

“Building Capacity
for Effective, Inclusive
and Accountable
Public Administration
System”

BPATC



Bangladesh Public Administration Training Centre

Savar, Dhaka
www.bpatc.gov.bd

Design & Print by: Next Step Communications, Call: 01855225442, E-mail: nextstepc20@gmail.com

BPATC

ANNUAL REPORT 2022-2023



**ANNUAL
REPORT**
2022-2023



BANGLADESH PUBLIC ADMINISTRATION TRAINING CENTRE

www.bpatc.gov.bd



ANNUAL REPORT 2022-2023



BANGLADESH PUBLIC ADMINISTRATION TRAINING CENTRE

www.bpatc.gov.bd



BPATC ANNUAL REPORT 2022-2023

Editorial Contributions

Md. Ashraf Uddin, Rector
Md. Monirul Islam, Member Directing Staff
Dr. Md. Zohurul Islam, Director (Research and Development)
Md. Morshed Alom, PhD, Deputy Director (Research)
Afia Rahman Mukta, Senior Research Officer
Mohammad Mamun, Senior Research Officer
Md. Mizanur Rahman, Research Officer
Rafia Islam, Research Officer
Mohammad Baha Uddin, Research Officer

Published By

Research & Consultancy Division
Bangladesh Public Administration Training Centre
Savar, Dhaka-1343
Website : www.bpatc.gov.bd

Publication Date

10 October 2023



Entrance of BPATC

Acronyms and Abbreviations

ACAD	Advanced Course on Administration and Development	HKU	University of Hong Kong
ACC	Anti- Corruption Commission	HSC	Higher Secondary Certificate
ACR	Annual Confidential Report	ICT	Information and Communication Technology
AIT	Asian Institute of Technology	IIPA	Indian Institute of Public Administration
APA	Annual Performance Agreement	JICA	Japan International Cooperation Agency
ASCI	Administrative Staff College of India	JSC	Junior School Certificate
AVR	Audio Visual and Reproduction	LDC	Least Developed Country
BARD	Bangladesh Academy for Rural Development	LGED	Local Government Engineering Department
BASC	Bangladesh Administrative Staff College	LTA	Library and Training Aid
BB	Bangladesh Bank	MDS	Member Directing Staff
BCS	Bangladesh Civil Service	M&D	Management & Development
BDT	Bangladeshi Taka	MLSS	Member of Lower Subordinate Staff
BIAM	Bangladesh Institute of Administration and Management	MOPA	Ministry of Public Administration
BIGM	Bangladesh Institute of Governance and Management	MOU	Memorandum of Understanding
BJPA	Bangladesh Journal of Public Administration	MPO	Monthly Pay Order
BLPP	Bangladesh Lok Proshashon Potrika	M&PA	Management & Public Administration
BOD	Board of Directors	NASC	Nepal Administrative Staff College
BOG	Board of Governors	NATA	National Agriculture Training Academy
BPATC	Bangladesh Public Administration Training Centre	NGOs	Non-Government Organisations
BRC	BPATC Research Committee	NID	National Immunization Day
CAD	Civil Aviation Department	NIPA	National Institute of Public Administration
CC	Computer Centre	NIS	National Integrity Strategy
CDC	Curriculum Development Committee	P&D	Project & Development
CEM	Computer Equipment Management System	PEC	Primary Examination Certificate
CMT	Course Management Team	PMO	Prime Minister's Office
COTA	Civil Officers' Training Academy	PPMC	Policy Planning and Management Course
CTMS	Computerised Training Management System	PPR	Planning, Programming and Recording
CWE	Comprehensive Written Examination	P&S	Programme & Studies
DCID	Duke Centre of International Development	PWD	Public Works Department
D&E	Development & Economics	R&C	Research & Consultancy
DIFE	Department of Inspection for Factories and Establishments	R&D	Research & Development
DO	Demi Official	RDA	Rural Development Academy
DOICT	Department of Information and Communication Technology	RHD	Roads and Highways Department
DPC	Departmental Promotion Committee	RPATC	Regional Public Administration Training Centre
DPP	Development Project Proposal	RTI	Right to Information
DRJ	Development Project Japan	SA	Social Accountability
EED	EEducation Engineering Department	SDGs	Sustainable Development Goals
EPI	Expanded Program on Immunization	SFTC	Special Foundation Training Course
ERD	Economic Relations Division	SLIDA	Sri Lanka Institute of Development Administration
ERP	Enterprise Resource Planning	SPACE	School of Professional and Continuing Education
FBCCI	Federation of Bangladesh Chambers of Commerce and Industries	SSC	Senior Staff Course
FTC	Foundation Training Course	SSC	Staff Training & Regional Centre
FY	Fiscal Year	STI	Staff Training Institute
G2G	Government to Government	TC	Training Calendar
GOB	Government of Bangladesh	TMS	Transport Management System
GPA	Grade Points Average	TNA	Training Need Assessment
GPS	Global Positioning System	TOT	Training of Trainers
GRS	Grievance Redress System	USA	United States of America

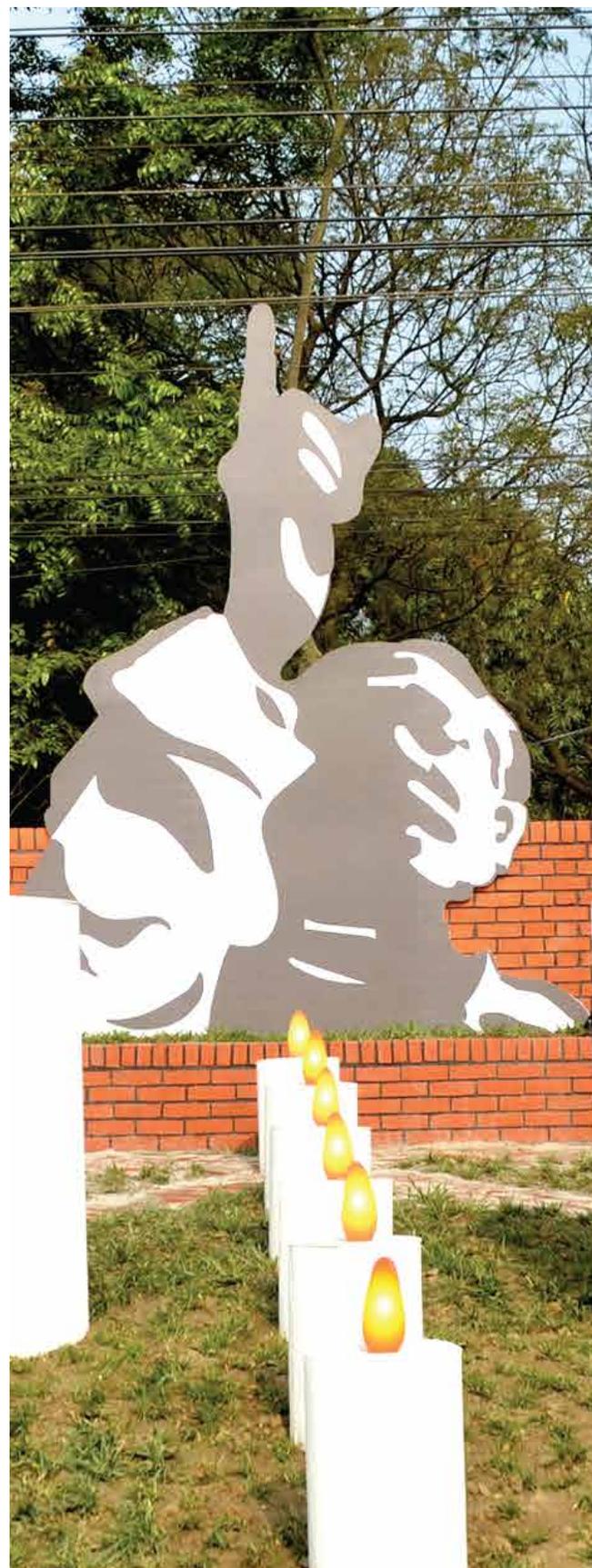


Table of Contents

Table of Contents

Acronyms and Abbreviations	v
Table of Contents	vi
Vision, Mission and Core Values	viii
Message from the Rector	xiii
INTRODUCING BPATC	2
1.0 About BPATC	4
1.1 Functions of BPATC	4
1.2 Board of the Centre	4
1.3 Organogram of the Centre	6
ADMINISTRATIVE ACTIVITIES AND ACHIEVEMENTS	8
2.1 Administrative Activities at BPATC	10
2.2 Celebrating National and International Days	10
2.3 Promotion and New Recruitment	14
2.4 Financial Assistance from BPATC Fund Introducing Family Health Insurance	14
2.5 Organizing DPC	14
2.6 Other Activities of the Section	15
2.7 Medical Facilities	15
2.8 Purchase Branch	16
2.9 Store Branch	16
2.10 Budget & Accounts Branch	16
2.11 Service Section	16
TRAINING AND FACULTY DEVELOPMENT PROGRAMME	18
3.1 Civil Service Training Programs	20
3.2 Workshops and Seminars	30
3.3 Overseas Training/Study Visit	32
3.4 Short Courses	32
3.5 At a Glance: All Training Programmes in FY 2022-23	33
3.6 Staff Training	34
3.7 Training at Four Regional Centres	34
3.8 Training Database of 11-20 Garde Employees	35
3.9 Others Training Activities	35
3.10 Other Training Activities of RPATCs	35
NATIONAL AND INTERNATIONAL COOPERATION	38
4.0 International Training Programme	40
4.1 Collaboration with other Institutions	40
EVALUATION DEPARTMENT	42
5.1 Introduction	44
5.2 Course Evaluation System	44
5.3 Course Results and Merit Positions	48

RESEARCH, PUBLICATION AND ICT	52
6.0 Research, Publication, and ICT	54
6.1 Research Activities	54
6.2 Compilation of Annual Report	57
6.3 APA Achievement	57
6.4 Publication Activities	58
6.5 ICT Activities	59
LIBRARY AND TRAINING AID	62
7.0 Introduction	64
7.1 Increased search ability using Online Catalogue at BPATC Library	64
7.2 Institutional Repository	65
7.3 Online Photo Archive	66
7.4 E-book Corner	66
7.5 APA Achievement of Library	67
7.6 Audio-Visual and Reproduction	67
PHYSICAL CONDITIONING AND GAMES	68
8.0 Introduction	70
8.1 Physical Conditioning and Games for the Participants	70
8.2 Annual Sports of the Centre	71
DEVELOPMENT PROJECTS	72
9.0 Introduction	74
9.1 Project: Enhancement of Training Capacity of BPATC	74
9.2 Approval of New Projects	76
9.3 Department of Projects and Development's Future Projects	76
9.4 Notable Achievements and Successes (July 1, 2022 to June 30, 2023)	76
FINANCE	80
10.0 Income and Expenditure of BPATC	82
10.1 Year wise Income, Expenditure and Budget Utilization of BPATC	84
MISCELLANEOUS	86
11.0 Welfare	88
11.1 BPATC School & College	88
11.2 Ladies Club, BPATC	92
11.3 BPATC Officer's Club	93
Annexure	94





BPATC Theme

“ Building Capacity for Effective, Inclusive and Accountable Public Administration System ”

Vision, Mission and Core Values

Bangladesh Public Administration Training Centre as the apex training institution of the country perceives and expresses common aspirations and expectations of its key stakeholder, the civil servants, who will uphold and remain committed to the core values of the nation i.e. democracy, nationalism, secularism, and social justice. Vision and mission of BPATC, thus, always inspire and create a sense of purpose and commitment in the psyche of all the employees of the organization.

BPATC also believes and practices some fundamental principles and values which create a strong, unique and innovative culture in the organization. The shared vision, mission and core values are described below:



Vision

BPATC becomes a centre of excellence for developing patriotic, competent and professional civil servants dedicated to public interest.



Mission

We are committed to achieving the shared vision through:

- Developing competent and professional human resources by imparting quality training and development programmes;
- Conducting research, publishing books and journals and extending consulting services for continuous improvement of public service delivery system;
- Establishing effective partnership with reputed institutions of home and abroad for developing organizational capacity; and
- Promoting a culture of continuous learning to foster a knowledge-based civil service.



Core Values

BPATC, in all spheres of activities, cherishes the spirit of our great liberation war, fundamental principles of state policy and patriotism; and strives to infuse those among the stakeholders effectively.

BPATC's operating principles are built on core values of discipline, integrity, inclusiveness, professionalism, innovation, team spirit and learning for results. These values influence how we work together, how we serve our clients, how we make decisions, and how we determine our priorities. They reinforce our respect for the people we serve, our colleagues, and ourselves. As a public sector human resource development organization, we value:

- **Discipline**

We maintain discipline of highest order in every step of our activities. We believe in mutual respect and human dignity. We are committed to creating an environment where all views, opinions and inputs are encouraged and valued.

- **Integrity**

We demonstrate patriotism and ethics in our activities. We do what we say. We practice integrity by ourselves and encourage our trainees to uphold it in their activities.

- **Inclusiveness**

We are committed to achieving a diverse and highly professional workforce at all levels of the organization and to ensuring equity and equal opportunities for all irrespective of faith, creed, ethnicity, language, age, race, gender and physical infirmity. We promote social inclusion and a culture of tolerance and peace.

- **Professionalism**

We show leadership and strive for excellence in our activities by means of professionalism and competencies. We are passionate about the work we do and foster pro-people attitude.

- **Learning for Results**

We impart training for results and take follow up actions to stay relevant. We value and maintain an enabling environment for continuous learning for our clients and ourselves. We are keen to build partnership and collaboration with local and international organizations.

- **Innovation**

We draw inspiration from our shared history and tradition. We are equally committed to finding creative and sustainable solutions to problems in an ever-changing global context. We highly regard innovations in governance and public management.

- **Team Spirit**

We foster esprit de corps in our activities and share our achievements as well as failures among ourselves. We consider every individual of the organization as a valued member of the team where contribution by everybody is recognized. We take careful initiatives to instill team spirit among participants of our programmes.



**“ Building
Capacity for Effective,
Inclusive and Accountable
Public Administration
System ”**



“Those who’re in the public administration must serve people and that’s their duty. The more Bangladesh will prosper, the much better life your close ones will have. Work for the country with that line of thinking.”

On the occasion of the National Public Service Day 2018

Sheikh Hasina, MP

Prime Minister

Government of The People’s Republic of Bangladesh





Rector

(Secretary to the Government)

Bangladesh Public Administration Training Centre

Message from the Rector

I take great pleasure in composing a few words for the release of the Annual Report 2022-2023 of the Bangladesh Public Administration Training Centre. This report offers a comprehensive overview of the Centre's activities and how they have been managed throughout the year. Most importantly, the annual report encapsulates the overall functions of the Centre during the training year 2022-2023, emphasizing its dedication to delivering value to its stakeholders.

Established as a body corporate in 1984, the Bangladesh Public Administration Training Centre (BPATC), the premier training institute in the public sector, has evolved into a center of excellence, building upon a rich tradition of public administration and management. BPATC's primary institutional responsibilities include the design and delivery of training courses, workshops, seminars, and research activities, with a primary focus on public administration, management, and development economics.

Over the past year, BPATC has undergone remarkable transformations in terms of infrastructure development, regulatory framework enhancement, automation, curriculum development, research endeavors, faculty development, and improvements in transparency and accountability. BPATC has instilled a sense of aspiration in its participants, aligning them with a vision that serves as a beacon of hope. We envision a future where effective, competent, accountable, and inclusive civil servants lead the nation towards the realization of Agenda 2030 and Vision 2041.

In spite of the COVID-19 pandemic until the middle of the fiscal year 2022, BPATC continued its training programs, encompassing both in-person classes and, when feasible, online sessions. Additionally, BPATC organized courses for officials from various government departments and its own staff. Furthermore, the Centre provided funding for seven research projects focusing on training, public administration, and development economics.

Recognizing that accountable and inclusive institutions are fundamental to sustainable development, BPATC is committed to becoming a hub of knowledge related to the Sustainable Development Goals (SDGs). Furthermore, the Centre values partnerships and has embarked on a long-awaited journey with several internationally renowned organizations. Additionally, BPATC plays a crucial role in advising the Government on prominent and emerging policy issues. Consequently, the Centre's primary objective is to provide forward-looking training to its clients, equipping them to successfully confront the challenges of the new millennium.

I extend my warmest gratitude to the entire staff and faculty members for their diligent efforts in supplying input, information, and hard work during the editing of this report. This report holds significant value for the times ahead. We welcome any observations, comments, or recommendations from engaged readers, as they will enhance the quality of future editions of this report

Md. Ashraf Uddin

Rector (Secretary to the Government)
Bangladesh Public Administration Training Centre



CHAPTER ONE

INTRODUCING BPATC



1.0 About BPATC

Bangladesh Public Administration Training Centre, established as a statutory body¹ in 1984 and governed by a Board of Directors headed by the Hon'ble Prime Minister, is mandated to conduct among others training and research. As the mandatory training destination for the new entrants of Bangladesh Civil Service (BCS), the Centre also offers innovative, impactful and need-based training to mid and senior bureaucrats. As a training hub, BPATC supports a learning environment where civil servants become future-ready, and can deepen their knowledge and skills through interaction with public and private sector leaders, policy makers and academics. BPATC plays the role of a catalyst affecting transformation of general workforce into an effective, efficient and result-driven human resource pool.

1.1 Functions of BPATC

According to Section VI of the BPATC Act 2018, the major functions of the Centre are:

- a) Conduct training for senior executive officials of the government of Bangladesh and business institutions so that they may play effective roles in a dynamic and developing society;
- b) Provide on-the-job training for the employees of the republic and the people who work under local authority;
- c) Conduct foundation training for different civil service cadre officials of Bangladesh;
- d) Conduct research/case study on public administration and development;
- e) Publish books, journals & reports relating to administration and development;
- f) Establish and maintain libraries and reading rooms;
- g) Provide consultancy to the government, if and when necessary, regarding administration and development to solve specific problems; and
- h) Other activities to implement the objectives of the Act.

