KILA
ANNUAL REPORT
2017-2018



KERALA INSTITUTE OF LOCAL ADMINISTRATION

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KERALA INSTITUTE OF LOCAL ADMINISTRATION
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MESSAGE FROM THE *Director*

The Institute established in 1990, has successfully completed 29 years in strengthening local governance through capacity building. This autonomous institute, which is functioning under the Local Self Government Department, Govt. of Kerala, is a nodal training arm of the Government. The institute organises state, national and international level trainings and it transformed the meaning and scope of the concept of training. The collaboration with the Governmental and Non-governmental institutions within and outside the country supported KILA in developing its area of operation. It has served as a common ground for the elected representatives and officials of the Local Government Institutions, policy makers and civil society to come together and gain insights into new developments and innovations in local governance.



KILA has grown in infrastructure, activities, resources and services and combines a deep concern for the training needs of the state and nation with a strong desire to reach out to the grass roots.

As part of the institution development, Govt. of Kerala has merged institutions, viz. Attappady Hills Area Development Society- Centre for Comprehensive Participatory Resource Management (AHADS-CCPRM), Agali; State Institute of Rural Development (SIRD), Kottarakkara with KILA. Three Extension Training Centres (ETCs) at Mannuthy, Kottarakkara and Thaliparamba come under the academic supervision of KILA. The centre at Agali is named as KILA Centre for Tribal Development and Natural Resource Management (KILA: CTDNRM) and the Centre at Kottarakkara is renamed as Centre for Human Resource Development (CHRD). ETC Thaliparamba shall be called Centre for Organic Farming and Waste Management (COFWM); ETC Mannuthy shall be called Centre for Good Governance (CGG); and ETC Kottarakkara shall be called Centre for Socio-Economic Development (CSED). When these five organisations with KILA, it shall become one of the major and resourceful Resource Centres in the country.

A lot of what the Institute has achieved in the last twenty nine years has been possible due to tremendous hard work and confidence of the faculty, staff and resource persons, faith and encouragement of numerous well wishers and the officials in Government of Kerala and Government of India.

This year KILA has been associated with many governmental and non - governmental agencies, NGOs and so on. We have done a variety of programmes in the field of training and capacity development programmes. We are very grateful to all Elected Representatives and Officials of Local Self Government Institutions and other line departments. Above all, my heartfelt gratitude and appreciation to the entire team of KILA family for making this year fruitful in all aspects.

Mulamkunnathukavu
31-03-2018

Dr. Joy Elamon

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MANDATES

Undertake various training programmes for the elected representatives and officials of rural and urban local Goverments of Kerala

Facilitate and strengthen participatory planning process

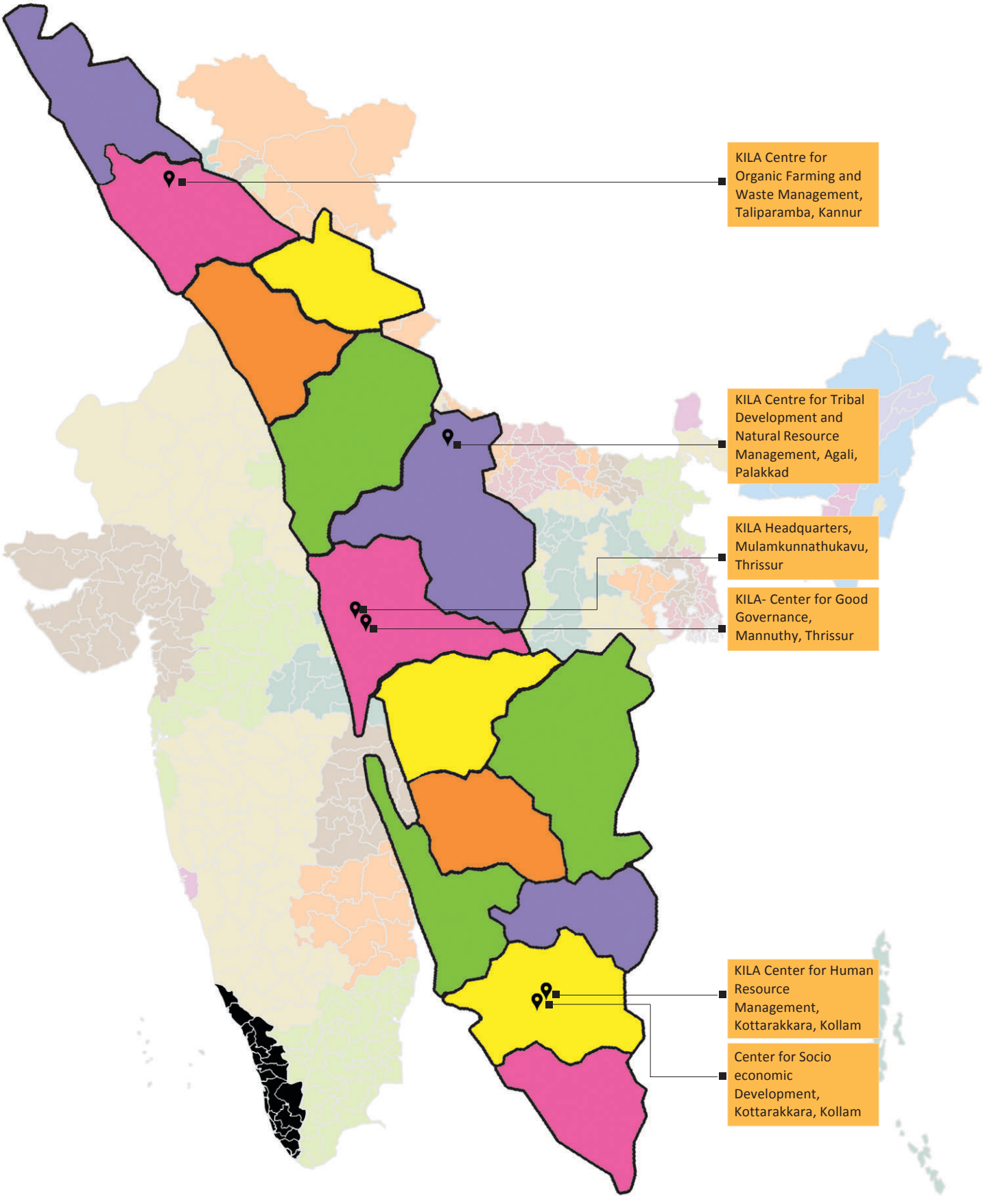
Undertake action oriented and policy oriented research

Organise seminars, workshops and discussions

Document and disseminate best practices on local governance

Formulate policy documents and provide policy advice

KILA & ITS REGIONAL CENTRES



KILA

KILA is a registered autonomous Institute working with the sole mandate of promoting local governance in the rural and urban areas since 1990. With its unique participatory approach, the Institute endeavours to train, conduct research, provide consultancy in local governance and decentralisation. Since its inception, KILA has been engaged in different types of capacity development initiatives viz. training, consultancy, policy oriented research and action research, seminars/ workshops, dissemination, documentation of best practices, handholding and policy advice. Over the years, KILA has initiated a number of innovative interventions in the field and partnered with various Government Departments and National and International non-government agencies like SDC, World Bank, UNDP, UN-HABITAT, UNICEF, and HUDCO for the promotion of participatory development initiatives of the Local Government Institutions. KILA also collaborates with the Srilanka Institute of Local Governance (SILG) and All India Institute of Local Governments (AIILG), Mumbai to conduct international courses in decentralisation and poverty alleviation.

Quality Policy

We are committed to: Achieve excellence in Local Governance through Capacity Building.

We will continually improve our services to enhance stakeholders' satisfaction, by means of systematic data based performance reviews.

Quality Objectives

- Organise capacity building programmes, based on the principle of 'training for all'.
- Ensure effective conduct of capacity building programmes as per SAT (Systematic Approach to Training) cycle.
- Ensure excellent training infrastructure.
- Render training supportive Research, Extension, and Policy advocacy.
- Provide Consultancy services in Local Governance.
- Continuous improvement in the quality of performance of faculty and staff.
- Follow effective information, education, and communication strategy for vibrant, informed, and proactive citizen engagement.
- Timely action on stakeholder feedback.
- Finalise a long term training plan with stakeholder consultation.
- Benchmarking of Local Governments.
- Application of modern learning practices.
- Put in place an Excellent Training Management System (ETMS).
- Minimise stakeholder Complaints
- Regular monitoring of effectiveness of Capacity Building through CADDIEM (Customer-need Assessment, Design, Develop, Implement, Evaluate, and Maintain) Model and enhancing effectiveness.

Areas of Expertise

As a nodal agency of the Government of Kerala, KILA has acknowledged expertise in the following core areas.

- Participatory Planning
- Local Governance and Development
- Urban Governance and Development
- Local Economic Development and Livelihood Promotion
- Participatory Poverty Management
- Child Rights Governance
- Gender and Development
- Inclusive Governance and Development
- Natural Resource Management and Watershed Development
- Financial management
- Food Security and Sustainable Agriculture Development
- Good Governance and Social Accountability
- Human Development
- Training Skills Development
- Total Quality Management (TQM)
- Right to Information

Academic Centers of KILA

Sl. No	Name of Centers	Responsibility
01.	Centre For Tribal Development & Natural Resource Management, Agali, Palakkad	Dr. Joy Elamon
02.	Centre for Human Resource Development & Centre for Geo - Informatics and RD, Kottarakkara, Kollam	Mrs. Vanajakumary
03.	Centre for Sustainable development & Local Governments & Local Government Knowledge Centre on Environment, Climate Change & Bio - Diversity, KILA HQ, Thrissur	Dr. J B Rajan
04.	Innovation, Incubation Hub for Local Governments & SC/ST Resource Centre, KILA HQ, Thrissur	Dr. Oommen John
05.	Legal Resource Centre for Local Governments	Mrs. C S Latha
06.	Gender School of Local Governance & Child Resource Centre, KILA HQ, Thrissur	Dr. Peter M Raj
07.	Centre for Organic Farming & Waste Management, Thaliparamba, Kannur	Mr. K M Sasidharan
08.	Centre for Socio -Economic Development	Mrs. Sudha
09.	Centre for Good Governance, Mannuthy, Thrissur	Mr. K K Shaju
10.	Centre for Urban Governance & South Asian School of Local governance, KILA HQ, Thrissur	Dr. Sunny George
11.	Help Desk	

Collaboration with other Agencies

Apart from the plan fund of Govt. of Kerala, various Union Ministries like Ministry of Panchayat Raj (MoPR), Ministry of Urban Development (MoUD), and Ministry of Rural Development (MoRD), have entered into partnership with KILA to support many of its programmes. The MoPR has declared KILA as the SAARC Centre for training in decentralisation and local governance. The material and non-material support from international agencies like UNICEF, UNDP, Swiss Agency for Development and Cooperation (SDC), Srilanka Institute of Local Governance, Local Governance Initiate and Network (LoGIN Asia) etc. also need to be valued.

Kerala Local Self Government Service Delivery Project (KLGSDP), *Thaddeshamithram*- Govt. of Kerala.

With the aim of strengthening the institutional capacity of the local government system in Kerala, Govt. of Kerala has

initiated a project namely Kerala Local Government Service Delivery Project (KLGSDP) in 2011. The project is funded by World Bank and will benefit all the Panchayats and Municipalities in the state. Investments made by these local government institutions will indirectly benefit the entire population of the state outside the six city corporation areas. The major activities of KILA under KLGSDP are:

- Preparation of various Manuals
- Preparation of Tool kits
- Institutional Strengthening of KILA
- Helpdesk Automation
- Lecture Hall upgradation
- TNA of LGs and Capacity Development Strategy for LGs.

Under KLGSDP, KILA has developed 17 Manuals for the local government institutions and it was approved by the Government. Training Modules on various manuals are also prepared and Trainings of Trainers (ToTs) on these manuals are at the finishing stage. Operationalisation of Helpdesk automation using automatic ticketing system and Digital Repository using D-Space software is also carried out under the KLGSDP. Furnishing and installation of High Tech Audio Visual System in Mahatma hall and renovation of Computer Lab is another programme carried out under KLGSDP. As regards the TNA of LGs and Capacity Development Strategy of LGs, KILA prepared the final report and submitted to the Government.

Child Resource Centre

A Child Resource Centre (CRC) has been set up in KILA with the funding support of UNICEF. It started its activities in 2011 with the aim to ensure child rights governance through local government institutions. The major objectives of CRC are:

1. Provide resource support for effective child centric governance
2. Referral point for all governance issues around children
3. Facilitate Local Governments for effective child centric planning and
4. Facilitate policy intervention to address the issues of second generation learners.

Setting up child friendly local governance based on the four sets of child rights envisaged in UNCRC viz. survival, Development, Protection and Participation is the overall focus of CRC.

South Asia School of Local Governance (SAS)

With the objective of conducting regular programmes for the capacity building of local governments in South Asian Countries, KILA established the South Asia School of Local Governance (SAS). The School organises tailor-made programmes for the South Asian countries on demand basis.

Short term programmes for the national and international participants are organised by the School, through participatory methodology. Interactive sessions clubbed with group activities and field visits is the general nature of the programmes. Class rooms with modern equipment, canteen, Guest house with 24 A/C double occupancy rooms and four suite rooms, Wi-Fi connectivity and a good library are the major attractions of the School.

Research Centre Affiliated to Central University of Kerala (CUK)

The Central University of Kerala, established in 2009, has collaboration with KILA. Since then, the Department of International Relations and Politics under the School of Global Studies in CUK recognized KILA as a Research Center. This Research Center offered the facilities to conduct research in Local Governance and Decentralization under the guide ship of the three Faculty members and the Director of KILA.

Human Resource Support

The present staff strength of KILA includes Faculty Members and Administrative staff. Their services are made use of in the academic as well as the administrative sectors. The operational aspects are subject to peer review through constant monitoring. Regular meetings of the staff and the officers are held, to discuss the operational issues of the capacity building programmes of KILA. The academic activities are planned and monitored by the Academic committee headed by the Director. Apart from this, KILA utilizes the service of Resource Persons for the conduct of trainings and their number comes to around 900 and covers all the districts in the state. Moreover the services of Training Associates, Consultants and Contract staff are also utilized by the Institute for its day to day activities and as a support to the Faculties.

Faculty Members of KILA

At present the numeric strength of the core Faculty team is only 27. However, this is overcome by utilizing the service of Training Associates and Consultants. The Core Faculty team comprises of:

Name of Faculty Members	Faculty Area and Specialisation
Dr.Sunny George	Professor, Urban Development
Dr.PeterM.Raj	Associate Professor, ChairChild Resource Centre, Child Resource Management
Dr.J.B.Rajan,	Associate Professor, Planning, Management and Development

Name of Faculty Members	Faculty Area and Specialization
Dr.Oommen John	Faculty Member, Public Administration
Mr. Sudesan.V	Faculty Member, Rural Development
Mr.VinodKumar.C	Faculty Member, Rural Economics
Dr. Jibini V Kurien	Faculty Member, Management
Dr. Vinod S	Faculty Member, Sociology
Smt.Sherine Chacko	Specialist in Social Work
Dr.Amruth Raj R.M	Specialist in Women Studies
Smt.DivyaHaridas	Project Co-ordinator (C-GRD cell)

Name of Faculty Members	Faculty Area and Specialization
Mr.. C. Radhakrishnan	Senior Lecturer, Rural Development
Mr. G. MuraleedharanPillai	Lecturer in Co-operation, Co-operation and EDP
Dr. Sini Thomas	Lecturer Grade I, Animal Husbandry
Smt. Sheela L.	Lecturer Grade I, Home Science, Extension
Smt. Lekha G. S.	Lecturer Grade II, Home Science
Dr. Juna L. Paul	Lecturer Grade II, Home Science, Food Science and Nutrition
Smt. Sameera R.	Lecturer Grade II, Home Science, Food Science and Nutrition
Smt. Soumya V. S.	Lecturer Grade II, Rural Economics

Name of Faculty Members	Faculty Area and Specialization
Mr. Renil Rocky	Rural Economics
Dr.Neena K J	Animal Husbandry
Mr.. Jayaraman K K	Co-Operation

Name of Faculty Members	Faculty Area and Specialization
Smt. Sindhu. D	Home Science
Mr.. Viswanathan. P	Co-operation
Mr. Sivaprasad Kupleri	Sociology
Mr. Sajeev. J.S	Economics
Ms.Vinitha. O. V	Home Science



KILA HEADQUARTERS

LOCATION AND CAMPUS

The head quarters of the Institute has a sprawling campus spread in 25 acres located on a lush green hill top at Mulamkunnathukavu, 11 km north of Thrissur city on the Thrissur-Shoranur Road (SH 22). The building complex includes the academic complex, administrative block, South Asian School of Local Governance (SAS), library, guest houses and canteen. The attractiveness of KILA, situated in a peaceful atmosphere, is enhanced manifold by the beautiful sprawling lawns, and a galaxy of ornamental and flowering plants. Visitors will be captivated by the serene and delightful ambience in the campus. The Buddha Park, Green Park, Eden Gardens, Shalimar Baag, Vrindavan Garden, Star Garden, Herbal Garden, Traditional Grama Sabha, Thinkers Retreat Hut, Terracota Garden, Tharakoottam (open air auditorium), water fountain, etc. have a soul lifting effect on the occupants. The campus is ideal for morning and evening walks and jogging. The Art gallery set up in KILA focuses on Gandhi Gram Swaraj, attracts people from far and wide. It is the first of its kind in India, spreading Gandhiji's message on Grama Swaraj through splendid paintings.

Infrastructural Facilities

The training infrastructural facilities in KILA are on par with the facilities available at any other training institutes in the country. The institute has the facilities to carry out a three storied Training Block with 10 training halls, one multipurpose auditorium named 'Swaraj' with the capacity of 600 seats, and one computer lab with 50 systems. The training halls are named as

- Gram Swaraj Hall
- Gram Sabha Hall
- Ward Sabha Hall
- Nagarodaya Hall
- Gramodaya Hall
- Ashok Mehta Hall
- Balwantrai Mehta Hall
- Oorukoottam Hall
- Nattukoottam Hall and
- Mahatma Hall

All these halls are well furnished and equipped with modern training facilities and seven among them are air conditioned.

For the accommodation of the trainees, there are two guest houses, Sahyadri and Aravalli. These two guest houses have well furnished single and double occupancy bath attached rooms. Air conditioned rooms are also available in the guest houses. A canteen, which serves high quality veg. and non-veg. food, is also functioning in the campus which is managed by local Kudumbasree groups. In addition to this, the South Asian School of Local Governance (SAS) in the campus has a conference hall, library, canteen and guest house at international standards. It has twenty six suits to accommodate 52 participants.

Recreation facilities have been developed in the campus for both indoor and outdoor games. The multi-purpose auditorium in the campus has facilities to play shuttle badminton, table tennis, chess and to watch television. Cultural events and Public programmes are also organised in this auditorium.

Library and Information Services

KILA has a state of the art library with a vast collection of books and journals on subjects of Local Governance, Decentralisation, Participatory Development, Research methodology and beyond. KILA has more than 15,000 books and subscription to more than 100 national and international periodicals and a number of CDs and DVD's on various topics of academic interests, focused on KILA's thrust areas. The library is now computerized using the open source software 'KOHA'. Availability of a number of national and international e-journals is a key ingredient of this library. The open catalogue of the library is available to the general public through http://www.opac.kila.ac.in. Digital Repository/e-library is open to the general public and they can access to books and publications of

KILA / documents patented to KILA through www.dspace.kila.ac.in.

Computer Lab

The Computer Lab has hardware and software resources that are capable of providing support for diverse computer requirements. It has 50 computers in Local Area Network (LAN) along with a 16 MBps leased line internet connectivity. Wi-Fi connection is open in the campus. The Lab facility shall be available to staff and trainees throughout the day.



Right to Information

The following information is available in the website of KILA.

- About KILA
- Objectives
- Area of Expertise
- Statutory Bodies
- Staff members
- Infrastructure facilities
- Policy documents
- University affiliation
- Major Activities
- Collaborations
- Major Activities
- Library
- Online services
- Notifications
- Information Desk

The Director acts as the Appellate Authority, the Finance and Accounting Officer as the State Information Officer, and the Section Officer as the Assistant Public Information Officer. During the reporting period, 29 applications were received and information was disseminated under the provisions of the RTI Act. Four appeals were received by the Appellate authority and disputes were settled.

Policy and Decision Making General Council

The General Council, under the presidency of the Minister for Local Self Government, Govt. of Kerala deals with the policy matters concerning KILA. The Chief Secretary of the state is the Vice President of this council. Other members of the General Council are:

1. Minister (LSGD) -(Chairperson)
2. Chief Secretary- (Vice Chairperson)
3. Principal Secretary, LSGD- (Convener)
4. Secretary to Government, Finance Department, Government of Kerala
5. Commissioner for Rural Development
6. Director of Panchayats
7. Director of Urban Affairs
8. Secretary to Government, Planning and Economic Affairs Department
9. Representative from Ministry of Rural Development, Government of India
10. Representative from Ministry of Panchayat Raj, Government of India
11. Director, KILA
12. Representative from NIRD & PR
13. President, Kerala Grama Panchayat Association
14. President, Block Panchayat Association
15. Chairman, Chamber of Municipal Chairman
16. Member of Parliament
17. Member of Legislative Assembly
18. President, District Panchayat Presidents Chamber
19. President, Mayors Council

Executive Council

The management and administration of KILA is vested in the Executive Council comprising of the following members

i. Principal Secretary (LSGD) -(Chairman)
ii. Secretary (LSGD)
iii. Commissioner for Rural Development
iv. Secretary to Government, Finance Department or his nominee
v. Director of KILA -(Convener)
vi. Director of Panchayats
vii. Director of Urban Affairs

The responsibility of day to day management of KILA is vested with the Director.

PERIOD OF CHANGE IN REGIME

Adieu to Dr. P P Balan, then Director of KILA



KILA Family gave send off to Dr. P P Balan who served KILA for more than ten years. Dr. Sunny George presided the meeting. All the speakers for the meeting shared their experience along with him. We extended our sincere gratitude through a token of love



Hearty Welcome to New Director



On 2017 MAY 19 Dr. Joy Elamon, assumed as 10th Director of KILA.

Dr. Joy Elamon, who is well known in National as well as International level for his contributions in power decentralization took charge as Director of KILA. Dr. P P Balan warmly received Dr. Joy in the presence of KILA faculty and staff. His contributions in decentralization and local governance are much appreciated. He was the first member of people's planning cell under the Planning board. He got an award for best community builder from UNDP in 2007.



Dr. Joy Elamon

First initiative of Director: Transect Walk with KILA Staff

To identify the issues and for the betterment of KILA campus, the KILA Staff had visited the campus under the leadership of Director, and after the visit all issues were consolidated and shared responsibility to tackle the issues. It was a new experience for the entire Staff of KILA.







