

Annual Report
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NIEPA



National Institute of Educational Planning and Administration

17-B, Sri Aurobindo Marg, New Delhi-110016



NIEPA Office Building

Annual Report

1997-98



National Institute of Educational Planning and Administration

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Mission and Objectives

- *To be a National Centre for excellence in educational planning and administration intended to improve the quality of planning and administration in education by means of study, generation of new ideas, and techniques and disseminating them through interaction with, and training of strategic groups and to achieve the same;*
- *To organise pre-service and in-service training, conferences, workshops, meetings, seminars and briefing sessions for senior educational officers of the Central and State Governments and Union Territories;*
- *To organise orientation and training programmes and refresher courses for University and College administrators connected with educational planning and administration;*
- *To develop networking of Institutions engaged in identical task of as that of this Institute and to play supportive and collaborative role so that State/UT and regional level are gradually undertaken by them;*
- *To organise orientation programmes, seminars and discussion groups for top level persons, including legislators, in the field of educational planning and administration at policy making level in Central and State Governments;*
- *To undertake, aid, promote and coordinate research in various aspects of educational planning and administration, including comparative studies in planning techniques and administrative procedures in the different States of India and in other countries of the world;*
- *To provide academic and professional guidance to agencies, institutions and personnel engaged in educational planning and administration;*
- *To offer, on request, consultancy service to State Governments and other educational institutions;*
- *To act as a clearing house of ideas and information on research, training and extension in educational planning and administration services and other programmes;*
- *To prepare, print and publish papers, periodicals and books in furtherance of these objectives and especially to bring out a Journal of Educational Planning and Administration;*
- *To collaborate with other agencies, institutions and organisations, including the University Grants Commission, the University Institutes of Management and Administration and other allied institutions in India and abroad, in such way as may be considered necessary for the promotion of these objectives;*
- *To offer fellowships, scholarships and academic awards in furtherance of the objects of the National Institute;*
- *To confer honorary fellowships on eminent educationists for their contribution in the field of educational planning and administration; and*
- *To provide, on request, facilities for training and research in educational planning and administration to other countries, especially of the Asian Region, and Collaborate with them in Programmes.*

The National Institute of Educational Planning and Administration has been working as the apex Institute in the area of planning and administration of education for the last three and half decades. For the first ten years of its existence, the Institute functioned as a Unesco Institute having been established in 1962, under an agreement with UNESCO and Government of India, as the UNESCO Regional Centre for Training of Educational Planners, Administrators and Supervisors in Asia and the Pacific. On 1st April, 1965, the Centre was renamed as Asian Institute of Educational Planning and Administration. On expiry of the agreement with UNESCO and on the recommendations of the Kothari Commission, Government of India, by taking over responsibilities of UNESCO Centre, established National Staff College for Educational Planners and Administrators as an autonomous Institute in 1970. The objective was to respond to the national needs of educational planning and administration and also to share the experience and expertise in this area with other countries. The Institute was renamed as National Institute of Educational Planning and Administration (NIEPA) in 1979.

With a view to achieve its objectives, the Institute has organised academic programmes under four thematic Units, namely, (i) Planning; (ii) Administration; (iii) Finance and (iv) Policy; under two educational level Units, namely, (i) School and Non-formal Education and; (ii) Higher Education; and under two area level Units, namely, (i) Sub-national Systems; and (ii) International Unit. The newly created unit in 1995 i.e. Operations Research & Systems Management deals with various system level management issues. The academic work is supported by Library and Documentation Centre, Publication Unit, Hindi Cell, Electronic Data Processing Unit, Reprography, and Cartography Cells as well as by the General Administration and Finance. The present report covers the main activities of the Institute for the year 1997-98.

The academic activities of the Institute have been grouped into three major categories, namely, i) capability building training; ii) knowledge generation and application - re-

search and action research; and iii) dissemination of knowledge, consultancy, professional support and publications.

Training

Programme Thrust

In the area of training, the major thrust has been on networking of training facilities in educational planning and administration and training of trainers so as to develop training capabilities at the regional, state, local and institutional levels.

In the training programmes emphasis was given to the priority areas such as Education for All, Micro-level Planning, District Level Planning, Institutional Planning and Evaluation, Non-formal and Adult Education, Planning and Management of DIETs, Tribal Education, Decentralised Administration, Gender Issues, Environmental Education, Computer Applications, Planning and Development of: (i) Academic Staff Colleges; (ii) Autonomous Colleges; and (iii) Planning for Excellence and Relevance in Higher Education.

Coverage

During the year, 50 programmes were conducted by the Institute. These programmes provided opportunities to 1713 participants drawn from various parts of India and 172 from as many as 33 countries of the world.

Training Material

As a part of capability-building at the regional, state and national levels, self-learning modules, papers, statistical data reports on planning and administration have been prepared by the Institute. In every training programme a set of reading materials pertaining to themes of the programmes prepared by the faculty and culled out from various sources, are provided to the participants.

Training Methodology

All the training programmes are inter-disciplinary in nature. The programmes include practical and syndicate work, case studies and seminars. Training aids like computers, films, videos and over-head projectors are used to

enrich the presentations. The participants are taken for field visits wherever found necessary.

Evaluation

Each training programme has an element of evaluation built into it. In the programmes of longer duration such as the six-month National and International Diploma in Educational Planning and Administration, the evaluation is done on a continuous basis. In addition to curricular work, the participants in these programmes are required to write dissertations for award of diploma.

Research

Research and action research are important activities of the Institute. Before any new programme is launched, it is preceded by a pilot or in-depth study. Often action research is undertaken on aspects which are discussed in training programmes. Research activities are undertaken focussing on aspects which have a bearing on planning, administration and policy in education. The Institute also promotes research by funding research projects to scholars interested in conducting research in the important areas of educational planning and administration.

During the year, 5 research projects were completed, while as many as 15 research projects were in progress including new research studies.

Consultancy and Professional Support

The faculty members of the Institute provided consultancy and professional support to national, state and institutional level bodies as well as international organisations. Thus consultancy and professional support were provided to the Ministry of Human Resource Development, University Grants Commission, State Education Departments, State Councils of Higher Education, SCERTs, SIEMTs and International Agencies such as, UNESCO, World Bank and SIDA.

Dissemination of Information

Publications

The Institute regularly publishes research studies and brings out two Journals – One in English entitled, 'Journal of Educational Planning and Administration' and other in Hindi entitled, "Pariprekshya", a bi-annual ANTRIEP (Asian Network of Training and Research Institutions in Educational Planning) Newsletter. During the year, two

books, one set of twelve modules on "District Planning in Education" and DISE 98 Manual were brought out. Besides these, four issues of English Journal, three issues of Hindi Journal, one issue of NIEPA Newsletter, two issues of ANTRIEP Newsletter and several mimeographs and research papers were also brought out.

Academic and Supporting Units

The academic programmes of the Institute are conducted by nine academic Units. A brief account of these academic and the supporting Units is given below:

Academic Units

Educational Planning Unit: The emphasis has now shifted from centralised to decentralised Planning. The focus on research, training and consultancy in the Planning Unit has also undergone a change. Presently, the main effort is on integration of inputs, processes and products of planning at the institution, district, state and the national levels. With the onset of liberalization of the economy the focus has also shifted to strategic, indicative rather than comprehensive planning in conventional sense. Besides UEE, Social Safety Network has emerged as a new approach to the theory and practice of planning. The Unit undertakes research, training and consultancy programmes.

Educational Administration Unit: The Unit, through its various programmes of training, research and other activities, tries to strengthen the capabilities of educational administrators both at institutional and supra-institutional levels. As the country has over 80,000 schools, the Unit has been concentrating on training of trainers through networking to reach out to a larger number of schools. The Unit also caters to the needs of special categories of institutions like Railway Schools, Navodaya Vidyalayas, Kendriya Vidyalayas, Ashram Schools, etc. To modernise educational administrative machinery, the Unit tries to develop in the educational administrators the required managerial skills so that they are able to cope with the newer demands and challenges of educational development.

Educational Finance Unit: The new economic conditions put considerable stress on education budgets. Resource requirements of the education system are increasing rapidly, while the availability of resources is restricted, widening the gap between the two. There is a need to evolve efficient methods of allocation of resources, mobilization

of governmental and non-governmental resources, and efficient utilisation of resources. Effective management of educational finance thus assumes great significance today.

The Unit accordingly engages itself in research, consultancy and training and strengthening capabilities of Finance Officers in State Departments of Education and in Universities. It familiarises them with the latest development and trends in educational finances and acquaints them with modern methods and techniques of financial management, including allocation, mobilisation and utilisation of resources.

Educational Policy Unit: The Unit emphasizes some of the important issues in educational policy formulation and implementation including evaluation of the policy. It conducts research and initiates discussions on critical issues of educational policy. It organises training/orientation programmes for better implementation of the national policy. The major thrust of the Unit has been on issues related to equity and generation of demand in education.

During the current year, the major focus of the activities of the Unit has been in the areas of planning and management of education in remote areas, educational development of minorities, decentralised planning and community participation.

School and Non-Formal Education Unit: The Unit focuses on developing the competencies of District Education Officers, officers working in the field of adult and non-formal education and other concerned officers in the area of planning and administration of school and non-formal education. It addresses various problems and issues involved in the management of schools and non-formal education and attempts to find out alternative strategies to solve them. By organising training programmes for key officers, it attempts to improve their professional ability/skills. By undertaking research projects, it tries to develop their knowledge in efficient planning and management of school system. The Unit lays emphasis on the priority areas and schemes in school education.

The Unit also engages itself in research and provides consultancy in planning and management of school education for quality improvement.

Higher Education Unit: The unit provides forum for futuristic planning and management in the Higher Education System's development requiring training, research and

consultancy inputs and by bringing together the policy makers, planners, administrators and supplementors at institution, state and centre levels from such fields as may be necessary. The main thrust of this unit has been to promote quality, equity, excellence, relevance, autonomy, accountability and accreditation. Emphasis is on evaluation, self and institutional and staff development through training, research, consultancy in planning and management of higher education. Efforts of the unit have been to build planning and management capabilities by organising programmes of 'training of trainees' as well as in addition to the programmes for building the capabilities of academic and non-academic faculty at the centre, state, university and college levels by orienting them through the training programmes by familiarising them with the recent developments in the policies programmes and plan of action and equip them with the modern techniques of planning and management of Higher Education Institutions in India.

Keeping these in view the unit engages itself in research and consultancy activities in addition to the strengthening of capabilities of planners and administrators functioning at all levels.

Sub-National Systems Unit: The main focus of the Unit is on: decentralised and micro-planning in the context of Education for All; institutional planning and evaluation; monitoring and evaluation of educational programmes; and development of indicators of education at sub-national levels. The major national level studies of this Unit pertain to 'National Sample Survey for Monitoring of UEE', 'Second All India Survey of Educational Administration' and 'School Mapping'. The Unit also brought out a comprehensive report on 'Non-Formal Education in India: An Evaluation' based on evaluation research in nine educationally backward states of the country in respect of centrally sponsored schemes of non-formal education. This Unit also organised several field based training programmes in DIETs in collaboration with state governments.

International Unit: International Unit endeavours to promote a spirit of international cooperation and understanding especially, among the countries of the Developing World, through exchange of ideas and experiences by organizing seminars and meetings on subject matters and issues important to the field of human resource

development. Its main activity is a long-term training programme for educational planners and administrators of developing countries. In this programme, the thrust is to indigenise structures and processes of education — micro, meso and macro — planning on the one hand and educational supervision, administration, management and leadership on the other. The Unit also conducts tailor-made training programmes on request from different countries. The Unit also undertakes research and consultancy in the field of comparative international education.

Operations Research and Systems Management Unit: On the recommendations of the NIEPA Review Committee, Operations Research and Systems Management Unit was created in October, 1995. The unit deals with various system level management issues. These include the logistics management, information systems, control systems, computer applications, operations research in education, project formulation and monitoring and implementation, decision support system and the like. The Unit specifically focusses on the building of capacity in computer applications among state/district level users and training of the computer professional staff in the design, development and implementation of information systems. Presently the Unit is providing technical and professional support for the design and implementation of EMIS for the District Primary Education Project. The Unit also undertakes research in emerging areas through research projects, pilot projects, field base studies, key studies and action research.

Academic Support Units

Library and Documentation Centre: The library acquires latest and up-to-date materials on educational planning and administration and provides facilities for their use. Dissemination of information is done through documentation and information service. The library has a collection of over 50244 volumes and subscribes to as many as 350 periodicals and has a computerised catalogue of books and articles. The Library and Documentation Centre has also organised training programmes in planning and management of libraries of DIETs.

Being a member of DELNET, Library has on-line access to 65 libraries in Delhi. E-mail service is also provided to faculty which facilitate them to send and receive their mail in India and other parts of the world.

Publication Unit: Dissemination of research findings is as important as the conduct of research itself. Research is also brought out through working and occasional papers. Monographs and mimeographed manuscripts offer another mode of dissemination: The Unit also publishes working and occasional papers, Journals of Educational Planning and Administration in English and Pariprekshya in Hindi, ANTRIEP Newsletter and books/research reports in the area of educational planning and administration.

Hindi Cell: As a response to the national policy on promotion of translating training materials into Hindi, it gives support to the administration and faculty for implementation of the Official Language Policy.

Cartography Cell: Cartography Cell provides facilities for graphic presentation of data, maps, charts for training, publication and display.

Reprography Cell: The cell helps in making multiple copies of training materials, research papers and mimeographs to meet the academic needs of the Institute.

Administration and Finance

Administration

The administrative set up includes general, academic and personnel administration. As on 31.3.98, the Institute had a total sanctioned strength of 181 staff members, both academic and administrative, besides 24 project staff appointed for the duration of the respective projects.

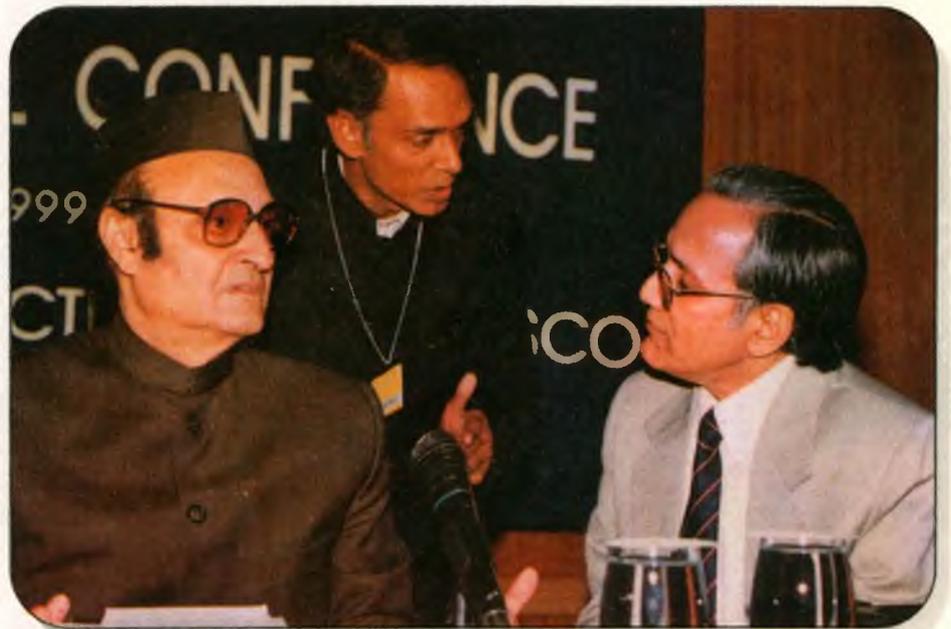
Finance

During the year the Institute received a grant of Rs. 425.31 lakhs (Rs. 116.98 lakhs under Non-Plan and Rs. 308.33 lakhs under Plan). The Institute had an opening balance of Rs. 8.19 lakhs both under Plan and Non-Plan. The internal office and hostel receipts amounted to Rs. 53.96 lakhs during the year. The expenditure during the year under Non-plan and Plan amounted Rs. 376.97 lakhs.

The Institute had a balance of Rs. 57.40 lakhs and received additional funds amounting to Rs. 132.70 lakhs during the year for the Sponsored programmes/studies from other agencies. The expenditure during the year on sponsored programmes/studies amounted to Rs. 105.98 lakhs.



Dr. Murli Manohar Joshi, Hon'ble Union HRD Minister lighting the lamp at the Inauguration of the Asian Regional Conference on *Learning: The Treasure Within*



Dr. Karan Singh, Member, UNESCO International Commission on Education for 21st Century in a dialogue with the Director, NIEPA during the Asian Regional Conference on *Learning: The Treasure Within*



Participants of *International Diploma Programme (IDEPA)*
with NIEPA Faculty and Staff



Participants of *National Diploma Programme (DEPA)*
with NIEPA Faculty and Staff

Campus Facilities

The Institute has a four-storeyed office building, seven-storeyed hostel having 48 rooms and a residential complex having 16 Type I quarters, 8 quarters each of Type II to V and the Director's residence. The construction work in

respect of extension and upgradation of hostel building which includes warden's residence, guest faculty accommodation, additional blocks, enlargement of dining hall etc. is more or less completed.

Training is one of the important functions of the Institute. The Institute organises orientation and training programmes, seminars, workshops, and other such similar programmes for senior educational officers of the government as well as for university and college administrators engaged in the task of educational planning and administration. The Institute also organises training programmes for key educational functionaries from other countries.

Approach and Thrust

Training programmes are designed keeping in view the training needs emanating from new developments in the field. Training needs identified by the participants and the decision makers are also taken into consideration while designing the programmes. Suggestions given by participants on earlier occasions are kept in view while organising the programmes. Taskforces are constituted to discuss details of the programmes.

In addition, the priority areas such as, district-level planning, planning and management of institutions in tribal areas, the minority managed institutions, role of computers in educational planning and management, etc. are also kept in view while planning the training calendar of the Institute. Programmes were also conducted for the educational personnel working in DPEP districts.

The Institute continues to play its pivotal role at international level by organising the training programmes, workshops and seminars for educational functionaries from developing countries in collaboration with various international agencies.

NIEPA is gradually shifting its training emphasis towards the training of trainers and networking with state and regional level institutions and university departments of education.

Training Material

NIEPA faculty remained actively involved in the preparation of research based training materials for training pro-

grammes. This training material serves as background papers given to the participants during the programmes. These materials are supplemented by published literature on the subjects concerned.

Evaluation

Every training programme is formally evaluated. The first stage is at the end of each training programme where every participant is asked to evaluate the training programme on a structured proforma. In programmes of long duration, this evaluation is also preceded by one or two mid-term evaluations.

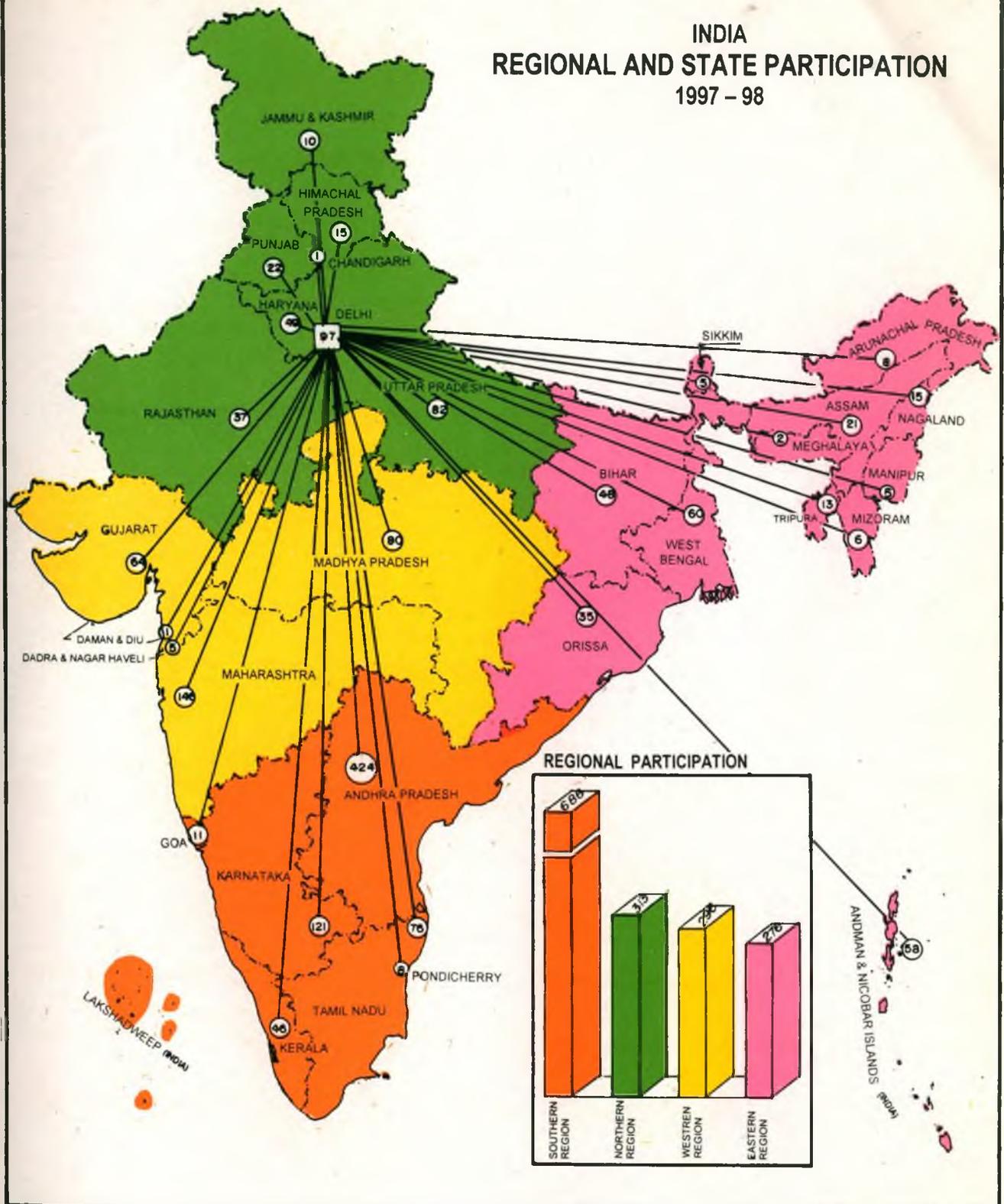
Participation

During the year 1997-98, the Institute organised total 50 Training Programmes/Workshops/Seminars/Conferences and Diploma Programmes at national and international level. A total 1885 participants participated in these programmes out of which 1713 (1294 in National Programmes & 419 in International Programmes) were from India & 172 from abroad.

