



Programme on

# Urban Infrastructure Project Preparation and Management

August 10 – 12, 2017



**ADMINISTRATIVE STAFF COLLEGE OF INDIA**

## **PROGRAMME OVERVIEW**

Projects enable service delivery improvement and in consequence, human development. Project preparation is a key building block in encapsulation of a project and must therefore be carefully done with sufficient rigour and necessary details on inputs, processes, outputs, and outcomes. A project report must also ensure appraisal, approval, and subsequent project implementation in a planned manner. In short, a project report is not a bounded volume of pensées on a sector but a document that has scientific rigour built into it.

On the ground, it is however observed that project reports are hurriedly prepared, consultant driven, and do not stand the test of rigour in the field, particularly during implementation. As well, little or no attention is paid to operational aspects and post-implementation maintenance. As a result, post approval ownership of DPRs is seen as limited.

It is in this context that ASCI is on request of local and state governments conducting a short, three-day capacity development programme on 'Urban Infrastructure Project Preparation and Management'. The programme lends special focus on key sectors under flagship programmes of MoUD (Smart Cities, AMRUT, PMAY, HRIDAY). Besides, the programme shall pragmatically demonstrate to participants state-of-the-art techniques in project monitoring and management.

## **IMPACT**

- improved capacity of local government officers in project preparation for key urban infrastructure development sectors,
- heightened awareness in the areas of outcome-based and service-delivery oriented planning and development,
- significant improvement in development of rigour and scientific temper among ULB staff to undertake in-house development and appraisal of Project Reports,
- vastly improved understanding of tools and techniques to monitor and manage project implementation, and, inter alia,
- overall development of local government capacity in activity planning, monitoring, and management

## **PARTICIPANT PROFILE**

State Level Officers at State Urban Development and Housing Departments, Commissioners and Assistant Commissioners of Urban Local Bodies, Senior Engineers at Urban Local Bodies, Water Supply and Sewerage Boards, Public Health Departments, State Housing Corporations and Boards

## **VENUE**

The Programme is fully residential and the participants will be accommodated in air-conditioned single rooms. The College does not provide accommodation for family. Transport between Airport / Railway Station and Venue will be arranged by the College. The Bella Vista Campus of the College is WiFi enabled.

## **DURATION**

The programme duration is from August 10 – 12, 2017. Participants are expected to arrive a day before the commencement and may leave after conclusion of the programme.

## **PROGRAMME FEE**

Rs. 34,000/- (US\$1495 if foreign) plus applicable Service Tax per participant will be charged to cover tuition, board and lodging, courseware (in electronic form) and other facilities of the College including Internet usage.

Rs.28,000/- plus applicable Tax for Indian participants (not availing hostel accommodation) will be charged to cover tuition, course ware (in electronic form) working lunch and other facilities of the College including internet usage.

A discount of 10% on the Programme fee for three or more participants from the same organisation will be given, provided the payment is made in to our Bank account before August 08, 2017. Bank details are given below:

**For Foreign Participants:**

Receiver's	Bank of America, New York (SWIFT: BOFAUS3N)
Correspondent Bank	Via Chips ABA 0959 for Account UID 002473 Via Fedwire 026009593
For Credit of	State Bank of India, Treasury Department, Mumbai, India, SWIFT BIC – SBHYINBB002Nostro A/c No.6550992180.
Ultimate Beneficiary	Administrative Staff College of India, Account No.62090698960, State Bank of India, Bellavista, Raj Bhavan Road Branch, Hyderabad.

**For Indian Participants :**

Bank Particulars

Bank Name	State Bank of India
Address line 1	6-3-1092, 1st floor, A Block
Address line 2	Raj Bhavan Road Branch, (Bellavista)
Address line 3	Hyderabad – 500 082
Beneficiary Account Name	Administrative Staff College of India
Bank Account Number	62090698675
Bank MICR No	500004008
NEFT IFSC Code	SBHY0020063

***Organisational sponsorship is preferable***

Note: Details of Bank / Wire transfer may be sent to fo@asci.org.in for confirmation.

**MEDICAL INSURANCE**

The nominees are requested to carry with them the proof of Medical Insurance. The sponsoring agency is required to endorse the nominee's medical coverage in the event of hospitalization.

**ASCI ALUMNI ASSOCIATION**

Participants of the college Programmes will automatically become members of ASCI Alumni Association.

**CERTIFICATE OF PARTICIPATION**

The College issues a Certificate of Participation on conclusion of the Programme.