1.2 Board of the Centre

The general management and administration of the Centre is vested with a Board comprising 17 members. The chairperson of the Board is the Hon'ble Prime Minister.

¹BPATC was established by the promulgation of an ordinance in 1984 which was later replaced by an Act of Parliament named BPATC Act, 2018 (Act No.64 of 2018)



BOD Members

Chairperson



SHEIKH HASINA, MP

Honourable Prime Minister

Government of the People's Republic of Bangladesh

Members



Farhad Hossain, MP

Honorable Minister of State
Ministry of Public Administration



Md. Mahub Hossain

Cabinet Secretary
Cabinet Division, Bangladesh



Mohammed Mezbah Uddin Chowdhury

Senior Secretary
Ministry of Public Administration



Fatima Yasmin

Senior Secretary
Finance Division, Ministry of Finance



Suleman Khan

Secretary
Secondary and Higher Education Division



Md. Asraf Uddin

Rector
Bangladesh Public Administration Training Centre



Prof. Dr. Md. Nurul Alam

Vice-Chancellor
Jahangirnagar University



Prof. Dr. Md. Mashiur Rahman

Vice-Chancellor
Pabna University of Science and Technology



Maj Gen Md Faizur Rahman, BSP, SGP, ndc, afwc, psc

Commandant
Defense Services Command and Staff College (DSCSC)



Md. Jashim Uddin

President
Federation of Bangladesh Chambers of
Commerce and Industry (FBCCI)



Dr. Ferdous Arfina Osman

Chairman
Department of Public Administration
University of Dhaka



Mohammad Abdullah

Former Senior Secretary &
Former Rector
BCS Administration Academy



Munshi Foyez Ahmed

Former Ambassador & Former Chairman
Bangladesh Institute of International
and Strategic Studies (BISS)



Dr. Mrs. Nazmanara Khanum

Former Senior Secretary
Government of Bangladesh



Barrister Nihad Kabir

President
Metropolitan Chamber of Commerce
and Industry, Dhaka

1.3 Organogram of the Centre

The Rector, the Chief Executive of the Centre, runs the organization with the guidance of the Board of Directors. The Rector is a secretary to the government. Currently, Mr. Md. Ashraf Uddin, Secretary to the government is serving the Centre as Rector from 1st January 2023. At present, the overall activities of the Centre are divided into six divisions viz. (i) Management and Public Administration (M&PA), (ii) Programme and Studies (P&S), (iii) Development and Economics (D&E), (iv) Research and Consultancy (R&C), (v) Project, and (vi) Management & Development (M&D).

Each of the divisions is directed by a Member Directing Staff (MDS). An MDS is an Additional/Joint Secretary to the government or of equivalent rank. Each of the divisions is

divided into several departments, and a department is divided into branches. Each of the branches is further divided into sections. A director is the head of a department, a deputy director is the head of a branch, and an assistant director is the head of a section. Directors of the Centre are Deputy Secretaries to the government or of equivalent rank. During the establishment the manpower was 430 posts. 220 more different posts were created in a different time. Currently total manpower of the organogram is 650. The manpower of four Regional Public Administration Training Centres (RPATC) are included in the organogram. Each RPATC has 29 posts.

As per the organogram of the Centre, the grade-wise distributions of human resources are as follows:

At a Glance of Grade-wise Manpower of BPATC

Table 1.1: Sanctioned and Vacant Posts under the Revenue Budget in 2022-23.

Grade-wise Employees	Sanctioned Post	Existing Manpower	Vacant Post
Grade 9 and Above	120	93	27
Grade 10	24	18	06
Grade 11-16	234	165	69
Grade 17-20	272	162	110
Total	650	438	212

N.B. A detailed list of employees from Grade 9 to above & Grade 10 to Grade 17-20 will be available in **Annexure-A**.

CHAPTER TWO

ADMINISTRATIVE ACTIVITIES AND ACHIEVEMENTS



2.1 Administrative Activities at BPATC

The Administration Department organized a number of DPC meetings, recruited new employees, promoted employees of different grades and made confirmation of jobs of a good number of employees. Apart from that, celebration and observance of National and International days were organized by the Administration department. Moreover, In the financial year 2022-2023, some international standard sports pieces of equipment are purchased for the participants of various courses training at the Center. The department is also responsible for human resource management, budget management, procurement management, maintaining physical and social infrastructure, and transport management. Health care of the participants and employees and their family members, dormitory and Cafeteria management for the participants are also looked after by the Administrative department. Notable instruments are table tennis, football, pool table, etc. Three core sections, under the administration department, namely Administration, Service, and Finance sections headed by Deputy Directors, work with the Director (Administration) to perform the mentioned services.

2.2 Celebrating National and International Days

International Mother Language Day on February 21, Historical March 07, International Women's Day on March 08, Birthday of the Father of the Nation on March 17, The Genocide Remembrance Day on March 25, National Independence Day on March 26, Public Service Day on June 23, National Training Day on January 23, National Mourning Day on August 15 and National Victory Day on December 16 are celebrated in the Center. Different committees and action plans are formed to observe the national and international days.

2.2.1 International Mother Language Day

With immense respect, International Mother Language Day, 2023 was celebrated at BPATC. The Centre organized a day-long program for observing the day. The day started with the hoisting of the National Flag half-mast in the Centre and BPATC officials and participants led by the Rector placed flowers wreath in the Saheed Minar. The Centre also organized a discussion meeting in the Central Auditorium where all the officials and staff participated spontaneously. BPATC School and College also arranged



Art competition, Recitation of Poem, Easy Writing competition among the students as a part of observation of the day. Additionally, the school and college also organized discussion meetings with the teachers and students to observe International Mother Language Day.



The honorable Rector of BPATC along with Faculty members is paying tribute to Martyrs at the Central Shaheed Minar on the International Mother Language Day.

2.2.2 Observing Independence Day

With immense respect, 53rd Independence Day, 2023 was celebrated at BPATC. The day started with the hoisting of the National Flag at early hour of Day in the Centre. Then, BPATC Faculty members led by the MDSs and Director (Administration), placed flowers wreath at the National Martyrs' Memorial, Savar.



BPATC Faculty Members are placing flowers wreath at the National Martyrs' Memorial on 26th March 2023 to observe the Independence Day.

2.2.3 International Women’s Day

BPATC celebrated the International Women’s Day on 8th March 2023. A discussion meeting was organized with the participants of FTC, ACAD and the faculty members. The respected discussants shared their service experience, success stories, and the spirit of being a women leader in contributing in the academic arena as well as in the civil service.



BPATC organized a day-long discussion programme on the occasion of International Women’s Day 2023.

2.2.4 Observance of National Mourning Day

Bangladesh Public Administration Training Centre observed the National Mourning Day with due dignity. A Discussion Meeting of the life of Bangabandhu was arranged on 15th August 2022 at the Centre. A blood donation campaign was also arranged on this day. In addition, BPATC School and College also organized Art Competition and Essay Competition among the students. Faculty members and Trainees were present at all the activities to show respect to the Father of the Nation Bangabandhu Sheikh Mujibur Rahman.



BPATC Faculty members are paying tribute to the portrait of the Father of the Nation on the National Mourning Day, later they organized a discussion programme and blood donation campaign on this occasion.

2.2.5 National Historic Day

BPATC observed ‘National Historic Day’ on 7th March, 2023. The Centre also organized a discussion meeting in the Central Auditorium where all the Officials and staff participated spontaneously. The discussion held on the significance of the historic 7th March and the call of Independence of Father of the Nation Bangabandhu Sheikh Mujibur Rahman.



Paying tribute to the portrait of the Father of the Nation the Rector of BPATC is presiding over a discussion programme organized by BPATC on 7th March, 2023.

2.2.6 Sheikh Russel Day 2022

BPATC celebrated 'Sheikh Russel Day' on October 18, 2022 with due respect. Mr. Nazrul Islam Khan, Curator of Bangabandhu Memorial Museum, was present as the keynote speaker. The Faculty members and participants of Different courses was participated the programme. The Rector Of BPATC presided over the programme.



BPATC is observing Sheikh Russel Day 2022 at the Centre with due respect.

2.2.7 National Victory Day

BPATC celebrated 52nd National Victory Day on 16th December, 2022 with immense respect to mark the liberation from Pakistan in 1971 with enthusiasm and public participation. In morning, BPATC faculties led by the Rector placed flowers wraith in the National Mausoleum, Savar. After that, the Centre also organized a discussion meeting in the Central Auditorium where all the Officials and staff participated spontaneously.



BPATC Faculty Members are placing flower wreath at the National Martyrs' Memorial on the Glorious Victory Day 2022. The faculty members and participants of the center participated in a discussion program later, organized by BPATC.

2.3 Promotion and New Recruitment

The administration department organized a number of the Departmental Promotion Committee (DPC) meetings, recruited new employees, promoted incumbents to the next grades and processed job confirmation of employees.

Table 2.1: Employees Joined and Retired\Resigned BPATC in 2022-23.

Level of Post	Employees Joined the Centre	Employees Retired from the Centre	Employees Resigned from the Centre	Number of Died Employees
Grade 9 & Above	9	3	-	-
Grade 10	4	1	-	-
Grade 11-16	-	5	03	-
Grade 17-20	-	7	18	-
Total	13	16	21	-

2.4 Financial Assistance from BPATC Fund and Introducing Family Health Insurance

- Financial Assistance from BPATC Welfare Fund is provided to the employees of the Center and regional centres based on their applications.
- Applications of retired employees and family members of employees who died during their tenure are sent to Bangladesh Employee Welfare Board.

2.5 Organizing DPC Meeting

In FY 2022-2023, the Personnel Section of the Administration Department organized Departmental Promotion Committee (DPC) 01 & 02 meetings at a certain interval. The summary of DPC Meetings of last year is given below:

- The meeting of DPC 01 was held on 18th July 2022, 19th July 2022 and 22nd May 2023. 09 officers from Gade-9 were appointed in those three meetings.



- DPC 01 also held meeting on 12th February 2023 and 04 employees from Grade-10 were appointed in that meeting.
- The meeting of DPC 01 were held on 19th October 2022, 17th April 2023 and 26th June 2023. 06 Deputy Director were promoted in those meeting. Besides 02 officers from Grade 09 were promoted to "Assistant Director" post as well.
- DPC 02 also held a meeting on 07th December 2023, where 11 employees from Grade 11-20 were promoted to different post.

Table 2.2: Employees Recruited and Promoted at BPATC in 2022-23.

Employees Recruited July 2022 to June 2023

Grade	Employees Recruited
9 and Above	09
10	04
11-16	00
Total	13

Employees Promoted July 2022 to June 2023

Grade	Employees Promoted
9 and Above	08
10	01
11-16	10
Total	19

2.6 Other Activities of the section

A final consolidated seniority list was published in this financial year based on the decisions of the meeting.

- A seniority list of 5th to 9th-grade employees has been published.
- Identification cards were provided to the 243 employees in 2022-2023
- ACR of BPATC's employees (Grade 11-16) was made accessible through PMIS Software.

2.7 Medical Facilities

The Clinic offers primary health care services to the participants of the various training courses, employees and their dependent family members. The Medical Officers of the Clinic manage the daily outdoor patients and give consultations to them. The Medical Officers also attend to the emergency patients at any time round the clock on-call basis and manage them as per circumstances. The Clinic arranged health check-up sessions for the participants of all courses at the beginning of the course.

2.7.1 Pathology laboratory

BPATC Clinic has a small pathology laboratory where some common pathology and haematology tests are being done. Nominal fees fixed by the authority are taken for doing pathology tests. In the last financial year, 1553 patients did various pathology tests and 416 patients did ultrasonograms in the Clinic.

2.7.2 Physiotherapy Services:

There is a Physiotherapy unit at the Gymnasium Hall of the Centre which is maintained under the supervision of the BPATC Clinic. One male and one female experienced and skilled Physiotherapist (both are masters in Physiotherapy) are appointed there to give necessary consultation and therapy to the participants and as well as other patients. A total number of 4032 patients including

participants and employees have received physiotherapy treatment in the last financial year. Despite all these Medical Officers of the Clinic also conducted some sessions on different health-related topics in various training courses.

2.7.3 Special Health Programs

Besides these, many special programs were organized by BPATC Clinic in the financial year 2022-23. Ninth of every month, the EPI schedule programs for the children were arranged in the Clinic for vaccination. Family planning services are also provided by the Clinic every month. In addition to these, the National Immunization Day (NID) programs and vitamin-A capsule campaign program were also arranged in BPATC Clinic according to the government circular.

Distribution of Patients Attended in BPATC Clinic by participants and other than participants in the year 2022-23 is attached in **Annexure-B** of this Annual Report.

2.8 Purchase Branch

In the financial year 2022-23, some international standard sports pieces of equipment are purchased for the participants of various courses training of the Center. Notable instruments are table tennis, football, pool, table, etc. Besides these procurement processes, this section has conducted training sessions for relevant officials of the Center on public procurement acts and rules and e-GP.

2.9 Store Branch

The Centre maintains effective store management using Store Management System software aligned with the central ERP system where purchased goods are enlisted and delivered.

2.10 Budget & Accounts Branch

This section is responsible for Budget preparation, Bill payments, other financial activities, including record keeping for Audit response. The Centre maintains its accounts according to the Govt. rules, regulations, circulars, and BPATC Act.

2.11 Service Section:

The service section is responsible for providing logistic, dormitory, and engineering services in the Center. It maintains dormitory buildings, cafeteria, office, and non-office buildings, roads, transports. It also performs repair, painting and maintenance of all buildings and establishments of BPATC. A list of the major works done by service section are in the Financial year 2022-2023 is included in **Annexure-C**.



CHAPTER THREE

TRAINING ACTIVITIES AND FACULTY DEVELOPMENT PROGRAMME





3.1 Civil Service Training Programs

The foremost responsibility of BPATC is to impart training to the civil servants. Courses conducted at BPATC are of two types: i) core course and ii) supplementary courses. Core courses are the flagship programmes conducted by BPATC and the Centre organizes i) Foundation Training Course (FTC) for the entry-level civil servants; ii) Advanced Course on Administration and Development (ACAD) for the deputy secretaries, iii) Senior Staff Course (SSC) for joint secretaries and iv) Policy Planning and Management Course (PPMC) for additional secretaries. Courses are organized with direct support from the Ministry of Public Administration. MoPA issues the nomination order of trainees and allocates budget for the programmes. All these are on-campus, residential courses. BPATC continues to oversee its training in accordance with a thorough set of policies. Therefore, it emphasizes social, interpersonal, and leadership skills equally during the training duration in addition to academics. Additionally, active participation in a variety of extracurricular activities is strongly encouraged for training participants. Exercise and games that require physical activity are required for FTC participants. Other course participants from ACAD, SSC, and PPMC frequently participate in the physical activity sessions as well.



Mr. Farhad Hossain MP, the honorable State Minister of Ministry of Public Administration, is conducting a session at 73rd FTC.



Each financial year, BPATC prepares the Training Calendar (TC) in advance to organize the training. The training calendar gradually takes on the role as the primary planning guide. Since the BPATC's inception, it has been a trend. To determine training priorities and to adapt training design and planning to changing demands and environments, TC preparation uses a participatory approach. Additionally, before completing the TC, BPATC consults with the Ministry of Public Administration (MoPA). The training calendar is made public and distributed to all interested parties. The targets included in the TC are in line with the ratings on the BPATC's Annual Performance Agreement (APA). In the following sections, reports on different training are presented.

3.1.1 Foundation Training Course (FTC)

In accordance with the BPATC Act of 2018, newly recruited civil servants must undergo a rigorous six-month foundational training program at the Center. For their service to be confirmed, they must complete this training. FTC intends to induct the newcomers in the civil service through orientation on the rules and norms of the organization, the development of empathy, organizational leadership, and skill growth. BPATC offers a stimulating learning environment, a wealth of tools, and a peer-learning platform so that all participants are actively engaged in academic learning, developed organizational capacity, and strengthening interpersonal skills. The course content is designed to enable the participants to become professionally efficient and undertake formal roles when they go back to their place of posting. Young members of various cadre services are brought together to foster esprit de corps, which leads to build unity in the civil service. Furthermore, this interaction has a long-term impact on strengthening collaborative governance in the country.



Professor Dr. Mohammed Farashuddin, the seventh governor of Bangladesh Bank, is conducting a session at 73rd FTC.

During the 2022-2023 FY, BPATC organized two foundation training programs namely 73rd and 74th FTCs. The 73rd FTC was held from 20th February to 18th August 2022. A total of 461 trainee-officers joined the course. Due to infrastructural constraints, a portion of the cohort went to five (5) other partnering organizations who conducted the training under the supervision of BPATC. The other training institutions are BIAM Dhaka; BIAM Bogura; NATA, Gazipur; RDA, Bogura and RPATC, Chattogram. A total of 248 officers received the training at partnering organizations while 213 participants took part in FTC at BPATC.

Since the BPATC is in charge of carrying out the FTC, it was directly responsible for overseeing the Foundation Courses that were held at other institutions outside of the BPATC to ensure quality and consistency in the training strategy and design. To address the immediate need of training backlog, FTC was held separately from BPATC. Furthermore, the 74th FTC took place between



Md. Muslim Chowdhury, the ex-comptroller and auditor general of the government, is holding a session at 74th FTC.

September 4, 2022, and March 2, 2023. This course was attended by 89 people in total and it was hosted only at BPATC. Details about 73rd and 74th FTCs are shown in the tables below.