Special thanks & Adieu to Mr. S.M. Vijayanand IAS, Chief Secretary, Goverment of Kerala



KILA family expressed our heartfelt gratitude to ex Chief Secretary S. M. Vijayanand who served for long as a chairman of KILA executive committee. All the speakers in the meeting commented about his role in the development of KILA, his integrity, timeliness, honesty and all.

HIGHLIGHTED PROGRAMMES

Innovative Initiatives have undergone in the financial year 2017-18

Centre of Excellence in Local Governance and Decentralization

KILA extended its activities by establishing other centers in Human Resource Management, Watershed Management, Tribal development, Natural Resource Management, Organic Farming and Waste Management in the financial year 2017-18

From Training to Capacity building



State level workshop on framing capacity building strategy

The second phase of people's planning campaign aims the capacity building at different stages through an intensive training program.

These are the different methods used for the capacity building:

- Training
- Knowledge sharing and awareness programs
- Provide guidelines
- Practical learning
- Experiential learning
- Reflection of
- Coaching
- Hand holding
- Peer learning
- D-learning and Relearning

- The capacity building of local governments has improved by including several activities and programs. More importance was given to urban governance and planning. A system was established with the support of Departments/ Institutions/Projects/Missions that enable effective local governance and decentralization. The existing content, methodology, approach has developed as a result of the effective planning in organizing capacity-building programs.

Knowledge Centers

Initial steps were going on for establishing knowledge hubs related to local governance. Various activities conducted in collaboration with National/International institutions were listed below.

1) Center for SDG in Local Governance - A contract was signed with the National Foundation of India to start the center from October 2017. Guidelines in support of this were given by the Kerala state planning board and CPMU.
2) Center for Environment Climate Change and Biodiversity- Concurrent pieces of training were

rendered with the collaborative support of the environment and climate change department and biodiversity board in this center from 2017 November onwards. The effects of climate change were worst in the district like Idukki, Wayanad, and Alappuzha. The main objective of this center is to cope up with the climate change effects in the environment and biodiversity of the Local government institutions in these hotspot districts.

3) Innovation and Incubation Hub for Local Governments- Center which established from 2017 November has incorporated with the National Centre for Innovations in Public policy. The main objective of this center is :

- To provide technical assistance to develop innovative ideas and promote investigative researches in local governments.
- To empower the local governments to face the future needs and challenges arising from the public and to support the innovative ideas and findings.
- To support the inventive strength and correctional measures in local governments through several activities and experiments.
- Act as a middle man between local government institutions and technically efficient individuals and institutions to provide technical assistance in all aspects.

Gender School for Local Governance- the center ensures gender equality in planning, project implementation, and evaluation and all other aspects. Major activities are listed below:

- Ensure gender equality and capacity development in project planning and implementation.
- To help the local governments and gender resource centers in the research regarding WCP and other activities.
- To provide an opportunity to understand the activities which result in social changes by recording the same
- To provide an opportunity to understand the activities which result in social changes by recording the same
- To conduct capacity development training in gender equality and other related subjects.
- **Legal Resource Center for Local Governance**-It has been 25 years after the 73rd and 74th constitutional amendments**.** But the training and orientations regarding the administration and regulations were not in a proper form. This resulted in unwanted debates, financial losses, delay in the process and other complications. This center aims enough training and cooperation to solve these problems. The main aims of this center are:
- To provide training to the president and secretary of local governments regarding administrative rules and regulations.
- Prepare and provide a summary of guidelines in relevant subjects
- Publish handbooks on training
- Doubt clearance of LGIs
- To conduct related studies

Child-friendly Local Governments

The child resource center is working in KILA intending to develop child-friendly local governments. Several activities are being conducted to ensure the rights of children in the local government and to change the local government into a child-friendly one.

Child-Friendly Local Government Institutions- In Kerala, 10 Grama panchayats from each district, 1 Municipality and Thrissur Corporation were selected. 5 mentors were working in each district to promote child-friendly local governments. They help the local governments to conduct different programs including grama sabha for children.

Training on Child-Friendly Local Governance- Special pieces of training are rendered to the elected representatives as well as the officials of local governments to promote the local governments and its activities into a child-friendly.

Post Graduation Diploma in Child-friendly local governance- The major aim of this one year course organized by UNICEF to improve the knowledge, and skills in child rights-oriented

governance is to build a group of individuals who are experts in child rights-oriented governance. The course is structured for the elected representative of local bodies. Subjects included in this course are the Rights of children, the Local government system in Kerala, the present situation of children in Kerala, Acts, and rules regarding the rights of children, projects, child protection, identifying differentially abled children and child-centered research.

District Plan of Action for the Child (DPAC)- The project which is only implemented in Thrissur district with the support of Thrissur District Panchayat was in the stage of Data collection. In the initial stage of this project napkin vending machines and incinerators were distributed to the schools by the district panchayat. Napkins were made by Thrissur Kudumbasree Mission.

Special Training for the Teenagers in Attapaddy- Several programs were implemented for the teenagers in the Attapady block Panchayat. Several youth clubs were constituted for the smooth functioning of the programs. The training was rendered on leadership training and awareness of tobacco-alcohol consumption.

e-Governance

Various activities were implemented to change the office system into computerized and paperless.

Virtual learning system- From this year onwards various training programs were conducted in the virtual classroom. A system was initiated to implement MOOC. (Massive Open Online Course)

Induction and In-service training

Induction and in-service training for the officials of the local government institutions were organized in different phases. Various certificates and diploma courses were also planned to be rendered along with this.

Virtual learning system

Capacity development programs like SATCOM/IP, basic information technology, MOOC (Massive Open Online Course), training without trainers were in its initial stages. For this purpose, electronic IEC packages were provided to different groups to use in capacity development training programs.

Collaboration with several National – International Institutions

At present KILA has incorporated with several National as well as international institutions. This creates a platform for an experience sharing for KILA itself as well as for other institutions. This paves a way for smooth communication between countries and institutions at the international level.

LOGIN Asia

KILA is a facilitator that renders a platform in India to connect all the Asian countries regarding decentralization and local governance. KILA organized an international training program for the representatives of Asian countries on the subject "Local governance and Decentralization."

Mongolia

Ulaanbaatar, the capital of Mongolia seeks help from KILA for preparing the training system. As a part of this KILA representative visited there and steps were initiated to structure a training system when they revisited KILA.

Srilanka

KILA organized training for a different level of Srilankan local government system. As part of this, Srilankan Local Govt. Minister visited KILA.

Bhutan

KILA conducted training for the Government representatives of Bhutan.

Bangladesh

KILA organized training for the elected representatives of local governments in Bangladesh.

STATE PROGRAMMES

PROGRAMMES ON PEOPLES PLAN CAMPAIGN - 13TH FIVE YEAR PLAN



In continuation of Ist & IInd level Training Programmes on Annual Plan Preparation on 2017 January-March, KILA with the support of Decentralized Planning Division of State Planning Board and State Resource Group conducted various sateges of Training programmes on Plan for Elected Representatives, Officials and other stakeholders:

i. Training of Trainers and Third Phase Training on Annual Plan Preparation based on Plan guideline issued by LSGD.

ii. Training of Trainers and Fourth phase Training on Vetting & Approval of Projects for the Project Vetting Officers

iii. Training of Trainers and Fifth phase Training on Plan Monitoring & Implementation for officials, Elected Representative and Stakeholders.

Special Workshop on Plan Implementation & Developmental Missions for District Panchayat Members -







Hon. Minister for LSGD Dr. K T Jaleel inaugurated one day workshop conducted by KILA on the topic of project implementation and Nava Kerala Mission for the members in District Panchayat. Hon. Minister for Education Prof. C Ravindranath delivered a keynote speech during the workshop and mentioned the importance of Education Rejuvenation Mission & setting up of biodiversity garden in schools.

District Plan Training



Hon. Minister for LSGD Dr. K T Jaleel while inaugurating the state level review meeting of District Plan preparation suggested that the project implementation should start in November. He added that the project formulation and the approval process should be completed by 31st of March. The unscientific separation of Local Self Government lacks proper coordination. The LDF government works in a proper channel by uniting LSGD under a banner. The Government is planning to celebrate a day for LSGIs. Both Grama Panchayats and Municipalities should take the chance of joint projects seriously and they should allocate funds for LIFE mission initiatives. The well recharging project will show the expected results only when it is done in every
part of the district with effective coordination.

Dr. K. N. Harilal, Planning Board Member and chairman of the state research group presided the meeting. KILA Director Joy Elamon, Kollam District Panchayat President Smt. Jagadamma and Chief of Decentralized Planning Section under state Planning Board N. Prasannakumari spoke in the meeting. District Coordinators of People's Planning Campaign, District Planning Officers, Government nominated members of District planning Committee, State Resource Group (SRG) Members, Local Governments Commission member Mr. Ramakanthan, etc attended the meeting. Report presentation of districts followed by discussion was also part of the programme.

Workshop on LSGIs and Khadi industry related Projects

will only improve if people have interest in it, opinioned Dr. K Harilal, member of State Planning Board while speaking in the workshop to help LSGIs in implementation of Khadi Village Industry Projects. He added that Khadi Industry should go forward with the support and co-operation of LSGIs like it happens in the Animal Husbandry Department.

This is for the first time in 60 years such a workshop happens, said Mr. M V Balakrishnan Master, Vice Chairman of Khadi Village Industry Board in the inaugural address. Khadi board needs at least 50 crores to fulfill urgent necessities and more funds have to be found for renewal works. The Government is allocating 6000 crores for LSGIs as plan funds. He added that 62 projects have been put forth by LSGIs till now.



Elected Representatives and Officials from Gram Panchaytas who has prepared projects related to Khadi village Industries in 2017-18, District Project Officers of Khadi Village Industry Board, etc attended the meeting. Kollam District Panchayat President Smt. Jagadamma Presided the meeting. Dr Joy Elamon, KILA Director and Khadi village industries board Secretary T V Krishnakumar spoke. SRG took the lead role in conducting the workshop for the promotion of Khadi projects.

Social Education Programme for Nava Kerala Mission - Training of Trainers (ToT)

Social education programme aims to make awareness on what is division of powers, decentralized planning- functions and techniques and the role of people in it. It also aims to ensure the participation of people in different sectors, local planning, execution, resource mobilization, etc to create Nava keralam.

State level ToT has been held in KILA on Social Education as part of people's plan campaign. District level and local level Training were held during this year. KILA had provided training for members of Literacy Mission, Library Council Members, Mahila Samakhya Officials during this year and as a follow-up training district level training programmes will be conducted in the upcoming year.



DEVELOPMENTAL MISSIONS AND CAPACITY DEVELOPMENT PROGRAMMES

During 2017-18 KILA took the lead in capacity development Programmes of various Developmental Missions of Government of Kerala namely; 1. Ardram Mission for Health Sector, 2. Haritha Keralam Mission for Water, Waste Management, Agriculture& Environment, 3. LIFE mission for Housing, 4.Education Rejuvenation Mission for Education and other missions especially Suchithwa Missions (Sanitation Mission) programme on Freedom from Waste First Phase Campaign organized during this year.

State level workshop Life mission: Chief Minister Inaugurated

A one day workshop was organized for the officials in LSGIs to finalize the beneficiary list of Life Mission and discussing the future activities of the same. The workshop was jointly organised by KILA, Life Mission and Grama panchayat Presidents Association.



Ardram Mission- Training for Gram Panchayat Presidents



Dr. P K Jameela, Ardram Mission Consultant inaugurated the 2 days State level training program held at KILA for Grama Panchayat Presidents and selected representatives of voluntary organizations led by Ardram Mission. Mr. C P Suresh Babu welcomed the gathering. Dr. K Vijayakumar and Dr. Jagatheesh spoke in the function. Subjects included in the training were, family Health Centre- What, Why and How, Powers and Responsibilities of Panchayats in health sector, status review of family health center, monitoring, social auditing, Haritakarma Sena, Arogya Sena, etc.

Academic Excellence is the base of Educational Excellence- Minister Prof. Raveendranath



Prof. Raveendranath spoke in the half day training for Presidents in Local Self Government Institutions related to 'Pothu Vidyabhyasa Samraksana Yanjam'(Public Education Rejuvenation Mission) initiative of Government as part of Nava Kerala Mission.

The graph of the standard of general education was down for the last 12 years. This situation has changed now. The huge number of students who believed in the public education sector in last June is proof of this. This is the result of collective co-ordination.

Clean cooking areas and toilets should be ensured by local governments of the respected area. Minister added that steps are taken to improve 141 schools (one in each constituency) to international standards with an estimated amount of 5 crores.

Dr. C Ramakrishnan introduced various initiatives in the educated sector for further years.

Haritha Keralam Mission & Suchithwa Mission



PROGRAMMES

Freedom from Waste Campaign- Blocks level training. (Phase-1) The Objective of this Campaign was awareness and understanding of how it dedicates itself to achieve the goal of Zero Waste Keralam under the stewardship of the local Self-Government institutions. The modus operandi to materialize the dream of a 'State with No waste' is to eradicate garbage and wastes from the jurisdictions of each and every local Self-Government entities; as a first step.

Training on Plan Implementation Guideline of Sub - Mission on Sanitation & Waste Management (Phase-2)

Workshop on Presentation and formulation of General criteria of best projects on Sanitation and Waste Management.



- Workshop on Wadakancherry River protection.
- Training on Haritha Kerala – Well recharging.
- Workshop on protection of River Bharathapuzha
- Water Conservation Sub -Mission-First phase training through virtual class
- District Block level Training on Guideline on Water Conservation Sub- Mission
- Water Conservation Sub Mission-District Block level training on implementing guideline-Workshop





State Level workshop has been held in KILA organized by Haritha Kerala Mission and Suchitwa Mission. HKM Technical consultant Mr. Ajay Kumar Varma delivered the introductory address. Suchitwa Mission Director Sri.L P Chithar, Clean Kerala Company Managing Director, Mr. Kabeer P Haroon, HKM Consultant Mr. N Jagajeevan, Training consultant Sri.T Sudhakaran and Dr. J B Rajan handled the further sessions. Report presentation from districts also happened in the program. Suchitwa Mission district coordinators, technical consultants, HKM district coordinators, Panchayat Deputy Directors were the participants.

TOTAL CLEANLINESS PROJECTS FOR MUNICIPALITIES



Representatives and Officials of Municipalities have been trained in KILA for the preparation of City Sanitation Projects. Training was organized by KILA with the cooperation of JIZ a German Government Institution and Sujithwa Mission. The training aims to generate the waste-free cities by strengthening solid waste management systems, clean drinking water availability and control over waste water treatments.

Dr. Sunny George, Prof of KILA inaugurated the function. Mr. Shaji Clemant Suchitwa Mission Project Officer, Prof. T. Raghavan, Sri.P V Ramakrishnan, Sri.K Gopalakrishnan, etc felicitated the programme. GIZ has already agreed with GOI in providing technical assistance in sanitation and waste management.

TRAINING ON DISASTER RISK REDUCTION

NIRD, Hyderabad conducted 5-day training program in DRR at CHRD- KILA, Kottarakkara. Dr R V Prakash Rao, Prof of NIRD inaugurated the program. LSGI Officials, Social workers, representatives of NGOs were the participants.

Training has been held in the areas of Natural Calamities in Kerala, Insurance and compensations, Kerala's DRR strategies, Role of GIS in DRR, Climate change and related issues. Scientist John Mathai, State Disaster Reduction Authority representative Dr. Andrews Spenser, Dr. Amal Raj, Dr. Athura Das, Dr Amritha Raj, Dr Sherly Koshi and Dr. Vinod handled the sessions.

GST–TRAINING TO SECRETARIES OF GRAMA PANCHAYAT



Training on GST has been held in KILA to the LSGI Officials through virtual classrooms. Dr. Joy Elamon gave the introductory address and Course Director Dr J B Rajan welcomed the group. RGSA Nodal Officer Dr Peter M Raj spoke. GST Assistant Commissioner Mr. J Mansoor Ali and Assistant Sales Tax Officer Mr. Shamsuddheen led the training. Grama Panchayat Secretaries from all districts participated from different centers into sessions.

ECO - FRIENDLY GRAM PANCHAYATS



The first phase of the capacity building initiated by KILA, Directorate of Nature and Climate Change and State Biodiversity Board started in KILA. Program aims to make the Gram Panchayats Eco friendly through 3 training phases. Participants are the Presidents and Secretaries of Gram Panchayats and the members of bio diversity management committee.

The major topics are Environment, Climate Change, Bio diversity, Sector wise statuses and results, agriculture, animal husbandry, drinking water, Health, sanitation, Waste Management, disaster risk reduction.

KOZHIKODE CHILD - FRIENDLY DISTRICTS - DISCUSSION WORKSHOP IN KILA

One day workshop of the Elected Representatives of LSGIs of Kozhikode district held in KILA. The training aimed to make the District Child - Friendly. 150 Elected Representatives from Block Panchayats, Municipalities and Corporation were the participants. KILA Director Dr. Joy Elamon inaugurated the program. Thrissur District Panchayat Welfare Standing Committee Chairperson Smt. Padmini Teacher presided and Dr. Sunny George welcomed the gathering. Mr. M G Kalidasan, Mr. K G Sajeev, etc spoke. Kozhikode District Panchayat Welfare Standing Committee chairperson felicitated the program.



UNICEF TEAM IN KILA

Smt. Sumitha Daura, IAS, UNICEF program specialist, Delhi, and Smt. Akhila Radhakrishnan, UNICEF, Chennai visited KILA to learn more about the Decentralization of Power and Planning strategies of Kerala. Dr. Sunny George shared the views on



Local Governance and Dr. J B Rajan took session on participatory planning techniques.

Dr. Peter M Raj handled Session on Child - Friendly Local Governance and Sri.M G Kalidasan explained special interventions of local governments. The team visited Cherpu, Alagappa Nagar Grama Panchayats and Thrissur District Panchayat.

PROJECT TO CLEAN CANALS OF ALAPPUZHA



The collective initiative by KILA and IIT Bombay to solve the issue of massive waste dumping in mainstream canals of Alappuzha has been started. With the help of SCMS College, Karukutty, a participatory survey and awareness campaign was held. Mr. N C Narayanan, a scientist from IIT Bombay is working as the coordinator.

Project aims to find out the sub - streams which are contributing waste to the main canals of Alappuzha like Vadacanal, Kachavada canal, A S canal, etc and make people aware of the intensity of the issue and manage the situation. Elected Representatives, Kudumbasree workers, students, ASHA workers, etc will join the initiative.

District Collector T. V. Anupama inaugurated the meeting.

TRAINING FOR EXTENSION OFFICERS OF BLOCK PANCHAYATS



KILA -Centre for Human Resource Development, Kottarakkara conducted training for Extension Officers of Block Panchayats. KILA Faculty Dr. S Vinod delivered introductory speech. The training was on the topics of Nava Keralam Mission and Block Panchayats, Scope of poverty reduction programs, Modern project formulation its execution etc. 58 VEO's from Thiruvananthapuram and Ernakulam participated.

CERTIFICATE COURSE FOR COLLEGE STUDENTS



Certificate Course offered to college students on Local Administration started. In the first batch, 70 students participated from Vimala College, Thrissur. The sessions on

decentralization, the history of decentralized and local governments, and the local planning process were imparted to the participants.

IN-SERVICE TRAINING FOR FOR THE VEO'S



In-service practice for the VEO's in the rural development section has been completed in Mannuthy KILA Centre for Good Governance. The practice period was 30 days, yoga was included along with practice and employees from various districts had

participated. Various sessions included Kerala Pachayatiraj, decentralized planning, rural development schemes, rural economics, rural engineering, Agriculture, Animal Husbandry, Extension Education, Rural Sociology, Health Nutrition, Sanitation, and Nutria, etc.

TRAINING FOR IAS OFFICIALS



Training for State Civil Service Officials was conducted in KILA. Dr. Joy Elamon inaugurated the training and Dr. Sunny George welcomed the gathering. Prof. Michel Tharakan, Chairman of Historic Research Council of Kerala shared about the Kerala Model of Development and its historical background. Dr. C. Ramakrishnan took a session on Nava Kerala Mission and its initiatives.



Mr. S M Vijayanand IAS (Rtd), Former Chief Secretary of Government of Kerala handled a session on decentralisation in Kerala. The training continued in TVM on the third day. Haritha Keralam Executive Vice-Chair Person Dr. T N Seema, Local Self Government Department Principal Secretary Mr. T K Jose I AS, Dr. R Ajaya Kumar, Mr. V N Jithenra, N Beena, Dr. K N Harilal Member Kerala State Planning Board, Sri.M Sivasankar IAS, Dr. Niranjan Raj, Dr. Peter M Raj etc took further sessions.

TRAINING FOR MEMBERS OF DEVELOPMENT STANDING COMMITTEES OF MUNICIPALITIES

A three days training program for members of Development Standing Committees of Municipalities was held during this year. Course Director J B Rajan welcomed the participants of the first batch. Co-ordinator Sri. Prathap Singh A S and Adv. C K Sajira spoke. Sharing the developmental strategies of municipalities, features of standing committees of Kerala, responsibilities of Standing Committees, local development, 13th five year plan, relevance of district plan, planning, and implementation of projects, monitoring, etc were the key topics of training.

SOFT SKILL DEVELOPMENT TRAINING



Soft skill development training started in KILA for the effective functioning of LSGIs through collective decisions. The training is for Presidents and Secretaries of Grama Panchayats. As the relevance of qualified leaders and leadership increases, the leadership of grass root level should also be capable to achieve this quality. The main feature of the training is that the trainees could realize the status of their skill set. One of the criteria for this training was the President & Secretary should participate jointly; it helped in identifying the need for team building and collective action.

TRAINING ON PERFORMANCE AUDIT MANUAL

KILA conducted half-day training on Performance Audit



Manual for the Elected Representatives and Secretaries of different Panchayats. Then Panchayat Director Mrs. P. Mary Kutty IAS inaugurated the training.

TRAINING ON BUDGET PREPARATION FOR THE CORPORATION/MUNICIPALITY

KILA conducted a one day on Budget preparation in urban local bodies for the officials of Municipality and corporation. Training conducted in two batches and Deputy Mayors/ Vice - Chairpersons from all urban local bodies of all Districts participated in each batch.

MANAGEMENT DEVELOPMENT PROGRAMME



One week management development programme was conducted in KILA, for officials recently got promotion in Panchayat Department as Joint Director of Panchayat, Deputy Director of Panchayat, Assistant Director of Panchayats. The major discussion topics in the programme were leadership skills, team building, objective based planning, monitoring techniques.

CAPACITY DEVELOPMENTAL TRAINING FOR MUNICIPALITY OFFICIALS

KILA organized training on capacity development for Municipality officials. The officials ranking from Superintendent to Clerical cadre have participated in the three day training programme. The Officials of Trivandrum, Kollam, Kochi Corporations and Attingal, Paravoor, Adoor, Chengannur, Pandalam, Punaloor, Alappuzha, Pala, Kothamangalam,





Piravam Municipalities have participated in the training programme.

