

ANNUAL REPORT

2011-2012

The lower half of the cover features a dark background with a series of vertical white bars. In front of these bars are four black silhouettes of people of different heights, holding hands in a line. From left to right, there is a small child, a woman, a man, and a taller woman. The text is positioned at the bottom of the cover, overlapping the silhouettes.

Institute of Applied Manpower Research
Narela, Delhi-110 040

Forty Ninth Annual Report 2011-2012



Institute of Applied Manpower Research
A-7, Narela Institutional Area
Delhi - 110 040



Major Achievements during the year

1. India Human Development Report 2011
2. Report on "Human Capital Requirements in Agriculture and Allied Sectors" published
3. Masters Degree Course in "Human Resource Planning and Development (HRP &D)" of the Institute of Applied Manpower Research (IAMR) has been awarded 'B' Grade from GGS IP University, Delhi
4. A New International Training on "Monitoring & Evaluation" has been approved from the Ministry of External Affairs, New Delhi
5. Collaboration with Asian Development Bank, International Labour Organization, and National Skill Development Corporation for further studies



INSTITUTE OF APPLIED MANPOWER RESEARCH

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Planning Commission
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Member Secretary
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Chairperson
Executive Council

Dr. Santosh K. Mehrotra

Director-General
IAMR



INSTITUTE OF APPLIED MANPOWER RESEARCH

FORTY-NINTH ANNUAL REPORT

2011-2012

It gives me great pleasure to present the Forty-Ninth Annual Report of the Institute of Applied Manpower Research (IAMR) for the year 2011-12. The Report provides an account of academic and financial matters including the audited statement of accounts for the reference year (2011-12).

My colleagues and I are grateful to Dr. Montek Singh Ahluwalia, Deputy Chairman, Planning Commission and President, IAMR General Council; to Mrs. Sudha Pillai, IAS, Member Secretary, Planning Commission and Chairperson, IAMR Executive Council; to Dr. Narendra Jadhav, Member (LEM), Planning Commission and Chairman, IAMR Standing Committee on Research Programmes (SCRIP) and its members, for their keen interest in the activities of the Institute. The Institute sincerely acknowledges the continued support and guidance extended by the Planning Commission.

March 30, 2012
Delhi

Sd /-
Dr. Santosh K. Mehrotra
Director-General



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**THE INSTITUTE AND
ITS ORGANISATIONAL STRUCTURE**



The Institute

The Institute of Applied Manpower Research (IAMR) was established in 1962 under the Societies Registration Act of 1860. The IAMR is mainly funded by grants-in-aid from the Planning Commission, Government of India, and supplemented by its own revenue from contracted research projects, and education and training activities. The prime objective of IAMR has been to develop an institutional framework capable of sustaining and steering a systematic applied manpower planning research process. The various facets of IAMR's activities are shown in Chart-I.

Since its inception, IAMR has been a unique Institution of its kind devoted exclusively to manpower planning and development. The Institute has carved out its own trajectory to achieve academic heights, and in the process, developed a range of academic activities not only in the entire field of human resource planning and development, but also in various related fields of current interest. During the past few years, the Institute has exhibited remarkable dynamism in addressing the issues of national priorities.

Organizational Structure: An Autonomous Body

The IAMR is a registered society functioning as an autonomous body under the Planning Commission. By an institutional arrangement, the Deputy Chairman, Planning Commission, Government of India, functions as the President of the General Council (GC). Dignitaries, not lower than the rank of the Minister of State of the Central Government, function as Vice Presidents. The Secretary, Planning Commission, Government of India, functions as the Chairman of the Executive Council (EC). The Member (Labour, Employment and Manpower (LEM) Division), Planning Commission, Government of India is the Chairman of the Standing Committee on Research Programmes (SCRIP). The Standing Committees assist the EC in its work.

General Council (GC)

The supreme governing body of the Institute is the General Council. The Deputy Chairman, Planning Commission, functions as the President of the General Council. Dr. Montek Singh Ahluwalia functioned as the President of the GC during 2011-12. The Member-in-Charge of the Labour, Employment & Manpower (LEM) Division of the Planning Commission is the Vice President of the GC. The GC consists of representatives from various organizations, viz., Ministries of the Central Government departments and autonomous organizations of the Central Government, State Governments, employers' organizations, labour unions, user organizations, IAMR Faculty, and the North Eastern Council, besides the Member-Secretary, Planning Commission and the Director General, IAMR. The GC normally meets once a year and approves the work programme, annual report and accounts of the Institute. It also appoints the auditors for the Institute. During the year, the General Council met on 16th January, 2012.



Executive Council (EC)

The affairs of the Institute are managed by the Executive Council. The Secretary, Planning Commission, Government of India functions as the Chairman of the EC, which further consists of four members from the Central Government representing the Planning Commission, Departments of Expenditure and Education, and the Directorate General of Employment and Training, three members representing Labour organizations, Management Associations and National Productivity Council, and three members from the GC, besides the Director-General of the Institute. The EC is vested with powers in respect of all matters connected with the Institute and it meets as often as necessary. The Standing Committees assist the EC in its work. During the year, the Executive Council met on 15th November, 2011.

Standing Committee on Research Programmes (SCRП)

The Standing Committee on Research Programmes (SCRП) acts as an advisory committee, approves broad areas of academic work as well as provides directions for future activities of the Institute, keeping in view the Perspective Plan of the Institute and societal needs. It also approves the work programme of the Institute for consideration by the EC. The SCRП functions as an apex level consultative body, having a well defined mechanism to examine and formulate the work programme of the Institute. It has experts from scientific organizations, data processing agencies, data generating agencies, Planning Commission, central ministries, academic communities, professional Institutes, labour unions and IAMR, besides an expert on manpower and employment issues. The Member-in-Charge of the LEM Division, Planning Commission is the Chairman of the SCRП. During the year, the SCRП met on 6th May, 23rd June, and 19th July, 2011.

Other Standing Committees

In addition, there are three more standing committees concerned with staff matters, budget, and administration of the Contributory Provident Fund (CPF). These committees are called as the Standing Staff Committee, Standing Budget Committee and Committee on Administration of IAMR Contributory Provident Fund, respectively.

Management of the Institute

The chief executive of IAMR for its management is Director-General. The academic activities of the Institute are carried out through various technical units headed by a senior level officer and assisted by necessary supporting faculty and staff. The administrative and financial support is provided by the Administrative Officer and Finance Officer, respectively with necessary support structure. The Institute has a modest computer centre, an editorial unit and a well-equipped library. The academic activities are organized through various units dealing with research on various sectors, training – national and international, education, seminars and workshops. The Institute has a Human Resource Development (HRD) Cell for conducting faculty development programmes.

Infrastructural and Computing Facilities at IAMR Campus

The Institute is located in its own campus in more than 15 acres of land at Narela. The campus infrastructure includes academic, administrative, training and library blocks, besides residential accommodation for its staff



and faculty, a guest house and an auditorium. The campus is connected through well-structured LAN connectivity and has high speed internet facility available through dedicated internet leased line (1:1) of 4 mbps speed. The faculty, staff and International participants of residential educational and training programmes are supported by the state-of-the-art computing facilities and latest software packages. The ICT Unit provides the IT-based support to various research projects of the Institute including database creation and management, data warehousing, data processing and data analysis, and software development for report generation etc.

During the year, under the scheme titled, "Infrastructural development facilities at IAMR Campus", the following work of renovation/maintenance was taken: Director-General's office, DG's conference room, seminar halls, cubicles in management block. Also, water-proofing treatment of the campus building, annual repairing/maintenance of the campus, maintenance of electrical and mechanical work and maintenance of horticulture work in and around the campus were undertaken during the year.

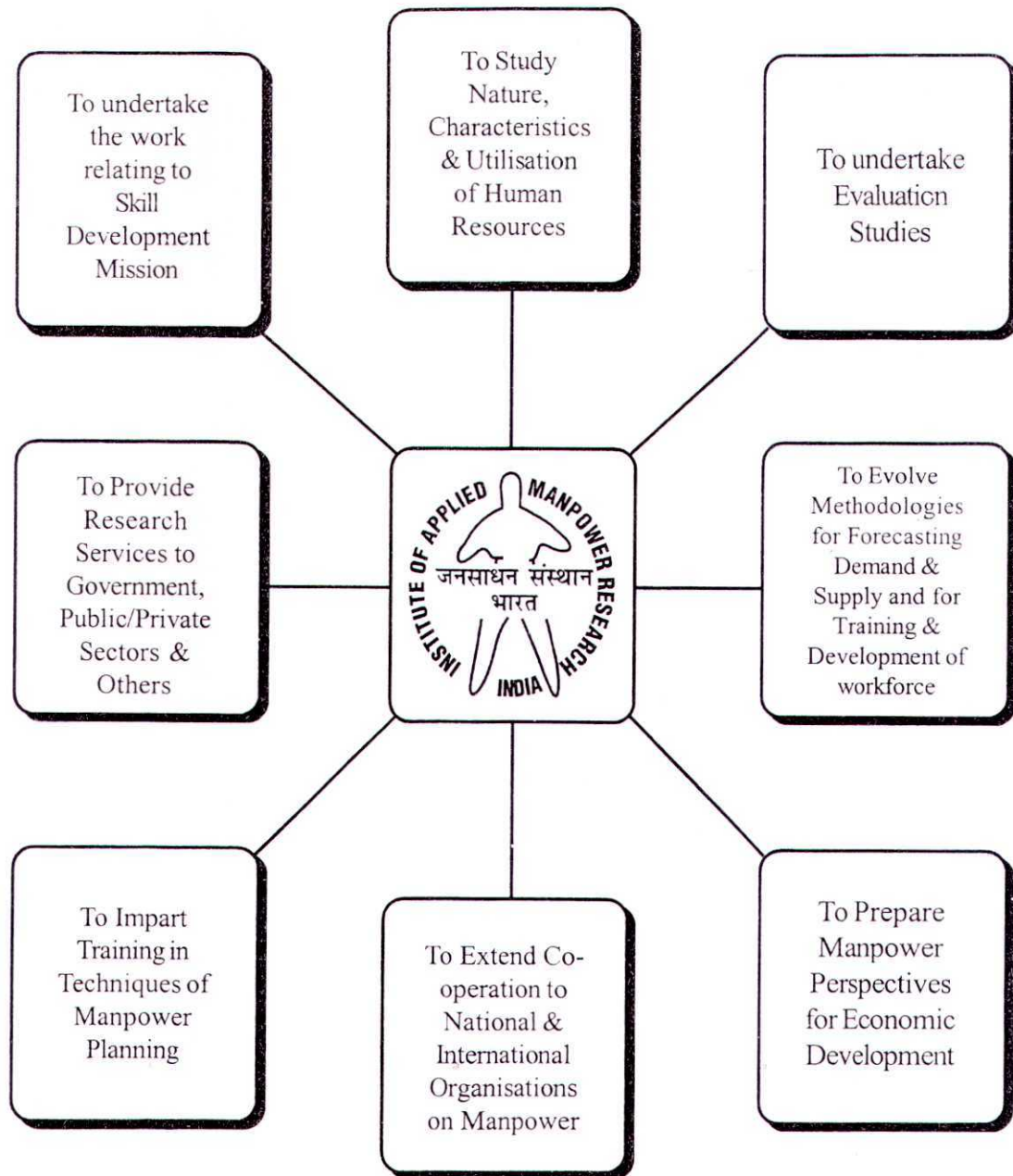
The ICT Unit also maintains the Information Technology (IT) infrastructure of the Institute which is connected through local area network (LAN). Each researcher and support personnel has been provided with a personal computer with printing facility. The Institute has high end Core-2 Duo desktop personal computers, an array of local and networked deskjet and laserjet printers, scanners, LCD projectors, etc. for the research and support staff. Researchers have access to latest Microsoft Office Package and Statistical Software Package SPSS 16.0 and SPSS Clementine 11.1. All working units of IAMR have access to internet and intranet facilities.

The Institute's website has been refurbished and is now updated with current information about the research, training and educational activities of the Institute. All major events at IAMR are posted on the website for public viewing. An official NIC e-mail account has been provided to each IAMR staff.



Chart-I

ACTIVITIES



ACADEMIC ACTIVITIES



I. India Human Development Report 2011 – Towards Social Inclusion

The only second India Human Development Report, after the first one in the year 2002, was launched by Shri Jairam Ramesh, Hon'ble Minister, Ministry of Rural Development, and Dr. Montek Singh Ahluwalia, Deputy Chairman, Planning Commission on the 21st of October, 2011. The Report, published by Oxford University Press, focuses on social inequalities; specifically on how Scheduled Castes (SCs) and Scheduled Tribes (STs) are doing relative to the rest of the society, and also on how Muslims are doing in terms of human development relative to other religious groups. It estimates the Human Development Index for each state, discusses employment and poverty, the state of hunger and nutrition, the status of health, the achievements and challenges in education, the state of housing/access to electricity/telephones, and the condition of the elderly and disabled. It asks the question: Is social inclusion being achieved, when examined through human development-related indicators?

The Report shows that India's Human Development Index (HDI) rose sharply during the 2000s. The HDI has increased by 21 per cent between 1999-2000 and 2007-08 (from 0.387 to 0.467), as compared to a rise of 18 per cent in India's HDI and 17 per cent in China's HDI over 2000-2010, as reported by global HDR 2010. Convergence is occurring in HDI and its component indices across states – with inter-state inequality in HDI falling over time. Human development indicators for SCs, STs and Muslims are also converging with the national average (with a few important exceptions) – indicating a move towards social inclusion.

In terms of health outcomes, Total Fertility Rate (TFR), Infant Mortality Rate (IMR), and Maternal Mortality Rate (MMR) – have shown significant improvement. However, the share of public expenditure on health is still only 1.3 per cent of GDP – one of the lowest in the developing world. Open defecation is a serious threat to health and nutritional status, in addition to the safety of women and girls. About half of Indian households lacked access to sanitation facilities in 2008-09.

In terms of educational outcomes, there has been a decline in inter-State variation in literacy rate and also convergence across social groups in literacy rate. There has also been improvement in net enrolment ratio at both primary and upper primary levels – primarily driven by increases in female enrolments due to Right to Education Act and Sarva Shiksha Abhiyan. These achievements are impressive, but there is a need to address qualitative issues now, that is, the need for skill development through skill training.

Nutrition, sanitation and skill development are the key challenges that IHDR 2011 brings to the forefront for the policy makers to address.

The India Human Development Report 2011 will be invaluable for students of economics and politics, researchers, journalists, policy makers, government agencies, and general readers.



II. EDUCATIONAL AND TRAINING PROGRAMMES

The Education and Training Unit of the Institute conducted the following programmes during the year.

1. **Masters Degree Programme in Human Resource Planning and Development (HPR&D)**

(February 1, 2011 to January 31, 2012)

The Course

Masters Degree Programme, conducted by the Educational and Training Unit in affiliation with Guru Gobind Singh (GGS) Indraprastha University, Delhi, is unique in terms of providing a firm grounding in the core areas of planning and development of human resources. The programme is meant for senior and middle level personnel (in Government, parastatals, private sector and academic institutions) working or likely to work in the area of Human Resource Planning and Development. As projection and forecasting are inevitable parts of planning, it requires sound knowledge of these techniques in the area of economic, educational and social development. Yet, no formal degree is available in this area. The programme is an effort towards bridging this gap. The programme brings together in-service officers of various countries from the Caribbean, Africa, Asia, and independent countries of the former USSR..

Objectives of the Programmes

1. Enable the participants to assess the nature and characteristics of available human resources and the labour market.
2. Acquaint them with advanced methodological and conceptual issues in human resource planning, development and utilization.
3. Develop analytical ability of participants in application of research methods in Human Resource Planning related issues, particularly Human Resource Development (HRD), Human Resource Information System (HRIS) etc.

Programme Design

The programme is divided into four semesters of three months each. Learning is channeled along six modules, namely:

- (i) Human Resource Planning
- (ii) Human Resource Information System
- (iii) Human Resource Development
- (iv) Employment Policies and Programming
- (v) Educational Planning, and
- (vi) India and its Culture.