Table 3.1: Cadre/Service-wise distribution of the Participants of the 73rd FTC

Cadre/Service	Participants		
	Male	Female	Total
BCS (Administration)	04	10	14
BCS (Police)	06	06	12
BCS (Foreign Affairs)	0	02	02
BCS (Information)	09	02	11
BCS (Ansar)	02	0	02
BCS (Customs)	0	01	01
BCS (Agriculture)	124	48	172
BCS (Fisheries)	12	08	20
BCS (Livestock)	66	22	88
BCS (Statistics)	0	01	01
BCS (Railway Transport and Commercial)	15	01	16
BCS (Forest)	17	04	21
BCS (Public Works)	55	09	64
BCS (Roads & Highways)	32	05	37
Total=	342	119	461



Table-3.2: Institution-wise distribution of the Participants of the 73rd FTC

Cadre/Service	Participants		
	Male	Female	Total
BPATC			
BCS (Administration)	3	5	8
BCS (Police)	3	1	4
BCS (Information)	3	2	5
BCS (Agriculture)	61	24	85
BCS (Fisheries)	3	4	7
BCS (Livestock)	25	13	38
BCS (Railway Transport and Commercial)	4	0	4
BCS (Forest)	6	2	8
BCS (Public Works)	31	6	37
BCS (Roads & Highways)	16	1	17
Total=	155	58	213
BIAM Foundation, Dhaka			
BCS (Administration)	0	1	1
CS (Police)	3	5	8
BCS (Foreign Affairs)	0	2	2
BCS (Information)	1	0	1
BCS (Customs)	0	1	1
BCS (Agriculture)	5	2	7
BCS (Fisheries)	1	2	3
BCS (Livestock)	4	2	6
BCS (Statistics)	0	1	1
BCS (Railway transport and commercial)	1	0	1
BCS (Forest)	1	0	1
BCS (Public Works)	1	1	2
BCS (Roads & Highways)	3	1	4
Total=	20	18	38
BIAM, Bogura			
BCS (Information)	2	0	2
BCS (Agriculture)	10	6	16

Cadre/Service	Participants		
	Male	Female	Total
BCS (Fisheries)	1	1	2
BCS (Livestock)	9	1	10
BCS (Railway transport and commercial)	3	0	3
BCS (Forest)	3	0	3
BCS (Public Works)	7	0	7
BCS (Roads & Highways)	3	0	3
Total=	38	8	46
RDA, Bogura			
BCS (Administration)	0	3	3
BCS (Agriculture)	21	7	28
BCS (Fisheries)	3	0	3
BCS (Livestock)	8	4	12
BCS (Railway transport and commercial)	1	0	1
BCS (Forest)	2	1	3
BCS (Public Works)	2	0	2
BCS (Roads & Highways)	1	2	3
Total=	38	17	55
NATA, Gazipur			
BCS (Administration)	1	0	1
BCS (Information)	1	0	1
BCS (Ansar)	2	0	2
BCS (Agriculture)	20	8	28
BCS (Fisheries)	2	1	3
BCS (Livestock)	15	1	16
BCS (Railway transport and commercial)	2	1	3
BCS (Forest)	2	1	3
BCS (Public Works)	9	2	11
BCS (Roads & Highways)	4	1	5
Total=	58	15	73



Cadre/Service	Participants		
	Male	Female	Total
RPATC, Chattogram			
BCS (Administration)	0	1	1
BCS (Information)	2	0	2
BCS (Agriculture)	7	1	8
BCS (Fisheries)	2	0	2
BCS (Livestock)	5	1	6
BCS (Railway transport and commercial)	4	0	4
BCS (Forest)	3	0	3
BCS (Public Works)	5	0	5
BCS (Roads & Highways)	5	0	5
Total=	33	3	36

Table-3.3: Cadre/Service-wise distribution of the Participants of the 74th FTC

Cadre/Service	Participants		
	Male	Female	Total
BCS (Administration)	0	04	4
BCS (Agriculture)	33	11	44
BCS (Audit & Accounts)	1	4	5
BCS (Cooperatives)	2	0	2
BCS (Fisheries)	1	2	3
BCS (Food)	2	0	2
BCS (Information)	7	2	9
BCS (Livestock)	1	3	4
BCS (Police)	1	5	6
BCS (Public Works)	1	0	1
BCS (Railway Engineering)	0	1	1
BPATC	5	3	8
Total=	54	35	89

3.1.2 Advanced Course on Administration and Development (ACAD)

The Advanced Course on Administration and Development (ACAD) is a prominent training program for the mid-career civil servants. While government deputy secretaries make up the majority of the course's participants, officials of the same level from the Defense Services, Foreign Service, and Bangladesh Police also take part. The Ministry of Public Administration provides the nominations for this training, and BPATC arranges the course in partnership with MoPA. The overarching goal of ACAD is to prepare mid-level civil officials for policy-level jobs. Following a blended methodology, this course stresses both theoretical and operational of governance and development. Participants thus have the chance to gain a macro perspective on the most important public sector governance and development issues from both a global and national viewpoint. Another important goal of this course is the development of leadership abilities, particularly strategic decision-making.



Mr. Quazi Sajjad Ali Zahir is taking session at 141st ACAD.

The design of the course module supports participants in understanding the objectives of the training. 60 days of training at the BPATC and 10 days of training abroad in developed or developing nations make up the 70-day ACAD. During the FY 2022-23, BPATC organized five ACADs namely 136rd, 137th, 138th, 139th, and 140th, for a total of 131 officers. Table 3.4 highlights the accomplishments of ACAD in 2022-23.



Ms. Sharifa Khan, the Chairman of the Board of Directors of Infrastructure Development Company Limited, is conducting a session at 141st ACAD.



Table-3.4: Batch-wise distribution of the Participants of the ACAD

Batch	Timeline	Participants		
		Male	Female	Total
136 rd ACAD	22/05/2022 - 20/07/2022	19	3	22
137 th ACAD	24/07/2022 - 21/09/2022	25	2	27
138 th ACAD	10/10/2022 - 08/12/2022	14	16	20
139 th ACAD	18/12/2022 - 15/02/2023	29	05	34
140 th ACAD	19/02/2023 - 19/04/2023	22	06	28
Total=		109	32	131

3.1.3 Senior Staff Course (SSC)

The Senior Staff Course (SSC) is designed for government officials who work at the policy level. Joint secretaries to the government make up the majority of the course's participants, but other officials with the same rank from the Armed Forces, Bangladesh Civil Service Foreign Affairs Cadre, and Police Cadre are also welcome to enroll. In collaboration with the Ministry of Public Administration, which nominates the trainees and supplies funding, BPATC manages the course. The main goal of SSC is to make it possible for decision-makers to comprehend the crucial challenges in governance and development. As a result, participants evaluate the issues closely to choose the best solutions. Another important goal of this course is to support trainee-officers enhance their leadership abilities, particularly their capacity for strategic decision-making. The course duration is 55 days and is divided into two parts: in-country training at BPATC and a foreign exposure visit to a chosen institution in a foreign nation. 45 of the 55 days are spent at BPATC, with the remaining days being used for the foreign portion. In the financial Year 2022-23, six (6) courses – 102nd through 107th SSC- were organized at BPATC. A total of 179 participants attended those courses. The following table (3.5) presents detailed information on the SSC.



Mr. Khandker Anwarul Islam, the former Cabinet Secretary of Bangladesh, is holding a session at 107th SSC.



Major General Shaheen sir is briefing the audience of 107th SSC.



Mr. Abdul Baki, the Secretary and Member of the Industry and Energy Division Planning Commission Ministry of Planning Bangladesh, is holding a session at 106th SSC.



Table-3.5: Batch-wise distribution of the Participants of the SSC

Batch	Timeline	Participants		
		Male	Female	Total
102 nd SSC	31/07/2022-13/09/2022	32	02	34
103 rd SSC	18/09/2022-01/11/2022	16	07	23
104 th SSC	06/11/2022-20/12/2022	18	07	25
105 th SSC	27/12/2022-09/02/2023	26	07	33
106 th SSC	14/02/2023-30/03/2023	34	05	39
107 th SSC	02/05/2023-15/06/2023	25	0	25
Total=		151	28	179

3.1.4 Policy Planning and Management Course (PPMC)

The Policy Planning and Management Course (PPMC) is intended for additional government secretaries. The overarching goal of this course is to give participants the chance to critically evaluate various sectors government policies and initiatives in order to prepare them for leadership roles and positions. Workshops, panel discussions, and group activities are the main methods for conducting the sessions because the participants are senior-level officials. This course has two segments as well. 12-day training at the BPATC and seven days of training abroad. Sessions of the course are led by respected scholars and policymakers. The details of the PPMC for FY 2022–2023 are displayed in the following table.

Table-3.6: Batch-wise distribution of the participants of the PPMC

Batch	Timeline	Participants		
		Male	Female	Total
23 rd PPMC	26/07/2022-06/08/2022	23	02	25
Total=		23	02	25

3.1.5 Special Foundation Training Course (SFTC)

BPATC arranges two-month-long special foundation training courses (SFTC) for the non-cadre officials of Grade 9 and above from different government departments. SFTC is frequently carried out at the organization's request when officials are in need of training. BPATC considers the request, subject to the availability of facilities and training slots. For the officials of the Department of Information and Communication Technology (DoICT), Department of Inspection for Factories and Establishments (DIFE), Anti Corruption Commission (ACC), Roads and Highways Department (RHD) and Education Engineering Department (EED), BPATC organized 05 SFTCs throughout the FY 2022-23. The only difference between a conventional FTC and an SFTC is its length; as a result, the BPATC places particular emphasis on the course's quality, discipline, and learning objectives. The SFTCs carried out in this reporting year are shown in detail in the table below. The following table presents a detailed picture of the SFTCs conducted in this reporting year.

Table 3.7: Batch-wise distribution of the participants of the SFTCs

Batch	Timeline	Participants		
		Male	Female	Total
3 rd SFTC for the Official of Department of Inspection for Factories and Establishments (DIFE)	18/09/2022 - 17/11/2022	22	07	29
3 rd SFTC for the Official of Education Engineering Department (EED)	23/10/2022 - 21/12/2022	29	01	30
SFTC for the Official of ACC Anti Corruption Commission (ACC)	20/11/2022 - 18/01/2023	62	08	70
4 th SFTC for the Official of Department of Inspection for Factories and Establishments (DIFE)	01/03/2023 – 02/05/2023 (excluding 21 - 23 April 2023)	24	06	30
4 th SFTC for the Official of Roads and Highways Department (RHD)	03/04/2023 - 04/06/2023 (excluding 21 - 23 April 2023)	36	04	40
Total		173	26	199

3.2 Workshops and Seminars

BPATC organized 26 workshops and seminars of its regular core activity as well as part of its collaboration with other institutions. The primary goal of these workshops and seminars is to improve the presentation and analytical skills of its participants. ACAD, SSC, and PPMC all feature overseas learning components, and after returning from international travel, participants are expected to discuss what they learned in workshops and seminars. A further aspect of doing research and disseminating knowledge, BPATC also hosts workshops and seminars. So, throughout the year, BPATC hosts a number of workshops and seminars. Table gives a summary of the outcomes of workshops and seminars. In the workshops and seminars, Faculty members of BPATC, trainees of different courses as well as representatives of different ministries/divisions participated. The following table presents an overview of the accomplishments of workshop and seminars.

Table 3.8: Distribution of participants of different workshops and seminars

Name of workshop/seminar	Timeline	Participants		
		Male	Female	Total
Seminar on 'Implementing Citizen Charter: Challenges and Ways Forward'	30/08/2022	267	27	294
Seminar on HRD & Social Accountability Tools	07/09/2022	105	21	126
Lessons Learned Workshop of 93 rd & 94 th SSC	17/09/2022	43	07	50
Lessons Learned Workshop of 95 th & 96 th SSC	24/09/2022	24	01	25
Workshop on ToT Curriculum	04/10/2022	29	11	40
Workshop on 4 th Industrial Revolution (4IR)	24/11/2022	50	13	63



Name of workshop/seminar	Timeline	Participants		
		Male	Female	Total
Workshop on Training Needs Assessment of the FTC Participants	22/12/2022	24	08	32
Curriculum Review Workshop to finalize the syllabus of the 75th Foundation Training Course	14/03/2023	48	16	64
Workshop on 4th Industrial Revolution (4IR)	09/04/2023	29	11	40
Workshop on Skills Needed for a Quality Trainer : Practices of Renowned National and Inter Training Organization	17/05/2023	31	09	40
Workshop on Finalization of content of RPATCs training calendar 2023-24	29/05/2023	33	07	40
Seminar on Smart Bangladesh : Challenges and Opportunities	30/05/2023	30	10	40
Seminar on Leadership in Public Administration to reach vision 2041	31/05/2023	29	11	40
Seminar on Power and energy for development of Bangladesh	31/05/2023	31	09	40
Workshop on Introduction to Social Research, Writing Research Proposal and Literature Review	04/06/2023	31	08	39
Seminar on Shifting demographics : Exploring the challenges and Opportunities of Aging population in Bangladesh	05/06/2023	25	15	40
Workshop on Research Methodology, Data Collection & Analysis	06/06/2023	32	08	40
Seminar on LDC Graduation : Challenges and Opportunities	07/06/2023	32	08	40
Seminar on Infrastructure and Economic Development of Bangladesh	07/06/2023	28	12	40
Seminar on Re-education and skill development for the prospective migrant workers of Bangladesh	08/06/2023	34	06	40
Seminar on Export diversification for sustainable foreign exchange earnings for development	11/06/2023	27	13	40
Seminar on Implementation strategies, challenges and way forward to achieve SDGs by 2030	12/06/2023	31	09	40
Workshop on Writing Research Report & Referencing, Research Ethics & Plagiarism	12/06/2023	28	08	36
Seminar on Implementing Strategies of Vision 2041	14/06/2023	32	08	40
Seminar on Global Climate Change and our Role	19/06/2023	31	09	40
Seminar on Mega Project of Bangladesh : Major Catalysts toward Development	22/06/2023	29	11	40
Total		1133	276	1409

3.3 Overseas Training/ Study Visit

Core courses i.e. FTC, ACAD, SSC and PPMC have overseas training/study visit part included within the design of the courses. While only top scorers (10% in the reporting year) of FTC get the chance to go abroad for study visits, all participants of other core courses have the privilege to take part in the foreign training segment, a mandatory part for obtaining final certificate. Study visit or overseas training is arranged to create opportunities for the participants to learn from the experiences of the advanced countries and peer countries of the same level of economic progress. However, since the Covid-19 outbreak in 2020, foreign training has come under restrictions. In the reporting year, participants of the Policy Planning and Management Course (PPMC) took part in overseas training in Australia. The program was organized by the Ministry of Public Administration following its MoU with the aforementioned university. The following table depicts information on foreign training conducted in FY 2022-23.

Table 3.9: Overseas Training/Study Visit and number of trainee-participants

Course	Country	Duration	Participants		
			Male	Female	Total
Policy Planning and Management Course (PPMC)	Australia	28/08/2022-03/10/2022	20	05	25
Total			20	05	25

3.4 Short Courses

BPATC regularly organizes short courses as part of on-the job training and faculty development. In the financial year 2022-23, BPATC conducted several short courses. The following table reports on the short courses of the Centre:

Table 3.10: Information about short courses held in FY 2022-23

Name of workshop/seminar	Duration	Participants		
		Male	Female	Total
Orientation on Interactive Flat Panel	06/07/2022	45	15	60
Training on National Integrity Strategy (NIS) (1 st Batch)	21/12/2022	28	07	35
Training on Grievance Redress System (GRS) (1 st Batch)	28/12/2022	21	14	35
Training on Citizen Charter (1 st Batch)	12/01/2023	28	06	34
Training on e-Governance and Innovation (1 st Batch)	18/01/2023	32	08	40
Training on National Integrity Strategy (NIS) (2 nd Batch)	28/02/2023	29	06	35
Training on Right to Information (RTI), 2009 (1 st Batch)	06/03/2023	31	09	40
Training on Grievance Redress System (GRS) (2 nd Batch)	07/06/2023	26	09	35
Foundation Refresher Course for the Department of Inspection for Factories and Establishments (DIFE)	07/06/2023-13/06/2023	22	08	30
Training on Citizen Charter (2 nd Batch)	08/06/2023	19	16	35
Training on e-Governance and Innovation (2 nd Batch)	20/06/2023	27	13	40



Name of workshop/seminar	Duration	Participants		
		Male	Female	Total
Training on e-Governance and Innovation (3 rd Batch)	22/06/2023	30	10	40
Training on Right to Information (RTI), 2009 (2 nd Batch)	25/06/2023	28	12	40
Training on Right to Information (RTI), 2009 (3 rd Batch)	25/06/2023	28	12	40
Total		394	145	539

3.5 At a Glance: All Training Programmes in FY 2022-23

Table 3.11: Information about all training programmes held at BPATC in 2022-23

Course Type	Number of Course	Participants		
		Male	Female	Total
FTC	2	396	154	550
ACAD	5	109	32	131
SSC	6	151	28	179
PPMC	1	23	02	25
SFTC (regular)	-	-	-	-
SFTC (paid)	5	173	26	199
Short course	14	394	145	539
Seminar/Workshop/Conference	26	1133	276	1409
Others	-	-	-	-

3.6 Staff Training

BPATC organizes 60-hours staff training to to enhance the capacity of 11-20 grade in line with the instruction of the Ministry of Public Administration (MoPA) employees.

Table 3.12: 60 hours Staff Training including NIS Training

SL.	Name of the Course	Number of Course	Duration of the Course	Male	Female	Total Number of Participants	Total Training Hours	Total Training Man Hours
1.	30 Hours of Training for Grade 11-16 employees	6	6 Days	99	31	130	30	3900
2.	30 Hours of Training for Grade 11-16 employees (2 nd 30 Hours)	5	6 Days	108	33	141	30	4230
3.	Training Course on "National Integrity Strategy (NIS)" Grade 11-16 employees	1	1 Day	24	6	30	5	150
4	Training Course on "National Integrity Strategy (NIS)" Grade 11-16 employees	1	1 Day	20	10	30	5	150
5	30 Hours Training for Grade 17-20 employees	5	6 Days	97	10	107	30	3210
6	30 Hours Training for Grade 17-20 employees (2 nd 30 Hours)	5	6 Days	87	11	98	30	2940
Grand Total		23		435	101	536	130	14,580

3.7 Training at Four Regional Centres

Regional Public Administrations Training Centers (RPATCs) deliver a wide range of training focusing on the 10-20 grade employees of the republic. The RPATCs are the training epicenters in the respective administrative divisions. In the last FY (2022-23), the four RPATCs completed 151 training courses in which 5764 trainees from different government offices partook. The following table represents the summary of the training courses conducted by the four RPATCs in FY-2022-23 and the details of which are given in **Annex-D**.