TRAINING ON PUBLIC ADMINISTRATION FOR CLERKS OF BP

A three day induction training on Public Administration was organized in KILA for Clerks of Block Panchayats . 4 senior clerks and 25 clerks from 13 Block Panchayats of Ernakulam, Kozhikode, Idduki, Alapuzha and Wayanad Districts have participated in training programme.

SPECIAL PROGRAMME FOR DHARMADAM CONSTITUENCY: KERALA IS A MODEL IN PALLIATIVE CARE SECTOR : CHIEF MINISTER

Chief Minister Pinarayi Vijayan commented that Kerala is a model for other states in Palliative care sector. *'Sparsam '* is a project for changing Darmadom Constituency as First complete Palliative care friendly Constituency. As a part of *Sparsam* project



a survey was conducted in 8 Panchayats. It was identified that 1500 people require palliative care, 170 people require physiotherapy. Palliative care is needed for 400 cancer patients, more than 100 kidney patients, and more than 700 old-age related diseases. The aim of the project is to provide palliative care for those people.



The Hon. Chief Minister addresses the gathering in Dharmadam constituency.

TRAINING ON INTEGRATED EDUCATION PROJECT;

For ensuring the quality of the public education system, KILA conducted 2 days workshop in association with local governance institutions and RMSA (Rashtriya Madhyamik Siksha Abhiyan). Kollam corporation mayor Adv. V Rajendrababu inaugurated



the workshop. Educational Standing Committee Chairman, Implementing Officer, plan clerk, planning committee members, R M S A programme officers from district panchayat participated in the workshop.

Training for Clerks of Grama Panchayat

KILA conducted training for the clerks in the panchayat on local governance. Training was given for the participants who did not get any training before. Law of panchayat raj, Bureaucracy, tax fixation, right to information, Right to Service Act, office management, implementation of five year plan, civil registration, welfare pension distribution were the major topics for training.



KILA gave pre-eminence to watershed development programs

In the context of extreme drought and famine, KILA has decided to bring out watershed development programs which can be a solution for water scarcity for the next three years. As a part of this a workshop presided by Honourable Finance Minister Dr. Thomas Issac has been conducted in KILA. The workshop points outs the way forward that has to be implemented at various levels.



TWO DAY TRAINING ON SUPERVISORY MANAGEMENT

Two day training organised for Panchayat officials on supervisory management had been conducted. The training was arrayed for six hundred officials in twelve batches. Major topics covered in the training were division of work, team building, time management, office management, audit meeting management and all.

EXPERIENCE SHARING WORKSHOP ON CARBON NEUTRAL PANCHAYAT

To bring awareness to Grama panchayat on global warming and climate change an experience sharing workshop was organised by KILA. A model intervention named as Carbon Neutral panchayat of Manangadi panchayat in Wayanad District is the root cause for this initiative. Training had been arranged in Centre for Tribal Development and Natural Resources Management for three hundred persons including officials and representatives in five batches.



WAYANAD- AN OLD AGE - FRIENDLY DISTRICT.

Punarjani, a program bought by District Panchyat which shapes Wayanad into an old age - friendly started since 2016-17. One day workshop has been conducted in every panchayat in the district. KILA headed the training programs for this project. Training has been completed in 26 panchayats of the district.

IN-SERVICE TRAINING FOR THE BLOCK PANCHAYAT SECRETARIES:





Dr. K.T.Jaleel, Minister for LSGD addressing newly inducted Block Panchayat Secretaries

KILA conducted in-service training for the newly appointed 45 Block Panchayat secretaries. The session introductory remakes given by Local Self-Government Additional Chief Secretary Mr. T K Jose IAS. One month training programme conducted for the Block Panchayat Secretatries. Dr. K T Jaleel, then Minister for LSGD addresesse the during the training

TRAINING FOR PANCHAYATH SECRETARIES TO COLLECT ARREARS EFFICIENTLY

As part of the decision taken by the government to bearing arrear efficiently, collection arrears of Grama panchayat started. For this KILA gives training and awareness to 941 Panchayath Secretaries in the state related to arrears collection and its legal aspects through virtual classrooms in 28 centers. The training programme lead by Course director Dr. J.B Rajan, M. Gangadharan Nair and M. Kannan Nair.

NEELESWARAM MUNICIPALITY : COMPLETE E-GOVERNANCE

The first stage training for converting Neeleswaram municipality to a complete e-governance municipality was completed in KILA. Municipality Chairman Prof. K P Jayarajan inaugurated the programme. 29 elected representatives and 22 officials participated in 2 days training programme. Sakarma and soochika software were introduced to the participants.

NAIPUNYA (SKILL DEVELOPMENT) TRAINING FOR ASSISTANT DIRECTORS

2 Day Naipunya training programme for Assistant Directors in animal husbandry department was organized in KILA. The

subjects of training were 13th plan formation, project implementation, and monitoring, the role of officials of animal husbandry department in district plan preparation, Navakerala mission, e-governance and file management.

WELFARE STANDING COMMITTEE TRAINING

3 days training for Welfare Standing Committee chairmen of municipalities was held in KILA. Dr. Peter M Raj delivered the introductory address. Training covered the sessions on Responsibilities of Welfare Standing Committee, Child Development strategies for the protection of children, women empowerment, poverty eradication, social welfare pension, SC, ST, disabled, etc.

AYANKALI EMPLOYMENT GUARANTEE PROGRAMME - TRAINING FOR ENGINEERS

A two day training was organized by KILA for Ayankali Employment Guarantee Programme Engineers and overseers regarding preparation of labour budget, and yearly Action plan. KILA Director Dr. Joy Elamon inaugurated the programme.



NATIONAL LEVEL TRAINING PROGRAMMES



British MPs Appreciated the Achievements of Kerala

Parliament Members from Britain appreciated the achievements of Kerala in Women Empowerment and Educational Sector. The team under the leadership of Mr. Crage Vitar including MPs Mr/Mrs. Angela Rainer, Mr/Mrs. Daniel Stephan, Mr/Mrs. Stevenmark Vard Read and also Commonwealth Parliamentary Association Programme Manager Mr. Robert Henderson Harwar, British Deputy High commissioner Mr. Barath Joshi, Chennai British High Commission Head Deudy Fernad, Mr. P K Biju MP, Alathoor Constituency and General Council Member lead the sessions.

For studying Participatory planning Jharkand Panchayat Presidents visited KILA



The Panchayat Presidents from Jharkand visited KILA for studying Panchayat Raj System and Participatory Planning in Kerala. The team was lead by Harland Village Development Department Joint Secretary Mr. Rajeesh Kumar Batman. A five day training was arranged in KILA. The team visited Veloor, Muloorkara, Pazhayanur Grama Panchayats and learned the development activities of Panchayats. A discussion and interactive session with Elected Representatives were organized there.

Training for Officials of Bhutan



A team of officials from the Revenue Department of Bhutan visited KILA for studying Local Governance System in Kerala. The 12 member team consisted of Deputy Governors, District level officials of other sectors from Ho and Choka District. A detailed training programme was organized by KILA by including topics such as Decentralisation, Local planning, Kudumbasree Activities, Total Quality Management, Resources of LSGI, and women component plan.

Training for Block Development Officers (trainees) from Andra Pradesh

BDO trainees from Andra Pradesh came to KILA to study Local Governance System of Kerala. The team consisted of 15 members including 4 ladies. Dr. Joy Elamon delivered the introductory

remarks. Group had discussed about the Kerala Panchayat Raj System, activities of District Planning, Fiscal decentralization.

Andra Pradesh District Panchayat Members



The members from District Panchayat of Andra Pradesh visited KILA to study the panchayat raj system and decentralization in Kerala. The team consisted of 40 elected Representatives under the leadership of District Panchayat Chairperson. The team visited Puthukad Gram Panchayat and Block Panchayat.

Team from Tamilnadu visited KILA



A team from Tamilnadu came to KILA for studying the activities and local governance. Tamil Nadu Additional Chief Secretary Mrs. Meenakshi Rajagopalan led the group. Team members discussed about the trainings in KILA, technical support given by KILA to LSGIs, administrative system of KILA with the KILA officials.

Civil Servants of Nagaland visited KILA

A twenty five member team of Civil service probationary officers of Nagaland visited KILA to study about the power decentralization. They have visited Avanissery Grama Panchayat, Guruvayoor Municipality, Mullasserry Block Panchayat and had a detailed discussion with the representatives and employees of the same. A four day training had been given to them on power decentralization.

From Panchayat's to Panchayath:
Wayanad District Panchayath Members



As a part of study visit programme "From Panchayat's To Panchayat." organized by KILA, the Members of Wayanad District Panchayat visited different panchayaths in Maharashtra,

The group was led by District Panchayat president Smt. T.Ushakumari. The study visit was organized by KILA in association with YASHADA, Maharashtra.

Women Empowerment Programmes of Kerala is Admissible: Srilankan Minister



Srilankan local governance Minister Mr. Mustafa said that the programmes conducted by Kerala for Women empowerment is admissible, a team from Srilanka came to know about the participation of women at the local level. They came to KILA as part of empowering the local administration of KILA.

LOGIN ASIA National workshop at KILA



LOGIN ASIA organized a two day National workshop at KILA. LOGIN ASIA team leader Ms. Preethi Lal inaugurated the function. Organizational representatives from different states participated in the workshop. In the workshop it was decided to organize a workshop for Panchayat Associations from different states at KILA. KILA is the organizer of the LOGIN ASIA platform.

Nagaland officials in KILA



Nagaland Civil Service probationary officers visited KILA for understanding the local governance system of Kerala. KILA provided training on different subjects and the group visited Ernakulam District Panchayat. They met District Collector and Cochin City Police Commissioner. They discussed about vegetable farming and waste management facilities with the concerned members.

Telangana BDOs in Kerala



The Mandal Panchayat Officers (BDO probationary officers) from Telangana visited KILA for learning Division of Powers and Local Governance in Kerala. Dr. Joy Elamon inaugurated the program and Dr. Sunny George and Mr. P V Ramakrishnan led the programme.

The developments and strategies in Kerala were shared by Dr. M N Sudhakaran, District Planning Committee Member. Subject experts handled sessions on Division of powers in Kerala, Separation of Financial Powers, participatory planning, working of Kudumbashree mission, child friendly local governance, and generated software for local self - government Development. The group visited Kattur GP, Irinjalakkuda Block Panchayat and Palakkad District Panchayat.

National Workshop on Building Capacities for SDGs- Strategies and Actions

Being the signatory to the resolution passed by the UN on Sustainable Development Goals (SDGs) in September 2015, India is committed to attain the 17 aspirational goals with 169 targets. In order to attain the SDGs, concreted efforts required at all levels viz:- National, State and Local. This necessitates massive capacity building and training programmes targeting the mutiple stakeholders. For this a uniform approach with strategies to build the capacities at various levels were needed. In this Context, KILA in collaboration with The National Foundation for India (NFI) was organized two day National Workshop on Building Capacities for SDGs- Strategies and Actions.

The Workshop was the meeting ground for SIRDs and ATIs to exchange experiences, knowledge, queries and insights in SDGs. The Workshop had participation from 17 states, covering 24 institutions with 71 participants.













INTERNATIONAL PROGRAMMES

International Training Programme on Decentralization







KILA was the venue for International training programme on Democratic Decentralization. The representatives from Afghanistan, Laos, Cambodia, Bhutan, Bangladesh, Mongolia, Myanmar, Srilanka, India participated in the training. The programme started with the introductory remarks of KILA Director Dr. Joy Elamon. Programme was jointly organized under the leadership of KILA and LOGIN ASIA. The training includes the participants from representatives of training institutes and officials of different countries. The objective of training is to study the experience of Kerala in decentralization. The first class was about the local governance system in India handled by Former Secretary of Prime Minister of Mr. S S Menakshi Sundaram. The facilities were arranged to see the different activities of local government institutions. LOGIN ASIA is an organization of representatives from 12 ASIAN countries.





International Conference Sustainability, Institutions, Incentives: Voices, Policies and Commitments











The Ninth Biennial INSEE Conference held jointly with the KILA, and INSEE (Indian Society for Ecological Economics) on 8th - 10th November 2017. Dr. Joy Elamon, Director KILA welcomed the gathering and Mr. Pranab Mukhopadhyaya, President, INSEEllllllll chaired the inaugural function and Dr. V.K Ramachnadran, Vice Chairman, Kerala State Planning Board inaugurated the conference.

The Conference had discussed and presented papers on major 4 thematic areas;

1. Ecosystems and Well Being: Oceans, Forests, Mountains and Wetlands; Resilience; Valuation; Management

2. Collective Action and Local Governance: Community, Institutions, Transaction Costs, Trust

3. Climate Change: Science of Climate Change; Agriculture & Food Security; Extreme Events; Paris Agreement and Marrakesh Proclamation; Adaptation and Mitigation; Technology

4. SDGs and Global South: Gender & Ecology; Inequality; Environmental Justice; Green Economy; Waste and recycling; Energy.

Mr. K K Nainan, Mr. Balachndra Pattil, Mr.Bijoy K Thomas, Dr. J B Rajan were experts who led various thematic sessions.

Prof.(Rtd). M N Moorthy, Delhi Institute of Economic Growth, Mrs. Susmitha Das Gupta, Environment Scientist, World Bank spoke in the valedictory session.

REGIONAL CENTERS

KILA-CENTRE FOR HUMAN RESOURCE DEVELOPMENT (CHRD), KOTTARAKKARA, KOLLAM



The State Institute of Rural Development (now as KILA-CHRD), Kerala was established on 1st January, 1987 as an autonomous body under the aegis of the Department of Rural Development, Government of Kerala. The institute has been designed to cater to the training needs of various functionaries involved in the task of development administration. Towards this end, KILA-CHRD conducts various foundational, Refresher, ToTs, and specialised programmes as well as off-campus programme at district level. It provides intensive training face to face as well as using other modes, methodologies and technologies to suit different programme requirements.

As per the Government order No G.O(MS) 103/2017/LSGD dated 24.05.2017, SIRD was integrated with KILA, Thrissur and renamed as KILA-CHRD. Accordingly, training programmes and workshops have been conducted as per the training calendar of KILA.

Activities of KILA CHRD

Training

During the financial year 2017-18, 813 training programmes have been conducted and 56450 person days generated. A total number of 43022 participants were attended.

Policy Advocacy

As per MoRD and KILA norms.

Special projects

RURBAN Mission

Human Resource Support

Director, KILA is the head of the institution. Regional Director is designated as the head for the day to day affairs of the Institute. Faculty members and Administrative staff (Total 40 Numbers) helps to support the smooth functioning of the institute.

The cost of running KILA-CHRD functions is provided as grant by Central and State Governments every year in the ratio of 50:50 for conducting MoRD training programmes and 100% Salary & Allowance of Core Faculty members are provided by Government of India. The matching 50% State Share for conducting MoRD Training Programme is released from State Budget.

Location and Campus

The campus is located in a calm, serene and picturesque surroundings of Kottarakara about 30 km from Kollam. The Campus offers an excellent ambience for training.

Infrastructural Facilities

KILA-CHRD equipped with state of the art facilities, viz, spacious 4 lecture halls, smart class rooms, computer lab and GIS lab, Hostel and mess facilities, transportation facilities, sophisticated training equipments etc.

Library and Information Services

The institute library is well equipped having nearly 5000 books on various subjects, also it subscribes to various journals and periodicals besides important newspapers.

Computer Lab

Well-equipped computer lab which can provide training for up to 30 persons at a time. The lab is Wi-Fi enabled.

C-GRD CENTRE

GIS lab, which is set up under the auspicious of NIRD & PR, to provide GIS based technologies for converging Rural Development Schemes.C-GRD cell has engaged to prepare GIS(Geographic Information System) based watershed master plan for selected block panchayath in the state.

Shyama Prasad Mukherji

National Rurban Mission (NRuM)

The Ministry of Rural Development, Government of India launched the Shyama Prasad Mukherji Rurban Mission which aims at developing rural areas by provisioning of economic, social and physical infrastructure facilities. In order to guide the development of the Rurban cluster, an Integrated Cluster Action Plan (ICAP) and Detailed Project Report (DPR) needs to be prepared for each cluster. State nodal officer has entrusted the preparation of ICAP and DPR of each cluster to this institute.

Right to Information

During the year 2017-18, four RTI applications were received related to this institute and responded to the RTIs through KILA.

KILA- CENTRE FOR SOCIO ECONOMIC DEVELOPMENT (CSED), KOTTARAKKARA CENTRE



About

The ETC Kottarakara was established on 6th April 1953 under the Development Department as Gram Sevak Training Centre at Mavelikkara in Alappuzha district. The Centre started functioning in its own campus as Extension Training Centre at Kottarakara, In 2016, the centre become the Regional Centre of KILA and Named as Kila – Centre for Good Governance .The focus of the centre is providing training to officials and non-officials of six Southern districts viz. Thiruvananthapuram, Kollam, Pathanamthitta, Kottayam, Alappuzha and Idukki. Need-based training programmes are designed and conducted by this centre throughout the year for various clientele groups.

Areas of expertise

a. Rural Development
b. Local Governance and Management
c. E-Governance
d. Social Accountability and Citizen Governance
e. Natural Resource Management
f. Finance Management

g. Women and Child Development
h. Welfare Management
i. Health and Sanitation

Activities of KILA-CSED, Kottarakkara

Training 2017-18

- Mandatory (VEO In service)
- Short term trainings
- Off Campus Trainings
- Sponsored trainings
- Successfully conducted VEO In-service training for batches III to VIII (3 Spells each) and for second and third spells of IX Batch in an year (2017-2018)
- On the job training to Vocational Higher Secondary students
- SAKSHAM, BTRT training on Mission, Water Conservation under Mahathma Gandhi NREGS
- Conducted Off Campus training (Mahatma Gandhi NREGS) for 1595 Mates

Human Resource Support

Subject experts from various Government departments and NGOs retired professionals.

Location and Campus &Infrastructural Facilities

Campus spreads over an area of 70.87 acres along Kottarakkara – Oyoor road in Kollam district and is located 5 km away from KSRTC bus station and 3 km away from Kottarakkara railway station.

- Total area of institute premises – 70.87 acres
- No. of buildings/ total plinth area – 6729.92 m2
- No. of hostels– 4 with a combined capacity of 100
- No. of Conference Hall – 1 with a capacity of 50
- No. of Lecturer Hall –4 with combined capacity of 150
- No. of Staff quarters – 9
- No. of computers – 14
- Staff bus – 1 (Mini bus with 31+1 seats)
- Jeep – 1 (Tata Sumo)
- LCD Projector, Over Head Projector, VCR/ VCP, Digital Camera

Library and Information Services

Library attached to the centre has been strengthened with new books to provide better reference facilities to the trainees. The Library has about 3000 books on various subjects. In addition to this, 6 daily Newspapers are available.

Computer Lab

Computer lab equipped with 14 computers with internet facility.

In the CSED Campus, there is a Home Science wing that comprises of two classrooms and one laboratory. Demonstration Farm, Herbal Garden etc are also set up in the campus.

The agricultural farm with an area of 57.50 acres attached to this centre is a source of income for Government. A Farm Manager heads the Farm and it has been developed into a demonstration plot for sustainable agricultural practices. Seeds and planting materials produced in the farm have great demand among farmers of the locality.

Right to Information

Assistant Public Information Officer – Junior Superintendent
Public Information Officer – Senior Lecturer
Appellate Authority - Principal

Academic support to Other Agencies

On The Job Training (OJT) for Vocational Higher Secondary Students were conducted at KILA CSED in collaboration with the Farm Department at the Centre. Students were provided training on various agricultural activities, practices and methods adopted at the farm which all complemented their academic curriculum. Students from seven schools in Kollam Districts underwent OJT during 2017-18.

KILA CENTRE FOR GOOD GOVERNANCE (CGG), MANNUTHY, THRISSUR



About

Started in the year 1953, as a basic agricultural training centre, Extension Training Centre Mannuthy was one among the three regional training centre for rural development in Kerala. With the area of jurisdiction spreading over four revenue districts in Central Kerala – Thrissur, Ernakulam, Malappuram and Palakkad – the Centre is to meet the training requirement of both the officials and the members of Panchayath Raj institutions in addition to SHGs, NGOs and other voluntary organizations on different fields. In 2016, the centre became the Regional Centre of KILA and was named as Kila – Centre for Good Governance.

Training

In 2017-18 Mannuthy Centre conducted 29 Trainings. Due to the insufficient accommodation facility, this Centre can compromise only one training at a time. Also the Mannuthy Centre has to conduct 8 batches of mandatory VEO in-service training. So the Centre had to settle with 29 training batches in 2017-18.

Location and Campus & Infrastructural Facilities

Kila – Centre for Good Governance has an area of 5.6987443 acres of land situated at Mannuthy, 6 Km from Thrissur, surrounded by Kerala Veterinary University Campus.

1. No. of Buildings	-	10 Nos.
2. Built-up area	-	1Hector .91 Are, 0.01 Sqmtr (19101 Sqm.)
3. No. of Hostels with capacity	-	2 with a total capacity of 50 persons
4.No. of Lecture halls	-	4
5.No. of staff quarters	-	4
6.No. of vehicles	-	1 Jeep and 1 mini bus

Library and Information Services

Kila Centre for Good Governance has a Library having more than 3500 books in various subjects.

Right to Information (as on 31.03.2018)

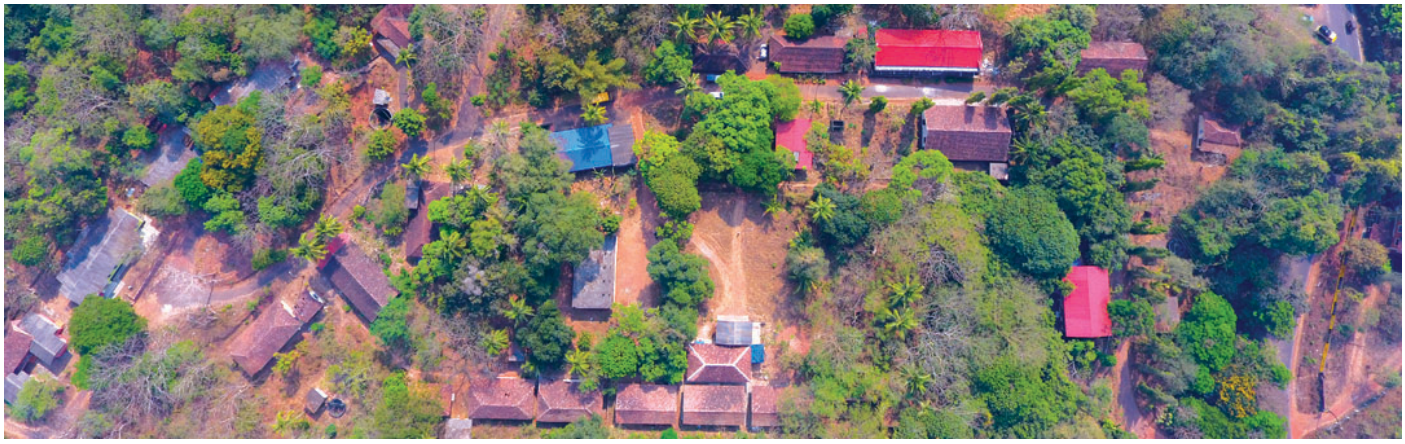
PIO- Dr.Neena K J

Appellate Authority - Principal

Various Committees

Women's Internal Complaint Committee

KILA CENTRE FOR ORGANIC FARMING & WASTE MANAGEMENT (COFWM), THALIPARAMBA, KANNUR



About

KILA Centre for Organic Farming & Waste Management [Extension Training Centre (ETC)], Taliparamba is the Sub-Regional level Institute catering to the needs of four northern districts of Kerala viz. Kasaragod, Kannur, Waynad and Kozhikode on matters of Rural Development for officials and non-officials at grass root level. It started in the year 1952 as a Basic Agricultural Training School and after which known as Gramasevak Training Centre in 1955 and re-designated as Extension Training Centre in 1958.

