

Ref:CICTAB/MOA-IT/2018-19/

28/9/2018

To

**All CICTAB Member Institutions
In SAARC countries**

**International Programme on Application of Information Technology for
Development of Agricultural Cooperatives and Rural
Financing Institutions (Focused on Trainers Training)
(17 – 21 December, 2018) at VAMNICOM, Pune**

Dear Sir,

We are pleased to state that CICTAB is organising an International Programme on Application of Information Technology for Development of Agricultural Cooperatives and Rural Financing Institutions (Focused on Trainers Training) at Vaikunth Mehta National Institute of Co-operative Management, Savitribai Phule Pune University Road, Pune from 17 – 21 December, 2018. The programme is sponsored by the Ministry of Agriculture & Farmers Welfare, Govt. of India with funding support for organising and conducting the programme benefiting to participants from all the member countries of CICTAB in SAARC region. The programme design, methodology and content of the programme are sent herewith for your consideration.

The unprecedented speed of innovation and adaptation of Information and Communication Technologies (ICT) around the world has raised general expectations about their potential contribution to poverty alleviation and rural development. Findings from the research studies suggest that modern information technology serves to enhance both the efficiency and profitability of the rural credit institutions. Efficiency was significantly enhanced by the usage of moderate technology at the lower organisational level, eg. Stand-alone computers at the branch level, mobile phone usage at Primary Agricultural Cooperative Societies and field level. However, profitability appears to be associated with more advanced and sophisticated usage of information technology at branch or lower organisational level. In the field of microfinance, ICT can potentially improve services and outreach of organizations offering financial services to customers in rural areas by lowering transaction costs, facilitating data collection and transmission and increasing the accuracy.

In view of such crucial role and vital significance of ICT implementation for the effective and efficient management of agricultural credit co-operatives and other rural development financing institutions, CICTAB has scheduled the above programme with participation of all the countries of the SAARC region so that the whole process of providing training input gets enriched with the exchange of experiences of the participating executives from different developing countries of the region.

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As will be seen from the details of the methodology of conducting the programme, the programme will be conducted with active participation and experience sharing by the participants. We, therefore, expect the participating executives/officers admitted to the programme to prepare a status paper about the activities and working of the respective organisations with a particular focus on their activities regarding harnessing financial system in support of rural development or Information and Communication Technology use in the management of agricultural co-operatives as the case may be.

Since the programme has been sponsored and supported by the Ministry of Agriculture & Farmers Welfare, Govt. of India, CICTAB will be providing free hospitality of lodging and boarding during the period of the course to all the participants without charging any course fees. Sponsoring institutions, however, will be required to bear the expenditure on to and fro travel and other incidental expenditure of the participants proposed to be deputed by them for the programme.

As per the decision taken by the Managing Committee in its recent meeting, to provide encouragement for conducting trainers training programmes by the member institutions in SAARC countries such as Nepal, Sri Lanka, Bangladesh, Bhutan and Maldives, CICTAB will bear the travel cost of one interpreter subject to ceiling of INR 25,000/- provided there are a minimum of 10 participants from a country for the Trainers' Training Programme. This facility will be available only for this trainers training programme.

While sending the nominations, you may kindly keep the following points in view:

- i) The proposal for admission may please be sent by the last date mentioned here to facilitate accommodating admission of the participants for the programme.
- ii) The proposal for admission may please invariably be accompanied by the details of the participant in the proforma enclosed. It would not be possible to consider admission without the full details of the participants in the proforma.

We have, therefore, to request you that in consideration of the above details and significance of the theme of the programme, which is of contemporary relevance, you will kindly consider to sponsor participants for the programme. The particulars of the participants proposed to be deputed may please be sent in proforma enclosed to Director, CICTAB so as to reach here latest by **12 November, 2018**. On receiving your particulars, CICTAB will communicate confirmation of admissions of the participants to the programme.

Yours faithfully,

Encl: As above.

(Dr. D. Ravi)
Consultant
For Director

CENTRE FOR INTERNATIONAL COOPERATION
AND TRAINING IN AGRICULTURAL BANKING

INTERNATIONAL PROGRAMME ON APPLICATION OF INFORMATION TECHNOLOGY
FOR DEVELOPMENT OF AGRICULTURAL COOPERATIVES AND
RURAL FINANCING INSTITUTIONS
(FOCUSED ON TRAINERS TRAINING)

PROGRAMME DESIGN AND CONTENT

ORGANISATION :

The programme is being organised by CICTAB under the sponsorship of the Ministry of Agriculture & Farmers Welfare, Government of India for the participants from the member countries of CICTAB and from other countries of the SAARC region. The programme will be conducted with academic collaboration and support of Vaikunth Mehta National Institute of Cooperative Management, Pune – 411 007.

