

# General Idea About Induction Training Of PExOs

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# Induction Training – Ten Basic Rules

- 1. On each working day the training will be started sharp at AM , it is mandatory for all trainee to remain present by 9.30AM**
- 2. There is no scope for allowing late attendance**
- 3. The Course Coordinator , will give specific instructions for day to day activities and the same has to be followed as instructions from the competent authority .**
- 4. Any sort of misconduct in the shape of bullying and harassment to any fellow from the end of any trainee will be sufficient to treat him / her as misfit for this training and disciplinary proceeding will be initiated accordingly .**
- 5. The mobile should be kept in silent mode , for any important call the trainee should leave the hall on taking permission from the concerned Faculty or hall In Charge .**

# Induction Training – Ten Basic Rules

- 6. All the identified group members have to sit at their specified location only .**
- 7. For each group one Training Manager is assigned , the attendance has to be given to the Training Managers only , twice a day .**
- 8. Except few cases all the training materials will be provided in the whatsapp group ; at the same time the training materials will be available in the official website of the Department . All have to go through the training materials regularly.**
- 9. It is the duty of each of the trainee to complete the lunch within specified time so that the duration of respect class does not get compromised**
- 10. There is no specific dress code for the trainee but it is expected that all should be in decent and professional attire . .**

# General Queries – A Birds Eye View

1. Whether No Objection Certificate will be allowed during training and probation period or not ?
2. For in service candidates if acceptance and release order is not available , what will be the consequences ?
- 3.What are the rules and regulation for getting leave during training period ?
- 4.Is it mandatory to complete the training and if anyone fails to successfully complete the training , what will be the consequences ?
- 5.What is the meaning of successful completion of the training ?
- 6.What are the promotion avenues of the PExOs ?
- 7.Are the PExOs analogous to the Panchayat Secretaries ?
- 8.Whom should the PExOs report ?
- 9.Where shall the PExOs be posted ?
10. Are the Rural Programme Managers and Panchayat Secretaries subordinate to the PExOs ?

# **Whether No Objection Certificate will be allowed during training and probation period or not ?**

Yes , on receive of application the NOC will be issued but the Department does not ensure issuance of the same within a day or so ; at least 4 to 5 working days will be required to cause issuance of the same and there may have possibility to impose the condition of refund of cost of training as per norms if the concerned Government official leave the Department .

**For in service candidates if acceptance and release order is not available , what will be the consequences ?**

**There remains no problem for those in service candidates if they have already submitted technical resignation to their previous Department ; if there remains any issue of late issuance of release order etc from previous Department , the Panchayat Department will look after the matter to regularize at ease .**

# **What are the rules and regulation for getting leave during training period ?**

**There remains mandatory condition of attending the training at least for 40 days (90%) in order to complete the training successfully ; less than 90% attendance will be treated as unsuccessful completion of the training . There remains specific relaxation on medical ground . So keeping the condition as stated above leave may be prayed for if required .**

# **Is it mandatory to complete the training and if anyone fails to successfully complete the training , what will be the consequences ?**

**Training will be provided only for once for 45 days ( induction training ) ; there is system of exam after the training . Each PExO has to successfully complete the training ; if anyone fail in the exam after three months there will be scope to appear in the exam . There will be three chances to clear the exam and if anyone fails to clear the exam there may have impose of direction for termination .**



# What is the meaning of successful completion of the training ?

## Condition for successful completion of the training

Attendance	Exam
Mandatory attendance should be 90% (40days )	First Paper (Written Examination ) – 200 marks (Minimum Qualifying Marks -90 )
	Second Paper ( Internal Assessment -50 marks and Project Submission -50 marks ) -100 marks ( Minimum qualifying marks -45 )

# **What are the promotion avenues of the PExOs ?**

**Subject to amendment of the Recruitment Rules of the Panchayat Extension Officers (PEOs) , the PExOs may get promotion to the post of PEOs subject to availability of vacancy and thereby on promotion to the post of PEO , as per decision of the Government after specific time period there may have scope for promotion to the post of TCS –Grade –II .**