Administration

This institute is functioning under the Rural Development Department of Govt. of Kerala. Administrative control of this institution is under Commissioner for Rural Development Department and the academic control is under KILA-CHRD, Kottarakkara.

Human Resource Support

The Principal is head of the Institute, who is in the cadre of Deputy Development Commissioner. All the Lecturers and ministerial staff assists Principal in administration and conducting training programme.

Location and Campus &Infrastructural Facilities

Karimbam, Taliparamba, Kannur

- Lecturer Hall/Classroom -4 – Capacity – 200 person
- Library - 1 – 3500 books
- Computer Lab – 1 – 10 Computer, Virtual Classroom
- Demo Farm – 5 acre
- Hostel – VEO Hostel for men – 10 rooms – capacity – 40 person –dormitory
- VEO Hostel for women – 8 rooms –capacity – 32 (dormitory)
- Addl. Hostel – 10 room –capacity – 40 person – dormitory type
- New Hostel – 6 rooms – capacity 32 person – dormitory type

Library and Information Services

Library – 3500 books

Computer Lab

Computer Lab has 10 computers with internet facility.

Highlights of the Year

Mandatory Training:	5
Short Term Training:	74
KILA Training	32
SIRD:	9
Total:	120

During the year 2017-18 - 5 VEO in - service training, 74 short term training, 32 KILA training and 9 KILA-CHRD training were conducted in this institute.

Right to Information

During the year 2017-18 - 11 application in connection with RTI was received in this office and replies were given for applications on time.

KILA – CENTER FOR TRIBAL DEVELOPMENT AND NATURAL RESOURCE MANAGEMENT (CTDNRM), AGALI, PALAKKAD



Attappady, the only tribal block in Kerala is famous for its rich biodiversity and traditional indigenous communities. Despite of the availability of various natural resources, Attappady has been facing various socio - economic, cultural and ecological problems and Government of Kerala implemented a series of programmes for the conservation and development of this block. For arresting the ecological degradation and for the restoration of this degraded valley, Govt. of Kerala with the financial support of Japan International Cooperation Agency (JICA) implemented a project named *'Attappady Wasteland Comprehensive Environmental Conservation Project (AWCECOP)'* in 1996 -2012 period. The project was implemented by a registered society named the Attappady Hills Area Development Society (AHADS). After completion of the project in 2012, State Government inorder to better utilise the assets created through AHADS and sustain the learning for the betterment of the community formed a new society 'Centre for Comprehensive Participatory Resource Management' (CCPRM) in 2013. However the CCPRM could not fulfill its mandate as envisaged and became redundant. It was in that context, the Government decided to dissolve CCPRM and transfer its assets to KILA with a view to transform it as the Regional Centre of KILA. In 2016, the Government of Kerala issued the Government Order (Ms) No.57/2017/LSGD dated 16.03.2017. for the transformation of the assets of AHADS to KILA and dissolving of CCPRM. KILA renamed the AHADS-CCPRM as the Centre for Tribal Development and Natural Resource Management (KILA: CTD-NRM). The focus of the centre is to protect and promote the natural resources through addressing the issues of natural resources on one hand and to intervene in issues related to STs- the natural resource dependent communities. This is intended by revisiting and rejuvenating the existing physical assets and the community network generated by the erstwhile AHADS.

Location and Infrastructure Facilities

KILA-CTDNRM is located at Bhoothivazhi, near Agali close to the Mannarkkad-Chinnathadakam Road. The thirteen acre campus is an eco-friendly green campus with sufficient infrastructure facilities for conducting various programmes simultaneously.

The offices and the hostels/ guest houses were designed by the renowned architect Dr.Lauri Baker. The main auditorium with a seating capacity of 250 is suitable for training programmes as well as public functions. Two more training halls with a capacity of fifty seats and three small classrooms with a capacity to hold thirty persons are also arranged in the center.

The library block attached to the centre has more than 6000 books, periodicals, reports and records mostly related to NRM, Watershed Management, Public Administration, Tribal Development etc. The library is open to the general public for reference works.

The soil and water testing lab in the campus has different

sophisticated, advanced laboratory equipments for soil and water testing. A bio - fertilizer production unit is proposed to initiate in the laboratory shortly.

The hostel facilities in the campus can provide accommodation to nearly 120 persons. The canteen in the centre with a seating capacity of nearly a hundred, is maintained by an eight member tribal women Kudumbasree unit. A medicinal plant garden, an orchard with gooseberry plants, a biogas plant with a capacity of ten thousand litres are other attractions in the campus.

At present, KILA CTDNRM is focused on implementing programmes for the tribal youth and children to enhance their employability and academic capabilities. The Employability Skill enhancement programme for the Tribal youth aims to develop the capacities of the youth in appearing for the competitive examinations. 'Munnottu', an educational programme aims to develop the academic skills, health and the personality of the selected tribal children through a specially designed programme. Extending technical as well as financial support to the Grama Panchayats in preparation of the People's Biodiversity Register, is another ongoing programme of the centre. Conserving the assets created through the eco-restoration programme implemented by erstwhile AHADS is yet another programme initiated by the CTDNRM. The center has already conducted various capacity development programme for the officials and elected representatives of the LSGIs within and outside Attappady.

TRAINING PROGRAMMES FOR 2017-18

This year KILA focused mainly on

1.Training programmes at a Glance

1. KILA Headquarters

Sl. No.	Items	No.of Programmes	No. of Batches	No.of Participants	No.of Person days
1.	Trainings	80	1884	112318	144129.5
2.	Workshops	79	260	8192	9091
3.	Training of Trainers	15	37	2756	4277
4.	Exposure Visit	2	18	261	881
5.	National & International Conferences	3	3	262	996
6.	Other Programmes	5	6	274	418
	Grand Total	**184**	**2208**	**124063**	**159792.5**

2. KILA Centre for Human Resource Development

Sl. No.	Training	Conducted	Total Participants	Training Person days
1.	Campus	193	6297	14590
2.	Off Campus	620	36725	41860
3.	Total	813	43022	56450

3. KILA Centre for Socio -Economic Development

Sl. No.	Items	No. of Programmes	No. of Batches	No. of Participants	No. of Person day
1.	Trainings	18	58	3102	247721

4. KILA Centre for Good Governance

Sl. No.	Items	No. of Programmes	No. of Batches	No. of Participants	No. of Person days
1.	Trainings	17	29	1161	83307

5. KILA Centre for Organic Farming & Waste Management

Sl. No.	Items	No. of Programmes	No. of Batches	No. of Participants	No. of Person days
1.	Trainings	37	51	3491	31965

I. State Trainings

1. Local Governance and Management

1.13th FIVE YEAR PLAN – Rashtriya Madhyamik Sikshak Abhiyan and ULBs

Participants	Duration	Total Batches	Total Participants	Person Days
Implementing Officers of Education - Urban & Education Standing Committee Chairperson	2	3	283	2



2. 13th FIVE YEAR PLAN -EDUCATION PROTECTION MISSION

Participants	Duration	Total Batches	Total Participants	Person Days
Deputy Directors of Education Department	2	3	39	78

3. 13th FIVE YEAR PLAN -Navakeralathin Janakeeyasoothranam - Training for Focal Team

Participants	Duration	Total Batches	Total Participants	Person Days
Focal team members	1	2	395	395

4. 13th FIVE YEAR PLAN - Suchitwa Mission Training

Participants	Duration	Total Batches	Total Participants	Person Days
Officials and Stakeholders	2	1	114	228

5. 13th FIVE YEAR PLAN - Education Protection Mission

Participants	Duration	Total Batches	Total Participants	Person Days
Presidents of LSGIs	1	2	576	576

6. 13th FIVE YEAR PLAN -Haritha Keralam Mission

Participants	Duration	Total Batches	Total Participants	Person Days
Experts, Officials, Stakeholders	2	1	123	246

7. 13th FIVE YEAR PLAN - Khadi Project and LSGIs

Participants	Duration	Total Batches	Total Participants	Person Days
Elected Representatives, Secretary & Officials from Khadi Board	1	1	75	75



8. Ardram Mission Training Programme

Participants	Duration	Total Batches	Total Participants	Person Days
Health Standing Committee Chairpreson, Implementing Officers, ICDS Supervisors, Volunteers, Health Workers	2	10	2049	4613

9. Ayyankali Urban Employment Guarantee Scheme

Participants	Duration	Total Batches	Total Participants	Person Days
Mate, Engineers	1	3	212	212

10. BIO - DIVERSITY

Participants	Duration	Total Batches	Total Participants	Person Days
President, Secretary, Assistant Secrtary, Working Group Convenors	1	29	1182	1960

11. BUDGET PREPARATION

Participants	Duration	Total Batches	Total Participants	Person Days
Vice President, Accountant	1	3	295	195

12. BUILDING CAPACITIES FOR SDG'S- STRATEGIES & ACTION

Participants	Duration	Total Batches	Total Participants	Person Days
Experts	1	1	7	7

13. CAPACITY BUILDING OF WOMEN ELECTED REPRESENTATIVES

Participants	Duration	Total Batches	Total Participants	Person Days
Women Elected Representatives	5	4	42	106

14. CERTIFICATE COURSE ON LOCAL GOVERNANCE

Participants	Duration	Total Batches	Total Participants	Person Days
Students from Vimala College, Thrissur	1	6	354	354

15. CHILD FRIENDLY LOCAL GOVERNANCE

Participants	Duration	Total Batches	Total Participants	Person Days
President/Vice President, Secretary/Assistant Secretary, Welfare Standing Committee Chairman, ICDS Supervisor, Headmaster	2	36	1419	3874



16. Computer Fundamental Training

Participants	Duration	Total Batches	Total Participants	Person Days
Elected Representatives & Officials of LSGIs	3	48	1055	3040

17. DEVELOPMENT STANDING COMMTTEE-URBAN

Participants	Duration	Total Batches	Total Participants	Person Days
Standing Committee Members, Plan Co-ordinator/Plan Clerk	3	4	320	960



18. DIPLOMA IN LOCAL GOVERNANCE

Participants	Duration	Total Batches	Total Participants	Person Days
Secretary/Assistant Secretary	1	3	50	86



19. DOUBLE ENTRY ACCOUNTING & SAANKHYA SOFTWARE

Participants	Duration	Total Batches	Total Participants	Person Days
Accountant, Head Clerk	4	8	285	1140

20. E TENDER TRAINING - PANCHAYAT DIRECTORATE

Participants	Duration	Total Batches	Total Participants	Person Days
Officials from Panchayat Directorate	2	4	168	199

21. Punarjani - Old Age Welfare Programme -Wayanad District

Participants	Duration	Total Batches	Total Participants	Person Days
Anganawadi Teacher, ICDS Supervisors, Grama Panchayat Working Group Members	1	26	4641	4641

22. Finance Management Training

Participants	Duration	Total Batches	Total Participants	Person Days
Standing Committe	1	1	15	15

23. Foundation Course to Block Panchayat Secretaries

Participants	Duration	Total Batches	Total Participants	Person Days
Block Panchayat Secretaries	30	1	44	1320

24. HANDSON TRAINING ON PFMS

Participants	Duration	Total Batches	Total Participants	Person Days
KILA Staff	1	2		21

25. Haritha Keralam Mission - Water Conservation

Participants	Duration	Total Batches	Total Participants	Person Days
Officials and Elected Members & Experts from Haritha Kerala Mission	2	127	4885	9723

26. Haritha Keralam Water Protection – Well recharging

Participants	Duration	Total Batches	Total Participants	Person Days
Elected Representatives, Assistant Executive Engineers, Plumbers of GP	1	5	384	384

27. HARITHAKERALAM - KUDUMBASREE TRAINING

Participants	Duration	Total Batches	Total Participants	Person Days
Kudumbasree Members	3	1	137	411



28. IKM SOFTWARE - SAKARMA

Participants	Duration	Total Batches	Total Participants	Person Days
Elected Representatives and Officials of GPs	1	129	5201	5201



29. IKM Software – Sanketham

Participants	Duration	Total Batches	Total Participants	Person Days
Secretary, Clerk	0.5	4	452	226

30. IKM SOFTWARE – SOOCHIKA

Participants	Duration	Total Batches	Total Participants	Person Days
Officials of GPs	2	1	51	102

31. District Plan Preparation

Participants	Duration	Total Batches	Total Participants	Person Days
Elected Representatives and Officials, Stakeholders of LGSIs	1	14	3575	3575

32. Goods and Service Tax (GST)

Participants	Duration	Total Batches	Total Participants	Person Days
Secretaries of GP	1	17	421	421



33. LIFE MISSION AND COST FRIENDLY CONSTRUCTION - COSTFORD AND KILA

Participants	Duration	Total Batches	Total Participants	Person Days
Engineers	1	1	149	149



34. LOCAL GOVERNANCE INTERFACE PROGRAMME

Participants	Duration	Total Batches	Total Participants	Person Days
Students, Civil society members, Teachers	1 & 2	37	2770	3830

35. Training on Mahila Kisan Sashktikaran Pariyojana (MKSP)

Participants	Duration	Total Batches	Total Participants	Person Days
Members of MKSP Team	2	4	194	194

36. MP/MLA-LSGI INTERFACE

Participants	Duration	Total Batches	Total Participants	Person Days
LSGI Officials and Elected Representatives	2	1	102	102

37. ORIENTATION PROGRAMME FOR ELECTED REPRESENTATIVES

Participants	Duration	Total Batches	Total Participants	Person Days
President, Health Standing Committee Chairperson of LSGIs	1	1	175	175

38. PEOPLES PLAN CAMPAIGN - 13TH FIVE YEAR PLAN (T)

Participants	Duration	Total Batches	Total Participants	Person Days
Stake Holders	1	1	79	79

39. PERFORMANCE AUDIT TEAM

Participants	Duration	Total Batches	Total Participants	Person Days
Performance Audit Team Members	2	11	377	754

40. PERFORMANCE AUDIT TEAM

Participants	Duration	Total Batches	Total Participants	Person Days
DDP & ADP, Secretariat Staff	1	3	104	104

41. PG DIPLOMA IN CHILD FRIENDLY LOCAL GOVERNANCE

Participants	Duration	Total Batches	Total Participants	Person Days
Elected Representatives of LSGIs	3	12	379	1109

42. PROGRAMME OF COMMISSIONER OF DISABILITY DEPARTMENT

Participants	Duration	Total Batches	Total Participants	Person Days
Officials of Social Justice Department	1	1	163	163

43. PROJECT MANAGEMENT

Participants	Duration	Total Batches	Total Participants	Person Days
Assistant Directors of Veterinary Department	3	1	21	114

44. PUBLIC ADMINISTRATION - GP

Participants	Duration	Total Batches	Total Participants	Person Days
Clerks of GPs	4	8	303	1212

45. Public Administration – BP

Participants	Duration	Total Batches	Total Participants	Person Days
Clerks of BPs	3	8	295	885





46. PUBLIC ADMINISTRATION FOR ELECTED REPRESENTATIVES

Participants	Duration	Total Batches	Total Participants	Person Days
Elected Representatives of LSGIs	2	4	175	350

47. REVIEW /CONSULTATIVE MEETING OF CFLG-LSGS AT DISTRICT LEVEL

Participants	Duration	Total Batches	Total Participants	Person Days
Mentors	2	2	123	173



48. Sanketham Software Training

Participants	Duration	Total Batches	Total Participants	Person Days
Officials of GPs	1	7	272	272

49. SOCIAL JUSTICE WORKING GROUP (OLD AGE POLICY)

Participants	Duration	Total Batches	Total Participants	Person Days
President, Secretary, Welfare Standing Committee Chairperson, ICDS Supervisor, Experts from GPs	1	2	76	76

50. SOCIAL JUSTICE WORKING GROUP (PAKALVEEDU MANAGEMENT

Participants	Duration	Total Batches	Total Participants	Person Days
Working group members	2	12	479	958

51. Soft Skill for Elected Representatives

Participants	Duration	Total Batches	Total Participants	Person Days
President, Secretary	3	5	266	798

52. STATE CONSORTIUM

Participants	Duration	Total Batches	Total Participants	Person Days
Officers from various department	1	2	107	107

53. STRENTHENING ADOLESCENT CLUBS IN ATTAPPADY

Participants	Duration	Total Batches	Total Participants	Person Days
ICDS Supervisor, Anganawadi Teachers, Adolescent Club Leaders	1	3	169	169

54. SUPERVISORY MANAGEMENT -GP

Participants	Duration	Total Batches	Total Participants	Person Days
Supervisory officials	2	4	256	512

55. SUPPORT TO IMPLEMENTATION OF DISTRICT PLAN OF ACTION FOR CHILDREN-THRISSUR

Participants	Duration	Total Batches	Total Participants	Person Days
Elected Representatives, Implementing Officers, Mentors	1	2	30	30

56. SUSTAINABLE DEVELOPMENT OF THEKKUMKARA GP

Participants	Duration	Total Batches	Total Participants	Person Days
Survey Team Members	1	1	129	129



57. TQM- ISO 9001 :2005

Participants	Duration	Total Batches	Total Participants	Person Days
President, Vice President, Secretary	2	3	193	386

58. TQM-ISO Training – Panthalayani Block

Participants	Duration	Total Batches	Total Participants	Person Days
Elected Representatives, officials	1	1	31	31

59. Training for LSG members for monitoring and supervision of FHC Implementation

Participants	Duration	Total Batches	Total Participants	Person Days
Elected Representatives, Implementing Officers of LSGIs	2	1	37	74

60. TRAINING FOR OVERSEERS (KLGSDP)

Participants	Duration	Total Batches	Total Participants	Person Days
	1	1	55	55

61. Training for Standing Committee (GP) TVM district

Participants	Duration	Total Batches	Total Participants	Person Days
Standing Committee Members	2	2	274	548



62. TRAINING OF URBAN GOVERNANCE

Participants	Duration	Total Batches	Total Participants	Person Days
Officials of Directorate of Urban Affairs and Urban Local Bodies	3	5	155	465

63. TRAINING ON CITY SANITATION PLAN PREPARATION

Participants	Duration	Total Batches	Total Participants	Person Days
Elected Representatives and Officials of ULBs	2	1	89	178

64. Training on Climate Change

Participants	Duration	Total Batches	Total Participants	Person Days
BMC Members, Elected Representatives, Working Group Members	2	7	503	1052

65. TRAINING ON EAT MODULE OF PFMS

Participants	Duration	Total Batches	Total Participants	Person Days
Expert	1	1	46	

66. Tribal Sub Plan

Participants	Duration	Total Batches	Total Participants	Person Days
Elected Representatives	2	2	15	21

67. WATERSHED DEVELOPMENT

Participants	Duration	Total Batches	Total Participants	Person Days
Officials	1	1	60	60

68. WELFARE STANDING COMMITTEE - URBAN

Participants	Duration	Total Batches	Total Participants	Person Days
Standing Committee Chairperson, ICDS Supervisor	3	9	384	1233

69. WORKING GROUPS - SC & ST DEVELOPMENT

Participants	Duration	Total Batches	Total Participants	Person Days
Working Group Members	2	43	1613	3226

70. Performance Audit Manual Training

Participants	Duration	Total Batches	Total Participants	Person Days
President, Secretary & Standing Committee Chairpersons of LSGIs	0.5	46	2697	1348.5



71. Arogya Jagratha

Participants	Duration	Total Batches	Total Participants	Person Days
Mayor, Chairperson, President, Health and Education Standing Committee Chairperson, Secretary	0.5	84	2536	1268

72. Haritha Keralam –Freedom From Waste Suchithwa mission training Phase I

Participants	Duration	Total Batches	Total Participants	Person Days
Elected Representatives and Officials of LSGIs	1	157	17484	17484

73. Haritha Keralam – Suchithwa Mission Training Phase II

Participants	Duration	Total Batches	Total Participants	Person Days
Elected Representatives and Officials of LSGIs	1	82	5259	5259

74. Training on Plan Formulation for LSGIs

Participants	Duration	Total Batches	Total Participants	Person Days
Elected Representatives, Secretary, other Implementing Officers of LSGIs	1	160	15468	15468

75. Vetting Officers Training

Participants	Duration	Total Batches	Total Participants	Person Days
District and Block level Vetting Officers	0.5	22	1944	972



76. Plan Implementation& Monitoring Training

Participants	Duration	Total Batches	Total Participants	Person Days
Implementing Officers and Plan Clerk of LSGIs	1	62	6093	6093

77. CONCURRENT DECENTRALISED TRAINING - PROPERTY TAX - PROSECUTION PROCEDURE

Participants	Duration	Total Batches	Total Participants	Person Days
Secretaries of GP	1	21	959	959

78. Audit and File Management Training for Implementing Officers of LSGIs

Participants	Duration	Total Batches	Total Participants	Person Days
Implementing Officers of LSGIs	1	275	8237	8237

79. Budget Preparation Training to Vice President & Accountant of LSGIs

Participants	Duration	Total Batches	Total Participants	Person Days
Vice President & Accountant of LSGIs	1	31	1969	1969

80. Social Education Training

80.1 Literacy Mission Training

Participants	Duration	Total Batches	Total Participants	Person Days
Literacy Mission Workers	2	28	1916	3832

80.2. NGOs Training

Participants	Duration	Total Batches	Total Participants	Person Days
Members of various NGOs	2	135	5165	10330

80.3 Training to Officials from Senior Citizens Friends Welfare Association

Participants	Duration	Total Batches	Total Participants	Person Days
Senior Citizens Friends Welfare Association Members	2	23	1176	2352

80.4. Library Council Training

Participants	Duration	Total Batches	Total Participants	Person Days
Library Council Office Bearers	2	40	1645	3290

80.5. Training to Mahila Samakhya Officials

Participants	Duration	Total Batches	Total Participants	Person Days
Mahila Samakhya Members	2	5	249	498