Preparation and presentation of Project reports form an integral part of this programme.



Study Tour-cum-Field Visits

Study tour-cum-field visits are an important part of the curriculum of the Masters Degree Programme. These visits are organized to provide practical information/knowledge in some of the important areas of the modules of the programme. For the current year, the following Institutes/Organizations were selected for field visits:

- Uttarakhand Academy of Administration, Nainital, Uttarakhand
- Population Research Centre, Himachal Pradesh University, Shimla
- Harish Chandra Mathur Rajasthan Institute of Public Administration, (HCMRIPA), Jaipur, Rajasthan
- Tata Institute of Social Studies (TISS), Mumbai

Thirty-eight participants of the Masters Degree Course in Human Resource Planning and Development from 24 countries (Bangladesh, Botswana, Cambodia, Cuba, Dominica, Ethiopia, Estonia, Ghana, Laos, Lesotho, Lithuania, Malawi, Mongolia, Mexico, Mauritius, Namibia, Nigeria, Democratic Republic of Congo, Sudan, Tanzania, Tajikistan, Uganda, Vietnam, Zambia) received their degrees upon graduation from GGS Indraprastha University at a convocation ceremony held on January 23, 2012. The Masters Degrees were awarded by Dr. D.K. Bandyopadhyay, Vice Chancellor, GGS Indraprastha University. The IAMR President's Medal for Overall Best Performance and the IAMR Director's Medal for Best Performance among women participants was awarded to Mrs. Rahima Akter from Bangladesh.

The programme was coordinated by Mrs. Renu Lal. The resource persons for the modules were:

Module	Resource Person
1) Human Resource Planning (HRP)	Dr. I.C. Awasthi
2) Human Resource Information System (HRIS)	Mr. A.K. Mathur
3) Human Resource Development (HRD)	Dr. Chaitali Roy
4) Employment Policy and Programming (EP&P)	Dr. Sanchita Bhattacharya
5) Educational Planning (EP)	Dr. Anita Kakkar
6) India and Its Culture	Mrs. Renu Lal

Sponsors of the Programme

1. Indian Technical Economic Cooperation (ITEC), Ministry of External Affairs (MEA), Government of India
2. Special Commonwealth Assistance for Africa Programme (SCAAP) Scheme, Ministry of External Affairs (MEA), Government of India
3. Technical Cooperation Scheme (TCS), Ministry of Finance, Government of India



2. Advanced Diploma in Human Resource Planning and Development (HRP&D)

(February 1, 2011 to October 31, 2011)

The Course

The Advanced Diploma Programme conducted by the Institute is designed to assist civil service officers, planners, educators and trainers in the government, parastatals, private sector and academic institutions currently working or likely to work in the future in planning for human resources. The programme is unique in its approach as it provides a theoretical overview of the field of human resource planning and development. The participants study the social, economic and political processes, trends, and underlying provision and practice in this area. The curriculum is designed to keep the participants abreast with global changes in the area of Human Resource Planning and Development. This programme brings together in-service officers from the countries of the Caribbean, Africa, Asia, and newly formed independent countries of the former USSR.

Objectives of the Programme

1. Familiarize the participants with nature and characteristics of available human resources and the labour market.
2. Acquaint them with the basic conceptual and methodological issues in human resource planning, development and utilization.
3. Apprise them of the techniques and research methods for Human Resource Planning and related issues.

Programme Design

The programme is divided into three semesters of three months each. Learning is channeled along five modules, namely:

- (i) Human Resource Planning (HRP)
- (ii) Human Resource Information System (HRIS)
- (iii) Human Resource Development (HRD)
- (iv) Employment Policies and Programming (EP&P); and
- (v) Educational Planning.

In addition, participants have to work on a Project report with a presentation towards the end of the programme.

Study Tour-cum-Field Visits

Study tour-cum-field visits are the integral parts of the curriculum of the Advanced Diploma Programme also. These visits are organized to provide practical information/knowledge in some of the important topics of the modules of the programme. For the current year, the following institutes/organizations were selected for the field visits.



- Uttarakhand Academy of Administration, Nainital, Uttarakhand
- Harish Chandra Mathur Rajasthan Institute of Public Administration (HCMRIPA), Jaipur, Rajasthan
- Population Research Centre, Himachal Pradesh University, Shimla

Twenty-eight participants from twenty countries (Bangladesh, Botswana, Burkina Faso, Costa Rica, Ethiopia, Fiji, Gabon, Ghana, Ivory Coast, Kenya, Kyrgyzstan, Laos PDR, Liberia, Lesotho, Lithuania, Mongolia, Namibia, Sudan, Uganda, Vietnam) completed the nine-month Advanced Diploma Course in Human Resource Planning and Development and were awarded Diploma on October 24, 2011 by Dr. Narendra Jadhav, Member (LEM), Planning Commission, Government of India. The IAMR President's Medal for overall best performance was awarded to Mr. Razwanur Rahman from Bangladesh and IAMR Director's Medal for best performance among women participants was awarded to Mrs. Angella Mbaya from Kenya.

The programme was coordinated by Mrs. Gayatri Pandey. The resource persons for the modules were:

Module	Resource Person
1) Human Resource Planning (HRP)	Dr. I.C. Awasthi
2) Human Resource Information System (HRIS)	Mr. A.K. Mathur
3) Human Resource Development (HRD)	Dr. Chaitali Roy
4) Employment Policy and Programming (EP&P)	Dr. Sanchita Bhattacharya
5) Educational Planning (EP)	Dr. Anita Kakkar

Sponsors of the Programme

1. Indian Technical Economic Cooperation (ITEC), Ministry of External Affairs (MEA), Government of India
2. Special Commonwealth Assistance for Africa Programme (SCAAP) Scheme, Ministry of External Affairs (MEA), Government of India
3. Technical Cooperation Scheme (TCS), Ministry of Finance, Government of India

3. INTERNATIONAL TRAINING PROGRAMMES

(i) International Training Programme on Global Human Resource Management

Duration of the programme: Four weeks

(June 1, 2011 to June 30, 2011)

The Context

In this era of globalization, people as well as organizations are crossing boundaries to seek economic benefits. The success of any organization depends on its ability to manage a diverse body of talent which can give it a cutting edge over competitors through innovative perspectives of its work. The role of global HR manager is to create a synergy between the diverse workforces.



Multinational and transnational organizations cannot follow traditional HR practices. Human Resource Management (HRM) can be a major constraint when multinational companies (MNCs) try to implement global strategies, mainly because of the different cultural and institutional framework of each country the MNC operates in. The national context influences the way people are managed in different countries and MNCs are facing pressures to adapt HRM practices accordingly.

The course would help HR professionals to understand and appreciate cultural diversity in the workforce and equip them with HRM practices to effectively deal with coordination and control of international operations.

Objectives of the Programme

Help the participants in instilling a global perspective and appreciation of global differences by:

- Providing understanding of global business environment;
- Acquainting with work conditions remuneration and compensation;
- Appreciation of global cultural differences;
- Improving cross-cultural communication; and
- Coping with global change.

Contents

The programme comprises of four modules:

1. Global conditions of work and compensation
2. World Trade Organisation (WTO), General Agreement on Tariff and Trade (GATT) and International Labour Laws
3. Impact of Cultural Differences on HR Practices
4. Developing Global Managers and Teams
5. Communication Skills

The above programme was attended by 24 participants from Afghanistan, Egypt, Ghana, Guatemala, Laos, Lesotho, Lithuania, Malaysia, Mauritius, Nigeria, Oman, Tanzania and Uzbekistan. The Valedictory function was organized on 28th June, 2011.

(ii) International Training Programmes on Human Resource Planning and Development

Duration of the programme: Eight weeks

(July 12, 2011 to September 2, 2011)

The Context

Human resource planning, a key aspect of development, assumes special importance in the current context of globalization and liberalization. The problems relating to planning and development of human resources faced by developing countries include unemployment, shortage of persons with requisite knowledge and skills, lack



of adaptability to new work structure and work organizations, low human productivity, etc. The programme focuses on enriching knowledge in planning and development of human resources for the senior and middle level officers working with governments of developing countries.

Objectives of the Programme

The course helps participants

- to identify major issues of human resource planning and development;
- to use quantitative and qualitative tools of human resource planning and development;
- to develop a structure of manpower information system; and
- to evolve alternative models of human resource planning and development.

Contents

The programme comprises of five modules:

1. Human resource planning (HRP)
2. Human resource information system (HRIS)
2. Human resource management & development (HRM&D)
3. Employment policies and programming (EP&P)
4. Educational planning (EP)

The above programme was attended by 33 participants from Afghanistan, Botswana, Ethiopia, Fiji, Ghana, Grenada, Lebanon, Lesotho, Malawi, Malaysia, Mauritius, Mexico, Namibia, Nepal, Palestine, Solomon Island, Sri Lanka, Tanzania and Uzbekistan. The Valedictory function was organized on 30th August, 2011.

(iii) International Training Programme on Manpower Research

Duration of the programme: Eight weeks
(December 1, 2011 to January 25, 2012)

The Context

Manpower Planning is an integral part of development process which requires quantitative and qualitative knowledge of past trends, present situation and evolution in future of various aspects of manpower demand and supply. The training programme on manpower research provides comprehensive knowledge about systematic manpower planning including tools and techniques of labour market analysis, labour force projections, techniques of data analysis, etc.

Objectives of the Programme

The course helps participants:

- to understand the role of manpower as a critical resource;
- to identify emerging areas of research in manpower and employment;



- to develop a research project;
- to identify and select research methodology for manpower planning; and
- to develop a structure of manpower information system.

Contents

The programme comprises of six modules:

1. Issues for research in manpower and employment
2. Manpower research methodology
3. Project management
4. Statistical techniques in manpower research
5. Computer application in manpower research; and
6. Report writing.

The above programme was attended by 33 participants from Afghanistan, Bhutan, Botswana, Cameroon, Fiji, Ghana, Guinea, Laos, Madagascar, Mauritius, Myanmar, Namibia, Nepal, Nigeria, Palestine, Sri Lanka, Sudan, Tanzania, Uganda, Uzbekistan, Vietnam and Zimbabwe. The Valedictory function was organized on 30th January, 2012.

The short term International Training Programmes were coordinated by Mr. A.K. Mathur.

4. Academic Programmes of the Current Year

(i) Masters Degree Programme in Human Resource Planning and Development

(February 1, 2012 – January 31, 2013)

The Course

Masters Degree programme, conducted by the unit in affiliation with Guru Gobind Singh Indraprastha University, Delhi, is unique in terms of providing a firm grounding in the core areas of planning and development of human resources. The programme is meant for senior and middle level personnel (in Government, parastatals, private sector and academic institutions) working or likely to work in the area of Human Resource Planning and Development. As projection and forecasting are inevitable parts of planning, it requires sound knowledge of these techniques in the area of economic, educational and social development. Yet, no formal degree is available in this area. The programme is an effort towards bridging this gap. The programme brings together in-service officers of various countries from the Caribbean, Africa, Asia, and independent countries of the former USSR.

Objectives of the Programme

1. Enable the participants to assess the nature and characteristics of available human resources and the labour market.
2. Acquaint them with advanced methodological and conceptual issues in human resource planning, development and utilization.



3. Develop analytical ability of participants in application of research methods in Human Resource Planning related issues, particularly HRD, HRIS etc.

Programme Design

The programme is divided into four terms of three months each. Learning is channeled along six modules, namely:

- (i) Human Resource Planning (HRP)
- (ii) Human Resource Information System (HRIS)
- (iii) Human Resource Development (HRD)
- (iv) Employment Policies and Programming (EP&P)
- (v) Educational Planning (EP), and
- (vi) India and Its Culture

Preparation and presentation of Project reports form an integral part of this programme. The programme is coordinated by Mrs. Renu Lal.

The above programme was attended by 42 participants from Bahamas, Bangladesh, Bhutan, Botswana, Ethiopia, Fiji, Ghana, Laos, Lesotho, Liberia, Lithuania, Mali, Myanmar, Namibia, Nepal, Niger, Nigeria, Sierra Leone, South Africa, Suriname, Swaziland, Tanzania, Trinidad & Tobago, Venezuela, Yemen and Zambia. The participants are sponsored by MEA under ITEC/SCAAP/TCS scheme.

(i) Advanced Diploma in Human Resource Planning and Development (HPR&D) (February 1, 2012 to October 31, 2012)

The Course

The Advanced Diploma Programme conducted by the Institute is designed to assist civil service officers, planners, educators and trainers in the government, parastatals, private sector and academic institutions currently working or likely to work in the future in planning for human resources. The programme is unique in its approach as it provides a theoretical overview of the field of human resource planning and development. The participants study the social, economic and political processes, and trends, and underlying provision and practice in this area. The curriculum is designed to keep the participants abreast with global changes in the area of Human Resource Planning and Development. This programme brings together in-service officers from the countries of the Caribbean, Africa, Asia, and now independent countries of the former USSR.

Objectives of the Programme

1. Familiarize the participants with nature and characteristics of available human resources and the labour market.
2. Acquaint them with the basic conceptual and methodological issues in human resource planning, development and utilization; and
3. Apprise them of the techniques and research methods for Human Resource Planning and related issues.



Programme Design

The programme is divided into three semesters of three months each. Learning is channeled along five modules, namely:

- (i) Human Resource Planning (HRP)
- (ii) Human Resource Information System (HRIS)
- (iii) Human Resource Development (HRD)
- (iv) Employment Policies and Programming; and (EP&P)
- (v) Educational Planning (EP)

In addition, participants have to work on project reports with presentations towards the end of the programme.

The programme is coordinated by Mrs. Gayati Pandey.

The above programme is being attended by 30 participants from Botswana, Bangladesh, Burekina Faso, Cameroon, Ethiopia, Ghana, Lao PDR, Lesotho, Liberia, Madagascar, Mexico, Mongolia, Myanmar, Namibia, Nigeria, Sierra Leone, South Africa, South Sudan, Tanzania, Uganda, and Zambia. These participants are sponsored by MEA under ITEC/SCAAP schemes.

III. MANPOWER DATABASES

1. Manpower Profile India Yearbook

The Manpower Profile is a comprehensive yet concise data book presenting the diverse aspects of human resource development. The data collected from various government data generating agencies are compiled and the information ranging from the demographic pattern to manpower formation process, utility, characteristics and economic returns are furnished in the profile. The yearbook refines the information with regard to the magnitude, quality and resource base of the country examining the qualitative and quantitative data on education, health, migration pattern, rural-urban disparities, etc. The yearbook also reflects relevant labour market features, gender issues, and reveals significant parameters of human development by comparing the developed and developing countries in terms of achievements and deprivations.

Manpower Profile, which is under preparation, is divided into seven sections on the basis of secondary data sources. The first section deals with the structure and composition of population, its trends and vital statistics. The second section looks into the manpower formation process concerning education, health and labour force participation. The third section captures manpower utilisation and characteristics by closely examining the resource base for manpower utility, employment characteristics including child labour, and activities of population above the age of sixty. The fourth section gauges the economic returns from manpower utilisation in terms of per capita and national income, labour productivity, etc. The fifth section contains specific labour market features, i.e. wages and wage differentials, unemployment, regional disparities in income and earnings, etc. The sixth section deals with gender issues with a focus on disparities in education, employment etc. This section also elucidates



various poverty alleviation programmes for empowerment of women. The seventh and final section of the profile provides cross-country comparisons with special focus on human development parameters of SAARC countries.

2. National Technical Manpower Information System (NTMIS)

The NTMIS was established by the then Ministry of Education and Culture (now Ministry of Human Resource Development (MHRD)) in 1983-84 with a view to generating and maintaining a reliable database and relevant information needed for planning and administration of technical education in India. The NTMIS is funded through All India Council for Technical Education (AICTE), as per the clause 10 (a) of the AICTE Act.

The system primarily aims at monitoring the labour market situation for the above categories in the country by analysing various parameters which influence the labour market conditions and also capture signals that can go as policy inputs for technical, pharmacy, hotel management and catering technology manpower planning.