Table 3.13: At a glance RPATCs' Training

Name of RPATC	Targeted (Courses)	Conducted (Courses)	Total number of Participants (Targeted)	Total number of Participants (Achieved)	Percentage
DHAKA	42	42	42×25=1050	1380	131.42%
CHATTOGRAM	42	42	42×25=1050	1415	134.76%
RAJSHAHI	42	41	42×25=1050	1292	123.04%
KHULNA	42	39	42×25=1050	1277	121.90%
TOTAL	168	164	4200	5364	127.71%



3.8 Training Database of 11-20 Garde Employees

An online database has been created for 11-20 garde employees who have been trained for 60 hours by the ST&RC wing of the centre. It is an integral part of our Annual Performance Agreement (APA) and crucial for all-around training management. The information of 277 trainees has been recorded in the database for FY-2022-23.

3.9 Others Training Activities

Training Need Assessment (TNA) workshops were conducted at Upzila, District, and Divisional levels to make the training need-based and more pragmatic. Based on the findings, a finalization workshop was operated with the BPATC expert faculties. Further, each RPATC has completed 60 hours of training for their respective employees.

Table 3.14: Information on other training activities conducted by RPATCs

SL	Name of the Training	Number of Courses / Workshops	Duration	Male	Female	Total number of Participants
1.	Training Need Assessment (TNA) workshops at (Khulna, Chattogram, Manikgonj and Rajshahi)	4	Day Long	103	17	120
2.	60 Hours Training Courses at Four RPATCs for Grade 10-20 Employees	4	12 Days	60	6	66
3.	Training Courses on National Integrity Strategy (NIS) for Grade 11-16 Employees at BPATC	2	2 Days	57	23	80
Grand Total		10	-	217	49	266

3.10 Other Training Activities of RPATCs

Preparation of training calendar for FY 2023-24 of RPATCs

Each year, a training schedule for RPATCs is prepared by the ST & RC wing. In FY 2022-2023, ST&RC took extra action to create and deliver need-based training for the employees of the republic. Four Training Need Assessment (TNA) workshops were organized by the ST&RC wing as a foundation for creating a successful training calendar for 2023-2024. The TNA workshops were held in Narail, Manikganj, Chattogram, and Rajshahi in cooperation with all the RPATCs to determine the needs of the stakeholders.

In these workshops, the various stakeholders—including trainees, controlling officers of trainees, and service recipients—provided their opinions on themes that should be included in the training material. With all the outputs of the TNA workshops a content finalization workshop was arranged by ST&RC wing where all the learned faculties of BPATC put their valuable inputs. Finally the Training calendar for FY 2023-24 of RPATCs includes 12 workshops and 29 courses, which will prepare 4860 government employees to serve the nation effectively and efficiently.

Feedback meetings with RPATCs on National Integrity Strategy (NIS)

The NIS work plan created by Cabinet Division is carried out by RPATCs. Every parent organization is required to keep an eye on the operations and provide comments on the NIS implementation of subordinate offices in accordance with APA Guideline 2022–23. During the fiscal year 2022–2023, the ST & RC wing convened four feedback sessions with the RPATCs in accordance with APA guidelines on October 19, 2022; January 15, 2023; April 13, 2023; and July 5, 2023, respectively. In these discussions, the importance of upholding integrity in one's personal life, professional life, office management, training management, and the execution of the Annual Performance Agreement 2022–2023—in particular, the NIS work plan and documentation—was discussed.

Monitoring the application of the work plan and the citizen charter

As part of the work plan, each RPATC establishes a monitoring committee to update the citizen charter on a quarterly basis. The group issued progress reports to BPATC, held quarterly meetings, and revised its citizen charter. Upon receiving the progress report, ST&RC scheduled four webinar meetings for September 29, 2022; January 31, 2023; March 31, 2023, and June 26, 2023 respectively.

In these webinar meetings, ST & RC went over the progress reports, gave instructions to update the Citizen Charter's website and display board on a timely basis, and made sure that the Citizen Charter used the suitable, clear, and proper form of Bengali language. The implementation of the work plan in accordance with the Cabinet Division's instructions was the focus of these meetings.

Small-group Anti-corruption meeting

In the FY 2022-23, an anti-corruption meeting was conducted by the ST&RC wing with its staff. The meeting emphasized the value of punctual attendance, timely disposal of work, quality work, teamwork, work for the result, prompt response to RPATCs problems, financial and administrative approval following the financial rules, etc.

Table 3.15: Status of four new RPATC's

New RPATC's	Present Status
Land acquisition for the projected Mymensingh RPATC	<p>An application for land purchase was made to the Deputy Commissioner, Mymensingh, in order to build RPATC there. In order to complete the acquisition procedure, ST&RC worked with the District administration, PWD, Forest Office, and Agriculture Office to get a sufficient assessment of the requested land and other properties.</p> <p>As a result, on June 11, 2023, the Deputy Commissioner provided the BPATC with a valuation for tk 47,57,79,104.15. However, the center was unable to reimburse the acquisition's compensation due to the Finance Division's prohibition on land acquisition. A letter asking the Ministry of Public Administration to lift the ban was written in order to expedite the acquisition process and construct Mymensingh RPATC.</p>
Building RPATC's perimeter wall in Sylhet:	A total of 5.00 (five) acres of land were purchased in 2021 for the proposed RPATC, Sylhet. Based on the plan created by the Department of Architecture, the Executive Engineer of the Public Works Department in Sylhet submitted an estimate in the amount of taka 8,19,61,799.621.



New RPATC's	Present Status
	<p>On May 12, 2022, the bids for the construction of a border wall were launched after BPATC authorized the estimate and PWD issued an invitation to tender. The construction of the border wall could not be finished due to the lengthened tender process and the funding embargo, and the APA target for this issue was not met.</p>
<p>Land agreement for the projected RPATC in Rangpur</p>	<p>The settlement of an extra 1.86 acres of land for Rangpur RPATC received administrative approval from the Ministry of Public Administration (MoPA). For the long-term settlement of 4.86 acres of land, BPATC filed the land use plans and other declarations required by land policy to the Deputy Commissioner, Rangpur.</p> <p>In order to obtain permission for the long-term settlement of an additional 1.86 acres of land, the Deputy Commissioner of Rangpur wrote to the Ministry of Lands. The Ministry of Land has been holding it up. The APA aim was not attainable by BPATC.</p>
<p>Master Plan of the Proposed RPATC, Barisal and Sylhet</p>	<p>The Directorate of Architecture developed the master plan for the proposed RPATC, Barisal and Sylhet, and requested that BPATC finalize the number of participants, officials, residential, non-residential, etc. before finalizing the master plan for Barisal and Sylhet. APA target has been met. Construction of the Boundary Wall of the Proposed RPATC, Sylhet:</p>
<p>Cox's Bazar's Out Campus for BPATC</p>	<p>The BPATC has started a project to build an out campus in Cox's Bazar. The ST&RC wing sent a letter to the Deputy Commissioner in Cox's Bazar in order to choose a new location for the proposed out campus of BPATC, in accordance with the decision of the Divisional Commissioner coordination meeting.</p> <p>Later, Rector, BPATC sent a DO letter to the Deputy Commissioner to expedite the site selection.</p>

Administrative and financial approval of RPATCs

Four RPATCs' development initiatives are coordinated by the ST&RC wing. BPATC sanctioned 2.39 crore for the vertical addition of Rajshahi RPATC's administrative building and 2,49,99,921.05 taka for the vertical construction of a multifunctional building in Khulna in this reporting year.

CHAPTER FOUR

NATIONAL AND INTERNATIONAL COOPERATION





4.0 International Training Programme

Under the supervision of the Ministry of Public Administration, initial discussions have been completed regarding the initiation of an integrated program of BPATC, BIGM and the Japanese organization JICA with the said Ministry. If this starts, the effective implementation of the tentative 'Capacity Development Framework' of the Civil Service, the 'Need Assessment' of the relevant ministries and Institutions and JICA's cooperative projects will be possible. Above all, the main objective of the proposed initiative is to ensure proper coordination, networking and long-term impact of the development projects of the Ministries/Departments concerned.



A JICA delegation visited BPATC and met with the Rector, Mr. Md. Ashraf Uddin, and other officials and JICA.

4.1 Collaboration with other Institutions

BPATC has collaborated with foreign universities and research organizations such as the University of Alabama at Birmingham, Duke Center of International Development (DCID) of Duke University, USA; Macquire University, CQ University, Curtin University, Australia; Beijing Administrative Institute, China; Hong Kong University School of Professional and Continuing Education (SPACE), Hong Kong; Nepal Administrative Staff College, Nepal; The Royal Institute of Management, Bhutan; National Institute of Development Institute, Asian Institute of Technology (AIT), Thailand; Astana Civil Service Hub, Kazakhstan; Sri Lanka Institute of Development Administration (SLIDA), Sri Lanka; Administrative Staff College of India (ASCI), Lal Bahadur Shastri National Academy of Administration, and Indian Institute of Public Administration (IIPA), India. With that, linkages with international organisations are established either directly by BPATC or through the Ministry of Public Administration.



During 2022-23 the financial year BPATC had effective Memorandum of Understanding (MoU) between the following university and organizations.

Table 4.1: List of Effective MoU between BPATC and International Organizations in 2022-2023

Macquaire University Centre for Environmental. Law, Australia
The Steering Committee of the Astana Civil Service Hub, Kazakhstan
HKU School of Professional and Continuing Education (HKU SPACE), Hongkong Special Administrative Region, China
Royal Institute of Management, Bhutan
Beijing Administration Institute, China
Napal Administrative Staff College, Nepal (NASC)

CHAPTER FIVE

Evaluation Department





5.1 Introduction

Evaluation of a training course is necessary to measure its effectiveness and improve its quality. The literature of training evaluation suggests four levels of evaluation - reaction level, learning level, job behavior level and functional level. In accordance with the Training Evaluation Policy (Amended) 2013 of BPATC, the Evaluation Department follows the first two levels regarding evaluation of its training courses.

The courses are broadly classified into two major groups-(1) Core Courses and (2) Short Courses. For both the groups the Centre follows some basic and common mechanisms. Participants are evaluated on the basis of their performance, and the participants evaluate BPATC activities- training system, course management, external and internal speakers along with facilities and services provided by the Centre. Participants are provided with structured formats for this sort of evaluation. In the subsequent sections, this chapter will give a brief look at the evaluation system of the Centre.

Participants are evaluated/graded on the basis of their performance. On the completion of overall course activities, BPATC issues Individual Evaluation Report for each participant separately to concern Ministries/Divisions/Organizations for retention in the officers' dossier. Assessments are based on the quantitative scale shown below:

Table 5.1: Grading System

Number (%)	Grade
85 and Above	A+ (Outstanding)
80 to <85	A (Very Good)
70 to <80	B+ (Good)
60 to <70	B (Satisfactory)
50 to < 60	C (Average)
<50	Fail

5.2 Course Evaluation System

5.2.1 Core courses

Core courses usually range from 15-180 days are linked to career development focusing on the development of conceptual issues and practical knowledge. On the other hand, short courses range from 1-4 weeks and are focused on development of skills on specific fields of special clientele groups.



5.2.2 Foundation Training Course (FTC)

Foundation Training Course (FTC) is the basic training course for the newly recruited officials in Bangladesh Civil Service. As per Bangladesh Civil Service Recruitment Rules, 1981 Foundation Training Course is compulsory for all new entrants to the Bangladesh Civil Service. The participants are evaluated on 1000 marks in total. Marks distribution of the course is shown in the following table:

Table 5.2: Marks Distribution of Foundation Training Course (74th FTC)

Module No.	Name of the Module	Evaluation Method		Marks
		Individual	Group	
1	Bangladesh and Bangabandhu Studies (BBS)	IR (25) + IP (25)	-	50
2	Village Study (VS)	IR (30) + IP (20)	-	50
3	Poverty Reduction and Rural Development (PRRD)	WE (20) + ICA (05)	-	25
4	District and Upazila Attachment (DUA)	Attd. (05) + ICA (05)	GR(20)+GP(20)	50
5	Fundamentals of Foundation Training Course (FFTC)	-	-	-
6	Organization and Human Resource Management (OHRM)	IA (50)	-	50
7	Important Service Laws in Bangladesh (ISLB)	OBE (50)	-	50
8	Office Management and Communications (OMC)	IE (25) + SAR (25)	-	50
9	Public Financial Systems (PFS)	IA (25) + IE (25)	-	50
10	Governmental System and Essential Laws (GSEL)	OBE (50)	-	50
11	Public Administration and Governance (PAG)	WE (25)	GE (25)	50
12	Child Rights and Gender Equality (CRGE)	-	GE (25)	25
13	Economic Planning & Development (EPD)	WE (50)	-	50
14	Sustainable Development Goals (SDGs)	IA (25)	-	25
15	Project and Procurement Management (PPM)	-	GE (50)	50
16	Basics of Social Research (BSR)	IRP (50)	-	50
17	IELTS and Communication Skills in English (IELTS)	IE (50)	-	50
18	Basics of English (BoE)	IE (25)	-	25
19	Book Review and Presentation (BRP)	IR (30) IP (20)	-	50
20	Information Communication Technology (ICT)	PT (50)	-	50
21	Physical Conditioning and Games (PSG)	ATT (20), WE (20), ICA (10)	-	50
22	Comprehensive Written Examination (CWE)	WE (50)	-	50
-	Evaluation by the CMT	Overall Conduct & discipline (25)	-	25
-	Evaluation by Evaluation Department	Attendance (20)	-	25
		Speaker's Evaluation (05)		
Total=		860	140	1000

5.2.3 The Advanced Course on Administration and Development (ACAD)

The Advanced Course on Administration and Development (ACAD) is designed for the mid-level officers of the rank of Deputy Secretary to the government and their equivalents nominated from different public enterprises and sector corporations. The participants are evaluated out of 850 marks.

5.2.4 The Senior Staff Course (SSC)

The Senior Staff Course (SSC) is designed and organized for the senior officers of the rank of Joint Secretaries to the government and their equivalents drawn from public enterprises and sector corporations. Participants are evaluated out of 750 marks.

Table 5.3: Marks Distribution of Advanced Course on Development and Administration (140th ACAD)

Module	Name of the Module	Evaluation Methods Mark		
		Individual	Group	Total
1	Behavioral Governance	50	-	50
2	Public Service and Operational Issues	-	50	50
3	E-Governance	50	-	50
4	Fitness of Body and Mind	-	-	-
5	Research for Governance and Policy Analysis		-	100
	a. Individual Research Proposal	25		
	b. Seminar Paper Presentation	75		
6	Policy and Planning	50	-	50
7	Economic Management	-	50	50
8	Sustainable Development Goals	-	50	50
9	Project Management and Financing	-	50	50
10	Procurement Management	-	50	50
11	Diplomatic and Development Partnerships and Negotiations	-	50	50
12	Communication Competency	50	-	50
13	Contemporary Issues	50	-	50
14	Learning Good Practices	100+50		150
15	Evaluation by CMT	25	-	25
16	Evaluation by Evaluation Department	25	-	25
	i) Attendance (15)			
	ii) Speaker Evaluation (10)			
Grand Total		550	300	850



Table 5.4: Marks Distribution of Senior Staff Course (106th SSC)

Module	Title of the Module	Methods and Marks		
		Individual	Group	Total
01.	Behavioral Governance	-	50	50
02.	Public Policy Formulation	-	50	50
03	Research and Policy Evaluation	25+125	-	150
04	Partnership and Negotiations	-	50	50
05	ICT for Governance and Development	-	50	50
06	Economic Development	50	-	50
07	Project and Procurement Management (PPM)	-	50	50
08	Contemporary Issues	-	50	50
09	Communicative Competency	25	25	50
10	Exposure Visit			150
	Domestic Exposure Visit		50	
	Foreign Exposure Visit		100	
11	Evaluation by the CMT	20	-	20
12	Evaluation by Evaluation Department	30		30
Total Marks		275	475	750

Table 5.5: Marks Distribution of Policy Planning and Management Course (23rd PPMC)

Sl. No.	Name of the Module	Methods and Marks		
		Individual	Group	Total
01.	Public Administration, Public Policy and SDGs	-	50	50
02.	Digital Governance	-	25	25
03	Budgeting, Public Procurement and Project Management	-	50	50
04	LDC Graduation	-	25	25
05	Issues in Development	-	25	25
06	Learning Best Practices	-	75	75
07	Evaluation by Course Management Team	20	-	20
08	Evaluation Department		-	30
	a. Speakers Evaluation	10		
	b. Attendance	20		
Total		50	250	300

Table 5.6: Marks Distribution of Special Foundation Training Course (RHD)

Sl. No.	Name of the Module	Methods and Marks		
		Individual	Group	Total
01.	Behavioral Governance	35	-	35
02.	Bangladesh and Bangabandhu Studies (BBS)	-	25	25
03.	Constitution and Other Legal Provision Relating to Public Service Delivery (CLPRPSD)	25	-	25
04.	Digital Leadership and Strategic Planning (DLSP)	50		50
05.	Strategic and Management Leadership (SML)	-	25	25
06.	Public Management and Governance (PMG)	-	50	50
07.	Service Rules and Administrative Procedures (SRAP)	75	-	75
08.	Sustainable Development Goals (SDG)	-	50	50
09.	Public Procurement (PP)	-	50	50
10.	Public Financial Management (PFM)	50	-	50
11.	Project Management (PM)	50	-	50
12.	Virtual Attachments and Report Writing. (VARW)	-	25	25
13.	English Language Skill Development (ELSD)	50	-	50
14.	Physical and Mental Health (PMH)	50	-	50
15.	Basics of Social Research	75	-	75
16.	ICT Related for Laws and Regulation (ICT LR)	25	-	25
17.	Contemporary Issues	-	-	-
18.	Evaluation Department		-	30
	a. Attendance (20)	20		
	b. Speaker Evaluation (10)	10		
19.	Evaluation by the CMT (25)	25	-	25
Total Marks		575	225	800

5.3 Course Results and Merit Positions

5.3.1 Course Results

The outcome of our training programs is a testament to the dedication of both participants and instructors. The pursuit of excellence and knowledge is reflected in the results achieved by the participants in various courses. The following table provides an overview of the results for different courses conducted during the 2022-2023 financial year.