II. Thematic Workshops/Seminars/Conference

Participants	Duration	Total Batches	Total Participants	Person Days
Experts, KILA Resource Persons, Officials	1 to 5 days	260	8192	9091

III. Training of Trainers

1. 13th FIVE YEAR PLAN - FORMULATION

Participants	Duration	Total Batches	Total Participants	Person Days
Resource Persons, Stake holders, Experts	1	2	277	277

2. 13th FYP-Navakeralathin Janakeeyasoothranam

Participants	Duration	Total Batches	Total Participants	Person Days
Resource Persons, Stake holders, Experts	1	8	989	619

3. Aardram Mission

Participants	Duration	Total Batches	Total Participants	Person Days
Resource Persons, Stake holders, Experts	1	1	35	35

4. Budget Preparation

Participants	Duration	Total Batches	Total Participants	Person Days
Resource Persons, Stake holders, Experts	1	1	50	60

5. CHILD FRIENDLY LOCAL GOVERNANCE

Participants	Duration	Total Batches	Total Participants	Person Days
Resource Persons, Stake holders, Experts	2	2	68	176

6. DEVELOPMENT STANDING COMMITTEE -URBAN

Participants	Duration	Total Batches	Total Participants	Person Days
Resource Persons, Stake holders, Experts	2	1	24	48

7. District Plan Preparation

Participants	Duration	Total Batches	Total Participants	Person Days
Resource Persons, Stake holders, Experts	2	1	117	234

8. HARITHA KERALAM - WATER CONSERVATION GUIDELINE TRAINING

Participants	Duration	Total Batches	Total Participants	Person Days
Resource Persons, Stake holders, Experts	2	4	207	581



9. JAGRATHA SAMITHI, BALA SABHA

Participants	Duration	Total Batches	Total Participants	Person Days
Resource Persons, Stake holders, Experts	2	3	476	952

10. PEOPLES PLAN CAMPAIGN - 13TH FIVE YEAR PLAN

Participants	Duration	Total Batches	Total Participants	Person Days
Resource Persons, Stake holders, Experts	1	5	700	700

11. PERFORMANCE AUDIT TEAM

Participants	Duration	Total Batches	Total Participants	Person Days
Resource Persons, Stake holders, Experts	1	1	36	36

12. PREPARATION OF MANUALS

Participants	Duration	Total Batches	Total Participants	Person Days
Resource Persons, Stake holders, Experts	1	5	79	79

13. Project Clinic and Innovations

Participants	Duration	Total Batches	Total Participants	Person Days
Resource Persons, Stake holders, Experts	1	1	16	19

14. Project Management and Auditing & File Management

Participants	Duration	Total Batches	Total Participants	Person Days
Resource Persons, Stake holders, Experts	2	1	27	54

15. PUBLIC ADMINISTRATION - BP

Participants	Duration	Total Batches	Total Participants	Person Days
Resource Persons, Stake holders, Experts	2	1	25	50

IV. EXPOSURE VISIT

1. Exposure Visit of Officials and Elected Representatives

Participants	Duration	Total Batches	Total Participants	Person Days
Officials, Elected Representatives from Indian States, Bhutan,Srilanka	4	17	261	881

2. VISIT OF SECRETARY, MOPR & OFFICIALS

Participants	Duration	Total Batches	Total Participants	Person Days
	1	1	16	16

V. NATIONAL & INTERNATIONAL WORKSHOP/CONFERENCES/SEMINAR

1. National Workshop on Building Capacities for SDGs – Strategies and Actions

Participants	Duration	Total Batches	Total Participants	Person Days
Delegates, Experts from SIRDs	2	1	55	110

2. INSEE-NINTH BIENNIAL INTERNATIONAL CONFERENCE

Participants	Duration	Total Batches	Total Participants	Person Days
Delegates	4	1	178	712

3. STUDY VISIT OF LOGIN MEMBERS (INTERNATIONAL)

Participants	Duration	Total Batches	Total Participants	Person Days
LoGIN Members	6	1	29	174

VI. OTHER INITATIVES

1. Institutional Strengthening

Participants	Duration	Total Batches	Total Participants	Person Days
Experts	1	1	16	16

2. PANCHAYAT WIKI TRAINING

Participants	Duration	Total Batches	Total Participants	Person Days
Officials from Panchayat Department	3	2	45	135

3. Executive Council of KBPA

Participants	Duration	Total Batches	Total Participants	Person Days
Executive Commmittee Members	4	1	18	72

4. WINTER STUDY TOUR OF IAS OFFICERS TRAINEE - LBSNAA

Participants	Duration	Total Batches	Total Participants	Person Days
IAS Officers	1	1	13	13

5. Annual Plan (2017-18) – Review Meeting of RDD

Participants	Duration	Total Batches	Total Participants	Person Days
Officials from Rural Development Department	1	1	182	182

PUBLICATIONS

A. Handbooks, Modules & Reports

Chief Editor: Dr. Joy Elamon Director, KILA

Sl. No.	Name of book	Language	Type	Year & Month	Editor
1	PG Diploma in Local Governance (CRC)	Malayalam	Handbook	2017 April	Dr Peter M Raj
2	Model Project of Gps – Thalikulam	Malayalam	Handbook	2017 May	Dr J B Rajan
3	Model Project of Gps – Kumarakam	Malayalam	Handbook	2017 May	Dr J B Rajan
4	Model Project of Gps – Nedumbasery	Malayalam	Handbook	2017 May	Dr J B Rajan
5	Model Project of Gps – Nedumbasery	Malayalam	Handbook	2017 May	Dr J B Rajan
6	Model Project of Gps – Mararikulam South,	Malayalam	Handbook	2017 May	Dr J B Rajan
7	Model Project of Gps – Alappuzha Municipality	Malayalam	Handbook	2017 May	Dr J B Rajan
8	Public Administration for Block Panchayat Handbook	Malayalam	Handbook	2017 May	Dr J B Rajan
9	Circular on Birth and Death	Malayalam	Handbook	2017 May	Dr Peter M Raj
10	Nagara Vikasanavum Vikasana Standing Committiyum (module and handbook)	Malayalam	Handbook	2017 May	Dr J B Rajan
11	Jagartha Samithiyum Thadesha Bharana Sthapanangalum	Malayalam	Handbook	2017 April	Dr. Peter M Raj
12	Capacity Building Training for officials of DUA & ULBs	Malayalam	Handbook	2017 May	Dr Sunny George
13	Samagra Suchitwa Padhathi – Handbook	Malayalam	Handbook	2017 July	Dr Sunny George
14	Haritha Keralam – Samagra Suchitwam HB	Malayalam	Handbook	2017 August	Dr J B Rajan
15	Double Entry Accounting - Basic concepts	Malayalam	Handbook	2017 August	Dr J B Rajan

Sl. No.	Name of book	Language	Type	Year & Month	Editor
16	Samruthi 2017 - Watershed Development Programme - Thaliparamba Constituency	Malayalam	Handbook	2017 September	Dr J B Rajan
17	International Conference Souvenir - November 2017	English	Handbook	2017 November	Dr Sunny George
18	Handbook - Navakeralathinay Janakeeyasoothranam - Samuhya Vihdyabyasa Paripadi	Malayalam	Handbook	2017 November	Dr J B Rajan
19	Special Gramasabha for Children	Malayalam	Handbook	2017 December	Dr Peter M Raj
20	Hand book - Arogya Jagratha	Malayalam	Handbook	2018 January	Dr Peter M Raj
21	Life Mission Handbook	Malayalam	Handbook	2018 February	AD, KILA
22	Handbooks for Women Elected Representatives -		Handbook	2018 February	Dr Peter M Raj
23	Approach Report of Oppam Project	English	Hanbdook	2018 March	
24	Annual Report 2016-17	Malayalam	Document	2017 June	Dr J B Rajan
25	Public Administration for Block Panchayat Module	Malayalam	Module	2017 May	Dr J B Rajan
26	Nagara Vikasanavum Vikasana Standing Committiyum-Module	Malayalam	Module	2017 May	Dr J B Rajan
27	Jagartha Samithiyum Thadesha Bharana Sthapanangalum Handbook	Malayalam	Module	2017 May	Dr. Peter M Raj
28	Capacity Building Training for officials of DUA & ULBs module		Module	2017 May	Dr Sunny George
29	"Plan Implementation of LSGIs - Module"	Malayalam	Module	2017 October	Dr J B Rajan
30	District Plan Preparation - Module	Malayalam	Module	2017 October	Dr J B Rajan
	Training Modules				
1.	Traffic Rules	Malayalam	Module	2017	
2.	Nursery Management	Malayalam	Module	2017	
3.	Tailoring	Malayalam	Module	2017	

Sl. No.	Name of book	Language	Type	Year & Month	Editor
1.	Catering	Malayalam	Module		
2.	Organic farming	Malayalam	Module		
3.	Soap & Detergent Making	Malayalam	Module		
4.	Jack fruit preservation	Malayalam	Module		
5.	NREGS Training	Malayalam	Module		
6.	Preparation of Statement of Facts	Malayalam	Module		
7.	Rubber Tapping	Malayalam	Module		
8.	Paper Bag Making (ST)	Malayalam	Module		
9.	Textile Printing(ST)		Module		

B. Government Orders & Manuals

Sl. No.	Name of book	Language	Type	Year & Month
1	13th FYP- Guideline GO MS 72/2017/LSGD, dt 29.03.17	Malayalam	Government Order	2017 April
2	13th FYP Guideline - GO MS 79/2017/LSGD, dt 03.04.17 (ULB)	Malayalam	Government Order	2017 April
3	13th FYP- Guideline GO MS 80/2017/LSGD, dt 07.04.17	Malayalam	Government Order	2017 April
4	Guideline 233/2012/LSGD, dt 07.09.12	Malayalam	Government Order	2017 April
5	Guideline – LIFE Mission	Malayalam	Government Order	2017 July
6	District Plan Preparation - Guide line	Malayalam	Government Order	2017 September / October
7	Government Orders and Circulars 7 Vols (Vols 14-20)	Malayalam	Government Order	2017 August
8	Life Mission Guideline [2017-18]	Malayalam	Government Order	2017 November
9	Guideline No. 11/2018/LSGD, dt 29.01.18	Malayalam	Government Order	2018 January
10	Guideline No. 17/2018/LSGD, dt 02.02.18	Malayalam	Government Order	2018 February
11	Subsidy Guideline No. 22/2018/LSGD, dt 14.02.18	Malayalam	Government Order	2018 February
12	Guideline 11/2018, 17/2018 & 22/2018 - Additional copies	Malayalam	Government Order	2018 March

Sl. No.	Name of book	Language	Type	Year & Month
13	Grievance Redressal Manual -KLGSDP	English	Manuals	2017 May
14	Administtrative Manual – Homeopathy and Ayurveda KLGSDP	English	Manuals	2017 May
15	Office Management Manual, Gender budget manual, administrative manual for Matsya Bhavan	English	Manuals	2017 May
16	Administration Manual for Primary Schools- KLGSDP	English	Manuals	2017 May
17	Public Reporting Manual	English	Manuals	2017 June
18	Administration Manual- Anganawadi, primary health, krishi bhavan, veterinary, revenue	English	Manuals	2017 June

KILA - Centre for Socio -Economic Development, Kottarakkara

1 Catering Service

Participants	Duration	Total Batches	Total Participants	Person Days
	3	1	78	234

2. Dairy Farming

Participants	Duration	Total Batches	Total Participants	Person Days
	2	1	67	134

3. Food Processing

Participants	Duration	Total Batches	Total Participants	Person Days
	3	1	52	156

4. Mahtma Gandhi NREGS Mate Training - Off Campus

Participants	Duration	Total Batches	Total Participants	Person Days
	19	19	1595	30305

5. Nursery Management

Participants	Duration	Total Batches	Total Participants	Person Days
	2	1	7	14

6. Organic Farming

Participants	Duration	Total Batches	Total Participants	Person Days
	2	1	9	18

7. Paper Bag Making

Participants	Duration	Total Batches	Total Participants	Person Days
	2	1	18	36

8. Preparation Of Statemet of Facts

Participants	Duration	Total Batches	Total Participants	Person Days
	2	1	10	20

9. Procurement of Matterials, Stocking utilization under MGNREGS Scheme

Participants	Duration	Total Batches	Total Participants	Person Days
	1	1	69	69

10. Rubber Tapping

Participants	Duration	Total Batches	Total Participants	Person Days
	4	1	17	68



11. SAKSHAM- BTRT Training on Mission Water conservation under Mahtma Gandhi NREGS

Participants	Duration	Total Batches	Total Participants	Person Days
	45	9	278	12510

12. Soap, Detergent, Lotion Making

Participants	Duration	Total Batches	Total Participants	Person Days
	3	1	10	30

13. Tailoring

Participants	Duration	Total Batches	Total Participants	Person Days
	5	1	180	900

14. Textile Printing

Participants	Duration	Total Batches	Total Participants	Person Days
	2	1	17	34

15. Training for Drivers in RDD on Traffic rules

Participants	Duration	Total Batches	Total Participants	Person Days
	2	1	18	36

16. Training of Preparation of Statement of Facts

Participants	Duration	Total Batches	Total Participants	Person Days
	2	1	18	36

17. Value addition of Jackfruit

Participants	Duration	Total Batches	Total Participants	Person Days
	3	3	73	345

18. VEOs In service Training

Participants	Duration	Total Batches	Total Participants	Person Days
	357	13	568	202776

KILA- Centre for Good Governance, Mannuthy

1. Bag Making Advanced Training

Participants	Total Batches	Total Participants	Person Days
SHG's	4	202	3838

2. Diary Farming

Participants	Total Batches	Total Participants	Person Days
SHG's	2	58	348

3. Double Entry Accounting

Participants	Total Batches	Total Participants	Person Days
RDD Officers	1	36	108

4. Fasion Designing - Churidar

Participants	Total Batches	Total Participants	Person Days
SHG's	1	60	300

5. Fruit Processing

Participants	Total Batches	Total Participants	Person Days
SHG's	1	52	260

6. Goat Rearing

Participants	Total Batches	Total Participants	Person Days
SHG's	1	30	90

7. IT in Daily Life

Participants	Total Batches	Total Participants	Person Days
Elected Members	1	48	144

8. Malayalam - Official Language

Participants	Total Batches	Total Participants	Person Days
RDD Officers	1	30	60

9. Mushroom Cultivation

Participants	Total Batches	Total Participants	Person Days
SHG's	1	40	120

10. Palm/Paper Plate Making

Participants	Total Batches	Total Participants	Person Days
SHG's	1	52	156

11. Poultry Farming

Participants	Total Batches	Total Participants	Person Days
SHG's	1	25	75

12. Personality Development and Behavioral Skills

Participants	Total Batches	Total Participants	Person Days
SHG's	1	30	90

13. Pisiculture and Ornamental Fish Farming

Participants	Total Batches	Total Participants	Person Days
SHG's	1	28	84

14. Rainwater Harvesting

Participants	Total Batches	Total Participants	Person Days
SHG's	1	50	100

15. RTI and RTS

Participants	Total Batches	Total Participants	Person Days
RDD Officers	1	52	104

16. Umbrella Making

Participants	Total Batches	Total Participants	Person Days
SHG's	2	73	730

17. VEO In Service Training

Participants	Total Batches	Total Participants	Person Days
VEO's - RDD Staff	8	295	76700

KILA Centre for Organic Farming & Waste Management, Thaliparamba

1. Bakery and conffectioanary

Participants	Duration	Total Batches	Total Participants	Person Days
Shg/Kudumbasree members	3	1	75	225

2. Basic training on computer application

Participants	Duration	Total Batches	Total Participants	Person Days
Eos.VEOs,Miniserial staff on RD department	3	1	15	45

3. Bee keeping

Participants	Duration	Total Batches	Total Participants	Person Days
Shg/kudumbashree members	3	2	94	282

4. Behavioural approach &interpersonal relationship

Participants	Duration	Total Batches	Total Participants	Person Days
Office attendants in RD department	2	1	24	48

5. Cattering service

Participants	Duration	Total Batches	Total Participants	Person Days
Shg/kudumbashree members	3	1	45	135

6. Centrally sponsored scheme and decentralised planning

Participants	Duration	Total Batches	Total Participants	Person Days
GP members	6	3	109	654

7. Convergence of MGNREGS with PMKSY

Participants	Duration	Total Batches	Total Participants	Person Days
Eos, VEOs	2	1	34	68

8. Curry powder making

Participants	Duration	Total Batches	Total Participants	Person Days
Shg/kudumbashree members	3	2	95	285

9. Decorative bag making

Participants	Duration	Total Batches	Total Participants	Person Days
Shg/kudumbashree members	3	1	65	195

10. Decorative candle and agarbathi making

Participants	Duration	Total Batches	Total Participants	Person Days
Shg/kudumbashree members	3	1	47	141

11. Entrepreneurship/marketing strategy/value added products

Participants	Duration	Total Batches	Total Participants	Person Days
Shg/kudumbashree members	3	1	23	69

12. Fabric painting

Participants	Duration	Total Batches	Total Participants	Person Days
Shg/kudumbashree members	3	1	64	192

13. Fashion designing

Participants	Duration	Total Batches	Total Participants	Person Days
Shg/kudumbashree members	3	1	57	171

14. Flower and bouquet making

Participants	Duration	Total Batches	Total Participants	Person Days
Shg/kudumbashree members	3	1	45	135

15. Fruits and vegetable preservation

Participants	Duration	Total Batches	Total Participants	Person Days
Shg/kudumbashree members	3	1	49	147

16. Geriatric care and palliative care

Participants	Duration	Total Batches	Total Participants	Person Days
Ngo/senior citizen	2	1	46	92

17. Glass painting and embedding

Participants	Duration	Total Batches	Total Participants	Person Days
Shg/kudumbashree members	3	1	24	72

18. Handicraft cussion making

Participants	Duration	Total Batches	Total Participants	Person Days
Shg/kudumbashree members	3	1	39	117

19. Malayalam official language

Participants	Duration	Total Batches	Total Participants	Person Days
Staff in RD department	1	1	26	26

20. Mashroom cultivasion

Participants	Duration	Total Batches	Total Participants	Person Days
Shg/kudumbashree members	3	1	33	99

21. Medicinal plant cultivasion

Participants	Duration	Total Batches	Total Participants	Person Days
Shg/kudumbashree members	3	1	27	81

22. MGNREGS

Participants	Duration	Total Batches	Total Participants	Person Days
Mates, Oorukuttam moopans, Data entry operators GP BP Members	02 to 10	6	1251	3644

23. Nursery management

Participants	Duration	Total Batches	Total Participants	Person Days
Shg/kudumbashree members	3	2	113	339

24. Ornament making

Participants	Duration	Total Batches	Total Participants	Person Days
Shg/kudumbashree members	3	1	41	123

25. Pot decoration

Participants	Duration	Total Batches	Total Participants	Person Days
Shg/kudumbashree members	3	1	23	69

26. Poverty alleviation and welfare programs

Participants	Duration	Total Batches	Total Participants	Person Days
Sc/st promoters	2	1	68	136

27. Refresher training -centrally sponsored scheme, plan implimentation

Participants	Duration	Total Batches	Total Participants	Person Days
VEOs	2	1	73	146

28. Soap and detergent making

Participants	Duration	Total Batches	Total Participants	Person Days
Shg/kudumbashree members	3	1	57	171

29. Stress management and personality development

Participants	Duration	Total Batches	Total Participants	Person Days
Eos,VEOs	2	1	37	74

30. Swatch bharath mission and waste management

Participants	Duration	Total Batches	Total Participants	Person Days
		2	156	312

31. Time management office communication,stress management

Participants	Duration	Total Batches	Total Participants	Person Days
Eos.VEOs,Ministerial staff on RD department	2	1	45	90

32. Training on water management conservation,use& planning for water security

Participants	Duration	Total Batches	Total Participants	Person Days
BP members	2	1	23	46

33. Training on women empowerment

Participants	Duration	Total Batches	Total Participants	Person Days
GP members	2	1	53	106

34. Traning on development and welfare program

Participants	Duration	Total Batches	Total Participants	Person Days
GP members	2	1	22	44

35. VEO Inservice Training

Participants	Duration	Total Batches	Total Participants	Person Days
Newely recruited VEOs	104	2	214	22256

36. Waste management and swatch Bharath Mission

Participants	Duration	Total Batches	Total Participants	Person Days
	6	3	228	1028

37. Water management conservation,use and planning for water security

Participants	Duration	Total Batches	Total Participants	Person Days
Eos,VEOs	2	1	51	102

KILA- CHRD - KOTTARAKKARA

Sl.No	Name of Programme	No of Programmes Conducted	Participants Attended
1	RD & PR	59	2038
2	NIRD&PR&NSID	11	539
3	Computer Application -RGSA	19	275
4	Rurban Mission	12	181
5	Public Health-Ardhram Mission	5	307
6	Virtual Class Room-RGSA	4	102
7	Leadership and Gender Sensitization-RGSA	4	129
8	SAKARMA Training- RGSA	35	1510
9	Audit &File Management Trg-RGSA	11	245
10	ISOCertification	1	37
11	SAKSHAM'(DTRT&BTRT)	16	693
12	Workshops	5	207
13	SAGY	1	39
14	RGSA	4	151
	Total	**187**	**6453**
Off campus			
1	Gender Sensitization-RGSA	3	187
2	Rurban Mission	21	1122
3	ISO Certification	2	63
4	Virtual Class Room-TRG	3	1703
5	MGNREGS-AMC Training	13	1352
6	MGNREGS-Mates Training	523	29769
7	MGNREGS-Geo Tagging	18	677
8	SAKSHAM'	32	1208
	Total	615	**36081**
	GRAND TOTAL	802	**42534**

Internship Programme

KILA provided an opportunity for those who are interested to gain exposure in areas of Local Governance, Panchayati Raj System, Public administration etc. The main objectives of the programme are:

- To provide a framework to students by which their educational experience is enhanced through practical work assignments
- To expose them to the area of Local Governance and Public Administration
- To expose them to the work of KILA and Local Governance Institutions to decrese their knowledge and understanding of the goals, principles, and activities of these institutions
- Handling day to day operational works of KILA

During the year 2017-18 KILA provided an Internship programme for 80 Students from various National / State Educational Institutes. The interns were trained and supervised by KILA Faculty Members, the details are given below;

Name of Supervisor	No. of Students
Dr. Sunny George, Professor	04
Dr. Peter M Raj, Associate Professor	27
Dr. J B Rajan, Associate Professor	49

Research & Studies

With the view to strengthen the Local Self Government Institutions and to study, support and disseminate the experiences of various LSGIs, KILA conducts policy and action researches. Major studies initiated by KILA in 2017-18 are

Title of the study	Status	Principal Investigator/ Nodal Officer
PAISA For Panchayat joint initiative of KILA and Accountability Initiative, Center for Policy Research, New Delhi	Completed	Dr. J B Rajan
Credit and Savings pattern among women workers of Mahatma Gandhi NREGS Alappuzha and Kollam Districts of Kerala	Completed	Dr. Oommen John, Dr. Jibini Kurien, Mr.Vinod Kumar
Sanitation and Behaviour pattern among coastal Fishermen in Alappuzha and Trivanduram Districts	Completed	Dr. Oommen John,Mr.Vinod Kumar, Ms. Sherine Chacko

KILA has also conducted Mini Research Programmes utilizing the services of the Interns. The studies conducted in the reporting period are:

Enabling Systems of Local Government

i. State Resource Group (SRG)

KILA facilitates the State Resource Group (SRG), the Secretariat of Coordination Committee on Decentralisation, constituted by the Local Self Government Department to guide and supervise the Planning and Monitoring of Annual Plans of LSGIs.

ii. Help Desk

KILA has launched the Help Desk System in 2008, which deals with Frequently Asked Questions (FAQs) on subjects related to local governance in Kerala. Help Desk deals with FAQs over the phone, e-mail, post and in person and document the same. The

whole system is computerised and the caller shall be assigned with a ticket and their query shall be answered. Now KILA revamped the Help Desk by up-scaling it into an online platform by recording responses to queries and monitoring the queries and responses by the faculties of KILA. All necessary literature on local governance viz. Acts, Rules, Govt. Orders, Circulars, Reports, Hand Books etc. are available on the digital repository and available to the general public (http://dspace.kila.ac.in). At present, there are 5 Experts engaged in KILA Help Desk under the supervision of KILA Faculty.