National Level: The Institute organised 43 Diploma Programmes/Orientation/Training Programmes/Workshops/Seminars/Conferences etc. during the year under review. 1571 participants belong to various educational departments of State Governments and UTs, and 142 belong to various departments and organisations of Central Govt. The list of programmes is given in Annexure I.

Programmes organised during the year fall in two categories (a) Diploma programmes and (b) General and thematic programmes in educational planning and management and theme based short-term programmes at national and international level. The category-wise programmes organised by the Institute are given in Table I.

INDIA REGIONAL AND STATE PARTICIPATION 1997 - 98



CATEGORY-WISE PROGRAMMES

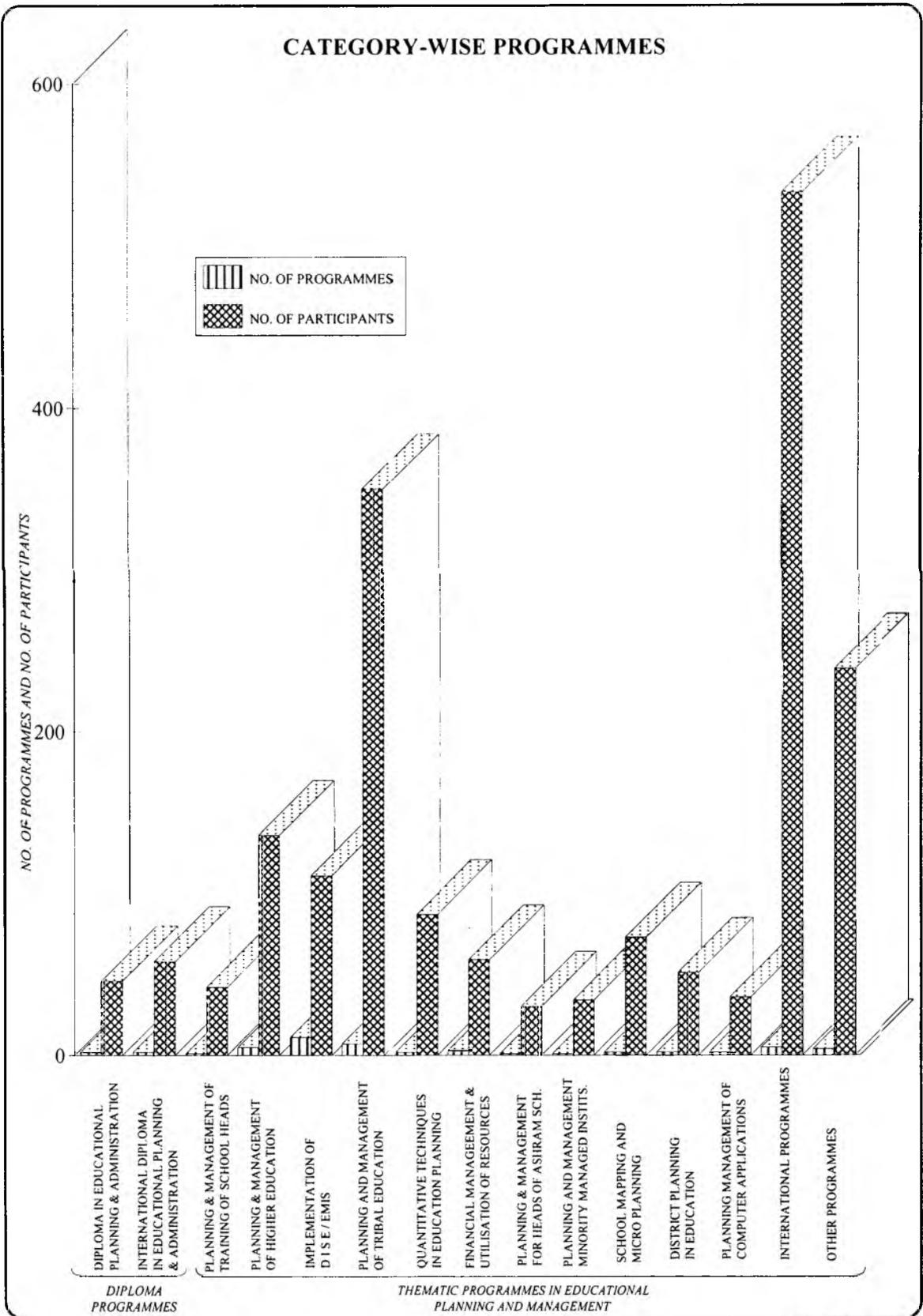


Table 1
Category-wise Programmes Organised by the Institute during 1997-98

<i>Classification of Programmes</i>	<i>No. of Programmes</i>	<i>Duration (Days)</i>	<i>No. of Participants</i>
Diploma Programmes			
(a) National Diploma Programmes*	2	149	46
(b) International Diploma Programmes*	2	182	58
Thematic Programmes in Educational Planning and Management			
Planning and Management of Training of School Heads	1	12	42
Planning and Management of Tribal Education	7	9	350
Planning and Management for Heads of Ashram Schools	1	12	30
Planning and Management of Minority Managed Institutions	1	12	34
Planning and Management of Higher Education	5	45	136
Planning and Management of Computer Applications	2	13	36
Quantitative Techniques in Educational Planning	2	23	87
Implementation of DISE/EMIS	11	28	111
Financial Management and Utilisation of Resources	3	15	59
School Mapping and Micro Planning	2	7	73
District Planning in Education	2	17	51
International Programmes	5	81	533
Other Programmes	4	15	239
Grand Total	50	620	1885

* Includes two on-going Diploma Programmes (National and International one each)

Almost all the States and Union Territories in the country (except Lakshadweep) participated in programmes organised by NIEPA. The State-wise participation is given in Table 2.

Table 2
State-wise Participation

<i>S.No.</i>	<i>States/UTs.</i>	<i>No. of Participants</i>
1.	Andhra Pradesh*	424
2.	Arunachal Pradesh*	8
3.	Assam*	21
4.	Bihar*	48
5.	Goa	11
6.	Gujarat	64
7.	Haryana	49
8.	Himachal Pradesh	15
9.	Jammu & Kashmir*	10
10.	Karnataka	121
11.	Kerala	46
12.	Madhya Pradesh*	80
13.	Maharashtra	146

14.	Manipur	5
15.	Meghalaya	2
16.	Mizoram	6
17.	Nagaland	15
18.	Orissa*	35
19.	Punjab	22
20.	Rajasthan*	37
21.	Sikkim	5
22.	Tamil Nadu	76
23.	Tripura	13
24.	Uttar Pradesh*	82
25.	West Bengal*	60
26.	Andman & Nicobar Islands	58
27.	Chandigarh	1
28.	Dadra & Nagar Haveli	5
29.	Daman & Diu	1
30.	Delhi	97
31.	Lakshadweep	-
32.	Pondicherry	8
33.	Govt. of India & Other Organisations	142
	Total	1713

About 42 percent of the participants belonged to the ten educationally backward states, namely Andhra Pradesh (424), Arunachal Pradesh (8), Assam (21), Bihar (48), Jammu & Kashmir (10), Madhya Pradesh (80), Orissa (35), Rajasthan (37), Uttar Pradesh (82), and West Bengal (60)

Type and Level of Participation

The participants of various programmes constituted a mixed group in terms of their levels. These includes senior level functionaries from state and union territories Directorates of Education, SCERTs, DIETs regional and district level functionaries, tribal welfare officers as well as Institutional heads like school principals. Similarly, college principals and Sr. Administrators from universities also took part in the area of higher education. Details of the participants in terms of types and levels may be seen from Table-3.

Table 3
Level-wise Participation in the Orientation and Training Programmes/Workshops/Seminars/ Conferences etc organised during 1997-98

<i>Level</i>	<i>No. of Participants</i>
School Principals	143
Heads of Ashram Schools	30
Heads of Tribal Education	350
Heads of Minority Managed Institutions	34
District Education Officers	35
DIETs/SCERT Personnel/DPEP	195
Sr. Educational Administrators	289
College Principals	109
University Administrators/Sr. Academicians	181
Officers relating to DISE/EMIS/DPEP	111
Others	236
Total	1713

International Level

During the year, the Institute organised 7 programmes which includes 2 diploma programmes (one on-going) 3 ADB sponsored training programme for Sr. School Principals of Sri Lanka, one IIEP-Collaborative Sub-regional Intensive Training Course and one World Conference on Education' India - The Next Millennium. The country-

wise participation of 172 participants may be seen from Table 4.

Table 4
Country-wise Participation in the Various International Programmes during 1997-98

<i>Name of the Country</i>	<i>No of Participants</i>
Australia	1
Bangladesh	4
Bhutan	9
Botswana	1
Canada	1
Eritrea	8
Ghana	1
Greece	1
Guyana	1
Hongkong (China)	1
Iran	1
Iraq	4
Japan	1
Kenya Rep. of	1
Maldives	5
Mauritius	6
Myanmar	2
Naru Rep. of	1
Nepal	9
New Zealand	1
Nigeria	2
Pakistan	2
Papua New Guinea	1
Philippines	2
South Africa	6
Sri Lanka	81
Tanzania	2
Turkey	5
United Kingdom	5
United States of America	3
Uganda	1
Vietnam Rep. of	2
Zambia	1
Total	172

Programmes by Areas and Themes

The Institute organised 4 diploma programmes – National and International two each (which includes two on-going

(National and International one each), 29 training/orientation programmes, 12 workshops, 1 seminar, 2 conferences and 2 meetings. A brief description of these programmes is presented below:

National Diploma Course in Educational Planning and Administration (DEPA)

During the year 1997-98, the Institute completed the second and third phase of seventeenth diploma programme, which was commenced in October, 1996 and 1st and 2nd phases were concluded respectively in January and April, 1997. The eighteenth diploma course commenced from November 10, 1997. The first and second phases concluded respectively in February and May 1998.

The programmes were based on lecture-discussion, panel discussions case studies syndicate method, simulation exercise role-plays, in-basket method and group-discussion on identified themes. Also sufficient time was devoted to practical exercises, library based assignments and visit to some important educational institutions. Besides this, each participant was given on the job training which includes supervised project work at the place of work of the Officer for a period of three months. They were also required to submit a summary based on their project report not exceeding fifteen typed foolscap sheets.

Table 5
State-wise Participation in the Seventeenth and Eighteenth National Diploma Programmes

Name of the State	Seventeenth Diploma	Eighteenth Diploma	Total
Assam	3	-	3
Bihar	3	-	3
Gujarat	3	4	7
Haryana	-	4	4
Jammu & Kashmir	-	1	1
Karnataka	2	1	3
Kerala	3	1	4
Madhya Pradesh	2	-	2
Mizoram	1	-	1
Nagaland	2	-	2
Punjab	-	2	2
Rajasthan	3	-	3
Tamil Nadu	1	1	2
Tripura	3	-	3
Uttar Pradesh	2	2	4
A&N. Islands	1	-	1
Delhi	-	1	1
Total	29	17	46

Inter-state study visit of Orissa was arranged for the participants of eighteenth diploma from January 2-12, 1998. The field visit covered state and district level organisations, as well as institutional level efforts in formal and non-formal education and involved visits to three districts of Orissa, Dhenkanal, Khurda and Puri. Both these courses were attended by 46 district level officers and officers from SCERTs and DIETs. The state-wise participation is given in Table 5.

International Diploma Course in Educational Planning and Administration (IDEPA)

NIEPA has been organising six month's International Diploma Programme in Educational Planning and Administration for Educational personnels of developing countries every year since 1985. Thirteenth IDEPA Programme had commenced in February, 1997 and was completed in August, 1997. Fourteenth Diploma Programme had commenced in February, 1998. Both First and second phases of this programme had concluded respectively in April and July, 1998.

The course structure consisted of two major components (i) Phase I, three months intensive curricular work at NIEPA and (ii) three months' field research project in the home country, through his/her own efforts. The methodology of the programme seeks to strike a balance between theory and practice. Broadly, it includes lecture-discussions, simulation and practical exercises, role-plays, case-discussions, management games, search conferences, demonstrations and group discussions. Further, panel discussions and participants' seminars for encouraging participants are special features of the course methodology. The programme also lays emphasis on academic exercises at micro- level, educational/cultural field visits, field educational attachments and enrichment lectures. Educational field attachments constitute a major component of exercise of the IDEPA participants at the micro level in addition to other major areas, which encompass the whole programme. The educational field attachments involved visit to and attachments with supra-level institutions in Maharashtra and Punjab. For each such visit a nominated participant/field advisor gave a report on the educational visit to a particular institution. Both these IDEPA programmes were attended by 58 officers from 23 developing countries. The country-wise participation is given in Table 6.

Table 6
Country-wise Participation in the Thirteenth and Fourteenth International Diploma Programmes

Name of the Country	Thirteenth IDEPA	Fourteenth IDEPA	Total
Bangladesh	1	1	2
Bhutan	4	1	5
Botswana	1	-	1
Eritrea	4	4	8
Ghana	1	-	1
Guyana	1	-	1
Iran	-	1	1
Iraq	3	1	4
Kenya Rep. of	1	-	1
Maldives	-	3	3
Mauritius	3	3	6
Myanmar	-	2	2
Naru Rep. of	1	-	1
Nepal	-	6	6
Nigeria	2	-	2
Papua New Guinea	1	-	1
Philippines	2	-	2
South Africa	2	-	2
Srilanka	3	-	3
Tanzania	2	-	2
Uganda	1	-	1
Vietnam	-	2	2
Zambi Rep. of	-	1	1
Total	33	25	58

Planning and Management of Training of School Heads

One programme was organised in Planning and Management of Training of School Heads. This programme was attended by 42 heads of Secondary and Sr. Secondary schools.

Planning and Management of Tribal Education

NIEPA organised 7 training programmes for heads of tribal educational institutions in the field of planning and management of tribal education. The programmes were attended by 350 participants.

Planning and Management for Heads of Ashram Schools

During the year, the Institute organised one programme in the area of planning and management of Heads of Ashram schools. The programme was attended by 30 Heads of Ashram schools.

Planning and Management of Minorities Managed Institutions

Institute organised one programme in the area of planning and management for Heads of minorities managed insti-

tutions. The programme was attended by 34 officers from minorities managed institutions.

Planning and Management of Higher Education

NIEPA organised two orientation programmes, one workshop and two meetings in the area of higher education during the year. These programmes were attended by 136 College Principals and Directors of Academic Staff Colleges etc.

Planning and Management of Computer Applications

Two programmes in the field of computer application were organised for UGC officers and state level officers. These programmes were attended by 36 participants.

Quantitative Techniques in Educational Planning

Two programmes for state level officers were organised in the field of quantitative techniques in educational planning. Programmes were attended by 87 participants.

Implementation of DISE/EMIS

For implementation of DISE/EMIS in DPEP-II states, NIEPA has organised eleven training programmes/workshops for the states of Orissa, Andhra Pradesh, Himachal Pradesh, Rajasthan, Karnataka, Haryana, Kerala, Bihar, Tamil Nadu and Utter Pradesh. These programmes were attended by 111 states officers.

Financial Management and Utilisation of Resources

In the area of financial management and utilisation of resources, three programmes were organised for universities personnels and school principals of Karnataka state. 59 participants participated in these programmes.

School Mapping and Micro Planning

In the field of school mapping and micro planning two programmes were organised. 73 officers participated in these programmes.

District Planning in Education

NIEPA organised two programmes on district planning in education for district level officers and for the officers of planning and management branches of DIETs in the country. These programmes were attended by 51 participants.

International Programmes

NIEPA organised, a total five training programmes/conference at international level: three ADB sponsored training programmes for Principals of Secondary and Sr. Secondary Schools of Srilanka; one IIEP collaborated Sub-regional Intensive Training Course in Using Indicators in Planning Basic Education: Methodological Aspects and Technical Tools and one Conference on Education : India - The Next Millennium. A total of 533 officers attended these programmes out of which 419 were from India and 114 were from abroad.

Other Programmes

NIEPA also organised one orientation programme in Planning and Management of School Librarians of Salwan Education Trust, one programme in Demographic Pressure on Education with Special Reference to UEE, a National Seminar on Education Employment Linkages and Vocationalisation and one virtual conference on Educational Planning and Management. These four programmes were attended by 239 officers.

The detailed reports of all Diploma Programmes/Orientation-Training Programmes/Workshops/Seminars/Conferences etc. are available in the Library/Documentation Centre of the Institute.

Research

NIEPA is actively engaged in conducting, aiding, promoting and coordinating research in various spheres of educational planning and administration. The focus of the research is multi-disciplinary with the main thrust on theory, policy relevance methods, techniques and processes of educational planning and administration.

NIEPA promotes research through funding research projects of faculty; accepting research projects from other agencies; and providing financial assistance to experts and institutions for undertaking research in identified priority areas.

The research undertaken and supported by NIEPA synthesizes theoretical and empirical issues. Research activities of the Institute constantly endeavour to provide sound empirical and analytical base for policy and plan formulations. They also provide significant inputs for various training programmes.

During the period under reporting, 5 research studies were completed while 15 studies were in progress including new studies.

Studies Completed

1. *Provisions and Performance : A Study of Primary Schools in Malappuram District of Kerala*

The objectives of the study are:

- i) to analyse the status and functions of primary schools in different blocks;
- ii) to highlight the teaching-learning conditions in schools;
- iii) to analyse variations in levels of learner achievement among different blocks and schools.

The study focusses on Malappuram district and is a follow-up study to the Base-line Assessment Study undertaken and completed by the Institute. The sample for the study consists of 40 schools, 187 teachers and 794 Grade II learners and 1029 grade IV students.

The study which was carried-out by a team consisting of Dr. N.V. Varghese and Shri K.S. Sajeev, has since been completed.

2. *Educational Process and Progress : A Study of Primary Schools in Kasargode District of Kerala*

The objectives of the study are :

- i) to analyse the status and functions of primary schools in different blocks;
- ii) to highlight the teaching-learning conditions in schools;
- iii) to analyse variations in levels of learner achievement among different blocks and schools.

The study was conducted in Kasargode district of Kerala and is a follow-up to the Baseline Assessment Study. The sample for the study consisted of 37 schools, 151 teachers, 722 Grade II learners and 977 Grade IV learners.

The study was completed in October, 1997.

The project team consisted of Dr. N.V. Varghese and Shri K.S. Sajeev.

3. *How Much do Children Learn in Primary Schools: A Study of Wayanad District in Kerala*

The objectives of the study are :

- i) to analyse the status and functions of primary schools in different blocks;
- ii) to highlight the teaching-learning conditions in Schools;
- iii) to analyse variations in levels of learner achievement among different blocks and schools.

The study was conducted in Wayanad district of Kerala and is a follow-up to the Baseline Assessment Study. The sample for the study consisted of 36 schools, 164 teachers, 714 Grade II learners and 983 Grade IV learners.

The project team consisted of Dr. N.V. Varghese, Shri K.S. Sajeev and Shri M.V. Bijulal. The study has since been completed.

4. *Study on Performance Appraisal and Teachers Accountability*

The main objectives of the study are: to understand the concept of performance appraisal and teacher accountability system in general and in Indian context in specific; to identify the teachers' and principals' perceptions of performance appraisal and teachers accountability in the higher education system; to collect data, information from the concerned and to study the different performance appraisal forms that are being used in the colleges; to analyse and report the data and information thus obtained and finally; based on the above, to suggest alternative for implementation of performance appraisal and teacher accountability systems in the country

A Brief Write Up

Though the concept of Performance Appraisal and Teacher Accountability (PATA) is as old as the education itself, its importance and need has been recognised recently. There has been greater hopes on PATA as a means by which relevance and quality in education could be achieved. The scheme of PATA has been discussed at various fora, especially of higher education. Major thrust to this line of thinking, however was given by the National Policy on Education 1986, and the Programmes of Action 1986 and 1992. Present study was initiated by Higher Education Unit of NIEPA and undertakes a survey of existing practices PATA in colleges. The data and the information thus generated therefrom, were analysed and presented in this report.

In order to elicit data and information pertaining to the existing practices of the Performance Appraisal and Teacher Accountability separate questionnaires were developed for principals and lecturers and sent to 80 principals of colleges covering private, private aided and govt. colleges and to the lecturers of these colleges all over the country. The total responses obtained have been 41 in the case of principals and 221 in respect of others.

The efforts made by the centre and the state governments through the regulatory bodies and the funding agencies in addition to the recommendations made by the various committees and commissions are also recorded in the document to give a better understanding of the system in the country.

In general it is felt that choosing the right method is difficult due to the fact that the parameters to judge quality can not be exactly quantified. The present system of self appraisal as proposed by UGC on the form prepared for the said purpose if applied sincerely and purposefully is sure to give satisfactory results. Teachers organisations if consulted before actual implementation would not only ensure their commitment but also facilitates its implementation. PATA is considered a must and also are of the opinion that there must be reward and punishment. Fool-proof methods have to be devised to make teachers accountable in academic, curricular and non-curricular aspects of campus activity. Further it is expressed that assessment to be done not only by the teachers themselves but also by students, peers, superiors and benefits.

