



Lal Bahadur Shastri
National Academy of Administration
Mussoorie - 248 179 (Uttarakhand) INDIA



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Padamvir Singh
Joint Director



Chief Secretary
Orissa

Soc./594/SBP/845/2008-09
October 3, 2008

Dear Shri Tripathy,

SS, GAD

The National Institute of Administrative Research (NIAR) is an autonomous society under the aegis of the Lal Bahadur Shastri National Academy of Administration (LBSNAA). It engages in activities related to research and capacity building in issues relating to governance (including administrative reforms) and delivery of public services. It is also involved in policy advisory activity for the ministries in the Government of India. NIAR's role has been defined to include the following:

- To initiate research in Development Administration, Public Management and Public Policy
- To develop Training Modules based on research
- To conduct Training Programs
- To provide Consultancy Services/Policy Advisory role to the Ministries

The business of government is undergoing rapid changes in India today. As a consequence, the training needs of IAS officers, especially those in the middle of their careers, is also changing very quickly. There is a growing realization, often shared by those in government, that there is an urgent need to re-orient if not re-invent government. The need to do so is not confined to any particular sector of government activity, though it is possible to focus on some areas where the changes are either most rapid or most fundamental.

In order to further its agenda of policy research, NIAR has established a sabbatical programme to encourage serving officers to take time out from their daily routine work and engage in serious research on areas of their interest relating to current government policies. You are requested to kindly circulate the scheme for the above mentioned programme among the civil servants in your state. And, if anybody is interested, permit him/her to send the proposal for consideration.

With regards,

Yours sincerely,

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(Padamvir Singh)

Shri Ajit Kumar Tripathy, IAS
Chief Secretary
Government of Orissa
Bhubaneswar- 751 001

Encl.: As above

16/10/08

sent

NATIONAL INSTITUTE OF ADMINISTRATIVE RESEARCH
LAL BAHADUR SHASTRI NATIONAL ACADEMY OF ADMINISTRATION
MUSSOORIE

SCHEME FOR SABBATICAL PROGRAMME¹

I. OBJECTIVES

1.1 The objectives for the scheme for sabbatical programme are:

1. To provide an opportunity to serving administrative officers for research and training activities.
2. To enable scholars under the programme to generate materials such as monographs, papers, documents, books etc. which would enlarge and improve the pool of resources available for training institutions in India.
3. To augment the pool of training personnel available in the Academy on a short term basis.
4. To provide a forum for discussion and dissemination of new ideas and initiatives in matters concerning governance.

The details of the programme are hosted at <http://>

II. ENGAGEMENT OF SCHOLARS

2.1 The scholars appointed may be required to perform any or all of the following activities.

- (a) To initiate research in Development Administration Public Management and Public Policy
- (b) To develop Training Modules based on research
- (c) To conduct Training Programs
- (d) To provide Consultant Services/Policy Advisory role to the Ministries.
- (e) Briefing of probationers for various external programme such as
 - (i) Village visit during the Foundational Course.

¹ Queries and clarifications may be sought from EL NIAR, Cozy Nook, Mussoorie 248179 or by e-mail from alokkumar@lbsnaa.ernet.in

- (ii) Tribal village, voluntary agency etc. attachment during Phase-I of the Professional Course of the IAS.
- (iii) Socio-economic study of a village by IAS probationers during their field training.

III. RESEARCH OUTPUT

- 3.1 Scholars appointed under the programme shall submit their reports, monographs, papers, manuscripts etc. produced during their stay in the NIAR. They will present the same in a Faculty Seminar at least 2 weeks before the date of expiry of their appointment. On the basis of the comments/suggestions, the materials will be re-drafted and final version submitted before they depart. All such materials shall be the sole property of the NIAR, and publication if any, shall be through the NIAR. The copyright will vest jointly with the NIAR/Academy and the author. The Academy shall be free to use all or part of the materials of its own use in any manner it deems fit.

IV. ELIGIBILITY

- 4.1 Serving as well as retired officers of the central and state governments will be considered for appointment as scholars under the scheme. They will have to ensure that necessary permission and leave is obtained from the cadre controlling authority for the purpose.

V. SCHEDULE AND TIMING

- 5.1 The scholars will be appointed for a maximum period of six months depending upon the nature of their project.

VI. TERMS AND CONDITIONS OF RESIDENCE

- 6.1 The following will be the terms and conditions governing the appointment of scholars:-

1. NIAR will bear the travel cost actually incurred by the scholar from the place of his stay to Mussoorie and back. The entitlement will be as per the TA/DA rules applicable to the officer concerned. For retired officers, it will be calculated as per their entitlements just prior to retirement.
2. Free furnished, accommodation for the scholar and spouse shall be provided. Family accommodation cannot be promised, but may be provided depending on availability. Accommodation will be provided in the building which houses the NIAR in Glenmire Estate of the Academy.
3. Scholars may, if they so desire, make their own arrangements for meals. The NIAR has a small kitchen/pantry which can be used by the

scholars for the purpose. Alternatively, they can join the Officers Mess in the Academy and pay the stipulated charges at the same rate as other members of the mess.

VII. EMOLUMENTS AND HONORARIA

- 7.1 Scholars during the sabbatical programme will be entitled to the following compensation:-
- (i) When interacting with trainees, will be paid honorarium at the rate prevalent for the Guest Faculty of the Academy;
 - (ii) For undertaking and completing some specific project work lumpsum honorarium not exceeding Rs.10,000/- (Rupees Ten Thousand Only) subject to change;
 - (iii) In case of project work of special nature, which is done as part of project funded by any Ministry/Funding Agency, lumpsum project honorarium as determined in each case.

VIII. FACILITIES AND SUPPORT SERVICES

- 8.1 The Scholars under the sabbatical programme will be provided with the following facilities:-
- (a) Access to Library;
 - (b) Access to Computer facilities; and
 - (c) Access to Games and Sports facilities.
- 8.2 These facilities will be as available to the serving Faculty Members.
- 8.3 In addition, they will be entitled to stationery. Efforts will be made to provide stenographic assistance, based on the actual need.

IX. MODE OF APPLICATION

- 9.1 Prospective scholars are requested to send a short outline of the project they wish to work on. They may also include a c.v. listing their educational background and work and research experience. The applications, accompanied by the clearance from the cadre controlling authority in case of serving officers, may be sent to:

Executive Director
NIAR
Cozy Nook
MUSSOORIE - 248 179
INDIA.

X. MODE OF SELECTION

- 10.1 The Sabbatical Programme Committee consisting of the following will screen the nominations/applications received and select the scholars:
- (i) Chairman NIAR (Director LBSNAA) – Chairman of the Committee
 - (ii) Vice Chairman NIAR (Joint Director LBSNAA)
 - (iii) 2 experts from among the members of NIAR (to be decided by the Chairman)
 - (iv) Executive Director NIAR – Member Secretary
- 10.2 The Committee will inter alia, decide the following in each case:
- (a) Duration and Timing.
 - (b) Terms and Conditions.
 - (c) Research Output.
 - (d) Quantum of honorarium, if any.