

**National Staff College
for
Educational Planners and Administrators**

ANNUAL REPORT

1975-76

NIEPA DC



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New Delhi-110016**

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INTRODUCTION

The National Staff College for Educational Planners and Administrators was set up primarily to provide training, to organise seminars and conferences, to undertake research, to offer consultancy service to State Governments, to provide, on request, training facilities to other countries, especially of the Asian region and to act as the clearing house of information in the field of educational planning and administration.

The Staff College is an autonomous institution registered under the Registration of Societies Act (Act XXI of 1860). It was registered on 31-12-1970.

This report reviews the main activities and programmes undertaken by the Staff College during the year 1975-76.

The report is divided into two sections. Section I gives the position about administration, funds and finance etc. Section II gives a brief resume of the activities and programmes of the Staff College during the period under review. The main activities are given below :

<i>I. Training Courses</i>	<i>Duration</i>	<i>No. of Participants</i>
(i) Training Course in Educational Planning and Administration for State Education Officers from North-Eastern Region	Jan. 1- Mar. 31, 1976	25
<i>II. Orientation Courses</i>		
(i) Orientation Course for Education Officers of Himachal Pradesh	April 17- 29, 1975	23
(ii) First Orientation Course for Principals of Kendriya Vidyalayas	June 5-13, 1975	24
(iii) Second Orientation Course for Principals of Kendriya Vidyalayas	October 16-26, 1975	23
(iv) Orientation Programme for Principals of Colleges In Jammu and Kashmir	February 16-26, 1976	6

	<i>Duration</i>	<i>No. of Parti- cipants</i>
III. <i>Internship Programme</i>		
For Direct Recruits to U.P. Education Service	July 10- 23, 1975	2
IV. <i>Seminars and Conferences</i>		
All India Conference of District Education Officers	March 6-8, 1976	262
V. <i>Research and Studies</i>		
All India Survey of Educational Administration : Published reports on Andaman & Nicobar Islands, Chandigarh and Goa, Daman and Diu		
VI. <i>Consultancy Services</i>		
At the instance of the Union Minister of Education, Shri Veda Prakasha, the then Acting Director undertook a mission to Sikkim to study the educational problems of the State and to make recommenda- tions about the future development of Education in the State		
VII. <i>Collaboration with International Agencies</i>		
Organised a training workshop (personal contact programme) for the participants in the Second Group Training Course In Educa- tional Planning organised by the UNESCO Regional Office for Edu- cation, Bangkok (Thailand)	Nov. 10- Dec. 5, 1975	28 9
VIII. <i>Publications</i>		
Apart from mimeographed reports on each of the training programmes listed at I and II above, the following publications were brought out :		
1. Growing Multitudes and Search for Educational Opportunity		

**2. Reports on Survey of Educational
Administration**

- Andaman and Nicobar Islands
- Chandigarh
- Goa, Daman and Diu

IX. Expenditure

The total expenditure during the year was
Rs. 8.58 lakhs (Rs. 5.61 lakhs Plan + Rs. 2.97
lakhs non-Plan)

I
Administration, Funds & Finance

ADMINISTRATION, FUNDS & FINANCE

Introduction

With a view to improving and strengthening the educational planning and administration in the country, the National Staff College for Educational Planners and Administrators was set up as an autonomous institution under the Registration of Societies Act (Act XXI of 1860). It was registered on 31-12-1970.

Aims and Objectives

The aims and objectives of the Staff College are :

- (a) To organise pre-service and in-service training, conferences, workshops, meetings, seminars and briefing sessions for senior educational officers of the Central and State Governments and Union Territories;
- (b) To organise training programmes for teacher-educators and administrators connected with educational planning and management ;
- (c) With the approval of the University Grants Commission, to organise orientation programmes and refresher courses for the university and college administrators ;
- (d) To undertake, aid, promote and coordinate research in various aspects of educational planning and administration, including comparative studies in planning techniques and administrative procedures in the different States of India and in other countries of the world ;
- (e) To provide academic and professional guidance to agencies, institutions and personnel engaged in educational planning and administration ;
- (f) To offer, on request, consultancy service to State Governments and other educational institutions ;
- (g) To act as a clearing house of ideas and information on research, training and extension in educational planning and administration services and other programmes ;
- (h) To prepare, print and publish papers, periodicals and books in furtherance of these objectives ; and especially to bring out a Journal on Educational Planning and Administration ;

- (i) To collaborate with other agencies, institutions and organisations, including universities, Institutes of Management and Administration and other allied institutions in India and abroad, in such ways as may be considered necessary for the promotion of these objectives ;
- (j) To offer fellowships and scholarships in furtherance of the Staff College; and
- (k) To provide, on request, facilities for training and research in educational planning and administration to other countries, especially of the Asian Region, and collaborate with them in such programmes.

Council

The over-all authority of the Staff College vests in the Council consisting of 23 members presided over by the Union Education Minister. The Director of the Staff College is ex-officio the Member-Secretary. The Council was reconstituted on September 1, 1975. A list of the members of the reconstituted Council is given in Appendix I.

Executive Committee

The administration of the Staff College is carried on by an eight-member Executive Committee, also presided over by the Union Education Minister. The Director of the Staff College is ex-officio Member-Secretary. A list of members of the Executive Committee is given in Appendix II.

During the period under review, one meeting of the Executive Committee was held on March 18, 1976 to consider the various programmes to be undertaken by the Staff College and various administrative matters.

Funds and Finance

The Staff College is fully financed by the Ministry of Education, Government of India. During the period under review, the Staff College was given a grant of Rs. 9,51,942.55 (Rs. 6,89,942.55 on Plan account and Rs. 2,62,000.00 on Non-Plan account). The total expenditure during the period was Rs. 8,58,631.04 (Rs. 5,61,231.48 on Plan account and Rs. 2,97,399.56 on Non-Plan account).

The accounts for the year 1975-76 were audited from 30-12-76 to 19-1-77. A copy of the Audit Report is given In Appendix III.

Hostel

The Staff College has its own hostel with 48 fully furnished single rooms each with an attached bath. The training programmes organised by the Staff College are mainly residential.

Staff

Prof. M.V. Mathur rejoined as Director on 4.10.1975. A list of members of the faculty, as on 31-3-1976, is given in Appendix IV. The changes in staff during the period are given in Appendix V.

II
Review of Programmes and
Activities

ORIENTATION COURSE FOR EDUCATION OFFICERS OF HIMACHAL PRADESH

(New Delhi : April 17-29, 1975)

At the request of and in collaboration with the Government of Himachal Pradesh, the Staff College organised an orientation course on Modernisation of Educational Administration for District and other senior Education Officers in the State from April 17-29, 1975.

Objectives

The main objectives of the course were :

- (a) To help the participants to have a better appreciation of the Fifth Five Year Plan of Education of the State in the context of the objectives of educational development in the country as envisaged in the Fifth Five Year Plan ;
- (b) To acquaint the participants with some of the concepts fundamental to educational planning and administration with particular reference to Himachal Pradesh;
- (c) To prepare the participants for implementation of new programmes such as introduction of the 10+2+3 pattern, vocationalisation of secondary education, non-formal education, etc.; and
- (d) To familiarise the participants with service and financial rules of Himachal Pradesh.

