



# HIP A IMPULSE

## VISION

Institute aims at inculcating a sense of purpose, greater dedication and appropriate skills among the officers and officials of the state government in the discharge of their duties and responsibilities.



DIGITIZATION

CAPACITY  
DEVELOPMENT

GOVERNANCE  
REFORMS

A brochure of new initiatives undertaken at

**HP Institute of Public Administration, Fairlawn, Shimla-171012**

Phone No: 0177-2734777, Fax No:0177-2734679, Email: [hipa-hp@nic.in](mailto:hipa-hp@nic.in), [www.hipashimla.nic.in](http://www.hipashimla.nic.in)

HP Institute of Public Administration, established on 1st January, 1974, a multi-disciplinary organization aims to promote the capacity building of government functionaries at all levels to help them to improve their working to facilitate the economic and social well being of people in the State. The initiatives undertaken in recent past are summarized below:

## DIGITIZED HIPA

**e-Newsletter 'HIPA Updates'**-Hon'ble Chief Minister, HP, Sh. Jai Ram Thakur, on the Civil Services Day, 2018 released the e-Newsletter & highlighted to make the initiative sustainable. In pursuance, HIPA has developed a dedicated software for releasing e-Newsletter with login and password to report news with article, photograph and video story on web hosted e-Newsletter, "HIPA Updates".



**Online registration-** Online Registration Software for the participants of different training programmes linked with PMIS in collaboration with National Informatics Centre, HP has been prepared for registration of participants resulting into auto reflection of all training details of employees in their service book. The next milestone will be its culmination into biometric solution for presence and attendance.



**Digital Learning Hub-**The Institute has installed systems in the **Digital Learning Hub** created in the Institute with open access to Massive Open Online Course (MOOC), a **web-based platform providing unlimited number of students with a chance of distance education with the best institutes in the world**; SWAYAM, a programme initiated by Government of India and designed to achieve the three cardinal principles of Education Policy viz. access, equity and quality; and Digital Library, a framework of virtual repository of learning resources with a single-window search facility. It has been developed to help students to prepare for entrance and competitive examination, to enable people to learn and prepare from best practices from all over the world and to facilitate researchers to perform inter-linked exploration from multiple sources.



**ISO Certification-** The Institute has finalized to introduce certain standards, operating procedures for different stages of training being imparted and ISO Certification is being obtained for organisational, information and operational resilience. The agencies involved in auditing & granting the ISO certifications for trainings being imparted have been approached and the processes have been initiated in this direction.

**Board of Departmental Examination-** The Institute has finalised all the modalities to shift to the process for submission of online application form for all the government officers for the departmental examination.

## CAPACITY DEVELOPMENT STRIDES



**Incubation Service Centre for Innovation -** To encourage and providing platform to the professionals who have made distinct contribution to society through their work, HIPA has started inviting these professionals as Resource Persons to share their experiences with the trainees. It is functioning as a platform– a step towards Incubation Centre to provide with adequate guidance, networking and the level playing field for the young and needy innovators for starting their own enterprises. The endeavour will result into extension and reorientation of Lab to Land approach for the public at large.

**Realistic Training for Civil Services-** The Institute introduced practical training on the basics of Revenue and Settlement procedures for the IAS and HAS Probationers, 2017 with the hands on experience at Campus. The Probationers were afforded the opportunity of holding the independent charge of various positions in district administration. Additionally, an overview of jurisprudence was provided with an exposure to Criminal Law & Procedure through attachment with the HP Judicial Academy.



**Pooling of Faculties-** The Institute has decided to pool the faculty available with different institutions to enrich the quality of training, especially the institutions located in Shimla and around. A database of institutions and faculty is being prepared with grading by trainees/faculty.

**Technical Cooperation Project on SDGs**– Matching foot prints of international agenda of Sustainable Development Goals, the Institute has been invited by Planning Department for technical cooperation. As a part of this project, the Trainers Manual and Training Module have been prepared and the trainings in this regard have been scheduled.



**Sansad Aadarsh Gram Yojna- GPD** **formulation-** To expedite the implementation of Sansad Adarsh Gram Yojna in the Gram Panchayats adopted by Hon'ble MPs, action oriented training programmes were organized at Development Blocks Shillai, Sirmour and Bhawarna, Kangra. The participants went to the respective Gram

Panchayats, undertook people's expectations through participatory rural appraisal, the trainings resulted into preparation of Draft Gram Panchayat Development Plan (GPD) through participatory approach for GP Bali Koti and GP Chachian.

## REFORMATIVE/POLICY CHANGES

**Constitution of Training Advisory Board-** The Govt. of HP constituted Training Advisory Board to advise HIPA on various aspects of training, an initiative to bring the best brains from the top training Institutions on board. Director, LBS National Academy of Administration, Mussoorie; Director, ARTRAC, Shimla; Director, National Academy of Audit & Accounts besides Sh. Deepak Sanan, IAS (Retd.) and Sh. R.S. Gupta, IAS, (Retd.) have been included in the Board. The maiden meeting of the Board has taken place recently with the valuable suggestions by the board members.



**Mid-Career Training Plan for State Civil Services-** The Institute has firmed up that mid-career training Scheme for State Civil Services on IAS pattern which has been followed by the States of Madhya Pradesh, Rajasthan and for many other states.



**Kitchen Waste Recycle Unit** - The HIPA Mess at an average generates approximately 40 kg waste per day with a challenge to dispose of the food scraps. The Institute has started the process to set up a unit for recycling of kitchen waste into compost and will get around 450 kg good quality compost every month. The proposed unit will be demonstration model in the trainings to disseminate the knowledge on cleanliness besides usage of compost in gardens of Institute.