



Government of Karnataka

Administrative Training Institute

153rd Common Foundation Course

Course Director	:	Sri. Kumar. R.N. Faculty (Behavioural Science) (M): 9980614439
Course Assistant	:	Kum. Sumalatha. V
Date	:	7th July to 23rd August 2014
Venue	:	Cauvery Hall

Timings

Morning Activities	:	06.00 am to 7.00 am Yoga & PT Compulsory, <u>Rabindra Hall</u>
Fore Noon I	:	09.30 am to 11.30 am
Fore Noon II	:	11.45 am to 01.45 pm
After Noon I	:	02.30 pm to 04.45 pm
Evening Session	:	06.30 pm to 08.00 pm
Driving Class	:	04.45 pm to 6.15 pm (Optional)
Break:		
Coffee / Tea	:	11.30 pm to 11.45 pm 03.30 pm to 03.45 pm
Lunch	:	01.45 pm to 02.25 pm

**Sessions will continue until the activities of the day are completed
(There will be followed by quiz, discussion and group work whenever
required)**

Aim:-

- To provide opportunities for self-empowerment and growth.
- To enhance effectiveness at workplace.
- To improve the service delivery in the grass root level.

Learning objectives

It is expected that at the end of the training, officer trainees will be able to

- Describe the social, economic, political, geographical and cultural history of Karnataka.
- Understand Constitution of India and various laws in their day to day administration.
- List out and demonstrate the qualities of Good Public Servants.
- Describe the concept of Governance, decentralization, Panchayat Raj, & Urban development.
- Define and List out Various Rules & Financial procedures in administration.
- Demonstrate attitudes and develop insights.
- Define coordination and list out the effective qualities of a leader.
- Able to be innovative in achieving the tasks.
- Demonstrate the skill of using computer in different applications

Week : First (Political Science/Constitution)
Day 1

Date / Day	Sessions	Topics	Resource Persons
Monday 07.07.2014	9.30am 11.30am	Introductory Activities: Elicitation of Expectations	Sri. R. N. Kumar Course Director
		Common Foundation Course Inauguration	Smt. M.V. Jayanthi, IAS., Director General ATI, Mysore.
	11.45am 1.45pm	Briefing of schedule, Project Work, Group formation & driving classes	Sri. R. N. Kumar Faculty (Behavioural Science) Course Director
	2.30pm 4.00pm	Familiarization of ATI, SIUD, & SIRD Campus, Library visit	

Day 2

Date / Day	Sessions	Topics	Resource Persons
Tuesday 08.07.2014	9.15am	Recap Briefing for the day	Course Director
	9.30 am 11.30am	Introduction to governance. Federal Governance- Union and State (with Special reference to Karnataka)	Dr. M. R. Ravi, K.A.S Additional Regional Commissioner, Regional Commissioner Office, Mysore Ph: 9449529434
	11.45am 1.45pm	Concept of State, Equality. Principles of Liberty & Rights. Principles of Natural Justice.	Sri Suresh Principal JSS Law College
	2.30pm 4.45pm	Meaning of Law, Equity. Constitution, preamble, Secularism. Fundamental Rights;	Prof. C.K.N. Raja (Rtd) Dean & HOD. Dept. of Law, UoM, (M):9632865597/2330637

Day 3

Date / Day	Sessions	Topics	Resource Persons
Wednesday 09.07.2014	9.15am	Recap Briefing for the day	Course Director
	9.30 am 11.30am	Organization of Government Legislative, executive, Judiciary.	Prof. H M Rajashekar, Chairperson (Rtd) Dept. of Political Science, UoM, Mob: 9845505134. hmrajashekar@yahoo.co.in
	11.45am 1.45pm	Democracy and Social Service Right Based laws,	Dr. Nataraj Chairman, Post Graduate Department, JSS Law

		Right to education (RTE) Right to information act Right to Food	college, Mysore (M):9448595870
	2.30pm 4.45pm	History ,Culture of Karnataka	Prof. M.S. Krishna Murthy Dept. of Archaeology University of Mysore (M): 9845376718
	Evening Session	Cooperative Movement	Sri. A. C. Diwakar Faculty(E & P), ATI