Participants

23 persons including 10 District Education Officers, 6 Principals of Higher Secondary Schools and 7 Officers from the Directorate of Education, participated in the course (Appendix VI A).

Main Themes

The main themes covered in the course were :

- (i) Five Year Plan of Education—National and State
- (ii) Decentralisation of the Planning Process with particular reference to District and Institutional Planning

- (iii) Plan Implementation and Evaluation
- (iv) Modernisation of Educational Administration
- (v) Non-Formal Education
- (vi) 10+2+3 Structure : Vocationalisation of Secondary Education and Employment
- (vii) Education of Girls and Tribals
- (viii) Education and Social Change
- (ix) International Educational Scene
- (x) Personnel and Financial Management
- (xi) School Improvement, Inspection and Supervision
- (xii) Changing Role of the District Education Officer and the Question of his Reorientation.

Course Contents

- (i) 26 lecture-discussions on themes of topical interest
- (ii) Three panel discussions on (i) Modernisation of Educational Administration, (ii) School Inspection and Supervision, and (iii) Changing Role of the DEO and the question of his inservice training
- (iii) A field visit to Parliament
- (iv) Educational films

ORIENTATION COURSES FOR PRINCIPALS OF KENDRIYA VIDYALAYAS

(New Delhi : June 5-13, 1975 & October 16-28, 1975)

At the request of and in collaboration with the Kendriya Vidyalaya Sangathan, the Staff College organised two orientation courses for selected Principals of the Kendriya Vidyalayas. The first course in which 24 Principals participated was held at New Delhi from June 5-13, 1975 (Appendix VI B). It was repeated for another batch of 23 Principals from October 16-28, 1975 (Appendix VI C).

Main Objectives

The main objectives of these courses were :

- To acquaint the participants with the role of the Kendriya Vidyalayas in the national system of education.
- To prepare the participants for the implementation of the new Fifth Plan programmes such as the introduction of the 10+2+3 pattern, work experience, vocationalisation of secondary education, non-formal education, etc.
- To familiarise the participants with the modern concepts of progressive education and service and financial rules of the Kendriya Vidyalaya Sangathan.

Main Themes

The main themes covered were:-

- Kendriya Vidyalayas and their place in the national system of education
- Development of Secondary Education since Independence
- Modern Concepts of progressive education, school and community service and the use of mass media in education
- Personnel and financial management
- Work experience, 10+2+3 pattern and vocationalisation of secondary education

- **In-service education**
- **Non-formal education**
- **Examination reforms and self-evaluation**
- **Physical education, games and other out-door activities**
- **School and society**
- **Service Rules**
- **Financial Rules**

Internship Programme for Direct Recruits to Uttar Pradesh Education Service

(New Delhi : July 10-23, 1975)

At the request of the Government of Uttar Pradesh, the Staff College has been organising from 1974-75 onwards a special two-week training programme for direct recruits to the Uttar Pradesh State Education Service. During the period under review, the Staff College organised an internship programme from July 10-23, 1975 for a batch of direct recruits to the Uttar Pradesh Education Service.

Main Elements

The three main elements in the programme were :

- (i) *Tutorials* on basic concepts and techniques of educational planning, administration and management, institutional planning, inspection and supervision, and institutional and personnel management,
- (ii) *Field visits* to selected institutions such as National Council of Educational Research and Training, Ministry of Education, Planning Commission, Central Statistical Organisation and the Institute of Applied Manpower Research, and
- (iii) *Guided readings.*

Three-Month Training Course in Educational Planning and Administration for State Education Officers from North-Eastern Region

(New Delhi : January 1-March 31, 1976)

A three-month training course in educational planning and administration for 24 senior Education Officers from the North Eastern Region was organised by the Staff College from January 1 - March 31, 1976 (Appendix VI D).

Objectives

The course was primarily designed to meet the needs of the State Governments/Union Territory Administrations concerned for professionally trained manpower in the field of educational planning and administration.

The main objectives of the course were :

- (a) To acquaint the participants with concepts fundamental to educational planning and administration;
- (b) To give them a grounding in basic skills and techniques essential to their functioning as educational planners and administrators;
- (c) To develop their problem-solving ability and to stimulate critical innovative thinking;
- (d) To foster in them proper attitudes conducive to educational planning and development ; and
- (e) To associate them as closely as possible with the management of the course so that they can, upon return, organise similar programmes in their respective States.

Participants

24 persons from 8 States/Union Territory Administrations participated in the programme. The Statewise distribution of participants was: Arunachal Pradesh (2), Assam (4), Manipur (4), Meghalaya (3), Mizoram (1), Nagaland (2), Sikkim (5) and Tripura (3).

In addition, one person from Afghanistan who was deputed under the UNDP country programme also participated in the course.

Course Contents

The major components of the course were :

- (i) Lecture and panel discussions on selected themes;
- (ii) Tutorials on special subjects related to the interests and needs of the participants;
- (iii) Practical exercises in the processing of educational data, school mapping, district and institutional planning and application of Service and Financial Rules;
- (iv) Individual and group studies leading to the preparation of Term Papers relating to the reorientation of educational planning and administration in the States in the North-Eastern Region.

Some other elements of the course were: Book Reviews, Directors' Seminars and Field Visits to places of educational interest in and around Delhi.

The distribution of time among various components of the course was as follows:

(a) Educational Planning	(97 sessions—35%)
(i) Background Themes	(20 sessions—7%)
(ii) Educational Planning—General	(29 sessions—10%)
(iii) Educational Planning—Quality, Equality, Structure and Content	(48 sessions—18%)
(b) Educational Statistics	(8 sessions—3%)
(c) Organisation, Educational Administration and Plan Implementation	(66 sessions—23%)
(d) Comparative Education	(7 sessions—2%)
(e) Practical Work—Practical Exercises	(80 sessions—28%)
(f) Miscellaneous	(25 sessions—9%)

Director's Seminars

There were 4 seminars on the following themes of topical interest : (i) Problems of Higher Education, (ii) Status of Teachers, (iii) Planning for Higher Education, and (iv) Problems of Tribal Education.

Tutorials

18 controversial themes relating to development of education in India were drawn up and each participant was required to select any two of them. He had to speak in favour of one and against the other. After the two presentations (both for and against), a general discussion followed and all the participants were then required to reformulate the proposition which would be generally acceptable to all.

Book Reviews

Five books were selected and the participants were required to present a review of any one of the books of their choice. The books were :

- (1) Policy and Performance in Indian Education, 1947-74 by Shri J.P. Naik
- (2) The School is Dead by Everett Reimer
- (3) The Pedagogy of the Oppressed by Paulo Freire
- (4) Learning to Be—the World of Education Today and Tomorrow—UNESCO
- (5) Equality, Quality and Quantity—The Elusive Triangle in Indian Education by Shri J.P. Naik

Term Papers

As a part of the training programme, the participants from each State were required to prepare jointly a term paper indicating how educational planning and administrative practices at the State or district level could be streamlined to improve efficiency. The preparation of the term papers gave an opportunity to the participants to engage in group work and to apply their new knowledge and insights gained during the course to the solution of special problems.

