Nepal Administrative Staff College

Jawalakhel, Lalitpur

F/Y 2071/072 Programme Calendar

S.N.	Programme/Project Activity Areas	Target Group	Per Programme			Shrawan				Bhadra				Asoj				Kartik				Mangsir				Poush				Magh				Falgun				Chaitra				Baisakh				Jestha				Asar			
			Group	No. of Participants	Duration	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV
I	**Public Service Training Department**																																																	
A	**Centre for In-service Training**																																																	
1	Professional Course on Management & Development	Class III Officers of GoN	5	25	30																																													
2	Advanced Course on Management & Development (Training)	Class II Officers of GoN	2	25	30																																													
3	Senior Executive Development Programme (Training)	Class I Officers of GoN	1	25	40																																													
4	Seminar/Colloquium for Secretaries & Special Class Officers of GON	Secretaries & Special Officers of GoN	1	50	1																																												
	Total		**9**	**125**	**101**																																												
B	**Centre for Induction Training**																																																	
5	Foundation Course (BAT)	Newly Recruited Class III Officers of GoN	5	32	180																																													
	Total		**5**	**32**	**180**																																												
	Fee Based																																																	
6	Long Course		1	20	30																																													
7	Short Course		2	20	15																																													
	Total		**3**	**40**	**45**																																												
	Sub Total		**17**	**197**	**326**																																												
II	**Management Learning Group**																																																	
8	Research - OD Related		1																																														
A	**Centre for Organization Development**																																																	
	Regular Program																																																	
9	Leadership and Management Training	Senior Army Officers	1	45	12																																													
10	Leadership and Management Training	Class II & III women Managers of Public Sector Organisations	1	25	10																																													
11	Negotiation Skills	Senior Officers of Public Organisations	1	25	2																																													
12	Fostering Team Work in Public Organisations	Senior Officers of Public Organisations	1	25	3																																													
	Fee Based																																																	
13	Training	Officials of Public Organizations	2	20	5																																													
14	Process Consultancy	Public organisations	1																																															
	Total		**7**	**140**	**32**																																												
B	**Centre for Human Resource Management**																																																	
	Regular Program																																																	
15	Training of Trainers	Class II and III Officers of GoN	1	20	15																																													
16	Training of Trainers	Senior Officers of Public Organisations	2	20	15																																													
17	Human Resource Management Training Programme	Class III Officers of GoN	1	25	30																																													
18	Strategic Human Resource Management Training	Class II Officers of GoN	1	25	30																																													
19	Training cum Workshop on Developing Positive Attitudes at Work	Class II & III Officers of GoN	1	20	4																																													
20	Training Cum Workshop on Late Career Management	Officers of GoN	3	20	5																																													
21	Training on Performance Management	Class II & III Officers of GoN	1	20	5																																													
22	Training /Workshop on Emotional Intelligence at work	Class I & II Officers of GoN	1	20	4																																													
	Fee Based																																																	
23	Developing Positive Attitude at Work	Officers of Public Organisations	1	20	4																																													
24	TOT	Officers of Public Organisations	1	20	15																																													
25	Late Career management	Officers of Public Organisations	1	20	5																																													
	Total		**14**	**230**	**132**																																												
C	**Centre for Knowledge Management & IT**																																																	