**Are the PExOs analogous to the  
Panchayat Secretaries ?**

**A BIG NO .**

# Group –C staffs of the Panchayat

Sl No	Name of the Post	Grade Pay	Usually posted at
1	Panchayat Secretary (PS)	2200	Panchayat , Block Office , Directorate and PRTIs
2.	Rural Programme Secretary	2200	Panchayat , Block Office
3.	Village Committee Secretary (VCS )	2200	Village Commiittee , TTAADC office
4.	Panchayat Supervisor	2800	Block Office , Panchayat Office (GP and VC )
5.	Panchayat Auditor	2800	Do
6.	Rural Programme Manager	2400	Panchayat , Block Office , Directorate and PRTIs
7.	Panchayat Executive Officer	2800	

# Whom should the PExOs report ?

Usually the Panchayat Officers / Panchayat Extension Officer (Secretary to the Panchayat Samity or the BAC ) and the BDOs in a broader sense ; but if any PExO is posted in the Panchayat and the In Charge is the Senior Panchayat Supervisor / Panchayat Auditor in such cases at initial stage the reporting authority will be the I/C .

# **Where shall the PExOs be posted ?**

- 1. Mostly the Panchayats (Gram Panchayat or the Village Committee )**
- 2. In exceptional cases in any office of the Panchayat Department closest to the permanent / present residence**
- 3. Very few may be posted in the PRTIs**

Are the Rural Programme Managers and Panchayat Secretaries subordinate to the PExOs ?

**Within the perspective of Grade Pay and Seniority the In Charge will be decided ; all officials in the Panchayat office have to follow the instruction of the In Charge as per Government Norms .**

# Organizational Structure

**Country – Ministry of Panchayati Raj (MoPR )**

State – Department of Rural Development (Panchayat )

Directorate Of Panchayat

District Panchayat Offices

Rural Development Blocks

Panchayats



**MoPR-  
Minister ,  
Secretary**

**State –  
HCM ,  
Secretary ;  
Directorate –  
Director**

**District  
– ZP –  
Savadhi  
pati ;  
DPO  
Office**

**Block level  
–  
Panchayat  
Samity ,  
BAC ,  
Chairperso  
n , BDO ;  
PRTIs**

**Village  
Level –  
Panchayat  
– GP / VC**

**Three Tier Panchayats in Tripura : Role  
and function of Panchayats under 73<sup>rd</sup>  
Amendment ; Difference between PRI  
and non-PRI**

# General Idea about Administrative Classification

STATE			
DISTRICT			
REVENUE CLASSIFICATION	DEVELOPMENTAL CLASSIFICATION		
	PRI –AREA	TTAADC AREA (STATE )	TTAADC AREA (TTAADC )
SUBDIVISION	BLOCK	BLOCK	ZONAL (DIST )
REVENUE CIRCLE	GRAM PANCHAYAT	VILLAGE COMMITTEE	SUB ZONAL (BLOCK )
TEHASIL			VILLAGE COMMITTEE
REVENUE MOUJA			

# **Panchayat Raj System**

- **A process through which people participate in their own Government.**
- **The Panchayat Raj System is the first tier level of Government.**

# 73<sup>rd</sup> Amendment- Background of 3-Tier PRI System

- This 73<sup>rd</sup> Constitutional Amendment Act has added a new **Part- IX** to the Constitution of India
- This part is entitled as 'The Panchayats' and consists of provisions from **Article 243 to 243 O**.
- The Act has also added a new Eleventh Schedule to the Constitution.
- 11<sup>th</sup> Schedule contains **29 functional items** of the Panchayats.
- It deals with **Article 243-G**.
- It come into force on **24<sup>th</sup> April, 1993**.