**Programme Director**  
**Prof. MS Raghavendra** PhD (Cambridge)  
E-mail : raghav@asci.org.in



# ASCI MANAGEMENT DEVELOPMENT PROGRAMMES FOR 2017-18

## MANAGEMENT DEVELOPMENT PROGRAMMES

Ethical Leadership In Public Governance	19-Jun-2017	21-Jun-2017
High Impact CSR - Need Assessment to Impact Evaluation	03-Jul-2017	07-Jul-2017
Leadership and Performance Management	10-Jul-2017	14-Jul-2017
General Management Programme for Senior Executives (SEC) - 129	10-Jul-2017	04-Aug-2017
"Advanced Management Programme: Empowering Proven Leaders to Drive Strategic Renewal for Sustainable Growth - ASCI (Study Tour to EU)"	07-Aug-2017 10-Sep-2017	18-Aug-2017 24-Sep-2017
Ethics and Values in Administration	21-Aug-2017	23-Aug-2017
Index Based Crop Insurance - Concepts, Design and Implementation	21-Aug-2017	23-Aug-2017
Effective Land Acquisition, Resettlement & Rehabilitation (LARR)	09-Oct-2017	13-Oct-2017
Programme for Young Managers	30-Oct-2017	03-Nov-2017
"General Management Programme for Middle Level Executives"	30-Oct-2017	09-Nov-2017
MDP for Women Executives	20-Nov-2017	24-Nov-2017
General Management Programme for Senior Executives (SEC)-130	08-Jan-2018	02-Feb-2018
ASCI-NRCR Joint Certification Course on Improved Management of Land Acquisition, Resettlement & Rehabilitation (LARR)	29-Jan-2018	09-Feb-2018

## ECONOMICS

Data Analytics for Banking & Financial Services	24-Jul-2017	28-Jul-2017
Financial Systems, Management and Accountability in Government - New Delhi	12-Nov-2017	16-Nov-2017

## ENERGY

Regulating Electricity Tariffs and Related Issues	03-Jul-2017	07-Jul-2017
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## ENVIRONMENT

Environmental Impact Assessment for Projects	12-Jun-2017	14-Jun-2017
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## FINANCE

Credit Appraisal in Banks & Financial Institutions	17-Jul-2017	21-Jul-2017
Project Appraisal and Financing	31-Jul-2017	04-Aug-2017
Credit Monitoring & Follow-up in Banks/Fls	22-Nov-2017	24-Nov-2017
Finance for Non-Finance Executives	05-Dec-2017	07-Dec-2017
Strategies for Cost Leadership	08-Jan-2018	10-Jan-2018
Treasury and Risk Management in Banks/Fls	22-Jan-2018	24-Jan-2018
Business Collaborations - Strategic Alliances, Joint Ventures and Acquisitions	30-Jan-2018	01-Feb-2018
Business Risk Management	05-Feb-2018	09-Feb-2018
Advanced Financial Management	13-Feb-2018	15-Feb-2018
Evaluating and Financing Public Private Partnership Projects	26-Feb-2018	02-Mar-2018

## HEALTHCARE MANAGEMENT

Certificate Course in Healthcare Quality	10-Jan-2018	12-Jan-2018
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## HUMAN DEVELOPMENT

Creating Change Makers: Training Programme for New Age Women Professionals	20-Aug-2017	24-Aug-2017
Risk Management, Quality and Audit in Hospitals	25-Oct-2017	27-Oct-2017
Best Practices and Innovations in Health Care Delivery	15-Nov-2017	17-Nov-2017
Educational Leadership for Senior Level Officials of Universities/Educational Institutions	22-Jan-2018	24-Jan-2018

## HUMAN RESOURCE MANAGEMENT

Leadership through Self-Discovery	17-Jul-2017	19-Jul-2017
Enhancing Managerial Effectiveness	24-Jul-2017	26-Jul-2017
"Building High Performance in Organizations through Work Life Balance"	31-Jul-2017	02-Aug-2017
Leadership Skills Development	31-Jul-2017	04-Aug-2017
HR Audit & Analytics	04-Sep-2017	06-Sep-2017
Personal Effectiveness	11-Sep-2017	13-Sep-2017
"Abhivyakti - Building Personality and managing stress using stories and theatre"	25-Sep-2017	27-Sep-2017
Leading with Emotional Intelligence	23-Oct-2017	27-Oct-2017
Effective Trade Union Management	06-Nov-2017	10-Nov-2017
Improving Work Culture	20-Nov-2017	22-Nov-2017
Good Governance and Sustainability through HR Practices	27-Nov-2017	29-Nov-2017
Individual Excellence for Organizational Effectiveness	27-Nov-2017	01-Dec-2017
Leadership Engagement and Development	04-Dec-2017	08-Dec-2017
Conflict Management and Negotiation Skills	11-Dec-2017	13-Dec-2017