Table 5.7: Results of different courses (FTC, ACAD, SSC, PPMC, SFTC)

Course Name	Number of Participants		Grade	No. of Scorers
	Attended	Passed		
73 rd FTC	462	459	A	59
		(Released-01)	B+	398
		(Fail-02)	B	02
74 th FTC	90	89	A	06
		(Released-01)	B+	79
			Passed Only	04
75 th FTC	604	Released-02	On going	
Advanced Course on Administrative & Development (ACAD)				
137 th ACAD	27	Result yet to be published		
138 th ACAD	20	Result yet to be published		
139 th ACAD	34	Result yet to be published		
140 th ACAD	28	Result yet to be published		
141 st ACAD	33	Result yet to be published		
Senior Staff Course (SSC)				
102 nd SSC	34	34	A+	29
			A	05
103 rd SSC	23	23	A+	23
104 th SSC	25	Result yet to be published		
105 th SSC	33	33	A+	33
106 th SSC	39	Result yet to be published		
Policy Planning Management Course (PPMC)				
23 rd PPMC		Result yet to be published		
Special Foundation Training Courses (SFTC)				
3 rd SFTC for the DIFE Officials	29	29	A	02
			B+	24
			B	02
			Pass only	01
3 rd SFTC for the EED Officials	30	30	A	19
			B+	11

Course Name	Number of Participants		Grade	No. of Scorers
	Attended	Passed		
SFTC for the ACC Officials	70	70	A+	01
			A	02
			B+	60
			B	07
4 th SFTC for the DIFE Officials	30	30	A	07
			B+	23
4 th SFTC for the Officials of Roads and Highways Department	40	40	B+	31
			B	08
			Pass Only	01
Short Course				
Administrative and Financial Management Course for BoU Officials	30	30	A	07
			B+	22
			B	01

5.3.2 Merit Positions

Recognizing outstanding achievement is an integral part of BPATC'S commitment to nurturing talent and fostering excellence. Merit positions are awarded to participants who demonstrate exceptional performance and dedication. The top performers in each course are not only a source of inspiration for their peers but also exemplify the high standards uphold at BPATC.

Table 5.8: Merit Positions in 74th FTC. (Top 20% of total Participants)

Roll	Participant	Cadre	Position
223	Md. Mizanur Rahman	BPATC Faculty	1
204	Farhana Afroz	BCS (Agriculture)	2
405	Mst. Beauty Khatun	BCS (Audit & Accounts)	3
406	Smritee Rani Bonik	BCS (Audit & Accounts)	4
206	Md. Zakir Hossain	BCS (Information)	5
320	Md. Shahadat Hossine	BPATC Faculty	6
414	Md. Abdullah Al Mamun	BPATC Faculty	7
418	Mohammad Soheli	BCS (Agriculture)	8
422	Farzana Rahman	BCS (Agriculture)	9
214	Samiana Sultana	BPATC Faculty	10
404	M A Ahad Khandoker	BCS (Food)	11



Roll	Participant	Cadre	Position
306	Mariam Akther	BCS (Audit & Accounts)	12
417	Dinesh Chandra Roy	BCS (Agriculture)	13
104	Taniya Islam	BCS (Police)	14
309	Mahfuza Shamima Akhter	BCS (Livestock)	15
409	Mahmud Abdullah Al Noman	BCS (Agriculture)	16
310	Md. Imran Hossein	BCS (Agriculture)	17
401	Dali Rani Sarker	BCS (Police)	18

Table 5.9: First Positions in the ACAD

Course Name	Name of Participant (ID)	Designation
ACAD	Result yet to be published	

Table 5.10: First Positions in the SSC

Course Name	Name of Participant (ID)	Designation
102 nd SSC	S M Naimul Haque	Colonel
103 rd SSC	Md Mamunur Rashid Bhuiyan (6492)	Joint Secretary
104 th SSC	Result yet to be published	
105 th SSC	Md Obeidur Rahman	Group Captain
106 th SSC	Result yet to be published	

Table 5.11: First Positions in the PPMC

Course Name	Name of Participant (ID)	Designation
23 rd PPMC	Result yet to be published	



Md. Mizanur Rahman, a participant of the 74th FTC, is receiving the Rector's medal from the Honorable Prime Minister.

CHAPTER SIX

Research, Publication and ICT





6.0 Research, Publication, and ICT

Bangladesh Public Administration Training Centre (BPATC) is mandated to research to generate new knowledge and use the research findings in the training activities. For instance, research findings can be used to prepare cases as training materials, share field experiences during training sessions, and update the training curriculum of a course. BPATC also provides consultancy to advise the government on policy intervention following research findings. The Research and Consultancy (R&C) Division of the Centre has three wings: Research and Development (R&D), Library and Training Aid (LTA), and Computer Centre (CC). This chapter describes the activities of these wings relating to research, publication, and information and communication technology (ICT) of the Centre.

6.1 Research Activities

The Research Branch of the R&D wing manages the Center's research activities. As per the Research Policy 2021, this branch coordinates all research activities, irrespective of the sources of funds, undertaken by the Centre and its faculty members (individually, jointly with either other faculty members or outside experts). Research funds may come from the revenue budget of the Centre, development budget, and bilateral or multilateral agreements. The coordination activities range from the invitation of research proposals to the submission of final research reports after the authorities' approval.

6.1.1 Research Proposal Selection

The formal research process at BPATC starts with a call for research proposals for a financial year. The Research Branch initially scrutinizes the submitted proposals and sends the primarily identified ones to two evaluators. The research applicants and the evaluators remain blind to each other in the evaluation process. The evaluators both provide a score for and comment on each proposal. The researchers of the proposals receiving an average score of 50 per cent from the evaluators are invited to a faculty seminar to defend their proposals. Finally, these proposals, along with a faculty seminar report, are placed in a meeting of the BPATC Research Committee (BRC). The BRC consists of the Vice-Chancellor of the Jahangirnagar University as the Chairperson, two external experts, and all the Center's Members of the Directing Staff (MDS). The BRC discusses the proposals, selects the best ones, and recommends them for Rector's approval. The Rector finally approves the recommended proposals. The Director of the R&D wing then issues an office order on the approved proposals.

Responding to the call for proposals under the financial year 2023-24, the Research Branch received twenty-one research



proposals. After primary scrutiny, seventeen proposals were put on the review process described above. The applicants of fifteen proposals presented their research ideas in a two-day seminar on 22 and 23 May 2023. The 63rd BRC meeting on 6 June 2023 recommended seven research proposals for the 2023-24 financial year, which the Rector later approved (Table 6.1).

Table 6.1: Approved Research Proposals under FY 2023-2024

Research Title	Research Team	Budget
1. An empirical study between food safety knowledge among employees and export performance of processed food industries	B. M Masiur Rahman, Research and Development, Bangladesh Food Safety Authority Tanzina Akhter, Assistant Director, BPATC Md. Taif Ali, Research Officer, Bangladesh Food Safety Authority	Tk. 4,80,000/-
2. Factors associated with women's empowerment in rural Bangladesh	Md. Tuhin Ahmed, Lecturer, Dept. of Economics, Sheikh Hasina University, Netrokona Maimuna Bintay Masud, Research Officer, BPATC	Tk. 3,00,000/-
3. Local good governance practices and obstacles in Bangladesh's public sector management: A study in Upazila administration	Dr. Shumshunnahar, Associate Professor, Dept. of Public Administration, Comilla University Dr. Md. Ruhul Amin, Associate Professor, Dept. of Public Administration, Comilla University Mohammad Nazrul Islam, Publication Officer, BPATC	Tk. 7,00,000/-
4. Role of RPATCs in imparting training to the different grade government employees: An analysis	Baby Rani Karmakar, MDS, BPATC Md. Siddiqur Rahman, Director, BPATC Md. Masud Ahmed, DD, BPATC Rumana Tanjin Antara, DD, BPATC	Tk. 7,00,000/-
5. Training Need Assessment (TNA) of Bangladesh's secondary and higher secondary education level teachers to implement formative assessments under the revised National Curriculum Framework 2020	Dr. Mohammad Ziaul Islam, System Analyst, BPATC Kazi Md Rukan Uddin, Officer in Special Duty-DSHE (Deputation on Higher Education) JDS Fellow	Tk. 7,00,000/-
6. Low-income groups in Bangladesh: Examining the impact of price increases on wage negotiation and bargaining power	Jayed Bin Sattar, Research Associate, BIDS Rafia Islam, Research Officer, BPATC	Tk. 3,00,000/-

Research Title	Research Team	Budget
7. Utilizing green HRM in public and private organizations to achieve SDG's	Md. Razibul Islam, Director, BPATC Dr. Dhanonjoy Kumar, Professor, Dept. of Management, Islamic University, Kushtia Sibbir Ahmed, PS to Rector (DD), BPATC Milton Chandra Paul, Assistant Director, BPATC	Tk. 7,00,000/-

6.1.2 Research Report Approval

The researchers get around one year to complete their research works from the date of release of funds in favour of their research works. After completing their work, they submit their draft research reports to the Research Branch. Then they present their research findings in a faculty meeting. The researchers are then requested to submit a revised research report based on the feedback received from the faculty meeting. The revised research report and an account of the faculty seminar are then sent to two evaluators nominated by the BRC to evaluate it using a prescribed format. The comments from the evaluators are communicated to the concerned researchers, who submit modified research reports addressing the comments. The final research reports are then placed in a meeting of the BRC for approval.

The BRC approved six research reports in the financial year 2022-23. Table 6.2 below lists the titles of the approved research reports and the financial year they belong to.

Table 6.2: Approved Research Reports

Title of Research	Financial Year of the Research
1. Organizational culture and development: A comparative study on civil and defense training institutions	2020-2021
2. Administrative Reforms: Review, current practices and future requirement in Bangladesh	2020-2021
3. Leadership Challenges of Upazila Nirbahi Officers (UNOs): A landscape of female representation in field administration in Bangladesh	2021-2022
4. Contribution of BPATC's Digitization initiatives to its core values	2021-2022
5. Addressing SDG's through sustainable public procurement: A study on Bangladesh	2021-2022
6. Sustainable Development Goals (SDGs) and wellbeing of garment workers in Bangladesh: ethnographic exploration in the context of Covid 19	2021-2022



6.1.3 Dissemination of Research Findings

Social research unravels social problems. Thus, the findings of social research benefit practitioners in making appropriate decisions when dealing with social issues. Keeping this in mind, the Research Branch has developed an organizational practice of disseminating research findings through multipronged avenues, including the Internet and physical means. In the financial year 2022-23, the branch published a policy brief describing the key findings and implications from four researches completed in the previous financial year, 2021-22. The policy brief is available in printed and online versions. Moreover, a dissemination seminar was organized on 28 November 2022. Findings from the researches were discussed in the seminar. Officials from relevant ministries and organizations attended the seminar and participated in the discussions. Reports of all completed research, including the policy brief, are uploaded onto the Centre's e-repository.



6.1.4 Approval of Revised Research Policy

A research policy guides the research activities of BPATC. This policy is reviewed and updated from time to time. An initiative was taken in 2020 to update the policy further by elaborating it. A committee formed in this regard worked out a draft updated policy, which was presented in a special faculty meeting on 01 December 2021. The BRC also discussed the updated draft policy in its 60th, 61st, and 62nd meetings and provided suggestions for incorporation. The 63rd meeting of the BRC took a decision to request the Rector to approve the revised research policy to improve the quality of research at BPATC. Finally, the Rector approved the revised policy in a file on 20 June 2023 and an office order was issued in this regard on 22 June 2023.

6.2 Compilation of Annual Report

The Research Branch prepares the Centre's annual report. It collects information from the wings and branches of the Centre and prepares a draft manuscript. The editorial team of the annual report edits the manuscript. The publication branch takes necessary actions for printing the report. The annual report for the financial year 2021-2022 was published in time, and the printed copies of it were distributed among the members of the BOD, ministries, field-level offices, and heads of different government and semi-government organizations. The soft copy of the report was published on the website of the Centre.

6.3 APA Achievement

The Annual Performance Agreement (APA) achievement of the Research Branch during the FY 2022-2023 is shown in Table 6.3. The Covid-19 pandemic affected the attainment of some of the targets of the APA commitments.

Table 6.3: Achievement of APA by Research Branch in Financial Year 2022-2023

Sl. No.	Activities	Target (Extra Ordinary)	Achievements
1	Publishing the annual report for 2021-2022	By 15 October 2022	The annual report for 2020-2022 was published online and in the printed copy on 15 October 2022.
2	Call for research proposal under the financial year 2023-24	31 January 2023	The notice of the call for research proposals under FY 2023-24 was published on 25 January 2023, and the same was also published in two national dailies- the Daily Star and the Daily Prothom Alo on 31 January 2023.
3	Approval of research proposals for the financial year 2023-24	By 30 June 2023	Research proposals for the financial year 2023-24 were approved by the Rector in a file on 22 June 2023 and an office order was issued on 25 June 2023.
4	Approval of research reports taken in previous financial years	Five research reports	The 63rd BRC meeting held on 6 June 2023 approved six research reports completed in the financial year 2022-23..
5	Publishing approved research reports in the e-repository	Five research reports	Six approved research reports published in the Centre's e-repository.
6	Publication of a policy brief on the completed research reports	31 December 2022	A policy brief on the completed research reports was published on 17 November 2022.
7	Holding a dissemination seminar on completed research reports	31 December 2022	A dissemination seminar on completed research reports was held on 28 November 2022.

6.4 Publication Activities

BPATC Publishes a number of documents every year; prominent among these are Bangladesh Journal of Public Administration (BJPA) and Bangladesh Lok Proshashon Potrika (BLPP). Other publications include newsletter, annual training calendar, annual report, special editions of journals etc. Table 6.4 shows a complete list of publication in FY 2022-23.



Table 6.4: List of publications in FY 2022-2023

Sl. No.	Name of Publications	Number of Publication	Number of Copies of each Publication	Total Number of copies Published during the year
a.	BPATC Training Calendar (2023-24)	01	500	500
b.	RPATC's Training Calendar (2023-24)	01	1000	1000
c.	Annual Report (2021-22)	01	300	300
d.	Bangladesh Journal of Public Administration (BJPA) Vol.30 No.3, 2022	01	700	700
e.	Bangladesh Journal of Public Administration (BJPA) Vol.30 No.4, 2022	01	700	700
f.	বাংলাদেশ লোক-প্রশাসন পত্রিকা (একবিংশতিতম বর্ষ সংখ্যা)	01	300	300
g.	BPATC Newsletter (April- September 2022)	02	300	300
h.	BPATC Newsletter (October- December 2022)	01	300	300
i.	BPATC Newsletter (January-March 2023)	01	300	300

6.5 ICT Activities

IT plays a pivotal role in training management. At BPATC, the computer section ensures seamless connectivity and smooth ICT experience. The service encompasses maintenance of ICT infrastructure, campus-wide Wi-Fi and LAN connectivity, equipping classrooms with IT facilities, maintaining computer labs, core network and server facilities and extending troubleshooting service to end-users. Apart from hardware-related technical assistance, the IT team is also involved in training activities by facilitating learning sessions under ICT and e-governance modules in different courses.

As a leading IT hub, BPATC enjoys state-of-the-art ICT facilities built over the years. A glimpse of the activities performed in the last financial year are as follows:

6.5.1 ICT Master Plan

An ICT master plan for BPATC has been prepared. The plan is approved by the Rector and has been submitted to the PPR wing on 30 April 2023. The roadmap is available on BPATC's website. It includes short-term (1-2 years), mid-term (3-5 years), and long-term (6-10 years) activities. The following are the targets in the plan:

Short-term Plan:

(i)

Hardware, Networking and Internet Systems: Short-term Plan (Single ID Card, Central Content Display, Smart Conference room solution, Smart Class room, Back-up Server & Security System, Increasing Network Management Systems and New laptops);

(ii)

Software and Online Management: Short-term Plan (Upgrade of BPATC ERP, Incorporation

Barcode Systems, Zoom Meeting 20 users License, Developing E-Learning, Enough Turnitin and Licensed version of Application Software, Studio live mixer machine);

(iii)

Training and Manpower: Short-term Plan (ICT/e-Governance Module design, Training for IT Personnel and Users, Appoint/Promote IT Personnel);

Mid-term Plan:

(i)

Hardware, Networking and Internet Systems: Mid-term Plan (Terminal Based Computer Lab, Reinstall the ICT Back-bone of BPATC, Installation of IP PABX and Modern Network Management Systems);

(ii)

Software and Online Management: Mid-term Plan (Complete ERP Systems of BPATC, Integrate Online Payment System, Continuation of Plagiarism Software);

(iii)

Training and Manpower: Mid-term Plan (ICT/e-Governance Module design, Create ICT Posts, Training for IT Personnel and Users);

Long-term Plan:

(i)

Hardware, Networking and Internet Systems: Long-term Plan (Incorporating 4IR Devices, IoT supported Computer Lab);

(ii)

Software and Online Management: Long-term plan (Migration data, AI in Card management systems);

(iii)

Training and Manpower: Long-term plan (Huge Training on 4IR);

6.5.2 Other Activities

Extended Use of Plagiarism Software: User accounts for participants of the core courses have been provided by purchasing the software using the course budgets.

ERP Customization: The CTMS software has been customized for the foundation training course. It facilitates preparation of coordinated results for this course. The other items in of the ERP customization includes: (i) online registration approval system; (ii) e-mail notification; (iii) format of 75th FTC daily schedule update; (iv) resource persons evaluation update.

SSD Inclusion: 220 laptops and 373 desktops have been upgraded by adding SSD devices to them.

Wi-Fi Network Extension: The 15-storeyed dormitory building has been brought under Wi-Fi network coverage fiber optic backbone network. A framework agreement has been done to set up modern Wi-Fi systems in the ITC building and in the auditorium.

Web Portal: BPATC’s website (www.bpatc.gov.bd) has been connected to the national web portal. All previous contents have been stored in this new web address.