Day 4

Date / Day	Sessions	Topics	Resource Persons
Thursday 10.07.2014	9.15am	Recap	Course Director
	9.30 am 11.30am	RTO Visit to get LLR	Participants
	11.45am 1.45pm		
	2.30pm 4.45pm	ಆಡಳಿತದಲ್ಲಿ ಕನ್ನಡ: ಸಂಕ್ಷಿಪ್ತ ಇತಿಹಾಸ, ಸ್ವಾತಂತ್ರ್ಯ ಪೂರ್ವ ಹಾಗೂ ನಂತರದ ಬೆಳವಣಿಗೆಗಳು: ಇಂದಿನ ಸ್ಥಿತಿಗತಿಗಳು:	ಡಾ ಪ್ರಧಾನ ಗುರುದತ್ತ ಅಧ್ಯಕ್ಷರು, ಕುವೆಂಪು ಭಾಷ ಪ್ರಾಧಿಕಾರ. ಬೆಂಗಳೂರು. 9449805538
	Evening Session	ವಿಶ್ಲೇಷಣೆ ಆಡಳಿತದಲ್ಲಿ ಪರಿಣಾಮಕಾರಿಯಾದ ಕನ್ನಡ ಬಳಕೆ: ಕನ್ನಡ ಭಾಷೆಯ ಜಾಯಮಾನ, ಬಳಕೆ ಸಾಧ್ಯತೆಗಳು,ಆಲೋಚನಾ ಕ್ರಮ, ನುಡಿಗಟ್ಟುಗಳು, ಲೇಖನ ಚಿಹ್ನೆ, ರಚನಾ ವಿಶೇಷಗಳು, ಸಾಂಸ್ಕೃತಿಕ ಅಂಶಗಳು	

Day5

Date / Day	Sessions	Topics	Resource Persons
Friday 11.07.2014	9.15am	Recap	Course Director
	9.30 am 11.30am	Computer Application-I	Sri. P. Nagendra System Analyst/ Kum.Vijayalakshmi Programmer.ATI, Mysore.
	11.45am 1.45pm	-Regional Imbalance of Karnataka (NCR) -Karnataka State Economy	Dr. Navitha Thimmaiah Assistant Professor in Economics, UoM Mob:9036180571

	2.30pm 4.45pm	-Current economy Scenario of India & Karnataka - Marketing Process	
	Evening Session	Governance and e- governance in Karnataka	Sri. H.P.Shiva Shankar Consultant, ATI (P): 9448530192 fpa-ati-kamy@nic.in
12.07.2014 & 13.07.2014 Second Saturday & Sunday Holiday			

Week : Second
(Economy, Culture, Heritage, urban and rural development)

Day 8

Date / Day	Sessions	Topics	Resource Persons
Monday 14.07.2014	9.15am	Recap Briefing for the day	Course Director
	9.30am 11.30am	Concept of Human Development: Report on UNDP / INDIA / STATE / DISTRICT	Dr. H. Shashidhar, IAS(Retd) Consultant & Director Human Development Branch, Planning & Statistics Dept. Bangalore 9483591258,slcc.hdd@gmail.com
	11.45am 01.45pm	Budget making process in state/ centre	Smt. Anitha.V. Nazare Deputy Advisor Fiscal Policy Institute, Bangalore.
	2.30pm 4.45pm	Project work	Course Director

Day 9

Date / Day	Sessions	Topics	Resource Persons
Monday 14.07.2014	9.15am	Recap Briefing for the day	Course Director
	9.30am 11.30am	Visit to Note printing press, Reserve bank of Indi	Sri.RN.Kumar 153 CFC Course Director
	11.45am 01.45pm	Development of Folklore in Karnataka , Karnataka Janapada Parichaya	Prof..P.K Rajashekar Kannada Adayana Samsthe, UoM 9448938563
	2.30pm 4.45pm	Computer Application-II	Sri. P. Nagendra System Analyst/ Kum.Vijayalakshmi Programmer.ATI, Mysore.