OBJECTIVES :

The overall objectives of the programme are:

- To discuss the role of Information and Communication Technology for improving the business performance of cooperative and rural financing institutions.
- To create awareness about Information and Communication Technology need and its implementation in co-operative and Rural Financing Institutions.
- To brief the latest developments on Information and Communication Technology

DURATION AND INTAKE CAPACITY:

Duration of the programme will be 5 Days with an intake capacity of 25 participants from member countries of CICTAB and other countries of SAARC Region.

VENUE :

Vaikunth Mehta National Institute of Cooperative Management, Savitribai Phule Pune University Road, Pune 411 007, Maharashtra (India).

PARTICIPANTS :

- (a) Trainers/potential trainers of Agricultural and rural financing institutions.
- (b) Executives of agricultural credit, marketing and processing institutions; and
- (c) Executives of agricultural financing institutions.

METHODOLOGY OF CONDUCTING THE PROGRAMME:

- (a) The programme will be conducted with participative method by use of suitable training techniques based upon experience sharing of the participants and field study visits.
- (b) Participants will be requested to bring a status paper about the activities and working of their respective organisation.

PROGRAMME CONTENT:

PART – A: TEACHING/TRAINING TECHNIQUES

- 1) Management Development Programmes - training needs analysis
Design and content of programme- Training materials-field visits.
- 2) Planning and implementation of training programmes - suitable training techniques - resource persons -Audio-visual aids, OHP and Powerpoint presentation.
- 3) Training technique and methods: Lecture-cum-discussion, group discussions, seminars, case studies, converting research studies in training input.
- 4) Training Evaluation

PART B : SUBJECT MATTER CONTENT

- 1) Challenges before co-operative and Rural Financing Institutions.
- 2) Role of Information and Communication Technology as Business enabler.
- 3) Introduction to e-delivery channels – Net banking, mobile banking, ATM.
- 4) Core banking / ERP Implementation in co-operative and Rural Financing Institutions.
- 5) IT implementation in co-operative / rural financing institutions.
- 6) The Concept of SHGs/Joint Liability Groups (2 sessions)

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**CENTRE FOR INTERNATIONAL COOPERATION AND
TRAINING IN AGRICULTURAL BANKING**

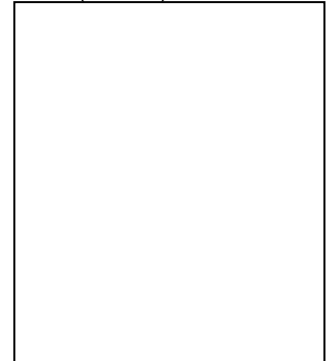
(SPONSORED BY GOVT. OF INDIA AND F.A.O.)

VAIKUNTH MEHTA NATIONAL INSTITUTE OF COOPERATIVE MANAGEMENT COMPLEX,
SAVITRI BAI PHULE PUNE UNIVERSITY ROAD, PUNE 411 007, MAHARASHTRA, (INDIA)

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*** NOMINATION FORM ***



Name of the Programme	International Programme on Application of Information Technology for Development of Agricultural Cooperatives and Rural Financing Institutions (Focused on Trainers Training)		
Date	17 th to 21 st December, 2018		
Venue of the Programme	at VAMNICOM, Pune - 411 007		
Name of the Participant	Mr./Ms./Mrs.		
Designation			
Participant's personal Information			
Date of Birth / Age:		/ Age:	Yrs.
Nationality			
Educational Qualifications			
Aadhar Card Number (for Indians only)			
Are you a Trainer/ Potential Trainer? (If yes, please provide details)			
Residential Address			
Mobile No.		E-Mail id Personal	

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Passport Details : (enclosed photocopy of the passport)			
Passport Number:		Place/Country of Issue:	
Date of Issue:		Date of Expiry:	
Sponsoring Organisation Details:			
Name of the Sponsoring Organisation			
Postal Address			
Phone		Fax No	
E-Mail ID		Website	
Details of Nominating Organisation (Participant parent organisation)			
Name of the Nominating Organisation			
Mailing Address			
Phone		Fax No	
E-Mail ID		Website	
Name & Address of person to be notified in case of Emergency :			
Name:		Mr./Ms./Mrs.	
Address:			
Mobile No.			
Date:		Place:	
Signature of the Participant			

**SIGNATURE AND SEAL
OF THE SPONSORING AUTHORITY**