Whereas findings from the Lecturer's responses reveal that in general it has been observed that the respondents have been lackadaisical in their approach to filling up the questionnaires. A large percentage of them have answered some questions and left many unanswered. The responses in some cases betray lack of proper understanding of appraisal and accountability.

Majority of the respondents, have indicated that they are assessed by superiors and 27% of these confirmed assessment by students. About half of them expressed that they are satisfied with the prevalent system of assessment and had no problems. About 10% said that they have no assessment system.

Almost all of them stated that the existing system in no way is contributing to the improvement of quality of higher education or institutions. Other methods of assessment recommended by some of the lecturers are : self assessment; panel or committee assessment; surprise visits by superiors; assessment by society or parents; assessment to be done after providing infrastructural facilities; students' feedback; assessment to be based on the research work; papers published, conferences and seminars attended etc.

5. *Review of Academic Staff Colleges in India*

The main objectives of the project are: to collect, collate and analyse the data from the 45 Academic Staff Colleges with regard to the performance of Academic Staff Colleges in the Eighth Five Year Plan.

A Brief Write Up

To illustrate data and information pertaining to the state of art or Academic Staff Colleges and the performance during Eighth Five Year Plan, a separate questionnaire was developed and sent to all the ASCs. The data collected on the items of the questionnaire were further analysed and presented in the report. The major items listed in the questionnaires are: the general status and functioning of the ASCs, the establishment and the facilities provided by the universities, the actual working of the staff in ASCs, the profile of the directors, the infrastructural facilities and the equipment, the kind of mobilisation of resources with the ASC has been able to do and its utilisation of the resources, the library and its performance, the kind of interaction with people associated with the ASC and the difficulties experienced by the ASCs. Further the quantitative data pertaining, programmes organised by the ASCs viz. refresher and orientation programmes. The kind of innovations that have been tried and the other programmes such as workshops, seminars, discussions and meetings called by the ASCs etc.

The responses obtained by the participants of the ASC programmes were also obtained and analysed to ensure the performance of the programmes conducted by the ASCs. The above data was further analysed and in the report recommendations have been made for the better performance of ASCs in India. Thus developed report has been presented to the Standing Committee of the University Grants Commission.

Studies in Progress

1. *The Project on Second All India Survey of Educational Administration.*

The project was approved with a budget of Rs. 19.84 lakhs. Senior faculty members, namely, Dr. M. Mukhopadhyay, Dr. R. Govinda, Dr. J.B.G. Tilak, Dr. Y.P. Aggarwal, Dr. N.V. Varghese and Dr. K. Sujatha are in charge of the survey in different states.

The survey is a comprehensive study of educational administration in all the states and union territories and at the centre. The principal objectives of the survey are: (a) to understand the present status of educational administration in terms of structures, systems and processes at various levels; (b) to study the experiments, innovations and

changes; and (c) to identify major issues and future tasks of educational planning and management.

The survey covers the organisational set-up, role, functions and activities of the Education Department at the secretariat, directorate and inspectorate levels; educational institutions under different managements and departments other than the Education Department. It addresses itself primarily to the administration of school education.

The survey reports of Arunachal Pradesh, Kerala, Punjab, Mizoram, Goa, Haryana, Madhya Pradesh, Karnataka, Sikkim, Chandigarh, Lakshadweep, Andaman and Nicobar Islands, Rajasthan, Tripura, and Himachal Pradesh have been brought out as priced publications as part of the series on Educational Administration by the Vikas Publishing House, Delhi on behalf of the Institute.

The reports of Bihar and Assam are in press. Reports of Uttar Pradesh and Meghalaya are at the finalisation stage while those of Delhi and Maharashtra have been taken up for finalisation. The reports of Tamilnadu, Daman and Diu and Pondicherry have been partially revised. The reports of Gujarat, Nagaland, Orissa, Manipur, Dadra and Nagar Haveli, J & K, West Bengal and Andhra Pradesh are at various stages of processing.

As a part of the survey, the following activities were also conducted:

Field Studies:

Role and functions of Village Education Committees in Ranchi District of Bihar

Management of Schools: A Case Study in Pune District Maharashtra

Seminars/Workshops based on the survey have, so far been conducted in (i) Madhya Pradesh, (ii) Karnataka, (iii) Rajasthan and (iv) in Meghalaya for North eastern states

2. *Project on Use of Sample Survey Techniques of Study Problems of Education of Children of Slums - Case Studies of Delhi and Bombay*

The project is being undertaken by Prof. Shri Prakash Senior Fellow & Head, Educational Planning Unit. The main objective of the study is : to study the problems of education of children of slums in order to determine want

of enrolments, retention and dropouts and their inter-relations with socio-economic development.

The questionnaire has been developed and field tested, listing of the universe has been obtained and sample procedure has been finalised.

The study is in progress.

3. *Time Management of Principals of Higher Secondary Schools*

The study on Time Management of Principals of Higher Secondary Schools was sanctioned to Dr. Cynthia Pandian, Reader, Department of Education, University of Madras, under NIEPA's Scheme of Assistance for Studies in Educational Planning and Administration. The estimated cost of the study is Rs. 64,680/-.

The main objectives of the study are : i) the various aspects of time management of principals; ii) to find out the variations in principals, practice of time management; and iii) to identify self-imposed time-wasters and principals pattern of working each day matching activities and time.

4. *Planning and Administering Literacy Programmes: Lessons from Block Level Experience*

The study was sanctioned to Professor R. Bhardwaj, Chairman, Institute for Educational Research and Development, Bangalore under NIEPA's Scheme of Assistance for Studies in Educational Planning and Administration. The estimated cost of the study is 87,600/-.

The main objectives of the study are : i) the relationship between the institutional setting supporting the movement and speed of the movement itself; and ii) to obtain a follow-up profile of the persons thus trained to assess whether literacy has enabled its recipients with capabilities to improve the quality of life.

5. *UNICEF-sponsored Pilot Project on Development of Information Systems for Education (DISE) under District Primary Education Programme*

At the instance of the Ministry of Human Resource Development, Department of Education, NIEPA has undertaken the first phase of UNICEF sponsored Pilot Project on "Development of Information Systems for Education (DISE) under DPEP" at an estimated cost of Rs. 15,37,325/-. Dr. Y.P. Aggarwal, Senior Fellow, NIEPA is the Project Director.

The main objectives of the project are : i) to analyse for each state, the existing system of data collection, collation and transmission from the school to the state level; ii) to identify the indicators for monitoring of project inputs and outcomes and to develop a proforma for their monitoring; iii) to identify the additional data needs (census and sample basis) including their frequency of reporting for (ii) above; iv) to specify the modalities of data collection, report generation and transmission in respect of various types of monitoring indicators identified at (ii) above; v) to assess the total volume of data and to suggest the type of professional manpower required for computerization of the district/state level data; vi) to develop the software for data entry, tabulations, aggregations and transmission of reports from the district to the state level; vii) to design a system of data flows and report generation at various levels; viii) to evolve training package for setting up and installation of DISE at the district, state and the national level; ix) to conduct orientation programme for senior policy planners and administrators in the use of DISE package and also to orient them in the use of educational data generated by DISE; and x) to recommend strategies for extension of DISE to districts other than DPEP districts.

6. *Pattern and Structure of Institutional Cost: A Comparative Study of Different Schools in Delhi*

Objectives of the Study

- i) to discuss the classification of items of educational costs;
- ii) to make a comparative study of pattern and structure of institution of institutional costs of different schools in Delhi; and
- iii) to analyse the variation in per student expenditure at the school level among different types of schools in Delhi.

Status of the Project

The study is empirical in nature and based on both primary and secondary data. The data relating to enrolment, pass-outs, teaching staffs, teacher-pupil ratios and item-wise expenditures for the years under study have already been collected with the specially designed questionnaires. The final report of the study is expected to be completed by August, 1998.

7. *Status and Problems of Elementary Education in the North Eastern States of India: A Comparative Study*

Objective of the Study

- i) To diagnose the problems of Elementary Education in all its dimensions for the North Eastern Region.
- ii) To suggest future strategies for quality improvement.

The project was initiated in 1997 at the request of the Ministry of HRD, Department of Education, for suggesting strategies of intervention for quality improvement of elementary schools in the region, similar to the pattern of DPEP states. It is funded by NIEPA and consists of 8 chapters covering historical dimensions of elementary education, inter-district disparities and female literacy, girls education and utilisation of facilities and perspective plan for the 9th plan period.

The project is being carried out by Ms. Jayashree Roy Jalali assisted by Ms. F. Lalthunari of Mizoram.

8. *Universalization of Elementary Education : A Study of Upper Primary Education in India*

The major objective of the study is to provide an indepth analysis of delivery mechanisms of Upper Primary Education in India. The study is envisaged in two phases. Phase I of the study is expected to analyse trends and patterns in the provision of Upper Primary Education based on the secondary source of data. The analysis in Phase II will be based on primary data collected from the Upper Primary Schools and Teachers from 8 blocks drawn from 4 DPEP states of Madhya Pradesh, Maharashtra, Kerala and Uttar Pradesh. The districts selected for the study are Bilaspur, Aurangabad, Malappuram and Moradabad.

Phase I of the study was initiated in January, 1998. Data collection and drafting of the report are in progress. It is expected that Phase I of the study will be completed by May, 1998. Phase II will be started after completion of Phase I of the study.

The study is carried out by Dr. N.V. Varghese and Dr. Arun C. Mehta and the project team is consisting of Mr. Sudhanshu Nayak and Mr. Santosh Tarai.

9. *School Mapping*

The major objectives of the study are to analyse the existing pattern of distribution of educational facilities and to identify locations where educational facilities are to be provided. The study is based on the distance matrix methodology that the Institute has developed. The project is implemented in Odapada block of Dhenkanal district of Orissa. Data collection started towards the end of October, 1997 and was completed by the end of December, 1997. The data are checked, cleaned and computerised. Data analysis is progressing. It is expected that the preliminary results of the study will be available by May-June, 1998 and the draft report of the project will be ready by October, 1998.

The project is carried out by Dr. N.V. Varghese and Dr. K. Biswal and the project team consists of Mr. Tapas Mohanty.

10. *Trends in Activities and Utilisation of Financial Resources under the DPEP*

The objectives of the study are :

- i) to analyse the activities undertaken during the programme implementation;
- ii) to make an assessment of the Utilisation of resources; and
- iii) to make an overall assessment regarding activities and resource utilisation.

The study is essentially based on a close scrutiny of state and district level medium term and annual plan documents, report of related documents brought out periodically by the DPEP Bureau, Supervision Mission and the PMIS data. Empirical analysis of the study was confined to three states of Assam, Kerala and Madhya Pradesh. The study was initiated in October, 1997. The preliminary results of the study were shared with the DPEP bureau in December, 1997. The draft of the report is in progress and it is expected to be completed by June-July, 1998.

The study is carried out by a team consisting of Dr. N.V. Varghese, Ms. Ranjana Aggarwal, Mr. Assem Tripathi and Ms. Josephine.

Planning Process under the DPEP

The objectives of the study are :

- i) to analyse medium term and annual plan preparation process under the DPEP;
- ii) to study the linkages between various agencies involved with the district planning process.

The district of Aurangabad, Maharashtra is selected as a case study for the project. The project activities started only by the end of 1997 and are in the process of developing research instruments to be administered to different functionaries associated with planning process and implementation of DPEP in Aurangabad. It is expected that the field work will be organised in June or July, 1998 and the draft report will be completed by the end of 1998.

The study is carried out by Dr. N.V. Varghese, Dr. M.I.A. Zaidi and the project team consists of Mr. Jayesh P. Awathare.

2. Vocationalisation of Undergraduate Programmes: A Pilot Study

In pursuance of NPE 1986 and the recommendation of the UGC Core Committee, vocationalisation of first degree education programme was launched by the UGC in 1994-5 to introduce vocational courses at first degree level. Up to now vocational courses have been introduced in about 2000 colleges in 80 universities all over India.

The major objectives of the Study are: to explore the underlying assumptions, beliefs and opinions on vocationalisation programme; to understand the expectations of people involved in planning, management and implementation of the vocational programmes in higher education; to study the actual scheme as has been in operation and the inputs provided in terms of structure, function, finance etc.; to elicit data and information pertaining to vocational courses as it is implemented in the colleges in Delhi and nationally; to identify the strengths and weaknesses based on the actual implementation and to make recommendations for its improvement

13 Planning and Management of Non-formal Education in Latin America: Lessons and Implications for India

The project was approved with an amount of Rs. 1,46,200/-. It was conducted by Dr. Anjana Mangalagiri, Fellow, International Unit.

The objectives of the study are : to examine the structure and process of planning non-formal education in Latin America, the management and organization of these programmes and to furnish inputs for the development of comparative education with a view to inter-regional understanding and cooperation in education.

The study examines planning and management strategies in non-formal education in Latin America with special reference to decentralization and community participation in the light of India's own emphasis on these strategies. The experience of Latin America shows that non-formal education is not treated as an educational programme as in India, but as a holistic alternative to the structured and standardised formal education system. Unlike the top-down approach that it has had in India, the Latin American case depicts some semblance of decentralization, people's participation, conscientization, followed by mobilization of people for their rights. Rather than emphasis on the programme itself, the Latin American case shows the emphasis laid on the processes of planning and management which have yielded positive results.

14. Sample Survey to Evaluate the Impact of Area Intensive Programme for Educationally Backward Minorities in three States: Kerala, Karnataka and Rajasthan

Equalisation of Educational opportunities is one of the prime concerns of the Government. As part of the efforts of equalisation of educational opportunities for all, the Government has initiated many programmes for the educational development of educationally backward minorities, like the schemes of Area Intensive Programme and Modernisation of Madrasa Education. However, it has been observed that information about the schemes very often do not reach the targeted communities. Similarly, the benefits that these communities have been able to derive from the schemes have also not been projected properly. It is in this background that the present study was conceived.

The study was an attempt to understand the way, the scheme was conceptualised and implemented, based on both secondary and empirical information. This study was initiated at the instance of the Department of Education, Ministry of Human Resource Development.

Objectives of the Study

Keeping in view, the implementation framework as provided in the scheme and its actual implementation in the field, the major objectives of the study were:

- i) To evaluate the scheme in relation to its major objective of provision of basic educational infrastructure and facilities in areas of concentration of educationally backward minorities,
- ii) To evaluate the implementation framework from the view point of its adequacy for achievement of the objectives;
- iii) To suggest changes in the scheme keeping in view the existing gaps in implementation and the framework of the National Policy on Education 1986.

The specific objectives of the study were:

- i) To study the extent of utilisation of the scheme for establishment of primary/upper primary schools, non-formal education centres and strengthening of educational infrastructure;
- ii) To examine any perceptible improvement in enrolment and participation;
- iii) To understand the impact of participation on Muslim girls in the secondary stage through the scheme of multi-stream residential higher secondary schools;

The study is carried out by a team consisting of Dr. Pramila Menon, Mr. Hemant Panda and Mr. Jamaluddin Farooqui. The secretarial Assistance is being provided by Mr. Ashok Dhamija.

This study will be completed by June, 1998.

15. *Women and the Universities: Provisions and Protection*

The project is being undertaken by Dr. K. Sudha Rao, Sr. Fellow and Head, Higher Education Unit with the assistance of Mr. P.R. Prasad and Mr. B.K. Barik of Higher

Education Unit. The main objective of the study is to develop a quick reference volume on the provisions and protections made for facilitating women in Higher Education in the Acts and Statutes of Universities in India.

Keeping the main objective in view the original acts and statutes from different universities are being studied and analysed to identify the provisions made in the acts and statutes to facilitate women entry and success in the universities. It is these provisions that are there in Acts and Statutes provides a basis for all decisions pertaining to admission, recruitment, selection and position in different levels in the universities which in turn provides an opportunity to women as an equal partner in the decision making process in the universities. More than sixty universities' acts and statutes are being analysed with the hope that the comprehensive document developed based on the analysis would be a good reference document for all those who are interested in building women and providing equal opportunity for women in future. The study is in progress.

Publications

Dissemination of research findings is as important as the conduct of research itself. Research findings are also brought out through working and occasional papers. Monographs and mimeographed manuscripts offer another mode of dissemination. The Unit also publishes a number of papers, different issues of the Journal of Educational Planning and Administration in English and Hindi Journal Pariprekshya and ANTRIEP (Asian Network of Training and Research Institutions in Educational Planning) Newsletter and books/research reports in the area of educational planning and administration.

During the period under review, following publications were brought out by the Institute.

Priced

Books relating to Second All India Survey of Educational Administration

After a gap of two decades, NIEPA has undertaken the gigantic task of conducting the Second All-India Survey of Educational Administration, covering all the States and Union Territories. During the period, the following book was brought out in the series.

(1) *Educational Administration in Himachal Pradesh : Structures, Processes and Future Prospects* by Anil Sinha, R.S. Tyagi and R.S. Thakur

Each book in the series is based on an analysis of not only information collected from primary sources in the state/union territory but also the latest data from secondary sources. It gives the present status of educational administration, right from the institution to the state/union territory level, with focus primarily on administration of school education.

These books provide a critical analysis of various functions of educational planning and administration with suggestions for future development of the administrative system, outlining the tasks ahead for educational planners and administrators.

These books provide useful reference material for researchers, educationists, educational planners and administrators, as well as all those interested in the development of education.

(2) *Modules on District Planning in Education*

District level planning in India has not yet become a wide spread operational practice primarily due to lack of competencies among the educational functionaries to draw-up detailed district level educational plans. To facilitate local capacity building in a decentralised framework, the Institute felt the need to develop modules on decentralised educational planning to help sub-national level institutions to train their functionaries in the area of district planning in education. The Institute developed 12 modules, to make it a complete set dealing with distinct but related aspects of district planning.

These 12 modules are broadly divided into five categories. Modules 1 to 4 discuss the context, the concept and essential steps in the formulation and implementation of educational plans at the district level. Modules 5 to 7 discuss the data requirements, sources and statistical techniques useful in analysing the data to prepare the plans. Modules 8 to 9 elaborate the methodology on School Mapping and Micro-Planning which are essential planning tools for rational allocation of resources and to improve efficiency in the utilization of resources and facilities. Modules 10 to 11 deal with costing of educational plans and financing of education and the module 12 focusses on planning at the institutional level.

These modules taken together provide a good insight into the concept, approach, data base and the methodology of drawing up district plans in education. Each module focusses on one of the aspects of the plan preparation and is complete in itself. In other words the effort was that all the modules taken together equip an individual to attain a reasonable level of mastery in all aspects of educational planning in a decentralized framework and each individual module helps a person develop competency in a particular aspect of district planning.

These are not meant to be self learning modules. The primary target group for the modules is planners and practioners who organise training programmes in district planning in education and therefore, these modules should be seen as teaching-learning material to organise courses on educational planning at the local level.

The modules are now published by the Institute under the title **Modules on District Planning in Education** (edited by N.V. Varghese), New Concept (for NIEPA), New Delhi, 1997.

The modules included in the set are :

1. Educational Planning at the District Level: Meaning and Scope
- N.V. Varghese
2. Diagnosis of Educational Development
- N.V. Varghese
3. Plan Formulation
- N.V. Varghese
4. Planning for Implementation
- N.V. Varghese & K. Biswal
5. Database on Elementary Education in India: Scope, Coverage and Issues
- Yash Aggarwal
6. Indicators of Educational Development
- S.M.I.A. Zaidi
7. Enrolment and Teacher Projections
- Arun C. Mehta
8. School Mapping
- N. V. Varghese

9. Micro Planning in Education
- N.V. Varghese & S.M.I.A. Zaidi
10. Analysis of Finances for Education
- Jandhyala B.G. Tilak
11. Analysis of Costs of Education
- Jandhyala B.G. Tilak
12. Institutional Planning
- R. Govinda

Unpriced

(3) *Expenditure on Education: Theories, Models and Growth* by Shri Prakash and Sumitra Chowdhury (reprint edition)

(4) *District Information System for Education: A User's Manual*

Realising the significance of computer based information systems in planning and management, NIEPA initiated a number of training programmes and development activities. In order to strengthen planning, management and monitoring of DPEP activities, a decision was taken for the development of a comprehensive model of information flows and analysis for the school related data. NIEPA took up the challenge and developed data capture format for collection of the school data and designed a model of data flows and analysis. Based on this model, software for the computerisation of educational data at the district level was prepared (District Information System for Education). NIEPA also undertook to provide training to the professional and other staff in the implementation and use of software. The project was undertaken with the financial assistance from UNICEF and is under implementation in all DPEP districts, now more than 150. The latest version of the software is DISE98.

A user's manual for DISE98 was also developed as a part of the implementation and capacity building strategy. The user's manual has been organised into eight chapters. An important aspect of the manual is the ease with which users can use it. The manual provides a step by step instruction guide for the installation and running of the software. It also provides instructions for data entry and data validation checks to be undertaken by the users before the data is finalised at the district level. Important points have

been shown in boxes so that it does not skip the attention of the users. A set of frequently asked questions is provided as a quick reference. The manual also contains the sample output from one of the districts. The sample output demonstrates the various types of tabulations that can be obtained using the software. The User's manual has been extensively used by the computer professionals as well as by other users at the district and the state level.

NIEPA Journals

The Institute publishes two Journals – one in English "Journal of Educational Planning and Administration" and the other in Hindi "Pariprekshya". During the year, the following seven issues of these two journals were brought out :

1-4. *Journal of Educational Planning and Administration (English)*: Volume XI No.1, January 1997; Volume XI No.2, April, 1997; Volume XI No.3, July 1997; and Volume XI No. 4, October, 1997.

