

Government of Himachal Pradesh
Department of Rural Development

No. RD-A(1)-2/2025

Dated: Shimla-171002,

the

03rd March, 2025

NOTIFICATION

The Governor, Himachal Pradesh, recognising the increasing need for decentralised and structured capacity-building programmes for functionaries of Rural Development and Panchayati Raj Institutions, and in view of the limitations of the existing training infrastructure in meeting the rising training demands, is pleased to declare the following institutions as Extension Training Centres (ETCs) under the administrative control of the State Institute of Rural Development (SIRD), Himachal Pradesh, with immediate effect :

- i). Panchayati Raj Training Institute (PRTI), Thunag
- ii). Panchayati Raj Training Institute (PRTI), Baijnath
- iii). District Panchayat Resource Centre (DPRC), Bilaspur
- iv). District Panchayat Resource Centre (DPRC), Hamirpur
- v). District Panchayat Resource Centre (DPRC), Mandi
- vi). District Panchayat Resource Centre (DPRC), Solan
- vii). District Panchayat Resource Centre (DPRC), Shimla
- viii). District Panchayat Resource Centre (DPRC), Sirmaur
- ix). District Panchayat Resource Centre (DPRC), Kangra

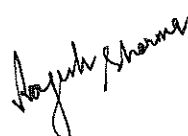
2. These ETCs shall function as decentralised training institutions under the aegis of SIRD to cater to the increasing demand for training of elected representatives and officials of the Panchayati Raj system. To ensure effective operationalisation of the ETCs, the following directives are issued:

- a) The concerned ADC/ADM, as the case may be of the concerned district shall be designated as the Head of the ETC.
- b) A District Training Coordination Committee chaired by the ADC/ADM, and having DPO as member and DDO as the member Secretary, is hereby constituted to oversee local training schedules and resolve logistical challenges. The District Development Officer will be the Member Secretary of the Committee and will provide necessary

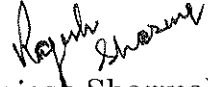
Hajin Sharma

secretarial assistance. The District Development Officer shall also be delegated necessary financial powers as Member Secretary of ETC for day to day management of ETC & smooth running of training programmes. The functioning of this Committee will be reviewed from time to time by the Deputy Commissioner and necessary action be taken for smooth conduct of training programmes.

- c) The services/works of support staff, including data entry operators, mess services/works and housekeeping work, shall outsourced from the service providers through the SIRD PR HP, Society Craigneno, Mashobra, Shimla-171007 as per procedure specified under HPFR, 2009.
- d) The operational expenses of these ETCs shall be met through the recurring grants provided by the Ministry of Rural Development (MoRD), Government of India, under its guidelines dated 07.08.2017. However, since the grant is provided on a reimbursement basis, the State Government shall allocate funds on a revolving basis for initial operationalisation. Funds from schemes such as the Rashtriya Gram Swaraj Abhiyan (RGSA) and the 15th Finance Commission grants may also be utilised, subject to approval.
- e) Infrastructure development for the ETCs, especially in partially completed centres at Shimla, Sirmaur, and Kangra, shall be undertaken in a phased manner using non-recurring grants as per MoRD guidelines. Temporary arrangements, such as using government guest houses and panchayat bhawans, may be explored to facilitate training activities until full infrastructure readiness is achieved.
- f) Training programmes shall be conducted using a structured roster system, engaging officials such as the ADCs, DDOs, DPOs, BDOs, and Panchayat Inspectors and retired RD/PR Officers etc. as guest faculty keeping in consideration the minimal disruption to their primary duties.
- g) Standard Operating Procedures (SOPs) shall be developed by SIRD to guide the functioning of the ETCs, detailing training modules, evaluation mechanisms, and administrative protocols to ensure uniformity in operations.




- h) The Training Division of the Ministry of Rural Development (MoRD) shall be intimated regarding the establishment and operationalisation of these ETCs to ensure alignment with national capacity-building initiatives.


(Rajesh Sharma), IAS
Secretary (Rural Development) to the
Government of Himachal Pradesh

Endst. No. RD-A(1)-2/2025 Dated: Shimla-171002, the 03rd March, 2025

Copy for information and necessary action to: -

1. All the Pr. Advisors to the Government of Himachal Pradesh, Shimla-2.
2. All the Additional Chief Secretaries/Pr. Secretaries/Secretaries to the Government of Himachal Pradesh, Shimla-2.
3. The Principal Accountant General, Himachal Pradesh, Shimla-3
4. The Accountant General (A&E), Himachal Pradesh, Shimla-3
5. The Secretary to Chief Minister, Himachal Pradesh, Shimla-2.
6. All the Divisional Commissioners/Deputy Commissioners/HoDs in H.P.
7. The Director, Rural Development & SIRD, Himachal Pradesh.
8. The Director, Panchayati Raj, Himachal Pradesh, Shimla-171009.
9. The Under Secretary, Government of India Ministry of Rural Development, Department of Rural Development, Kirshi Bhawan, New Delhi for information.
10. The Pr. Private Secretary to Chief Minister, Himachal Pradesh, Shimla-171002.
11. The Sr. Private Secretary to Chief Secretary to the Govt. of HP, Shimla-2.
12. The Additional Director, HP SIRD, Craigneno Mashobra, Shimla, Himachal Pradesh 171007 for immediate compliance.


(Anil Kumar Sharma)
Under Secretary (Rural Dev.) to the
Government of Himachal Pradesh
