sustainable Waste Management Practices	Various	20-Mar-25	22-Mar-25	AJ
28	OSP	eTraining	NAM	17-Mar-25	17-Mar-25	MBN/AB
29	OSP	eTraining	NAM	18-Mar-25	18-Mar-25	MBN/AB
30	OSP	eTraining	NAM	19-Mar-25	19-Mar-25	MBN/AB
31	OSP	Induction Training for Jr. Assistants	KSFE	20-Mar-25	22-Mar-25	Dr.SS/RJ/AB
32	STP 1240	Training Programme on Word Processing and Malayalam Computing	Various	20-Mar-25	22-Mar-25	ME
33	STP 1241	Training Programme on Word Processing and Malayalam Computing	Various	20-Mar-25	22-Mar-25	ME
34	STP	Leadership and Supervising skills for Officers	Fire and rescue	21-Mar-25	22-Mar-25	SJR
35	STP	Training Programme on Assistant Registrars of CDRC	Civil Supplies and Consumer Affairs	21-Mar-25	22-Mar-25	SJR
36	OSP		PSC	21-Mar-25	24-Mar-25	
37	GOI (SCTP) 43/202 4	Research Methodology	LSGD	17-Mar-25	19-Mar-25	NR
38	STP 1301	Training Programme for the Staff of Nirbhaya Homes	W&CDD	18-Mar-25	19-Mar-25	AJ
39	STP 1302	Trainig Programme for the staff of Nirbhaya Homes	W&CDD	20-Mar-25	20-Mar-25	AJ

40	GOI SCTP	Training on Vigilance and Disciplinary procedures	Various	17-Mar-25	19-Mar-25	SJR
41	GOI 64	GoI Programme		24-Mar-25	26-Mar-25	AB
42		GoI Programme		27-Mar-25	29-Mar-25	AB
43	GOI SCTP) 93	Research Methodology for College Teachers	Various	27-Mar-25	29-Mar-25	AJ
44	STP	Administrative Effectiveness Training for Clerks	Irrigation	24-Mar-25	28-Mar-25	RJ
45	STP Addl. 22	Training on e-Office	VACB	24-Mar-25	24-Mar-25	SS
46	STP Addl. 23	Training e-Office	VACB	25-Mar-25	25-Mar-25	SS
47	STP Addl. 24	Training on e-Office	VACB	26-Mar-25	26-Mar-25	SS
48	STP	E-Office & Ease of doing business	Fire and Rescue	24-Mar-25	25-Mar-25	SJR

### Faculty Legends

<b>SS</b>	Dr. Sajeew S, Professor, IMG, TVM	<b>RJ</b>	Dr. R Jayasree, Professor, IMG, TVM
<b>RM</b>	Dr. R Ram Mohan, Professor, IMG, TVM	<b>MBN</b>	Dr. Mini B Nair, Associate Professor, IMG, TVM
<b>AJ</b>	Dr. Anishia Jayadev, Associate Professor, IMG, TVM	<b>AB</b>	Smt. Amala Bonnie, Assistant Professor, IMG, TVM
<b>NR</b>	Dr. N Rahul, Assistant Professor, IMG, TVM	<b>GM</b>	Smt. Gowri M, Assistant Professor, IMG, TVM
<b>ME</b>	Shri. Mubashir E, Assistant Professor, IMG, TVM	<b>NPM</b>	Smt. Ninumol P M, Assistant Professor, IMG, TVM
<b>VS</b>	Shri.V.Sreekumar, Sr.Programmer, IMG, TVM	<b>SJR</b>	Smt. Shuja R, Associate Fellow, IMG, TVM
<b>MVG</b>	Smt. Minimol V G, Associate Fellow, IMG, TVM	<b>AMK</b>	Abdul Mujeed Kakkotil, Associate Fellow, IMG, TVM
	Smt. Sabitha S, Associate Fellow, IMG, TVM	<b>LJ</b>	Smt.Liny Jose K, Assistant Professor, IMG, KHI
<b>JV</b>	Dr. Jacob Varghese, Associate Fellow, IMG, KHI	<b>RD</b>	Regional Director
<b>DC</b>	Department Coordinator		

