

BPATC DAY 2019

APRIL
28

35TH
FOUNDING
ANNIVERSARY

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



BPATC

BANGLADESH PUBLIC ADMINISTRATION TRAINING CENTRE

www.bpatc.org.bd



BPATC



MESSAGE

Rector

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

Bangladesh Public Administration Training Centre (BPATC), the apex civil service training institution of the country, is going to launch the 'BPATC Day 2019' in festive mood on the occasion of its 35th founding anniversary. For commemorating the memorable event, a souvenir is being published. I convey my sincere thanks and gratitude to all concerned.

The journey of BPATC started on 28 April 1984 through merging four erstwhile training institutions namely, National Institute of Public Administration (NIPA); Civil Officers' Training Academy (COTA); Bangladesh Administrative Staff College (BASC); and Staff Training Institute (STI). The centre envisions to shape the civil servants as effective, inclusive, accountable in providing better public service. This organization is mandated to provide quality training to the civil servants of Bangladesh; to conduct research; and to provide consultancy service to the government.

Since its inception, BPATC is working relentlessly to promote itself as a 'Centre of Excellence'. Civil servants of Bangladesh ranging from Assistant Secretaries to Additional Secretaries to the government are trained here. Senior level and mid-level officers of Armed Forces are also invited to take part in training to promote better understanding and interaction among the civil servants and military officials of the country. This center arranged a first ever 'Policy Dialogue' in Bangladesh with all the Senior Secretaries and Secretaries to the government as participants and distinguished presents from public and private sector. In addition to that, the center also provides training of non-cadre officers, first class officers and second-class officers of different departments based on their demand. The library of this center has been transformed into fully digital with lots of e-resources and wide-ranging access to most of the international journals. The center has long legacy of contribution in knowledge base through publishing of 'Bangladesh Journal of Public Administration'. This journal has, very recently, entered in a new era by moving into fully online journal maintaining international standards.

The government of Bangladesh is committed to achieving the Sustainable Development Goals (SDGs) by the year 2030, Vision 2041. Following the dream, BPATC embarked upon mainstreaming SDGs into all activities. In light with the SDG Target 16.6, BPATC has adopted the vision of 'building capacity for effective, inclusive and accountable public administration system'. The role of civil servants is very important in this regard. Thus, the center provides prime focus on developing training curricula of different courses emphasizing on achieving SDGs. Moreover, a number of SDGs related research works have been taken up as part of its consultancy services to the government. I believe that such initiatives will facilitate the government to achieve the Sustainable Development Goals within the stipulated time.

Being the foremost training center at national level, BPATC is striving to position itself as a leading training and knowledge hub in this region as well as in international arena. As a part of fulfilling this dream, the center has established network and partnerships with different renowned organizations like UNICEF; United Nations Department of Economic and Social Affairs (UNDESA); United Nations Programme Office on Governance (UNPOG); Alabama University, USA; Duke University, USA; Macquarie University, Australia; Central Queensland University, Australia; Nepal Administrative Staff College (NASC); HKU School of Professional and Continuing Education (HKU SPACE), Hong Kong; and Beijing Administration Institute, China, etc.

Finally, I extend my heartfelt felicitation to all members of BPATC family and wish them success.


29/04/2019

Dr. M Aslam Alam

Rector (Senior Secretary)



Introducing BPATC

Bangladesh Public Administration Training Centre (BPATC) has been at the forefront of the development of public sector executives of the country.



The prime objective of BPATC is to develop a corps of well-groomed and dynamic civil servants by equipping them with requisite knowledge and skills and inculcating moral values as well as leadership qualities for their role in a dynamic and developing society through providing quality training. To this end, BPATC uniquely blends management, development, consultancy, research & information

and communications technology to prepare the employees of the Republic to address development and management challenges. In the

present-day world that is characterized by unprecedented economic activities, rapidly changing technology and fiercely competitive globalized markets, triggering rapid socio-political as well as environmental changes, the government executives

are required to cope with the ever-changing contexts and meet the escalating public demands with diminishing resources. Besides preparing the government executives to successfully anticipate and address the governance challenges of the 21st century, the Centre provides consultancy services to the government on administration and development issues.