## Part – IX – The Panchayats

Article	Remarks
243	Definition – District , Gram Sabha , Intermediate level , Panchayat , Panchayat area , Population , Village
243A	Gram Sabha
243B	Constitution of Panchayats
243C	Composition of Panchayats
243D	Reservation of Seats
243E	Duration of Panchayats
243F	Disqualification of membership
243G	Powers , authority and responsibility of Panch.

## Part – IX – The Panchayats

Article	Remarks
243H	Powers to impose taxes by and funds of Panchayat
243I	Constitution of Finance Commission
243J	Audit of accounts of Panchayats
243K	Elections to the Panchayat
243L	Application to Union Territories
243M	Part not to apply to certain areas
243N	Continuance of existing laws of Panch
243 O	Bar to interference by Courts in electoral matters

# Significance of 73<sup>rd</sup> Amendment

1. Constitutional Status to the Panchayats.
2. Brought Panchayat System under the purview of the justiciable part of the Constitution.
3. Transfers representative democracy into participatory democracy.
4. Historical initiatives for Women Empowerment.
5. Empowerment of Backward Classes.



# 29 Sectors in XI schedule

1. Agriculture.
2. Land Improvement.
3. Minor Irrigation.
4. Animal Husbandry.
5. Fisheries

6. Social Forestry.
7. Minor Forest Produce.
8. Small scale industries.
9. Khadi, village and cottage industries.
10. Rural Housing.

11. Drinking Water
12. Fuel and fodder
13. Roads
14. Rural Electrification
15. Non-conventional energy

16. Poverty alleviation programme.
17. Education.
18. Vocational education.
19. Adult and non-formal education.
20. Libraries.

21. Cultural activities.
22. Markets and fairs.
23. Health and sanitation.
24. Family welfare.
25. Women and child development.

26. Social welfare.
27. Welfare of the weaker sections.
28. Public distribution system.
29. Maintenance of community assets.

# Panchayati Raj System in Tripura (Before 1977)

- **In the princely State of Tripura the Panchayats were administered through “Sardar.”**
- **After merger with the union territory in 1949 steps have been taken to constitute the Panchayats.**
- **United province Panchayat Acts, 1960 was adopted in the State to constitute Panchayat.**
- **At that time Panchayats were elected by raising hands and there was no limitation for specific duration for the elected members. As a result those who were elected once had to continue for longer period.**
- **Panchayats did not grow effectively in the State.**

# Panchayati Raj System in Tripura (After 1977 )

- ❖ Steps have been taken for election to the Panchayats with the voters after attaining 18 years of age.
- ❖ Initially, 1-tier Panchayats were constituted.
- ❖ The 2-tier Panchayat was nominated. It was headed Block Development Committee. The Block Development Committee was headed by the local MLA or Member of TTAADC.
- ❖ Tripura Panchayat Raj Act, 1983 was implemented for constituting 1-tier Panchayats.
- ❖ After the 73<sup>rd</sup> amendment of the Constitution, the Tripura Panchayats Act, 1993 was enacted, and assent of the Governor was received on 7<sup>th</sup> November 1993

# Panchayat system in initial stage in Tripura

1. After independence we started to follow the Panchayat Raj Acts of Uttar Pradesh , 1947 .
2. It is learnt that the process of GP was started in our State in 1959 and Rules had been framed in 1962 .
3. During that time :
  - a. It was one tier system .
  - b. The election was conducted without any symbol
  - c. Panchayat body was elected for six years .
  - d. SC-ST reservation was there
  - e. Women reservation was not there
  - f. Pradhan was elected directly

# Panchayat system in initial stage in Tripura

- g. Members were elected separately .
- h. All adult , Panchayat wise Adult Register having 21 years of age were eligible vote .
- i. Non payment of tax was one of the reasons for disqualification to contest .
- j. Deposit of nomination fee was Rs.6/-
- k. Vote was given by raise of hands .
- l. Meeting for adults of the area was called for votes .
- m. Upa Pradhan was elected by simple majority of vote by the system raising hands .