Day 10

Date / Day	Sessions	Topics	Resource Persons
Wednesday 16.07.2014	9.15am	Recap Briefing for the day	Course Director
	9.15 am 11.30 am	Conservation of Heritage, Contemporary History & Social Issues	Dr. Bettasurmatth Commissioner, Department of Archaeology, Museum & Heritage, Mysore. Mob:9448169787
	11.45am 1.45 pm	Public Private Partnership	Prof. Narayana Shasthri Consultant SIUD 9902362406
	2.30pm 4.45pm	Project work	Concerned Faculty

Day 11

Date / Day	Sessions	Topics	Resource Persons
Thursday 17.07.2014	6.00am 7.30 am	Heritage walk	Sri. Vinay
	9.15am	Recap Briefing for the day	Course Director
	9.30 am 11.30am	Administrative Set up in Karnataka <u>PUBLIC GRIEVANCE REDRESS SYSTEM (PGRS)</u>	Sri. P.S. Vastrad, IAS., Director Dept., Agriculture and Marketing, Bangalore 9448439887
	11.45am 1.45pm	Urban Livelihood Schemes	Dr. B.S. Shankar Faculty(SIRD) (M): 9448635386
	2.30pm 5.30pm	Overview of Panchayath Raj system, 73 rd Amendment	Sri. Shivashankar Director ANS SIRD, Mysore.

Day 12

Date / Day	Sessions	Topics	Resource Persons
Friday 18.07.2014	FN I FN II	Visit to Mysore City Corporation-best practices	Director
		Important Schemes in Rural Development : Water and Sanitation Scenario in rural areas and government policy	K.S. Manoj Kumar, Faculty & Assistant Engineer, SIRD
	FN II & III	74 th Amendments and decentralized government Issues and Challenges in Urban Governance	Sri. Ashok Faculty SIUD
	ANI &II	Rural Poverty, Role of Community in poverty alleviation	Prof. Sathyanarayana Professor of Sociology University of Mysore (M): 9480382964

Day 13 & Day 14

Date / Day	Sessions	Topics	Resource Persons
Saturday 19.07.2014	9.15am	Recap & Briefing for the day	Course Director
	9.30am 11.30 am	District Planning PRA Exercise	Smt. Vasundhara Devi Chief Planning Officer, Mob:9448240374
	11.45 am 1.45 pm	Visit to Solid waste Management	Sri. Sharath Mysore City Corporation
	2.30pm 4.45pm	Computer Application-III	Sri. P. Nagendra System Analyst/ Kum.Vijayalakshmi Programmer.ATI, Mysore.
20.07.2014 Holiday - Sunday			

Week : Third (Rural & Urban Governance)

Day 15

Date / Day	Sessions	Topics	Resource Persons
Monday 21.07.2014	8.00am	Recap	Course Director
	9.30pm	Briefing for the day	
		Village Study Preparation and Brief	Sri. Sadashivaiah 9880001049
	9.45 am to 6.45 pm	Village Study	Sri. R.N. Kumar & Taluk Administration and Sri. Sadashiva Chandana Resource centre, T.N. Pura

Day 16

Date / Day	Sessions	Topics	Resource Persons
Tuesday 22.07.2014	9.15am	Recap, Briefing for the day	Course Director
	9.30 am 11.30am	Overview of Panchayath Raj system, 73rd Amendment & its impact	Smt. Shylaja Faculty, ANS SIRD, Mysore. 9480050104
	11.45am 1.45pm	Mahathmagandhi NREGA Act	Sri Shankar Faculty, SIRD. (M): 9480850111
	2.30pm 4.45pm	Innovation in Administration	Dr. Goshal National Institute of Design, Bangalore.

Day 17

Date / Day	Sessions	Topics	Resource Persons
Wednesday 23.07.2014	8.00am 9.30pm	Tribal Development Visit to BR Hills	Dr. Kanatha Raju Project Manager, VGKK

Day 18

Date / Day	Sessions	Topics	Resource Persons
Thursday 24.07.2014	9.15am	Recap, Briefing for the day	Course Director
	9.30 am 11.30am	PRI Exercise District Planning	Smt. Vasundhara Devi Chief Planning Officer, ZP, Chamarajanagar Mob:9480858004 cpozpcham@gmail.com
	11.45am 1.45pm	Visit to Solid waste Management, Kumbar Koppal	Assistant Executive Engineer Solid Waste Management, Mysore
	2.00 pm 3.40 pm	Visit to Zilla Panchayat and interaction with the CEO, Chief planning officer	Chief Executive officers Zilla Panchayat
	6.00 pm 6.30 pm	Visit to Juvenile Home Gender Issues: Gender Division of Labour Gender & Budget Protection of Children from sexual harassment	Sri. GM.Sarweswara, Faculty Women Studies

