

Training Course

On

‘Good Governance’

Duration: 22 November to 26 November, 2020



**National Agriculture Training Academy (NATA)
Ministry of Agriculture
Gazipur-1701
www.nata.gov.bd**

Good Governance

Duration: 22 November to 26 November, 2020

Course Management

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Introduction to National Agriculture Training Academy (NATA)

1.1 The Academy

National Agriculture Training Academy (NATA) is the apex training institute for human resource development of officers (grade-9 and above) under the Ministry of Agriculture (MoA) for providing training on diversified fields of professional interest in agriculture sector. The Academy organizes various training programs related to modern agricultural technologies and office management issues throughout the year. The academy is established in Gazipur as Central Extension Resources Development Institute (CERDI) on 14 March 1975 with the financial assistance of Japan International Cooperation Agency (JICA). Afterwards, on 27 June 1984, CERDI was undertaken to the Training Wing of Department of Agricultural Extension (DAE). On 03 April 2013, Government of the People's Republic of Bangladesh abolished CERDI and established NATA as an independent organization of MoA and on 07 June 2014, NATA has been started its journey as a training academy.

After emergence as NATA, the Academy began its training functions with only 10 faculty members. Though Government approved strength is 184, at present NATA has 84 staff members including 30 faculty members.

1.2 Vision

National Agriculture Training Academy becomes a center of excellence for developing competent human resources in agriculture sector.

1.3 Mission

We are pledged to achieve the shared vision through:

- i. Development of skilled human resources of all organizations under MoA by imparting quality training, research and development and publications;
- ii. Enhancement of linkage between education, research and extension to endow agriculture service delivery system;
- iii. Building a network with reputed institutions of home and abroad for organizational capacity development; and
- iv. Fostering a culture of continuous learning for development of knowledge-intensive agriculture service.

1.4 Functions

The NATA has been entrusted to perform the following functions:

- i. Develop skilled human resources of the government, semi-government, autonomous organizations under MoA through imparting training program on modern and sustainable agriculture technology and office management topics;
- ii. Transfer modern and sustainable agriculture technology developed by the research organizations for obtaining higher yield of crops of the farmers;
- iii. Conduct demonstration, adaptive research and research of proven technologies;
- iv. Impart all sorts of in-service training with special emphasis on induction, foundation and senior staff course;

- v. Exchange publications, participants and resource persons in seminars, workshops, conferences and training among the stakeholders;
- vi. Advice government and other organizations on training, achieving food and nutrition security, ICT, transfer of agriculture technology, agro-based industries and conservation environments etc.;
- vii. Help government and policy makers in framing and analyzing agricultural policies;
- viii. Conduct different training activities of academy in consonance with provision of the public administration training policy, 2003; and
- ix. Perform all kinds of duties directed by the government.

1.5 Location of the Academy

The Academy is about 25 km away from the capital city Dhaka and 3 km away from Joydevpur Chandana Chowrasta towards Gazipur district head quarter. It is located adjacent to Bangladesh Rice Research Institute (BRRI) and occupied 49 acres of land. The academy provides the trainees an ample scope to get free access to the adjacent institutions like Bangladesh Agriculture Research Institute (BARI), Bangladesh Rice Research Institute (BRRI), Seed Certification Agency (SCA), Bangabondhu Sheikh Mujibur Rahman Agricultural University (BSMRAU), Telecommunication College, and other government offices in Gazipur.

1.6 Facilities

1.6.1 Physical Facilities

The Academy is well equipped with some physical facilities to run the training programs successful though it began its voyage recently. Existing facilities of the academy are as follows.

- Office building-2
- Class room- 3
- Laboratory (Subject wise technical)
- Plant protection museum- 1
- Conference room- 1
- Auditorum-1
- Dormitory- 4
- Cafeteria- 1
- Greenhouse- 3
- Workshop-1
- Mosque-1

1.6.2. Digital Computer cum Language Lab. and IT facilities

There is one Digital Computer cum Language Lab in the Academy. It is located on the 1st floor of the Administrative building. IT facilities available include LAN and Wi-Fi and the whole campus under Wi-Fi coverage. To expedite foreign language learning, NATA set up a Digital Computer cum Language Lab. as part of the Academy's drive for capacity building of government officials. Participants can avail the opportunity of learning the foreign language while they stay in NATA.