BPATC at a Glance

Bangladesh Public Administration Training Centre (BPATC) has been established on 28 April 1984 as an autonomous body with substantial autonomy in both financial and administrative matters.

- BPATC is located at 28 kilometres north-west from Dhaka in a lush of natural environment especially marked for its ever-green, clean and serene specialty.

- A Board of Directors chaired by an Honourable Minister appointed by the Honourable President provides necessary advice to run the Centre smoothly and smartly.
- The Centre is headed by a Rector (Senior Secretary to the Government) who is assisted by six Member Directing Staff (MDS) with the rank of Additional Secretary/Joint Secretary to the Government. Every MDS leads a Division.
- Each Division consists of a number of departments headed by a Director with the rank of Deputy Secretary to the government. The departments are assisted by a number of Deputy Directors, Assistant Directors/ Evaluation Officers/ Research Officers.
- BPATC has four Regional Centres called Regional Public Administration Training Centre (RPATC) located at four old Divisional Headquarters - Dhaka, Chattagram, Rajshahi and Khulna. Establishment of RPATC at other four Divisional Headquarters is going.



Honourable Prime Minister Sheikh Hasina attended the certificate awarding ceremony of 60th Foundation Training Course

- BPATC conducts both career-oriented training courses and skill-oriented short training courses.
- Career-oriented and core courses of BPATC include Foundation Training Course (FTC), Advanced Course on Administration and Development



(ACAD), Senior Staff Course (SSC) and Policy Planning & Management Course (PPMC).

- FTC is designed for the new entrants to Bangladesh Civil Service; ACAD for Deputy Secretary and their equivalent officers from Defence Services, SSC is for the Joint Secretary to the government and equivalent officers from Defence Services, while PPMC is for the Additional Secretary to the government.
- BPATC also conducts research mainly on public management and governance issues. It publishes three journals in regular basis.
- Providing consultancy services to the government is another integral function of BPATC.

Vision

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

Mission

- We are committed to achieving the shared vision through:
- Developing competent and professional human resources by imparting quality training and development programmes;



A BOG meeting in progress

- Conducting research, publishing books and journals and extending consultancy services for continuous improvement of public service delivery system;
- Establishing effective partnership with reputed institutions of home and abroad for developing organisational capacity; and
- Promoting a culture of continuous learning to foster a knowledge-based civil service.

BPATC Theme

Building Capacity for Effective, Inclusive and Accountable Public Administration System.

Core Values

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

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

Discipline

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

Integrity

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

Inclusiveness

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

Innovation

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

Professionalism

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



Rector of BPATC, Dr. M Aslam Alam, conducting a session at BPATC

Learning for results

We impart training for results and take follow up actions to stay relevant. We value and maintain an enabling environment for continuous learning for our clients and ourselves.

Team spirit

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

Branding BPATC: Recent Initiatives to Excellence

“Building capacity for Effective, Inclusive & Accountable Public Administration System” is the theme of BPATC and the institution is highly committed to achieving SDGs. Aligning the development plans and initiatives of the government, the centre is updating training curricula and digital infrastructures to transform the country from lower middle income to developed one by 2041 through training and motivation to the civil servants. As an Apex training centre of the country for public administration, BPATC has taken numerous initiatives to become centre of excellence.