Self-Management

One of the important features of the course was the management of the course by the participants themselves. They constituted an 8-member Steering Committee to look after day-to-day arrangements of the course. In addition, they formed two other committees: a Hostel Committee to look after the hostel arrangements and an Editorial Committee to look after the editorial arrangements relating to documentation of the course reports.

Orientation Programme for Principals of Colleges in Jammu and Kashmir

(New Delhi: February 16-26, 1976)

The Government of Jammu and Kashmir requested the Staff College to organise a short training programme for Principals of Colleges in the State and as a preliminary measure, sent a team of six persons—4 Principals of Colleges, one Professor and one Deputy Director incharge of Higher Education in the State (Appendix VI E). In the light of discussions between the members of the team and the Director and Faculty of the Staff College, a brief orientation programme was organised, focussed mainly on the important problems faced by the Principals in their day-to-day work.

Course Contents

As observed above, the whole programme was exploratory in nature. The main elements of the programme were lecture-discussions on themes of topical importance; identification of talent in science education; 10+2+3 pattern of education; international educational scene; financial management in colleges; problems of financing higher education; development of science education; development of liberal art studies; problems of higher education and examination reforms.

Case Studies

Each participant was requested to prepare at least one case study on any problem of which he/she had personal experience and which met the following four criteria:-

- (i) These must have been from their own experience;
- (ii) These must have given them some anxious moments or might have resulted in failure;
- (iii) In meeting them they had to depend mainly on others and their own competencies were not adequate for providing a solution; and
- (iv) These must be soluble in the present context of things.

Field Visits

The participants paid a visit to the following three Colleges in New Delhi : (i) Lady Shri Ram College, (ii) College of Vocational Studies, and (iii) Lady Irwin College. They also visited NCERT and held discussions with some of the officers there.

Practical Assignments

Each participant was requested to prepare a paper on the role of the Principal, pattern of his activities and problems faced by him. These were discussed jointly by the participants and the members of the faculty.

Preparation of Questionnaire

The participants also prepared a questionnaire to survey the role, function and problems of Principals in Jammu & Kashmir so as to identify more precisely their training needs and to draw up a suitable training programme.

Short Term Training Courses

The participants also suggested that apart from a longish programme for 3-4 weeks, there should be short-term training courses of 3-4 days in some of the areas such as organisation of library services, games and sports, hostel management, staff meetings, etc. They also suggested organisation of special study tours and field visits to institutions of higher education doing innovative work or running important educational programmes/projects in other states.

All India Conference of District Education Officers

(New Delhi : March 6-8, 1976)

The Staff College, in collaboration with the Ministry of Education and NCERT, organised an All India Conference of District Education Officers to consider the various aspects of switch over to the new pattern of 10+2+3. The Conference, first ever to bring together all the DEOs from the various States/Union Territory Administrations, was held at New Delhi from March 6-8, 1976.

Main Objectives

The main objectives of the Conference were :

- (a) To prepare the participants for the implementation of the new Fifth Plan programmes such as introduction of a uniform pattern of 10+2+3, vocationalisation of secondary education at the +2 stage, and the introduction of non-formal education; and
- (b) To provide an opportunity to officers from States that have already adopted the new pattern to share their experiences with participants from other States.

Main Themes

The main themes discussed at the Conference were:

- (a) 10+2+3 Pattern of Education
- (b) The Curriculum for the Ten-Year School
- (c) Higher Secondary Education at the +2 Stage with special reference to Vocationalisation
- (d) Non-formal Education with particular reference to the age-group 6-14.

The Conference programme also provided for a Participants' Seminar, at which suggestions received from various participants regarding themes of the Conference were discussed.

Discussion Papers

A set of the following 8 discussion papers was specially prepared for the Conference :

1. **The Curriculum for the Ten-Year School—A Frame-work by National Council of Educational Research and Training (NCERT)**
2. **Non-formal Education in the Age-group 6-14 Years by Prof. D.S. Rawat, NCERT**
3. **Higher Secondary Education (+2 stage of 10+2+3 pattern) by Prof. C. Govinda Rao, NCERT**
4. **10+2+3 and the Vice-Chancellors by National Staff College**
5. **The New Programmes and the District Administration by National Staff College**
6. **10+2+3 Pattern and Vocationalisation of Secondary Education by Dr. G.L. Bakshi, Chairman, Central Board of Secondary Education**
7. **National Staff College and the Training of District Education Officers by National Staff College**
8. **Participants' Seminar by National Staff College**

Participants

The Conference was attended by 262 delegates from 22 States and 8 Union Territories. In addition, a number of Education Commissioners/Secretaries, Directors of Education and other senior officers of the State Education Departments also participated.

Resolution

At the end of its deliberations, the Conference adopted a Resolution indicating the main lines of action by various agencies at the Central and States levels concerned with implementation of the programme.

Report

A brief report on the Conference containing the Resolution and a brief account of the proceedings has already been published and widely circulated to all the State Governments/ Union Territory Administrations, DEOs and other Inspecting Officers as well as High/Higher Secondary Schools in the country. A full report of the Conference incorporating all the working papers and a brief resume of the discussions is under print.

All India Survey of Educational Administration

As a part of the third educational survey, it was decided to conduct an All-india Survey of Educational Administration in various States and Union Territories. The survey is the first of its kind to be undertaken in the country.

Objectives

The main objective of the survey is to find out the present status of educational administration at various levels—national, state and district—and to provide the knowledge which may help in strengthening and modernising educational administration in the country. The survey attempts to describe the existing set up and functioning of the government machinery for educational administration at various levels and to analyse the data with the intention of bridging the gap between planning and implementation.

For the purpose of the survey, UNESCO's definition education, namely, "organised and sustained instruction designed to communicate a combination of natural skills and understanding valuable for all activities of the life" has been kept in view. The scope of the survey covers governmental set up for education from pre-primary to the collegiate, all modalities of instruction, namely, formal and non-formal, full-time and part-time and governmental and non-governmental activities in the field of general education.

Educational Administration as a System

The survey tends to regard educational administration as a system with some functions to perform and certain objectives to achieve. It is in this context that a brief study of administrative set up at the secretariat, directorate, regional/divisional (wherever it exists) district and block levels and functions like planning, organising, financing, directing, supervising, inspecting and evaluating have been undertaken. Extending the management approach, a study of elements like setting up of goals of education, review, feed-back and innovation has also been attempted to the extent possible within the limitations of time and resources.