The NTMIS collects vital information on the development of technical education in terms of growth of technical institutions, intake, outturn, teacher-student ratio, infrastructure and placement facilities, occupational mobility aspects of the students, migration of students for education and employment including brain-drain; sector-wise distribution and activity profile-absorption, waiting time for first employment, unemployment, emoluments drawn etc. of engineers and graduates in pharmacy, hotel management and catering technology through the above surveys. The information generated by the NTMIS helps to analyse the labour market conditions for different categories of engineering, managerial, and catering technology personnel by states and also for forecasting the long-term and short-term requirements of these categories of personnel, estimating their supply, identification of the gaps between demand and supply, adequacy of the current enrolment rates to match the anticipated requirements and identification of emerging areas in the field of these categories of personnel. This will also be useful on many accounts for the policy planners, technical educational institutions, employers, parents, students, and researcher alike.

The information generated through these surveys is presented in various publications of the NTMIS.

IV. RESEARCH ACTIVITIES

1. Studies Completed during the Year 2011-2012

(i) Human Capital Requirements in Agriculture and Allied Sectors

The study has been sponsored by the Indian Council of Agricultural Research (ICAR) under the National Agricultural Innovation Project (NAIP) Scheme, Government of India which was conducted in collaboration with National Academy of Agriculture Research and Management (NAARM). The core team members from IAMR of the study are Dr. Rashmi Agrawal, Dr. I.C. Awasthi, Dr. G.P. Joshi, Dr. Sanchita Bhattacharya and Mr. D. Indrakumar.

Objectives of the Study

1. Assess the supply-demand situation and employment of trained human resources in agriculture and allied sectors;



2. Evaluate the institutional set-up, interface between agricultural graduates with various stakeholders and the impact of diversification of agriculture on skill requirements;
3. Develop a system dynamics model for forecasting and generation of human power requirement and evolve prospective human resource development strategies;
4. Provide approaches and methods of forecasting of human resources; and
5. Review past conceptual framework for human capital assessment; and available studies and gaps therein, etc.

Major Findings

1. The broad results point to a shift in demand for agricultural human resources from public to private sector. In 2010, the shares of various segments by employment are: 33 per cent in government organizations, 44 per cent in private organizations, 10 per cent in financial institutions, 4 per cent in research and academic institutions and 9 per cent in Others. The major shift in the past three decades is a decline in the share of public sector in employment, which may be due to freezing of employment in government sector as well as expansion of opportunities in the private sector. This is in time with the emergence of commercialization and diversification.
2. The results show that, at present, there are substantial gaps between demand and supply of human resources in agricultural and allied sciences even to the tune of 50 per cent or more. This is true across the board, though the shortfall is high in the case of rapidly growing horticulture, dairy and fisheries sectors; and it is less serious in Others. Dairy, fisheries, veterinary and horticulture are the future engines of growth which have bearings on trained human resources requirements.
3. At present, the existing education system is producing about 24,000 graduates per year with crop sciences contributing to the two-thirds of it. The projections indicate that by 2020 the annual outturn required would be about 54,000 i.e. the demand-supply gap would be 30,000. Discipline-wise, the additional annual requirements of outturns are expected to be: in Agriculture 9,335; in Horticulture 7,153; in Forestry 1,116; in Dairy 3,005; in Veterinary & Animal Husbandry 4,989; in Fishery 2,181; in Agriculture Engineering 1,749; and in Agri-Biotechnology 305.
4. In order to handle a variety of day-to-day jobs of counselling and rendering routine assistance to the farmer, there should be 'bare foot technicians' who need to be equipped with multiple skills – not only with regard to farm practices, simple and routine veterinary services, routine testing services, and various other rural occupations; but also on aspects like agro-processing, marketing, escort services, etc. Such skills need to be developed among the rural youths themselves preferably targeting school dropouts, as youths from urban areas or with higher education shy away from working in rural areas. Specially, there is a need to promote diploma level education on the lines of engineering education. Initiatives for the future demand-driven growth in agricultural education at the diploma and undergraduate levels should be left to the private sector or be taken in a public-private partnership mode.
5. Results indicate towards the need for skill up-gradation in the light of technological innovations as well as skill development in the emerging areas in the agriculture sector. An indicative list for skills to be developed has been provided in the report.



6. There is a strong demand from all the stakeholders for skill-specific education with clarity of the basics as well as hands-on technical expertise. In other words, there is a need to develop functional skills among the students in educational institutions almost in all the sectors of agriculture.

Dr. K.S. Rao, Mrs. Renu Lal, Mr. A.K. Mathur, Dr. Shachi Joshi, Dr. Indu Sekhar, Mr. Bhoop Singh, Mr. Marshal Birua, Dr. Anita Kakkar, Mr. J.S. Chauhan, Mr. Radhey Shyam, Mr. A.P. William Wordsworth and Mr. Laxman Singh were involved in the primary data collection.

(ii) Skill Mapping in Two Districts: Gurdaspur (Punjab) and Singrauli (Madhya Pradesh)

The study has been sponsored by National Skill Development Council (NSDC), Delhi. The study was completed under the overall supervision and guidance of Dr. Santosh Mehrotra, Director-General. The core team members of the study were:

1. For Gurdaspur District (Punjab) – Dr. Rashmi Agrawal, Mr. S.K. Sharma, Dr. G.P. Joshi, Dr. Sanchita Bhattacharya and Mr. D. Indrakumar
2. Singrauli District (Madhya Pradesh) – Dr. Partha Saha, Mr. Bimal Kishore Sahoo and Ms. Ankita Gandhi

Objectives of the Study

1. Assess the status of the existing economic activities and potential for expansion;
2. Assess the status of training facilities;
3. Map the skill demands for the future; and
4. Match the aspirations of youths with employment opportunities.

Methodology

The study of skill Mapping Survey has been undertaken on behalf of National Skill Development Corporation (NSDC). The study has been conducted in two districts namely Gurdaspur in Punjab, and Singrauli in Madhya Pradesh. The main objectives of the study are to assess the status of existing economic activities and potential for further expansion, to assess the existing training facilities as well as skill demands for future. Two different approaches have been adopted to determine the appropriateness and suitability of the methodology if such studies are to be undertaken across the country. In Gurdaspur district, the survey has been conducted on sample basis, while in Singrauli a census approach has been adopted. In Gurdaspur district a sample design approach was adopted. Sampling was done on the basis of two-stage stratified random basis for which sampling framework was prepared separately for vocational training providers (VTPs) and establishments.

For identifying the universe (Sample frame) for VTPs, data from Economic Census 2004-05, lists obtained from District Industries Centre (DIC), Industrial Training Institutes (ITIs), Employment Exchanges, Education Department, Deputy Commissioners' Office and other sources were compiled as complete information was not available from one source. A total of 526 educational institutions and vocational Training providers (VTPs) were thus identified in Gurdaspur District in its 11 blocks. After preparing the universe, a two-way stratified random sampling design was adopted, strata being the blocks and type of institutions.



In Singrauli district all vocational training providers were covered. In Gurdaspur District 155 VTPs and 332 Establishments were covered and in Singrauli 36 VTPs and 372 Establishments were covered.

For collecting data mixed methodology has been adopted in the study wherein both quantitative and qualitative data have been collected and collated. The primary data have been collected through survey, whereas secondary data were collected from government departments and other sources. Primary data were collected through structured questionnaire. Separate questionnaires were designed for vocational Training Providers (VTPs) and establishments. To solicit the qualitative information, various stakeholders were contacted such as government departments, representatives of industries, financial institutions, NGOs, Self Help Groups (SHGs), vocational training providers etc. Focus group discussions were organized to solicit information on various issues such as demands of skills, availability of training institutes, problems faced by industries, aspiration of youths and women, Government policies and programmes of skill development and so on.

Major Findings

1. Both the districts have agriculture as their base occupation. While agriculture in Gurdaspur is modernized, in Singrauli it is yet to take place. Gurdaspur is less industrialized as compared to Singrauli, which is emerging as the energy hub of India. Industries in Gurdaspur are suffering due to lack of adequate industrial policies and erratic power supply. Neither of the districts has adequate training facilities in the light of changing labour market needs. Physical and human resources in both the districts are underutilized, which can be exploited for imparting demand based training and generating employment. There is a demand for skill development in both the districts. While in Gurdaspur the demand for skills relates to manufacturing of machines and tools, in Singrauli skill requirements are for power plants. In both the districts traditional skills need up-gradation. In both the districts there is a demand for functional skills, which means that people should have practical skills besides having theoretical base. In Gurdaspur, establishments are small (no establishment employing 100 workers), while in Singrauli establishments are big (the power plants employing more than 100 workers).
2. As Gurdaspur is a relatively prosperous district, youths have high aspirations in terms of salaries and type of work assignments. The utilization of manpower is possible through forward linkages of trained youths with Government schemes. For example, the technically trained youths may be linked with the government schemes under which loans are provided to start self-employment ventures.
3. Infrastructure in terms of school buildings and other training institution buildings and equipments is underutilized and can be used to impart training. There is also a need for certification of informally trained persons.

The following faculties were involved in the preparation of the report:

- i) For Gurdaspur District: Dr. Rashmi Agrawal, Mr. S.K. Sharma, Dr. G.P. Joshi and Mr. D. Indrakumar
- ii) For Singrauli District: Shri S.K. Yadav, Dr. Partha Saha, Shri Bimal Kishore Sahoo, Ms. Ankita Gandhi and Shri Radhey Shyam.



The following faculties were involved in primary data collection:

Dr. Rashmi Agrawal, Dr. P.K. Saxena, Dr. I.C. Awasthi, Mr. S.K. Sharma, Mr. S.K. Yadav, Dr. G.P. Joshi, Dr. Partha Saha, Mr. Bimal Kishore Sahoo, Dr. Sanchita Bhattacharya, Mr. Bhoop Singh, Mr. Marshal Birua, Ms. Ankita Gandhi and Mr. Radhey Shyam

(iii) Manual on Labour Statistics in India

The manual covers the importance of labour statistics, concepts and definitions used, scope and coverage, periodicity of data collection, method of data collection, compilation of data and suggestions.

The objectives of the manual are to critically dissect the existing data on labour statistics and to prepare a comprehensive and handy reference book. The manual is not only meant for policy makers, researcher and practitioners, but also the data have been given meaningful characteristics to bring out the pragmatic aspect of labour for all concerned. It would also help in understanding and monitoring industrial relations, enforcing labour laws, capturing the nature of employment services, and identifying the skills required for different jobs.

The Manual on Labour Statistics in India has covered the following areas:

1. Employment Services and Trainings
2. Wages and Earnings
3. Trade Unions
4. Industrial Injuries
5. Absenteeism and Labour Turnover
6. Social Security; and
7. Industrial Disputes.

The manual was revised by Dr. S.L. Arora and Mr. Vijay K. Saxena.

(iv) Evaluation of Apprenticeship Training Scheme (ATS) of DGE&T

The study has been sponsored by the Planning Commission, Government of India. The study was supervised overall by Director-General, IAMR, Dr. Santosh Mehrotra. The team members of the study are Dr. M.R. Prasad, Dr. P.K. Saxena, Mr. H.K. Varshney, Mr. S.K. Sharma and Mr. Laxman Singh.

Objectives of the Study

1. Assess the impact of Apprentice Training Scheme (ATS) on employability and skills of targeted beneficiaries;
2. Identify the bottlenecks in implementation of the ATS and the Apprentices Act;
3. Recommend remedial steps to improve the effectiveness of the ATS.

Major Findings

1. Implementation not by strict application of law, but mainly by persuasion;



2. Staffing pattern in the office of apprenticeship advisors is inadequate;
3. Shortfall in the number of trainees coming forward for apprenticeship.

Main reasons for this incidence are:

- (i) No job guarantee after completion of training; and
 - (ii) Low stipend and non-availability of training in the neighborhood of trainees.
4. More or less trainees are satisfied with the syllabus and mode of apprenticeship training at the establishment;
 5. Employability among ATS pass-outs is higher than ITI pass-outs;
 6. Fixed ratio often discourages establishments towards engaging apprentices;
 7. Among the establishments identified for ATS but not engaging trainees, the main reasons for this are lack of supply of trainees, slow down in business cycles, change in scale of operation, etc.; and
 8. In a large number of establishments identified for ATS but not engaging trainees, main reasons for this are inadequacy of staff, infrastructure and budget; and unavailability of Deputy Apprenticeship Adviser to survey these establishments.

The following faculties were involved in preparation of report:

Dr. M.R. Prasad, Dr. K.S. Rao, Dr. P.K. Saxena, Mr. S.K. Sharma, Mr. A.K. Mathur, Mr. H.K. Varshney, Mrs. Gayatri Pandey, Dr. Partha Saha, Mr. Bimal Kishore Sahoo, Ms. Ankita Gandhi and Ms. Deboshree Ghosh.

The following faculties were involved in primary and secondary data collection:

Mr. Yogesh Kumar, Mr. S.K. Yadav, Dr. A. Kamala Devi, Mr. Marshal Birua, Mr. D. Indrakumar, Mr. Bhoop Singh, Dr. Indu Shekhar, Mr. J.S. Chauhan, Mrs. Aditi Roy, Mr. Radhey Shyam, Mr. Vijay K. Saxena, Mr. Laxman Singh and Mr. Arun Kumar.

(v) Tracer study on the outcome/placement of Industrial Training Institute (ITI)/ Industrial Training Centre (ITC) pass-outs

The study has been sponsored by the Planning Commission, Government of India. The study was supervised overall by the Director-General, IAMR, Dr. Santosh Mehrotra. The team members of the study are Dr. Mridula Sharma and Dr. Shachi Joshi.

Objectives of the Study

- (i) Assess the nature and quality of training at ITIs/ITCs;
- (ii) Assess the quality of the outcome of the training at ITIs/ITCs in terms of
 - a) Status & Quality of Employment
 - b) Waiting period and first placement



- c) Relevance of vocational training in job; and
 - d) Quality of training and Job satisfaction
- (iii) Identify some key problems in imparting skills.

Major Findings

1. In majority of ITIs, the enrolment of students has been below the sanctioned strength. Dropout rate is higher in ITIs than in ITCs. The average enrolment reveals that amongst the trades surveyed, machinist trade scored highest. Trade-wise dropout was highest in Wireman trade followed by Turner and Fitter.
2. In the placement scene, there is highest demand of Fitters followed by Electrician and Machinist in the Labour Market. About 22 per cent of ITI/ITC pass-outs got absorbed in the first three months after the completion of the training. About 46 per cent remained unemployed in want of a suitable job.
3. Curriculum of training is old and needs revision time to time as per the changing industrial requirement. Syllabus may be redesigned in such a way that soft skill training is also imparted at these institutes. Synthesizing of training curricula with the technological changes is very much needed. In most of the ITIs, machines and tools are very old. There is a wide gap between skills demanded by the industries and supplied by the ITIs. Private sector participation in management of institutions and curriculum design can be sought for ensuring direct connection between the labour market and the ITI/ITC and ATS pass-outs.
4. Involvement of instructors in other activities than teaching affects training badly.
5. The ITIs/Centres of Excellence (CoEs) are not getting good quality inputs. Practical training as per the norms of government is not imparted to these trainees due to lack of equipments and raw material for training. This is also constrained due to less industrial cooperation for helping the trainees to take practical training in the industry.
6. In the case of CoEs, a number of stakeholders felt that under Broad-Base Basic Training, up-gradation of trade does not produce master craftsmen due to allocation of two months for each trade.
7. The role of Institute Management Committee (IMC) in the management of the CoEs did not appear to be very encouraging. Most of the CoEs surveyed during the study, reported that in terms of starting new trades, up-gradation of new trades, placement support and training support; the role of IMC was largely either good or fair. The role of IMC needs to be strengthened for running these centres more effectively.
8. The MES courses are well received by the workers from construction sector. Although it is a good scheme and in high demand, its execution is a problem as the persons of age 14 and above are eligible to get training under this scheme but they are not employable after completion of training being of the age below 18 years.
9. The low-end skills developed by ITIs/ITCs do not match with the skills required by the industry; and to make them employable, the industry has to provide them additional training (mostly in-house). However, due to resource crunch, the industry finds it difficult to meet the training cost. Hence, for the improvement of the quality of ITI training, appropriate mechanism may be evolved for imposing levy like the cess on the industries for mobilization of resources.