Inaugural Programme of Policy Planning & Management Course



Dr. Gowher Rizvi conducting a joint session at BPATC

Recent Development Initiatives

- Introduced Whatsapp -a unique form of communication among the Faculty Members. It works as medium of sharing knowledge and ideas that help making decisions quickly.
- Operationalised biometric attendance for the officials as well as participants of FTC.
- Successfully running e-nothi in all sections.
- Video conferencing and distance learning introduced
- Introduced e-GP and more than 60% procurement is being done through e-GP
- Campaign against corruption and Zero Tolerance against Corruption ensured .
- Installation of ATM Booth
- Web based Creative MCQ Test for the participants.
- Launched 69th FTC with all Cadre officials just after joining in the civil service in 37th BCS batch.



Biometric attendance by the trainees of FTC



Web based creative MCQ test



Social Media Dialogue through Video Conferencing



ATM Booth inaugurated at Sonali Bank, BPATC Branch

Successfully Operationalised PMIS

- BPATC is the pioneer to introduce Personnel Management Information System (PMIS) among the training institutions of Bangladesh
- Developed database of all employees
 - Developed personal data
 - Educational qualification
 - Transfer posting related data
 - Local and foreign training related data
- Introduced online leave application system

Successfully installed and Operationalised CTMS

- Introduced Computerized Training Management System
- Online Programme Formulation and Distribution System
- Online Trainee Registration System
- Online Speaker's Evaluation System
- Online Result Management System
- E-learning Platform

Successfully Operationalised Accounting and Finance Management Systems

- Introduced Electronic Accounting and Finance Management System
- Introduced Auto-budget Preparation System
- Online Bill Submission System
- Online Pay Approval System
- Introduced Electronic Fund (Salary) Transfer



Successfully Operationalised Transport Management Systems

- Introduced Online Transport Management System
- Introduced Online Transport Requisition System
- Introduced Online Duty Distribution System
- Introduced Electronic Billing System

Installed and Operationalised Dormitory and Inventory Management Systems

- Introduced Online Dormitory Management System
- Online Dormitory Allotment System
- Synchronised Online Trainee Registration and Room Allotment
- Introduced Computer Equipment Management System
- Introduced Online Requisition System
- Introduced Computerized Equipment Inventory System

Recent National Integrity Strategy (NIS) Initiatives: The Incentive Mechanisms

- As Part of NIS, BPATC introduced
 - Best Trainer Award
 - Best CMT Award
 - NIS Award
 - Best ICT Award
 - Best Innovation Award

Steps Taken on Priority Issues of Government

- Organised policy dialogue for Secretaries and Senior Secretaries
- Introduced workshop of election manifesto of the Government
- Introduced special course on SDGs
- Introduced Fundamental Training Course for Promoted Officers (Grade-9) in all RPATCs



Policy Dialogue at BPATC

Upgrading FTC Training Curriculum

- Included spirit and history of liberation war
- Included election manifesto of the Government
- Included case development titled “My Village My Town”
- Included ten special initiatives of the Honourable Prime Minister
- Poverty Alleviation Initiatives through:
 - ✓ visiting disadvantaged families by the FTC participants;
 - ✓ internalising the sufferings of the disadvantaged/poor families;



- ✓ solving short term problem instantly with the help of local authority; and
- ✓ realising the public service delivery systems from service recipient's point of view;
- ✓ dreaming for beggar-free Bangladesh.

Upgraded Curriculum of ACAD

- Included spirit and history of liberation war and election manifesto of the government.
- Included a separate module on SDGs.
- Changed form of seminar paper and introduced article/manuscript format and took initiatives to publish the quality papers in different journals.
- Introduced Lessons Learned Workshop on foreign exposure visit and ensured its effectiveness.

Upgraded Curriculum of Senior Staff Course

- Included spirit and history of liberation war and included election manifesto of the government.
- Transformed seminar paper into policy evaluation paper and introduced professional article/manuscript format.
- Introduced Lessons-Learnt Workshop of foreign exposure visit and ensured its effectiveness.
- Included ten special initiatives of Honourable Prime Minister.

Upgraded Curriculum of Policy Planning and Management Course

- Included important policy issues of the country.
- Introduced ZERO LECTURE and 100% participatory methods.
- Introduced Lessons-Learned Workshop of foreign exposure visit and ensured effectiveness.