New Services: Microsoft office licenses for 120 computers of the ICT lab have been purchased. UPS battery for 300 devices have been purchased and added to the devices. Two advanced colour printers have been purchased and installed. Twenty user accounts from Zoom Education Licensed Software have been purchased.



63rd BRC meeting in progress.



63rd BRC meeting in progress.

CHAPTER SEVEN

Library and Training Aid





7.0 Introduction

BPATC has one of the largest libraries in the country. Every year new stocks are added to already existing collection. The Centre emphasizes modernization of library by adopting breakthrough technology. Enriching the library through collection of quality books and digitalization always gets a priority. Additionally, this wing equips classrooms with sophisticated equipment for facilitating the achievement of the training goals.



Image-1: BPATC Library

7.1 Increased search ability using Online Catalogue at BPATC Library

BPATC Library uses integrated software for membership, cataloguing, check-out and check-in of library materials, report generation etc. A total of 2074 new book titles have been added in this software which are now searchable online through library website (library.bpatc.org.bd). During 2022-2023, the total online searchable titles of BPATC library including RPATC Libraries stood to 55,456 titles and 98,585 copies of books.

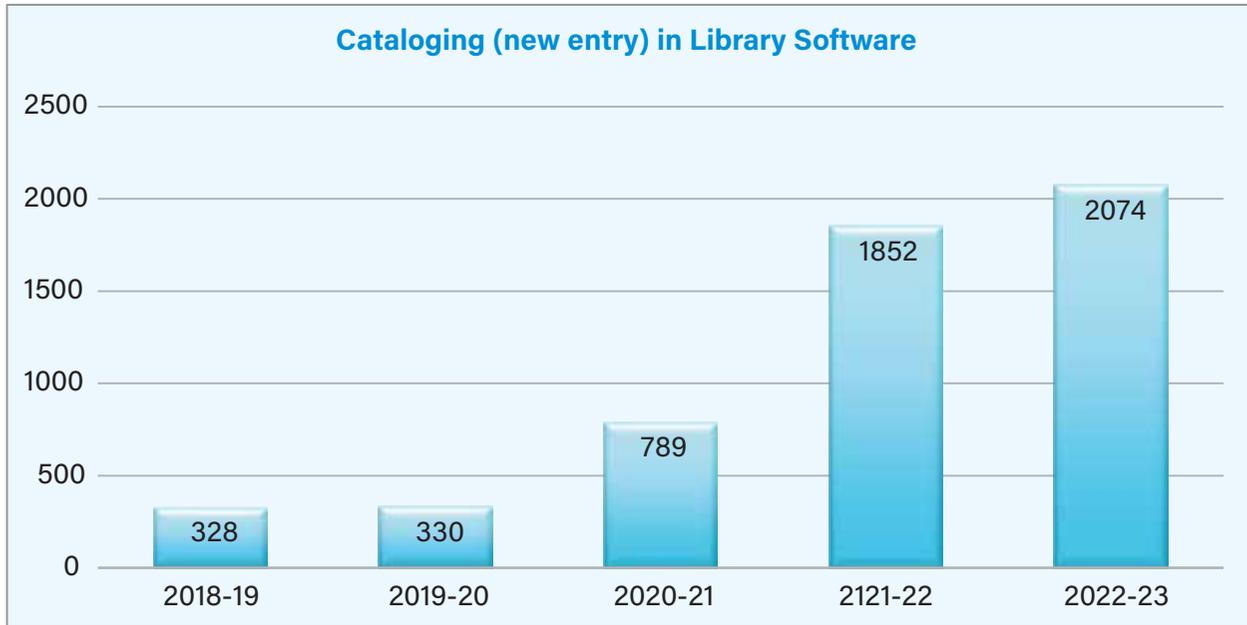


Figure 1: Cataloging (new entry) in Library Software

7.2 Institutional Repository

BPATC Digital Institutional Repository (dspace.bpatc.org.bd) has 807 scanned books, reports, souvenirs, newsletters and other publications up until June 2023. More than 12795 pages (160 documents) of books, BPATC publications and government documents were scanned and uploaded in this repository in this year. All uploaded documents are accessible from any part of the world.

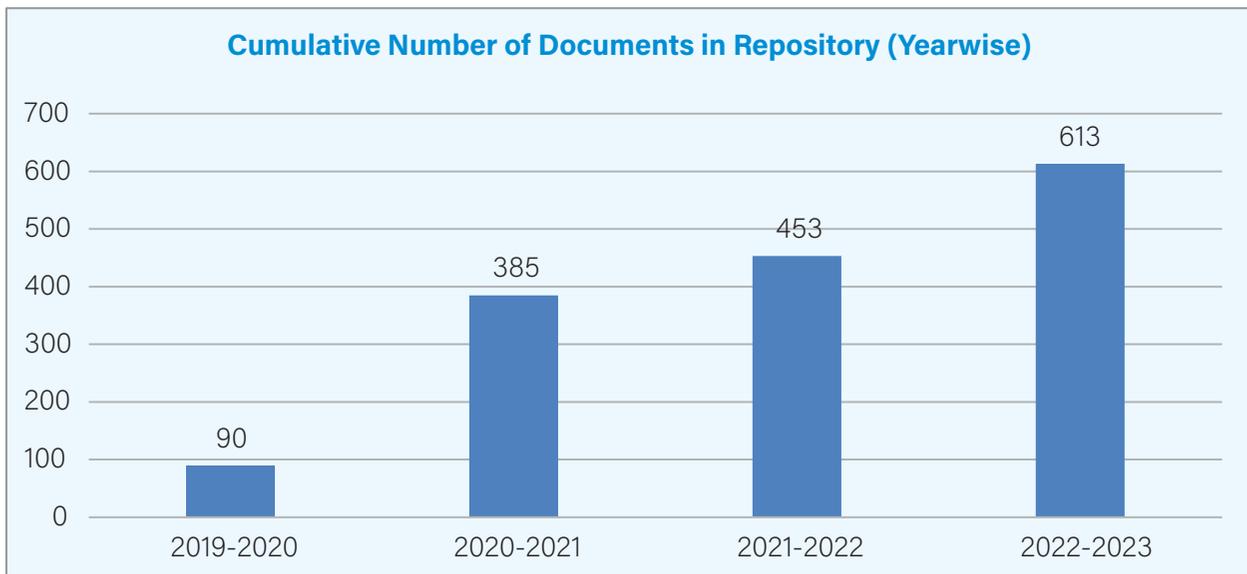


Figure 2: Cumulative Number of Documents in Repository

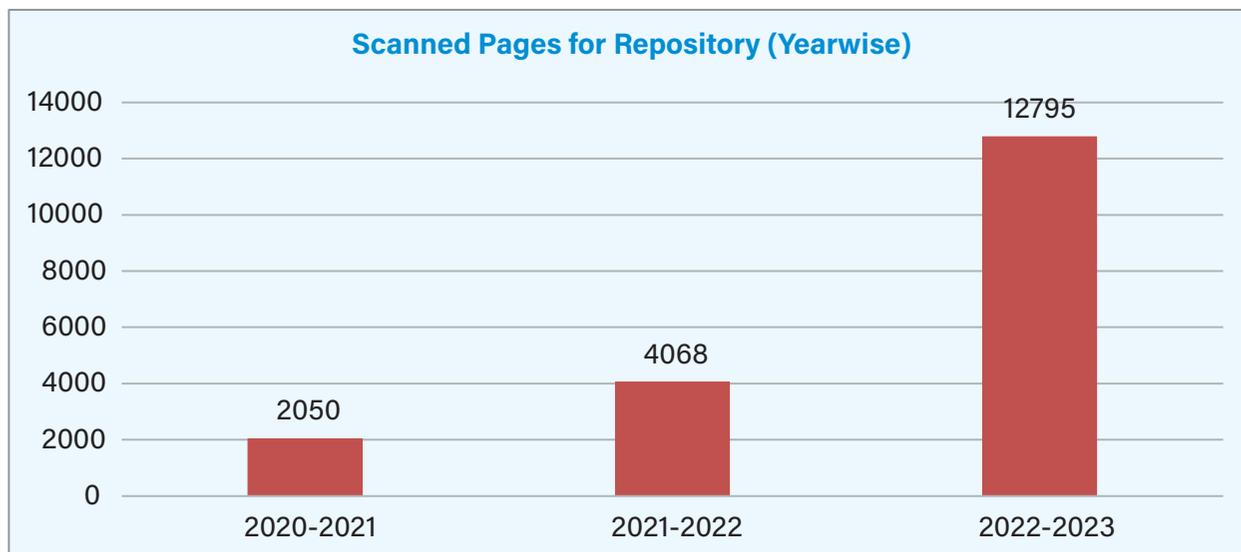


Figure 3: Scanned Pages for Repository

7.3 Online Photo Archive

An online photo archive has been developed in 2022 to publish and archive audio, video and still pictures of different events of the Centre. During this period more than 5000 still photos and videos have been uploaded here (photo-archive.bpatc.org.bd).

7.4 E-book Corner

During 2022, the mini computer lab located on the first floor of BPATC library has been transformed into an eBook Corner. Calibre, an open source ebook management software has been installed in all the computers of this lab to facilitate reading of ebooks. As of now, there are 201 books, and the ongoing process aims to increase the number further.

Table 7.1: Statistical data of BPATC Library during 2022-2023 at a glance

Sl. No.	Statement of Items	Number completed/Achieved
1.	Procured books	220 titles, 455 copies
2.	Copies of publications received	406 copies
3.	Annual reports received from various organizations	45 titles
4.	Journals received (exchange and complimentary)	37 titles
5.	Daily newspapers (per day)	24 titles in newspaper room
7.	Magazines kept (weekly, fortnightly, monthly etc.)	45 titles
8.	Paper clippings kept on	120 topics
9.	Number of new title added	2074 titles

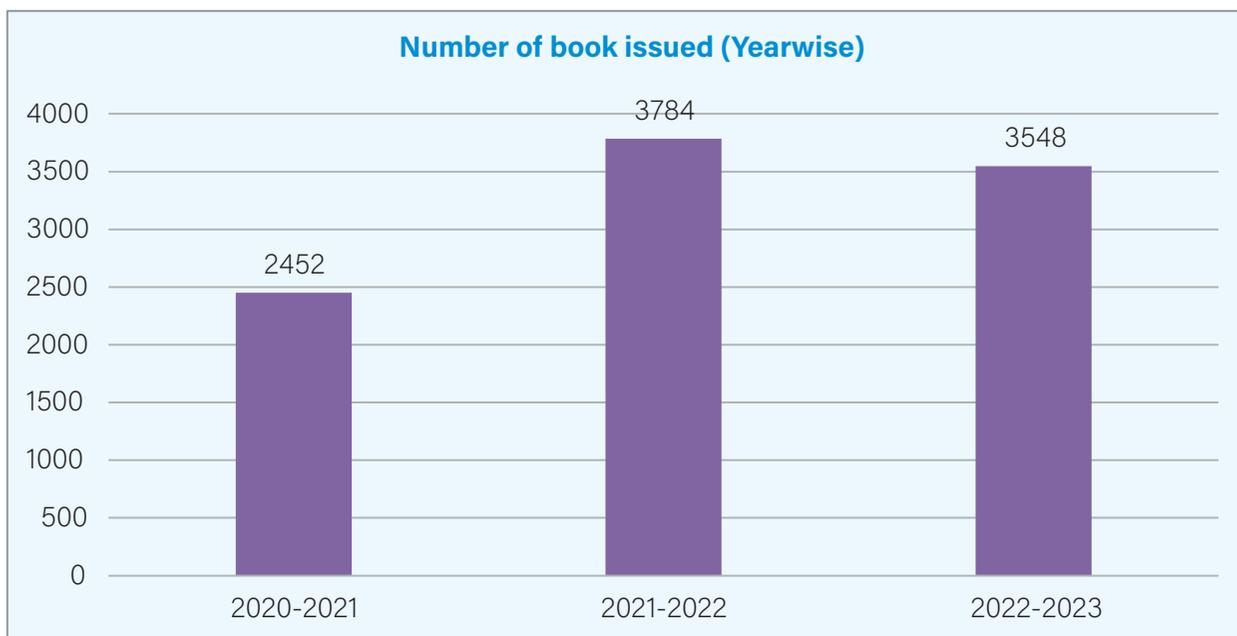


Figure 4: Number of Book Issued (Year wise)

7.5 APA Achievement of Library

The achievements of Library and Training Aid (LTA) in terms of Annual Performance Agreement (APA) during 2022-2023 are shown in the table below.

Table 7.2: APA achievement of BPATC Library during 2022-2023

Activities	Target (Extra Ordinary)	Achievements
Scanning documents	4300 pages	Scanning of 12795 pages and preparing softcopy documents and uploading on Institutional Repository

7.6 Audio-Visual and Reproduction

The Audio-Visual and Reproduction (AVR) section is equipped with the latest equipment's to provide technological support in the academic sessions, seminars, workshops etc. of the Centre. Some other equipment for immersive audio/video experience have been procured during this year.

CHAPTER EIGHT

PHYSICAL CONDITIONING AND GAMES





8.0 Introduction

The details of different conditioning programs rendered to different courses of the centre in the financial year 2022-2023 are outlined in this chapter.

8.1 Physical Conditioning and Games for the Participants

In the 2022-2023 training year, two FTCs were held. In the 73rd FTC and 74th FTC all together 302 participants took part in different physical activities. In the training year of 2022-2023, five (5) ACAD 136th, 137th, 138th, 139th and 140th were held. Altogether 131 participants took part in conditioning and games sessions. Six Senior Staff Courses (SSC) in 2022-2023. A total of 179 participants of the 102nd, 103rd, 104th, 105th, 106th and 107th SSCs took part in physical conditioning and games. In the year 2022-2023 one PPMC was conducted by the BPATC. On 23rd PPMC, 25 participants attended the course. Physical conditioning & games were mandatory for PPMC and they also participated in the afternoon games session. The participants took part in stretching, morning walks, yoga, meditation and different types of physical and therapeutic exercises with the sole aim to prevent degenerative processes and delay ageing. They usually participated in Volleyball, Tennis, Badminton, and Table Tennis and they also practised Swimming as per their personal choice and interest. A friendly volleyball match was organized between the participants and faculty members in each course at the end of the course.



Faculties and Participants of SSC Course are Playing a Friendly Volleyball Match



Faculties and Participants of ACAD Course are Playing a Friendly Volleyball Match



Mr. Md. Ashraf Uddin, Rector, BPATC is Presenting Medals to the Winners of Different Sports Events of 74th FTC

8.2 Annual Sports of the Centre

The 35th Annual Sport of the Centre was held on Thursday, 22 December 2022. Mr. Ramendra Nath Biswas, Rector (Secretary to the Government) of the Centre inaugurated the Annual Sports. The event was spontaneous and participatory and also in festive surroundings. A total of 319 employees participated in the Annual Sports. Out of 319 participants, 253 were male and the rest 66 were female. Among the 58 sports events, mainly 42 track and field events others are 7 events for two groups of boys and girls namely 8 years (2 events), 10 years (2 events), 15 years (2 events) for boys & girls and one very interesting event was dress as you like. One of the most interesting events was Volleyball and Mini Marathon for both groups (male & female) which were held on 25th March before the main event. One of the most exciting and competitive events was the relay race. Four old divisions took part in that event Chittagong and Rajshahi hold the 1st and 2nd positions respectively. Another interesting event was Tug-of-wars between the rector's team VS the organizing committee. Four teams participated in the Volleyball competition Padma, Magna, Jamuna and Surma. The team Surma become champion and Padma secured the runner-up position. One of the very prestigious events was Mini Marathon. Mr. Mohammad Shazhan, Mr. Md. Rohidul Islam & Mr. Md. Shahadat Hossan became 1st, 2nd & 3rd respectively. Ms. Sowkat Ara Khunom, Ms. Nahid Akter and Ms. Shamiam Akter secured 1st, 2nd & 3rd positions respectively in the female Mini-Marathon event. At the end of the sports competition Mr. Mohammed Mezbah Uddin Chowdhury, Senior Secretary of the Ministry of Public Administration (MoPA) handed over the prize to the winners.



Tug-of-Wars Between the Rector's Team VS the Organizing Committee

CHAPTER NINE

DEVELOPMENT PROJECT



9.0 Introduction

At the core of the Bangladesh Public Administration Training Centre (BPATC) lies the pivotal Project and Development wing, which assumes the responsibility of coordinating all ongoing projects. This dynamic wing plays a multifaceted role in the institutional landscape. Not only does it meticulously oversee the execution of ongoing projects, but it also takes on the crucial tasks of devising fresh project proposals, seeking essential approvals, and steering their subsequent implementation, monitoring, and evaluation. This proactive engagement underscores BPATC's commitment to effective project management and robust developmental initiatives.

9.1 Project: Enhancement of Training Capacity of BPATC

In pursuit of enhancing training capabilities within the Bangladesh Public Administration Training Centre (BPATC), two projects have been implemented under the titles 'Enhancement of Training Capacity of BPATC' and 'Enhancement of Capacities in Core Courses of BPATC.' Among these, the project 'Enhancement of Capacities in Core Courses of BPATC' concluded in December 2022. The other project remains ongoing. The work plan for the fiscal year 2022-2023 for both projects is as follows:

9.1.1 Project for Enhancement of Training Capacity of BPATC

The Bangladesh Public Administration Training Centre (BPATC) plays a significant role in the development of the country's human resources as a premier government training institution. However, due to infrastructural limitations, it is not feasible for BPATC to provide foundational and other specialized training to a sufficient number of trainees from its side. The government recruits a substantial number of officials for various services each year. Yet, due to inadequate infrastructure and training provision facilities, a backlog has been created in the foundational training courses. To address this, foundational training courses for BCS (Health) and BCS (Education) cadres of officials from BPATC are being conducted in other institutions due to the lack of sufficient and specialized infrastructure and the required number of departmental members.