Close Collaboration with State Governments

One of the distinguishing features of the survey is that it was planned right from the beginning in close collaboration and active

Publications

The Staff College brings out (usually in a mimeographed form) a report on each of the training programmes, seminars and conferences organised by it. During the period under review, following reports were brought out :

1. Report on the Training Course for Education Officers of Himachal Pradesh (April 17-29, 1975).
2. Report on the First Orientation Course for Principals of Kendriya Vidyalayas (June 5-13, 1975).
3. Report on the Second Orientation Course for Principals of Kendriya Vidyalayas (October 16-28, 1975).
4. Report on the Three-month Training Course in Educational Planning and Administration for State Education Officers from North-Eastern Region (January 1-March 31, 1976).
5. Report on the Orientation Programme for Principals of Colleges in Jammu & Kashmir (February 16-26, 1976).
6. Reports on Survey of Educational Administration.
 - Andaman & Nicobar Islands
 - Chandigarh
 - Goa, Daman & Diu
7. Institute News:
 - January-June, 1975
 - July-September, 1975
 - October '75-March, 1976
8. Growing Multitudes and Search for Educational Opportunity (Report of the National Meet of Experts on Population Dynamics and Education : October 28-31, 1974).

An up-to-date list of publications of Asian Institute/Staff College is given in Appendix VIII.*

*All the publications are non-priced and a limited number of copies are available, on request, from the office of the Staff College.

CONSULTANCY SERVICES

Development of Education in Sikkim

It is one of the objectives of the Staff College to offer, on request, consultancy services to State Governments and other educational institutions.

Sikkim joined the Indian Union as the 22nd State on May 16, 1975 and soon after that, Professor S. Nurul Hasan, Union Education Minister asked Shri Veda Prakasha, the then Acting Director to undertake a mission to Sikkim to study the educational problems of the State at first hand and to make recommendations about the future development of education in the State with special reference to the role that the Staff College could play in this connection.

Mission to Sikkim

Shri Veda Prakasha visited Gangtok from July 7-9, 1975 and had extensive discussions with the Governor, Chief Minister, Education Minister, senior officers of the Education Department and prominent educationists in the State. He submitted his report to the Union Education Minister on July 31, 1975 giving an evaluation of the then prevailing system of educational administration and planning in Sikkim and made several far-reaching recommendations for improving and strengthening the educational planning and administrative services and the role that the Staff College could play.

The Report has since been printed under the title, "Extending Educational Opportunity in Sikkim—A Report on the State's School System with Special Reference to its Administration".

Collaboration with international Agencies

Second Group Training Course in Educational Planning

(New Delhi: November 10-December 5, 1975)

The Staff College collaborated with UNESCO Regional Office for Education in Asia, Bangkok in organising and hosting the second phase programme of the Second Group Training Course in Educational Planning from November 10-December 5, 1975.

Objectives

The main objective of the course was to prepare a team of participants from each country who can organise and conduct training programmes in educational planning and management at the national level.

Four Phases of the Programme

The course was conceived in four phases:

- Phase I : Correspondence programme from UNESCO Regional Office, Bangkok (May to November, 1975).
- Phase II : Training Workshop in New Delhi (November 10-December 5, 1975).
- Phase III : Third country study and observation (Internship in Sri Lanka) (December 8-19, 1975).
- Phase IV : Follow up phase—correspondence programme with UNESCO Regional Office, Bangkok (January-August, 1976).

Participants

28 persons from 5 countries participated in the Second Phase Programme. The countrywise distribution of participants was as follows: Burma (4), India (7), Nepal (3), Philippines (7), and Sri Lanka (7). The names of the participants are given in Appendix VII.

Practical Exercise

Apart from the usual lecture-discussions, panel discussions and tutorials in which faculty of the Staff College also participated,

the main focus of the programme was on a practical exercise in preparing a suggested Five Year Plan for the improvement of quality of education at the school level in the Gurgaon District of Haryana. It involved: (1) a thorough study of the educational system of Haryana and Gurgaon District; (2) making a diagnostic analysis of the educational problems; (3) formulating plan proposals for qualitative improvement; (4) Drafting the report on the plan; and (5) presenting it to the District Education Officials of Haryana for their critical evaluation and reactions.

The practical exercise was based mainly on role-playing. All the participants were divided into two groups which assumed roles such as Director, Deputy Director for Planning and a number of specialists such as academic supervisors, curriculum specialists, teacher educators, statisticians, school building experts and financial advisers.

The exercise was planned in close collaboration with the Education Officers of the Government of Haryana. Chaudhury Maru Singh Malik, Education Minister, Haryana also spent some time with the participants and exchanged views on the practices in their respective countries.

Library and Documentation Services

The National Staff College maintains a well stocked library in educational planning, administration and other related areas. The library has over 15,000 books and other publications. It has a rich collection of reports of international seminars and conferences organised by international agencies like UNO, UNESCO, Organisation of Economic Cooperation and Development (OECD), ILO, UNICEF etc. for such areas as philosophy of education, sociology of education, educational innovations, etc. The library is currently engaged in collecting State reports and other documents pertaining to educational planning and administration from different State Governments and Union Territory Administrations in the country.

The library subscribes to nearly 150 periodicals in educational planning, administration, management, development and other allied fields. All important articles appearing in these journals are indexed.

The participants in the training programmes are encouraged to make use of the library. Even in short-term orientation courses, one of the sessions is reserved for library to enable them participants to familiarise themselves with the vast literature that has grown in the field of educational planning, administration and management. The library also brings out a quarterly list of latest additions to the library.

During the period under review, the library received about 500 books and publications under the UNDP country programme. In all about 925 volumes were added to the library during the year 1975-76.

cooperation with the State Governments and Union Territory Administrations. The draft questionnaires were widely circulated among States and Union Territories and were finalised in the light of their comments. Similarly the draft report prepared on each of the State/Union Territory was sent for vetting to the State Government or the Administration concerned and was finalised in the light of the comments received and suggestions made, if any.

Progress during 1975-76

The work relating to educational survey was initiated in the beginning of 1974. It was in the beginning of 1975 that the questionnaires, duly filled, started coming in.

The work relating to analysis of questionnaires, preparation of draft reports, getting the draft reports vetted by the State Governments/Union Territory Administrations, finalising reports in the light of the comments by the State Governments/Union Territory Administration, and publishing them went on side by side. The position at the end of 1975-76 was as under:

Reports Published : Andaman & Nicobar Islands, Chandigarh and Goa, Daman & Diu

Reports sent to the State Governments for Vetting : Andhra Pradesh, Pondicherry and Tripura

Reports received back from State Governments: Himachal Pradesh and Haryana

Reports being drafted : Madhya Pradesh, Tamil Nadu and Uttar Pradesh.

Appendices

LIST OF MEMBERS OF THE COUNCIL

1. ✓ Prof. S. Nurul Hasan Union Minister for Education and Social Welfare, New Delhi.
(Chairman)
2. Shri Vasantaro Uikey, Education Minister, Madhya Pradesh, Bhopal.
3. ✓ Shri M.V. Krishna Rao, Education Minister, Andhra Pradesh, Hyderabad.
4. Shri S.C. Sinha, Chief Minister & Education Minister, Assam, Shillong.
5. Smt. S. Kakodkar, Chief Minister & Education Minister, Goa.
6. ✓ Shri Radha Raman, Chief Executive Councillor, Delhi.
7. Shri J.S. Mehta, Education Commissioner, Rajasthan, Jaipur.
8. ✓ Shri K.N. Channa, Secretary, Ministry of Education & S.W., New Delhi.
9. ✓ The Secretary to the Govt. of India, Ministry of Finance, New Delhi.
10. ✓ The Secretary to the Govt. of India, Ministry of Home Affairs, New Delhi.
11. ✓ The Secretary to the Planning Commission, New Delhi.
12. ✓ Shri K.P. Sinha, Education Commissioner, Govt. of Bihar, Patna.
13. Shri R.V. Chandramouli, Education Secretary, Gujarat, Ahmedabad.
14. Dr. V. Venkita Narayanan, Education Secretary, Kerala, Trivandrum.
15. ✓ Prof. Satish Chandra, Chairman, University Grants Commission, New Delhi.
16. Dr. Malcolm S. Adiseshiah, Vice-Chancellor, University of Madras, Madras.
17. Prof. Rais Ahmed, Director, NCERT, New Delhi.