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			Group	No. of Participants	Duration	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV
	Regular Program																																																		
26	IT Enabled Knowledge Management	Class II and III officer	1	20	3																																													
27	Information Security, Privacy and Internet Governance	Class II and III officer	1	20	3																																													
28	Learning Organisation and Knowledge Management	Senior Officers of Public organisations	1	20	3																																												
29	Social Media for Development	Class II and III Officer	1	20	3																																												
	Fee Based																																																	
30	ToT for ICT and E-Governance		2	15	10																																												
31	Applications of ICT and E-Governance in Public Administration	Class I officers	7	20	3																																												
32	ICT for Governance, Management & Development	Class II Officers of GoN	10	20	5																																												
33	ICT for Governance, Management & Development	Class III Officers of GoN	18	20	5																																												
	Total		**41**	**155**	**35**																																												
D	**Centre for Customer Care & Relations Management**																																																	
	Total		**0**	**0**	**0**																																											
E	**Centre for Financial Management**																																																
34	Workshop on matching Fiscal and Monitory Policy	Officials of Public Organizations	1	20	3																																												
	Fee Based																																																
35	Public Finance Summit	MoF, NPC, NASC, KUSOM, MDI, and Development Partners	1																																													
	Total		**2**	**20**	**3**																																											
	Sub Total		**65**	**545**	**202**																																											
III	**Governance and Development Management Learning Group**																																																
36	Research		1																																													
A	**Centre for Governance and State Management**																																															
37	Training Programme on Governance and Development	Class III Officers of GoN	1	25	30																																											
38	Training Programme on Governance and State Management	Class II Officers of GoN	1	25	30																																											
39	Training on Inclusive Governance	Officers of GoN	1	25	3																																											
	Fee Based																																															
40	Long Course	Officers	1	20	30																																											
41	Short Course	Officers	1	20	4																																											
	Total		**5**	**115**	**97**																																											
B	**Centre for Project Management**																																															
42	Training on Project Planning & Analysis	Class III Tech.Officers of GoN	1	20	30																																											
43	Training on Project Appraisal	Class II Tech.Officers of GoN	1	20	30																																											
44	Training on Participatory Planning and Project Proposal Writing	Officers of GoN Institutions	1	20	5																																											
	Fee Based																																															
45	Project Management	Officers of GoN	1	20	30																																											
46	Project Management	Officers of GoN	1	20	10																																											
47	Training on PPP Projects	Officers of GoN	1	20	3																																										
	Total		**6**	**120**	**108**																																										
C	**Centre for Development Policy Management**																																															
48	Special Programme on Development Issues (MFDR/Result Based Planning)	Class II&III Officers of GoN	1	20	2																																											
	Fee Based																																															
49	Consultation/Workshop/Assessment & Analysis on Sectoral Policy Issues	Class II & III Officers of GoN	2	25	1																																											
	Total		**3**	**45**	**3**																																											
D	**Centre for Climate Change**																																															
50	Training on Climate Change and Adaptation	Officers of GoN	1	20	5																																											
51	ICT and DRM/CRM	Officers of GoN	1	20	3																																										
	Total		**2**	**40**	**8**																																										
E	**Centre for Procument Management**																																															

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			Group	No. of Participants	Duration	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV
	Fee Based																																																		
52	Procurement & Contract Management	Class III Officers of GoN/PEs	2	20	5																					■				■																						
53	Procurement & Contract Management	Class III Officers of GoN/PEs	2	20	8																													■				■														
	Total		**4**	**40**	**13**																																														
	Sub Total		**21**	**360**	**229**																																														
IV	**Research & Consulting Department**																																																	
A	**Centre for Marketing & Consulting Services**																																																	
54	Joint Programme with Partner Institutions(e.g. KUSOM, Integrity Action, MDI)		2																																															
55	Marketing Seminar		1	20	1																										■																					
	Total		**3**	**20**	**1**																																														
B	**Centre for Research & Development**																																																	
56	Research Seminar (International Guest Speaker)		1	50	1																																													
57	Training on Professional Writing	NASC Staff	1	20	3																					■	■																									
58	Advanced Data Analysis and Research Methodology Training	NASC Staff	1	20	5					■	■																																									
59	Journal Publication		1			■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
60	Impact Evaluation of BAT by KUSOM		1			■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
61	Case Bank (Publication of BAT Case Studies)		1			■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■																						
62	Research					■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
	Type I		3																																															
	Type II		3																																																
	Type III		3																																															
63	NASC Discussion Series		12	50	1	■					■					■					■				■				■				■				■				■				■				■			
	Total		**27**	**140**	**10**																																													
C	**Academic Programme**																																																	
64	Feasibility Study and Design of Academic Programme		1			■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
	Total		**1**	**0**	**0**																																													
	Sub Total		**31**	**160**	**11**																																													
V	**Management Services Development**																																																	
A	**Internal Capacity Development Programme**																																																	
65	Staff Development (educational training , exposure Visit/workshop etc.)		1			■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
66	Improvement of Library/ Resource Centre (Books, Journals Purchase)		1			■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
67	Net working meeting among Training Institutions		3																		■														■																■
68	Recruitment (Class I -6 and Class III-6)		12			■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■																														
69	Selection of Best Performer		2												■																																					
70	NASC Day		1												■																																					
	Total		**20**																																															
B	**Publications**																																																	
71	NASC E- News Letters		6						■				■				■				■				■				■				■				■				■				■				■
72	Annual Report		1			■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■																														
	Total		**7**																																															
	Sub Total		**27**	**0**	**0**																																													
Total	**Trainings & Programmes**		**161**	**1262**	**768**																																												