Mainstreaming SDGs

- Selected SDGs focused BPATC theme.
- Introduced Special Short Course on SDGs and completed two courses.
- Conducting one International Research Project on Coastal and Marine Resource. Management with Macquarie University, Australia.
- Conducting one research on Business Situation Analysis for Achieving SDGs of All Ministries.
- Conducting 1st International Conference on Information and knowledge Management (i-IKM 2019)

Enhanced Capacity of Faculty Members

- Imparted training on e-nothi, creative MCQ, academic writing, curriculum development, online exam, using grammarly for grammar checking etc.
- Arranged IELTS course with the assistance of British Council for developing English language proficiency of junior faculty members.
- Engaged all faculty members in research and publication activities.
- Arranged creative meditation and Yoga for all faculty members.
- Implemented 60 hours training programme for the officials

Observation of National and International Days

- The Independence and National Day
- The Victory Day
- National Martyrs and International Mother Language Day
- National Mourning Day
- Birth Anniversary of the Father of the Nation and National Children Day
- International Women's Day
- World Environment Day
- International Public Service Day
- Bangla New Year (Pahala Baishakh)
- International Literacy Day
- BPATC Day



Tributes paid to the Martyrs of 1971 at National Mausoleum



Rally to mark Shahid Dibash and International Mother Language Day February 21



Tributes Paid to the Father of the Nation on National Mourning Day, August 15



Celebration of the Birth Anniversary of Father of the Nation Bangabandhu Sheikh Mujibur Rahman



Rally to Celebrate International Women's Day



Rally to Celebrate International Environment Day



Rally to Celebrate the Recognition of Father of the Nation Bangabandhu Sheikh Mujibur Rahman's Historic Speech of March 7 by UNESCO

Recent Innovations and NIS Initiatives 2

- Introduced BPATC Flag for the first time
- Constructed a community centre at BPATC
- Observed National Training Day for the first time
- Made a database of former Faculty Members and Rector's and uploaded in the website
- Introduced separate ID Cards for Faculty Members, staffs and visitors
- Set up CCTV with audio and video facilities
- Established a central information display board at the reception of BPATC
- Successfully established "Waste Management System" in collaboration with Jahangirnagar University
- CLEAN BPATC, GREEN BPATC campaign
- Tree plantation (600 devdaru, other trees and 1000 papaya)
- Implementation of RTI ACT 2009



Tree Plantation Programme



Inauguration of the BPATC Community Centre



Display Board at Central Reception



Implementation of RTI ACT-2009



e-Library

- Introduced separate web-site for e-library
- Collected 3500 e-books and ensured access to renowned publications of the world
- Installed Dspace for creating effective Knowledge Repositories
- Installed all-in-wall smart panel board for all classrooms
- Installed Koha Software: e-cataloguing, e-searching, auto-issuing of book, etc.
- Installed RFID for ensuring security of books and circulation system
- Set up institutional repository,
- Civil Service Museum and Civil Service Knowledge Repository
- Obtained membership of DOAR, UGC Consortium and BAS-INASP (LibCom)
- Ensured access to 44 e-resources including Wiley, Jstore, Springer, Cambridge Press etc.

Upgraded Standard of BPATC's Journals

- Developed online platform for BPATC's Journal
- Formulated journal publication policy : Blind Peer review, online submission, online publication and open access policy for the journal
- Obtained registration of DOAJ and ORCHID
- Installed plagiarism checking software (Turnitin) and maintained strict form of originality policy
- Ensured publication of online versions of all Journals, Annual Reports, Training Calendar, News Letter, Course Guidelines etc.