1.6.3 Recreational Facilities

The Academy has a recreation room with color T.V in the dormitory. The daily newspapers are also available in recreation room for the participants.

1.6.4 Linkage with other Training Organizations

NATA maintains good relations with other training Academies in the country including BPATC, RPATC, BCS Administration Academy, BIAM, FIMA and so on. NATA has a plan to collaborate with international training institutes for improvement its human resources. NATA also collaborate with national research organizations for research in agriculture sector.

1.7 Evaluation

Course coordinator and assistant course coordinators are given the responsibility to evaluate the participants. The course is evaluated during pre and post training situation. Furthermore, the participants are given the chance to evaluate the resource speakers by using a prescribed format.

1.8 Sessions

Every day the session is started at 9.00 am in the morning and ends at 5:00 pm in the afternoon. There are two health breaks started at 10.30 am for snacks and 03.30 pm for tea as well as lunch with prayer break at 01.05p mrespectively. Participants are advised to attend in the class in time without fail for avoiding any kinds of disciplinary action.

Daily Schedule

Activities	Duration
Recap	09.00-09.30
1 st Session	09:30-10:30
2 nd Session	10:30-11:30
Tea Break	11:30-12:00
3 rd Session	12:00-01:00
Prayer & Lunch	01:00-02:30
4 th Session	02:30-03:30
5 th Session	03:30-04:30
Tea Break	04:30-05:00

1.9 Norms to be followed during the training

- No casual leave is allowed during training period;
- Participants living in the dormitory are advised to follow the norms of the dormitory;
- The campus area is a “Non-Smoking Zone”. Participants are advised to refrain from smoking inside the Academy; and
- Participants are not allowed to enter the dormitory after 10:00pm at night.

Course at a glance

Objective of the Course:

After completion of the course, the participants will be able to understand the concepts of Good Governance & how Good Governance can establish rule of law & justice in the society. Rule of law & justice is the prerequisite for sustainable development. The participants are also aware about their duties & responsibilities in establishment of Good Governance in respective areas & departments. Good governance helps to establish a developed & prosperous nation (Bangladesh) by the year 2041.

Target population: Officers of 9th & above grade under the Ministry of Agriculture.

Duration of each session: 60 minutes.

Prerequisites of the course:

- To attend in the training class in time;
- To be present at least 99% of the classes otherwise certificate may not be awarded;
- Maintain the norms in dormitory and cafeteria;
- Absent from any session is not allowed without prior permission from the course coordinator even in case of emergency;
- Enthusiastic to learn and share ideas in training session; and
- Cell phone must be kept in silent mode.

Course Contents

SL No.	Title of the contents
1	Characteristics/ Feature and indicators of Good Governance and Step needed for Good Governance system in Bangladesh
2	Good Governance in Bangladesh, Future challenges & strategies
3	Evolution, Meaning of Governance & Good Governance; Governance in Bangladesh: Basic Concept, History and Background
4	Major typology of Governance: Global Govt., Local Govt., Community Govt. ethical Govt. and principles of Good Governance. Government & Politics in Bangladesh: Govt. Structure, Electoral system in Bangladesh
5	Critical Issues of Govt. of Bangladesh; Urban policy, public policy, Civil society, NGOs, Business org. and Good Governance.
6	Key Govt. Institutions: Parliament, Judiciary, Bureaucracy & Local Govt. institution for establishing Good Governance
7	Characteristics/ Feature and indicators of Good Governance and Step needed for Good Governance system in Bangladesh
8	Annual performance Agreement (APA) for establishment of Good governance
9	Ethics, Etiquette & Manner for establishing Good Governance
10	Innovation in Public service delivery system for good governance
11	Mentoring for innovation culture for Good Governance
12	.Live Coaching, Mind setting and self-judging for ensuring Good Governance
13	Team Building & Motivation to establish Good governance
14	Public Service Innovation and Offline web-site development for better services deliberation
15	Anti-corruption Act, 2015 and its different rules and control measures for establish Good Governance
16	Anti-corruptions and is importance in Good Governance; Building an effective framework for Good governance and establish rule of Law & Justice in Bangladesh
17	Social Media: New opportunities for communication & development
18	Role of social media in reducing corruption and established good governance
19	E-filing system, E-GP registration and e-Tendering Process
20	Innovation and its implication for reducing TVC (Time, Visit , Cost) in good governance
21	Sustainable Development Goal (SDG) and its different Target & Indicators for sustainable development and establishing Good governance
22	National Integrity Strategies (NIS) and its implication to established Good governance development and establishing Good governance
23	Right to information Act, 2009 and its implication in good governance
24	Social Safety Nets(SSN) and its implication to established Good governance