The following faculties were involved in preparation of report:

Dr. Mridula Sharma, Dr. K.S. Rao, Dr. Shachi Joshi, Mr. A.K. Mathur, Mr. H.K. Varshney, Mrs. Gayatri Pandey, Dr. Partha Saha, Mr. Bimal Sahoo, Ms. Ankita Gandhi and Ms. Deboshree Ghosh.

The following faculties were involved in primary and secondary data collection:

Mr. Yogesh Kumar, Mr. S.K. Yadav, Dr. A. Kamala Devi, Dr. Shachi Joshi, Mr. Marshal Birua, Mr. D. Indrakumar, Mr. J.S. Chauhan, Mrs. Aditi Roy, Mr. Radhey Shyam, Mr. Vijay K. Saxena, Mr. Laxman Singh and Mr. Arun Kumar.

2. Research Studies Initiated

During the period under reporting, the following SCRP approved studies were initiated. The research studies were designed under the supervision of Dr. Santosh Mehrotra, Director-General, IAMR.

(i) Rural Non-Farm Employment

The study has been sponsored by the Planning Commission, Government of India. The team members of the study are: Dr. Rashmi Agrawal, Dr. G.P. Joshi, Dr. Shachi Joshi, Dr. Partha Saha, and Mr. Sanjay Kumar. This study is initiated in four selected states: (1) Gujarat, (2) Punjab, (3) Tamil Nadu, and (4) Uttar Pradesh.

Objectives of the Study

1. Map the RNFE activities in sample rural areas.
2. Assess the extent of RNFE as compared to the agricultural employment.
3. Assess the differences across caste and gender in the RNFE.
4. Assess the number of days of employment in RNFE.
5. Assess the wage income levels of various RNFE activities in the select villages.
6. Assess the resource endowment of the households and the nature of RNFE.
7. Assess the activity status of all the women in each households.
8. Analyze the source of demand for rural non-farm activities and their forward and backward linkages in the rural economy.
9. Analyze the factors which encourage employment in rural non-farm sector; and
10. Analyze the constraints that inhibit the growth of rural non-farm sector.

(ii) Factors affecting Employment Growth in Non-farm Sector

The study has been sponsored by the Planning Commission, Government of India. The team members of the study are: Dr. I.C. Awasthi, Mr. S.K. Sharma, Mr. A.K. Mathur, Dr. Bimal Sahoo, Mrs. Aditi Roy, Mr. Radhey Shyam, Ms. Deboshree Ghosh. The study is initiated in three selected states: (1) Tamil Nadu, (2) Uttar Pradesh, and (3) West Bengal.



Objectives of the Study

1. Analyze the factors which are impacting employment growth.
2. Review the employment generating policies with a view to suggesting effective policies in the present economic environment; and
3. Investigate why certain sub-sectors have performed well while others have witnessed absolute decline both in terms of employment and output.

(iv) Employment Intensity of Output: An Analysis of Non-agricultural Sectors

The study has been sponsored by the Planning Commission, Government of India. The team members of the study are: Dr. P.K. Saxena, Mr. H.K. Varshney, Mr. A.K. Mathur, Mrs. Gayatri Pandey, Mr. Sanjay Kumar, Mr. Indrajit Bairagya, Mr. S.K. Yadav, Ms. Ankita Gandhi, Mr. Marshal Birua, Dr. Sanchita Bhattacharya, Mr. D. Indra Kumar.

Objective of the Study

The objective of this study is to identify the reasons which lead to the specific outcomes in each of the sectors. In particular, there can be four broad classifications of non-agricultural sectors (both manufacturing and services), viz.: (a) sectors experiencing growth in output and employment, (b) sectors experiencing growth in output but stagnation or decline in employment, (c) sectors experiencing growth in employment but stagnation or decline in GVA, and (d) sectors experiencing decline in both output and employment. The sectors selected for the study are real estate, construction, trade, computer services, transport and communications, food products, textiles, wearing and apparels.

(v) Evaluation of Apprenticeship Training Scheme of Ministry of Human Resource Development (MHRD)

The study has been sponsored by the Planning Commission, Government of India. The team members of the study are: Dr. K.S. Rao, Mr. A.K. Mathur, Dr. Shachi Joshi, Mr. S.K. Sharma, Dr. Indu Shekhar, Mr. Ved Prakash, and Mr. Sanjay Kumar.

Objectives of the Study

1. Assess the impact of Apprenticeship Training on employment, skills of targeted beneficiaries.
2. Identify the bottlenecks in implementation of Apprenticeship Programme and Act; and
3. Recommend remedial steps to improve the effectiveness of Apprentice Scheme.

V. Manpower Journal

Manpower Journal is the flagship Journal of IAMR published since 1965. The quarterly Manpower Journal features select refereed articles, book reviews and other information relating broadly to human



resource planning and development and allied areas. Issues of the journal published during the year 2011-12 were:

Vol. 45, No. 3, July – September, 2010

Vol. 45, No. 4, October – December, 2010

Vol. 46, No. 1, January – March, 2011

VI. Knowledge Resource Centre (KRC)

Library and Documentation

The KRC of the Institute has developed its collection in the form of documentary and electronic resources. The total number of resources of the KRC is 26,191 up to the year 2011-12. The details are as under:

Documentary Resources (Books & Reports)	= 26,053
Electronic Resources (CD-ROM's)	= 138

The holdings of the KRC can be accessed from the Online Public Access Catalogue (OPAC) of the Institute through Libsys Software, which is Intranet based connectivity. The same bibliographical information about the resources may be accessed across the world through Delnet (Developing Library Network) website, as this Institute is an institutional member of the Delnet which is one of the best library networks in India. The KRC has received approximately 342 issues of journals/magazines during the above-said period which also includes online journals.

(i) Online Electronic Resources

Databases

- Indiatat.com (single user)
- JSTOR (Art & Science VI) – Consists 215 Journals.

E-Journals

- American Journal of Evaluation
- Economic Development and Cultural Change
- The Economist
- Economic and Political Weekly
- Gender and Development
- Indian Economic Journal (Abstract)
- Indian Economic Review (Abstract)
- Indian Journal of Economics (Abstract)



- Indian Journal of Gender Studies (Abstract)
- Indian Journal of Industrial Relations
- International Labour Review
- Journal of Children and Poverty
- Journal of Human Development and Capabilities
- Journal of Human Resources
- Man and Development
- Reserve Bank of India Bulletin
- Science Technology and Society
- Seminar
- South Asian Economic Journal
- South Asian Survey

The KRC of the Institute accesses the Delnet database that covers the followings:

1. Union Catalogue of Books (approximately one million bibliographic records)
2. Union List of Current Periodicals
3. Union Catalogue of Periodicals
4. Database of Periodicals, Articles, etc. which are very useful research tool for the researchers of the Institute.

(ii) Library Documentation

The KRC brings out a monthly; "Current Documentation Bulletin" in the form of Current Awareness Service for keeping its readers aware about the latest information related to manpower and allied subjects. It is providing the bibliographical information about the books/reports/CD-ROM and articles from journals received in the library. It also contains the Book Reviews and Book Notes, which have been prepared based on Newspaper/Journal-Book Reviews/Publishers' Catalogues, etc. The following issues of the Current Documentation Bulletin were published during the year.

Vol. 39 (4-6)	April-June 2011
Vol. 39 (7-9)	July-September 2011
Vol. 39 (10-12)	October-December 2011
Vol. 40 (1-3)	January-March 2012

(iii) Newspaper Clippings Index

Apart from the Documentation Bulletin, the KRC brings out monthly Newspaper Clippings Index (with Subjects), to update the researchers with the latest information about the manpower research and allied



subjects, which has been prepared from the selected newspapers received in the KRC during the concerned months.

(iv) Article Alerts (with abstract)

The KRC brings out monthly Article Alerts, which consist of the latest articles with abstract for disseminating the latest information to the researchers of the Institute. The articles are selected from the journals received in the KRC during the concerned period.

(v) Anti-Theft Library Security System

Lsmart EM (Electro Magnetic) Security System has been installed in KRC with two pedestals and one circulation desk and all the accessioned documents kept in the KRC have EM tags, which help in the computerized and secured circulation system.

Automation of KRC in Process

- Retro-conversion of documents has been started with the help of M/S Libsys Ltd. and the Library staff. About 60 per cent of the documents of the Library database (bibliographical information) can now be accessed with the help of Libsys software.

(vi) Library Services

The Library provides services to its readers in different forms, which are listed below :

- | | |
|---|------------------|
| • Current Awareness Service (CAS) | Online & Offline |
| • Newspaper Clippings Services (with subject) | - do - |
| • Reference Services | - do - |
| • Selective Dissemination of Information (SDI) | - do - |
| • Article Alerts (with abstract) | - do - |
| • Inter-Library Loan | Offline |
| • Reprography Service | Offline |

**Other Support Services: Hindi Cell, HRD Cell
and Personnel Matters**



Hindi Cell

This cell is headed by Shri S.K. Sharma, Deputy Director. The Administration provides support to the Hindi Cell. Action is being continuously taken for progressive use of Hindi in all the official work of the Institute. The Institute celebrated the Hindi Divas on September 14, 2011. Dr. Chandrakant, Medical Superintendent of Raja Harish Chandra Hospital, Narela, Delhi was the Chief Guest of the Hindi Divas Celebration. The cell organized Hindi Pakhwara during the period. A Nivandh Pratiyogita was organized and cash prizes of Rs.1,000, Rs.750, and Rs. 500 were awarded to the winners respectively among different categories of the staff. By the persuasion, KRC of the Institute purchased books in Hindi Language worth Rs. 50,000 on different topics.

HRD Cell

1. Three days' training programme was organized on Administrative Rules for LDCs and UDCs in IAMR.
2. Three days' training programme was attended by Mrs. Meenakshi Gupta, Mr. Deepak Kumar and Mr. Sudershan Arora, Stenographers from 23rd to 25th February, 2012 on "Enhancing the Effectiveness of Private Secretary and Personal Assistant and Personal Staff" at the Integrated Training & Policy Research, New Delhi.

Celebration of National Days

Every year National days are celebrated in the IAMR campus along with International Participants of Education & Training Unit. In both the occasions (15th August, Independence Day and 26th January, Republic Day) senior faculty of IAMR hoisted the National Flag at IAMR campus. All staff members residing in the campus along with their family members, international participants, and other staff members living in the surrounding areas participated in both the occasions. International participants shared their country's experiences during the celebrations of both days. School-going children in the campus sang songs on national integrity. Games were organized separately for children, staff members and international participants. On these occasions, prizes were given away to the winners of the games events and sweets were distributed to all present.

Personnel Matters

Deputation/Lien

1. Mrs. Meenakshi Gupta, Stenographer on deputation from 01.09.2008 to 31.08.2011
2. Mrs. Meenakshi Arora, Stenographer on deputation from 01.12.2008 to 30.11.2011
3. Mrs. Vaishali Rana, Assistant Systems Analyst on deputation from 11.09.2009 to 29.03.2012
4. Mr. Tej Pal, Assistant on deputation w.e.f. 11.09.2009 to till date



5. Mrs. Manju Madan, Private Secretary on deputation w.e.f. 13.09.2010 to till date
6. Mrs. Ruby Dhar, Assistant Director is on EOL from 01.04.2011 for two years
7. Mr. Ved Prakash, Research Associate on deputation w.e.f. 29.12.2011
8. Mrs. V.R. Vishalakshy, Assistant on deputation w.e.f. 22.02.2012

Retirements

1. Mr. Laik Ram, Sr. Assistant retired on 31.05.2011
2. Mrs. T. Thankachan, Sr. Research Officer retired on 31.05.2011
3. Mr. Sita Ram Sharma, Operator – I retired on 20.09.2011
4. Mrs. Asha Tomar, Private Secretary retired on 31.03.2012

Resignation

Ms. Archana Ahlawat, Assistant Systems Analyst resigned on 30.09.2011.



Academic Activities of Director-General

Dr. Santosh Mehrotra

Lectures, Presentations

1. Made presentation on National Vocational Education Qualifications Framework: Structure and Highlights - 4th Global Skills Summit 2011, of Federation of Indian Chambers of Commerce and Industry (FICCI), Special focus: Ideas for the 12th Five Year Plan, September 15-16, 2011, New Delhi.
2. "Economists, Economics and the Role of the Planning Commission", special lecture at 1st International Youth Convention on Commerce and Economics, Lucknow, 6-9 November, 2011.
3. Lecture on Engineering Skills and Sustainable Development as guest of honor at Golden Jubilee Conclave – 2011, Motilal Nehru National Institute of Technology, Allahabad, November 19-20, 2011.
4. Presented India Human Development Report 2011 at the Centre for Equity Studies, New Delhi on 25th November, 2011.
5. Presented India Human Development Report 2011 to National Advisory Council on 29th November, 2011.
6. Panelist in the session on "NREGP: Livelihoods Security or Wage Employment the Livelihoods India" in the Conference Programmes for Livelihoods of the Poor: Moving Ahead on December 14-15 at The Grand, Vasant Kunj, New Delhi.
7. Chaired the keynote address by Mark Rosenzweig (Yale University) on "Micro econometric Evidence on the Role of Human Capital in the Growth Process" at the IGC ISI India Development Policy Conference during 19-20 December 2011 at the Indian Statistical Institute (ISI) (Delhi Centre).
8. Moderator, Global Summit on Bihar in Workshop 3: Building industrial capabilities: infrastructure, finance, skills and entrepreneurship Changing Bihar – Forging Partnership for Development, 17-19 February 2012, Patna.
9. Delivered lecture on Skill Development Challenges in India at Confederation of Indian Industry (CII), Chennai, February, 2012.
10. Chaired a session on Locating the Unorganized Sector within the proposed National Vocational Education Qualifications Framework for India at NUEPA, 1-2 March, 2012.
11. Made a presentation on Creating Employment for Women: Cluster Development as a Strategy, Jadavpur University, Kolkatta, 7 March, 2012.
12. Made a presentation at Going Global 2012: The International Education Conference, 13-15 March, 2012 at London.



Publications

1. Led the team that wrote the India Human Development Report 2011, published for IAMR by Oxford University Press, New Delhi (launched on 20 October, 2011).
2. "Human Development in India: Towards Social Inclusion" (with Ankita Gandhi), *Economic and Political Weekly*, February, 2012.
3. "Multiple Dimensions of Human Development and Interpretations of Change: A Response" (with Ankita Gandhi), in *Economic and Political Weekly*, 28 January, Vol. XLVII, No.4.
4. "Improving Health Outcomes is Crucial for Achieving Inclusive Growth" (with Ankita Gandhi), in *Governance Now*, December 16-31, 2011, Vol.2, Issue 22.

Faculty Members' Activities*

Agrawal, Rashmi, Director

1. Prepared teaching material on "Motivation" for open learning graduates and post-graduates courses of Utkal University.
2. Published a paper on "Enabling Skill Development in Backward Areas as a Means to Decent Livelihood – An Indian Study" in the Indian Journal of Labour Economics, Vol. 54, No. 4, 2011.
3. Prepared a note on "Results in Evaluations – Some Practical Issues – NORRAG NEWS, 2012.
4. Prepared a draft on "India Chapter of VET" for publication in South Asia Book (under process).
5. Finalised "Competency of Managers and Commissioners of Evaluation" as a chairperson of both the groups which has been accepted by International Development Evaluation Association (IDEAS).
6. Working as chairperson on a thematic group on "Utilization of Evaluation", IDEAS.
7. Prepared a book titled "Social Work Research", for Masters Degree Course of Utkal University.
8. Presented a paper on "Resource Crunch, Evaluations and Mind-set – A Case Study" at IDEAS Conference held at Jordan 11-15 April, 2011.
9. Made a presentation on "Competencies of Managers and Commissioners of Evaluation", at Jordan Conference 11-15 April, 2011.

* The names of only those faculty members who reported significant activities are mentioned. This may therefore be incomplete in some inputs.