18. Dr. S.N. Mehrotra,
Director of Education,
Uttar Pradesh,
Lucknow.
19. Shri J. P Naik,
Member-Secretary,
ICSSR,
New Delhi.
20. Shri Rajeshwar Prasad,
Director,
Lal Bahadur Shastri
Academy of
Administration,
Mussoorie.
21. Dr. Abad Ahmed,
Professor,
Faculty of Management
Studies,
Delhi University,
Delhi.
22. Dr. Iqbal Narain,
Head of Deptt. of
Political Science,
Rajasthan University,
Jaipur.
23. Prof. M.V. Mathur,
Director,
National Staff College,
New Delhi.
(Member-Secretary)

LIBRARY & DOCUMENTATION CENTRE
National Institute of Educational
Planning and Administration.
17-B, Sri Aurobindo Marg,
New Delhi-110016
DOC, No. D-9356
Date 5-12-96

APPENDIX II

List of Members of the Executive Committee

- | | | | |
|----|---|-----|------------------|
| 1. | Prof. S. Nurul Hasan
Minister of Education
Culture & Social Welfare,
Govt. of India,
New Delhi. | ... | Chairman |
| 2. | Prof. Satish Chandra,
Chairman,
University Grants Commission,
New Delhi | ... | Member |
| 3. | Shri K.N. Channa,
Secretary,
Ministry of Education
and Social Welfare,
New Delhi | ... | Member |
| 4. | Shri H.N. Talukdar,
Chief Minister &
Education Minister,
Assam, Shillong | ... | Member |
| 5. | Dr. S.N. Mehrotra,
Director of Education,
Uttar Pradesh,
Lucknow | ... | Member |
| 6. | The Secretary,
Ministry of Finance and
Financial Adviser to the
National Staff College. | ... | Member |
| 7. | Dr. Malcolm S. Adiseshiah,
Vice-Chancellor,
Madras University,
Madras. | ... | Member |
| 8. | Prof M.V. Mathur,
Director,
National Staff College,
New Delhi. | ... | Member-Secretary |

Audit Report for 1975-76

1. General

The National Staff College for Educational Planners and Administrators was set up in December, 1970 as a society registered under the Registration of Societies Act, 1860. The main objective of establishing the College was to continue the facilities for training and research in educational planning and administration for Indian personnel previously provided by the Asian Institute of Educational Planning and Administration.

2. Receipt and Payment Account

(i) The closing balance as per Receipt and Payment Account of the College for 1974-75 was Rs. 2,20,169.38. The opening balance in Receipt and Payment Account for 1975-76 has been shown as Rs. 2,21,279.83. The difference of Rs. 1,110.45 represents value of Unesco coupons in hand on 31.3.1975 which was not shown in the Receipt and Payment Account for 1974-75.

(ii) The rules of the College require the preparation of Receipt and Payment Account and Statement of Liabilities etc. The statement of liabilities had not, however, been prepared by the College.

Sd/-
(K.P. Rangaswami)
Accountant General
Central Revenues.

New Delhi
Dated 7th June, 1977.

Audit Certificate

I have examined the foregoing accounts of the National Staff College for Educational Planners and Administrators and obtained all the information and explanations that I have required and, subject to the observations in the Audit Report appended, I certify, as a result of my audit that, in my opinion, these accounts are properly drawn up so as to exhibit a true and fair view of the state of affairs of the College according to the best of my information and explanations given to me and as shown by the books of the College.

New Delhi
Dated 7th June, 1977.

Sd/-
(K.P. Rangaswami)
Accountant General
Central Revenues

Details of Closing Balance as on 31.3.1976

S. No.	Particulars	Total Receipt	Total Payment	Balance
		Rs.	Rs.	Rs.
1.	Previous balance, Grants-in-Aid & Receipts during the year	9,04,392.08	8,58,631.04	45,761.04
2.	Survey Grants & Receipts during the year	1,53,324.28	95,187.87	58,136.41
3.	Grants for DEO's Conference and its receipt	3,25,005.30	1,17,119.31	2,07,885.99
4.	UNESCO Grants & Previous balance	14,596.61	3,020.95	11,575.66
5.	Hostel rent received during the year	20,865.48	4,736.00	16,129.48
6.	By way of UNESCO Coupons worth \$ 124.77	1,110.45	881.37	229.08
Total :		14,19,294.20	10,79,576.54	3,39,717.66

Sd/-
(N. Ramachandran)
Registrar
National Staff College for
Educational Planners & Administrators
New Delhi-110016

Receipt & Payment Account for the Period from 1.4.1975 to 31.3.1976

R E C E I P T S			P A Y M E N T S		
	Rs.	Rs.		Rs.	Rs.
Opening Balance		2,21,279.83	Programme		65,661.45
(a) Cash in hand			Library Books	39,835.94	
out of Govt. Grants	2,386.47		Paid by UNESCO Book	881.37	40,717.31
			Coupons worth \$ 99.03		
(b) Balance at Bank				40,717.31	
out of Survey 73-74	22,012.84		Other charges		1,79,978.99
out of Survey 74-75	1,29,643.39		(a) Other charges	7,805.80	
out of UNESCO Grants	7,948.61		(b) Furniture repair	783.16	
out of grants	58,178.07		(c) Furniture & Furnishing	3,859.04	
(c) Balance on hand by			(d) Entertainment charges	41.85	
way of Unesco Coupons	1,110.45		(e) Insurance	1,956.12	
worth \$ 124.77			(f) Hot & Cold weather		
			charges	4,836.34	
			(g) Liveries	1,743.78	
			(h) Postage expenses	5,098.10	
	2,21,279.83		(i) Office equipment and		
			Electric equipment	9,161.69	

Receipt & Payment Account for the Period from 1.4.1975 to 31.3.1976 (Contd.)