In this context, the 'Enhancement of Training Capacity of BPATC' project has been devised. In the continuous pursuit of this objective, the Government of Bangladesh's G2G (Government-to-Government) initiative has allocated a total of BDT 120,760,860 for the project titled 'Enhancement of Training Capacity of BPATC' from January 2017 to June 2025. In order to fulfill this objective, a



coordinated effort has been made to conduct foundational training for 2,100 officials under a similar framework with adequate infrastructure. The work plan for the fiscal year 2022-2023 for this project is outlined as follows:

- Construction of Bangabandhu Sheikh Mujib Academic and Administrative Building (20-storey building with two basements): The construction of two basement levels and 20 storeys of the Bangabandhu Sheikh Mujib Academic and Administrative Building has been completed.
- Completion of the two basements of the Bangabandhu Sheikh Mujib Academic and Administrative Building.
- Construction of a 5-storey Cafeteria Building: The structural work for the cafeteria building with five floors has been completed.
- Construction of a 4-storey Medical Center Building: The construction of the specialized 4-storey Medical Center Building has been completed, and it has been communicated to the BPATC authorities.
- Enhancement and Supplementary Construction Work at the Lake: The design phase for the enhancement and supplementary construction work at the lake has been completed.
- Establishment of Water Purification and Safe Drinking Water Facilities: In each floor of the 15-storey specialized Dormitory Building, water purification and safe drinking water facilities have been set up by the Department of Public Supplies.
- Construction of Substation Building: The construction of the 2-storey Substation Building has been completed, and the installation of machinery in this building has also been accomplished.
- Construction of a 2-storey Residence for the Director of Bengali: The structural work for the second floor of the 2-storey Residence for the Director of Bengali has been completed.

During the fiscal year 2022-2023, the approved allocation for the project was BDT 90,000,000.00, of which BDT 89,998,500.00 has been spent. The financial progress during the fiscal year was 99.99%, and the physical/achievement progress was 10.50%. The cumulative expenditure was BDT 39,662,250.00 (32.84%) and the physical/achievement progress was 35.75%.

9.1.2 Project for Enhancement of Capacities in Core Courses of BPATC:

The project titled "Enhancement of Capacities in Core Courses of BPATC" is being implemented with a grant of BDT 5,000,000.00 from the Development Research Japan (DRJ) - Government of Bangladesh (GoB) Fund. This project aims to strengthen BPATC's capabilities for providing qualitative and international standard training to officials of the Bangladesh Civil Service (Administration) for achieving Vision 2021 as competent officers. With an eye on the future demands of the civil service, the project involves the modernization of BPATC's two lecture theaters, establishment of the Civil Service Knowledge Repository, and creation of a Civil Service Museum.

During the fiscal year 2022-2023, the approved allocation for the project was BDT 368,000.00, of which BDT 142,650.00 has been spent. The financial progress during the fiscal year was 38.74%, and the physical/achievement progress was 4.87%. The cumulative expenditure was BDT 4,774,560.00 (95.49%), and the physical/achievement progress was 97.56%.

9.2 Approval of New Projects

During the fiscal year 2023-2024, with the goal of modernizing regional public administration training centers of BPATC, a new project proposal (DPP) will be submitted to the Ministry of Public Administration for approval.

9.3 Department of Projects and Development's Future Projects

For the purpose of enhancing BPATC's capabilities in the future, the Department of Projects and Development will undertake the approval and process for the following 7 projects:

- a. Curriculum and Curriculum Development Project for BPATC's Courses.
- b. Expansion and Modernization Project of RPATC, Dhaka.
- c. Rajshahi RPATC Expansion and Modernization Project.
- d. Khulna RPATC Expansion and Modernization Project.
- e. Construction Project of RPATCs in Sylhet, Barisal, Rangpur, and Mymensingh.
- f. Cox's Bazar BPATC's 2nd Campus Construction Project.
- g. Enhancement of Residential and Training Support Facilities for BPATC Project.

9.4 Notable Achievements and Successes (July 1, 2022 to June 30, 2023)

Pictures and evidence are given below:



Image 9.1: Basement Construction at the Bangabandhu Sheikh Mujib Academic and Administrative Building.



Image 9.4: 4-storey Specialized Medical Center Building constructed under the project.



Image 9.5: Substation Building constructed under the project.



Image: 9.6: Modernized Classroom (Lecture Theater) within the scope of the project for the enhancement of capacities in core courses of BPATC.



Image 9.7: Modernized Classroom (Lecture Theater) within the scope of the project for the enhancement of capacities in core courses of BPATC.

CHAPTER TEN

FINANCE





10.0 Income and Expenditure of BPATC

In accordance with Section 3 (2) of the BPATC Act 2018, BPATC is a statutory body. Rector, who is a Secretary to the Government, is responsible for the management and operation of the funds of the Centre. In order to maintain efficient and effective financial management of the Centre (including the four RPATCs), financial power has been decentralized and delegated amongst different officers. Deputy Director (Finance) works as the drawing and disbursing Officer in favour of the Rector who coordinates and supervises all financial activities.

The main sources of the income of the Centre are government budget and house rent of the employees who are residing in the campus etc. On the other hand, the item of expenditure includes, the procurement of training materials, stationery items, ICT-related items, repairing work of residential and non-residential buildings, internal roads, purchasing a Hematology Analyzer for Pathology Lab and Purchasing Medicines, Surgical Materials, and pay and allowances.

The fund of the Centre is raised from the following sources:

- (a) Grants made by the Government
- (b) House rent, selling of fruits and fish etc. of the centre
- (c) Sale proceeds and royalties accruing from the property owned by the Centre and
- (d) Fees and fare of different facilities of the Centre





Table 10.1: Summary of Budget of Financial Year 2022-23

SI No.	Item of Budget	Taka
1.	Total Budget	Tk. 174,95,00,000 (One hundred seventy four crore ninty five lac only)
2.	Revised Budget	Tk.161,23,75,000 (One hundred Sixty one crore twenty three lac seventy five thousand only)
3.	The Budget of 4 RPATC's	Tk.30,00,00,000 (thirty crore only)
4.	Revised Budget of RPATC's (included in the revised budget of BPATC.)	Tk. 29,41,00,000 (twenty nine crore forty one lac only)
5.	Total Expenditure (BPATC and 4 RPATC's together) on 30 June 2023.	Tk. 84,65,59,350 (Eighty four crore sixty five lac fifty nine thousand three hundred fifty only)
6.	Total Unspent Money	Tk. (161,23,75,000-84,65,59,350) = 76,58,15,650 (Seventy six crore fifty eight lac fifteen thousand six hundred fifty only)

A detailed account of the income and expenditure that took place during the financial year (1 July 2022 to 30 June 2023) is available in the following table.

Table 10.2: Financial Statements for Fiscal Year 2022-23

Incomes			Expenditures		
Name of the Heads	FY 2021-22	FY 2022-23	Name of the Heads	FY 2021-22	FY 2022-23
Pay of Officers	63,000,000.00	64,500,000.00	(A) Total Pay (Officers and Establishment)	53,132,394.00	55,763,593.00
Pay of Establishment	74,000,000.00	77,700,000.00		62,642,479.00	62,077,348.00
Allowances	105,150,000.00	115,400,000.00	(B) Allowances	95,488,437.00	89,990,098.00
Supply and Servicing Capitals	748,100,000.00	806,700,000.00	(C) Total Operating Expenses	502,006,145.00	583,109,970.00
Pension and Retirement Benefits	30,000,000.00	31,000,000.00	(D) Welfare Expenditure (Pension and Social Welfare)	31,036,431.00	32,538,783.00
Special Grant	4,500,000.00	5,000,000.00	(E) Others Grant	6,200,390.00	2,767,228.00
Research Grant	21,000,000.00	21,000,000.00	(F) Total Capital Expenditure (Building and Installations, Office Equipments, Computers)	88,725,301.00	20,312,330.00
Others Grant	900,000.00	1,000,000.00	(G) Others Capital Grant	514,970.00	
Machinaries Grant	13,950,000.00	17,900,000.00	Total Exp.(A to G)	839,746,547.00	846,559,350.00
Vehicle Grant	18,500,000.00	17,025,000.00	Closing Balance	393,353,453.00	765,815,650.00
Building and Installations	90,000,000.00	00			
Acquisition of Land	00	394,750,000.00			
Information and Communication Technology Grant	60,000,000.00	55,000,000.00			
Others Capital Grant	4,000,000.00	5,400,000.00			
Grand total	1,233,100,003.00	1,612,375,000.00	Grand Total	1,233,100,000.00	1,612,375,000.00

10.1 Year wise Income, Expenditure and Budget Utilization of BPATC

Year wise Income, Expenditure and Budget Utilization

Financial Years	Total Allotment (Including Own Fund)	Total Expenditure	Unspent Amount	% of Budget Utilized
1984-1985	14,000,000.00	10,645,000.00	3,355,000.00	76
1985-1986	18,668,000.00	18,662,000.00	6,000.00	99.99
1986-1987	22,020,000.00	21,652,000.00	368,000.00	98
1987-1988	27,216,000.00	25,752,000.00	1,464,000.00	95
1988-1989	35,304,000.00	34,125,000.00	1,179,000.00	97
1989-1990	39,588,000.00	39,070,000.00	518,000.00	99
1990-1991	33,846,000.00	32,745,000.00	1,101,000.00	97
1991-1992	38,891,000.00	38,296,000.00	595,000.00	98
1992-1993	37,894,000.00	37,574,000.00	320,000.00	99
1993-1994	61,330,000.00	48,407,000.00	12,923,000.00	79
1994-1995	59,101,000.00	46,149,000.00	12,952,000.00	78
1995-1996	67,868,000.00	66,036,000.00	1,832,000.00	97
1996-1997	61,873,000.00	60,172,000.00	1,701,000.00	97
1997-1998	62,360,000.00	60,773,000.00	1,587,000.00	97
1998-1999	61,643,000.00	59,783,000.00	1,860,000.00	97
1999-2000	70,434,000.00	68,946,000.00	1,488,000.00	98
2000-2001	70,000,000.00	68,127,000.00	1,873,000.00	97
2001-2002	77,200,000.00	76,159,000.00	1,041,000.00	99
2002-2003	86,070,000.00	85,797,000.00	273,000.00	99.98
2003-2004	90,623,000.00	89,439,000.00	1,184,000.00	99
2004-2005	105,470,000.00	104,880,000.00	590,000.00	99
2005-2006	117,390,000.00	116,073,000.00	1,317,000.00	99
2006-2007	127,817,000.00	127,200,000.00	617,000.00	99.99
2007-2008	141,218,000.00	140,603,000.00	615,000.00	99.99
2008-2009	167,114,000.00	162,560,000.00	4,554,000.00	97
2009-2010	228,988,000.00	228,859,000.00	129,000.00	99.99
2010-2011	297,174,000.00	286,949,000.00	10,225,000.00	97
2011-2012	299,121,000.00	265,011,000.00	34,110,000.00	89
2012-2013	311,556,000.00	290,428,000.00	21,128,000.00	93
2013-2014	366,188,000.00	338,865,000.00	27,323,000.00	93
2014-2015	458,070,000.00	436,069,000.00	22,001,000.00	95
2015-2016	540,971,000.00	520,872,000.00	20,099,000.00	96
2016-2017	619,411,000.00	588,919,000.00	30,492,000.00	95
2017-2018	1,130,974,000.00	1,065,362,000.00	65,612,000.00	94
2018-2019	997,428,000.00	887,317,000.00	110,111,000.00	89
2019-2020	1,023,669,000.00	654,450,000.00	369,219,000.00	64
2020-2021	1,127,988,000.00	814,595,000.00	313,393,000.00	72
2021-2022	1,233,100,000.00	839,747,000.00	393,353,000.00	68
2022-2023	1,612,375,000.00	846,559,350.00	765,815,650.00	52.5



The Budget of BPATC always includes the allotment for its four Regional Centres. At the beginning of BPATC, its budget was only Taka 14,000,000 (One Crore Forty Lac). It took almost 20 years (from 1984-85 to 2004-05) to reach its budget of 10 (ten) Crore. From then, the total allowance for BPATC gained momentum, and within the next 12 years, it crossed the 100 (hundred) crore landmark. In the last fiscal year, the total allotment for BPATC was Taka 161,23,75,000 (One hundred Sixty one crore twenty three lac seventy five thousand only) which is 127% higher than the allotment made at the year of its inception. The government has substantially increased allocation for BPATC, which clarifies the government's intention, capacity and focus to invest in training and Human Resource Management (HRM). BPATC has also shown its capability in budget utilization. Most of the year, it has exhausted more than 97% of its total allocation, though the recent trend is somewhat different. Last year the budget utilization was only 52.5%, and an amount of Taka 76,58,15,650 (Seventy six crore fifty eight lac fifteen thousand six hundred fifty only) remained unspent.

CHAPTER ELEVEN

MISCELLANEOUS





11.0 Welfare

Most of the officers and employees of BPATC reside inside its campus along with their families. Moreover, all of the participants of the different training programmes of the Centre live on campus during their training programmes. Despite various limitations, the Centre has initiated different welfare activities for its participants, officers and employees. There are some small organizations within the campus of the Centre that run various welfare activities. These organizations include the BPATC School and College, clinic, mosque, officers' club, employees' club, and ladies club. Brief accounts of the welfare activities of these organizations undertaken during the last financial year are given in the following sections.

11.1 BPATC School & College

In the financial year 2022-23, BPATC School & College continued its educational program without any hindrance as the Covid-19 situation improved. Altogether 55 teachers worked in the school and the college sections same as the previous year. The school section had 28 teachers, while the college section had 27 teachers.

11.1.2 Students of BPATC School & College

The following table shows the distribution of the students in the school and the college sections. It shows that the number of students had increased in the academic year 2022-23 compared to that of the previous academic session in both the school and the college sections.





Table 11.1: Distributions of Students in the School and College Section

Academic Session	Group	Students		
		Boys	Girls	Total
School Section				
2022-23	Not Applicable	538	491	1029
2023-24	Not Applicable	607	554	1161
College Section				
2021-22	Science	112	129	241
	Humanities	35	75	110
	Business Studies	60	112	172
	Total	207	316	523
2022-23	Science	114	141	255
	Humanities	49	84	133
	Business Studies	85	121	206
	Total	248	346	594

11.1.3 Academic Performance by Students

11.1.3.1 Performance in the PEC Exam

In the academic years 2021 and 2022, no examination was held. Therefore, a comparison of results was not possible.

11.2.3.2 Performance in the JSC Exam

Junior School Certificate (JSC) examination was not held in 2021 and 2022. Therefore, a comparison of results was not possible.

11.1.3.3 Performance in the SSC Exam

In 2022, 118 students participated in the Secondary School Certificate (SSC) examination, and 116 of them passed it. Out of the total students that appeared in the examination, 60.16 per cent got a GPA of 5 points. Though the number of students appearing in the SSC examination was lower in 2022 than that of 2021, the percentage of getting GPA-5 increased from 51.74 per cent to 60.16 per cent. A comparison of results in the SSC examination between 2022 and 2021 is presented in Table 11.2 below.

Table 11.2: Comparison of Performance of Students in the SSC Exam

(Data within parentheses show percentage)

Year	No. of Student		Result						
	Appeared	Passed	GPA 5	GPA 4 to <5	GPA 3.5 to <4	GPA 3 to <3.5	GPA 2 to <3	GPA 1 to <2	Fail
2021	143	143	74 (51.74)	67 (46.85)	1 (0.69)	1 (0.69)			
2022	118	116	71 (60.16)	33 (27.96)	0	5 (4.23)	1 (0.84)	0	2 (1.69)

11.1.3.4 Performance in the HSC Exam

In 2022, 519 students participated in the Higher Secondary Certificate (HSC) examination, and 517 of them passed it. Out of the total students that appeared in the examination, 57.41 per cent got a GPA of 5 points. Though the number of students appearing in the HSC examination was lower in 2022 than that of 2021, the percentage of getting GPA-5 increased from 53.87 per cent to 57.41 per cent. A comparison of results in the HSC examination between 2022 and 2021 is presented in Table 11.3 below.

Table 11.3: Comparison of Performance of Students in the HSC Exam

(Data within parentheses show percentage)

Year	No. of Student		Result						
	Appeared	Passed	GPA 5	GPA 4 to <5	GPA 3.5 to <4	GPA 3 to <3.5	GPA 2 to <3	GPA 1 to <2	Fail
2021	568	566	306 (53.87)	248 (43.66)	12 (2.11)	0	0	0	2 (0.35)
2022	519	517	298 (57.41)	200 (38.53)	17 (3.27)	0	0	0	2 (0.38)

11.1.4 Income and Expenditure

The total income from the BPATC School & College students and the donation from BPATC for the financial year 2022-23 was Taka 5,86,51,938.00 (Five crores eighty-six lakh fifty-one thousand nine hundred thirty-eight). In contrast, the total expenditure for the same period was Taka 4,57,11,033.00 (Four crores fifty-seven lakh eleven thousand thirty-three). A comparative statement of the income and expenditure of the said financial year is shown in Table 11.3 below.