Team Dynamics- Activity Based Approach	11-Dec-2017	15-Dec-2017
Leadership Skills Development	18-Dec-2017	22-Dec-2017
Values Driven Leadership	08-Jan-2018	10-Jan-2018
Effective Learning and Development	08-Jan-2018	12-Jan-2018
Communication Skills for Managers	29-Jan-2018	02-Feb-2018
Building and Leading Effective Teams	05-Feb-2018	09-Feb-2018
Enhancing Interpersonal Effectiveness through Transactional Analysis	05-Feb-2018	07-Feb-2018
Positive Organizational Behaviour	12-Feb-2018	14-Feb-2018
"Strategic Human Resource Management with International Study Tour (Singapore and Malaysia)"	12-Feb-2018	24-Feb-2018
Decision Making for Effective Leadership	19-Feb-2018	23-Feb-2018
Strategic Human Resource Management	26-Feb-2018	02-Mar-2018
Managing Creativity & Innovation	06-Mar-2018	08-Mar-2018

## INFORMATION TECHNOLOGY

e-Procurement	03-Jul-2017	05-Jul-2017
Leveraging Big Data and Analytics	20-Dec-2017	22-Dec-2017
IT Enabled Knowledge Management	29-Jan-2018	31-Jan-2018
e-Learning and Digital Education	26-Mar-2018	28-Mar-2018

## INFRASTRUCTURE DEVELOPMENT

Urban Infrastructure Project Preparation and Management	10-Aug-2017	12-Aug-2017
Homes for All: Attaining the National Agenda	23-Nov-2017	25-Nov-2017
Urban Infrastructure Project Preparation and Management	22-Feb-2018	24-Feb-2018

## INNOVATION AND TECHNOLOGY

Research Excellence in Organizations	07-Aug-2017	09-Aug-2017
Strategic R & D Management	11-Dec-2017	13-Dec-2017
Managing Strategic Innovation	22-Jan-2018	24-Jan-2018

## MARKETING

Customer-Centric Brand Management	04-Sep-2017	06-Sep-2017
Creating Social Value Through Corporate Social Responsibility	11-Dec-2017	13-Dec-2017

## OPERATIONS

Procurement Procedures for World Bank Aided Projects	10-Jul-2017	21-Jul-2017
Inventory Management	24-Jul-2017	26-Jul-2017
Project and Contract Management	04-Sep-2017	08-Sep-2017
Procurement Procedures for World Bank Aided Projects	06-Nov-2017	17-Nov-2017
Materials and Supply Chain Management	27-Nov-2017	01-Dec-2017
Project and Contract Management	08-Jan-2018	12-Jan-2018
Procurement Procedures for World Bank Aided Projects	12-Feb-2018	23-Feb-2018

## PUBLIC POLICY GOVERNANCE AND PERFORMANCE

Translating Entrepreneurship to Enterprise	04-Dec-2017	08-Dec-2017
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## STRATEGIC MANAGEMENT

Developing Strategic Mindset for Functional Managers	19-Jun-2017	23-Jun-2017
Driving Performance through Strategic Initiatives	24-Jul-2017	26-Jul-2017
Creating Progressive Boards	16-Aug-2017	18-Aug-2017
Strategic Agility under Uncertainty	23-Oct-2017	25-Oct-2017
Driving performance through transformational Leadership	19-Feb-2018	23-Feb-2018

## URBAN GOVERNANCE

"International Certification Programme - Change Management for Achieving Continuous Water Supply for All in Urban Areas - Phase - I Study Tour: (India & Tel Aviv & Jerusalem in Israel) - Phase - II	13-Jun-2017 16-Jun-2017	15-Jun-2017 22-Jun-2017
Creating and Managing Digital Presence	19-Jun-2017	21-Jun-2017
Towards Zero Waste- Decentralised Solid Waste Management	28-Jun-2017	30-Jun-2017
Public Private Partnership in Urban Infrastructure & Service Delivery	21-Aug-2017	23-Aug-2017
GIS for Governance- Decision Support System	04-Sep-2017	06-Sep-2017
"International Training Programme on Smart Cities - Study Tour: (India & China)"	23-Oct-2017	31-Oct-2017
Towards Universal Sanitation in Urban Areas	11-Dec-2017	13-Dec-2017
GIS for Urban Development	18-Jan-2018	20-Jan-2018
Public Private Partnership in Urban Infrastructure & Service Delivery	07-Feb-2018	09-Feb-2018
Integrated Solid Waste Management	12-Mar-2018	14-Mar-2018
Long Duration Programme		
Business Management for Armed Force Officers	05-Jun-2017	17-Nov-2017



## Administrative Staff College of India

Bella Vista, Raj Bhavan Road, Khairatabad,  
Hyderabad - 500 082, India.