List of Resource Speakers

SL No.	Name and Designation	Mobile No.	E-mail
1	Md. Arifur Rahman Apu Additional. Secretary, MOA	01911496325	addlsecyai@moa.gov.bd
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4	Dr. Jahangir Alam, Former Director, DAE	01715111486	subornoml@yahoo.com
5	Dr. Md. Delwar Hossain Mazumder, DD, NATA	01855333570	dhossain1960@yahoo.com
6	Md. Iqbal Hossain, Metropolitan Session Judge, Dhaka	01711185874	mihossain_law@yahoo.com
7	Dr.Md. Eklas Uddin Deputy Director (Planning and Publication), NATA	01716257354	akhlas.uddin@yahoo.com
8	Muhammad Shahadat Hossain Siddique, UAO (L.R.), Phd fellow, BSMRAU	01753896598	muhammadsiddiquee@gmail.com
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10	Dr. Md. Sayedur Rahman Deputy Director (Admin & Support Service), NATA	01552495564	sayedur.63@gmail.com
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12	Dr. Md. Aktharuzzaman Director (Admin), NATA	01711884191	akhtar62bd@gmail.com
13	Md. Jamal Uddin Deputy Director (Entomology), NATA	01712272859	jamaldae@yahoo.com

Daily Training Schedule

Working Day-01 Date: 22-11-2020

Day- Sunday

Time	Topics	Speaker/ Facilitator
09.00-9.30	Registration	Samsun Nahar(SAD), Md. Anwarul Islam Juwel(SAD), and Sadikun Nahar (Lab Assistant) NATA
9.30-10.15	Inaugural	Addl Sec, MoA, DG, Director (Admin) & Course Coordinator & Faculty members
10.15-10.30	Pre-evaluation	Samsun Nahar & Md. Anwarul Islam Juwel, SAD, NATA
10.30-11.00	Tea break	
11.00-12.00	National Integrity Strategies (NIS) and its implication to established Good governance	Md Arifur Rahman Apu Additional. Secretary, MOA
12.00-01.00	Ethics, Etiquette & Manner for establishing Good Governance	Md Arifur Rahman Apu Additional. Secretary, MOA
1.00-2.00	Prayer & Lunch Break	
2.00-3.00	Characteristics/ Feature and indicators of Good Governance and Step needed for Good Governance system in Bangladesh	Dr. Md. Math hurul Haque Former DG, NATA
3.00-4.00	Good Governance in Bangladesh, Future challenges & strategies	Dr. Md. Math hurul Haque Former DG, NATA
4.00-5.00	Social Safety Nets(SSN) and its implication to established Good governance	Dr. Md. Jamal Uddin Deputy Director, NATA

Working Day-02 , Date: 23-11-2020

Day-Monday

Time	Topics	Speaker/ Facilitator
9.15-9.30	Review of the previous day	Samsun Nahar, Assistant Course coordinator
9.30-10.30	Evolution, Meaning of Governance & Good Governance; Governance in Bangladesh: Basic Concept, History and Background	Prof. Dr. Niaz Khan Development Studies, Dhaka University
10.30-11.30	Major typology of Governance: Global Govt., Local Govt., Community Govt. ethical Govt. and principles of Good Governance. Government & Politics in Bangladesh: Govt. Structure, Electoral system in Bangladesh	Prof Dr. Niaz Khan Development Studies, Dhaka University
11.30-12.00	Tea Break	
12.00-1.00	Critical Issues of Govt. of Bangladesh; Urban policy, public policy, Civil society, NGOs, Business org. and Good Governance.	Prof Dr. Niaz Khan Development Studies, Dhaka University
1.00-2.30	Prayer & lunch Break	
2.30-3.30	Key Govt. Institutions: Parliament, Judiciary, Bureaucracy & Local Govt. institution for establishing Good Governance	Prof Dr. Niaz Khan Development Studies, Dhaka University
3.30-4.30	Characteristics/ Feature and indicators of Good Governance and Step needed for Good Governance system in Bangladesh	Prof Dr. Niaz Khan Development Studies, Dhaka University