R E C E I P T S			P A Y M E N T S		
	Rs.	Rs.		Rs.	Rs.
<i>Grants-in-Aid from Govt. of India</i>		8,03,435.00	(j) Rate & Taxes	44,475.20	
Plan	4,12,113.00		(k) Telephone charges	11,352.89	
Non-Plan	2,91,322.00		(l) Repair of Office machines	4,727.01	
Special	1,00,000.00		(m) Staff Car maintenance	7,220.14	
	<u>8,03,435.00</u>		(n) Staff Car petrol & oil	22,725.26	
			(o) Seasonal Staff	31,831.76	
			(p) Stationery	21,316.99	
			(q) Maintenance of building	1,043.86	
UNESCO Grants		6,648.00		<u>1,79,978.99</u>	
Grants for DEO's conference & receipt		3,25,005.30	Advance for Deposit work		1,05,930.00
<i>Survey Receipt :</i>		1,668.05	TA to Staff and Members		7,982.65
(a) Pay & Allowances	690.55		Leave Salary & Pension Contribution		13,611.00
(b) Other expenses	977.50		Payment on behalf of UNESCO		3,020.95
	<u>1,668.05</u>		D.E.O's Conference		1,17,119.31
<i>Receipts (Misc.)</i>		15,993.48	(a) Pay & Allowances (Survey)	71,731.35	
(a) Programme	2,499.65		(b) Other expenses (Survey)	23,456.52	95,187.87
(b) Library books	1,369.84			<u>95,187.87</u>	
(c) Telephone charges	745.01				

Receipt & Payment Account for the Period from 1.4.1975 to 31.3.1976 (Contd.)

R E C E I P T S			P A Y M E N T S		
	Rs.	Rs.		Rs.	Rs.
(d) Petrol charges	1,683.88		Refund of Hostel Rent		4,736.00
(e) Seasonal staff	102.50		Provident Fund & Pension		17,884.00
(f) Pay & Allowances (Plan)	2,129.65		L. T. C. Advance		1,578.00
(g) Pay & Allowances (Non-Plan)	7,462.95		Advance (Misc.)		16,926.00
	<u>15,993.48</u>		Pay & Allowances of Officers & Establishment		4,15,982.46
Advance (Misc.)		17,323.06	(a) Pay & Allowances (Plan)	83,611.05	
L. T. C. Advance		800.00	(b) Pay & Allowances (Non-Plan)	2,97,399.56	
Hostel Rent		20,865.48	(c) CGHS/Medical reimbursement	10,275.60	
Provident Fund & Pension		17,884.00	(d) O. T. A.	24,696.25	
C.G.H.S. Contribution		181.50		<u>4,15,982.46</u>	
Fan Advance		180.00	Fan Advance		200.00
Festival Advance		1,715.00	Festival Advance		675.00
Conveyance Advance		1,888.60	Conveyance advance		1,258.85
			Income Tax		27,110.00
			GPF/CPF Advance		64,900.15
			House building advance		3,096.00
			House Rent		9,010.70
			C. D. S.		34,125.00

Receipt & Payment Account for the Period from 1.4.1975 to 31.3.1976 (Concl'd.)

R E C E I P T S		P A Y M E N T S	
	Rs.		Rs.
Income Tax	27,110.00	Closing Balance	3,39,717.66
GPF/CPF Advance	64,900.15	(a) <i>Cash on hand</i>	
House Rent	2,310.90	out of grants	1,359.40
House building advance	3,096.00	out of DEO's grants	118.95
C. D. S.	34,125.00	out of Survey grants	51.75
		(b) <i>Balance at Bank</i>	
		Out of grants	60,531.12
		Out of Survey grants	58,084.66
		Out of DEO's grants	2,07,767.04
		Out of UNESCO grants	11,575.66
		(c) <i>Balance on hand by way of</i>	229.08
		UNESCO Coupons worth	
		\$ 25.74	3,39,717.66
Grand Total :	15,66,409.35	Grand Total :	15,66,409.35

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

Sd/-
M. V. Mathur
Director
National Staff College
for Educational Planners
and Administrators
New Delhi.

Sd/-
N. Ramachandran
Registrar
National Staff College for
Educational Planners
and Administrators
New Delhi.

APPENDIX IV

Members of the Faculty

(As on 31-3-1976)

Director	—	Professor M.V. Mathur
Executive Director	—	Shri Veda Prakasha
Fellow	—	Dr. C.B. Padmanabhan
Associate Fellow	—	Dr. J.C. Banerjee*
Research Officer	—	Shri A.H. Hemrajani
Research Officer	—	Shri S.S. Dudani

Survey of Educational Administration

Officer-On-Special Duty	—	Dr. P.D. Shukla
Research Officer	—	Shri C.P. Tewari
Research Officer	—	Shri T.K.D. Nair

*For North Eastern States Programme

Staff Changes

Professor M.V. Mathur joined as Director from 4th October, 1975.

Dr. J.C. Benerjee joined as Associate Fellow on 2.12.1975 and left on 31.3.1976.

Shri C.P. Tewari joined as Research Officer in the Educational Survey Unit on 1.5.1975.

Shri T.K.D. Nair joined as Research Officer in the Educational Survey Unit on 19.5.1975.

**Orientation Course for Education Officers of
Himachal Pradesh**

(New Delhi: April 17—29, 1975)

List of Participants

1. Shri Bir Singh Assi,
District Education Officer,
Nahan.
2. Shri W.S. Sidhu,
District Education Officer,
Bilaspur.
3. Shri N.D. Gupta,
District Education Officer,
Dharamsala, (Kangra).
4. Shri M.L. Grover,
District Education Officer,
Kulu.
5. Shri S.K. Bahl,
District Education Officer,
Chamba.
6. Shri S.S. Lall Mehra,
District Education Officer,
Una.
7. Shri S.L. Kapur,
District Education Officer,
Mandi.
8. Shri M.L. Sehgal,
District Education Officer,
Hamirpur.
9. Mrs. S. Puri,
District Education Officer,
Solan.
10. Shri D.S. Guleria,
District Education Officer,
Kinnaur.
11. Shri Rajinder Paul,
Dy. District Education
Officer,
Simla.
12. Shri K.L. Sharma,
Dy. District Education
Officer,
Simla.
13. Shri Dharam Singh Thakur,
O.S.D. Directorate of
Education,
Simla.
14. Shri F. Man Mohan,
O.S.D., O/O Director
Education, (North Zone)
Dharamsala, (Kangra).
15. Miss Bhuvaneshwari,
Asstt. Director of
Education,
Education Department,
Simla.
16. Shri G.P. Barthwal,
Audio Visual Education
Officer,
Solan.

17. Miss G.K. Atwal,
State Institute of Education.
Solan.
18. Shri T.R. Chauhan
Principal,
Govt. Higher Secondary
School,
Kangoo (Hamirpur).
19. Miss Nageshwari,
Principal,
Govt. Girls Hr. Sec. School.
Jogindarnagar (Mandi.)
20. Shri H.L. Bedi,
Principal,
Govt. Higher Secondary
School,
Gadore (Hamirpur).
21. Shri Hot Ram Aggarwal,
Principal,
Govt. Higher Secondary
School,
Simla.
22. Shri D.V. Puri,
Principal,
Govt. Higher Secondary
School,
Simla.
23. Miss Kamni Bhatia,
Principal,
Govt. Girls Higher
Secondary School,
Garh (Kangra).