Table 11.4: Comparative statement of the income and expenditure in the financial year 2022-2023

Group		Students	
Boys	Girls	Girls	Total
Tuition fee	2,41,24,705.00	Teacher & staff salary, allowances	2,89,64,667.00
Session fee	89,48,600.00	Gratuity	19,03,860.00
Examination fee	39,70,825.00	Examination (internal)	38,22,129.00
Late and Absent Fee	10,59,175.00	IT/Computer	18,93,350.00
Online Charge	3,55,784.00	Furniture making & repair	3,37,866.00
Identity card	4,00,050.00	Board fee	14,07,626.00
Study tour	7,32,000.00	Study tour	7,32,000.00
Board fee	14,18,843.00	Stationeries	2,63,842.00
Admission fee	19,70,210.00	Annual sports & cultural function	8,89,300.00
Miscellaneous	14,988.00	Scout fee	39,750.00
Development fee	64,50,910.00	Honorary Guest Teacher	31,753.00
Transport fee	46,00,950.00	Immediate/Miscellaneous	9,09,513.00
Laboratory fee	26,10,700.00	Repair of IT Equipment	3,13,700.00
Others Income	3,50,449.00	Building painting & repair	7,05,225.00
Transfer Certificate fee	71,700.00	Lab Expenses	1,32,550.00
Prospectus fee	1,22,400.00	News paper	21,255.00
Due Amount	3,76,377.00	Gas & Electricity bill	2,45,928.00
Adjustment	2,73,227.00	Social Welfare	65,000.00
BPATC Donation	8,00,000.00	Nobinboron /orientation	1,22,350.00
	00.00	Teachers appointment expenses	1,77,500.00
	00.00	National programmes	3,62,445.00
	00.00	Admission test	75,233.00
	00.00	Transport (fuel, repair etc.)	19,83,216.00
	00.00	Advertising	1,49,183.00
	00.00	ID card, name plate, rock tape making	1,61,332.00
	00.00	Bank charge	460.00
Total Income	5,86,51,938.00	Total Expenditure	4,57,11,033.00
Opening balance	1,77,75,139.00	Closing balance	3,07,16,044.00
Grand Total	7,64,27,077.00	Grand Total	7,64,27,077.00

11.2 Ladies Club, BPATC

In the financial year 2022-2023, the club performed a good number of social welfare activities. The club generated fund receiving the budget from the social welfare fund of BPATC, the members' monthly contribution, and earnings from playgroup school, which is being run by the club (called Ankur Preparatory School). During the financial year 2022-2023, the club performed the following activities:

- A farewell was arranged for club members due to transfer/retirement from their job and BPATC.
- Ladies club organized 'Women day' and other National programmes (16 December, 21 February);
- Arranged a Bangla Cultural Festival (Pitha Uthshob) for the members-only in the club premises;
- 'Ankur Preparatory School' was managed by Ladies Club properly; Ladies Club financially helped the low-income family.



Mr. Md. Ashraf Uddin, Rector, BPATC is Hoisting the National Flag at 'Ankur Preparatory School' managed by Ladies Club



11.4 BPATC Officer's Club

This financial year 2022-23, The Officer's club has received taka 6,00,000/- as a grant for its fund from the competent authority of the Centre. The club runs its activities with the assistance of this fund. The club performed the following activities during the financial year 2022-2023.

1. All the National days were jointly observed with the lady's club and the Centre with due solemnity. Recitation, music and drawing competitions for the children and friendly football/volleyball matches for the officers were arranged in observance of victory day and International Mother Language Day, Independence Day as well.
2. The club has organised the farewell programme regularly for retired and transferred officers of the Centre.
3. The club has established a shop at BPATC Shopping Complex to sell Milk Vita products for the participants, students and the family members.
4. The club has also jointly organized cultural programme combined with lady's club for family members of BPATC.
5. This financial year, the club has purchased equipments like furniture, crockeries items, sports instruments for several programme.
6. The club also organized annual picnic at Shohag Palli, Gazipur with the assistance of BPATC & BPATC Kormochari club.

ANNEXTURE-A

Summary of Grade-wise Manpower of BPATC from Grade-9 and Above

Grade-9 and Above

Sl. No.	Name of Posts	Number of Sanctioned Posts	Number of Existing Manpower	Number of Vacant Posts
1.	Rector	1	1	0
2.	MDS	6	5	1
3.	Director	19	16	3
4.	System Analyst	1	1	0
5.	Deputy Director	28	26	2
6.	Librarian	2	1	1
7.	Assistant System Analyst	1	0	1
8.	Programmer	1	1	0
9.	Medical Officer	3	2	1
10.	Senior Research Officer	2	2	0
11.	Assistant Director	36	18	18
12.	Assistant Programmer	4	4	0
13.	Evaluation Officer	6	6	0
14.	Research Officer	6	6	0
15.	PS to Rector	1	0	1
16.	Publication Officer	1	1	0
17.	Assistant Engineer	2	0	2
	Total	120	90	30

Nota bene: (a) Sanctioned Post= 120; (b) Existing Manpower= 90; (c) Vacant post = 30



Summary of Grade-wise Manpower of BPATC from Grade 10 to Grade 17-20.

Grade-10:

Sl. No.	Name of Posts	Number of Sanctioned Posts	Number of Existing Manpower	Number of Vacant Posts
1.	Junior Instructor	4	4	0
2.	Assistant Librarian	2	2	0
3.	Assistant Publication Officer	1	1	0
4.	Office Supervisor	1	1	0
5.	Account Officer	1	1	0
6.	Estate Officer	1	0	1
7.	Purchase Officer	1	1	0
8.	Comptroller	1	1	0
9.	Budget Officer	1	1	0
10.	Transport Supervisor	1	1	0
11.	Supervisor (civil)	1	1	0
12.	Estimator	1	1	0
13.	Technical Supervisor	6	3	3
14.	Sub-Asst. Engineer	2	0	2
	Total	24	18	6

Nota bene: (a) Sanction Post= 24; (b) Existing Manpower= 18; (c) Vacant post = 6

Grade 11-16:

Sl. No.	Name of Posts	Number of Sanctioned Posts	Number of Existing Manpower	Number of Vacant Posts
1.	Coping & Duple Supervisor	1	1	0
2.	Store keeper	1	1	0
3.	Cafeteria Manager	1	1	0
4.	Pharmacist	1	0	1
5.	Nurse	1	0	1
6.	Artist	1	0	1
7.	Computer Operator	4	3	1
8.	Head Assistant	4	1	3
9.	Training Assistant	4	3	1

Sl. No.	Name of Posts	Number of Sanctioned Posts	Number of Existing Manpower	Number of Vacant Posts
10.	Training Assistant	1	0	1
11.	Statistical Assistant	4	0	4
12.	Cataloger	8	6	2
13.	Accountant	5	5	0
14.	Stenographer/ P. A	8	5	3
15.	Steno- Typist	20	18	4
16.	Imam	1	1	0
17.	UDA	24	20	4
18.	Cashier	5	2	3
19.	Caretaker	2	2	0
20.	Compounder	2	2	0
21.	Photographer	1	0	1
22.	Electrician	2	1	1
23.	Muazzin	1	1	0
24.	Move Projector Operator	1	0	1
25.	LDA	33	24	9
26.	Data Entry/ Control Operator	4	3	1
27.	LDA-Cum Computer Typist	6	5	1
28.	Office Assistant / LDA Cum Typist	2	0	2
29.	Typist/ LDA	1	0	1
30.	Computer Typist	27	13	14
31.	Darkroom Attendant	1	1	0
32.	Telephone Operator	6	4	2
33.	Receptionist	2	2	0
34.	Cafeteria Account Assistant	1	1	0
35.	Cafeteria Cashier	1	1	0
36.	Cafeteria Supervisor	2	2	0
37.	Cafeteria Procurement Assistant	1	1	0
38.	Procurement Assistant	1	0	1
39.	Guest House Assistant	1	1	0
40.	Dormitory Supervisor	9	7	2
41.	PA System Operator	1	0	1



Sl. No.	Name of Posts	Number of Sanctioned Posts	Number of Existing Manpower	Number of Vacant Posts
42.	Accounts Assistant	2	1	1
43.	Telephone Mechanic	1	0	1
44.	Driver	23	20	3
45.	Garage Mechanic	1	0	1
46.	Cook	2	2	0
47.	Rajmistri	1	1	0
48.	Plumber	2	2	0
	Total	234	164	70

Nota bene: (a) Sanction Post= 234; (b) Existing Manpower= 164; (c) Vacant post = 70

Grade 17-20

Sl. No.	Name of Posts	Number of Sanctioned Posts	Number of Existing Manpower	Number of Vacant Posts
1.	Binder	2	2	0
2.	Cafeteria Cook/ Head Cook	2	1	1
3.	Cook	4	1	3
4.	Assistant Cook	4	3	1
5.	Cafeteria Waiter	16	14	2
6.	MLSS	99	45	54
7.	Gardener	10	8	2
8.	Night Guard	4	2	2
9.	Prohori	2	2	0
10.	Security Prohori	26	19	7
11.	Sports Pion	3	1	2
12.	Messenger	6	4	2
13.	Room Bearer	8	5	3
14.	Room Boy	4	3	1
15.	Class Room Attendant	11	4	7
16.	Dispatch Rider	4	3	1
17.	Sports & Common Room Assistant	1	0	1
18.	Photocopy Operator	10	4	6

Sl. No.	Name of Posts	Number of Sanctioned Posts	Number of Existing Manpower	Number of Vacant Posts
19.	Library Attendant	5	3	2
20.	Guest House Attendant	2	2	0
21.	Club Attendant	1	1	0
22.	Bus Helper	2	0	2
23.	Assistant Electrician	2	1	1
24.	Garage Helper	1	0	1
25.	Campus Carpenter	2	2	0
26.	Kitchen Boy	6	6	0
27.	Rajmistri Helper	1	1	0
28.	Pump Operator	1	1	0
29.	Khedem	1	1	0
30.	Electrician Cum-Pump Operator	4	2	2
31.	Cleaner	28	21	7
	Total	272	162	110



ANNEXTURE-B

Table 01: Distribution of patients attended in BPATC Clinic by participants and other than participants in the year 2022-23:

Sl. No.	Type of patient	Number of patients	Percentage (%)
01.	Participant	6615	23 %
02.	Other than participant	22147	77 %
Total		28762	100%

Table 02: Distribution of patients attended in BPATC Clinic by age and sex:

Sl. No.	Type of patient	Number of patients	Percentage (%)
01.	Male	15819	55 %
02.	Female	8341	29 %
03.	Children	4602	16 %
Total		28762	100%

Table 03: Distribution of patients attended in Physiotherapy unit by participants and other than participants in the year 2021-22:

Sl. No.	Type of patient	Number of patients	Percentage (%)
01.	Participant	1509	37 %
02.	Other than participant	2523	63 %
Total		4032	100%

Table 04: Distribution of patients (out of total patient) attended in Physiotherapy unit by sex in the year 2021-22:

Sl. No.	Type of patient	Number of patients	Percentage (%)
01.	Male	2480	61 %
02.	Female	1552	29 %
Total		4032	100%

Table 05: Distribution of patients (Among the participants only) attended in Physiotherapy unit by sex in the year 2021-22:

Sl. No.	Type of patient	Number of patients	Percentage (%)
01.	Male Participants	1201	79.5 %
02.	Female Participants	308	20.5 %
Total		1509	100%

Table 06: Distribution of patients (Among other than participant only) attended in Physiotherapy unit by sex in the year 2021-22:

Sl. No.	Type of patient	Number of patients	Percentage (%)
01.	Male	1741	69 %
02.	Female	782	31 %
Total		2523	100%

Table 07: Distribution of deferent types of patients attended by Pathology Lab of BPATC Clinic in the year 2021-22:

Sl. No.	Type of patient	Number of patients	Percentage (%)
01.	Male	606	39 %
02.	Female	792	51 %
03.	Children	155	10 %
Total		1553	100%



ANNEXURE-C

Subject: List of works carried out in the FY 2022-23 in building maintenance works:

Sl.	Subject	Expenditure
1	Plastering and painting work on exterior of building F-type 1, 2 of the centre	1043807
2	D-Type (D-2 & 3) Exterior repairs and painting of buildings	935771
3	Installation of falls ceiling and painting of C type building	509031
4	Plastering and painting of C-Type (C-1, 2, 3 & 4) buildings	585509
5	Various developmental works of the cafeteria	531543
6	Interior decoration, repair and polishing work on the ground floor of the library building	162961
7	Reconstruction of Drain Pipe and Out let for Swimming pool fornt side of the Centre	352858
8	Renovation work for Cafeteria kitchen of the Centre	1536265
9	Reconstruction and extention of Store Area for cafeteria of the Centre	1654634
10	Construction and renovation of Herbal garden and Ansar shed of the Centre	33398116
11	Installation of car parking in front of buildings C 2, 3 and 4	374611
12	Sidewalks and speed breakers are constructed on the side of the road adjacent to the mosque	262187
13	Construction for Coridor mosaic work & ITC washroom & sewerage line renovation work of the centre	306743
14	Renovation work for P.S & P.A office room of Rector's Secretarial and Sonali Bank of the Centre	199877
15	Construction and water proofing and heat protection work for auditorium of the Centre	584268
16	Renovation work of residential B-type (B-1) building in the centre	143250
17	Construction of Boundary wall & Play Ground for Ankur School of the Centre	1870937
18	Installing apron drain in front and side of center dormitory-02	158949
19	Necessary repairs and painting of building No. C-2/301 of the Centre	81488
20	Renovation and painting work for auditorium fron side guide wall and footpath of the Centre	89608
21	Renovation of "Torjoni" Sculpture On the occasion of Mahan Vijay Divas 2022 celebrations located next to Gate No. 02 of the Centre.	59535
22	Renovation work of B type building of the centre	98641
23	Reconstruction of Tiles Setting work for Flat No B/2/C of the Centre	193200
24	All repair work of tinshed building for shifting of Ankur School to tinshed at Gate No. 01	579576

Sl.	Subject	Expenditure
25	Renovation work for Library building ground floor of the Centre	162961
26	Renovation work for Residential Flat no C-3/101 of the Centre	110967
27	Renovation work for D-2/11 of the Centre	64692
28	Repairing work for fixed fenelight of Indor Games Hall of the Centre	142596
29	Renovation for B-2/A building of the Centre	127341
30	Installation and repair of signboards on the roof of ITC building	159680
31	Repair work of 100 chairs of FTC classroom	607500
32	Renovation work for Ladis Club and Officers Club of the Centre	170205
33	Sports wing shifting to General Facilities Building Repair work on 2nd floor of General Facilities Building	96865
34	Washroom Renovation Work of Lecture Theater of the Centre	919254
35	Floor cleaning and necessary repair work in corridors	256369
36	Construction of stairs and posts for drying clothes on the roof of the garage building	128408
37	Construction of FTC Support Staff room of Acadimic Building of the Centre	175360
38	Various renovation works in the center's cafeteria	159543
39	Repair and pest control work of wooden cupboards of Dormitory 2 and 3	433358
40	Renovation work for FTC Classroom & Course Office of the Centre	197793
41	Purchase and Installation of Gas Stove for Cafeteria Kitchen	222000
42	Renovation work for F-2/502, F-4/203 and Gate No. 3 Garrage workshop office	50871
43	Additional 100 chairs in FTC classrooms are repaired	607500
Total		50506628



ANNEXURE-D

Training Activities of RPATCs in the Financial Year 2022-2023

Sl. No.	Programme Name	Duration (Days)	Number	Number of Participants attended												Total
				Dhaka			Chhattaogram			Rajshahi			Khulna			
				Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	
1.	Procurement Management Course (Grade 09 or above)	12	01	26	04	30	31	04	35	24	07	31	25	04	29	Grade 9 or above
2.	Financial Management Course for (Grade 9 or above)	12	01	26	07	33	28	08	36	24	03	27	26	04	30	
3.	Conduct and Discipline Course(Grade 9 or above)	05	01	26	07	33	43	07	50	24	07	31	33	03	36	
4.	ICT and e-governance Management course (Grade 9 or above)	12	01	28	04	32	23	04	27	26	05	31	29	03	32	
5.	Communicative English Course (Grade 9 or above)	12	01	24	06	30	11	05	16	20	06	26	19	02	21	
6.	Modern Office Management Course (Grade 9 or above)	12	01	26	03	29	26	09	35	14	06	20	0	0	0	
7.	Workshop on Right to Information (RTI) (Grade 9 or above)	1	01	27	09	36	30	03	33	18	06	24	32	07	39	
8.	Workshop on Women and Child Rights (Grade 09 or above)	1	01	12	28	40	31	16	47	39	35	74	32	18	50	
9.	Workshop on National Integrity Strategy (NIS) (Grade 9 or above)	1	01	25	09	34	34	07	41	65	19	84	40	07	47	
10.	Workshop on Localization of Sustainable Development Goals (SDGs) (Grade 9 or above)	1	01	20	05	25	39	03	42	57	19	76	32	04	36	
11.	Workshop on Public Procurement (Grade 9 or above)	1	01	29	04	33	33	05	38	60	08	68	29	08	37	
12.	Workshop on Perspective Plan 2041	1	01	17	10	27	35	03	38	46	18	64	35	08	43	

Sl. No.	Programme Name	Duration (Days)	Number	Number of Participants attended												Total
				Dhaka		Chhattaogram		Rajshahi		Khulna		Total	Total	Total	Total	
				Male	Female	Male	Female	Male	Female	Male	Female					
13.	Workshop on Delta plan 2100	1	01	35	05	40	30	04	34	43	18	61	34	02	36	
14.	Workshop on Annual performance Agreement (APA)	1	01	29	08	37	58	13	71	68	16	84	36	06	42	
15.	Workshop on Amar Gram Amar Shohor (Grade 09 or above)	1	01	27	04	31	34	09	43	41	14	55	38	06	44	
16.	Workshop on Digital Leadership (Grade 9 or above)	1	1	28	07	35	26	08	34	34	03	37	32	03	35	
17.	Fundamental Training Course for(Grade 10-12 Employees)	১৯	০১	24	06	30	24	03	27	17	16	33	24	03	27	Grade 10-12 Employees
				29	11	40	40	03	43	17	15	32	21	04	25	
				26	09	35	30	03	33	23	17	40	21	07	28	
18.	Office Management and ICT Course for Grade 10-12 Employees	12	01	23	07	30	37	03	40	09	19	28	30	04	34	
19.	Financial Management Course for (Grade 10-12 Employees)	12	01	23	07	30	37	03	40	09	19	28	30	04	34	
20.	Conduct & Discipline Course (Grade: 10-12)	05	01	১১	০৯	30	28	04	32	18	15	33	24	12	36	
21.	Information & Communication Technology (ICT) Course (Grade 10-12 Employees)	12	01	১৬	০৯	35	19	02	১১	16	15	31	23	03	26	
22.	Communicative English Course (Grade 10-12 Employees)	12	01	১৪	০৬	42	22	07	১৯	13	18	31	22	02	24	
23.	E-nothi Course for Grade 10-12 Employees	05	01	১০	১১	31	30	08	38	30	05	35	21	08	29	
24.		১৯	০১	১৫		44	42	10	52	34	04	38	29	12		