Awasthi, I.C., Joint Director

1. Published a book titled, *Livelihood Diversities in Mountain Economy: Constraints and Opportunities*, Concept Publishing Company, 2012.
2. Published a paper on “Skill and HRD in the Emerging Global Market Perspective” in *Economic Journal of Development Issues*, Vol.13&14, No.1-2, pp. 51-64, 2011, Department of Economics, Tribhuvan University, Nepal.
3. A paper on “Agrarian Change in Mountain Economies: The Constraints and Policy Options” was communicated to a symposium on Agrarian change and small farmers, organized by the G.B. Pant Social Science Institute, Allahabad, March 11-12, 2012. The paper has been accepted for publication in an edited volume by Professor Pradeep Bhargava and Dr. K.N. Bhatt (eds.), G.B. Pant Social Science Institute, Allahabad.
4. Presented a paper “Why Management Information System is critical in Policy Domain? Lessons from India Flagship Programmes, in the 3rd International Conference of Sri Lanka Evaluation Association, Colombo, June 6-9, 2011.
5. Refereed a paper “Overall Status of Development in West Bengal” for *Manpower Journal*.
6. Reviewed a book titled, “Handbook of Research in Enterprise System”, Sage Publications India Private Ltd., 2011 which is to be published in any of the forthcoming issues of *Manpower Journal*.

Bhattacharya, Sanchita, Assistant Director

1. Worked for revamping the course content, schedule time, and faculty input for the Module “Employment Policy and Planning” (EP&P) as Module Coordinator in Degree and Diploma courses on HRP&D conducted by E&T Unit of IAMR.
2. Prepared manual regarding coherence & topics for the above two courses.
3. Published a paper titled, “Enabling Skill Development in Backward Areas as a means to Decent Livelihood – An Indian Study”, jointly with Dr. Rashmi Agrawal and Dr. G.P. Joshi in the *Indian Journal of Labour Economics*, Vol. 54, No. 4, 2011.

Devi, Dr. A. Kamala, Deputy Director

Editor of *Manpower Journal*. Edited papers of three issues of *Manpower Journal*, Vol. 45, Nos. 3 & 4, and Vol. 46, No. 1.



Gandhi, Ankita, Assistant Director

1. Published a paper titled "Multiple Dimensions of Human Development and Interpretations of Change: A Response", jointly with Dr. Santosh Mehrotra in *Economic and Political Weekly*, 28 January, Vol. XLVII, No.4.
2. Published a paper titled, "Human Development and Social Inclusion", jointly with Dr. Santosh Mehrotra in *Financial Express*, 3 November, 2011.
3. Published a paper titled, "Improving Health Outcomes is Crucial for Achieving Inclusive Growth", jointly with Dr. Santosh Mehrotra in *Governance Now*, December 16-31, 2011, Vol.2, Issue 22.
4. Reviewed a book titled, "Skilling Women for Work in Informal Sector", in *Manpower Journal*, Vol 45, October-December, 2010.

Indrakumar, D., Assistant Director

Published a paper titled, "Challenges and Pre-requisite Conditions for Building Knowledge Based Economy, jointly with Mr. D. Indrakumar in the *Asian Economic Review*, Vol. 53, No. 2, August, 2011.

Joseph, Mr. Jerry, Assistant Director

Published a research paper "Dynamics of Villages Development – Role of Road", jointly with Mr. S.K. Yadav and Mrs. Gayatri Pandey in *Anveshak*, Vol. 41, No. 1, January-June, 2011, Ahmedabad.

Joshi, Dr. G.P., Deputy Director

Published a paper titled, "Enabling Skill Development in Backward Areas as a Means to Decent Livelihood – An Indian Study", jointly with Dr. Rashmi Agrawal and Dr. Sanchita Bhattacharya, in the *Indian Journal of Labour Economics*, Vol. 54, No. 4, 2011.

Joshi, Dr. Shachi, Deputy Director

1. Published a paper titled, "Food Security Challenges and Opportunities: A Comparative Analysis of Rural and Urban India", in *Anveshak*, July– December, 2011, Volume 41, Number 2.
2. Published a paper titled, "Skill Development and Youth Employment in India", in *Social and management Solutions*, December, 2011, Volume 6, Issue 2.

Pandey, Mrs. Gayatri, Deputy Director

Published a paper titled, "Dynamics of Villages Development – Role of Road", jointly with Mr. S.K. Yadav and Mr. Jerry Joseph in *Anveshak*, Vol. 41, No. 1, January-June, 2011, Ahmedabad.



Rao, Dr. K.S., Joint Director

Published a paper titled, "Governance of Micro Finance Institutions in India", in *Journal of Social and Management Solutions*, Vol. 6, Issue 1, June, 2011.

Saxena, Vijay K., Assistant Director

1. Worked as Editorial team member for Manpower Journal, Annual Report of IAMR and other printable documents of IAMR.
2. Assisted in revamping of National Technical Manpower Information System (NTMIS) on Project Mode.

Shekhar, Dr. Indu, Assistant Director

Published a paper "Emerging Issues in Qualitative Research: An Analogy between Great Wall of China and Taj Mahal of India", in *Manpower Journal*, Vol. XLV, No. 4, October-December, 2010.

Yadav, Dr. A.K., Director

Published a paper titled, "Dynamics of Villages Development – Role of Road", jointly with Mr. S.K. Yadav, Mrs. Gayatri Pandey and Mr. Jerry Joseph in *Anveshak*, Vol. 41, No. 1, January-June, 2011, Ahmedabad.

Yadav, S.K., Deputy. Director

1. Published a paper titled, "Rural to Rural Road Connectivity Need of Hour", *Sopan Step*, An Infords Publications, April, 2011.
2. Published a research paper "Dynamics of Village Development – Role of Road", jointly with Dr. A.K. Yadav, Mrs. Gayatri Pandey and Mr. Jerry Joseph in *Anveshak*, Vol. 41, No.1, January-June, 2011, Ahmadabad.
3. Published a Research Paper "Challenges and Pre-requisite Conditions for Building Knowledge Based Economy in India" jointly with D. Indra Kumar in the *Asian Economic Review*, Vol.53, August 2011, No. 2, Hyderabad.

Publications of Supporting Staff

Kumar, Ajit, Documentation Officer

1. Published a paper titled, "Shiksha Ka Adhikar: Rashtriya evam Antarrashtriya Paridrishya", in *Mahila Vidhi Bharti*, January-March, 2012 (70), Special Issue on "Shiksha Ka Adhikar", pp.100-104.
2. Published a paper online titled, "E-Law Libraries for Legal Fraternity", in manupatra.com Journals Section ChHh://articles.manupatra.com) dated 4.8.2011.

ANNEXURES



Annexure – I

COMPOSITION OF GENERAL COUNCIL

(Vide Rule 3)

- | | | |
|-----|------------------------------|---|
| (a) | President | Shri Montek Singh Ahluwalia
Deputy Chairman
Planning Commission
Yojana Bhawan, New Delhi – 110001 |
| (b) | Vice-President | Dr. Narendra Jadhav
Member (LEM)
Planning Commission
Yojana Bhawan, New Delhi – 110001 |
| (c) | Chairman (Executive Council) | Ms. Sudha Pillai, IAS
Member-Secretary
Planning Commission
Yojana Bhawan, New Delhi – 110001 |
| (d) | Director | Dr. Santosh K. Mehrotra
Director
IAMR, Narela, New Delhi – 110040 |
| (e) | Treasurer of the Institute | Shri R.D. Chouhan
Director (Finance)
Planning Commission
Yojana Bhawan, New Delhi – 110001 |
| (f) | One representative each of | |
| i) | Planning Commission | Dr. Ashok Sahu
Principal Adviser (LEM)
Planning Commission
Yojana Bhawan, New Delhi-110 001 |
| ii) | Ministry of Finance | Smt. Vilasini Ramachandran
Special Secretary (Exp.)
Ministry of Finance
Department of Expenditure
North Block, New Delhi – 110 001 |



iii)	Ministry of Human Resource Development	Vacant
iv)	Ministry of Agriculture	Vacant
v)	Ministry of Defence	Vacant
vi)	Ministry of Health & Family Welfare	Shri Arvinder Singh Sachdeva Economic Adviser Ministry of Health & Family Welfare Room No. 244 B, Nirman Bhawan New Delhi-110 011
vii)	Ministry of Industry	Shri Sushil Lakra Industrial Adviser (Engg.) Department of Heavy Industry Room No. 480 Ministry of Industry, Udyog Bhawan New Delhi - 110011
viii)	Ministry of Labour (DGE & T)	Shri Sharda Prasad Director General Directorate General of Employment & Training (DGE&T) Ministry of Labour & Employment Shram Shakti Bhawan, New Delhi - 110001
ix)	Ministry of Personnel, Public Grievances and Pensions	Vacant
x)	Ministry of Railways	Shri R. R. Prasad Executive Director/Trg. & MPP Ministry of Railways Rail Bhavan, New Delhi -- 110001
xi)	Ministry of Science & Technology	Dr. B. Harigopal Scientific & Engineering Research Council Department of Science & Technology Technology Bhawan New Mehrauli Road, New Delhi - 110016
xii)	Ministry of Social Justice & Empowerment	Shri R. S. Meena Director (Admn.) Ministry of Social Justice and Empowerment Shastri Bhawan, New Delhi - 110001



(g) One representative each of

- | | |
|---|--|
| i) Central Statistical Organisation | Dr. S.K. Das
Director General
Ministry of Statistics & Programme
Implementation
Central Statistical Organisation
Sardar Patel Bhawan
New Delhi – 110001 |
| ii) Union Public Service Commission | Shri Rajiv Srivastava
Joint Secretary (Admn.)
Union Public Service Commission
Dholpur House, Shahjahan Road
New Delhi – 110067 |
| iii) Council of Scientific & Industrial Research | Dr. Rajesh Luthra
Head, (HRD Group)
CSIR Complex
Pusa, New Delhi – 110012 |
| iv) University Grants Commission | Dr. Renu Batra
Joint Secretary
University Grant Commission, New Delhi |
| v) All India Council for
Technical Education | Vacant |
| vi) Indian Council of
Agricultural Research | Vacant |
| vii) Medical Council of India | Vacant |
| viii) National Council for
Vocational Training | Vacant |
| ix) Institution of Engineers (India) | Dr. G.S. Yadava, FIE
3240, Sector-B, Pocket-3
Vasant Kunj New Delhi – 110070 |
| x) Indian Institute of Chemical Engineers | Sh. Shyam Bang
Executive Director
Jubilant Organosys Ltd. |



Plot No.1A, Sector 16A
Industrial Area, NOIDA- 201301

xi) Institution of Electronics and

Shri R.K. Gupta
Telecommunication Engineers
President Institution of Electronics
and Telecommunication Engineers
2, Institutional Area Lodi Road,
New Delhi -110003

xii) Indian Statistical Institute

Vacant

xiii) National Productivity Council

Vacant

xiv) National Labour Institute

Shri V.P. Yajurvedi
Director
V.V. Giri National Labour Institute
Post Box No.68, Sector-24
NOIDA- 201301

xv) Indian Institute of Public Administration

Vacant

xvi) National Council for Applied
Economic Research

Mr. Suman Bery
Director General
NCAER, Parisila Bhawan
11, Indraprastha Estate
New Delhi - 110002

xvii) Institute of Economic Growth

Prof. Bina Agrawal
Director
Institute of Economic Growth
University of Delhi Enclave
North Campus, Delhi - 110007

xviii) Indian Council of Social
Sciences Research

Dr. Ranjit Sinha
Member Secretary
Indian Council of Social Sciences Research
Post Box No. 10528 Aruna Asaf
Ali Marg New Delhi - 110067

xix) National University of Educational
Planning and Administration

Prof. J.B.G. Tilak
National University of Educational Planning



and Administration (NUEPA)
17-B, Sri Aurobindo Marg
New Delhi – 110016

xx) All India Management
Association

Sh. P. Dwarkanath
Director, Group Human Capital
Max India Limited
Max House, 1, Dr. Jha Marg
Okhla Phase – III
New Delhi – 110020

(h) **Six representatives of State Governments: One each representing Northern, Southern, Eastern, Western, Central and North-Eastern Zones on rotation basis for a Period of two years in each case**

Sl. No.	Zone	State/Union	Name of Nominee Territory
1.	Northern Zone	Delhi	Mrs. L. Tochhong Principal Secretary (Planning) Government of NCT of Delhi (Planning Department) 4 th & 6 th Level, B Wing I.P. Estate, Delhi Secretariat New Delhi
2.	Southern Zone	Kerala	Shri K.V. Irniraya Secretary, Government of Kerala Planning & Economic Affairs Department Thiruvananthapuram, Kerala
3.	Eastern Zone	Bihar	Vacant
4.	Western Zone	Gujarat	Shri V.N. Maira Additional Chief Secretary (Planning) Government of Gujarat General Administration Department Sachivalaya Gandhinagar -- 382010



5.	Central Zone	Madhya Pradesh	Shri K. Suresh Principal Secretary Government of Madhya Pradesh Planning, Economics & Statistics Department Mantralaya, Vallash Bhawan, Bhopal – 462004
6.	North Eastern Zone	Tripura	Vacant

(i) **One representative each of**

- i) Federation of Indian Chamber of
Commerce and Industry Ltd.

Shri B.P. Pant
Secretary, AIOE
FICCI, Federation House
1, Tansen Marg, New Delhi – 110001

- ii) Employers' Federation of India

Shri Sharad S. Patil
Secretary General
Employers Federation of India
Army & Navy Building
148, Mahatma Gandhi Road
Mumbai – 400001

- iii) All India Manufacturers'
Organization

Shri K.E. Raghunathan
Managing Director
Solar Solkar Industry Ltd.
13/2, Jaya Lakshmi Puram, 1st street
Nungambakkam
Chennai – 600034, Tamil Nadu

- (j) **Three representatives of Labour Unions nominated by Government for two years at a time
but extendable**

Dr. G. Sanjeeva Reddy (MP)
President (INTUC)
Shramik Kendra
4, Bhai Veer Singh Marg
New Delhi – 110001



Shri Umraomal Purohit

General Secretary Hind Mazdoor Sabha
Flat No. 13-14, 2nd Floor, Plot No. 42
Western Railway Colony
Malad (East), Mumbai – 400 097

Shri Uday Patwardhan

Bhartiya Mazdoor Sangh
Vishwakarma Bhawan
185, Shaniwar Peth
Pune – 411030

- (k) **Two Members of Faculty of the Institute on 2-yearly rotation basis (to be nominated by the Director General from amongst Senior Faculty Members at two different levels)**

1. Dr. (Ms.) Rashmi Agrawal

Director, IAMR Narela, Delhi -- 110040

2. Vacant

- (i) **Two Members of the User Organizations: Governmental or Non-Governmental evincing Interest in Manpower Issues and Activities associated themselves therewith**

1. Vacant

2. Vacant

Co-option of representatives of other organizations/institutions which may be concerned with the work or programme of Institute and individuals with special knowledge or interest in the work or programme of the Institute

President Co-opted Members

Vacant



Annexure – II

COMPOSITION OF EXECUTIVE COUNCIL

(Vide Rule 5)

- | | |
|--|---|
| (a) Chairman | Ms. Sudha Pillai, IAS
Member Secretary, Planning Commission
Yojana Bhawan
New Delhi – 110001 |
| (b) Director General | Dr. Santosh K. Mehrotra
Director General
Institute of Applied Manpower Research
Institutional Area, Narela
Delhi – 110040 |
| (c) One representative each of | |
| (1) Planning Commission | Dr. Ashok Sahu
Principal Adviser (LEM)
Planning Commission
Yojana Bhawan
New Delhi – 110001 |
| (2) Ministry of Finance | Vacant |
| (3) Ministry of HRD | Vacant |
| (4) Ministry of Labour & | Shri Sharda Prasad
Employment Director General
Directorate General of Employment
and Training (D.G.E. & T.)
Ministry of Labour & Employment
Shram Shakti Bhawan
New Delhi – 110001 |
| (d) Not more than three members, not exceeding one representative each from following groups | |
| (i) National Productivity Council | Shri N.C. Vasudevan
Director General
National Productivity Council |