Online Version of Journal Launched

International Programmes & Collaborations

- Leadership Development Program with University of Alabama and Duke University, USA
- Performance Management and e-Governance Training Course with Macquarie and CQ University, Australia
- Study Visits in AIT Thailand, ASCI Hyderabad, UPM Malaysia, NAPA Vietnam
- Collaboration with Hong Kong University, School of Professional and Continuing Education
- International Conference on i-IKM in collaboration with East West University, Bangladesh
- Arranged International Symposium on Capacity Building for SDGs implementation with training institutes and partner organisations of ASEAN and SAARC countries
- Joint research with Macquarie University on “Regulatory and Institutional Framework for Sustainable Use of Coastal and Marine Resource: A Comparative Analysis between Bangladesh and Australia



Kaizen Conference

Ensuring Quality Education in BPATC School and College

- Hundred per cent multimedia class room facilities
- Web based creative MCQ exam.
- CCTV with sound recording
- Bio- metric attendance to ensure timely arrival and departure of the students and teachers;
- Selection of best teachers on monthly basis
- Co-curricular activities



National Book Festival Observed at BPATC School & College

Projects for Infrastructural Development

- Vertical Extension of International Training Complex
- Enhancement of training capacity of BPATC.
- Capacity enhancement of the core courses of BPATC

Future Plan of BPATC

- Introducing Civil Service repository
- Establishment of Civil Service museum
- Enhancement of training capacity with physical infrastructure from 500 to 1500 participants
- Capacity building of faculty members through foreign masters, PhD and international programmes
- To enhance the competency of officials through using English in every field of activities



- Modernisation of existing four RPATCs, establishment of four new RPATC's and establishment of one specialised RPATC at Cox's Bazar
- Arrangement of joining newly recruited cadre officers at BPATC and train them batch wise and provide masters degree after completing one year foundation training course
- Duration of ACAD course could be enhanced from two and half months to six months and awarding of masters degree of high performing deputy secretaries with the collaboration of foreign university.

Former Rectors at a Glance



DR. SHAIKH MAQSOOD ALI
(28/04/1984 - 10/08/1985)



MR. A.K.M. HEDAYETUL HUQ
(09/10/1985- 25/01/1988)



MR. A.M. ANISUZZAMAN
(07/02/1988-02/07/1989)



DR. NAZRUL ISLAM
(05/07/1989- 15/08/1989)



MR. MOHAMMADSIDDIQURRAHMAN
(16/08/1989- 09/01/1990)



MR. A.Z.M. SHAMSUL ALAM
(11/01/1990- 31/07/1990
27/06/1995-29/12/1996)

Former Rectors at a Glance



DR. EKRAM HOSSAIN
(01/08/1990- 15/01/1991
19/01/1997-17/01/2001)



KAZI MD. MONZUR-I-MOWLA
(17/06/1991- 01/07/1995)



DR. KSHNADA MOHAN DAS
(21/03/2001- 19/11/2001)



DR. KAMAL UDDIN SIDDIQUI
(23/06/2002- 01/11/2003)



MR. AHBAB AHMAD
(01/11/2003- 31/10/2005)



MR. MD. ABDUS SALAM KHAN
(05/12/2005- 22/01/2007
03/09/2008-24/05/2009)

Former Rectors at a Glance



MR. ABU MD. MANIRUZZAMAN KHAN
(22/01/2007- 02/09/2008)



MR. MD. DELWAR HOSSAIN
(01/07/2009- 31/10/2010
21/11/2010-20/02/2011)



MR. MESBAUL ALAM (IN-CHARGE)
((31/10/2010-21/11/2010)



MR. A.Z.M. SHAFIQL ALAM
(29/03/2011-17/02/2014)



KHANDKER MD. IFTEKHAR HAIDER
(18/02/2014-09/12/2014)



MR. A.K.M. ABDULAWAL MAZUMDER
(10/12/2014-28/02/2016)



Former Rectors at a Glance



MR. A.L.M. ABDUR RAHMAN NDC
(28/02/2016-06/04/2017)



BPATC Journal Section

Photo Gallery

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BPATC

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Savar, Dhaka - 1343