5-7. *Pariprekshya* (Hindi Journal): Volume 2 No.3, December, 1995; Volume 3 No.1, April, 1996 and Volume 3 No.2, August, 1996

NIEPA Newsletter

During the period one issue of NIEPA Newsletter, i.e., January, 1997, was brought out.

ANTRIEP Newsletter

Two issues of ANTRIEP (Asian Network of Training and Research Institutions in Educational Planning) Newsletter were brought out during the year (Jan.-June 1997 & July-Dec. 1997 issues)

In Press

1-2. Educational Administration relating to the States of Assam and Bihar (Priced)

3. *Reforming School Education - Issues in Policy, Planning and Implementation* edited by Y.P. Aggarwal and Kusum K. Premi (Priced)

4. *Education for All in India: Enrolment Projections* by Arun C. Mehta (Priced)

5. *Management of Autonomy in Autonomous Colleges* by K. Sudha Rao (Priced)

6. *Autonomous and Non-Autonomous Colleges: Some Case Studies* by K. Sudha Rao, George Mathew and Sudhir Samant Roy (Priced)

7. *Journal of Educational Planning and Administration* Vol. XII No. 1, January, 1998 (Priced)

8. *Pariprekshya* (Hindi Journal) : Volume 3, No.3, December, 1996

Mimeographed Publications

The Institute also brought out series of mimeographed/zeroxed publications in respect of research studies, Occasional Papers and Reports/Reading Materials of various training programmes.

Library/Documentation Centre

The Institute maintains a well stocked Library/Documentation Centre in educational planning, administration and inter-disciplinary subjects. It may claim to be one of the richest libraries in the field of educational planning and management in the Asian Region. It serves not only the faculty, research scholars and participants of the various programmes but also other organisations through the inter-library loan system. The Library reading room facilities are open to all.

During the period under review, 1181 (1031 accessioned & 150 unaccessioned) books and documents were added to the Library/Documentation Centre. The Library/Documentation Centre presently has a collection of 50244 books besides a rich collection of reports of International Seminars and Conferences organised by International Agencies like UNO, UNESCO, OECD, ILO, UNICEF, World Bank, etc.

Journals

The Library/Documentation Centre receives 350 Journals in educational planning, administration, management and other allied fields. All important articles appearing in these journals are indexed. 1700 articles were indexed from these journals during the period under review.

Newspaper Clippings

Apart from books and journals, the Library/Documentation Centre also maintains a special collection of Newspaper Clippings relating to educational planning and administration from 22 newspapers received in Library/Documentation Centre.

Non-print Material

The Library is a multi-media resource centre. It has, video cassettes, audio-cassettes, films, microfilms and microfiches. The present stock consists of 6 films; 40 video cassettes; 80 audio cassettes; 54 micro films; and 109 microfiches.

Current Awareness Service

Periodicals on Education: Titles Received and their Contents: To provide the readers a current awareness service about the contents of the journals on education received during the fortnight, the Library continued its fortnightly mimeographed publication "Periodicals on Education: Titles Received and their Contents".

NIEPA Library/Documentation Centre Acquisitions

Computerized monthly list of additions to the Library/Documentation Centre were also prepared for updating the readers about documents and articles of interest and new arrivals.

Selective Dissemination of Information

Library channeled new items of information from various sources to Institute's Academic Units and Research project Teams where they could usefully serve their purpose.

Bibliography

Library prepared 250 bibliographies for the various activities undertaken by the Institute during this period.

Library Networking

In 1995 NIEPA Library/Documentation Centre has joined Delhi Library Networking (DELNET). This has given a facility of:

a) On-line Access

To union catalogue of 65 libraries in Delhi and these 65 libraries also have on-line access to NIEPA library holdings.

b) E-mail Service

Connectivity with 91 Institutions in Delhi.

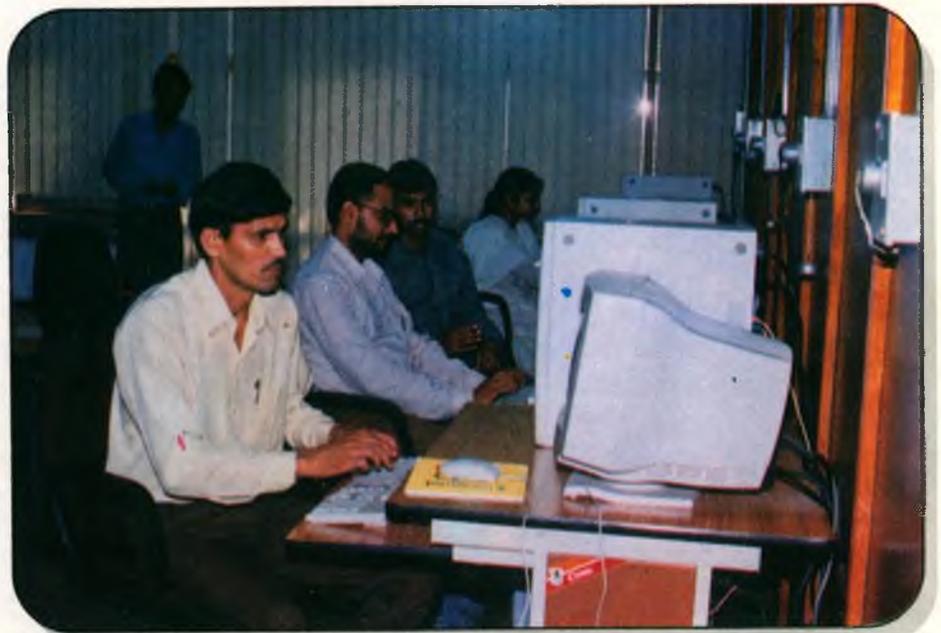
Connectivity through RENNIC to other parts of our country

Connectivity through VSNL to INTERNET

With this facility NIEPA faculty can send and receive e-mail in India and other parts of the world and library can



Participants of a Training Programme in NIEPA Library



Staff working at the Computer Centre



A Session of ADB - sponsored Sri Lanka Programme in Progress



Kavi Sammelan being organised during Hindi Month at NIEPA

meet the information needs of users in less time.

Education File

The Education File brought out by the National Institute of Educational Planning and Administration Library in association with Jaishankar Memorial Centre is an effort to satisfy information need by bringing together in one place all current happenings in the field of education in our country.

The file is a compilation of news items in English and Hindi relating to all aspects of education. The File covers news from 30 odd newspapers from all over India. It is a monthly publication. Its publication started in May, 1996. During the period under review, 12 issues were brought out by the Library/Documentation Centre.

Training Programme

22 Librarians from Salwan School Trust, participated in the Orientation Programme in Planning and Management of School Libraries of Salwan Education Trust conducted during April 21-26, 1997.

Documentation Centre

In order to provide an effective information base for the programmes of the Institute, particularly those geared to the needs of the States and Union Territories, the Documentation Centre of the library collects reference material on Educational Planning and Administration published by the Centre, States/UTs, Education Departments, district authorities and educational institutions. The main thrust of the Centre is on collection, storage and dissemination of information, so as to enable the Institute to perform its function as clearing house of information.

During the year, 408 documents were added to the Centre. Presently, the Centre has 19,869 documents consisting of state gazetteers, state census handbooks, educational surveys, state educational plans, five years plans, budgets, state university handbooks, basic source books and bibliographies, press clippings, state educational codes, acts, rules and regulations techno-economic and sample surveys, district gazetteers, district census handbooks, annual plans, educational plans, district credit plans, district sample surveys, district educational surveys, district statistical handbooks, village and block level plans and studies, research and projects reports, resource inventory studies, techno-economic surveys, District Primary

Education Programme (DPEP) plans & studies, University thesis.

The centre receives 105 educational as well as allied Journals on gift exchange basis from through out India; Documentation Centre also house special collection on:

1. NIEPA Training Programme Reports: 1962 to 1998
2. Dissertations submitted by the participants of Diploma in Educational Planning and Administration and International Diploma in Educational Planning and Administration
3. NIEPA Research Studies: 1962-1998
4. University Thesis
5. Documents, Reports on District Primary Educational Programme (DPEP) project .

Material in Documentation Centre is for REFERENCE ONLY, and it is not only effectively used by NIEPA faculty, research staff, and trainees but widely used by the research scholars of national and international educational institutions. During this year, 1326 scholars have used the services of the centre.

Computer Centre

The Institute has a well-equipped Computer Centre with various types of computers and printers. The Centre provides computer facilities to all the academic units as well as to Library, Administration and Finance Section. Academic units are provided support for training, research and other activities. It also caters to various inhouse publishing jobs by preparing them for pre-press format. Some of the important publications are: Journal of Educational Planning and Administration, ANTRIEP Newsletter, Annual Report, etc. The Centre also has E-mail and Internet facilities.

One Pentium Server machine provides the Local Area Network facility. The LAN setup supports 25 nodes but connectivity has been provided to almost all the rooms of the Institute thus increasing the points of accessibility to the server and utilise the various application softwares from different locations.

Besides above hardware, the Centre is also equipped with a variety of software packages — both stand alone and LAN versions. Some of these softwares are ; Lotus 1-2-3

(Rel. 3), dBase IV, SPSS for Windows, Softcalc, Softword, Softbase, Wordstar 6, Microsoft Office 97, Windows 95. For programming purposes, COBOL, FORTRAN, PASCAL and C Compilers are used. Also, there are number of user-friendly softwares which are being used for quantitative analysis of data related to education and allied fields.

Cartography Cell

The Cartography Cell has been continuously developing new methods of presentation of data and information by means of maps, graphs, display charts, tables and transparencies for various publications, training programmes and research projects. The Cell provides computer graphic facilities for different type of projects and programmes in preparing diagrams, organograms, data posters and title pages etc.

The cell also contributed various illustrations in publications on Educational Administration in Himachal Pradesh, Assam, Bihar and Education for All in India : Enrolment Projections.

Hindi Cell

The Hindi Cell provides translation facilities and academic support in research, training and administration. The cell not only helps in bringing out the various publications in Hindi but also helps in implementing the official language policy.

The Hindi Cell of the Institute has dealt with several major works apart from the routine work during the year under review.

- a) Meetings of the Official Language Implementation Committee of the Institute were organised to review the activities of Hindi Implementation.
- b) Meetings of Editorial Board of Hindi Journal *Pariprekshya* were organised to review the papers selected for publication.
- c) Three issues of *Pariprekshya* were brought out and the manuscripts of next three issues were prepared.
- d) The following titles were translated into Hindi and prepared for publication:
 - (i) Annual Report : 1996-97
 - (ii) Training Calender : 1998-99
- e) Hindi day Celebration : On the occasion of Hindi Day, Hindi Pakhawara was organised during September 1-15, 1997. Hindi competitions such as Essay writing, Noting and Drafting, Translation and Typing were organised during Hindi Pakhawara. The prize distribution function was organised on Sept. 16, 1997 in which the Kavi Goshthi was the main attraction. The well known Hindi poets - Ganga Prasad Vimal, Sarojini Pritam, Sudha Arora, Vijay Kumar Malhotra, Mahendra Sharma, Dhananjay Singh and Hira Lal Bachhotia read their verses.
- f) A five days Hindi Workshop was organised during September 11-15, 1997 in which 35 officers and employees of Institute were trained.
- g) The first draft of the manuscript of the Raj Bhasha Prayog Sahayika - Bhag - II (Academic) was finalised.

Organizational Setup

NIEPA is an autonomous body registered under the Societies Registration Act and receives grant-in-aid from the Government of India, Ministry of Human Resource Development. It has a Council, an Executive Committee, a Finance Committee and a Planning and Programme Committee as the main authorities of the Institute. The Director of the Institute is the Principal Executive Officer and is appointed by the Government of India. He is assisted by the Joint Director. The Registrar is the Head of the Office and overall incharge of administration.

The Council

The Council is the apex body of the Institute headed by the President, who is nominated by the Government of India. The Director of NIEPA is its Vice-President. The Council comprises executives of national and sub-national systems of education and eminent educationists consisting of Chairman, University Grants Commission; four Secretaries of the Government of India (Education, Finance, Personnel and Planning Commission); Director, National Council of Educational Research and Training; six Education Secretaries and six Directors of Education from States and Union Territories; six eminent educationists; all the members of the Executive Committee; and three members of the NIEPA Faculty. Registrar, NIEPA acts as Secretary of the Council.

The main function of the Council is to further the objectives of the Institute and exercise general supervision over the affairs of the Institute.

A list of the members of the Council as on 31st March, 1998 is given at Appendix I.

The Executive Committee

The Director of the Institute is its ex-officio Chairman. It comprises nominees of the Secretaries, Ministry of Human Resource Development (Department of Education), Finance and Planning Commission; one Education Secretary of a State; one eminent educationist; one Director of

State Government and one Director of State Institute of Education engaged actively in educational planning and management; the Joint Director, NIEPA and two of the three members of the faculty on the NIEPA Council as members of the Executive Committee. Registrar, NIEPA, acts as Secretary of the Executive Committee.

The Executive Committee is responsible for the management of affairs and funds of the Institute and has the authority to exercise all powers of the Council. A list of the members of the Executive Committee as on 31st March, 1998 is given at Appendix II.

The Finance Committee

The Finance Committee is constituted by the President. It consists of five members under the ex-officio Chairmanship of the Director of the Institute. It includes Financial Adviser and such other members of the Council as may be nominated by the President. Registrar, NIEPA acts as Secretary of the Finance Committee.

The Finance Committee scrutinises the accounts and budget estimates and makes recommendations on proposals for new expenditure and other financial matters. A list of the members of the Finance Committee as on 31st March, 1998 is given at Appendix III.

The Planning and Programme Committee

The Planning and Programme Committee (PPC) consists of the Director as ex-officio Chairman, Joint Director, Heads of Academic Units, NIEPA; one representative each of the Ministry of Human Resource Development (Department of Education), Planning Commission, University Grants Commission; one Vice-Chancellor of a University (to be nominated by the President); two Education Secretaries and two Directors of Education of State Governments (to be nominated by the Govt. of India); six educationists/social scientists/management experts (of whom two are involved in Women's/Girls' education; one in Education of SC/ST and one in Education of Minorities) to be nominated by the President.

A list of the Members of the PPC as on 31st March, 1998 is given at Appendix IV.

The PPC is expected to approve, finalise and review the various programmes of the Institute and develop long-term and short-term academic perspectives and plans for the Institute; consolidate annually the research, training, dissemination and advisory programmes planned by the faculty, study them and identify gaps and thrust areas.

Academic Units

The faculty of the Institute is organised into the following nine academic units, namely :

Educational Planning, Educational Administration, Educational Finance, Educational Policy, School and Non-formal Education, Higher Education, Sub-national Systems, International and Operations Research and Systems Management. Approach and academic thrusts of these units have already been given in Chapter I.

The academic units are headed by Senior Fellows except the Educational Policy Unit.

The academic units function with full responsibility for the development and execution of various training and research programmes and providing consultancy and advisory services in the areas entrusted to them.

Task Forces and Committees

Special Task Forces and Committees are constituted by the Director from time to time for specific programmes.

The Project Advisory Committees consisting of experts are constituted to advise and monitor the progress of various research projects.

An Advisory Board of Research Studies under the Chairmanship of Director, consisting of, among others, all the Heads of Academic Units and Registrar as its Member-Secretary, considers the proposals received under the Scheme of Assistance for Studies in Educational Planning and Administration.

Administration and Finance

The Administrative set-up comprises three Sections and two Cells, namely, Academic Administration, Personnel Administration, General Administration, Training Cell and Coordination Cell. The Academic Administration and

Coordination Cell report directly to the Registrar. Personnel and General Administration Sections and Training Cell are supervised by Administrative Officer under the overall charge of the Registrar.

The Finance Officer is in-charge of the Finance and Accounts Section and reports to the Registrar.

The total staff strength of the Institute as on 31.3.1998 was 181. The category-wise sanctioned cadre strength of the Institute is given below :

<i>Cadre Posts</i>	<i>Number</i>
Faculty	50
Academic Support	14
Administration, Finance, Secretarial and other Technical Staff	73
Group D	44
Total	181

Staff Changes

Shri K. Srinivas, was appointed as Systems Analyst w.e.f. 5.6.1997 (F.N.)

Ms. Ekta Nahar, was appointed as Computer Programmer w.e.f. 28.7.1997.

Dr. K.G. Virmani, Senior Fellow & Head, International Unit retired w.e.f. 31.7.1997 on attaining the age of superannuation.

Prof. Kuldeep Mathur, demitted his office as Director, NIEPA w.e.f. 1.8.1997 (F.N.)

Shri Champak Chatterji, Joint Secretary (Planning), Ministry of Human Resource Development, Department of Education has assumed the charge of Acting Director, NIEPA w.e.f. 1.8.1997 (A.N.)

Dr. (Mrs.) Neelam Sood joined as Fellow w.e.f. 5.9.1997 (FN).

Shri Shankar Lal, U.D.C. retired w.e.f. 30.11.1997 on attaining the age of Superannuation.

Shri S.K. Mallik, who was on deputation as Programme Officer to NCTE, joined back in NIEPA on 4.12.97.

Prof. Shri Prakash, Senior Fellow & Head, Educational Planning Unit retired w.e.f. 31.12.1997 on attaining the age of superannuation.

Visits Abroad

Prof. Kuldeep Mathur, Director, NIEPA worked on a project "Policy Technocracy and Development : Comparative Study in India and Netherlands at the Institute of Social Studies, The Hague, Netherlands from 6th June to 17th July 1997.

Dr. R. Govinda, Senior Fellow visited South Africa from June 22-27, 1997 to study Transformation of the South African Education System.

Visited IIEP, Paris in connection with Research Project of NIEPA-IIEP on the Study of School Mapping on Lok Jumbish from 7-26 July, 1997.

Dr. J.B.G. Tilak, Senior Fellow & Head, Education Finance Unit participated in a Regional Workshop on Higher Education in Asia and the Pacific held in Manila, Philippines during 23-26 June 1997.

Participated as Resource Person in a Regional Conference on Higher Education : National Strategies and Regional Cooperation for the 21st Century, Tokyo, during 8-10 July, 1997.

Participated in a World Bank Brain Trust Workshop on "Social Expenditures in East Asian Development" from July 28-30, 1997 at San Francisco, U.S.A.

Participated in the UNESCO Regional Workshop on Strategies & Policies in Higher Education in Transition Economics in Asia from 7-10 October, 1997 at Xi'an China.

Participated in the Regional Seminar on Economics Reform and Economics Teaching & Training in Transition

Economics in Greater Mekong Sub-Region from April 16-19 at Kunning, China.

Campus Facilities

The Institute has a four-storeyed office building, seven-storeyed hostel comprising 48 rooms fully furnished with attached baths and a residential complex having 16 type I quarters and 8 quarters each of Type II to V and the Director's residence.

The work pertaining to extension and upgradation of hostel building which includes the Warden's Residence, Guest faculty accommodation, additional blocks, enlargement of dining hall, etc. is more or less completed.

Finance

During the year the Institute received a grant of Rs. 425.31 lakhs (Rs. 116.98 lakhs under Non-Plan and Rs. 308.33 lakhs under Plan) against Rs. 197.59 lakhs (Rs. 97.70 lakhs under Non-Plan and Rs. 99.89 lakhs under Plan) received during 1996-97. The Institute had a balance of Rs. 8.19 lakhs (Rs. 8.02 lakhs under Non-Plan and 0.17 lakh under Plan) at the beginning of the year. Office and hostel receipts amounted to Rs. 53.96 lakhs during the year.

The Institute had a balance of Rs. 57.40 lakhs and received additional funds amounting to Rs. 132.70 lakhs during the year for the sponsored programmes/studies from other agencies. The expenditure on sponsored programmes and studies during the year amounted to Rs. 105.98 lakhs.

The details of Annual Account & Audit Report is placed at Appendix VI.