No. of FAQs dealt by Help Desk Team in 2017-18	6876

STAFF CORNER



Independence day



Onam celebration



Academic meeting



Farewell to Prof. Leela Kumari



Farewell to Shri. Mohammed



Ready for farming



Human right day

KERALA INSTITUTE OF LOCAL ADMINISTRATION (KILA)

KILA Team

1.	Dr.Joy Elamon	Director
2.	Ms. K. Vanajakumari	Regional Director
ACADEMIC		
3.	Dr.Sunny George	Professor
4.	Dr.Oommen John	Faculty in Public Administration
5.	Dr.Peter M.Raj	Associate Professor and Chair CRC -UNICEF
6.	Dr.J.B.Rajan	Associate Professor
7.	Ms. C.S.Lethika	Faculty in Rural Development
8.	Mr. C.Vinodkumar	Faculty in Rural Economics
9.	Dr. Vinod. S	Faculty in Sociology
10.	Dr.Jibini V Kurien	Faculty in Management
11.	Dr Amrutha K P N	Research Associate
12.	Ms. Sherine Chacko	Specialist in Social Work
13.	Dr.Amruth Raj R.M	Specialist in Women Studies
14.	Ms..Priya T.K.	Librarian
ADMINISTRATION		
15.	Ms. Girija Devi R.	Finance and Accounts Officer
16.	Mr. Mathew Andrews	Assistant Director
17.	Mr.K.K.Babu	Section Officer
18.	Mr. Madanakumar.S.R	Office Manager
19.	Mr. K.P.Unnikrishnan	Personal Secretary to Director
20.	Mr. Mirash O.S.	Computer Programme (HG)
21.	Mr. N.T.Davis	Overseer (Electrical)
22.	Mr. K.P.AbdulSamad	Overseer (Electrical)
23.	Mr. G.R.Manikantan	Hostel Manager
24.	Mr. Muhammad Shameer.S	Clerical Assistant cum Accountant
25.	Mr.Vinod K.	Clerk
26.	Ms. Nafala K.M.	Clerk
27.	Mr. Girish K.	Clerk
28.	Ms. Bhagya M.B.	Clerk

29.	Ms. Sindhu R	Clerk
30.	Mr. Muhammad Shameer S	Clerical Assistant cum Accountant
31.	Mr.. Jayan E.K.	Receptionist
32.	Mr. Sajan Peter T.	Library Attendant
33.	Mr. Sivanandan K.K.	Despatcher
34.	Mr. Santhosh T.A.	Caretaker
35.	Ms.. Varadakumari L	UD Typist converted as Data Entry Operator
36.	Ms. D.Thankamani Pillai	LD Typist
37.	Mr. Sarathkumar	Audio Visual Technician
38.	Mr. Muhammed A.K.	Driver (SG)
39.	Mr. Jayadevan S.	Driver (SG)
40.	Mr. Noushad A.S	Driver
41.	Mr. Rajesh Babu	Driver
42.	Mr. Ramanathan H.	Plumber (HG)
43.	Mr. Santhosh K.S.	Khalasi
44.	Mr. AbdulRasheed U.K.	Khalasi
45.	Mr. Balakrishnan A.K.	Khalasi
46.	Ms. Nini P.P.	Khalasi
47.	Ms. Bindu V.R.	Khalasi
48.	Ms..Vinitha A V	Khalasi
49.	Ms. Lissy K.V.	Full Time Sweeper
50.	Ms. Lilly C.D.	Full Time Sweeper
51.	Ms. Mini E.K.	Full Time Sweeper
52.	Ms. Vijayam T.K.	Full Time Sweeper
53.	Ms.. Remani E.K.	Full Time Sweeper
54.	Ms. Indira T.G.	Part time Sweeper
55.	Ms. Rosakutty V.O.	Part time Sweeper
56.	Mr. Suresh Kumar M S	Gardener
57.	Ms. Kochuthressia C D	Gardener
58.	Ms. Sherly A P	Gardener
59.	Ms. Suma V K	Gardener
60.	Varghese C F	Gardener
61.	Mr. Krishnakumar.S	Office Attendant

62.	Smt. Noorjahan I	Office Attendant (holding the charge of Library and Despatch Section)
63.	Mr. Rajeev R	Watchman
64.	Mr. R.Shibu	Gardener
65.	Mr. Venukumaran Nair	Cook
66.	Mr. Babukuttan Pillai	Hostel Boy
67.	Ms. Jaseentha	Part Time Sweeper

OTHER TEAM MEMBERS

1.	Mr. V G Sasidharan	Help Desk Consultant
2.	Mr. Balagangadaran R	Help Desk Consultant
3.	Mr. Dileep Kumar K	Help Desk Consultant
4.	Mr. Unnikrishnan Nair	Help Desk Consultant
5.	Mr. P K Jayadevan	Help Desk Consultant
6.	Mr. Raveendranath MK	Help Desk Consultant
7.	Mr. Surendran V	Media Consultant
8.	Mr. Gopi K	Consultant
9.	Mr. P V Ramakrishnan	Training Co-ordinator
10.	Mr. Bhaskaran Pallikkara	Training Co-ordinator
11.	Mr. M G Kalidasan	Training Co-ordinator
12.	Mr. K G Sajeev	Training Co-ordinator
13.	Mr. Umesh S	Training Co-ordinator
14.	Mr. Prathap Singh A S	Training Co-ordinator
15.	Ms. Rismiya R I	Training Associate
16.	Ms. Rima Jose	Training Associate
17.	Mr. Anoop P A	Technical Assistant
18.	Ms. Kukku Prakash	Training Co-ordinator
19.	Ms. Sukanya KU	Research Associate
20.	Mr. Rajesh RV	Research Associate
21.	Ms. Niyathi Vijay	Research Associate
22.	Mr. Sandeep G	Research Associate
23.	Mr. Vishnu R S	Research Associate

24.	Mr. Prakash	Research Associate
25.	Ms.Aditi Anna Sudheel	Research Associate (Planning Project)
26.	Mr. Ajith Krishnan A G	Research Associate (Planning Project)
27.	Mr. Azhar Azeez	Research Associate (Planning Project)
28.	Ms.Devika Nair	Research Associate (Planning Project)
29.	Mr. Dhanik K N	Research Associate (Planning Project)
30.	Ms. Neethu M D	Research Associate (Planning Project)
31.	Mr. Nibin Dev A M	Research Associate (Planning Project)
32.	Ms. Reenu Cherian	Research Associate (Planning Project)
33.	Ms. Saranya S	Research Associate (Planning Project)
34.	Ms. Sharon W G	Research Associate (Planning Project)
35.	Mr. Sreejith K R	Research Associate (Planning Project)
36.	Mr. Vineeth K	Post Intern Trainee/Apprentice
37.	Mr. Shyju M	Post Intern Trainee/Apprentice
38.	Ms. Minha Mariam Thappy	Post Intern Trainee/Apprentice
39.	Mr. Deepak A D	Post Intern Trainee/Apprentice
40.	Mr. Vijeesh P	Post Intern Trainee/Apprentice
41.	Ms. Divya Haridas	Project Fellows,
42.	Ms. KavyaNath	Project Fellows
43.	Ms. Jeffy Soly John	Project Fellows
44.	Mr. Balagopal K	District Facilitator
45.	Mr. Jayaraj P	District Facilitator
46.	Mr. John C P	District Facilitator
47.	Mr. Manoharan M	District Facilitator
48.	Mr. Padmanabhan P V	District Facilitator
49.	Mr. Premlal T	District Facilitator
50.	Mr. Ravi K K	District Facilitator
51.	Mr. Retnakaran E P	District Facilitator
52.	Mr. Retnakaran P V	District Facilitator
53.	Mr. Shahul Hameed	District Facilitator
54.	Mr. Sreedharan Master	District Facilitator

55.	Mr. Subhash Chandran	District Facilitator
56.	Mr. Sudhakaran V V	District Facilitator
57.	Mr. Vasu M K	District Facilitator
58.	Ms. Janaky KA	Clerk/Typist
59.	Ms. Sulochana C K	Typist
60.	Ms..Rajani M N	Clerk
61.	Ms. Bindu V K	Clerk
62.	Sri. Hareeshdas M G	Clerical Assistance
63.	Sri. Vibeen K V	Clerical Assistance
64.	Ms. Manisha I S	Support Staff RGSA
65.	Mr. Jasar	Application Support Level 2
66.	Sri .Jose P.I.	Assistant Grade I
67.	Mr. Anil kumar C.G	Confidential Assistant
68.	Ms. Srilatha S	DTP Operator
69.	Sri. Jitto P George	DTP Operator
70.	Ms. Vineetha	DTP Operator
71.	Ms. Jayasree T S	DTP Operator
72.	Ms. Lekha GN	DTP Operator
73.	Ms. Ranjini R	DTP Operator
74.	Ms. Deepa P B	Khalasi
75.	Ms. Mallika K S	Khalasi
76.	Mr. Haneefa K H	Khalasi
77.	Mr. Babu V R	Khalasi
78.	Mr. Sujith T P	Khalasi
79.	Mr. Amal S	Khalasi
80.	Sri. Ravindradas K V	Driver
81.	Mr. Rijoy A R	Driver
82.	Mr. Jayan	Driver
83.	Mr. Renjith S	Driver
84.	Ms. Sudha A V	Sweeper
85.	Ms. Razia T H	Sweeper

86.	Ms. Bindu K P	Sweeper
87.	Ms.Rema K	Sweeper
88.	Mr. Sekharan	Helper
89.	Mr. Aruchami	Helper
90.	Ms..Meena T R	Clerk
91.	Mr. Suhas C	Clerk
92.	Mr. Robert. J	Night Watchman
93.	Ms. Lijimol R	Kitchen Helper
94.	Mr. Suresh Kumar	Mess Cleaner
95.	Mr. Jayakumar	Hostel Boy
96.	Mr. Sunil kumar C	Training Assistant
97.	Mr. Sasidharan	Mess Assistants
98.	Ms. Laly	Mess Assistants
99.	Ms. Santha	Part Time Cleaner
100.	Ms. Omana,	Part Time Cleaner
101.	Ms. Ramani,	Part Time Cleaner

KILA – Centre for Socio-Economic Development, Kottarakkara, Kollam

Staff Members

1	Ms. Sudha D	Principal
Academic		
2	Mr. C. Radhakrishnan,	Senior Lecturer Rural Development
3	Mr. G. MuraleedharanPillai	Lecturer in Co-operation Co-operation and EDP
4	Dr. Sini Thomas	Lecturer Grade I Animal Husbandry
5	Ms. Sheela L	Lecturer Grade IHome Science
6	Lekha G. S.,	Lecturer Grade II Home Science
7	Dr. Juna L. Paul,	Lecturer Grade IIHome Science,Food Science and Nutrition
8	Ms. Sameera R	Lecturer Grade II Home Science, Food Science and Nutrition
9	Ms. Soumya V. S	Lecturer Grade IIRural Economics
Administration		
10	Mr. Sajikumar K P	Junior Superintendent
11	Mr. C Santhosh	Senior Clerk
12	Ms. Patricia A	Senior Clerk
13	Mr. Sujithkumar S	Clerk

14	Ms. Ahallya K Sidhan	Clerk
15	Mr. PrasanthA.V	Clerk
16	Ms. Sindhu.S	Typist
17	Ms. AjithaKumari.V	Typist
18	Mr. AnilKumar.N	Farm Manager (IC)
19	Mr. Prasad.D	Agriculture Assistant
20	Mr. Abhishek.S	Agriculture Assistant
21	Mr. Asok Kumar N	Artist Cum Photographer
22	Mr. Anil S	Driver
23	Mr. Dinesan Pillai.G	Driver
24	Ms. Deepa. L	Office Assistant
25	Ms. Renjini.G.S	Office Assistant
26	Ms. Marykutty.A	Office Assistant
27	Ms. Sarika A.S	Office Assistant
28	Mr. Jibin Vijayakumar	Office Assistant
29	Mr. Sajith.S	Watchman
30	Mr. Vijil Vas.V.C	Watchman
31	Mr. Suresh.P	Watchman
32	Mr. Deepak Chandran R	Watchman
33	Mr. Anil B	Watchman
34	Mr. Radhakrishna Pillai P.S	Farm Labourer
35	Mr. Muraleedharan Pillai B	Farm Labourer
36	Ms. Ananthavally.B	Part Time Sweeper
37	Ms. Elykutty Y	Part Time Sweeper

KILA – Centre for Good Governance, Mannuthy, Thrissur

Staff Members

1	Mr. Shaju K K	Principal
Academic		
2	Mr. Renil Rocky	Lecturer
3	Mr. Jayaraman K K	Lecturer
4	Dr.Neena K J	Lecturer
Administration		
5	Ms.Liby Jacob	Senior Clerk
6	Mr. Ramadas C N	Clerk
7	Ms.Shabna A K	Typist
8	Mr. Suresh M R	Driver (sn.Grade)
9	Mr. Shyju A T	Driver (Grade –I)

10	Mr. Manikantan S	Artist Cum Photographer
11	Mr. Sijo Jose	Mechanic (Electrical)
12	Ms.Lissy V J	Office Attendant
13	Ms.Dhannya C J	Office Attendant
14	Mr. Sujith EC	Peon cum watchman
15	Ms.Lilly A O	Part Time Sweeper
16	Ms.Padmavathy M G	Part Time Sweeper

KILA – Centre for Organic Farming Waste Management, Thaliparamba, Kannur.

Staff Members

1	Mr. K. Sasidharan	Principal
ACADEMIC		
2	Ms. Sindhu. D, Lecturer Gr. I(HSW)	Lecturer Gr. I (HSW)
3	Mr. Viswanathan. P	Lecturer (Co-operation)
4	Mr. Sivaprasad Kupleri	Lecturer Gr. II (Social Education)
5	Mr. Sajeev. J.S	Lecturer Gr. II (Rural Economics)
6	Ms. Vinitha. O.V	Lecturer Gr. II(Home Science Wing)
ADMINISTRATION		
6	Ms. Suraja. E. V	U.D. Accountant
7	Ms. Sathayavathi. K. V	Senior Clerk
8	Mr. Satheesh. K. P	Senior Clerk
9	Mr. Uthaman. T	Clerk
10	Ms. Beena. K	Senior Gr. Typist
11	Mr. Bhuvanedran Assari. V	Carpenter cum Balcksmith
12	Mr. Santhosh. M. A	Driver Gr. I
13	Mr. Suresh. P	Driver Gr. I
14	Mr. Soman. P. V	Office Attendant(HG)
15	Mr. Sadick. E	Office Attendant(HG)
16	Mr. Balaprasanth. N. B	Office Attendant
17	Mr. Anoop Mohanan	Office Attendant
18	Ms. Rajasree. P.V	Balawady Ayah
19	Mr. Kunhiraman. M. P	Part Time Watchman
20	Mr. Ramakrishnan. V	Part Time Sweeper
21	Mr. Sabish Babu. N. P	Night Watchman
22	Mr. Santhosh. K. V	Night Watchman

AUDIT REPORT

SKV & Associates
Chartered Accountants

TC 39/2738,
"Sree Priya",
Koorkkanchery,
Thrissur - 680 007
Phone: 0487-2425853/2427313
E-mail: skv.cas@gmail.com

Ref:

Date: 05.08.2018

AUDITORS' REPORT

The Chairman Governing Council
Kila
Mulakunnathukavu

We have audited the attached Balance Sheet of **Kerala Institute of Local Administration (KILA)** as at **31st March 2018** and also the Receipts and Payments Account for the year ended on that date annexed thereto. These financial statements are the responsibility of the Society's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted the audit in accordance with auditing standards generally accepted in India. Those 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 a 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 management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion. The physical verification of fixed assets is also the responsibility of the management.

We report that subject to our observations in (a) to (c) following,

a) It have been observed that an amount of Rs.1,41,02,112/- being the unutilized funds of KILA-CHRD Kottarakkara remain unadjusted in the absence reconciliation of the relevant data/records or correspondence. It was reported by management that the same would be set right during the financial 2018-19.
b) Similarly an amount of Rs.25,03,800/- transferred by KILA-CHRD Kottarakkara to erstwhile AHADS CCPRM Agali for conducting (BFT) 'Bare Foot Training' and 'MGNREGS' training would be settled with appropriate utilization certificate during 2018-19.
c) With respect to Tax Deducted at Source (TDS), as given in Note 1, deductions are made only at the time of payments in lieu of at the time of credit, in contraventions of the Income Tax Act.

i) We have obtained all the information and explanations, which to the best of our knowledge and belief were necessary for the purpose of our audit.

ii) In our opinion, proper books of account as required by law have been kept by the Society so far as it appears from our examination of those books.

iii) The Balance Sheet and Receipts and Payments Account dealt with by this report are in agreement with the Books of Account;

SKV & Associates CHARTERED ACCOUNTANTS "Vishnu Priya" House No. TMC/39/1753 Sree MB Road, Koorkkanchery Thrissur-680 007

Branch office: Room No. 78, Second Floor, D D Oceano Mall, Marine Drive, Kochi – 682011

iv) In our opinion and to the best of our information and according to the explanations given to us, and subject to our observations and given in (a) to (c) and the notes attached hereto and forming part of the balance sheet, give a true and fair view of the state of affairs of the society as on 31.03.2018, in conformity with the accounting principles generally accepted in India.

Place: THRISSUR
Date: 05.08.2018



For SKV & ASSOCIATES
(R. SANTHAKUMAR
PARTNER
CHARTERED ACCOUNTANTS

ACCOUNTING POLICIES AND NOTES TO AND FORMING PART OF ACCOUNTS OF KERALA INSTITUTE OF LOCAL ADMINISTRATION FOR THE YEAR ENDED31ST MARCH 2018

1. BASICS OF ACCOUNTING:

The financial statements of KILA are prepared on accrual basis as a going concern and in accordance with the generally accepted accounting principles. Revenue consists of income from various training programs conducted, interest on bank account, grant in aid (non-plan) from state Government and rental income from let out of rooms and training equipment. Revenue from training programs are recognized at the time of completion of the respective programs and when it can be reliably measured and it is reasonable to expect ultimate collection .Interest income from fixed deposits are recognized on a time proportion basis taking in to account the amount of deposit outstanding and the rate of interest. Interest income earned on the fixed term deposits received for conduct of a particular project is credited to that project account. TDS (Tax Deducted at Source) were accounted on payment basis and not on accrual basis.

2. FIXED ASSETS

Fixed assets are stated at cost less depreciation. All cost directly related to the acquisition and installation of fixed assets are capitalized and added to the respective assets.

3. TRANSFER TO PENSION FUND

Transfer of Income to Pension Fund from Training Programmes is on payment basis as per G.O (M.S. No: 183/2014/LSGD dt. 24/10/14).

4. DEPRECIATION

Depreciation is provided on all fixed assets on written down value method at the rates specified in Income Tax Act 1961.

5. GRANT FROM GOVERNMENT

Accounting of Government Grants were made in accordance with the established norms and standards as per Accounting Standard No.12.