Working Day-03**Date: 24-11-2020****Day-Tuesday**

Time	Topics	Speaker/ Facilitator
9.05-9.15	Review of the previous day	Samsun Nahar, Assistant Course coordinators
9.15-10.15	Social Media: New opportunities for communication & development	Dr. Jahangir Alam Former Director, DAE
10.15-11.15	Role of social media in reducing corruption and established good governance	Dr. Jahangir Alam Former Director, DAE
11.15-11.30	Tea break	
11.30-12.30	E-filing system, E-GP registration and e-Tendering Process	Dr. Saidur Rahman, Deputy Director (Admin), NATA
12.30-1.30	E-filing system, E-GP registration and e-Tendering Process	Dr. Saidur Rahman, Deputy Director (Admin), NATA
1.30-2.30	Prayer & lunch Break	
2.30-3.30	Public Service Innovation and Offline web-site development for better services deliberation	Md. Sahadat Hossain Siddique, UAO (LR), DAE, Dhaka
3.30-4.30	Public Service Innovation and Offline web-site development for better services deliberation	Md. Sahadat Hossain Siddique, UAO (LR), DAE, Dhaka

Working Day-04 Date: 25-11-2020**Day-Wednesday**

Time	Topics	Speaker/ Facilitator
9.05-9.15	Review of the previous day	Samsun Nahar, Assistant Course coordinators
9.15-10.15	Team Building & Motivation to establish Good governance	Dr. Md. Delwar Hossain; Former Deputy Director, NATA
10.15-11.15	Sustainable Development Goal (SDG) and its different Target & Indicators for sustainable development and establishing Good governance	Dr. Md. Aktharuzzaman Director (Admin), NATA
11.15-11.30	Tea break	
11.30-12.30	Annual performance Agreement (APA) for establishment of Good governance	Dr. Akhlas uddin Deputy Director, NATA
12.30-1.30	Innovation in Public service delivery system for good governance	Md. Ziaul Haque, a2i, PMO
1.30-2.30	Prayer & lunch Break	
2.30-3.30	Mentoring for innovation culture for Good Governance	Md. Ziaul Islam, BPATA, Savar
3.30-4.30	. Live Coaching, Mind setting and self-judging for ensuring Good Governance	Md. Ziaul Haque BPATA, Savar

Working Day-05 Date: 26-11-2020**Day- Thursday**

Time	Topics	Speaker/ Facilitator
9.05-9.15	Review of the previous day	Samsun Nahar, Assistant Course coordinators
9.15-10.15	Anti-corruption Act, 2015 and its different rules and control measures for establish Good Governance	Md. Iqbal Hossain, Metropolitan Session Judge, Dhaka
10.15-11.15	Anti-corruptions and is importance in Good Governance; Building an effective framework for Good governance and establish rule of Law & Justice in Bangladesh	Md. Iqbal Hossain, Metropolitan Session Judge, Dhaka
11.15-11.30	Tea break	
11.30-12.30	Innovation and its implication for reducing TVC (Time, Visit , Cost) in good governance	Dr. Md. Jamal Uddin Deputy Director, NATA
12.30-1.30	Right to information Act, 2009 and its implication in good governance	Md. Jamal Uddin Deputy Director (Entomology), NATA
1.30-2.30	Prayer & lunch Break	
2.30-3.30	Post Evaluation and Course Evaluation	Course coordinator and Assistant Course coordinators.
3.30-4.30	Closing Ceremony	DG, Course Coordinator, Assistant Course coordinators

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