Training Programmes/Workshops/Seminars/ Conferences organised during the Year 1997-98

<i>Sl. No.</i>	<i>Unit Code</i>	<i>Title of the Programme</i>	<i>Dates & Duration</i>	<i>No. of Participants</i>
DIPLOMA PROGRAMMES				
National Diploma Programmes				
1.	05.0 (ongoing)	*Seventeenth Diploma in Educational Planning and Administration for DEOs/DIETs Faculty and other Personnel (Phase-II) - do - (Phase - III)	January 29- April 2, 1997 (2 days) July 20-24, 1997 (5 days)	29
2.	05.1	Eighteenth Diploma in Educational Planning and Administration for DEOs/DIETs Faculty and other Personnel (Phase-I & II)	Nov. 10, 1997- May 10, 1998 (142 days)	17
2			149	46
International Diploma Programmes				
3.	08.0 (on going)	*Thirteenth International Diploma in Educational Planning and Administration (Phase - I & II)	Feb. 2, – August 2, 1997 (124 days)	33
4.	08.4	Fourteenth International Diploma in Educational Planning and Administration (Phase-I)	Feb.2 - July 31, 1998 (58 days)	25
2			182	58
THEMATIC PROGRAMMES IN EDUCATIONAL PLANNING AND MANAGEMENT				
Planning and Management of Training of Schools Heads				
5.	02.6	Orientation Programme in Institutional Planning for Principals of Secondary and Senior Secondary Schools	August 18-29, 1997 (12 days)	42
1			12	42

Unit Code	Title of the Programme	Dates & Duration	No. of Participants
Planning and Management of Tribal Education			
6. 02.1	Three Field Level Workshops for Teachers in Institutional Planning and Management in Tribal Education (Field based - Vijay Nagar)	April 8-10, 1997 (3 days)	150
8. 02.3			
9. 02.7	Three Workshops for Working Teachers in Educational Planning and Management in Tribal Areas Field based - Kurnool district, A.P.)	September 14-16, 1997 (3 days)	150
11. 02.9			
12. 02.11	Three days Workshop for Planning and Management of Schools Complex of Tribal Education for Headmaster of Tribal Schools (Field based - East Godabari district)	December 19-21, 1997 (3 days)	50
7		9	350
Planning and Management for Heads of Ashram Schools			
13. 02.4	Orientation Programme in Institutional Planning and Management for Heads of Ashram Schools of Andhra Pradesh	July 14-25, 1997 (12 days)	30
1		12	30
Planning and Management of Minorities Managed Institutions			
14. 07.4	Orientation Programme in Planning and Management for Minorities Managed Institutions	Oct. 13-24, 1997 (12 days)	34
1		12	34
Planning and Management of Higher Education			
5. 06.1	Meeting on Implementation on Ninth Five Year Plan	September 29-30, 1997 (2 days)	18
6. 06.2	Orientation Programme in Planning and Management for Principals of Colleges (Rural)	Nov. 10-28, 1997 (19 days)	45**
7. 06.3	National Workshop on Institutional Self-Evaluation of Rural Colleges	Nov. 25-26, 1997 (2 days)	**
8. 06.4	Orientation Programme in Planning and Management of Colleges for College Principals	January 5-23, 1998 (19 days)	33
9. 06.5	Academic Staff Development Facts and Figures - Report of Review Meeting of ASCs	January 28-30, 1998 (3 days)	40
5		45	136

Same participants in both the programmes

<i>Sl. No.</i>	<i>Unit Code</i>	<i>Title of the Programme</i>	<i>Dates & Duration</i>	<i>No. of Participants</i>
Planning and Management of Computer Applications				
20.	09.5	Computer Awareness for UGC Officers	May 16, 1997 (1 day)	20
21.	09.10	Training Programme on Computer Applications in Educational Planning and Management	September 8-19, 1997 (12 days)	16
2			13	36
Quantitative Techniques in Educational Planning				
22.	01.1	Training Programme on Quantitative Techniques in Educational Planning	July 28 - August 8, 1997 (12 days)	31
23.	01.2	Quantitative Techniques in Educational Planning with Reference to UEE	September 16-26, 1997 (11 days)	56
2			23	87
Implementation of DISE/EMIS				
24.	09.1	Implementation of DISE in DPEP-II States Districts at Orissa	April 21-23, 1997 (3 days)	9
25.	09.2	Workshop on Orientation for the Implementation of DISE in Andhra Pradesh	April 28, 1997 (1 day)	8
26.	09.3	Workshop on Implementing Basic Education Projects Under DISE in H.P.	May 5-7, 1997 (3 days)	9
27.	09.4	Implementation of DISE (Field based - Udaipur)	May 12-14, 1997 (3 days)	18
28.	09.6	Implementation of DISE for Gujarat & Karnataka	June 2-4, 1997 (3 days)	11
29.	09.7	Orientation Programme for the Implementation of DISE in Haryana	June 25-26, 1997 (2 days)	6
30.	09.8	Orientation Programme for the Implementation of DISE in Kerala	July 2-4, 1997 (3 days)	5
31.	09.9	Orientation Programme for the Implementation of DISE in Bihar	August 12-14, 1997 (3 days)	10
32.	09.11	Workshop on EMIS & PMIS at Chennai	September 12-13, 1997 (2 days)	24
33.	09.13	Implementation of EMIS in U.P.	January 12-14, 1998 (3 days)	6
34.	09.14	Implementation of DISE 98 for TSG Staff (Edcil)	January 15-16, 1998 (2 days)	5
11			28	111

<i>Sl. No.</i>	<i>Unit Code</i>	<i>Title of the Programme</i>	<i>Dates & Duration</i>	<i>No. of Participants</i>
Financial Management and Utilisation of Resources				
35.	03.1	Orientation Programme in the Management of Educational Finances	September 1-5, 1997 (5 days)	10
36.	03.2	Orientation Programme in the Management of University Finances	September 22-26, 1997 (5 days)	38
37.	02.12	Training Programme on Utilisation of Resources for School Principals of Karnataka	December 29, 1997- January 2, 1998 (5 days)	11
3			15	59
School Mapping and Micro Planning				
38.	07.1	Workshop on School Mapping and Micro Planning	July 29-30, 1997 (2 days)	45
39.	07.2	Training Programme on School Mapping and Micro Planning	August 4-8, 1997 5 days	28
2			7	73
District Planning in Education				
40.	07.3	Training Programme on District Planning in Education	August 18-22, 1997 (5 days)	26
41.	07.5	Training Programme in Educational Planning and Management for the Faculty of DIETs	March 9-20, 1998 (12 days)	25
2			17	51
International Programmes				
42.	08.1	Asian Development Bank- sponsored Seventh Training Programme in Educational Management for Senior School Principals of Sri Lanka	July 25- August 15, 1997 (22 days)	25
43.	08.2	ADB Eighth Training Programme in Educational Planning for Senior Schools Principals of Sri Lanka	Sept. 26 - Oct. 17, 1997, (22 days)	25
44.	02.10	World Conference on Education : India - The Next Millennium	Nov. 12-14, 1997 (3 days)	438
45.	09.12	IIEP-NIEPA Sub-Regional Intensive Training Course in using indicators in Planning Basic Education Methodological Aspects and Technical tools	Nov. 24 - Dec. 5, 1997 (12 days)	20
46.	08.3	ADB Sponsored Ninth Training Programme in Educational Management for School Principals of Sri Lanka	Nov. 28 - Dec. 18, 1997 (22 days)	25
5			81	533

<i>Sl. No.</i>	<i>Unit Code</i>	<i>Title of the Programme</i>	<i>Dates & Duration</i>	<i>No. of Participants</i>
Other Programmes				
47.	10.1	Orientation Programme in Planning and Management of School Librarians of Salwan Education Trust	April 21-26, 1997 (6 days)	19
48.	02.5	Virtual Conference on Educational Planning and Management	July 25, 1997 (1 day)	191
49.	01.3	Demographic Pressures on Education with Special Reference to UEE	Nov.17-21, 1997 (5 days)	16
50.	01.4	National Seminar on Education-Employment Linkages and Vocationalisation	December 16-18, 1997 (3 days)	13
			4	239
Grand Total		50	620	1885

* This list includes two on-going diploma programmes (National and International one each)

Code Numbers

01. Educational Planning Unit
02. Educational Administration Unit
03. Educational Finance Unit
04. Educational Policy Unit
05. School & Non-formal Education Unit
06. Higher Education Unit
07. Sub-National Systems Unit
08. International Unit
09. Operations Research and Systems Management Unit (ORSM)
10. Library & Documentation Centre

M. Mukhopadhyay

Membership of Official and Other Committees

- Chairman, Governing Body, Rabindra Mukta Vidyalay (West Bengal State Open School).
- Executive Member and Vice President (Asia,) International Council of Open and Distance Education, Oslo, Norway.
- Member, Standing Conference of Presidents of Distance Education, Oslo, Norway.
- Member, Steering Committee, International Multi-channel Action Group on Education, Washington D.C.
- Member of the IX Plan Working Group on Elementary Education, Planning Commission, New Delhi.
- Member, Executive Committee, State Council of Educational Research and Training, Calcutta.
- Member, Executive Board, TALEEM Research Foundation, Bopal, Ahmedabad.
- Member, Advisory Committee, Indian Institute of Health Management Research, Jaipur.
- Member, FICCI Committee on Education, New Delhi.
- Member Advisory Committee, DEP-DPEP, IGNOU, New Delhi.
- Executive Member, All India Association for Educational Technology
- Chairman, Howrah Rural Teachers Forum, Udang, Howrah.

Research Project

- Study of Impact of Music and Sports on Enhancing School Retention and Performance, sponsored by Ministry of Human Resource Development, Government of India.

Participation in Seminars and Conferences

- Second Asia Regional Literacy Forum*, ILI-UNESCO, NLM, New Delhi, 1998.
- Commonwealth Secretariat (London) - MHRD Workshop on Education and Development of Women, New Delhi, 1998.
- National Seminar on Tagore's Thoughts and Philosophy of Education, Hosted jointly by NCTE and SCERT Calcutta, 1998.
- World Conference on Education India: The Next Millennium, 12-14 November, 1997, New Delhi.
- Conference on Developing School Quality in Rural Areas*, White River, South Africa, 1997.
- Regional Literacy Forum*, ILI, Manila, 1997.
- AIAET's National Conference on Educational Technology, NCERT, New Delhi, May 1997.

Publications

Books

- Open and Distance Education*, New Delhi: Jawahar Publishers and Distributors, 1997.

Chapters in Books

- Teacher Education and Distance Education: The Artificial Controversy, in Buch, P.M. and Dave, J.P. (eds), *Contemporary Thoughts on Education* (M.B. Buch Commemorative Volume), Baroda: SERD, 1998.
- Open and Distance Education: Social Relevance and Quality, in Mukhopadhyay, M. and Parhar, M. (eds) *Open and Distance Education*, New Delhi: Jawahar Publishers, 1997.
- Professionalism in Academics, in Panda, S.K. (ed), *Staff Development in Higher Education*, New Delhi: Aravalli, 1997.

Journals/Magazines

Educational Technology – An Educational Magazine – two issues, New Delhi: AIAET, 1997-98.

Papers/Articles and Addresses

Adult Literacy and Education: Application of Distance Education, An Invited Expert Presentation in Second Asia Regional Literacy Forum, ILI-UNESCO, NLM, New Delhi, 1998.

Education and Development of Women: Role of Educational Technology, An Invited Expert Presentation in Commonwealth Secretariat (London) - MHRD Workshop, New Delhi, 1998.

Rabindranath and Education 2000+, An Invited Expert Presentation in the National Seminar on Tagore's Thoughts and Philosophy of Education, Hosted jointly by NCTE and SCERT Calcutta, 1998.

Education in the Next Millennium, Conference Theme Paper for World Conference on Education India: The Next Millennium. 12-14 November, 1997, New Delhi.

Education Management Development: Role of Distance Education, An Invited International Expert Presentation in the *Conference on Developing School Quality in Rural Areas*, White River, South Africa, 1997.

Open Basic Education: Linking Literacy to Education, Invited to address at *Regional Literacy Forum*, ILI, Manila, 1997 (also selected by ERIC Clearinghouse, USA for international dissemination).

Indian Educational Consultancy, Lead Story in *Educationally Yours*, 6 (1), October, 1997.

Globalization of Education: Implications for India, *University News*, 35(18), May, 1997.

R. Govinda*Research Publications*

Decentralized Management of Education: Experiences from South Asia, International Institute for Educational Planning, UNESCO, Paris, 1997

Reaching the Unreached through Participatory Planning: Study of School Mapping in Rajasthan, International Institute for Educational Planning, UNESCO, Paris (In Press)

"Using Testing as a Tool to Improve School Quality: Reflections on Indian Policies and Practices" Paper accepted for publication in *International Journal for Educational Development*

Research Projects

Dynamics of Building from Below: A Study of Lok Jumbish Experience in Creating a Decentralized Management System for Primary Education in Rajasthan, A Project of the National Institute of Educational Planning and Administration (ongoing)

National Evaluation of District Institutes of Education Training. Project for the Ministry of Human Resource Development, Government of India with financial support from UNICEF (ongoing)

Study of Supervision and Support Services to Primary Schools in Asia – Bangladesh, India, Nepal, the Philippines, South Korea, Sri Lanka. Part of a Larger research programme of the International Institute for Educational Planning, UNESCO, Paris (completed)

Participation in Seminars/Conferences

Participated in the Regional Workshop on Continuing Education organised by the National Literacy Mission at Chennai. April 5-6, 1997. Paper presented: Planning Continuing Education Projects: Lessons from South East Asia Countries

Participated in the International Seminar on Basic Education held at Korean Education Development Institute, Seoul, Korea. May 1997. Paper presented: Trends in Supervision and Support Services to Teachers: A Comparative Analysis of Selected Asian Countries

Participated in the UNESCO-APIED International Conference on Management of Basic Education held at Bangkok, Thailand, December 1997. Paper presented: Decentralised Planning and Management of Literacy and Basic Education in Asia

Participated in the Asia Literacy Forum organised by the International Literacy Institute, University of Pennsylvania and National Literacy Mission at New Delhi, India, February, 1998. Panel Discussant: Issues in Planning Literacy and Non-Formal Education Programmes in Asia

Participated in the National Seminar on Poverty Alleviation and Basic Education organised by Indian Institute of Education, Pune, November 1997

Memberships of Official and Other Committees

Member of the Executive Committee of the National Literacy Mission Authority

Member of the Committee for Reconstitution of the National Elementary Education Mission set up by the Ministry of Human Resource Development

Member-Convener of the Working Group on Elementary Education for the IX Five Year Plan

Member of the Working Group on Non-Formal Education for the IX Five Year Plan

Member of the National Core Group on Continuing Education under National Literacy Mission

Member of the Joint UGC-NCTE-DEC Committee on Teacher Education Programmes in Open Universities

Member of the National Advisory Committee of the DPEP Project on Distance Education Programme for Teacher Education

Other Academic and Professional Activities

Member of the Government of India Visiting Expert Team to South Africa on Improvement of Teacher Education in South Africa, 24-30, June 1997

Visiting Fellow at the International Institute for Educational Planning, UNESCO, Paris, 3-21, July 1997

Advisory visit to GSS Primary Education Project, Bangladesh on Improvement of School Based Management and Supervision, September, 1997

Resource Person for the Regional Training Workshop on Management and Monitoring of Projects on Literacy and Continuing Education from 9-19 December, 1997 organised by UNESCO-PROAP, at Solo, Indonesia

Resource Person for the National Training Workshop for District Education Officer on Planning and Management of Non-formal Education Projects, 16-20 February 1998, Timpu, Bhutan.

J.B.G. Tilak

Research Publications

"Investment Gaps in Primary Education" (A Rejoinder), *Economic and Political Weekly* 32 (18) (3 May 1997): 972-75. [Reprinted in DPEP Calling 1 (15) (June 1997): 41-47].

'Promotion of the Recognition of Higher Education Qualifications in Asia and the Pacific' (Report of a Regional Workshop). Bangkok: SEAMEO RIHED (August 1997).

Analysis of Finances for Education (Module 10, Modules on District Planning in Education). New Delhi: National Institute of Educational Planning and Administration, 1997

Analysis of Costs of Education (Module 11, Modules on District Planning in Education). New Delhi: National Institute of Educational Planning and Administration, 1997

Economic Reform and Economics Teaching and Training in Transition Economies in the Greater Mekong Sub-Region. (Report of a Regional Seminar). Bangkok: SEAMEO-RIHED, 1997) (edited).

"Public Expenditure on Education in Madhya Pradesh". New Delhi: Asian Development Bank. December 1997.

Financing the Centre for Electronics Design and Technology, Indian Institute of Science, Bangalore: A Review. New Delhi: Swiss Agency for Development and Cooperation, Embassy of Switzerland, December 1997 (mimeo).

"Five Decades of Under Investment in Education in India." *Economic and Political Weekly* 32 (36) (6-12 September 1997): 2239-41

"Human Capital for Development and the Development of Human Capital in India." *Anvesak* 27 (1&2) (January-December 1997): 75-124

"Changing Policies and Strategies in Higher Education in South Asia," *Higher Education in Transition Economies in Asia*, Bangkok: Unesco-PROAP, 1998, pp. 160-70.

"Building Human Capital in East Asia: What Others can Learn?" World Bank Workshop on Social Development Policy in East Asian Development. San Francisco (July 28-30 1997).

"Comment on 'Economics of Indian Education: The Emerging Policies' by Tapas Majumdar," *Journal of Educational Planning and Administration* 12 (1) (January 1998): 61-65.

"On Managing with Development Assistance in Primary Education in India," NORRAG NEWS 22 (January 1998): 22-24

"Schooling and Equity". In: *Economics of Human Behaviour: Essays in Honour of A.M. Nalla Gounden* (eds.: Lakshmanasamy and T.M Srinivasan), New Delhi: Allied, 1997, pp. 155-81]

Others

Edited *Journal of Educational Planning and Administration*

Participation in Seminars, Conferences and Workshops

International Workshop on Open Schooling for Basic Education of Special and Vulnerable Groups. New Delhi: National Open School (24-27 March 1998)

IIE-Unesco National Seminar on Basic Education for the Empowerment of the Poor. Pune: Indian Institute of Education (31-4 March 1998) [served as a chairman for a technical session].

Dialogue on Education. New Delhi: Centre for Civil Society (24 January 1998) [served as a Discussant]

Workshop on New Education Initiatives. Bhopal: Rajiv Gandhi Prathamik Shiksha Mission (14-15 January 1998).

Annual Conference on Economic Theory and Policy. New Delhi: Indian Statistical Institute (8-10 January 1998).

Convention on Education as a Fundamental Right. Delhi: University of Delhi (18 December 1997) [panelist]

National Seminar on Education-Employment Linkages and Vocationalisation. New Delhi: National Institute of Educational Planning and Administration (16-18 December 1997) [Chairman of a technical session]

National Seminar on East Asia's 20th Century Development Experience. Delhi: University of Delhi (20-21 November 1997) [Chairman of a technical session].

National Seminar on Rationale of Subsidies in the Contemporary Development Debate. New Delhi: Jawaharlal Nehru University (18- 19 November 1997).

World Conference on Education India: The Next Millennium. New Delhi: All-India Association for Educational Technology (12-14 November 1997).

Regional Workshop on Strategies and Policies in Higher Education in Transition Economies in Asia. Unesco, Xi'an, China (7-10 October 1997).

Workshop on Higher Education: Emerging Challenges. Hyderabad: University of Hyderabad (3-6 October 1997) [delivered Key Note address].

Workshop on Central and State Level Studies on Financing Elementary Education in India. New Delhi: UNICEF (19 August 1997).

World Bank Workshop on Social Development Policy in East Asian Development San Francisco, USA ((July 28-30 1997)

Workshop on Reports of Studies on Education of the Research Project on Strategies and Financing for Human Development New Delhi: UNDP (14-15 July 1997) [Chairman for a session].

Regional Conference on Higher Education: National Strategies and Regional Cooperation for the 21st Century. Tokyo: United Nations University (UNESCO-PROAP) (8-10 July 1997). [Rapporteur for a Round Table].

Seminar on Status of Socio-Economic Data. New Delhi: Indian Council of Social Science Research (June 30 - July 1, 1997) [Discussant of a paper]

Regional Workshop on Promotion of the Recognition of Higher Education Qualifications in Asia and the Pacific. Manila (23-26 June 1997) [Rapporteur-General].

World Congress on Higher Education & Human Resource Development in the Asia-Pacific for the 21st Century. Manila: Commission on Higher Education (23-25 June 1997)

Regional Seminar on Economic Reform and Economics Teaching and Training in Transition Economies in the Greater Mekong Sub-Region. Kunming, China: Yunnan University (16-19 April 1997). [Rapporteur-General]

Membership of Professional Bodies

Member, Executive Committee Andhra Pradesh DPEP Society, 1997

Member, General Council, Andhra Pradesh DPEP Society, 1997

Chairman, Research Evaluation Committee, DPEP Technical Support Group. Ed.CIL. New Delhi: Government of India, 1997

Member, Committee on Grants to School Education, Government of Delhi, 1997

Member, Expert Committee on Compulsory Primary Education (to examine financial aspects for operationalising the 83rd Amendment of the Constitution), Government of India, Ministry of Human Resource Development, 1997

Member, Expert Committee for Improving the System of Collection, Analysis and Dissemination of Educational Statistics, Government of India, 1997

Convener, Task Force on Education to evolve a Plan of Action for Setting up a Network of Educational Data Bank, Indian Council of Social Sciences Research, 1997

Member, Education Committee, Federation of Indian Chamber of Commerce and Industry, New Delhi, 1998

Member, Expert Committee on to Assess the Current Status of Expenditure on Education, Government of India, Planning Commission, 1998

Member, High Level Group on Higher Education (to prepare a country report on Higher Education in India for the Unesco World Conference), Ministry of Human Resource Development, Government of India, 1998

Member, Working Group No.6 on Soico-Economic Statistics & Labour Statistics for Modernisation of the Statistical System in India. New Delhi: Ministry of Planning & Programme Administration, Dept of Statistics, Government of India, 1998

Other Advisory Services to Professional Academic Journals

Member, Editorial Advisory Board, *Higher Education Policy* (Pergamon)

Editorial Adviser, *Studies in Education* (Nigeria)

Member, Editorial Advisory Board of Reviewers, *Philippine Journal of Higher Education* (Manila)

Member, Editorial Board, *Manpower Journal*

Consultancy

Consultant, Swiss Development Corporation, New Delhi

Consultant, Asian Development Bank

Consultant, UNDP

Y.P. Aggarwal

Publications

User's Manual, DISE, NIEPA

Access & Retention: The Impact of DPEP, National Overview, DPEP Bureau, Ministry of Human Resource Development

Other Activities

Member, Executive Committee, SCERT, Delhi participated in the meetings of the Executive Committee during the year

Member, UGC Expert Committee on Introduction of Computer Courses at PG Level

Team leader, the review team for the Primary Education Enhancement Project (PEEP), March 23-28, 1998 sponsored by UNICEF

Attended DPEP Board Meeting (January 5, 1998)

Participated in a Review Meeting for Quantitative Indicators for EFA organised by UNICEF at Baroda (March 6, 1998)

N.V. Varghese

Research Papers and Articles

"Issues in Financing of Higher Education", *Education Dialogue*, Vol. 3, No. 2, 1998 pp. 10-16.

"Primary Education and School Improvement", in Buch P.M. and Dave J.P. (ed.) *Contemporary Thoughts in Education*. SERD, Baroda, 1998, pp. 235-246.

"School Mapping and Micro-Planning", *DPEP Calling*, Vol. 2, No. 1 (December, 1997), pp. 14-18.