Day 19

Date / Day	Sessions	Topics	Resource Persons
Friday 25.07.2014	9.15 am	Recap Briefing for the day	Course Director
	9.30am 11.30 am	Treasury Act & Rules	Sri. Vijaya Krishna Kumar Joint Director, Dept., of Treasuries Bangalore 9844301185 kukalvijay@yahoo.co.in
	11.45am 1.45pm	Visit to Atalji Jana Snehi Kendra, Tahasildar office, Srirangapatna, Bird Sanctuary & K.R.S.	Course Director
	2.30pm 8.30pm		

Day 20 & Day 21

Saturday 26.07.2014	8.30am 9.30m	Essay Writing competition Topics Environment protection Rural Governance is better with political execution RTI & Record Management	Participants
	9.30 am 11.30am	Health for All	Dr. M.S. Basavaraj Deputy Chief Medical Officer UoM, Mysore 9448208742 drmsbasavaraj@gmail.com
	11.45am 1.45 pm	Urban Livelihood Schemes	Dr. B.S. Shankar Faculty(SIRD) (M): 9448635386
	2.30 pm 4.45 pm	Rural Poverty, Role of Community in poverty alleviation	Dr. Siddaramappa Project Director (DRDA) ZP, Bangalore Rural 9480853002 drsiddaram30@gmail.com
Sunday 27.07.2014 holiday			

Week : Fourth

Theme : Central and State Laws

Day 23

Monday 28.07.2014	FN I	Ethics in Governance	Sri. Ashok Ananda IAS, Director Advocacy, KHPT, Bangalore
	FN II	Consumer Protection act	Sri Y. G. Muralidharan CREAT, Bangalore Ygmuralidharan@gmail.com (M): 9448145170
	ANI & II	Treasury Act & Rules	Sri. Kutappa DD, Treasury, Mysore
	6.30 pm to 7.30 pm	Panel Discussion: Domestic Violence & Sexual Harassment against women at Work place	Dr. R. Indira Prof & Head of Dept.,(Retd) UoM,9448051680 Prof. K.S. Suresh, Principal, JSS Law College, 9686677266 Dr.Dharani Devi Malagatti, Addl. Superintendent of Police & Deputy Director, KPA, Mysore
Sunday 29.07.2014 holiday			

Day23

Wednesday 30.07.2014	9.15am	Recap Briefing for the day	Course Director
	9.30 am 11.30am	Visit to Prison	Sri. T. P. Shesha
	11.45am 1.45pm	Natural Resource Management	Sri. Eswar Prasad Environmental Activist, Bangalore
	2.30pm 4.45pm	Land Acquisition Act Fair Compensation	Sri. Suresh, KAS Special Land Acquisition officer, Compensation Authority, NHAI,

Day 24

Date / Day	Sessions	Topics	Resource Persons
Thursday 31.07.2014	9.30 am 11.30am	Visit to KPA CRPC/ Police Act /Indian Evidence Act Law and order	Director, Karnataka Police Academy Mysore
	11.45 am 1.45 pm		
	2.30pm 4.45pm	Visit to Sub Registrar office	Sri. Cheluvraj Sub Registrar
	Evening Session	Screening of movie: Men of Honor or 12 angry Man	Sri.RN.Kumar Faculty (Behavioural science)

Day 25

Date / Day	Sessions	Topics	Resource Persons
Friday 01.08.2014	9.00am 10.30am	Sakala Act 2011 & RTI Act 2005	Sri. Yognath Singh Faculty, SIUD
	10.45 am 1.45pm	Role Of Drawing and Disbursing Officer, Cashbook, vouchers, Stores	Sri. Ramachandraswamy Joint Controller (Rtd) State Accounts Department
	2.30pm 4.45pm	Administrative Law Environmental law Cyber law	Sri. Jagadesh, Faculty JSS Law College, Mysore

Day 26

Date / Day	Sessions	Topics	Resource Persons
Saturday 02.08.2014	9.15am	Recap Briefing for the day	Course Director
	9.30 am 11.30am	Consumer Protection act	Sri Y. G. Muralidharan CREAT, Bangalore ygmuralidharan@gmail.com (M): 9448145170