Details of grant received from Central Government, State Government & various Projects are given below:-

(Amt in lakhs)

GRANT FROM GOVT			
PARTICULARS	DATE OF RECEIPT	AMOUNT	TOTAL
KILA ,MULAKUNNATHUKAVU			
State Govt			
Plan	16.3.18 & 31.3.18	507.10	
Grant from state Govt	31.5.18	2312.26	
Non Plan	27.1.18 & 31.3.18	41.27	2860.63
Project fund			
Child Resource Centre	4,16 may17 & 24.11.17	54.16	
KLGSDP	18.7.17 & 28.12.17	133.61	
Department of Urban Affairs	26.2.18	10.00	
Project Women Elected Representatives	7.2.18	4.57	
Project climate Change	1 & 31 March'18	20.00	
Project Mainstreaming Sustainable Development Goals	27.10.17	30.00	
Project NIUA	5.2.18	2.35	254.69
Project fund from Central Govt			
RGSA	10.6.17 ,3.1.18 & 31.3.18	2384.14	2384.14
TOTAL			3187.20
KILA- CHRD KOTTARAKARA			
State Govt			
2016-2017 Recurring Grant - Re-imbursement	12-07-17	43.66	43.66
2017-2018 First Installment Grant	31-01-18	65.00	65.00
Project fund from State Govt		NIL	0.00
Cental Govt (MoRD)			
2016-2017 Recurring Grant - Re-imbursement	06.10.2017	39.48	39.48
2017-2018 First Installment Grant	06.10.2017	68.00	
2017-2018 Second Installment Grant (for Core Faculty Salary 48 13. for Training and Administration 39.01)	22.03.2018	19.14	87.14
SUCHITWA MISSION		1.05	
BFT			
IIIrd Batch	04-07-17	5.05	
IVth Batch	12.10.17	3.61	

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Vth Batch	**19-02-18**	**13.78**	
World bank fund	**27.11.17**	**4.14**	
NISD New Delhi (Training)	**31.01.18**	**1.65**	
	16.03.18	**.18**	
Rurban Fund	**23.06.17**	**06.00**	
Rurban Fund	**31.07.17**	**16.08**	
Rurban Fund	**21.03.18**	**08.45**	
Telengana Team Exposure Visit			
Team 1	**04-05-17**	**3.51**	
Team 2	**04-05-17**	**4.14**	
Watershed Project			
KODAKARA BLOCK	**27.11.17**	**0.98**	
CHERUPE BLOCK	**03.03.18**	**0.99**	
CRD- PMAY PROJECT	**20.04.17**	**6.58**	
NIRD Training			
TRAINING APRIL	**07-04-17**	**1.00**	
TRAINING MAY	**11-05-17**	**1.00**	
TRAINING MAY	**19.08.18**	**.47**	
TRAINING JULY	**01.07.17**	**.82**	
TRAINING JULY	**02.08.17**	**.73**	
TRAINING AUGUST	**04.08.17**	**1.00**	
TRAINING OCTOBER	**03.03.18**	**1.07**	
DECEMBER TRAINING	**07.12.17**	**0.99**	
JANUARY TRAINING	**19.02.18**	**1.30**	
FEBRUARY TRAINING	**19.02.18**	**1.00**	
ODHISHA TEAM VISIT	**03.02.18**	**0.27**	
SAKSHAM –NIRD	**25.10.17**	**36.20**	

6. FINANCIAL PERFORMANCE

Excess of Income over Expenditure before depreciation: Rs. 1,10,26,075.70/-

Excess of Expenditure over Income after depreciation: Rs. 12,24,313.10/-

Date: 04/08/18

Place: Thrissur

Dr. Joy Elamon
DIRECTOR
Kerala Institute of Local Administration (KILA)
Mulamgunnathukavu PO, Thrissur-680581, Kerala
Tel: +91-487-2201312

KERALA INSTITUTE OF LOCAL ADMINISTRATION
THRISSUR-680 581

KERALA INSTITUTE OF LOCAL ADMINISTRATION,THRISSUR

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2018

INCOME	Annexure	For the Year ended 31.03.2018	For the Year ended 31.03.2017
By Income from Training Programmes	A	49,542,190.18	33,616,755.00
By Grant from Government -Non Plan Fund	B	27,655,000.00	25,055,353.00
By Interest from Bank	C	5,403,809.50	5,465,542.50
By Other Income	D	2,706,316.50	3,185,925.81
By Excess of Expenditure over Income		(1,224,313.11)	4,304,776.04
TOTAL		**84,083,003.07**	**71,628,352.35**
EXPENDITURE			
To Administrative Expenses	E	56,578,377.00	49,808,540.00
To Office Expenses	F	4,899,533.04	2,910,898.00
To Training Expenses	G	5,418,290.00	4,102,328.00
To Other Expenses	H	7,385,040.44	5,480,858.75
To Depreciation	SCH 6	9,801,762.59	9,325,727.60
TOTAL		**84,083,003.07**	**71,628,352.35**

KERALA INSTITUTE OF LOCAL ADMINISTRATION * THRISSUR 680 581 *

Dr. Joy Elamon
DIRECTOR
Kerala Institute of Local Administration (KILA)
Mulamgunnathukavu PO, Thrissur-680581, Kerala
Tel: +91-487-2201312

SKV & Associates
"Vishnu Priya" House No TM/39/1753 Saw Mill Road Kuriachira Thrissur 680 007
CHARTERED ACCOUNTANTS

As per our report of even date attached.

Place: Thrissur
Date : 07-08-2018

For SKV & ASSOCIATES
5/8/18
(R. SANTHAKUMAR
PARTNER
CHARTERED ACCOUNTANT

KERALA INSTITUTE OF LOCAL ADMINISTRATION,THRISSUR		
ANNEXURES FORMING PART OF INCOME AND EXPENDITURE ACCOUNT		
Particulars	**For the Year ended 31.03.2018**	**For the Year ended 31.03.2017**
ANNEXURE A		
Income from Training Programmes		
KILA HQ		
Administrative charges collected	15,768,220.18	11,972,080.00
Faculty and staff time	612,720.00	819,248.00
Course Fee collected (PGD Child Governance)	5,000.00	175,000.00
Room rent & rent training equipments	30,760,524.00	19,197,980.00
KILA Kottarakkara centre		
Administration Charges	1,952,994.00	1,057,047.00
Mess & Hostel Fee	442,732.00	395,400.00
TOTAL	**49,542,190.18**	**33,616,755.00**
ANNEXURE B		
Grant from Government -Non Plan Fund		
KILA HQ		
Non Plan Fund (Govt of Kerala)	4,127,000.00	3,589,000.00
KILA Kottarakkara centre		
Recurring Grant (Govt of India)	3,948,000.00	7,404,000.00
Recurring Grant (Govt of Kerala)	4,366,000.00	5,634,000.00
Recurring Grant for Core Faculty Arrear (GoI)	8,714,000.00	917,353.00
Recurring Grant 2015-16 Reimbursement (GoI)	6,500,000.00	7,511,000.00
TOTAL	**27,655,000.00**	**25,055,353.00**
ANNEXURE C		
Interest from Bank		
KILA HQ	4,952,432.50	4,903,068.50
KILA Kottarakkara centre	451,377.00	562,474.00
TOTAL	**5,403,809.50**	**5,465,542.50**
ANNEXURE D		
Other Income		
KILA HQ		
Accredited Agencies-Processing Fee	70,000.00	-
Consultancy & other income	1,757,257.00	2,928,079.53
Fee for right information	250.00	666.00
Subscription fee collected	2,000.00	2,900.00
Tender forms & Photostat charges	549,422.50	10,419.00
Income From Sale of Vehicle	2,958.00	-
Quarters rent	160,800.00	71,445.00
Rent EDII	88,672.00	80,612.00
KILA Kottarakkara centre		
Miscelanious Income	68,077.00	
Cost of Tender Forms	1,120.00	46,635.00
Sale of Scrap	-	45,169.28
Quarters Rent	5,760.00	-
TOTAL	**2,706,316.50**	**3,185,925.81**

SKV & Associates · CHARTERED ACCOUNTANTS ·

Particulars	For the Year ended 31.03.2018	For the Year ended 31.03.2017
ANNEXURE E		
Administrative Expenses		
KILA HQ		
Pay and Allowances	35,787,879.00	28,508,303.00
Travelling allowances	912,675.00	575,647.00
Advertisement expenses	385,303.00	271,069.00
Audit fee	204,300.00	50,000.00
Security service charges	1,698,772.00	1,508,682.00
Legal charges & Proffessional Charges	12,000.00	32,431.00
Housekeeping of SAS	568,050.00	395,746.00
KILA Kottarakkara centre		
Salary & Allowances-Core Faculty	4,492,744.00	3,857,724.00
Salary & Allowances-Staff	11,862,443.00	13,440,028.00
Travelling Expenses-Staff	62,686.00	108,344.00
Subscriptions & Periodicals	24,954.00	27,495.00
Electiricity & Water Supply Expenditure	539,271.00	439,018.00
Meeting & Entertainment Expense	12,300.00	158,819.00
Audit Fee	15,000.00	-
Office Expenses	-	435,234.00
TOTAL	**56,578,377.00**	**49,808,540.00**
ANNEXURE F		
Office Expenses		
KILA HQ		
Maintenance - Vehicles	408,994.00	462,941.00
Electricity Charges	2,025,744.56	1,652,084.00
GC / EC Meeting Expenses	16,776.00	12,814.00
Postage ,Telephone & Internet charges	933,563.12	783,059.00
KILA Integration Expenses	320,117.00	-
Trivandrum Regional Centre Exps	419,749.00	-
KILA Agali Centre		
Fuel Charges	27,970.00	-
Vehicle Maintenance-	87,593.00	-
Vehicle Insurance	36,187.00	-
Electricity Charges	285,808.00	-
Stationary & Printing	14,927.00	-
Telephone Charges	7,579.36	-
KILA Integration Expenses	60,000.00	-
Bed Sheet, Pillow Cover, Etc	83,750.00	-
KILA Kottarakkara centre		
Postage and Courier Charge	11,729.00	-
Printing & Stationary	15,476.00	-
Telephone Charges	29,191.00	-
Advertisement Expenses	12,470.00	-
Miscellaneous Expenses	51,829.00	-
Cleaning Charges	15,780.00	-
Publication\Documentation	34,300.00	-
TOTAL	**4,899,533.04**	**2,910,898.00**

Particulars	For the Year ended 31.03.2018	For the Year ended 31.03.2017
ANNEXURE G		
Training Expenses		
KILA HQ		
Honorarium and T.A	117,007.00	49,101.00
KILA Journal	22,000.00	134,260.00
Printing and Stationary	335,784.00	711,500.00
Bed Sheet, Pillow Cover, Etc.	619,792.00	474,544.00
Washing Charges	429,799.00	323,219.00
Cable Connection Expenses	188,900.00	108,000.00
Mess expense	216,265.00	579,582.00
Photo & Recreation expense	16,882.00	6,733.00
Vehicle charges	540,520.00	47,170.00
KILA Kottarakkara centre		
Honorarium and T.A	315,165.00	263,320.00
Stationary	63,864.00	270,541.00
Miscelalneous	14,120.00	79,081.00
Internet charges	-	112,853.00
Consumables	-	627,108.00
Hostel stationary	101,475.00	49,376.00
Wages	333,736.00	137,265.00
Sponsered training expense	-	128,675.00
Rent Training Equipments	14,820.00	-
Training Materials	654,090.00	-
Cable Connection Charges CHRD	12,320.00	
Cleaning Exps-HostelCHRD	95,147.00	
Mess Expenses CHRD	1,186,065.00	
Washing Charges CHRD	65,120.00	
Field Visit Expenses	52,034.00	
Mineral Water Charges	21,230.00	
Photo	2,155.00	
TOTAL	**5,418,290.00**	**4,102,328.00**
ANNEXURE H		
Other Expenses		
KILA		
Consultancy Charges	63,865.00	-
Bank Charges	143,062.50	12,065.20
Building Tax & water charges	53,606.40	7,027.50
Membership fee & Momentos	52,418.00	23,306.00
Newspaper and Periodicals	412,864.00	170,492.00
Repairs & Maintenance*	2,687,433.54	3,800,945.05
Purchase of Kitchen Vessels & Baby Cradle	177,982.00	-
Uniform	19,140.00	-
Accredited Agencies Expenses	63,274.00	-
Exhibition	101,986.00	-

SKV & Associates CHARTERED ACCOUNTANTS "Vishnu Priya" House No TMC/39/1753 Saw Mill Road, Kowdiar Thrissur 680 007

Particulars	For the Year ended 31.03.2018	For the Year ended 31.03.2017
KILA Kottarakkara centre		
Fuel vehicle	616,637.00	657,541.00
Insurance Vehicle	114,107.00	95,881.00
Repair & maintenanace Vehicle	269,667.00	200,627.00
Taxes- Vehicle	-	162,183.00
Repair & maintenanace Equipemnts	156,358.00	170,860.00
Minior Repair & maintenanace	109,086.00	48,021.00
Fuel Generator	-	10,455.00
Repair & maintenanace Building	106,451.00	100,955.00
Garden Maintenance	48,595.00	-
Bank Charges	19,216.00	-
Legal Fee	-	20,500.00
Asset Mapping	112,969.00	
KILA Agali Centre		
Repair & maintenanace	203,042.00	-
Daily Wage	832,952.00	-
Security Service Charges	1,018,181.00	-
News Paper & Periodicals	2,148.00	-
TOTAL	**7,385,040.44**	**5,480,858.75**

SKV & Associates CHARTERED ACCOUNTANTS

GROUPINGS (INCOME AND EXPENDITURE ACCOUNT)		
PARTICULARS		**AMT.**
Rent Received		
Room rent	14,617,233.00	9,452,201.00
Rent-Training Equipment	11,529,760.00	9,593,722.00
Training Materials Taxable	193,860.00	-
Honorarium & T.A -Taxable	183,165.00	-
Mess Expenses-Taxable	3,719,016.00	-
Miscellaneous Income Taxable	9,430.00	-
photo Taxable	15,894.00	-
Vehicle Charges-Taxable	489,716.00	-
Fuel to generator Taxable	2,450.00	
TOTAL	**30,760,524.00**	**19,197,980.00**
Repairs & Maintanance		
Repairs & Maintenance	2,225,278.00	3,413,054.00
Campus beautification	309,178.00	252,000.00
Garden Maintenance	24,161.00	22,983.00
Miscellaneous expense	128,816.54	112,908.05
TOTAL	**2,687,433.54**	**3,800,945.05**

SKV & Associates
CHARTERED ACCOUNTANTS
"Vishnu Priya"
House No. TMC/39/1753
Saw Mill Road, Kochanchery
Thrissur 680 007

KERALA INSTITUTE OF LOCAL ADMINISTRATION,THRISSUR

BALANCE SHEET AS ON 31ST MARCH 2018

LIABILITY	SCH	As on 31.03.2018	As on 31.03.2017
Capital Contribution	1	353,412,044.70	308,579,330.24
Grant Received	2	620,271,551.39	547,057,251.89
Deemed University -Corpus Fund	3	197,112,438.00	187,455,012.00
Current Liabilities	4	379,078,528.36	168,854,782.68
Other Liabilities	5	1,203,512.00	1,057,182.00
TOTAL		**1,551,078,074.45**	**1,213,003,558.81**
ASSETS			
Fixed Assets	6	199,259,884.94	165,662,314.53
Capital Work in progress SAS Building		54,120,651.00	54,120,651.00
Capital Work in progress -Library Building		17,074,897.00	17,074,897.00
Capital Work in progress-Opening Forum		-	95,792.00
Capital Work in progress -Additional Floor		672,000.00	672,000.00
Current Assets	7	1,236,725,383.74	930,928,333.40
Excess of Expenditure overIncome			
Opening Balance		44,449,570.88	40,144,794.84
Add: Excess of Expenditure over income		(1,224,313.11)	4,304,776.04
TOTAL		**1,551,078,074.45**	**1,213,003,558.81**

KERALA INSTITUTE OF LOCAL ADMINISTRATION * THRISSUR-680 581 *

Dr. Joy Elamon
DIRECTOR
Kerala Institute of Local Administration (KILA)
Mulamgunnathukavu PO, Thrissur-680581, Kerala
Ph: 0487-2201312

As per our report of even date attached.

Place: Thrissur
Date : 02-08-2018

For SKV & ASSOCIATES

5/8/18

(K. SANTHAKUMAR,
PARTNER
CHARTERED ACCOUNTANTS

SKV & Associates * CHARTERED ACCOUNTANTS *
"Vishnu Priya"
House No. TTMC 39/1753
Sastri Road, Koorkenchery
Thrissur-680 007

KERALA INSTITUTE OF LOCAL ADMINISTRATION,THRISSUR

SCHEDULES FORMING PART OF BALANCE SHEET

Particulars	As on 31.03.2018		As on 31.03.2017	
Schedule 1				
Capital Contribution				
Contribution from muncipality		810,000.00	-	810,000.00
Contribution from panchayat		18,836,500.00	-	18,836,500.00
Corpus Fund	*68,194,197.00*		*61,411,510.00*	
Additions	*787,810.00*	68,982,007.00	*6,782,687.00*	68,194,197.00
Corpus fund SDC	*22,869,868.00*		*21,028,739.00*	
Interest on corpus fund SDC	*293,721.00*		*707,842.00*	
Add: Additions	*1,589,077.00*		*1,841,129.00*	
Add:Interest accrued on SDC Corpus Fund	*(272,580.00)*		*(63,696.00)*	
Less: Utilisations	*(102,423.00)*	24,377,663.00	*(350,425.00)*	23,163,589.00
Grant from Central Govt.		178,309,325.00		178,309,325.00
SIRD capital fund	*19,265,719.24*		*17,868,306.24*	
Add: Additions	*8,907,977.00*	28,173,696.24	*1,397,413.00*	19,265,719.24
Capital Contribution - Agali		33,922,853.46		
TOTAL		353,412,044.70		308,579,330.24
Schedule 2				
KILA				
Grant from state Govt.				
Opening balance b/d	*468,288,500.00*		*306,378,303.50*	
Add:Additions	*281,935,513.00*		*225,000,000.00*	
Less: amount Utilised for the year	*(190,633,179.50)*	559,590,833.50	*63,089,803.50*	468,288,500.00
SIRD				
Non Recurring Grant				
As Per last Balance Sheet	*22,727,647.89*		*20,417,872.89*	
Add: Interest Received	*99,565.00*		*2,515,612.00*	
Less: Utilized	*(8,927,085.00)*	13,900,127.89	*205,837.00*	22,727,647.89
Non Recurring TSST				
As Per last Balance Sheet	*27,676.00*		*20,646.00*	
Add: Interest Received	*4,970.00*		*7,030.00*	
Less: Utilized	-	32,646.00		27,676.00
Grant for Hostel Construction & Vehicle				
As Per last Balance Sheet		33,585.00		33,585.00
Concurrent Monitoring Evaluation Project Fund				
As Per last Balance Sheet		43,887.00		43,887.00
Action Research Project Grant-				
As Per last Balance Sheet		204,591.00		204,591.00
Project-Action Research Project,Kerala		100,000.00		100,000.00
UNDP Fund - KILA				
As Per last Balance Sheet		4,064.00		4,064.00
Project-Activity Mapping				
As Per last Balance Sheet		30,776.00		30,776.00
World Bank Fund				
As Per last Balance Sheet	*121,824.00*		*4,040,141.00*	
Add: Interest Received	-		*74,006.00*	
Add: Fund Received	-		*1,500,000.00*	
Less: World Bank Expenses	*(121,824.00)*	-	*(5,492,323.00)*	121,824.00

SKV & Associates
"Vishnu Priya"
House No. TMC/39/1753
Saw Mill Road, Kuttenchery
Thrissur-680 007
CHARTERED ACCOUNTANTS

Particulars	As on 31.03.2018		As on 31.03.2017	
Research Gender Audit Fund				
As Per last Balance Sheet		15,982.00		15,982.00
BFT Training Fund				
As Per last Balance Sheet	2,004,064 00		(325,184 00)	
Add: Fund Received	2,244,060.00		5,414,505.00	
Less:Expense	(711,839 00)	3,536,285.00	(3,085,257.00)	2,004,064.00
Evaluation Study- Protection of Women from domestic Violence				
As Per last Balance Sheet		34,256.00		34,256.00
Thirunelly Project				
As Per last Balance Sheet		1,000,000.00		1,000,000.00
TRG Fund Networking NIRD&PR				
As Per last Balance Sheet	1,140,050.00		1,695,912.00	
Add:received during the year	-		-	
Less:Expenses	(1,140,050.00)	-	(555,862.00)	1,140,050.00
MGNREGS Training Fund				
As Per last Balance Sheet	33,874,905.00		38,370,130.00	
Add: Interest Received	1,040,192 00		1,337,660.00	
Less: MGNREGS Training Expenses	(6,625,232 00)	28,289.865.00	(5,832,885.00)	33,874,905.00
ISTM Fund				
As Per last Balance Sheet	446,366.00			
Fund Received	-		1,401,810.00	
Less:Expense	(446,366.00)	-	(955,444.00)	446,366.00
GIS Lab Admin Cost				
As Per last Balance Sheet	479,107.00		102,636.00	
Fund Received	-		862,000.00	
Less:Expenses	(523,242.00)	(44,135.00)	(485,529.00)	479,107.00
MGNREGS- Evaluation Study				
As Per last Balance Sheet	5,050,963.00		5,061,272 00	
Fund Received	30,498.00			
Less : Expense During the year	(1,900,698.00)	3,180,763.00	(10,309.00)	5,050,963.00
IWMP Training Fund				
As Per last Balance Sheet	812,416.00		1,217,456.00	
Less : Expense During the year	-	812,416.00	(405,040.00)	812,416.00
PMGSY				
As Per last Balance Sheet		265,037.00		265,037.00
Lab to Land- IEC Activities				
As Per last Balance Sheet		930,082.00		930,082.00
NIRD Research Fund 1				
As Per last Balance Sheet	116,575 00			
Fund Received	-		152,500.00	
Less:Expenses	(117,028.00)	(453.00)	(35,925.00)	116,575.00
NIRD Research Fund 2				
As Per last Balance Sheet	82,896.00			
Fund Received	-		143,500.00	
Less:Expenses	(91,215.00)	(8,319.00)	(60,604.00)	82,896.00
Lab to Land- Training Programme				
As Per last Balance Sheet	138,009.00		138,009.00	
Less: Expenses During the year	-	138,009.00		138,009.00
Project Preparation (Kerala)				
As Per last Balance Sheet		1,800,000.00		1,800,000.00



Particulars	As on 31.03.2018		As on 31.03.2017	
Training Fund Gender Building				
As Per last Balance Sheet	-		*273,208.00*	
Add: Fund Received	-		*703,300.00*	
Add: Advance Revised	-		-	
Less: Training Expenses Gender Budgeting	-	-	*(976,508.00)*	-
Training Fund IAY Programmes				
As Per last Balance Sheet		**(42,239.00)**		**(42,239.00)**
PMAY G MASON TRG Fund				
As Per last Balance Sheet	*1,500,000.00*			
Fund Received	-			**1,500,000.00**
Less: Expenses During the year	*(339,725.00)*	**1,160,275.00**		
RURBAN Fund				
As Per last Balance Sheet	*962.00*		-	
Fund Received	*3,094,195.00*		*150,000.00*	
add Interest Received	-		*3,165.00*	
Less: Expenses During the year	*(1,410,623.00)*	**1,684,534.00**	*(152,203.00)*	**962.00**
Training Fund Net Working				
As Per last Balance Sheet			*288,350.00*	
Add: Interest Received				
Less: Expenses During the year			*(288,350.00)*	-
	-			
Telugana Team 2016-17				
As Per last Balance Sheet	*575,510.00*			
Fund Received	-		*771,363.00*	
Less: Expenses During the year	*(575,510.00)*	-	*(195,853.00)*	**575,510.00**
Training Fund RGPSA				
As Per last Balance Sheet	*4,522,000.00*		*5,435,875.00*	
Add: Interest Received	*63,603.00*		*110,091.00*	
Add: Fund Received	*3,000,000.00*		*3,921,000.00*	
Less: Training Expenses RGPSA	*(4,982,805.00)*	**2,602,798.00**	*(4,944,966.00)*	**4,522,000.00**
NIRC MGNREGA Training				
As Per last Balance Sheet	*15,097.00*		*15,097.00*	
Less: Training Expenses NIRC MGNREGA	-	**15,097.00**	-	**15,097.00**
Training Fund BRGF				
As Per last Balance Sheet	*742,912.00*		*742,912.00*	
Advance Refund During the year	-		-	
Less: Expenses	*(742,912.00)*	-	-	**742,912.00**
Training Fund SAGY				
As Per last Balance Sheet	*371,605.00*		*371,605.00*	
Received During the year	-		-	
Less: Training Expenses	*(25,250.00)*	**346,355.00**	-	**371,605.00**
CRD-Social Audit				
As Per last Balance Sheet	*41,201.00*			
Fund Received	-		*53,450.00*	
Less:Expense	-	**41,201.00**	*(12,249.00)*	**41,201.00**
NIRD Disaster Manangement				
Fund Received		**(179,985.00)**	*87,381.00*	
Less:Expense			*(87,381.00)*	-
Uttarakhand Expr Visit			*188,600.00*	
As Per last Balance Sheet	*165,432.00*			
Fund Received	-		*(23,168.00)*	**165,432.00**
Less:Expense	*(165,432.00)*	-		