"Public versus Private in Education in India", paper presented at the *Oxford Conference on Education and Geo-political Change*, 11- 15 September, 1997, New College, Oxford.

"A Report on ANTRIEP Activities", *ANTRIEP Newsletter*, Vol. 2, No. 1, 1997 pp. 2-7.

"Investment in Education and Implications for Poverty Reduction in India", paper prepared as part of the study on *European Aid for Poverty Reduction in India*, NIEPA, New Delhi, 1997.

"Provisions and Performance : A Study of Primary Schools in Malappuram District of Kerala", (jointly with K.S. Sajeev). NIEPA, New Delhi, 1997.

"Educational Process and Progress : A Study of Primary Schools in Kasaragode District of Kerala", (jointly with K.S. Sajeev). NIEPA, New Delhi, 1997.

"How Much do Children Learn in Primary Schools : A Study of Wayanad District in Kerala", (jointly with K.S. Sajeev), NIEPA, New Delhi, 1998

Training Modules (Published)

Modules on District Planning in Education ed. New Concept (for NIEPA), New Delhi 1997.

Educational Planning at the District Level : Meaning and Scope in Varghese N.V. ed. *Modules on District Planning in Education*, NIEPA, New Delhi, 1997.

"Diagnosis of Educational Development" in Varghese N.V. (ed.) 1997.

"Plan Formulation" in Varghese, N.V. (ed.), 1997.

"Planning for Implementation" (with K. Biswal) in Varghese, N.V. (ed.), 1997.

"School Mapping", in Varghese N.V. (ed.) 1997.

"Micro-Planning in Education", (with S.M.I.A. Zaidi) in Varghese, N.V. (ed.) 1997.

Participation in Seminars

Participated in Second Annual Meeting of ANTRIEP and the Seminar on Teacher Supervision and Support Services for Basic Education, 6-8 May, 1997, at KEDI, Seoul, Korea.

Participated in pre-conference Colloquium on Education and Technology : Geo-political Issues for the Commonwealth. 10-11 September, 1997, Harris Manchester College, Oxford, U.K.

Participated in the Oxford Conference on Education and Geo-political Change, 11-15 September, 1997, New College, Oxford, U.K.

Workshop on Policy Agenda for Labour, Employment and Skill Development, 30-31 October, 1997, Port Moresby, Papua New Guinea.

Advisory Services

Member, National Advisory Committee on Baseline Assessment Studies, NCERT, New Delhi.

Member, Group of Experts on the Financial Requirements for Operationalising 83rd Constitutional Amendment on Compulsory Elementary Education, MHRD, New Delhi.

Member, Governing Body, Primary Education Development Society of Kerala, Govt. of Kerala.

Member, Executive Committee, SIEMAT, Allahabad.

Member, in various Committee Groups set up by the MHRD, New Delhi.

Editor *ANTRIEP Newsletter* on behalf the Focal Point of Asian Network of Training and Research Institutions of Educational Planning, NIEPA, New Delhi.

K. Sudha Rao

Books and Book Length Monograph

Management of Autonomy in Autonomous Colleges, NIEPA (in press)

Case Studies of Autonomous and Non-Autonomous Colleges, NIEPA (in press)

Academic Staff Colleges in India: A Review, 1997. (A Project Report)

Performance Appraisal and Teacher Accountability - A Study Report (with P.R. Prasad)

Academic Supervision

A Study of Relevance of Modern Management Techniques in Educational Institutions, Jamia Millia Islamia (Ph.d Awarded)

Participation in Seminars/Conferences/Workshops

Women as an Entrepreneur, paper presented in the National Conference on Women Entrepreneurs and Education at Sri Padmavathy Mahila University, 26-27 June, 1997

Creating Supportive Environment for Women Development in India. Paper presented in the state level seminar on The Role and Development of Women in 50 years of Independence in India - A Review and Prospect, Pune University, Pune, 13-14 Oct., 1997.

Conference on National Agenda for Education organized by Deshbakta Trust in collaboration with Dharam Hinduja International Centre for INDIC Research, New Delhi, 18-19 Oct., 1997.

Catalytic leadership in education, All India DAV Conference, 19- 20 Oct., 1997.

Commonwealth Secretariat - UGC Workshop on Women and Management in Higher Education, New Delhi, 3-8 Nov., 1997.

State level Workshop on college teachers incharge of Women Cells in India, Kurukshetra, 20-23 Nov., 1997.

Seminar on Higher Studies in a Global World organized in collaboration with Rajiv Gandhi Foundation, Delhi University, Delhi, 5th Jan., 1998.

Important Consultancy and Advisory Services

Member, Sub-Committee of the Standing Committee on Women Studies, UGC, New Delhi, 1997

Member, Advisory Committee, Goa University, Goa, 1997.

Member, Mid-term Review Committee of Autonomous Colleges, UGC, New Delhi, 1997.

Member, Planning Board, Jamia Millia University, New Delhi, 1997.

Member, Review Committee to review the Performance of VIII Plan and assess the IX Plan requirement, UGC New Delhi, 1997.

Member, Planning Committee on Establishment of Guidance and Resource Centers in universities and colleges, UGC, New Delhi, 1997.

Standing Committee for Coordination of Higher Education, MHRD, New Delhi, 1997 (Represented NIEPA).

Member, Grant-in-Aid Committee, MHRD, Department of Education, New Delhi, 1997.

K. Sujatha

Research Studies

Study of School Effectiveness in Tribal Areas

Community Participation in Education in Tribal Areas in Andhra Pradesh

Articles

Incentives for Education of Disadvantaged Groups in India

How Effective are the Local Teachers in Tribal Areas

Quality Improvement Programmes for Education of Tribals – A Comparative Study of Different Districts in Andhra Pradesh

Pramila Menon*Consultancy/Advisory*

Rendered Advisory Services in the formulation and finalisation of the revised guidelines on Adult and Continuing Education. Participated in a meeting convened in Bombay from May 18-21, to review proposals submitted by the Directors of the Department of Adult and Continuing Education for the concerned Universities.

Participation in National, International Seminars and Conferences

Participated as an Indian Delegate in the Second Regional Literacy Forum for Innovation and Professionalisation in Adult Literacy organised by National Literacy Mission, International Literacy Institute and UNESCO in New Delhi from February 9-13, 1998. Paper Presented: Promoting Women's Literacy in Universities: Future Challenges.

Membership of Official and other Committees

Member, UGC Standing Committee on Adult, Continuing Education, Extension and Field Outreach.

Arun C. Mehta*Consultancy*

Member, Govt. of India Appraisal Mission to Orissa to review DPEP Orissa, Bhubaneswar, March 31, 1997 to April 15 1997.

Member, Govt. of India, Appraisal Mission to review DPEP, Bihar, Patna, May 5-20, 1997.

Modules Published

Enrolment and Teachers Projections (Module 7) in N.V. Varghese (ed.) *Modules on District Planning in Education*, NIEPA New Delhi, 1997.

Training Module

Educational Management Information System in India.

Indicators of Educational Development: Concept and Definitions

A Set of Practical Exercise on Use of Quantitative Techniques in Educational Planning

Articles Published

Educational Development in India with Focus on Elementary Education, NIEPA Occasional Paper No. 24, September, 1997

Education For All in India: Some New Insights in the Light of National Family Health Survey, *Pariprekshya*, Volume 2 December 1995, NIEPA (Published in 1997), New Delhi.

Education For All in India, *Journal of Education and Social Change*. July-September and October-December 1995, IIE Pune, Vol. IX, No 2 & 3, (Published in July, 1997).

Reliability of Educational Data in the context of NCERT Survey (in Hindi), *Pariprekshya*, Volume 3, April 1996, NIEPA New Delhi (Published in 1997).

Nalini Juneja*Research Papers and Articles*

Free and Compulsory Education for All Children – But Why at Our Cost? *University News*, Vol. 35, No. 22, June 2, 1997

Right of Child to Education and Issues in Implementation of Compulsory Education, *New Frontiers in Education*, Vol. 27 January-March 1997

Vidyalaya Pradhanacharyon Ke Prashasanik Karyakalap aur Vyasayik Tanav, Paper selected for publication in *Pariprekshya*, Vol. IV, No. 1 (April 1997)

Participation in Seminars/Conferences

Attended Visioning Workshop organised by SCERT on 10th June 1997.

Participated as Panelist on the Panel on Compulsory Education in Virtual Conference on Educational Planning and Management on 25th July 1997 at IGNOU, New Delhi

Delivered two lectures at the Orientation Programme for College Lecturers at Gurgaon organised by the Directorate of Higher Education, Haryana in March 1998

S.M.I.A. Zaidi

Book Reviews Published

Using Both Hands: Women and Education in Combodia (by E.B. Fiske) in *Journal of Educational Planning and Administration*, Vol. XI No.2, April 1997.

Students Flow in Australian Higher Education (by C. Shah and G. Burke) in *Journal of Educational Planning and Administration*, Vol. XI No. 3 July 1997.

Education of Muslims in Secular India (by Salamat-Ullah) in *Journal of Educational Planning and Administration* Vol. XI No. 4, October 1997.

Class Action : Improving School Performance in the Developing World through Better Health and Nutrition (by Joy Miller Del Rosso & Tania Marek) in *Journal of Educational Planning and Administration*. Vol. XII No.1, January 1998.

Modules Published

Indicators of Educational Development (Module 6) in N.V. Varghese (Ed.) *Modules on District Planning in Education*, NIEPA, New Delhi, 1997.

Micro Planning in Education (Module 9 : Co-author) in N.V. Varghese (Ed.) *Modules on District Planning in Education*, NIEPA, New Delhi, 1997.

Paper Presented

Management of Primary Education under DPEP at *Regional Seminar on Teacher Empowerment and School Effectiveness at Primary Stage*, organized by RIE, Ajmer during April 14-16, 1997.

Consultancy

As a resource person participated in Workshop on "District Plan Preparation" organized at Patna by Bihar Education Project for the DPEP District Planning Teams during April 7-10, 1997.

Member Planning Assistance team to DPEP Bihar to help district planning teams finalise their DPEP district plan for appraisal. The team assisted the district teams during April 19-21, 1997.

Lead GOI Appraisal Mission to Karnataka for appraising the 8 expansion district plans of DPEP II and State Component Plan. The Mission worked during May 12-27, 1997, visited Bangalore for 5 days and submitted report to GOI.

Lead GOI Internal Supervision Mission to Gujarat. The Mission worked during June 23 - July 2, 1997, visited Gandhinagar (the state capital), a district Banaskantha and submitted report to Government of India.

As a resource person participated in 3-days Workshop on 'Micro-Planning of Education and VEC' organised by Bihar Education Project at Patna during September 8-10, 1997.

Lead GOI Pre-Appraisal Mission to Andhra Pradesh for appraising the 14 expansion district plans of DPEP and the state component plan. The mission worked during November 6-18, 1997, Visited Hyderabad and 4 districts and submitted a report to Government of India.

Lead GOI Internal Supervision Mission to Orissa. The Mission worked during January 16-24, 1998, Visited Bhubaneswar and 2 districts and submitted a report to the Government of India.

Lecture Delivered

Delivered lecture on 'Role of Headmasters in Institutional Planning at SCERT, Delhi on June 12, 1997 in Training Programme of Principals/Vice Principals of Secondary/Sr.Secondary Schools of Delhi.

Neelam Sood*Research Article Published*

Pattern of Family Interaction and Problem Behaviour in Children. *Journal of Research and Application in Clinical Psychology*, 1(1) January, 1998.

Book Review Published

Rorschach Test - Theory and Practice by Rajendra K. Misra, et. al. (eds.) in *Indian Anthropologist*, 26(2) published in March, 1998.

Chapter in a Book

Problem Behaviour in Primary School Children: Implications for Social Health, In G. Misra (ed.) *Psycho-social Perspective on Stress and Health*, New Delhi: SAGE (In Press)

Participation in Seminars/Conferences/Workshops

Discussion on 'Innovative Programme for Teacher Education' organized by National Council of Teacher Education on December 12, 1997 as a part of the study visit of a delegation from University of Asia and the Pacific, Manila.

Meet on Early Childhood Education and Bill on Fundamental Right to Elementary Education, organized by NCERT on December 25, 1997.

National Seminar on Culture and Psychology organized by University of Delhi from December 28-30, 1997.

Resource person in Orientation of Key-Resource Persons in Early Childhood Education, organized by Assam Prathmik Shiksha Achari Parishad, DPEP, Assam from February 2-5, 1998.

Resource person in Orientation for College Lectures organized by Directorate of Higher Education, Haryana from March, 7-30, 1998.

Other Academic Activities

Edited the Volume containing research abstracts of papers received for NIEPA's National Conference on 'Management of School Education in India'.

Paper-setter and Examiner for Masters' level paper on 'Research Methods'. University of Jammu.

Evaluation of M.Sc. Thesis entitled 'A Status Survey of Pre-School Education in Semi-Urban Location, G.B. Pant University of Agriculture & Technology.

Research paper entitled 'Early Childhood Stimulation: A Perspective sent for Seminar on Early Childhood Stimulation for Optimal Growth and Development'.

Advisory Services

Helped the faculty at DIET, New Delhi in developing research proposals to study the effectiveness of teacher training programmes.

Member of the Executive Committee of the World Organization for Pre-school Education (Indian Chapter)

Jayshree Roy Jalali*Books*

"Re-adjusting Vocational Education in Poland - Some Lessons for India in *Perspectives on Foreign Language Teaching*, Piotrkow Trybunaiski, Lodz, Poland, February, 1998.

Female Literacy and Girls' Education at the Elementary Level in M. Mukhopadhyay et al edited *Education India: The Next Millennium*, Institute of Education, Rural Studies and Development, Udang: Howrah, March, 1998.

Research Papers and Articles

Female Literacy and Girls' Education: A Comparative Study of the North East, Presented at World Conference on Education India, New Delhi, November, 1997.

Education on Top of the World - Ladakh, Indian News Agency.

"Decentralization of Primary Education - A Case Study of Lai Autonomous District Council of Mizoram" *Pariprekshya*, NIEPA, to be published in the next issue.

"A Comparative History of Educational Development in the North Eastern Indian" in *Pariprekshya*. NIEPA, New Delhi.

Yazali Josephine*National/International Seminars Participated*

Implementation of Ninth Five Year Plan held in Delhi, September 24, 1997.

Research Papers

Impact of Mid-day Meals Programme on Enrolment of Primary Girls in West Garo Hills of Meghalaya. 12-11-1997, in World Conference on Education for the next Millennium New Delhi.

Interview

Interview in Delhi Doordarshan on Incentive Schemes and Impact on SC/ST Girls on Education, 20-11-1997

Reading Material

Resource Planning in Education for Karnataka School Principals.

Practical Exercise developed on Institutional Planning for Municipal Primary Schools of Delhi

Article Published

Contributed a Research Article on "Effectiveness of Schooling: A Study of Aided School of Delhi" for the Book Published by NIEPA titled *Reforming School Education - Issues in Policy Planning and Implementation*.

Bijoy Kumar Panda*Article in Book*

"Effectiveness of Aided Schools of Delhi". Published in the Book entitled *Reforming School Education - Issues in Policy Planning and Implementation*, NIEPA, New Delhi, 1998.

Book Review

"Teaching with Heart: Making Healthy Connections with Students" by Judith A Deiro, *Journal of Educational Planning and Administration*, Vol. XI, No2, April, 1997.

Rashmi Diwan*Articles*

"School Based Supervision: Practicing Heads Facing the Challenge", *New Frontiers in Education*, Vol XXVII, No. 3, July-Sept. 1997

Participation

Participated in 2nd Asia Regional Literacy Forum on Innovation and Professionalism in Adult Education: A Focus on Diversity from February 9-13, 1998.

V.P.S. Raju*Training Material*

Introduction to Computers

S.K. Mallik*Articles*

"Education under Panchayats : Quantitative and Qualitative Dimensions," *Man and Development*, Vol. XVIII, No.3, September, 1996.

Education under Local Bodies : A Historical Perspective," *Journal of Indian Education*, Vol. 22, No.3, November, 1996

Book Reviews

"Rural Education Administration, " by B.V. Chalpathi in *Journal of Educational Planning and Administration*, Vol. XI, No.1, January, 1997.

"Higher Civil Services in India," by Hoshiar Singh (ed.) in *Journal of Educational Planning and Administration*, Vol. XII, No.2., April, 1997.

Kamalakanta Biswal*Training Module*

Module 4: "Planning for Implementation" (with N.V. Varghese) in Modules on *District Planning in Education*, Varghese, N.V. ed. NIEPA, New Concept, 1997

Participation

Participated in Annual Training Programme on Educational Planning and Administration, 1996, from 1st January to 30th April, 1997, organised by UNESCO, IIEP, PARIS

Participated in ICI Conference on Education and Employment "Alternatives Fair" organised by Indian Confederation of Industries, New Delhi in January, 1998.

Research Studies

Awarded Ph.D. degree by the Jawaharlal Nehru University, New Delhi for the study on "Determinants of Earnings in the Segmented Urban Labour Market: The Significance of the Level of Education as an Explanatory Variable (A Study of Selected Manufacturing Units in Delhi)" in December 1997.

N.K. Mohanty*Training Material*

Measures of Central Tendency in Educational Planning

Demographic Indicators : Concepts and Definitions

President

1. Shri Murli Manohar Joshi
Minister for Human Resource Development
Shastri Bhawan
New Delhi

Vice-President

2. Shri Champak Chatterji
Acting Director
National Institute of Educational
Planning and Administration
New Delhi-110016

Ex-Officio Members

3. Professor (Ms.) A.S. Armeity Desai
Chairperson
University Grants Commission
Bahadurshah Zafar Marg
New Delhi.
4. Shri. P.R. Dasgupta
Education Secretary
Ministry of Human Resource Development
Department of Education
Shastri Bhavan
New Delhi-110001
5. Shri Sudhir Nath
Joint Secretary & Financial Adviser
Ministry of Human Resource Development
Department of Education
Shastri Bhavan
New Delhi-110001
6. Additional Secretary
Ministry of Personnel,
Public Grievances and Pensions
Sardar Patel Bhawan
Parliament Street
New Delhi-110001

7. Shri R. N. Kaw
Principal Adviser (Education)
Planning Commission
Yojana Bhawan
New Delhi-110001

8. Dr. A.K. Sharma
Director
National Council of Educational
Research & Training
New Delhi-110016

State Education Secretaries

9. Shri A.K. Paitandi
Secretary, & DPI (Education)
Government of Arunachal Pradesh
P.O. Itanagar-791111
10. Shri V.H. Pachua
Secretary, Education Department
Government of Goa
Panaji (Goa)-403001
11. Secretary
General Education Department
Government of Kerala Sectt.
Trivandrum-695001.
12. Shri D.N. Padhi
Commissioner-cum-Secretary
School Education Department
Govt. of Orissa
Bhubaneswar-751001
13. Principal Secretary
(Higher Education)
Government of Punjab
Chandigarh-160001

State Directors of Education

14. Shri R. Kodanandarama Reddy
Commissioner of Collegiate Education
Government of Andhra Pradesh
Nampally, Hyderabad-500022

15. Shri Ambubhai Patel
Director of Primary Education
Old Sachivalaya Building
Block No. 12
Gandhinagar-382010
16. Prof. R.K. Chhibber
Director of School Education
Government of J & K (Jammu Region)
Kachi Chawani
Jammu Tawi, Jammu
C/o Resident, Commissioner
Government of Jammu & Kashmir
5 Prithivi Raj Marg
New Delhi-110011
17. Shri H.R. Borah
Director of School Education
Government of Nagaland
Kohima-797001
18. Smt. Kuldeep Kaur
Director of Public Instruction (School)
Chandigarh Administration
U.T. Secretariat, Sector-9
Chandigarh-160017

Eminent Educationists

19. Professor M.V. Mathur
Former Director (NIEPA)
F-48, Sundar Marg, 'C' Scheme
Jaipur-302001
20. Shri P.K. Umashankar
Former Director, IIPA
857, 13th Main Road
Anna Nagar
Madras-600040
21. Professor A.H. Kalro
Chairperson, RJCMEI
Indian Institute of Management
Vastrapur
Ahmedabad-380015

22. Professor K.N. Panikkar
Dean
School of Social Sciences
Jawaharlal Nehru University
New Delhi-110067
23. Professor Mohit Bhattacharya
Rtd. Vice Chancellor
Burdwan University
West Bengal

Faculty Members of NIEPA

24. Prof. M. Mukhopadhyay
Sr. Fellow & Head
Educational Administration Unit
25. Dr. (Ms.) K. Sujatha
Senior Fellow & Head
International Unit
26. Associate Fellow
Sub-National Systems Unit

Members of Executive Committee

27. Shri Champak Chatterji
Joint Secretary (Planning)
Ministry of Human Resource Development
Department of Education
Shastri Bhawan
New Delhi-110001
28. Shri R. Tandekar
Commissioner & Director of Public Instruction
(School Education)
Gautam Nagar
Government of Madhya Pradesh
Bhopal
29. Joint Director
NIEPA, New Delhi
30. Shri P.R.R. Nair
Registrar
NIEPA, New Delhi

Secretary

Appendix II

Members of the Executive Committee (As on March 31, 1998)