5-6, Institutional Area
Utpadakta Bhavan
Lodi Road, New Delhi -110003

- (ii) (a) Employer's Federation of India Vacant
- (b) All India Manufacturers' Association Vacant
- (iii) All India Management Association **Shri P. Dwarkanath**
Director, Group Human Capital
Max India Limited
Max House, 1, Dr. Jha Marg
Okhla Phase – III, New Delhi – 110020
- (iv) All India Organization of Labour Vacant
- (e) **Not more than three members of the General Council of whom one shall be from the faculty of IAMR**
- (i) Nominated by General Council **Shri Suman Bery**
Director General
National Council of Applied
Economics Research (NCAER)
Parisila Bhawan
11, Indraprastha Estate
New Delhi -110 002
- (ii) IAMR Faculty on General Council **Dr. (Ms.) Rashmi Agrawal**
Director, IAMR
Narela, Delhi – 110040
- (f) Co-opted Member by Chairman, E.C. **Shri V.K. Singh**
Director (Finance), Planning Commission
and Treasurer, IAMR, Planning Commission
Yojana Bhawan, New Delhi – 110001



Annexure – III

Composition of SCRP

- | | | |
|----|--|------------------|
| 1. | Dr. Narendra Jadhav
Member, Planning Commission
Yojana Bhawan, New Delhi-110 001 | Chairman |
| 2. | Shri Saumitra Chaudhari
Member, Planning Commission
Yojana Bhawan, New Delhi- 110 001 | Member |
| 3. | Shri Arun Maira
Member, Planning Commission
Yojana Bhawan, New Delhi – 110 001 | Member |
| 4. | Dr. Ashok Sahu
Principal Adviser (LEM Division)
Planning Commission
Yojana Bhawan, New Delhi – 110 001 | Member |
| 5. | Prof. Ravi Srivastava
Professor of Economics
Centre for the Study of Regional Development
JNU, New Delhi | Member |
| 6. | Prof. T.S. Papola
Ex-Adviser (LEM), and
Institute for Studies in Industrial Development (ISID)
New Delhi | Member |
| 7. | Dr. Ajit Ghose
Senior Fellow
Centre for Development Studies (CDS)
Lodi Road, New Delhi | Member |
| 8. | Dr. Santosh Mehrotra
Director-General, IAMR, and Member Secretary
SCRP (IAMR), Institute of Applied Manpower Research
Delhi-110040 | Member-Secretary |



Annexure – IV

**COMPOSITION OF THE COMMITTEE ON ADMINISTRATION
OF THE IAMR CPF**

- | | | |
|----|--|------------------|
| 1. | Director
IAMR | Chairman |
| 2. | Ex-officio Treasurer
IAMR | Member |
| 3. | A Representative of the Executive Council
of IAMR

Shri N.C. Vasudevan | Member |
| 4. | Representative of IAMR Employees

Shri Radhey Shyam
Assistant Director | Member |
| 5. | Finance Officer
IAMR | Member-Secretary |



Annexure - V

ACADEMIC PROFILE OF THE FACULTY AND THEIR AREAS OF SPECIALISATION

Agrawal, Dr. Rashmi, M.A., Ph.D. (Psychology), P.G. Diploma in Counselling; P.G. Diploma in Personnel Management & Industrial Relations; International Course in Monitoring and Evaluation

Monitoring and evaluation, skill identification surveys, training

Awasthi, Dr. I.C., M.A. (Economics), Ph.D. (Economics), Certificate in Manpower Planning (University of Sussex, U.K.) International Programme for Development Evaluation Training, Carleton University, Ottawa (Canada)

Livelihood analysis, human resource development and management

Bhattacharya, Dr. Sanchita, M.A. (Economics), M.Phil. (Economics), Ph.D. (Economics)

Agricultural economics, agricultural growth and instability, agricultural credit, rural marketing

Birua, Marshal, M.A. (Personnel Management & Industrial Relations), NET (UGC), L.L.B.

Personnel management and social security

Chauhan, J.S., M.A. (Economics)

Employment planning for science & technology, manpower employment generation through decentralization planning

Gandhi, Ankita, M.A. (Economics)

Forecasting & development economics

Indrakumar, D., M. A. (Economics), M. Phil. (Economics)

Manpower planning, market oriented research

Joseph, Jerry, M.A. (Political Science), M. Phil. (Political Science),

Development Studies, Local Self Governments, Vocational Education

Joshi, Dr. G.P., M.A. (Economics), Ph. D. (Economics)

National manpower accounts, manpower assessment, work study of various government departments and public



undertakings, utilization pattern of S&T (Science & Technology) personnel, manpower requirements for North-Eastern Region, employment in services sector, manpower review of sectors, and research administration

Joshi, Dr. Shachi, M.A. (Economics), Ph.D. (Agricultural Economics)

National manpower accounts, micro-economics and agricultural economics

Kakkar, Dr. (Ms.) Anita T., M.A. (Economics), Ph.D. (Economics)

Child labour, social security, human resource development

Kamala Devi, Dr. (Smt.) A., M.A. (Sociology), Ph.D. (Sociology)

Population studies, gender issues and technical manpower information system

Kumar, Arun, M.A. (History), M.A. (Sociology), L.L.B.

Manpower survey and statistics, Manpower information system

Kumar, Yogesh, M.A. (Hons.) Economics, M. Tech. (Urban and Regional Planning)

Annual review of employment and unemployment in India, urban development issues, environmental assessment & management plans

Lal, Smt. Renu, M.A. (Sociology)

Human resource development of women workers, training in manpower planning and development

Latta, Dr. Lalit, M.A. (Sociology), Ph.D. (Sociology), Certificate Course on Leadership & Management with Gender Perspective, All India Management Association and Gender Training Institute, New Delhi

Human resource development planning, sociological studies on regional development and tribal identification, tribal related studies

Mathur, A.K., M. Sc., M. Phil. (Statistics) Statistical Inference

National technical manpower information system, human resource information system

Pandey, Smt. Gayatri, M.A. (Mathematics)

Statistical analysis of data sources related to manpower planning

Prakash, Ved, B. Sc. (Agriculture), M. A. (Sociology), M.A. (Philosophy)

Research methodology, interview techniques, market research, development of official language (Hindi) in an



organization, HRD at organizational level, identification of training needs

Prasad, Dr. M.R., B. Tech., M. Tech. (I.I.T., Kharagpur), Ph. D. (I.I.Sc.)

Sectoral studies, Science & Technology developments, assessment of emerging technologies, manpower implications and entrepreneurship

Rao, Dr. K. Srinivasa, M.A. (Economics), Ph.D. (Economics)

Rural development and human development areas

Roy, Ms. Aditi, M.Sc. (Physics), Junior Certificate Course in Official Statistics, Central Statistical Organization, New Delhi, Course on Sociological Research Methods, V.V. Giri National Labour Institute, NOIDA

Human development, rural development, gender and technology & information systems

Roy, Dr. (Mrs.) Chaitali, M.A. (Political Science), M.A. (Public Administration), Ph. D. (Public Administration), Diploma in Human Resource Management

Decentralization, rural and urban development, development administration, human resource management

Saha, Partha, M.A. (Economics), M. Phil. (Economics), Ph.D. (Economics)

Agricultural Economics (in particular "Tenancy Contracts"), Labour Economics, asset ownership, education, employment related issues in agriculture and non-agriculture

Proficiency in handling large database and unit-level data analysis of National Sample Surveys (NSSO), and primary data (based on field surveys) in Microsoft Access

Sahoo, Bimal, M.A. (Economics), M. Phil. (Planning and Development)

Productivity Analysis with DEA application

Saxena, Dr. P.K., M.A. (Economics), Ph.D. (Economics), Certificate in Basic Management and Application of Work Study Techniques

Assessment of entrepreneurship and potential entrepreneurs, utilization pattern of scientific and technical personnel, women's employment, assessment of workload and evolution of staffing norms at the enterprise level and organizing training programmes in manpower planning

Saxena, Vijay K., M.A. (Economics), M.A. (Sociology)

Assessment of time utilization and evaluation of staffing norm at the organization level, cost analysis & management accounts, manpower assessment, manpower group statistics, manpower information system, rural and



urban manpower planning & development, self-employment prospects

Sharma, Radhey Shyam, M.A. (Sociology)

Socio-economic development, manpower planning and human development

Shekhar, Dr. Indu, M.A. (Sociology), Ph.D. (Sociology)

Rural power elite, education, qualitative research, sectoral studies, human resource planning, diaspora, development studies

Sharma, S.K., M.A. (Sociology)

Area-specific manpower studies, scientific and technical manpower planning, employment in the services sector, information system and macro level manpower planning

Singh, Bhoop, M.A. (Economics), L.L.B.

Manpower planning and development, demographic characteristics and manpower statistics

Singh, Laxman, M.A. (Economics)

Manpower planning and development, sectoral studies

Varshney, H.K., M.Sc. (Mathematics), Certificate in Statistics, Indian Statistical Institute, P.G. Diploma in Human Resource Management, IGNOU

Studies in the field of education sector specially related to the development of teaching manpower at school stage, and educated unemployment and socio-economic inequalities in education, voluntary retirement schemes, public policy, estimation of manpower demand and supply

Wordsworth, A.P. William, M.Com, M. Phil. (Japanese Studies)

Human resource Management, rural development, social security & social protection in organized/unorganized sector, human resources accounting

Yadav, Dr. Anil K., M.A. (Economics), Ph.D. (Economics)

Development Economics, Econometrics, Research Methodology, International Business Management and Manpower Planning

Yadav, S.K., M.A. (Economics), M.B.A. (HRM)

Informal sector employment, work study techniques, socio-economic conditions of workers engaged in minor forest produce/products and human development indices

FINANCIAL MATTERS



G.K. NIGAM & ASSOCIATES
CHARTERED ACCOUNTANTS

Auditor's Report

1. We have audited the attached Balance Sheet of **INSTITUTE OF APPLIED MANPOWER RESEARCH**, PLOT NO. 25, SEC-A-7, INSTITUTIONAL AREA, NARELA, NEW DELHI -110040 as at 31st March 2012 and also annexed Income and Expenditure Account and Receipts and Payment Account for the year ended on that date. These financial statements are responsibility of the management of the Institute. Our responsibility is to express an opinion on these financial statements based on our audit.
2. We conducted the audit in accordance with auditing standards generally accepted in India. These standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of Material misstatement. An audit includes, examining on test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by the management, as well as evaluating the overall financial statements presentation.

We believe that our audit provides reasonable basis for our opinion.

3. We further report that :
 - a) We have obtained all the information and explanation , which to best of our knowledge and belief were necessary for the purpose of our audit;
 - b) The Balance Sheet and Income and Expenditure account dealt with by this report are in agreement with the books of account;
 - c) In our opinion and best of our knowledge and according to the explanation provided to us, the Balance Sheet and Income and Expenditure Account read with the significant Accounting policies and notes to accounts given thereon, give a true and fair view in conformity with accounting principles generally accepted in India **subject to**;
 - i. *Basic Equipment of VSAT, worth Rs. 3,60,000 as appearing in Fixed Assets Schedule No. 3 under the Head "Capital Work in Progress" was purchased few years back, has been reported as lost and same has been pointed out in Audit Observation given by the CAG office for the Financial Year 2004-2005. However, the amount has not been written off as yet resulting in overstatement of Fixed Assets by the said amount.*



ii. Advances on account of:

a)	CPWD for Campus Construction	Rs. 32,30,614
b)	CPWD Renovation of Old IAMR & CPWD For Modular Furniture	Rs. 7,18,571
c)	Ex-Engineer North DDA for Sewer Connection	Rs. 26,82,759
d)	NIC Computers	Rs. 38,015

aggregating to Rs. 66,69,959/- has not been adjusted since long which results in overstatement of Currents Assets by the said amount.

iii. in the case of the Balance Sheet, of the statement of affairs as at 31st March 2012, and

iv. in case of the Income and Expenditure Account of the Excess of Expenditure over Income for the year ended on that date.

**For G.K. Nigam & Associates
Chartered Accountants**

**Place: New Delhi
Date: 31/07/2011**

**Sd/-
Hari Om
Partner
M.No.087129
FR. No. 04972N**

**INSTITUTE OF APPLIED MANPOWER RESEARCH**

Sector A-7, Institutional Area, Narela, Delhi-110040

BALANCE SHEET AS ON 31ST MARCH 2012

(Figures in Rupees)

	Schedule	Current Year	Previous year
		2011-12	2010-11
CORPUS/CAPITAL FUND AND LIABILITIES			
Corpus/Capital Fund	1	229,976,469	219,660,299
Current Liabilities & Provisions	2	82,160,597	68,108,743
Total		312,137,066	287,769,042
ASSETS			
Fixed Assets	3	231,106,137	213,892,779
Current Assets, Loans & Advances	4	81,030,929	73,876,263
Total		312,137,066	287,769,042

Significant Accounting Policies 13

Notes on Accounts and Contingent Liabilities 14

Notes form an integral part of Accounts in terms of our Audit Report of even date annexed herewith.

For G.K. Nigam &
Associates
Chartered Accountants
FR No. 04972N

Sd/-
NEENA KAPOOR
Finance Officer
IAMR

Sd/-
Dr. SANTOSH MEHROTRA
Director General
IAMR

Sd/-
HARI OM
Partner
M. No. 087129

Place : Delhi
Date : 31-07-2012



INSTITUTE OF APPLIED MANPOWER RESEARCH
SCHEDULE FORMING PART OF BALANCE SHEET AS ON 31-03-2012

SCHEDULE-1
(Figures in Rupees)

	Current Year		Previous Year	
	2011-12		2010-11	
CAPITAL FUND				
Balance B/F	179,394,675		166,314,339	
Add : Additions during the year	24,066,430		26,871,798	
Less : Deficit carried from Income & Expenditure A/c	(20,183,453)	183,277,652	(13,791,462)	179,394,675
CORPUS FUND				
Balance B/F	19,990,820		16,843,336	
Add: Additions during the year	410,765		1,601,486	
Add: Interest earned during the year	1,923,712	22,325,297	1,545,998	19,990,820
NTMIS				
Balance B/F		11,840,421		11,840,421
TRAINING/PGDC				
Balance B/F	5,596,757		5,765,336	
Additions during the year	4,098,716		542,011	
Less: Assets sold during the year	-	9,695,473	(710,590)	5,596,757
SPONSORED STUDIES				
Balance B/F		982,957		982,957
CONSULTANCY STUDIES				
Balance B/F		105,902		105,902
NAIP WORLD BANK- STUDIES				
Balance B/F		600,000	-	
Additions during the year			600,000	600,000
FCRA STUDIES				
Balance B/F		1,148,767		1,148,767
Total		229,976,469		219,660,299



INSTITUTE OF APPLIED MANPOWER RESEARCH

SCHEDULE FORMING PART OF BALANCE SHEET AS ON 31-03-2012

SCHEDULE 2 - CURRENT LIABILITIES & PROVISIONS

(Figures in Rupees)

	Current Year	Previous Year
	2011-12	2010-11
A. CURRENT LIABILITIES		
1. Sundry Creditors	2,803,726	3,127,738
2. Other Current Liabilities	21,636,017	15,600,134
TOTAL - A	24,439,743	18,727,872
B. PROVISIONS		
1. Death-Cum Retirement Gratuity	34,297,835	29,760,419
2. Leave Encashment	23,423,019	19,620,452
TOTAL - B	57,720,854	49,380,871
TOTAL - A+B	82,160,597	68,108,743



INSTITUTE OF APPLIED MANPOWER RESEARCH
SCHEDULE FORMING PART OF BALANCE SHEET AS ON 31-03-2012

A. CURRENT LIABILITIES

SCHEDULE - 2
(Figures in Rupees)