	11.45am 1.45pm	Prevention of Atrocity Act 1989 & Rules 1995, SC & ST (prevention of atrocities) amendment ordinance, 2014. Karnataka Scheduled Caste Sub-Plan (Planning, Financial Resources allocation and utilization)Act 2013	Sri. M.C. Srinivas Joint Director Social Welfare Dept., 9980944183 jd.admn.sw@gmail.com
	2.30pm 4.45pm	Forest Conservation Act & Forest Development in Karnataka	Sri. B.P. Ravi., IFS. Chief Conservator of Forest & Executive Director of Zoological Garden 9686668866
03.07.2014 Sunday Holiday			

Week : Fifth

Service Matters & Financial Management

Organizational Development & Organizational Behavioural

Day 29

Date / Day	Sessions	Topics	Resource Persons
Monday 04.08.2014	9.15am	Recap Briefing for the day	Course Director
	9.30am 11.30am	Conduct rules / CCA	Sri. K. Srinivas Consultant (F&M), ATI 9902353779
	11.45am 1.45pm	Change Management	Sri.RN.Kumar Faculty Behavioural Science, ATI
	2.30pm 4.45pm	Leadership & Team Building	Prof. G. Venkatesh Kumar Professor of Psychology, 9448058140 iamgvk@yahoo.com
	Evening Session	KTTP Act 2000	Sri. Ramachandra Swamy Joint Controller (Rtd). State Accounts Department

Day 30

Date / Day	Sessions	Topics	Resource Persons
Tuesday 05.08.2014	9.15am	Recap Briefing for the day	Course Director
	9.30 am 11.30am	Visit to District Prison	Course Director
	11.45am 1.45pm	KCSR- I	Sri. Srinivas Consultant(FAM), ATI
	2.30pm 4.45pm	Office Management Record Management	Sri. K. Srinivas Consultant(F&M), ATI
	Evening session	Communication Skills	Sri.RN.Kumar Faculty (Behavioural Science)

Day 31

Date / Day	Sessions	Topics	Resource Persons
Wednesday 06.08.2014	9.15am	Recap Briefing for the day	Course Director
	9.30 am 11.30am	Mines & Mineral Law	Sri Anand Senior Geologist
	11.45am 1.45pm	KCSR- II	Sri. Srinivas Consultant(FAM), ATI
	2.30pm 4.45pm	Stress Management	Sri.RN.Kumar Faculty Behavioural Science,

Day 32

Date / Day	Sessions	Topics	Resource Persons
Thursday 07.08.2014	9.15am	Recap- Briefing for the day	Course Director
	9.30 am 11.30am	Effectiveness in Professional Performance & Change Management	Sri.RN.Kumar Faculty, (Behavioural Science), ATI
	11.45am 1.45pm	KTTP Act	Sri. Ramachandraswamy Joint Controller (Rtd) State Accounts Dept., 9449264416
	2.30pm 4.30pm	Computer Applications V	Sri. P. Nagendra
	Evening Session	Labour Law	Sri. Jagadish Faculty, JSS Law College.

Day 33

Date / Day	Sessions	Topics	Resource Persons
Friday 08.08.2014	9.15am	Recap Briefing for the day	Course Director
	9.30 am 11.30am	Village Study Report Presentation	Smt.Vasundar Devi Chief planning officer Participants
	11.45am 1.45pm	Visit to Infosys	Course Director
	2.30pm 4.45pm	Computer Applications VI	Sri. Palaksha
	4.30 pm 6.30pm	HRMS	Sri. Madhu 9986027571
09.08.2014 to 10.08.2014 Second Saturday & Sunday Holiday			

Day 34 & Day 35

Date / Day	Sessions	Topics	Resource Persons
Saturday 21.06.2014	9.15am	Recap Briefing for the day	Course Director
	9.30 am 1.30 pm	Agriculture Development in Karnataka	Dr. Vishkanta Managing Director KAPEC, Bangalore
	2.30pm 4.45pm	Gender Concerns: Gender Budgeting and Empowerment Sustainable Development (industrial & Agriculture, Natural Resource and environment)	Prof Bisalaiah Former Vice Chancellor, Bangalore 080-23437674 9845975447
	Evening Session	Computer Applications VII	System Analyst
22.06.2014 Sunday – Holiday			