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- | | | | |
|---|-----------------|--|------------------|
| 1. Sh. Champak Chatterji
Acting Director
National Institute of Educational
Planning and Administration
New Delhi-110016 | <i>Chairman</i> | 7. Professor A.H. Kalro
Chairperson, RJCMEI
Indian Institute of Management,
Vastrapur
Ahmedabad-380015 | |
| 2. Joint Secretary (Planning)
Ministry of Human Resource Development
Department of Education
Shastri Bhawan
New Delhi-110001 | | 8. Shri R. Tandekar
Commissioner & Director of Public Instruction
(School Education)
Gautam Nagar
Government of Madhya Pradesh
Bhopal | |
| 3. Shri Sudhir Nath
Joint Secretary & Financial Adviser
Ministry of Human Resource Development
Department of Education
Shastri Bhawan
New Delhi-110001 | | 9. Joint Director
NIEPA
New Delhi-110016 | |
| 4. Shri R.N. Kaw
Principal Adviser (Education)
Planning Commission
New Delhi-110001 | | 10. Prof. M. Mukhopadhyay
Senior Fellow & Head
Educational Administration Unit
NIEPA
New Delhi-110016 | |
| 5. Principal Secretary
(Higher Education)
Government of Punjab
Chandigarh-160001 | | 11. Dr. (Ms.) K. Sujatha
Senior Fellow & Head
International Unit
NIEPA
New Delhi-110016 | |
| 6. Professor M.V. Mathur
Former Director (NIEPA)
F-48, Sundar Marg, 'C' Scheme
Jaipur-302001 | | 12. Shri P.R.R. Nair
Registrar
NIEPA
New Delhi-110016 | <i>Secretary</i> |

Appendix III

Members of the Finance Committee (As on March 31, 1998)

- | | | | |
|---|-----------------|--|------------------|
| 1. Shri Champak Chatterji
Acting Director
National Institute of Educational
Planning and Administration
New Delhi-110016 | <i>Chairman</i> | 4. Shri. S. Ragunathan
Secretary (Education Department)
Govt. of National Capital Territory of Delhi
Old Secretariat
Delhi | |
| 2. Joint Secretary (Planning)
Ministry of Human Resource Development
Department of Education
Shastri Bhawan
New Delhi-110001 | | 5. Joint Director
NIEPA
New Delhi-110016 | |
| 3. Shri Sudhir Nath
Joint Secretary & Financial Adviser
Ministry of Human Resource Development
Department of Education
Shastri Bhawan
New Delhi-110001 | | 6. Shri P.R.R. Nair
Registrar
NIEPA
New Delhi-110016 | <i>Secretary</i> |

Appendix IV

Members of the Planning and Programme Committee (As on March 31, 1998)

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- | | | |
|--|-----------------|---|
| 1. Shri Champak Chatterji
Acting Director
NIEPA
New Delhi-110016. | <i>Chairman</i> | 10. Director
Mass Education
New Secretariat
Govt. of Bihar
Patna |
| 2. Joint Director
NIEPA
New Delhi-110016 | | 11. Prof. Atul Sharma
Indian Statistical Institute
7, Saheed Jeet Singh Marg
Near Katwaria Sarai
New Delhi-110016 |
| 3. Joint Secretary (Planning)
Min. of Human Resource Dev.
(Dept. of Edu.) Shastri Bhawan
New Delhi-110001 | | 12. Prof. Sneh Joshi
Head, Deptt. of Educational Administration
Faculty of Education & Psychology
M.S. University of Baroda
Vadodara-390002 |
| 4. Dr. R.P. Gangurde
Additional Secretary
University Grants Commission
Bahadurshah Zafar Marg
New Delhi-110001 | | 13. Prof. P.R. Panchamukhi
Director
Centre for Multi-Disciplinary Development Research
D.B. Rodda Road
Jubilee Circle
Dharward-580007
Karnataka |
| 5. Shri R. N. Kaw
Principal Adviser (Education)
Planning Commission
New Delhi-110001 | | 14. Prof. R. Radhakrishna
I.C.S.S.R.
35, Ferozshah Road
New Delhi-110001 |
| 6. Vice-Chancellor
Jiwaji University
Gwalior-474011
Madhya Pradesh | | 15. Prof. Mohd. Miyan
Dean of Education
Jamia Millia Islamia University
Jamia Nagar
New Delhi-110025 |
| 7. Commissioner & Secretary
Education Department
Capital Complex
Government of Assam
Dispur-781006
Guwahati | | 16. Dr. R.K. Bahl
Retired Director, State Institute of Education
Sector 32/C
Chandigarh |
| 8. Principal Secretary
Education Department
Government of Karnataka
Bangalore-560001 | | 17. Dr. M. Mukhopadhyay
Senior Fellow & Head
Educational Administration Unit
NIEPA
New Delhi-110016 |
| 9. Director of Education
NCT of Delhi
Delhi-110054 | | |

18. Dr. R. Govinda
Senior Fellow & Head
School & Non-formal Education Unit
NIEPA
New Delhi-110016
19. Dr. J.B.G.Tilak
Senior Fellow & Head
Educational Finance Unit
NIEPA
New Delhi-110016
20. Head
Educational Policy Unit
NIEPA,
New Delhi-110016
21. Dr. Y.P. Aggarwal
Senior Fellow & Head
Operations Research and Systems Management Unit
NIEPA
New Delhi-110016
22. Dr. N.V. Varghese
Senior Fellow & Head
Sub-National Systems Unit &
Educational Planning Unit
NIEPA
New Delhi-110016
23. Dr. K. Sudha Rao
Senior Fellow & Head
Higher Education Unit
NIEPA
New Delhi-110016
24. Dr. (Ms.) K. Sujatha
Senior Fellow & Head
International Unit
NIEPA
New Delhi-110016
25. Shri P.R.R. Nair
Registrar
NIEPA
New Delhi-110016

Secretary

Chatterji, Champak

Acting Director

Educational Planning Unit

Varghese, N.V., Senior Fellow & Head

Mohanty, N.K., Research & Training Associate

Educational Administration Unit

Mukhopadhyay, M., Senior Fellow & Head

Josephine, Y., Associate Fellow

Narula, Manju., Research & Training Associate

Educational Finance Unit

Tilak, J.B.G., Senior Fellow & Head

Mallik, S.K., Research & Training Associate

School & Non-formal Education Unit

Govinda R., Senior Fellow & Head

Juneja, Nalini, Fellow

Sood, Neelam, Fellow

Diwan, Rashmi, Associate Fellow

Raju, V.P.S., Research & Training Associate

Higher Education Unit

Sudha Rao, K., Senior Fellow & Head

Wizarat, Kausar, Research & Training Associate

Sub-National Systems Unit

Varghese, N.V., Senior Fellow & Head

Menon, Pramila, Fellow

Mehta, A.C., Fellow

Zaidi, S.M.I.A., Fellow

Jalali, J., Associate Fellow

Biswal, Kamalakanta, Research & Training Associate

International Unit

Sujatha K., Senior Fellow & Head

Panda, B.K., Associate Fellow

Operations Research and Systems Management Unit

Aggarwal, Y.P., Senior Fellow & Head

Srinivas, K., Systems Analyst

Nahar, Ekta, Computer Programmer

Chugh, Sunita, Research & Training Associate

Registrar

Nair, P.R.R.

Library & Documentation Centre

Malhotra, Nirmal, Librarian

Kandpal, N.D., Documentation Officer

Makol, Deepak, Professional Assistant

Joshi, B.D., Professional Assistant

Publication Unit

Ajwani, M.M., Deputy Publication Officer

Hindi Cell

Sharma, S.C., Hindi Editor

Cartographic Cell

Tyagi, P.N., Cartographer (Computer Applications)

Administration & Finance

Bhardwaj, G.S., Administrative Officer

Singh, D.P., Finance Officer

Sharma, M.L., Section Officer

Choudhary, S.R., Section Officer

Mani, P., Section Officer

Sharma, R.C., Section Officer

ANNUAL ACCOUNTS AND AUDIT REPORT

Appendix VI

NATIONAL INSTITUTE OF EDUCATIONAL

Receipts and Payments Account for the

Receipts

Opening Balance		
Cash in Hand	0.00	
Imprest	5,000.00	
Cash at Bank	6,554,258.61	6,559,258.61
Grants in aid from Government of India		
Non-Plan	11,698,000.00	
Plan	30,833,217.00	42,531,217.00
DONATIONS		
By way of Library Books	26,604.00	26,604.00
Hostel Rent	1,481,689.00	1,481,689.00
Interest Received On		
Investment	1,206,654.68	
Interest on PF Investment	1,521,948.00	
Interest on Interest Bearing Advances	116,412.00	2,845,014.68

PLANNING AND ADMINISTRATION

Period from 1.4.1997 to 31.3.1998

Payments

Non Plan (Expenditure)

Pay of Officers

Administration	198,153.00	
Finance & Accounts	90,306.00	
Research & Training	967,857.00	
Library & Documentation	105,180.00	
Publication	76,200.00	1,437,696.00

Pay of Establishment

Administration	1,395,552.00	
Finance & Accounts	244,530.00	
Research & Training	985,858.00	
Library & Documentation	233,897.00	
Publication	100,568.00	
Hostel	132,791.00	3,093,196.00

Allowances & Honoraria

Administration	2,063,274.00	
Finance & Accounts	376,529.00	
Research & Training	2,714,034.00	
Library & Documentation	495,037.00	
Publication	241,204.00	
Hostel	161,913.00	6,051,991.00

Over Time Allowances

	247,094.00	247,094.00
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Medical Reimbursement

	333,563.00	333,563.00
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Medical Advance

	66,000.00	66,000.00
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Leave Travel Concession

	138,163.00	138,163.00
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Ad-hoc Bonus

	242,620.00	242,620.00
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Interest on PF Paid to Subscribers

	1,165,576.00	1,165,576.00
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Leave Salary & Pension Contribution

	24,481.00	24,481.00
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Pension and Gratuity

	1,496,210.00	1,496,210.00
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Academic Activities

Advertisement Charges	65,319.00	
Entertainment Charges	121,862.00	
Honorarium to Resource Persons	41,610.00	
Misc. Contingencies	154,742.00	
Printing/Binding Charges	3,976.00	
Postage & Telegram Charges	58,272.00	
Petrol, Oil & Lubricant Charges	84,229.00	
Stationery/Store Items	151,848.00	
Stipend/Book & Project Grant	154,155.00	
Telephone/Telegramme Charges	334,949.50	1,170,962.50

Receipts

Sale of Publications		
Royalty	37,531.60	37,531.60
Capital Receipts		
Sale of Condemned Items	123,920.00	
Licence Fee	80,257.00	
Water Charges	6,728.00	
Misc. Receipts	483,131.00	694,036.00
Leave Sal. Pension Contribution	35,099.00	35,099.00
Recovery on a/c of Overpayment of Pension	26,700.00	26,700.00
Misc. Receipts		
Withheld Amt. (Dr. Prakash)	1,000.00	1,000.00
Recoverable Advances		
Festival Advances	36,520.00	
Car Advances	76,790.00	
Scooter Advances	25,360.00	
Cycle Advances	1,350.00	
Fan Advances	0.00	
H.B. Advances	101,060.00	
Computer Advances	7,320.00	248,400.00
Total Receipts (Non-Plan)	<u>5,396,074.28</u>	

 Payments

Travelling Allowances		
A. Faculty/Staff and Members	182,420.00	
B. Participants	318,908.00	
C. Guest Speakers	3,397.00	504,725.00
Research Studies		
Printing Charges	4,495.00	4,495.00
Other Charges (Recurring)		
Audit Fees	85,750.00	
Cooliage/Cartage/Customs etc	5,040.00	
Hot & Cold Weather Charges	25,437.00	
Horticulture Charges	11,696.00	
Insurance	41,486.00	
Liveries	74,302.00	
Legal Expenses	35,750.00	
Maintenance of Vehicle	90,822.00	
Maintenance of Equipment	145,878.00	
Maint. of Furniture & Fixture	48,335.00	
Maint. of Building (Civil)	15,661.00	
Maint. of Building (Elec.)	7,210.00	
Misc. Payments	147,258.00	
News Papers & Periodicals	12,271.00	
Rent, Rates & Taxes	4,992.00	
Water & Electricity Charges	963,213.00	1,715,101.00
Recoverable Advances		
Festival Advance	56,700.00	
Car Advance	0.00	
Scooter Advance	11,520.00	
Cycle Advance	1,800.00	
Fan Advance	0.00	
H.B. Advance	0.00	
Computer Advance	0.00	70,020.00
Total Expenditure (Non-Plan)	17,761,893.50	
Plan (Expenditure)		
Miscellaneous Advances		108,856.00
Pay of Officers		
Administration	44,750.00	
Research & Training	135,038.00	179,788.00

Receipts

IDEPA Programmes		
Grants	2,084,073.00	2,084,073.00
Establishment & Operationalization of DISE/EMIS (Dr. Aggarwal)		
Grant	1,582,788.00	1,582,788.00
Training Programme for DIET (Jalali/Menon)		
Grants	144,842.00	144,842.00

Payments

Pay of Establishment		
Administration	105,250.00	
Finance & Accounts	72,751.00	
Research & Training	117,404.00	
Publication	22,520.00	317,925.00
Allowances & Honoraria		
Administration	204,702.00	
Finance & Accounts	80,796.00	
Research & Training	360,446.00	
Publication	38,344.00	684,288.00
Over Time Allowances	28,075.00	28,075.00
Medical Reimbursement	15,696.00	15,696.00
Leave Travel Concession	505.00	505.00
Ad-hoc Bonus	28,423.00	28,423.00
Academic Activities		
Advertisement Charges	7,055.00	
Entertainment Charges	86,605.00	
Honorarium to Resource Persons	33,970.00	
Misc. Contingencies	790,132.00	
Printing/Binding Charges	190,714.00	
Postage & Telegram Charges	63,060.00	
Petrol, Oil & Lubricant Charges	136,615.00	
Stationery/Store Items	1,321,540.00	
Telephone/Telegram Charges	393,416.00	
Assistance to N.I.A.E.	50,000.00	3,073,107.00
Travelling Allowances		
A. Faculty/Staff & Members	157,164.00	
B. Participants	241,675.00	
C. Guest Speakers	71,954.00	470,793.00
Periodicals	1,162,752.70	1,162,752.70
Publication (Brought out)	232,481.00	232,481.00
Other Charges		
(a) Recurring		
Cooliage/Cartage/Customs etc	15,125.00	
Hot & Cold Weather Charges	710.00	
Horticulture Charges	16,554.00	
Maintenance of Vehicle	75,905.00	
Maintenance of Equipment	189,398.00	
Maint. of Furniture & Fixture	42,187.00	
Maint. of Building (Civil)	2,075,088.00	
Maint. of Building (Elect)	3,087,850.00	
Newspapers & Periodicals	16,065.00	
Rent, Rates & Taxes	288,480.00	
Water & Electricity Charges	77,786.00	5,885,148.00
(b) Non-Recurring		
Furniture & Fixture	797,701.00	
Other Office Equipment	220,271.00	
Staff Car	1,017,808.00	2,035,780.00

Receipts

**Asian Dev. Bank Spond. Trg. Prog. on Edl.
Management for Sr. School Principals - Sri Lanka**
Grants

6,453,447.00

6,453,447.00

S.A.A.R.C. Programme
Grants

45,652.00

45,652.00

**Networking Meeting for Hr. Edn. - UGC Project
(U.G.C. Sponsored)**
Grants

200,000.00

200,000.00

**U.G.C. Programme – College Principals
(Dr. K. Sudha Rao)**
Grants

400,000.00

400,000.00

E-9 Summit (M/HRD, New Delhi)
Grants

36,410.00

36,410.00

<i>Payments</i>		
Library Books	267,424.00	267,424.00
By way of Donation/Gifts	26,604.00	26,604.00
c) Advance Payments		
Construction of Building (Civil)	1,950,298.00	
Construction of Building (Elect)	2,640,256.00	
Purchase of DDA Flats	375,000.00	
Purchase of Equipment Etc.	0.00	4,965,554.00
Misc. Payments		
MTNL for Fax	15,000.00	
Security with D/Estate	2,500.00	17,500.00
Total Expenditure (Plan)	19,500,699.70	
INSTITUTE'S RESEARCH STUDIES		
a) 2nd All India Survey on Educational Administration		
Salaries/Honorarium	199,591.00	
TA/DA	18,311.00	
Stationery/Printing and Binding Charges	17,048.00	
Contingencies	22,650.59	257,600.59
b) Analytical Study.... Compulsory Edn. Acts in India (N. Juneja)		
Salaries	15,290.00	15,290.00
c) School Education in Delhi (Dr. Govinda & Dr. Rashmi Diwan)		
Salaries	14,479.00	
Misc. Contingencies	2,689.00	17,168.00
d) Pattern & Structure of Insttl. Cost (Dr. N.K. Mohanty)		
Salaries	5,583.00	
TA & Photocopy	420.00	6,003.00
e) Impact of Music & Sports Input in Primary School Retention & Performance (Dr. M. Mukhopadhyay)		
Salaries	20,000.00	20,000.00
f) Review of Task of A.S.C. (Dr. Sudha Rao)		
Salaries	6,714.00	6,714.00
g) Diagnostic Study on Insttl. Level - Mysore Project (Ms. Josephine)		
Salaries	5,935.00	5,935.00
h) Management of School in India (Dr. Neelam Sood)		
Salaries	17,536.00	17,536.00
i) Vocationalisation of Undergraduate Organisation (Dr. Sudha Rao)		
Salaries	2,500.00	2,500.00

Receipts

**ITDA, Paderu, Teachers Training
(Dr. K. Sujatha)**

Receipt	40,716.00	40,716.00
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**Learners Achievement Study (Delhi)
(UNICEF) (Dr. Aggarwal)**

Grants	525,000.00	525,000.00
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**Primary Education Assessment & Review Systems
(UNICEF)**

Grants	525,000.00	525,000.00
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<i>Payments</i>		
Scheme of Assistance		
Expenditure	85,835.00	85,835.00
(2) Total on Research Studies	434,581.59	
Gr. Total (Plan) Expenditure	19,935,281.29	
Sponsored Programmes/Studies		
IDEPA Programmes		
Salaries	55,076.00	
Programme Expenses	84,375.00	
Direct Payments to Participants	235,841.00	
Boarding/Lodging Charges	237,300.00	
Contingencies	888,256.00	
Stationery	81,269.00	1,582,117.00
Baseline Studies (Kerala)		
Salaries	58,213.00	
Contingencies	9,098.00	67,311.00
Baseline Study (Karnataka)		
Salaries	28,586.00	28,586.00
Establishment & Operationalization of DISE/EMIS (Dr. Aggarwal)		
Salaries	381,049.00	
TA/DA	176,634.00	
Stationery	92,912.00	
Contingencies	622,355.00	1,272,950.00
Trg. Prog. for DIET (Jalali/Menon)		
TA/DA	102,204.00	
Contingencies	25,914.00	128,118.00
Capacity Building in Planning & Management, DPEP (Dr. N.V. Varghese)		
Salaries	404,587.00	
TA/DA	803,093.00	
Contingencies	281,643.00	1,489,323.00
Asian Dev. Bank Spond. Trg. Prog. on Edl. Management for Sr. School Principals - Sri Lanka		
Salaries	137,736.00	
TA/DA	13,545.00	
Lodging/Boarding Charges	713,922.00	
Programme Expenses	2,830,382.00	
Contingencies/Prog. Expenses	227,442.00	3,923,027.00
National Seminar on Assessment and Accreditation (Dr. Sudha Rao)		
Expenditure	100,695.00	100,695.00

<i>Receipts</i>		
I.I.E.P. Paris (Cont. No. 97.30.91) (Dr. Aggarwal) Grants	583,015.00	583,015.00
Assessment of Technical and Infrastructural Capacity of DIET (Dr. R. Govinda) Grants	649,000.00	649,000.00
Total Receipts Spon. Projects	<u>13,269,943.00</u>	

Payments

Impact Study of Area Intensive Programme		
(Dr. P. Menon)		
Salaries	66,332.00	
TA/DA	48,592.00	
Print. & Stationery	23,971.00	138,895.00
Social Safety Network Scheme (M/HRD)		
(Dr. Y.P. Aggarwal)		
Stationery/Contg./Captial	167,500.00	167,500.00
UGC Prog. - College Principals		
(Dr. Sudha Rao)		
TA/DA to Participants	614,361.00	
Contingencies	271,968.00	886,329.00
E-9 Summit (M/HRD, New Delhi)		
Expenditure	42,771.00	42,771.00
ITDA, Paderu, Teachers Training		
(Dr. K. Sujatha)		
Boarding & Lodging Charges	40,716.00	40,716.00
Minimum Level of Learning in Yoga		
(Sh. A.K. Sinha)		
Expenditure	10,529.00	10,529.00
Learners Achievement Study (Delhi)		
(UNICEF) (Dr. Y.P. Aggarwal)		
Salaries	55,702.00	
Data Entry Charges	104,000.00	
Stationery	21,255.00	
Transportation	13,492.00	
Workshop & Seminar	9,209.00	
Misc. Contingent Expenses	42,561.00	246,219.00
Primary Education Assessment & Review Systems (UNICEF)		
Salaries	27,000.00	
TA/DA for Staff & Visiting Officers	375.00	27,375.00
I.I.E.P. Paris		
(Cont. No. 97.30.91) Dr. Aggarwal		
Expenditure	273,460.00	273,460.00

<i>Receipts</i>	
Remittance	
Income Tax Salaries	26,102.00
PF Sub & Refunds of Advance	3,113,730.00
PF Sub of Deputationist	95,850.00
H.R.A. of Deputationist	86,153.00
Pay Roll Saving Schemes	158,400.00
LIC Saving Linked Insurance	87,800.00
Self LIC of Staff	251,570.00
Society Recoveries	451,098.00
C.G.E.G.I.S.(Deputationist)	5,279.60
Income Tax (Parties)	17,512.00
Computer Adv. (Deputationist)	1,800.00
TOTAL	72,051,787.49

sd/-
(D.P. Singh)
Finance Officer
National Institute of Educational Planning and Administration

Payments

Assessment of Technical and Infrastructural Capacity of DIET**(Dr. R. Govinda)**

Salaries	4,842.00	
Hon. to R/Persons	24,609.00	
TA/DA to Participants	12,043.00	
Contingencies	10,458.00	51,952.00

Concurrent Evaluation of the Quality Improvement of Schools in all Mandals of ITDA. Paderu**(UNICEF Sponsd.)**

Salaries	96,000.00	
TA/DA	24,000.00	120,000.00

Total Expenditure Spons. Project**10,597,873.00****Remittance**

Income Tax (Salaries)		26,102.00
PF Sub & Refund of Advance		3,113,730.00
PF of Deputationist		95,850.00
H.B.A. of Deputationist		86,153.00
Pay Roll Saving Schemes		158,400.00
LIC Gr. Saving Linked Insurance		89,440.00
Self LIC of Staff		251,570.00
Society Recoveries		451,098.00
C.G.E.G.I.S. (Deputationist)		5,279.60
Income Tax (Parties)		17,512.00
Computer Adv. (Deputationist)		1,800.00

Closing Balance

Cash in Hand	0.00	
Imprest	5,000.00	
Cash at Bank		
1) State Bank of India	2,016,839.00	
2) Syndicate Bank (181)	13,284,963.10	
3) Syndicate Bank (178)	2,022,500.00	
4) Syndicate Bank (179)	2,130,503.00	19,459,805.10

72,051,787.49

Certified that the Grants-in-Aid released by the Government of India has been utilised for the purpose for which it was sanctioned and the condition attached to it had been duly fulfilled.