	Current Year	Previous Year
	2011-12	2010-11
1. SUNDRY CREDITORS		
Earnest Money - Main	182,684	172,684
Earnest Money - NTMIS	28,090	28,090
Security Deposits from PGDC Students	156,000	140,000
Receipts for projects under progress	2,436,952	2,786,964
TOTAL - 1-SUNDRY CREDITOR	2,803,726	3,127,738
2. OTHER CURRENT LIABILITIES		
DCRG Withheld	7,000	9,000
Salary Payable to Staff	6,746	6,746
Unspent Plan Grant	19,718,684	13,834,737
Security Deposit	65,000	83,121
Outstanding liabilities	1,838,587	1,666,530
TOTAL - 2 - OTHER CURRENT LIABILITIES	21,636,017	15,600,134
TOTAL - 1+2	24,439,743	18,727,872

B. PROVISIONS

1. Death Cum Retirement Gratuity	34,297,835	29,760,419
2. Leave Encashment	23,423,019	19,620,452
TOTAL - PROVISIONS	57,720,854	49,380,871
TOTAL - CURRENT LIABILITIES & PROVISIONS	82,160,597	68,108,743



INSTITUTE OF APPLIED MANPOWER RESEARCH

SCHEDULE FORMING PART OF BALANCE SHEET AS ON 31-03-2012
SCHEDULE 3 - FIXED ASSETS

(Figures in Rupees)

DESCRIPTION	GROSS BLOCK				DEPRECIATION					NET BLOCK	
	Cost/valuation as at 1-4-2011	Additions during the year	Deductions	Cost/valuation at the 31-3-2012	Rate	As at the beginning of the year	During the year	Deduction	Total up to the Year-end	As at the Current year-end	As at the Previous year-end
A. FIXED ASSETS:											
LAND :											
Leasehold - Narela	30,240,000			30,240,000						30,240,000	30,240,000
BUILDING											
On Leasehold Land- Narela	160,670,340			160,670,340	2%	26,016,171	2,693,083		28,709,254	131,961,086	134,654,169
On Leasehold Land-I.P. Estate	13,006,558			13,006,558	2%	1,442,178	231,288		1,673,466	11,333,092	11,564,380
Electric Installation - Narela	1,088,000			1,088,000	10%	619,652	46,835		666,487	421,513	468,348
Substation at IIPA Campus	1,476,407			1,476,407	10%	1,059,425	41,698		1,101,123	375,284	416,982
VEHICLES/CYCLE											
Vehicle & Cycle- Main Grant	949,461			949,461	20%	610,588	67,775		678,363	271,098	338,873
Vehicle & Cycle NTMIS	440,350			440,350	20%	402,464	7,577		410,041	30,309	37,886
Vehicle & Cycle Training/PGDC	963,578	1,960,375		2,923,953	20%	450,597	494,671		945,268	1,978,685	512,981
FURNITURE & FIXTURE											
Furniture -Main Grant	2,996,458	205,268		3,201,726	10%	604,176	259,755		863,931	2,337,795	2,392,282
Furniture -DG Office	412,428			412,428	10%	77,561	33,487		111,048	301,380	334,867
Furniture -Guest House	224,124			224,124	10%	42,583	18,154		60,737	163,387	181,541
Furniture-Hostel-Main	1,983,729			1,983,729	10%	1,129,800	85,393		1,215,193	768,536	853,929
Library Furniture-Main Grant	62,720			62,720	10%	38,421	2,430		40,851	21,869	24,299
Furniture-NTMIS	706,528			706,528	10%	490,181	21,635		511,816	194,712	216,347
Furniture -Training/PGDC	837,572	1,697,817		2,535,389	10%	590,496	194,489		784,985	1,750,404	247,076
Furniture- Sponsored Studies	20,793			20,793	10%	12,737	806		13,543	7,250	8,056
Furniture-NAIP	50,000			50,000	6.33%	6,330	3,165		9,495	40,505	43,670
Furniture-FCRA	257,569			257,569	10%	154,792	10,278		165,070	92,499	102,777
OFFICE EQUIPMENT											
Equipment - Main Grant	5,516,223	1,745,412		7,261,635	15%	3,338,843	668,214		4,007,057	3,254,578	2,177,380
Air Conditioners -Main Grant	537,993			537,993	15%	200,204	50,668		250,872	287,121	337,789
Air Conditioner Equipments-NTMIS	423,219			423,219	10%	402,035	2,119		404,154	19,065	21,185
Library Equipment- Main Grant	994,034			994,034	10%	610,171	38,386		648,557	345,477	383,863
EPABX Main Grant	1,078,905			1,078,905	15%	784,913	44,099		829,012	249,893	293,992
Equipments- NTMIS	922,087			922,087	15%	847,135	11,243		858,378	63,709	74,952
Equipment - Training/PGDC	4,169,811	440,524		4,610,335	15%	3,320,328	193,501		3,513,829	1,096,506	849,483
Equipment-Consultancy	21,225			21,225	10%	12,804	842		13,646	7,579	8,421
Equipment-NAIP	500,000			500,000	4.75%	47,500	23,750		71,250	428,750	452,500
Equipment-FCRA	222,368			222,368	15%	169,905	7,869		177,774	44,594	52,463
COMPUTERS/PERIPHERALS											
Computer - Main Grant	13,174,078	1,761,607		14,935,685	15%	8,120,901	1,022,218		9,143,119	5,792,566	5,053,177
Software - Main Grant	3,150,431	1,914,778		5,065,209	15%	1,742,765	498,367		2,241,132	2,824,077	1,407,666
DTP System-Main Grant	1,725,419			1,725,419	15%	1,548,099	26,598		1,574,697	150,722	177,320
Computer Accessories - NTMIS	9,240,207			9,240,207	15%	8,640,478	89,959		8,730,437	509,770	599,729
Computer - Consultancy	99,302			99,302	15%	79,752	2,932		82,684	16,618	19,550
Computer - Sponsored	953,403			953,403	15%	800,293	22,967		823,260	130,143	153,110
Computer -FCRA	623,762			623,762	15%	478,663	21,765		500,428	123,334	145,099
LIBRARY BOOKS											
Library Books -Main Grant	2,826,389	373,824		3,200,213	20%	1,881,452	263,752		2,145,204	1,055,009	944,937
Library Books-FCRA	45,068			45,068	20%	36,676	1,678		38,354	6,714	8,392
CD-ROM for Library-Main Grant	919,821			919,821	15%	372,645	82,076		454,721	465,100	547,176
CD ROM for Library -Sponsored	7,654			7,654	15%	5,720	290		6,010	1,644	1,934
Library Books - NAIP	50,000			50,000	4.75%	4,750	2,375		7,125	42,875	45,250
Library Books - Sponsored	1,107			1,107	20%	921	37		958	149	186
Library Books - Training/PGDC	27,112			27,112	20%	21,092	1,204		22,296	4,816	6,020
ASSETS - PLAN GRANT											
Information Technology	2,291,598			2,291,598	10%	622,994	166,860		789,854	1,501,744	1,668,604
Library Books/network	1,828,597	653,853		2,482,450	20%	1,057,130	285,064		1,342,194	1,140,256	771,467
Guest House	875,876			875,876	10%	251,967	62,391		314,358	561,518	623,909
Director's Office	396,459			396,459	10%	136,342	26,012		162,354	234,105	260,117
Essential Infrastructure on Campus-Plan	16,231,579	17,411,688		33,643,267	10%	2,422,933	3,122,033		5,544,967	28,098,300	13,808,646
TOTAL OF CURRENT YEAR	285,240,343	28,165,146		313,405,489		71,707,564	10,951,788		82,659,352	230,746,137	213,532,779
TOTAL OF PREVIOUS YEAR	258,569,814	27,413,809	743,280	285,240,343		64,389,789	8,028,365	710,590	71,707,564	213,532,779	194,180,025
B. CAPITAL WORK IN PROGRESS											
Basic Equipment of VSAT -Main Grant	360,000			360,000						360,000	360,000
TOTAL	360,000			360,000						360,000	360,000
										231,106,137	213,892,779

Note: Under Equipment -Main:99% Depreciation have been charged on addition fire extinguishers amounting to Rs.94994/- being each item is below Rs.5000/-



INSTITUTE OF APPLIED MANPOWER RESEARCH
SCHEDULE FORMING PART OF BALANCE SHEET AS ON 31-03-2012

SCHEDULE - 4
CURRENT ASSETS, LOANS & ADVANCES

(Figures in Rupees)

	Current Year	Previous Year
	2011-12	2010-11
A. CURRENT ASSETS		
1. Inventories		
Closing Stock of Stationery	435,325	649,057
(At cost as certified by management)	435,325	649,057
2. Sundry Debtors		
a) Payments on projects under progress	414,904	364,904
b) Receivable from Sponsors	33,091,856	17,848,336
	33,506,760	18,213,240
3. Postage in Hand	-	-
Petty Cash in Hand	-	-
4. Bank Balances with Scheduled Bank		
on Saving Account		
- UCO Bank - 5163	1,838,193	1,769,672
- Corporation Bank - 2472	13,375,218	29,774,383
- Corporation Bank - 3600	1,630,323	10,661
- Corporation Bank - 5200	914,055	2,033,228
- FDR with Corporation Bank (Corpus Fund)	24,540,979	18,259,883
- Interest Accrued on FDR	2,435,208	437,607
TOTAL	44,733,976	52,285,434
GRAND TOTAL	78,676,061	71,147,731



INSTITUTE OF APPLIED MANPOWER RESEARCH
SCHEDULE FORMING PART OF BALANCE SHEET AS ON 31-03-2012

SCHEDULE- 4A

2. Advances and other amounts recoverable in cash or in kind or for value to be received

(Figures in Rupees)

	Current Year	Previous Year
	2011-12	2010-11
A. ADVANCE ON CAPITAL ACCOUNTS		
Main - CPWD for Campus Construction	3,230,614	3,230,614
Main - CPWD for Modular Furniture	718,571	718,571
Advance to NIC for Computers	38,015	38,015
Advance to Exe.Engineer, North DDA for sewer connection	2,682,759	2,682,759
Dy Director Horticulture, CPWD	860,823	670,294
Ex-Engineer (E), CPWD	9,061,661	19,683,047
Exec.Engineer.DAD, CPWD	21,130,308	35,272,610
TOTAL - A	37,722,751	62,295,910
B. OTHERS		
Main - Petrol / CNG Deposits	30,500	500
Telephone Deposits with MTNL	43,479	43,479
Security Deposits DVB	1,350,000	1,350,000
Security Deposit Sr AO, DDO (Water connection)	5,000	5,000
GSLI Recoverable from Staff	3,151	1,828
T.D.S. Receivable	398,143	376,848
Advances to Employees (Computer/Festival/Cycle/Scooter etc)	105,367	62,417
Misc.advances for studies	3,533,160	-
Misc.Advances for services	1,615,058	904,710
Total B	7,083,858	2,744,782
TOTAL - A+B	44,806,609	65,040,692
LESS: Provision	(42,451,741)	(62,312,160)
Total Current Assets, Loans, Advance etc.	81,030,929	73,876,263



INSTITUTE OF APPLIED MANPOWER RESEARCH
INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31-03-2012

(Figures in Rupees)

	Schedule	Current Year	Previous year
		2011-12	2010-11
INCOME			
Income from Studies/Research/Projects	5	51,179,146	29,234,357
Grants/Subsidies	6	67,405,310	81,904,610
Interest earned	7	2,197,350	2,095,949
Other Income	8	1,039,104	1,110,017
Total (A)		121,820,910	114,344,933
EXPENDITURE			
Establishment Expenses (Main)	9	69,649,576	63,193,056
Administrative Expenses (Main)	10	14,548,855	11,633,418
Establishment Expenses (Project/Studies)	11	11,686,403	9,720,653
Administrative Expenses (Project/Studies)	12	35,167,741	35,888,533
Depreciation (As per Schedule 3)		10,951,788	7,317,775
Total (B)		142,004,363	127,753,435
Balance being excess of Expenditure over Income		(20,183,453)	(13,408,502)
Prior period Adjustment		-	(382,960)
Balance being deficit carried to capital fund		(20,183,453)	(13,791,462)

For G.K. Nigam &
Associates
Chartered Accountants
FR No. 04972N

Sd/-
HARI OM
Partner
M. No. 087129

Place : Delhi
Date : 31-07-2012

Sd/-
NEENA KAPOOR
Finance Officer
IAMR

Sd/-
Dr. SANTOSH MEHROTRA
Director General
IAMR



INSTITUTE OF APPLIED MANPOWER RESEARCH

**SCHEDULE FORMING PART OF INCOME & EXPENDITURE ACCOUNT FOR THE YEAR
ENDED ON 31-03-2012**

INCOME

(Figure in Rupees)

SCHEDULE 5 :	Current year	Previous Year
INCOME FROM STUDIES/ RESEARCH/PROJECTS	2011-12	2010-11
Main	14,612,400	12,425,200
PGDC	33,889,066	12,184,299
Consultancy Studies	3,088,445	6,226,344
	51,589,911	30,835,843
Less: Transfer to corpus fund	410,765	1,601,486
	51,179,146	29,234,357
SCHEDULE-6-GRANTS	Current year	Previous Year
Grant in Aid - Non-Plan	57,000,000	60,000,000
NTMIS (AICTE)	4,823,268	11,060,083
	61,823,268	71,060,083
Transfer from Plan Grant (to the extent of expenditure)	5,582,042	10,844,527
	67,405,310	81,904,610
SCHEDULE 7 - INTEREST	Current Year	Previous Year
(a) Schedule Banks		
Non Plan	1,154,673	1,584,461
Ford Foundation	68,584	59,542
NAIP study	76,141	34,997
Interest on FDR	1,352,752	398,450
	2,652,150	2,077,450
Refund of interest on Plan Grant to PC	459,000	-
	2,193,150	2,077,450
(b) On Loans/Staff		
Cycle Advance(Recovery)	-	107
Computer, Car, Scooter and conveyance	4,200	12,000
Penal interest on Advances	-	6,392
	4,200	18,499
TOTAL	2,197,350	2,095,949
SCHEDULE 8 - OTHER INCOME	Current Year	Previous Year
Leave Salary Contribution	276,724	84,489
Licence Fees for Quarters - Main	101,158	60,505
Profit on Sale of vehicle	-	269,023
Misc. Receipts -NP	661,222	696,000
Total	1,039,104	1,110,017
GRAND TOTAL	121,820,910	114,344,933

**INSTITUTE OF APPLIED MANPOWER RESEARCH****SCHDULES FORMING PART OF INCOME & EXPENDITURE ACCOUNT FOR THE YEAR
ENDED ON 31-03-2012****EXPENDITURE**

(Figures in Rupees)

SCHEDULE 9 - ESTABLISHMENT EXPENSES	Current Year	Previous Year
	2011-12	2010-11
(a) Salaries & Wages	47,032,966	46,338,678
(b) Allowances & Bonus		
Tution Fee	853,118	697,165
Overtime Allowance	74,208	80,646
LTC	586,972	827,891
Leave Salary & Pension Contribution	2,752	-
DLIS	30,000	-
Bonus	301,062	232,222
Honorarium	46,000	17,500
Total (b)	1,894,112	1,855,424
(c) Contribution to Provident Fund	3,159,723	3,211,446
(d) Staff Welfare Expenses		
Medical	1,106,412	868,901
CGHS Contribution	1,623,966	1,200,900
Salary to Canteen staff	1,902,479	1,891,882
Total (d)	4,632,857	3,961,683
(e) Exp on Employees Retirement & Terminal Benefits		
Leave Encashment	1,573,996	952,081
DCRG	3,015,939	1,244,607
Provision for DCRG	4,537,416	2,847,331
Provision for Leave Encashment	3,802,567	2,781,806
Total (e)	12,929,918	7,825,825
Grand Total	69,649,576	63,193,056

**INSTITUTE OF APPLIED MANPOWER RESEARCH****SCHEDULE FORMING PART OF INCOME & EXPENDITURE ACCOUNT FOR THE YEAR
ENDED ON 31-03-2012****EXPENDITURE****(Figures in Rupees)**