# Shortcoming of the system

Men , money , muscle power were normally the decoding factor for such elections . Power of Pradhan was very high . Contradiction of views of Pradhan and members were common and fund from the Govt was very nominal and irregular . The check and balance system was very weak .

# Journey towards better participation

1. The system has been re looked and election through secret ballot papers with political symbol has been introduced in the year 1978 .
2. But the election of the Pradhan was directly and members separately continued .
3. It was one tier but above one tier Panchayat , a higher body was formed namely Block Development Committee with the elected MLAs and Pradhans under the Block area

# Journey towards better participation

4. The Tripura Panchayat Act , 1983 has been enacted and come into force w.e.f 1/2/1984 ; the election system has also been changed and rules had been framed for it .
5. The system has been amended once again in the year 1984 and Act and rules have been framed accordingly .
6. In new Acts provision of election directly by secret ballot and with political symbol have been made .
7. The election of Pradhan through direct votes has been dropped .



# Journey towards better participation

8. Power of electing Pradhan has been given to the elected members .
9. The term of the body made for five years .
10. Voter age has been reduced to 18 years ; contest of election , if 21 years .
11. Population based members and SC/ST reservation .
12. Number of members varies from 7 to 15

# **73<sup>rd</sup> Amendment of Constitution and its execution in Tripura**

**The new Acts and Rules came into existence :**

- a. The Tripura Panchayat Act , 1993**
- b. The Tripura Panchayats , Constitution of State Panchayat Election Commission Rules 1993 with Amendment till 2006**
- c. The Tripura Panchayats , Election to Office Bearers Rules , 1994 , as amended till 2014 .**
- d. The Tripura Panchayats , Preperation of Electoral Rolls Rules , 1993**
- e. The Tripura Panchayats , Conduct of Election Rules , 1993**
- f. The Tripura Panchayats Delimitation of Constituencies Rules , 1993 as amended till 2014**
- g. TTAADC Act , 1979**
- h. The Tripura Tribal Areas Autonomous District Village Committee , Delimitation of constituencies Rules , 1994**
- i. The Tripura Tribal Areas Autonomous District , Establishment of Village Committee Act , 1994**
- j. The Tripura Tribal Areas Autonomous District Village Committee , Conduct of Election , Rules , 1996**

# 73<sup>rd</sup> Amendment of Constitution and its execution in Tripura

As per Tripura Panchayat Act , 1993 one third reservation for women is available but with Fifth Amendment of the Act in the year 2010 , reservation for women has been raised up to 50% . It has been implemented in Panchayat General Election , 2014 . It may be mentioned here that 50% women reservation within the group of SC/ST also admissible as per 5<sup>th</sup> Amendment of Tripura Panchayat Act , 2010 . In TTAADC area reservation at Village level is 50% from 2011 .

# Three Basic Structure of PRI

<b>GRAM PANCHAYAT</b>	<b>PANCHAYAT SAMITY</b>	<b>ZILLA PARISHAD</b>
<b>At Village level</b>	<b>At Block level</b>	<b>At District Level</b>
<b>Elected Body</b>	<b>Elected Body</b>	<b>Elected Body</b>
<b>Pradhan as the political executive</b>	<b>Chairperson as the political executive</b>	<b>Zila Savadhipati as the Political Executive</b>
<b>606</b>	<b>35</b>	<b>8</b>
<b>RPM/PS – In Charge</b>	<b>BDO – Executive Officer , Panchayat Officer / Panchayat Extension Officer – Secretary</b>	<b>DM-CEO DPO – Secretary</b>
<b>Gram Sabha</b>	<b>Block Sabha</b>	<b>District Sabha</b>
<b>Planning – GPDP</b>	<b>Planning – BPDP</b>	<b>Planning –DPDP</b>
<b>-----</b>	<b>Standing Committee</b>	<b>Standing Committee</b>