Week : Six

Karnataka Dharsha and other extracurricular activities

Day-36

Date / Day	Sessions	Topics	Resource Persons
Monday 11.08.2014	9.15am	Recap, Briefing for the day	Course Director
	9.30 am 11.30am	Visit to CFTRI)	Mr.sharma –CFTRI 0821-2515910
	11.45am 1.45pm	Man & Animal Conflict	Sri. Sanjay Gubbi Scientist, 9449850054 sanjaygubbi@gmail.com
	2.30pm 4.45pm	Project Implementation, Monitoring and Evaluation	Dr. Ashok Sangnal Faculty(PIME) CDM, Mysore

Day-37

Date / Day	Sessions	Topics	Resource Persons
Tuesday 12.08.2014	9.30am 11.30am	Geographical Information System	Dr. Ganesh Prasad Professor, NIE College.9448946038 ganeshprasad.nie@gmail.com
	11.45 am 1.45pm	Computer Applications VIII	System Analyst
	2.30pm 4.45pm	Report Writing & project work	Prof. Achutha IDS, University of Mysore 09242110630

Day-38 to Day 41

Date / Day	Sessions	Topics	Resource Persons
Wednesday 13.08.2014	From 13.08.2014 to 16.08.2014 (Wednesday to Saturday) Karnataka Dharshana		
17.08.2014 - Sunday - Holiday (Day 42)			

Week : Seven
 Theme : PIME and Project Presentation

Day 43

Date / Day	Sessions	Topics	Resource Persons
Tuesday 12.08.2014	9.15am	Recap	Course Director
	9.30 am 11.30am	Disaster Management Automation , Planning programme	Dr. Vishwanath Faculty(CDM)
	11.45am 1.45pm	Submission of Annual property returns by Govt., employees (Assets & Liabilities)	A.C. Diwakar Faculty(E& P) ATI, Mysore.
	5.30 pm 7.30pm	Project Implementation, Monitoring and Evaluation	Dr. Ashok Sangnal Faculty(PIME) CDM, Mysore.

Day 44

Date / Day	Sessions	Topics	Examiner
Tuesday 19.08.2014	9.30 am 4.30 pm	Examination 1 Public Administration-I	Faculty member
		Examination 2 General Laws Including & Constitution of India -II	
		Examination 3 Development Administration-Paper-III	
		Examination 4 Financial Management and Service Rules –Paper- IV	
		Examination 5 Computer Application Examination-Paper-V	

Day- 45

Date / Day	Sessions	Topics	Resource Persons
Wednesday 20.08.2014	7.30 am 9.30pm	Recap	Course Director
		Co-operative Movement in Karnataka Field Visit to Coorg District Agricultural Producers Cooperative Marketing Society, Kushalnagar, Large Scale Adivasi Multipurpose Cooperative Society, Sunti koppa, District Cooperative Bank, Madikeri , Dubare Camp (river rafting) , Abbe Falls & Rajaseat	Sri. A.C.Diwakar Faculty(E&P) ATI, Mysore 9448783202

Day 46

Date / Day	Sessions	Topics	Resource Persons
Thursday 21.08.2014	9.30 am 11.30 pm	DL test at RTO	Sri. Nadeem Modern Driving School
	11.45 am 3.30 pm	Book Review- presentation	ಡಾ: ಪ್ರಧಾನ ಗುರುಧತ್ತ 9449805538
	3.30 pm 6.30 pm	Project Presentation	Smt. M.V. Jayanthi, IAS., Director General ATI, Mysore.

Day 47

Date / Day	Sessions	Topics	Resource Persons
Friday 22.08.2014	8.30 am 11.30 am	Sports Activities	Participants
	11.45 am 1.45pm		
	2.30pm to 4.30 pm	Preparation for Cultural Activities	
	6.00 pm 8.30 pm	Cultural Activities	

Day 48 Date / Day	Sessions	Topics	Resource Persons
Saturday 23.08.2014	9.30 am 1.00 pm	Evaluation and Feedback	Smt. M.V. Jayanthi, IAS., Director General ATI, Mysore.
	2.30pm 4.00pm	Valedictory	

(R. N. Kumar)
Course Director