Sd/-
(P.R.R. Nair)
Registrar

Sd/-
(Champak Chatterji)
Director

National Institute of Educational Planning and Administration

National Institute of Educational Planning and Administration

**NATIONAL INSTITUTE OF
EDUCATIONAL PLANNING AND ADMINISTRATION**

Details of Closing Balance as on 31st March, 1998

<i>Head of Expenditure</i>	<i>Opening Balance</i>	<i>Grants-in-Aid</i>	<i>Other Receipts</i>	<i>Total</i>	<i>Payment</i>	<i>Balance</i>
Non-Plan	802,344.98	11,698,000.00	5,396,074.28	17,896,419.26	17,761,893.50	134,525.76
Plan	16,783.33	30,833,217.00	0.00	30,850,000.33	19,935,281.29	10,914,719.04
Sponsored Progms.	5,740,130.30	13,269,943.00	0.00	19,010,073.30	10,597,873.00	8,412,200.30
G.S.L.I. Scheme	0.00	0.00	87,800.00	87,800.00	89,440.00	(1,640.00)
TOTAL	6,559,258.61	55,801,160.00	5,483,874.28	67,844,292.89	48,384,487.79	19,459,805.10

Sd/-
(D.P. Singh)
Finance Officer
National Institute of Educational
Planning and Administration

Sd/-
(P.R.R. Nair)
Registrar
National Institute of Educational
Planning and Administration

Sd/-
(Champak Chatterji)
Director
National Institute of Educational
Planning and Administration

**NATIONAL INSTITUTE OF
EDUCATIONAL PLANNING AND ADMINISTRATION**

Proforma Account for the Assigned Programmes/Studies as at the Close of 31st March, 1998

<i>Sl.No.</i>	<i>Name of Programme/Study</i>	<i>Opening Balance</i>	<i>Receipts</i>	<i>Total</i>	<i>Expenditure</i>	<i>Balance</i>
1.	Experimental Project for Non-formal Education - An Evaluation Study (Ministry of Education)	14923.36	0.00	14923.36	0.00	14923.36
2.	Experimental and Innovative Prog. for Education at Elementary Level including NFE (COPE) and MIS for District Education Officers (Ministry of Education)	(-) 13087.70	0.00	(-) 13087.70	0.00	(-)13087.70
3.	More Efficient Utilisation of Existing Facilities	13037.00	0.00	13037.00	0.00	13037.00
4.	International Diploma in Educational Planning and Administration	402759.14	2084073.00	2486832.14	1582117.00	904715.14
5.	Study on Equity, Quality and Cost in Higher Education	1043.00	0.00	1043.00	0.00	1043.00
6.	Use of Sample Survey Techniques for Education	(-) 26031.00	0.00	(-) 26031.00	0.00	(-) 26031.00
7.	Evaluation Study of Educational Technology Scheme	182136.00	0.00	182136.00	0.00	182136.00
8.	Evaluation Study of Scholarship at Secondary Stage for Talented Children from Rural Areas (M/HRD)	60645.00	0.00	60645.00	0.00	60645.00
9.	DIET Programme in Kerala	22417.00	0.00	22417.00	0.00	22417.00
10.	DIET for Librarians	124783.00	0.00	124783.00	0.00	124783.00
11.	Profile of Selected Universities in India (UGC)	75348.00	0.00	75348.00	0.00	75348.00
12.	Status of Women and Pathology	127283.00	0.00	127283.00	0.00	127283.00
13.	Development of Colleges in Educationally and Economically Underdeveloped Districts (UGC)	51081.00	0.00	51081.00	0.00	51081.00
14.	An Assessment of Infrastructural Facilities in Hr. Education (Dr. J. Indiresan)	(-) 13183.00	0.00	(-)13183.00	0.00	(-) 13183.00
15.	Social Safety Network Scheme (MHRD)	280082.00	0.00	280082.00	167500.00	112582.00
16.	CABE — Panchayati Raj Institutions (MHRD)	88360.00	0.00	88360.00	0.00	88360.00
17.	Base Line Studies (Kerala) Base Line Studies (Karnataka)	79843.00	0.00	79843.00	67311.00] 28586.00]	(-) 16054.00
18.	Establishment and Operationalisation of DISE (UNICEF)	420011.00	1582788.00	2002799.00	1272950.00	729849.00
19.	10th Trng. Prog. for DIET (Jalali/Menon)	74612.00	144842.00	219454.00	128118.00	91336.00

<i>Sl.No.</i>	<i>Name of Programme/Study</i>	<i>Opening Balance</i>	<i>Receipts</i>	<i>Total</i>	<i>Expenditure</i>	<i>Balance</i>
20.	Status Report of Standards of Research in Economics in Indian Universities (UGC)	(-) 13383.00	0.00	(-)13383.00	0.00	(-) 13383.00
21.	National Commission on Teachers - II	20686.40	0.00	20686.40	0.00	20686.40
22.	Capacity Building in Planning and Management DPEP (Dr. NV Varghese)	2783781.00	0.00	2783781.00	1489323.00	1294458.00
23.	Asian Dev. Bank Spond. Trg. Programme on Edul. Management of Sr. School Principals - Sri Lanka	100272.00	6453447.00	6553719.00	3923027.00	2630692.00
24.	SAARC Programme - Dr. Kusum Premi	(-) 45652.00	45652.00	0.00	0.00	0.00
25.	Sub-Regional Workshop on Hr. Edn., IIEP-UNESCO-NIEPA - (Dr. G.D. Sharma)	30388.00	0.00	30388.00	0.00	30388.00
26.	Asian Network of National Trg. and Res. Institutions with Edl. Plg. and Management (Dec. 5-9, 1995) - Dr. N.V. Varghese	260351.50	0.00	260351.50	0.00	260351.50
27.	Study of Minimum Level of Learning in Yoga (Shri A. K. Sinha)	10529.00	0.00	10529.00	10529.00	0.00
28.	Quality of Educational Indicators (MHRD) Cont. No. 840.972.4/ 159 (161) - Dr. A.C. Mehta	714.00	0.00	714.00	0.00	714.00
29.	Trg. Prog. for College Principals on behalf of UGC	300623.00	600000.00	900623.00	886329.00	14294.00
30.	National Seminar on Assessment &Accd. 24-27/3/1997 (Dr.) Mrs. Sudha Rao	100695.00	0.00	100695.00	100695.00	0.00
31.	Study on Area Int. Prog. for Edly Backward (Dr.) Mrs. P. Menon	245750.00	0.00	245750.00	138895.00	106855.00
32.	E - 9 Summit (M/HRD)	0.00	36410.00	36410.00	42771.00	(-) 6361.00
33.	ITDA, Paderu, Teacher Training (Dr. K. Sujatha)	0.00	40716.00	40716.00	40716.00	0.00
34.	Learners Achievement (Delhi) PEEP (Dr. Aggarwal)	0.00	525000.00	525000.00	246219.00	278781.00
35.	Primary Edn. Assessment & Review Systems Pears (Dr. Aggarwal)	0.00	525000.00	525000.00	27375.00	497625.00

Sl.No.	Name of Programme/Study	Opening Balance	Receipts	Total	Expenditure	Balance
36.	IIEP Paris (C.No. 97.30.91) (Dr. R. Govinda)	0.00	583015.00	583015.00	273460.00	309555.00
37.	Assessment of Technical & Infrastructural Capacity of DIET (Dr. R. Govinda)	0.00	649000.00	649000.00	51952.00	597048.00
38.	Concurrent Evaluation of the Quality Improvement of School in all Mandals of ITDA, Paderu	0.00	0.00	0.00	120000.00	(-) 120000.00
TOTAL		5760816.70	1269943.00	19030759.70	10597873.00	8432886.70

Utilization Certificate for Specific Project

Certified that the grants received have been utilised for the purpose meant for and the conditions attached there to have been duly fulfilled.

Sd/-
(D.P. Singh)
Finance Officer
National Institute of Educational
Planning and Administration

Sd/-
(P.R.R. Nair)
Registrar
National Institute of Educational
Planning and Administration

Sd/-
(Champak Chatterji)
Director
National Institute of Educational
Planning and Administration

NATIONAL INSTITUTE OF EDUCATIONAL
Income and Expenditure Account

Expenditure

Pay of Officers	1,617,484.00
Pay of Establishment	3,411,121.00
Allowances & Honoraria including Leave Salary and Pension Contribution, Over Time, Medical Reimbursement Pension & Gratuity	7,523,856.00
	1,496,210.00
Provident Fund Contribution (Employer Shares), Interest on Provident Fund Paid/Payable to the Accounts of Subscribers	1,165,576.00
Bonus	271,043.00
Expenditure Incurred for bringing out Publications	232,481.00
Academic Activities	6,382,340.20
Research Studies	439,076.59
Other Charges (Recurring) (Office Expenses)	7,600,249.00
Expenditure of Funding Agencies	10,597,873.00
Excess of Income Over Expenditure (Office)	15,219,746.49
Excess of Income Over Expenditure (Funding Agencies)	2,504,570.00
Total	58,461,626.28

Sd/-
(D.P. Singh)
Finance Officer
National Institute of Educational Planning and Administration

PLANNING AND ADMINISTRATION

for the year ending 31st March 1998

	<i>Income</i>	
Grants-in-Aid from Govt. of India	42,531,217.00	
(a) Grants from Funding Agencies	13,269,943.00	
Less Grants Capitalised		
Furniture & Fixture	797,701.00	
Other Office Equipment	387,771.00	
Staff Car	1,017,808.00	
Library Books	267,424.00	53,330,456.00
Hostel Rent		
Receipt during the Year	1,481,689.00	
Accrued Receipt for the Year	42,000.00	
Less Accrued Receipt for the last year	4,200.00	1,519,489.00
Interest Received on		
Investments	1,206,654.68	
Interest Bearing Advances	116,412.00	1,323,066.68
Miscellaneous Receipts		
Royalty	37,531.60	
House Rent (Licence Fee)	80,257.00	
Water Charges	6,728.00	
Misc Receipts	483,131.00	
Sale of Condemned Items	123,920.00	
Leave Sal. & Pension Contribution	35,099.00	766,666.60
Interest on P.F. Investment		
Realised		1,521,948.00
		<hr/>
		58,461,626.28

Sd/-
(P.R.R. Nair)
Registrar
National Institute of Educational
Planning and Administration

Sd/-
(Champak Chatterji)
Director
National Institute of Educational
Planning and Administration

NATIONAL INSTITUTE OF EDUCATIONAL

Balance Sheet as at the

Liabilities

Grants Capitalised		
Balance as per Last Balance Sheet	57,425,787.44	
Additions during the Year	2,470,704.00	
Less Capital Investment Written Off	538,440.32	59,358,051.12
Excess of Income Over Expenditure		
Balance as per Last Balance Sheet	4,661,510.31	
Additions during the Year	15,219,746.49	
By Rectification Addition	158,290.00	20,039,546.80
Unspent Balance of Grant Refundable to Funding Agencies (Assigned Prog.)		
Balance as per Last Balance Sheet	5,760,816.70	
Additions during the Year	13,269,943.00	
Less Expenditure during the Year	10,597,873.00	8,432,886.70
Provident Fund		
Balance as per Last Balance Sheet	10,610,580.00	
Additions during the Year	4,420,813.00	
Less Withdrawals during the Year	3,580,883.00	11,450,510.00
Sundry Creditors		
Balance as per Last Balance Sheet	17,500.00	
Additions during the Year	1,000.00	18,500.00

PLANNING AND ADMINISTRATION

Close of 31st March, 1998

<i>Assets</i>		
Land and Buildings		
Balance as per Last Balance Sheet	33,739,313.55	
Additions During the year	0.00	33,739,313.55
Equipment & Machinery, Furniture & Fixtures, including Staff Car, Computers, Type Writers, etc.		
Balance as per Last Balance Sheet	19,705,561.27	
Additions during the Year	2,203,280.00	
Less by Capital Written Off	536,625.32	21,372,215.95
Library Books		
Balance as per Last Balance Sheet	4,114,477.38	
Additions during the Year	267,424.00	
Addition by Way of Gifts and Donations	26,604.00	
Less cost of Books written off	1,815.00	4,406,690.38
Provident Fund Investments		
Balance as per Last Balance Sheet	9,350,000.00	
Additions during the Year	950,000.00	10,300,000.00
Deposits with C.P.W.D.		
Balance as per Last Balance Sheet	2,857,464.00	
Additions during the Year	4,590,554.00	7,448,018.00
Sundry Debtors		
Balance as per Last Balance Sheet	89,334.00	
Additions during the Year	17,500.00	106,834.00
Deposit with D.D.A.		
Balance as per last Balance Sheet	0.00	
Additions during the year	375,000.00	375,000.00
Advances to Employee/Other Advances		
Recoverable Advances		
Festival Advances	48,820.00	
Motor Car Advances	40,920.00	
Scooter Advances	17,190.00	
Cycle Advances	450.00	
Fan Advances	0.00	
House Building Advances	459,900.00	
Computer Advances	61,065.00	627,445.00
Medical Advance	66,000.00	66,000.00
Miscellaneous Advances		
Balance as per Last Balance Sheet	102,184.00	
Additions during the Year (NET)	108,856.00	211,040.00
Miscellaneous Advances (NCT-II)	20,686.40	20,686.40

<i>Liabilities</i>		
Gifts and Donations		
Balance as per Last Balance Sheet	133,564.76	
Additions received during the Year	26,604.00	60,168.76
<hr/>		
TOTAL		99,459,663.38

Sd/-
(D. P. Singh)
Finance Officer
National Institute of Educational Planning and Administration

<i>Assets</i>		
Accrued Income on Hostel		
Balance of Last Balance Sheet	5,075.00	
Additions during the Year	42,000.00	
Less Received during the Year	4,200.00	42,875.00
Remittance		
Balance as per last Balance Sheet	0.00	
Addition during the year	1,640.00	1640.00
Recovery of Over-payment of Pension		
Balance as per last Balance Sheet	0.00	
Addition during the year	158,290.00	
Less cleared during the year	26,700.00	131,590.00
Cash Balance		
Cash in Hand		
Imprest	5,000.00	
Saving Account	19,454,805.10	
PF S.B. Account	1,150,510.00	20,610,315.10
		99,459,663.38

Sd/-

(P.R.R. Nair)

Registrar

National Institute of Educational
Planning and Administration

Sd/-

(Champak Chatterji)

Director

National Institute of Educational
Planning and Administration

**NATIONAL INSTITUTE OF
EDUCATIONAL PLANNING AND ADMINISTRATION**

Receipt and Payment Account for GPF/CPF for the Year 1997-98

<i>Receipts</i>		<i>Payments</i>	
Opening Balance	1,260,580.00	GPF Advances and Withdrawals	3,580,883.00
Contribution and Refund of Advance	3,090,155.00	Investment in Term Deposits	950,000.00
Interest on GPF/CPF and Employers Share of CPF	165,082.00	Closing Balance	1,150,510.00
Interest on GPF Paid	977,801.00		
Interest. on CPF own contb. paid	129,066.00		
Govt. Contribution	22,590.00		
Interest. on Govt. Contribution	36,119.00		
TOTAL	5,681,393.00		5,681,393.00

Sd/-
(D.P. Singh)
Finance Officer
National Institute of Educational
Planning and Administration

Sd/-
(P.R.R. Nair)
Registrar
National Institute of Educational
Planning and Administration

Sd/-
(Champak Chatterji)
Director
National Institute of Educational
Planning and Administration

**Audit Report on the Accounts of
National Institute of Educational Planning and Administration
New Delhi for the Year 1997-98**

Introduction

The National Institute of Educational Planning and Administration formerly known as National Staff College for Educational Planners and Administrators was established in May 1979 as society registered under the Societies Registration Act 1860. The main objective of the Institute is to undertake aid, promote and coordinate research in various aspects of educational planning and administration.

The audit of the accounts of the Institute has been entrusted under section 20(1) of the Comptroller and Auditor General's (Duties, Powers and Conditions of Service) Act, 1971 for a period of five years from 1996-97 to 2000-2001.

The Institute is mainly financed by grants from the Central Government. During the year 1997-98, it received grant of Rs. 425.31 lakhs (Plan Rs. 308.33 lakhs and Non-Plan Rs. 116.98 lakhs) from Government of India.

2. Comments on Accounts

2.1 Overstatement of receipts and payments

The Institute received books valuing Rs. 26,604/- as donation/gifts during the year 1997-98. The Receipt and Payment Account for the year 1997-98 showed an amount of Rs. 26,604.00 on both sides under the head "Donation - by way of library books", which represented the value of books received as donation/gifts. As the Receipt and Payment Account should show only actual cash/bank transactions effected during the year, the exhibition of value of books received as donation/gifts in the Receipt and Payment Account was incorrect resulting into overstatement of receipt as well as payments by Rs. 26,604.00

2.2 Understatement of receipts and payments

2.2(i) As per ledger, the Institute received Rs. 36,969.00 on account of pension and gratuity from the previous department of Shri P.R.R. Nair, Registrar, NIEPA, who had been absorbed in the Institute. However, the Institute did not reflect this amount in Receipt and Payment Account, but utilised this amount to set-off the payments made by it towards pension and gratuity to its pensioners. This resulted into understatement of receipts as well as payments by Rs. 36,969.00

2.2(ii) The Institute recovered during 1997-98 Rs. 39,161.00 (Non Plan Rs. 21,872.00 and Plan Rs. 17,289.00) on account of excess telephone calls/trunk calls made by its employees. However, this amount was not shown as receipt in the Receipt and Payment Account for the year 1997-98. The Amount was adjusted in the ledger against the payments made under the same head. This resulted into understatement of receipts as well as payments by Rs. 39,161.00.

2.3 Overstatement of expenditure

Proforma accounts for the assigned programmes/studies appended to the annual accounts for the year 1997-98, showed that the Institute spent Rs. 1,05,97,873.00 on these programmes/studies during the year 1997-98 and charged it to Income and Expenditure Account. Out of this, Rs. 1,67,500.00 were spent for the purchase of computers, which should have been treated as capital expenditure. This had resulted in overstatement of expenditure by Rs. 1,67,500.00.

2.4 Understatement of liability and assets

The Institute receives grants from funding agencies (Governmental and non-Governmental) to undertake assigned programmes/studies of these agencies. Proforma account of assigned programmes/studies as on 31.3.98 showed that 27 projects had credit balance of Rs. 86,40,986.40 and remaining seven projects had debit (minus) balances of Rs. 2,08,099.70.

As per accounting principles, creditors and debtors should be exhibited distinctly in the Balance Sheet. The Institute, however, depicted in the Balance Sheet only the net liability of Rs. 84,32,886.70 (Rs. 86,40,986.40 - Rs. 2,08,099.70) under the head unspent balances of grant refundable to funding agencies (assigned programmes), resulting in understatement of both liabilities and assets by Rs. 2,08,099.70.

2.5 Overstatement of Assets

Balance Sheet as on 31.3.98 showed an addition of Rs. 22,03,280.00 under the head Equipment, Machinery, Furniture etc. whereas as per records of the Institute it was Rs. 18,94,448.00 leaving a difference of Rs. 3,08,832.00. Thus assets were overstated by Rs. 3,08,832.00

The Institute neither appended the extract of asset register (in form GFR 19) to the annual accounts nor sent it to the Ministry, as required under Rule 151 (4) of the General Financial Rules.

The asset accounts depict book value of acquisition and do not exclude obsolete, unusable, irreparable and condemned assets and also do not take into account depreciation with corresponding reduction of capital account. Therefore, the capital and asset accounts are overstated accordingly thereby not giving the correct picture.

Place : New Delhi
Date: 24.12.98

Director General of Audit
Central revenues

Audit Certificate

I have examined the Receipts and Payments account/Income and Expenditure account for the year ended 31st March 1998 and the Balance Sheet as on 31st March 1998 of the National Institute of Educational Planning and Administration. I have obtained all the information and explanation that I have required, and subject to the observations in the appended Audit Report, I certify as a result of my audit, that in my opinion these accounts and Balance Sheet are properly drawn up so as to exhibit true and fair view of the state of affairs of the National Institute of Educational Planning and Administration according to the best of information and explanations given to me and as shown by the books of the organisation.

Place : New Delhi
Date : 24.12.98

Sd/-
Director General of Audit
Central Revenues

LIBRARY & DOCUMENTATION CELL
National Institute of Educational
Planning and Administration.
17-A, Dr. Aurobindo Marg.
New Delhi-110016
C.D. No.
.....



NIEPA Hostel