# Basic Structure of Panchayat in TTAADC area

<b>Village Committee</b>	<b>Block advisory Committee</b>	<b>TTAADC –HQ</b>
<b>At Village level</b>	<b>At Block level</b>	<b>At District Level</b>
<b>Elected Body</b>		
<b>Chairman as the political executive</b>	<b>Chairperson as the political executive</b>	
<b>587</b>	<b>40</b>	<b>01</b>
<b>RPM/PS – In Charge</b>	<b>BDO – Executive Officer , Panchayat Officer / Panchayat Extension Officer – Secretary</b>	
<b>Gram Sabha</b>	<b>Block Sabha</b>	
<b>Planning – GPDP</b>	<b>Planning – BPDP</b>	<b>Planning –DPDP</b>
<b>Sub Committee</b>	<b>-----</b>	<b>-----</b>

# Population and no of members – GP

Population	No of members
Does not exceed 3000	09
3001-4500	11
4501-6000	13
Above 6000	15

# Population and no of members – PS

Population	No of members
Does not exceed 30000	09
30001 to 50000	11
50001 to 80000	13
Exceeds 80000	15

# Population and no of members – ZP

Population	No of members
Does not exceed 150000	09
150001 to 250000	13
250001 to 400000	17
400001 to 600000	21
600001 to 800000	28
800001 to 1000000	35
Above 1000000	40



# Population and no of members –VC

Population	No of members
Does not exceed 2500	07
Exceeds 2500	09
Exceeds 4000	11

# **Panchayats – at the Crossroad**

- Local Self Government vs. Rural Local Bodies.**
- Service Provider to huge population – lack of recognition as Civic Bodies like Municipal Agencies.**
- Changing perception - GPs as unit of Developmental Schemes of Ministries/ Department.**
- Rising Standards of living - Rising aspirations.**
- Pressure to Perform – search for more resources.**
- Competition for Development – insufficient capacity**

# Why PExO ?

- 1. Rural Development is a subject not a simple issue**
- 2. The Panchayat has become basic unit of development , not at all a simple decentralized power unit**
- 3. The Technology has become a great tool for comprehensive development**
- 4. Prudent idea of governance and implementation of schemes have become essential ingredients of the Rural Development**
- 5. The IT has become the mirror of supervision**
- 6. To ensure effective Governance the Panchayat requires efficient , qualified , skilled officials**

# Comprehensive idea about the Training

- 1. In each day there will be 6 classes , each having duration of one hour .**
- 2. There will be minimum four working day's field visit to various Block areas and out of this for two days the trainees have to stay at rural area , being arranged by this Institute .**
- 3. There will be specified session for group presentations .**
- 4. All the trainees are provided with daily diary ; one diary is specified for a week ; each day after completion of all the classes / field visit the learning points have to be written and after a week the same has to be submitted to the concerned Training Manager . Improper maintenance will not attract good marks under internal assessment .**

# Comprehensive idea about the Training

- 5. After completion of the training proper there will be written examination for 200 marks . All the questions will be asked over the topics of discussion .**
- 6. There is separate section of internal assessment for 50 marks ; it will include performance / behavior of the trainee along with proper compliance of various tasks as assigned by the internal faculty from time to time and also the quality of presentation as will be made by the trainee .**

# Comprehensive idea about the Training

## 7. There is separate section of group Project submission for 50 marks :

Sl No	Name of the Group	Topic of Project	Name of Mentor
1	Rajarshi	Amar Sarkar	Prasun De , Director
2	Ujjayanta	Governance in Panchayat	Anurag Sen , Dy Director
3	Trishna	Panchayat Finnance	Dr . S . Chakraborty , Faculty
4	Neermahal	Panchayat Development Plan	Bapan Debbarma , Faculty
5	Hatai Kotor	Smart Panchayat	Hillool Das , Faculty
6	Jumpui	Innovation in Panchayat	Chirabrata Debnath , Faculty
7	Unakoti	Proper application of Acts and Rules in Panchayat	Mousumi Dasgupta , Payel Dasgupta , Faculty
8	Longtorai	Total Quality Management and Office Procedure	Pritam Bhattacharjee , Faculty