APPENDIX VI (B)

First Orientation Course for Principals of Kendriya Vidyalayas

(New Delhi: June 5-13, 1975)

List of Participants

1. Shri D. Divakara Rao,
Principal,
Kendriya Vidyalaya,
Jamalpur, Bihar.
2. Shri Deb Nath Banerjee,
Principal,
Kendriya Vidyalaya,
Kalaikunda, West Bengal,
3. Smt. Kanti Pal,
Principal,
Kendriya Vidyalaya,
Nad Karanja, Post Office,
Uran.
Distt: Kolaba, Bombay.
4. Shri J.C. Handa,
Principal,
Kendriya Vidyalaya,
Bhubaneswar-7, Orissa.
5. Shri Triloki Nath Goswami,
Principal,
Kendriya Vidyalaya,
Bokaro, Bihar.
6. Shri Ram Chandra Roy,
Principal,
Kendriya Vidyalaya,
Devlali, Maharashtra,
7. Shri S.K. Narang,
Principal,
Kendriya Vidyalaya,
Ahmedabad, Gujrat.
8. Shri J.P. Mishra,
Principal, Vishesh Kendriya
Vidyalaya, Janakpuri, Delhi.
9. Shri Anil Chandra Manta,
Principal,
Kendriya Vidyalaya,
Borjhar, Gauhati, Assam.
10. Miss Satya Sachdeva,
Principal,
Kendriya Vidyalaya,
Adampur, Punjab,
11. Shri Yuv Raj Singh,
Principal,
Kendriya Vidyalaya,
Udhampur, J & K.
12. Shri C.A. Srinivasa
Raghvan,
Principal,
Kendriya Vidyalaya,
HEC, Ranchi, Bihar.
13. Shri Kartar Singh,
Principal,
Kendriya Vidyalaya,
Azamgarh, U.P.
14. Shri G.S. Srivastava,
Principal,
Kendriya Vidyalaya,
Dundigal, AFA, Hyderabad,

15. Shri S.R. Sundara Rajan,
Principal,
Kendriya Vidyalaya,
Ranchi, Bihar.
16. Shri K.S. Bajpai,
Principal,
Kendriya Vidyalaya,
Gaya, Bihar.
17. Shri Mohan Kishen,
Principal,
Kendriya Vidyalaya,
Rajpura, Punjab.
18. Shri B.K. Bose,
Principal,
Kendriya Vidyalaya,
Amla, Madhya Pradesh.
19. Shri E.V. Joseph,
Principal,
Kendriya Vidyalaya,
Air Force, Jamnagar.
Gujarāt.
20. Shri S.K. Sen Gupta,
Principal,
Kendriya Vidyalaya,
Bhandara, Maharashtra.
21. Shri A. Sitaraman,
Principal,
Kendriya Vidyalaya,
Uppal, Hyderabad.
22. Shri V.K. Gupta,
Principal,
Kendriya Vidyalaya,
Army Pathankot.
23. Shri M.L. Garg,
Principal,
Kendriya Vidyalaya,
Ahmednagar, Maharashtra.
24. Shri Jalaluddin,
Principal,
Kendriya Vidyalaya,
Kamptee, Maharashtra.

APPENDIX VI (C)

Second Orientation Course for Principals of Kendriya Vidyalayas

(New Delhi : October 16-28, 1975)

List of Participants

1. Shri Shyam Sunder Lal
Agrawal,
Principal,
Kendriya Vidyalaya,
5 Mtn Division, c/o 99 APO.
2. Shri Rameshar Prasad
Bansal,
Principal,
Kendriya Vidyalaya,
Binnaguri Cantt.
3. Shri Puran Chandra Bhatt
Principal,
Kendriya Vidyalaya,
Bengdubi, West Bengal.
4. Shri Devindar Singh,
Principal,
Kendriya Vidyalaya,
Agartala, Tripura.
5. Shri Rajendra Prasad
Dwivedi,
Principal,
Kendriya Vidyalaya,
Yol. Camp,
Himachal Pradesh.
6. Shri Daya Shankar Gautam,
Principal,
Kendriya Vidyalaya,
Baroda.
7. Shri H.P. Singh Gill,
Principal,
Kendriya Vidyalaya,
Calicut, Kerala.
8. Shri M. Iyengar,
Principal,
Kendriya Vidyalaya,
Calicut, Kerala.
9. Shri Kanwar Juneja,
Principal,
Kendriya Vidyalaya,
Ferozepur, Punjab.
10. Shri Hari Nandan Mishra,
Principal,
Kendriya Vidyalaya,
Narangl, Gauhati.
11. Shri Rajendra Sahal Mital,
Principal,
Kendriya Vidyalaya, Tezpur.
12. Shri M.K. Narasimhan,
Principal,
Kendriya Vidyalaya,
Lonavala.
13. Shri Kannath Padmanabhan,
Principal,
Kendriya Vidyalaya, Bidar,
Karnataka.
14. Shri T. Prabhakar,
Principal,
Kendriya Vidyalaya,
Triuchrapalli, Tamil Nadu.
15. Shri K.G. Ramakrishnan,
Principal,
Kendriya Vidyalaya,
Puri, Orissa.

16. Shri N. Rameswaram,
Principal,
Kendriya Vidyalaya,
104 Area, Vishakapatnam.
17. Miss N. Saradammal,
Principal,
Kendriya Vidyalaya,
Meenambakkam, Madras.
18. Shri N.S.R.K. Sarma,
Principal,
Kendriya Vidyalaya,
Sambalpur, Orissa.
19. Shri Bhaju Ram Sharma,
Principal,
Kendriya Vidyalaya,
Pradip Port, Orissa.
20. Shri Som Datta Shukla,
Principal,
Kendriya Vidyalaya,
Fatehgarh.
21. Shri Amar Kumar Sinha,
Principal,
Kendriya Vidyalaya,
B.H.E.L. Hardwar.
22. Shri Subhash Chand Sood,
Principal,
Kendriya Vidyalaya,
INS Valusura, Jam Nagar.
Guiarat.
23. Shri Nehpal Singh Tanwar,
Principal,
Kendriya Vidyalaya.
Bairargarh, Bhopal.

APPENDIX VI (D)

**Training Course in Educational Planning and Administration
for State Education Officers from the North Eastern Region**

(New Delhi : January 1-March 31, 1976)

List of Participants

Arunachal Pradesh

1. Shri C.K. Bhuyan,
Deputy Director of
Education
Shillong.
2. Shri A.P. Srivastava,
Sahityaratna,
Distt. Inspector of Schools,
Distt. Siang,
Along.

Assam

3. Shri A. P. Barua,
Statistical Officer,
S.I.E. Jorhat.
4. Shri M.C. Bhuyan,
Inspector of Schools,
Nowgong District Circle,
Nowgong.
5. Dr. P.K. Talukdar,
Deputy Director of Public
Instruction,
Dispur.
6. Miss Taruna Thakur,
Vice-Principal,
S.I.E. Jorhat.

Manipur

7. Shri H. Hongrey,
District Education Officer,
Viewland Ukul.

8. Shri R. Silas,
Deputy Director of
Education (Elem)
Dewlaland Ukul
Imphal.
9. Shri I.G. Singh,
District Education Officer,
Mao.
10. Shri P.T. Singh,
Inspector of Schools
(Zone II),
Imphal.