SCHEDULE 10- OTHER ADMINISTRATIVE EXP.	Current Year	Previous Year
	2011-12	2010-11
NON-PLAN		
1. House Keeping	900,132	672,358
2. Electricity	5,206,372	3,737,185
3. Annual Maintenance Contract	124,127	271,783
4. Repairs & Maintenance of Office Equipments	580,496	445,101
5. MCD Property Taxes - New Campus	807,707	807,707
6. Ground Rent	789,390	756,000
7. Postage	44,280	38,745
8. Telephone	586,430	569,304
9. Stationery	779,609	582,060
10. Printing	237,516	206,701
11. Petrol consumption on staff car & Maintenance	204,622	113,697
12. Petrol consumption on Diesel Gen. Set	16,516	30,184
13. Petrol/CNG consumption on Staff Bus	109,415	-
14. TA/DA	133,318	101,088
Local Conveyance	14,145	24,281
15. Audit Fees	50,001	61,665
16. Security Charges	2,449,393	2,020,086
17. Uniform Expenses	100,439	112,106
18. Legal & Professional Charges	144,512	83,843
19. Other Administrative expenses	588,342	524,579
20. Expenditure on Library	56,851	28,234
21. Exp. on Studies/Research/Projects-Ref.Sch-11 & 12	-	-
22. Advertisement	246,299	112,151
23. Salary to Daily Wages	118,840	232,035
24. GM Memorial Lecture	237,423	-
25. Hindi Day Expenses	11,250	-
26. Energy audit	-	88,725
27. Penalty - Income tax	11,430	13,800
Total	14,548,855	11,633,418

**INSTITUTE OF APPLIED MANPOWER RESEARCH****SCHEDULE FORMING PART OF INCOME & EXPENDITURE
ACCOUNT FOR THE YEAR ENDED ON 31-03-2012****EXPENDITURE (PROJECTS)**

(Figures in Rupees)

SCHEDULE 11 - ESTABLISHMENT EXPENSES	Current Year	Previous Year
	2011-12	2010-11
(a) Salaries & Wages	11,601,696	9,228,413
(b) Allowances & Bonus		
Tution Fee	-	133,755
Overtime Allowance	7,595	11,027
LTC Expenses	-	-
Bonus	-	55,264
Total (b)	7,595	200,046
(c) Contribution to Provident Fund	77,112	288,016
(d) Staff Welfare Expenses		
Medical Expenses	-	4,178
CGHS Contribution	-	-
Total (d)	-	4,178
(e) Exp on Employees Retirement & Terminal Benefits		
Leave Encashment	-	-
Total (e)	-	-
Grand Total	11,686,403	9,720,653



INSTITUTE OF APPLIED MANPOWER RESEARCH

SCHEDULE FORMING PART OF INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED ON 31-03-2012

EXPENDITURE (PROJECTS)

(Figures in Rupees)

SCHEDULE 12- OTHER ADMINISTRATIVE EXP.	Current Year	Previous Year
	2011-12	2010-11
NTMIS & PGDC		
1. Seminar & Workshop	-	5,884
2. Repair & Maintenance	88,834	1,249,432
3. Staff car Exp.	-	408,715
4. Valedictory Function	243,141	238,148
5. Telephone	71,350	222,686
6. Stationery & Printing	406,620	520,011
7. Incidental cost	689,160	435,392
8. TA/DA	10,666	136,907
Local conveyance	-	-
Transport Charges	286,419	-
9. Honorarium	-	12,000
10. Enrolment Fees	430,000	870,000
11. Misc. Exp.	570,338	626,578
12. Living Allowance	21,563,319	14,544,069
13. Medical allowance	119,310	152,436
14. Project Allowance	247,500	158,500
15. Field Visit	2,548,533	2,344,650
16. Travel Exp.	87,380	-
17. Book allowance	780,000	308,000
18. Accommodation charges *	-	-
PLAN		
19. Upgradation of Library	472,990	189,599
20. Skill development workshop	1,600	577,279
21. Modernisation of Office System	124,201	448,514
22. Research & Professional charges	1,435,909	1,107,422
23. Modernisation of IT	676,492	534,000
24. DGE&T Study	414,788	3,845,872
25. Horticulture work at IAMR (through CPWD)	905,471	1,441,841
26. Engineers Growth (Pilot Study NTMIS)	106,963	-
27. ATS MHRD	464,698	-
28. Factors impacting Non-Agriculture Emp. Growth	193,621	-
29. Rural Non- Farm Employment	605,650	-
30. Cluster Development - employment intensity	179,659	-
Expenditures on Other studies:		
31. CLEAR	-	127,395
32. CAPART YP's Recruitment 2009	39,080	-
33. CAPART Orientation Programme 2009	-	28,319
34. NSDC	787,269	-
35. UNICEF	-	193,996
36. Assess. of future human req. in agriculture (NAIP)	616,780	5,160,888
Total	35,167,741	35,888,533

Refer Note 2 of Schedule 14



INSTITUTE OF APPLIED MANPOWER RESEARCH
Plot No.25 Sector A-7, Institutional Area, Narela, Delhi-110040
RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED ON 31-03-2012

(Figures in Rupees)

RECEIPTS	Current Year 2011-12	Previous Year 2010-11	PAYMENTS	Current Year 2011-12	Previous Year 2010-11
I. Opening Balance			I. Expenses		
a) Bank Balances			a) Establishment Expenses(Main)	61,309,593	57,326,594
(i) Savings Accounts	51,847,827	54,837,970	b) Administrative Expenses(Main)	15,479,611	11,579,371
II. Grants Received			II. Exp. on Projects/Research/studies		
a) Government of India -Non Plan	57,000,000	60,000,000	a) Establishment Expenses	13,122,312	9,720,653
b) Government of India -Plan	27,565,000	55,000,000	b) Administrative Expenses	31,945,605	32,603,061
b) AICTE - NTMIS	4,823,268	7,425,466	c) Capital Expenditure	4,098,716	-
III. Interest Received			III. Refund of Interest on Plan Grant	459,000	-
a) On Bank Deposits	4,575,863	3,106,152	IV. Refund of Plan Grant 2010-11	11,893,000	-
b) On Staff Advances	4,200	18,499	V. Exp. on Fixed Assets	6,654,742	9,124,737
IV. Other Income			VI. Loans & Advances(Liab.)	28,524	2,718,604
Instt. Fees/Project Fees etc.	39,780,896	25,896,200	VII. Loans & Advances(Assets)	12,430,043	36,563,389
V. Other Receipts	1,039,104	1,002,119	VIII. Closing Balance		
VI. Sale of Fixed Assets	-	301,713	a) Bank Balances		
VII. Loans & Advances(Asset)	12,901,480	3,629,282	(i) Savings Accounts & Fixed Deposit	42,298,768	51,847,827
VIII. Loans & Advances(Liab.)	182,276	266,835			
TOTAL	199,719,914	211,484,236	TOTAL	199,719,914	211,484,236

For G.K. Nigam &
Associates
Chartered Accountants
FR No. 04972N

Sd/-
HARI OM
Partner
M. No. 087129

Place : Delhi
Date : 31-07-2012

Sd/-
NEENA KAPOOR
Finance Officer
IAMR

Sd/-
Dr. SANTOSH MEHROTRA
Director General
IAMR



INSTITUTE OF APPLIED MANPOWER RESEARCH

Plot No. 25, Sector A-7, Institutional Area, Narela, Delhi-110040

SCHEDULE - 13: SIGNIFICANT ACCOUNTING POLICIES (FOR THE FINANCIAL YEAR 2011-12)

1. ACCOUNTING CONVENTION

The financial statements are prepared on the basis of historical cost convention, unless otherwise stated and on the accrual method of accounting.

2. FIXED ASSETS

Fixed assets are shown at cost of acquisition (inclusive of inward freight, duties, taxes, incidental and direct expenses related to acquisition) less accumulated depreciation.

3. DEPRECIATION

Depreciation on Fixed Assets is charged on written down value method, based on the age of assets determined by the Institute. The effective rates of depreciation work out as follows: -

(i)	Building	2%	(iv)	Motor cars, scooters & cycle	20%
(ii)	Furniture, fixture etc.	10%	(v)	Computers/Peripherals	15%
(iii)	Office, equipment, air conditioners, EPABX etc.	15%	(vi)	Library books	20%

Except on the Fixed Assets of new project NAIP, following rates are prescribed by them:-

(i)	Building, roads, bridges, Sewerage & drainage	1.63%	(iii)	Vehicles & vessels	9.50%
(ii)	Electrical installation & Equipments, Plant & Machinery, Laboratory apparatus and scientific Equipment, library books	4.75%	(iv)	Furniture & fixtures	6.33%
			(v)	Office equipments, computers / peripherals / accessories, Audio Visual Equipment, farm & field equipments	4.75%

4. GOVERNMENT GRANTS/SUBSIDIES

Government grants/subsidies are accounted for in Books of Accounts normally on Receipt basis.



5. **APPORTIONMENT OF OVERHEAD COST TO PROJECTS**

Accommodation charges per participant per day are charged by crediting Accommodation Charges – Main Grant A/c and debiting PGDC Project Income A/C

6. **RETIREMENT BENEFITS TO STAFF**

Liability towards gratuity payable on death/retirement of employees is accrued, based on the actuarial valuation. Provision for accumulated leave encashment benefits for the employees is also accrued, based on the actuarial value.

7. **PROJECT ACCOUNTING**

In case of specific projects/studies, receipts & expenses are transferred to income & expenditure account on completion of projects.



INSTITUTE OF APPLIED MANPOWER RESEARCH

Plot No. 25, Sector A-7, Institutional Area, Narela, Delhi-110040

**SCHEDULE - 14: NOTES ON ACCOUNTS AND CONTINGENT LIABILITIES
FORMING PART OF FINAL ACCOUNTS**

1. Corpus Fund includes the sales proceeds, Rs.24,46,956.00 of Building at I.P. Estate already transferred directly to this Corpus Fund A/c during the Financial Year 2006-2007 instead of reducing the value of Building by the Institute since final formalities relating to it's transfer/sale have not been completed as yet as discussed and came to know from the correspondence made in this regard. So, in our opinion, the cost of Building, under-question, appearing in the Assets side of Balance Sheet in Schedule-3 should be adjusted as soon as possible after the completion of necessary formalities.
2. A sum of Rs. 1,46,12,400/- (previous year Rs.1,24,25,200/-) have been debited to PGDC project Income during the year on account of accommodation charges, calculated @ Rs. 600.00 per participant per day by crediting to Accommodation Charges-Main Grant A/c. Accordingly, the same adjustment have no impact on the surplus/deficit of the Institute.
3. As per Circular No. LEM17/10/2002-MP from Planning Commission, 15% of Consultancy receipts (other than Non Plan Grant from Planning Commission and Grant from Ministry of HRD/NTMIS) were to be transferred to Corpus Fund. Also any additional saving, after meeting cost, in Sponsored Programs shall also be deposited in the Corpus.
In current year an amount of Rs.4,10,765/- of Total Receipts from Projects (previous year Rs.16,01,486/-) transferred to Corpus Fund. Additional savings after meeting present & future cost could not be ascertainable.
4. The AICTE in current financial year released only salary component (no other administrative overheads)of NTMIS staff of IAMR as per V Pay Commission recommendations. The difference of salary amounting to Rs. 4465577/- of NTMIS staff was borne by the IAMR from its on savings. During the year an amount of Rs. NIL (as against 20% of the Administrative expenditure and Salary of a Staff Car Driver amounting to Rs. 15,95,813/- charged in previous year) have been charged to NTMIS Project (UnderMinistry of HRD-AICTE).
5. Plan Grant received from Planning Commission during the Financial Year 2003-04, 2010-11 and 2011-12 has not been utilized so far to the extent of Rs.1,97,18,684.00 as shown under the head "Other Current Liabilities", Schedule-2 in Balance Sheet, as detailed below:



S.No.	Year	Received For	Unutilized Amount	Remarks
1	2010-11 & 2011-12	Infrastructural facilities to IAMR	1,81,01,443	
	(i)	Grants in aid – General Rs.1,14,10,259.00		an amount of Rs.41,02,832/- utilized upto bal- ance sheet date.
	(ii)	Grants for creation of capital assets Rs. 66,91,184.00		An amount of Rs.25,31,692/- utilized upto Bal ance sheet date.
2	2004-05	Sewer Line etc.	16,17,241	O/s since completion certificate from DDA is awaited.
		Total	1,97,18,684	

Out of unspent amount of Rs.1,97,18,684/- an amount of Rs.66,34,524/- have been committed for expenditures on 31.03.2012. The Balance of Grant-in-aid for 2010-11 & 2011-12 will be utilized against capital assets and ongoing SCRP studies.

6. The following amounts are receivable from Sponsors as on 31/03/2012.

S. No	Name of Project	Amount	Year	S. No.	Name of project	Amount	Year
1	State Dev. Report	7,230	2005-06	8	IDERA Study	24,750	2005-06
2	Youth Study	68,500	2005-06	9	Gurgaon Study	3,25,000	2005-06
4	MEA (PGDC)	2,55,39,294	2010-11 & 2011-12	10	Labour Stats.	64,000	2005-06
5	WHO	32,000	2005-06	11	Educational Index	2,40,000	2005-06
6	Workshop	2,90,000	2005-06	12	NCB	31,700	2005-06
7	HRD-AICTE (NTMIS)	64,25,582	2010-11	13	Krishna Distt.	43,800	2005-06
					TOTAL	3,30,91,856	

The total amount of Rs.11,26,980/- outstanding of year 2005-06 seems to be doubtful for its recovery.

7. Basic Equipments of VSAT, worth Rs,3,60,000.00 as appearing in Fixed Assets Schedule No.3 under the Head "Capital Work in Progress" was purchased few years back, has been reported as lost and the



same has also been pointed out in Audit Observations given by the CAG Office for the Financial Year 2004-2005. However, the amount has not been written off as yet.

8. (i) Following amounts, appearing as Advance on Capital A/c, are still pending, and same has not been adjusted yet:

S.No	Particulars	Amount (Rs.)	Year
1	CPWD for Campus Construction	32,30,614	2003-04
2	CPWD Renovation of Old IAMR & CPWD for Modular Furniture	7,18,571	2002-03
3	Ex-Engineer North DDA for Sewer connection	26,82,759	2004-05
4	Dy. Director Horticulture, CPWD	8,60,823	2011-12
5	Ex-engineer (E), CPWD	90,61,661	2009-10, 2010-11,2011-12
6	Executive Director (DAD), CPWD	2,11,30,308	2009-10, 2010-11,2011-12
7	NIC Computers	38,015	2004-05

(ii) Advances to staff and corporate as detailed below have been outstanding since a considerable period have not been adjusted in the books of accounts till date:

(i)	Sh Babu Ram	Rs.22,000/-
(ii)	Sh Madan Lal	Rs.66,800/-
(iii)	Dr. K.S.Rao	Rs.30,000/-
(iv)	Dr. Indu Shekhar	Rs.15,000/-
(v)	BATA	Rs. 7,188/-
(vi)	Habitat World	Rs. 4,500/-

9. Provision of Unadjusted Advances carried forward have been provided & adjusted advances & other amount recoverable in cash or in kind or for value to be received as applicable in schedule -4A of Balance Sheet.
10. In the opinion of the Institute, current assets, loans and advances of the Institute have a realizable value to the extent shown in the Books of Accounts and the provisions made for all known liabilities are adequate.
11. (i) Balances outstanding at the year-end are subject to confirmation & reconciliation.
(ii) Fixed Assets as per schedule – 3 of Balance Sheet are subject to reconciliation with Fixed Assets Register and needs periodical verification at reasonable intervals.



12. Previous years' figures have been regrouped/rearranged/recasted, wherever considered necessary to make them comparable with those of current years' figures.
13. Schedule 1 to 14 are annexed to and form an integral part of the Balance Sheet as on 31.03.2012 and the Income and Expenditure Account for the year ended on the date.

For G.K. Nigam & Associates
Chartered Accountants
FR No. 04972N

Sd/
HARIOM
Partner
M. No. 087129

Sd/
NEENAKAPOOR
Finance Officer
IAMR

Sd/-
Dr. SANTOSH MEHROTRA
Director General
IAMR

Place : Delhi
Date : 31-07-2012

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