# Comprehensive idea about the Training

**8. Against each topic of Project , there will be five sub topics ; the main group will be divided into five different sub groups and each sub group will be given one sub topic by the Mentor and accordingly the concerned group members have start work over the project and the report has to be submitted in time . After submission of the project report there will be separate session for presentation before the panel of examiners .**

# Comprehensive idea about the Training

- 9. Classes will be taken mostly by the Faculty of the Institute and apart from this a good number of Faculty from various other esteemed Institutes of India will take the classes ; there will be arrangement of separate class on personality and soft skill development by professional trainers from Delhi .**
- 10. The overall topics under broad categories are – Legal aspect of PR system , Governance of Panchayat , Finance in Panchayat , Project Implementation and Planning , Rural Development and Soft skills .**



# A very Basic Question

**Are you really focused and  
determined to do work as  
PEXO ?**

# Possibility of conflict

- 1. This is a platform with job security and workload may not be like that of Private Sector , so it will be helpful for my future career plan .**
- 2. Are you sure that your educational acumen will not trigger you to be de-motivated to do the work of PExO ?**
- 3.A big non willing working force leading to create static inertia within the Department .**
- 4. How to deal with over qualified working force ?**

# Banana republic – Story of a Bridge



**Choluteca Bridge**

**‘Bridge of the  
Rising Sun’**

# Cholulteca bridge – Learning points

- 1. It will not be wise to say built to last rather built to thrive or built to adapt .**
- 2. Change is the only constant in life – obviously we have to believe and act upon over the fact that adaptability is the only key for survival / resilience / success .**
- 3. Most often we focus on creating the best immediate stop gap solution for a given problem forgetting that the problem itself might change .**

# Expectation of this Training Institute

# Are you familiar with these names ?

Sameer Mishra ( 2008)	Kavya Shibsankar ( 2009 )	Anamika Veeramani ( 2010)
Sukanya Roy ( 2011)	Snigdha Nandipati ( 2012)	Aravind Mahankali ( 2013 )
Sriram Sujoe ( 2014)	V S G Venkataraman ( 2015)	Jairam Hathwar Janga ( 2016 )
Ananya Vinoy ( 2017)	Kartik Nemmamani ( 2018)	Rishak Gandhasri ( 2019 )
S.S.Suruthika Padhy ( 2019)	S S A Abhijay Kodali ( 2019 )	C S Rohan Raja ( 2019)

# Who are they ?

- 1. They are winners of the Scripps National Spelling Bee . Established in 1925 with nine participants , this contest has been held in the US every year , except during WWII and Covid pandemic .**
- 2. To take part the contestants must be under 15 and studying in 8<sup>th</sup> standard .**
- 3. In 2019 , about 11 million children competed to be there in final . The spelling Bees popularity rivals the New York Yankees and the Dallas Cowboys , two of America's most valuable sports franchises .**

# Who are they ?

4. Since 1994 , the finals have been broadcast live initially on ESPN and more recently on ION .
5. These are some of the words winners spelt in the finals – Guerdon , Laodicean , Stomuhr , Cymotrichous , Bougainvillea , Knaldel , Stichomythia , Koinonia ...
6. Don't worry if you have not heard them , neither had I .



# Who are they ?

7. Did you notice anything unusual about the winners names ? Almost all of them are Indian origin . Now it is called 'Indian Superbowl' .
8. In the Netflix documentary 'Spelling the Dream' , seven year old Akash Vukoti spells , '**Pneumonoultramicroscopicsilicovolcanoconiosis**'

**How do Indian American children  
like Kavya , Arvind and Akash  
accomplish this ?**

**GRIT**

**Develop GRIT – the  
art of endurance**

Thank You for Your Patience