Telefax (Programmes Office) : 0091-040-23324365

Phone : 0091-40-66534247, Mobile: 9246203535

Fax : 0091-40-66534356, E-mail: poffice@asci.org.in

## Delhi Campus

C-24, Institutional Area

South of IIT, Behind Qutub Hotel

New Delhi - 110 016

Phone Nos: 011 - 26962204, 26961750, 26961850

Website : <http://www.asci.org.in>



## ADMINISTRATIVE STAFF COLLEGE OF INDIA

Bella Vista, Raj Bhavan Road, Hyderabad - 500 082, India

Ph: 0091-40-66533000, 66534247, Telefax: (Programmes Office) 0091-40-23324365,

Fax : 0091-40-66534356, email: poffice@asci.org.in, URL: <http://www.asci.org.in>

**Prof. MS Raghavendra** PhD(Cambridge)  
Programme Director

**May 11, 2017**

Dear Sir/Madam,

### **Programme on Urban Infrastructure Project Preparation and Management (August 10 – 12, 2017)**

Administrative Staff College of India (ASCI) is pleased to announce a three day training programme on Urban Infrastructure Project Preparation and Management between the 10<sup>th</sup> and 12<sup>th</sup> of August, 2017.

Projects are instruments to improve urban socio-economic development. Reports estimate investment requirement of the magnitude of Rs. 40 lakh crore in the ensuing two decades to maintain acceptable levels of infrastructure and service delivery in our towns and cities. While a large share of investment is likely to be met through private sector investment and partnerships, recently launched GoI programmes such as AMRUT, Smart Cities, Swachh Bharat Mission, PM Awas Yojana, National Urban Livelihood Mission, HRIDAY (Heritage City Development and Augmentation Yojana) are likely to lead to immediate investment aimed at rounded urban development. Project reports will thus perform heightened role in enhancing development impact of investment.

The training programme aims at building in-house capacity of staff in ULB administration and engineering/housing departments in the complete project development cycle, including preparation, monitoring, and management. We also recognize contribution of technology in tools to monitor and manage projects and will familiarise participants to such tools and techniques.

ASCI is pleased to invite you to participate in the enriching training programme. If you are otherwise unable to participate in the programme, I request you to kindly nominate key officers concerned with various stages of the project development cycle in your department.

We look forward to receiving your nomination at an early date.

With warm regards,

MS Raghavendra

*Let us together contribute to improve our quality of life. You will agree our HDI is poorly placed at 136!*

Encl: Brochure and Nomination Form



**ADMINISTRATIVE STAFF COLLEGE OF INDIA**  
Bella Vista, Raj Bhavan Road, Hyderabad - 500 082, India

**Nomination Form  
Programme on  
Urban Infrastructure Project Preparation and Management  
(August 10 – 12, 2017)**

**Nominee's Contact Information**

Name (Mr/Ms) _____	Date of Birth : _____
Designation : _____	Qualification : _____
Organisation : _____	
Address : _____	
Phone(s) : Office: _____ Mobile: _____ Home: _____	
e-mail : _____	Fax : _____

**Sponsors Details**

Name of the Sponsoring Authority: _____	Designation: _____
Organisation : _____	
Address : _____	
	Pincode : _____
Phone(s) : Office: _____ Mobile: _____	
e-mail : _____	Fax : _____

**Fee particulars**

Amount Payable :	Mode of Payment (DD/Ch/NEFT) :
Name of the Bank :	Date of Instrument/Transfer :
Instrument Number :	UTR Number for NEFT

**Medical Insurance :**

Name of the Insurance Agency	Policy Number	Validity upto

Note: Coverage should be available in Hyderabad, India.

**Signature of the Sponsoring Authority :**

NOTE : Forward nomination form to : **Ms. V. Naga Swapna, Programmes Officer**, Administrative Staff College of India, Bella Vista, Hyderabad-500 082. Phone : 0091-40-66534247, 66533000, Mobile: 9246203535, Telefax: 0091-040-23324365, Fax : 0091-40-66534356, e-mail: poffice@asci.org.in