Meghalaya

11. Shri J. Bangshall,
Assistant Inspector of
Schools,
Tura, Garo Hills. .
12. Shri R.N. Datta,
Deputy Director of Public
Instruction, Shillong.
13. Shri A. Hannan,
Inspector of Schools,
Shillong.

Mizoram

14. Shri C. Lalawia,
Mizoram Institute of
Education Aijal.

Nagaland

15. Shri S.D. Borkotoky,
Assistant Director of
Education
Kohima.
16. Shri R. Sanchu,
Principal,
Junior Teachers' Training
Institute,
Chiechema.

Sikkim

17. Shri D.C. Agnihotri,
District Education Officer,
Gangtok.
19. Shri K.L. Bamola,
Assistant Director of
Education, Gangtok.
19. Shri S.N. Lal Gupta,
District Education Officer
(West), Gayazing.
20. Shri, T.T. Lepcha,
District Education Officer
(North),
Mangan.

21. Shri M.C. Mathur,
Principal,
T.N. Boys Higher Secondary
School,
Gangtok.

Tripura

22. Shri Sukumar Das,
Deputy Director of
Education,
Agartala.
23. Shri J.C. Datta,
Assistant Publication
Officer,
Publication Unit,
Education Department,
Agartala.
24. Shri R. Sen Sarma,
Guidance Officer,
Bureau of Educational and
Vocational Guidance,
Agartala.

Afghanistan

25. Mr. Abdul Madood Wafamal,
Member of Planning
Department,
Ministry of Education,
Government of Afghanistan,
Kabul.

APPENDIX VI (E)

**Orientation Programme for Principals of Colleges in
Jammu and Kashmir**

(New Delhi : February 16-26, 1976)

List of Participants

1. Prof. P.N. Ganju,
Deputy Director (Colleges),
Office of the Education Commissioner,
Srinagar (Jammu and Kashmir).
2. Prof. Ali Mohammad Peerazada,
Principal,
Govt. Degree College,
Anantnag (Kashmir).
3. Prof. Onkar Nath Kaul,
Principal,
A.S. College,
Srinagar (Jammu and Kashmir).
4. Mrs. Shamla Mufti,
Principal,
Government College for Women,
Maulana Azad Road,
Srinagar (Jammu and Kashmir).
5. Mrs. Krishna Misri,
Principal,
Government College for Women,
Nawakadal,
Srinagar (Jammu and Kashmir).
6. Prof. Ghulam Rasul Bacha,
Professor and Head of the Department of Philosophy,
Government College,
Sopore (Kashmir).

UNESCO Second Group Training Course in Educational Planning

(New Delhi : November 10-December 5, 1975)

List of Participants

Burma

1. Mrs. Ma Ma Sein,
Education Research Officer,
Burma Educational Research
Bureau,
426, Preme Road, University
P.O. Rangoon.
2. Miss Hla Kyu,
Assistant Lecturer,
Institute of Economics,
Rangoon.
3. U. Tun Kywe,
Assistant Lecturer,
Institute of Education,
Rangoon.
4. U. Ba Than,
Divisional Education Officer,
Tenasserim Division,
Tavoy.

India

5. Mrs. Kusum Narayan Kamat,
Superintendent of Primary
Schools,
Education Department,
Municipal Corporation of
Greater Bombay.
6. Mr. Beant Singh,
Deputy Education Officer,
Headquarters, Port Blair,
Andaman & Nicobar Islands.

7. Mr. S.S. Dudani,
Research Officer,
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25. Mr. Jinadasa Munasinghe,
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26. Mr. T.B. Karunaratne,
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**27. Mr. Mohamed Meydeen
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Chief Education Office,
Kalmunai.**

**28. Mr. Rumpillai Murugaiyan,
Editor,
Educational Publication,
Department, 5 de Foneseka
Road, Colombo-5.**

APPENDIX VIII

An Up-to-date List of Publications of the Asian Institute/Staff College

By the Asian Institute

1. Educational Planning in a District—Dr. J.P. Naik (1969).
2. Institutional Planning—Dr. J.P. Naik (1969).
3. School Improvement Projects and Community Support—Shri N.D. Sundaravadivelu (1969).
4. Programmes of Educational Improvement at the District Level not involving much of a Financial Outlay—Shri M.V. Rajagopal (1969).
5. Recent Trends in Educational Planning—Shri C. B. Padmanabhan (1969).
6. Some Reflections on the Administrative Aspects of Educational Planning in India—Shri Veda Prakasha (1969).
7. Some observations on the Training of Personnel for Educational Planning—Shri Veda Prakasha (1969).
8. Report of the National Seminar on the Role, Function, Recruitment and Training of District Education Officers (1970).
9. Life-Long Education—Report of the Meeting of Experts on Life-Long Integrated Education (1970).
10. Selected Statistics for Educational Planning in the Asian Region—Shri Veda Prakasha (1970).
11. The Social, Educational, Economic and Political Aspects of Administering Educational Planning—Prof. M.V. Mathur (1970).
12. Reports of the State Seminars on Educational Planning and Administration:
 - Gujarat
 - Mysore
 - Orissa

13. Report of the Study Group on the Mobilisation of Resources for Education, 1971.
14. Modern Management Techniques in Educational Administration (1971).
15. Report of the Regional Training Seminar on Educational Statistics (1971).
16. Garudaland Planning Exercise (Volumes I and II) (1971).
17. Educational Planning and Management—Report of the Advanced Training Seminar on Educational Planning and Management (1973)

By the National Staff College

1. Report of the Study Group on the Training of District Education Officers (1972).
2. *Educational Innovations in India—Some Experiments* (1974).
3. Administration and Financing of Education in India with special reference to the Fifth Five Year Plan (1974).
4. Reports of the State Seminars on Educational Planning and Administration:

Andhra Pradesh, Bihar, Haryana, Jammu & Kashmir, Kerala, Nagaland, Punjab, Rajasthan, Uttar Pradesh, Tamil Nadu and West Bengal (1969-71).
5. Review of the Training Programmes organised by the Asian Institute (1962-72) (1974).
6. *Growing Multitudes and the Search for Educational Opportunity—Report of the UNESCO National Meet of Experts on Population Dynamics and Education* (October 28-31, 1974).
7. Report of the Orientation Course on Modernisation of Educational Administration in Haryana (January 12-February 24, 1975).
8. Report of the Special Study Programme for Education Officers from Afghanistan (November 11, 1974 to January 18, 1975).

9. Report of the Training Course for Education Officers of Himachal Pradesh (April 17-29, 1975)
10. Report of the Orientation Course for Principals of Kendriya Vidyalayas (June 5-13, 1975).
11. Report of the Orientation Course for Principals of Kendriya Vidyalayas (October 16-28, 1975).
12. Report of the Three-month Training Course in Educational Planning and Administration for State Education Officers from North-Eastern Region (January 1-March 31, 1976).
18. Report of the Orientation Programme for Principals of Colleges in Jammu & Kashmir (February 16-26, 1976).
14. 10+2+3: Brief Report of the All India Conference of District Education Officers (March 6—8, 1976).
15. Reports of the Third All India Survey on Educational Administration :
 - Andaman & Nicobar Islands
 - Chandigarh
 - Goa, Daman & Diu

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