SKV & Associates
"Vishnu Priya"
House No. TNC/39/1753
Saw Mill Road, Koorkenchery
Thrissur 680 007
CHARTERED ACCOUNTANTS

Particulars	As on 31.03.2018		As on 31.03.2017	
Vaddakanchery Project				50,000.00
As Per last Balance Sheet	50,000.00			
Less:Expense	(47,169.00)	2,831.00		
NIRD Short GEO-MGNREGS				
Fund Received			241,125.00	
Less:Expense			(241,125.00)	-
PMAY Fund-CRD Receivabe				
As Per last Balance Sheet	(658,487.00)			
Fund Received	658,487.00			
Less:Expense	-	-	(658,487.00)	(658,487.00)
Training Fund NIRD(S)				
Fund Received			185,979.00	
Less:Expense			(185,979.00)	-
WATERSHED		157,135.00		
SAKSHAM NIRD		593,251.00		
TOTAL		620,271,551.39		547,057,251.89
Schedule 3				
Deemed University - Corpus Fund				
Opening balance b/d	187,455,012.00		173,416,619.00	
Add: Additions	9,657,426.00		14,038,393.00	
Less: Amount Utilised for the year	-	197,112,438.00	-	187,455,012.00
TOTAL		197,112,438.00		187,455,012.00

SKV & Associates
CHARTERED ACCOUNTANTS
"Vishnu Priya"
House No. 16/C 3/1753
Saw Mill Road
Thrissur-680 001

KERALA INSTITUTE OF LOCAL ADMINISTRATION,THRISSUR

SCHEDULES FORMING PART OF BALANCESHEET

SCHEDULES		As on 31.03.2018	As on 31.03.2017
Schedule 4			
Current Liabilities			
Gratuity payable		7,791,579.00	7,791,579.00
Pension Fund Payable		39,887,722.00	29,397,267.00
GPF Payable		6,029,373.00	5,332,263.00
Sundry Creditors	I	313,487,747.38	114,781,661.68
Outstanding expenses	II	6,298,321.98	6,177,319.00
Tds Payable		1,090,548.00	1,173,803.00
SIRD current liabilities	III	4,493,237.00	4,200,890.00
TOTAL		**379,078,528.36**	**168,854,782.68**
Schedule 5			
Other Liabilities			
Earnest money deposit		313,081.00	90,161.00
Retension money		660,183.00	660,183.00
Security Deposit		226,598.00	302,588.00
Subscription fee received in advance		3,650.00	4,250.00
TOTAL		**1,203,512.00**	**1,057,182.00**
Schedule 7			
Current Asset			
Sundry Debtors	IV	168,944,391.56	19,667,210.00
Bank Accounts KILA & SIRD	V	277,837,607.80	386,380,665.40
Fixed deposits	VI	381,683,328.00	317,125,493.00
Cash in Hand KILA & SIRD	VII	14,627.38	14,802.00
Stock -Training Materials		356,506.00	564,987.00
Stock of Chemicals- Agali		10,000.00	-
Advance for Land		128,400,000.00	128,400,000.00
Interest Accrued		23,319,397.00	21,556,340.00
LIC-Gratuity Fund		7,791,579.00	7,590,415.00
TDS Receivable		4,737,749.00	4,060,793.00
Grant Receivable From State Govt.		231,226,000.00	-
Telephone Deposit		-	1,893.00
Earnest Money Deposit -Gas Connection		14,400.00	14,400.00
Prepaid Expenses		33,589.00	374,375.00
SIRD Current assets(deposits & advances)	VIII	12,356,209.00	45,176,960.00
Implementation of CoKILA		-	-
TOTAL		**1,236,725,383.74**	**930,928,333.40**

SKV & Associates * CHARTERED ACCOUNTANTS * "Vishnu Priya" House No. TMC/39/1753 Saw Mill Road Koorkenchery Thrissur-680 007

KERALA INSTITUTE OF LOCAL ADMINISTRATION,,THRISSUR

Fixed Assets Statement As On 31.03.2018

Schedule - 6

SL. NO	Particulars	Rate %	WDV AS ON 01.04.2017	Additions		Deductions	TOTAL	Depreciation	WDV AS ON 31.03.2018
				More than Six Months	Less than Six Months				
	KILA								
1	*Land at Cost	0	104,089,719.00				104,089,719.00	-	104,089,719.00
2	Art Gallery	0	1,029,231.00				1,029,231.00	-	1,029,231.00
3	Library Software - KUHA*	0	1.00				1.00	-	1.00
			105,118,951.00	-	-	-	105,118,951.00	-	105,118,951.00
	10% Block								
	KILA								
	Construction of Store Room	10	3,506,451.30				3,506,451.30	350,645.13	3,155,806.17
	Construction of Dining Hall	10	3,339,729.00				3,339,729.00	333,972.90	3,005,756.10
	Building	10	9,631,560.60				9,631,560.60	963,156.06	8,668,404.54
	Formation of Raod to Library	10	1,820,099.70				1,820,099.70	182,009.97	1,638,089.73
	Compound Wall	10	1,850,891.65				1,850,891.65	185,089.17	1,665,802.49
	Rain Water Harvesting Units	10	388,034.10				388,034.10	38,803.41	349,230.69
	Quarters	10	248,694.30				248,694.30	24,869.43	223,824.87
	Statue	10	131,259.60				131,259.60	13,125.96	118,133.64
	Acoustic Treatment of Auditorium	10	51,324.30				51,324.30	5,132.43	46,191.87
	Asset 1994-95	10	44,775.00				44,775.00	4,477.50	40,297.50
	Building-Generator Shed	10	27,424.80		68,948.00		96,372.80	6,189.88	90,182.92
	Building-Scootershed	10	18,593.10				18,593.10	1,859.31	16,733.79
	Building - Roofwork for generator at SAS	10	171,502.55				171,502.55	17,150.26	154,352.30
	Furniture & Fittings	10	9,773,126.25		343,133.00		10,116,259.25	994,469.28	9,121,789.98
	Name Board	10	14,580.00		103,833.00		118,413.00	6,649.65	111,763.35
	Thinkers Retreat Centre	10	25,920.00				25,920.00	2,592.00	23,328.00
	Electrical Fittings	10	1,716,367.60				1,716,367.60	171,636.76	1,544,730.84
	Electronic items	10	-		56,034.00		56,034.00	2,801.70	53,232.30
	Open Forum	10	-		95,792.00		95,792.00	4,789.60	91,002.40

SKV & Associates
"Vishnu Priya"
House No TMC/39/1753
Saw Mill Road,Kochuvechery
Thrissur 680 007
CHARTERED ACCOUNTANTS

SL. NO	Particulars	Rate %	WDV AS ON 01.04.2017	Additions		Deductions	TOTAL	Depreciation	WDV AS ON 31.03.2018
				More than Six Months	Less than Six Months				
	CHRD						-	-	-
	Academic Block	10	2,136,067.88				2,136,067.88	213,606.79	1,922,461.09
	Buildings	10	1,532,728.33				1,532,728.33	153,272.83	1,379,455.50
	Electrical Equipments	10	520,050.90				520,050.90	52,005.09	468,045.81
	Electrical Fittings	10	178,986.47				178,986.47	17,898.65	161,087.82
	GIS Lab WB	10	1,129,277.07				1,129,277.07	112,927.71	1,016,349.36
	Bore Well	10	15,559.05				15,559.05	1,555.90	14,003.14
	Draw Well	10	32,414.26				32,414.26	3,241.43	29,172.83
	Staff Quarters	10	2,697,348.87				2,697,348.87	269,734.89	2,427,613.98
	Coir Mats	10	14,668.94				14,668.94	1,466.89	13,202.04
	Furniture	10	2,364,429.01	42,871.00			2,407,300.01	240,730.00	2,166,570.01
	Aquarium	10	9,749.65				9,749.65	974.96	8,774.68
	Hostel Building	10	3,420,212.85		4,738,591.00		8,158,803.85	578,950.84	7,579,853.02
	Water Supply System	10	592,135.78				592,135.78	59,213.58	532,922.20
	Library Building	10			4,169,386.00		4,169,386.00	208,469.30	3,960,916.70
	AHADS CCPRM						-	-	-
	Building						-	-	-
	Administrative Block	10			7,580,670.00		7,580,670.00	379,033.50	7,201,636.50
	Water Testing Laboratory	10			1,963,000.00		1,963,000.00	98,150.00	1,864,850.00
	Quarters - Directors,JPD,DPD,DPD Bachelor, AD Family, AD Bachelors,Officers, Office Assistants	10			9,881,990.00		9,881,990.00	494,099.50	9,387,890.50
	Hostel - Men's and Women's	10			2,902,646.00		2,902,646.00	145,132.30	2,757,513.70
	Compound Wall	10			99,333.00		99,333.00	4,966.65	94,366.35
	Approach Road	10			937,972.00		937,972.00	46,898.60	891,073.40
	Water Supply System	10			155,897.00		155,897.00	7,794.85	148,102.15
	CNC Wiring	10			177,375.00		177,375.00	8,868.75	168,506.25
	Pressure Filter room	10			892,076.00		892,076.00	44,603.80	847,472.20
	Training Hall	10			1,364,653.00		1,364,653.00	68,232.65	1,296,420.35
	Canteen	10			54,495.00		54,495.00	2,724.75	51,770.25
	Govt. body and Library	10			1,263,714.00		1,263,714.00	63,185.70	1,200,528.30

SKV & Associates
"Vishnu Priya"
House No. TMC/39/1753
Saw Mill Road, Koorkenchery
Thrissur-680 007
CHARTERED ACCOUNTANTS

SL. NO	Particulars	Rate %	WDV AS ON 01.04.2017	Additions		Deductions	TOTAL	Depreciation	WDV AS ON 31.03.2018
				More than Six Months	Less than Six Months				
	Furniture & Fixtures						-	-	-
	Chairs - Steel, Wooden & Plastic(953Nos)	10			165,610.00		165,610.00	8,280.50	157,329.50
	Table - Steel, Wooden, (244Nos)	10			85,400.00		85,400.00	4,270.00	81,130.00
	Computer Table(59Nos)	10			17,700.00		17,700.00	885.00	16,815.00
	Sofa(10Nos)	10			3,000.00		3,000.00	150.00	2,850.00
	Almirah- Steel, Wooden(81Nos)	10			60,750.00		60,750.00	3,037.50	57,712.50
	Racks - Steel, Wooden(72Nos)	10			20,175.00		20,175.00	1,008.75	19,166.25
	Stools(22Nos)	10			1,650.00		1,650.00	82.50	1,567.50
	Cot - Iron, Wooden(168Nos)	10			116,250.00		116,250.00	5,812.50	110,437.50
	Fan - Wall, Ceiling(183Nos)	10			64,400.00		64,400.00	3,220.00	61,180.00
	Beds(147Nos)	10			73,500.00		73,500.00	3,675.00	69,825.00
	Locker	10			5,000.00		5,000.00	250.00	4,750.00
			47,403,962.88	42,871.00	37,462,973.00	-	84,909,806.88	6,617,832.04	78,291,974.85
	15% Block						0		0
	KILA						-		-
	Television	15	1,191,129.85		149,820.00		1,340,949.85	189,905.98	1,151,043.87
	Vehicle	15	457,087.50			22,542.00	434,545.50	65,181.83	369,363.68
	EPABX Cabling	15	406,270.25				406,270.25	60,940.54	345,329.71
	Photocopier	15	365,054.60				365,054.60	54,758.19	310,296.41
	LCD Projector	15	355,594.10				355,594.10	53,339.12	302,254.99
	Air Conditioner	15	422,138.05				422,138.05	63,320.71	358,817.34
	Water Fountain	15	397,676.70				397,676.70	59,651.51	338,025.20
	Kitchen Equipments	15	221,855.10	55,246.25	88,050.00		365,151.35	48,168.95	316,982.40
	Machinery	15	865,820.45	337,000.00	652,946.99		1,855,767.44	229,394.09	1,626,373.35
	Training Equipments	15	45,558.30				45,558.30	6,833.75	38,724.56
	Intercom	15	23,949.60				23,949.60	3,592.44	20,357.16
	Water Heater	15	12,812.90				12,812.90	1,921.94	10,890.97
	Fire Fighting Equipments	15	1,155.15				1,155.15	173.27	981.88
	Mobile Phone - Hand Set	15	471.75		18,534.00		19,005.75	1,460.81	17,544.94
	Office Automation	15	1,960,907.50				1,960,907.50	294,136.13	1,666,771.38
	Disposer Machine	15	54,486.70				54,486.70	8,173.01	46,313.70
	BICYCLE	15			37,200.00		37,200.00	2,790.00	34,410.00

SKV & Associates
"Vishnu Priya"
House No: TMC/39/1753
Saw Mill Road, Koorkenchery
Thrissur-680 007
CHARTERED ACCOUNTANTS

SL. NO	Particulars	Rate %	WDV AS ON 01.04.2017	Additions		Deductions	TOTAL	Depreciation	WDV AS ON 31.03.2018
				More than Six Months	Less than Six Months				
	CHRD						-	-	-
	Diesel Generator	15	473.49				473.49	71.02	402.47
	Pump set & Accessories	15	42,201.44	25,798.00			67,999.44	10,199.92	57,799.53
	Voltage Stabiliser	15	29.48				29.48	4.42	25.06
	Air Conditioner	15	474,475.33				474,475.33	71,171.30	403,304.03
	Electric Iron	15	20,939.39				20,939.39	3,140.91	17,798.48
	LCD Projector	15	21,033.78				21,033.78	3,155.07	17,878.71
	Cycle	15	2.46				2.46	0.37	2.09
	Photo Copy Machine	15	35,629.69				35,629.69	5,344.45	30,285.24
	BPL VCR	15	17.20				17.20	2.58	14.62
	Electronic Stensil Cutter	15	49.74				49.74	7.46	42.28
	Duplicating Machine	15	19.04				19.04	2.86	16.18
	Projector Keltron	15	8,520.98				8,520.98	1,278.15	7,242.84
	Type Writer	15	94.58				94.58	14.19	80.39
	Water Cooler	15	12.90				12.90	1.93	10.96
	Weighing Machine	15	4.30				4.30	0.64	3.65
	Utensiles	15	171.95				171.95	25.79	146.16
	Refrigerator	15	5,271.03				5,271.03	790.66	4,480.38
	Water Heater	15	130.19		7,104.00		7,234.19	552.33	6,681.87
	Wet Grinder	15	12.90				12.90	1.93	10.96
	Tata Sumo	15	28,179.13				28,179.13	4,226.87	23,952.26
	UPS System	15	396,651.66				396,651.66	59,497.75	337,153.91
	Kitchen Equipments	15	57,131.11				57,131.11	23,460.35	33,670.75



SL. NO	Particulars	Rate %	WDV AS ON 01.04.2017	Additions		Deductions	TOTAL	Depreciation	WDV AS ON 31.03.2018
				More than Six Months	Less than Six Months				
	DTP System	15	4,714.64				4,714.64	707.20	4,007.44
	Television Set	15	23,984.65				23,984.65	3,597.70	20,386.95
	Fax Machine	15	9,477.79				9,477.79	1,421.67	8,056.12
	Aluminium Ladder	15	60.80				60.80	9.12	51.68
	Still Camera	15	68.17				68.17	10.23	57.94
	Digital Camera	15	49,000.80				49,000.80	7,350.12	41,650.68
	Inverter Equipments	15	931.01				931.01	139.65	791.36
	EPBAX & Telephone	15	17,205.33				17,205.33	2,580.80	14,624.53
	Tape Recorder	15	92.73				92.73	13.91	78.82
	Mike System	15	374.00				374.00	56.10	317.90
	Cable TV Network	15	12,986.53				12,986.53	1,947.98	11,038.55
	Resiagraph	15	131,250.80				131,250.80	19,687.62	111,563.18
	Billing Machine	15	924.26				924.26	138.64	785.62
	Generator	15	832,378.18				832,378.18	124,856.73	707,521.45
	Indica Car	15	37,089.47				37,089.47	5,563.42	31,526.05
	Lighting Arrester	15	48,962.34				48,962.34	7,344.35	41,617.99
	Hostel Equipments	15	20,388.95				20,388.95	3,058.34	17,330.61
	Bus KL.2.W 2485	15	159,939.64				159,939.64	23,990.95	135,948.70
	XYLO Car	15	193,069.85				193,069.85	28,960.48	164,109.37
	Printer	15	759.06				759.06	113.86	645.20
	Multimedia	15	63,866.54				63,866.54	9,579.98	54,286.56
	Video Conferencing system	15	111,756.01				111,756.01	16,763.40	94,992.61
	Public Addressing System	15	40,989.16				40,989.16	6,148.37	34,840.79
	Multi DVD	15	1,330.81				1,330.81	199.62	1,131.19
	TV Stand	15	6,655.27				6,655.27	998.29	5,656.98
	VC Room and Equipment	15	295,359.70				295,359.70	44,303.96	251,055.75
	Electronic White Board	15	53,113.83				53,113.83	7,967.07	45,146.75
	Wood Cutter	15	9,331.63				9,331.63	1,399.74	7,931.88
	Fly Catcher	15	2,859.98				2,859.98	429.00	2,430.98
	Incilinator	15	19,459.69				19,459.69	2,918.95	16,540.73
	Vehicle - XUV Vehicle	15			1,077,854.00		1,077,854.00	80,839.05	997,014.95

SKV & Associates
"Vishnu Priya"
House No: TMC/39/1753
Saw Mill Road, Kaderenchery
Thrissur-680 007
CHARTERED ACCOUNTANTS

SL. NO	Particulars	Rate %	WDV AS ON 01.04.2017	Additions		Deductions	TOTAL	Depreciation	WDV AS ON 31.03.2018
				More than Six Months	Less than Six Months				
	AHADS CCPRM						-	-	-
	Electronic Equipments				-		-	-	-
	LCD Projector(5Nos)	15			25,000.00		25,000.00	1,875.00	23,125.00
	Sound Box(23Nos)	15			5,750.00		5,750.00	431.25	5,318.75
	Battery(26Nos)	15			22,000.00		22,000.00	1,650.00	20,350.00
	UPS(9Nos)	15			6,750.00		6,750.00	506.25	6,243.75
					-		-	-	-
	Other Equipments				-		-	-	-
	Fire Extinguishers(3Nos)	15			3,000.00		3,000.00	225.00	2,775.00
	Water Tank	15			600.00		600.00	45.00	555.00
	Water Filter(4Nos)	15			4,000.00		4,000.00	300.00	3,700.00
	Weighing Machine(3Nos)	15			4,500.00		4,500.00	337.50	4,162.50
	Gas Stove(3Nos)	15			2,250.00		2,250.00	168.75	2,081.25
	Fridge	15			2,000.00		2,000.00	150.00	1,850.00
	Induction Cooker	15			750.00		750.00	56.25	693.75
	Gas Cylinder	15			750.00		750.00	56.25	693.75
	Solar Panel (32Nos)	15			32,000.00		32,000.00	2,400.00	29,600.00
	Washing Machine (3Nos)	15			15,500.00		15,500.00	1,162.50	14,337.50
	Elec. Motor	15			5,000.00		5,000.00	375.00	4,625.00
					-		-	-	-
	Vehicles				-		-	-	-
	Royal Enfield Bikes (8Nos)	15			240,000.00		240,000.00	18,000.00	222,000.00
	Bajaj Bike	15			3,000.00		3,000.00	225.00	2,775.00
	Marshal 200D 4WD - 2001	15			100,000.00		100,000.00	7,500.00	92,500.00
	Armada Grand 4WD - 2001	15			75,000.00		75,000.00	5,625.00	69,375.00
	Bolero SLX - 2008	15			200,000.00		200,000.00	15,000.00	185,000.00
	Jeep MDI Turbo-2008	15			150,000.00		150,000.00	11,250.00	138,750.00
	Scorpio SLX -2008	15			150,000.00		150,000.00	11,250.00	138,750.00
	Tata Sumo - 1997	15			35,000.00		35,000.00	2,625.00	32,375.00
					-		-	-	-
	Lab Equipments				-		-	-	-
	Various	15			100,000.00		100,000.00	7,500.00	92,500.00
			10,021,401.87	418,044.25	3,214,358.99	22,542.00	13,631,263.11	1,818,503.23	11,812,759.88

SKV & Associates
CHARTERED ACCOUNTANTS

SL. NO	Particulars	Rate %	WDV AS ON 01.04.2017	Additions		Deductions	TOTAL	Depreciation	WDV AS ON 31.03.2018
				More than Six Months	Less than Six Months				
	40% Block								
	KILA								
	Computers	40	1,204,637.60		119,799.56		1,324,437.16	505,814.95	818,622.21
	Bio-Gas Plant	40	1,407.60				1,407.60	563.04	844.56
	Library Books & Journals	40	174,997.00	506,126.00	1,355,263.00		2,036,386.00	543,501.80	1,492,884.20
	Software-DIGITAL SIGNAGE	40			68,540.00		68,540.00	13,708.00	54,832.00
	CHRD						-	-	-
	Computer Keltron	40	2,843.39				2,843.39	1,137.36	1,706.04
	Computer- UB	40	1,528.06				1,528.06	611.23	916.84
	Computer & Accessories	40	18,732.16		11,400.00		30,132.16	9,772.86	20,359.30
	Laptop-Lenovo	40	2,202.69				2,202.69	881.08	1,321.61
	Library Books	40	239,109.57				239,109.57	95,643.83	143,465.74
	AHADS CCPRM						-	-	-
	Computers & Accessories				-		-	-	-
	Computer- Desktop(47Nos)	40			211,500.00		211,500.00	42,300.00	169,200.00
	Printer- Lazer, Inkjet (7Nos)	40			11,000.00		11,000.00	2,200.00	8,800.00
			1,645,458.07	506,126.00	1,777,502.56	-	3,929,086.63	1,216,134.14	2,712,952.49
	II nd stage Development- Kila								
	Building	10	1,331,433.00				1,331,433.00	133,143.30	1,198,289.70
	Furniture & Fittings	10	100,323.00				100,323.00	10,032.30	90,290.70
	Electrical Fittings	15	21,435.30				21,435.30	3,215.30	18,220.01
	Machinery	15	17,185.30				17,185.30	2,577.80	14,607.51
	Lift	15	2,163.30				2,163.30	324.50	1,838.81
			1,472,539.90	-	-	-	1,472,539.90	149,293.19	1,323,246.72
			165,662,313.73	967,041.25	42,454,834.55	22,542.00	209,061,647.53	9,801,762.59	199,259,884.94

SKV & Associates
"Vishnu Priya"
House No: TNC/39/1753
Saw Mill Road,Kochenchery
Thrissur-680 007
CHARTERED ACCOUNTANTS

KERALA INSTITUTE OF LOCAL ADMINISTRATION,THRISSUR		
SUB -SCHEDULES TO SCHEDULES FORMING PART OF BALANCESHEET		
SUB-SCHEDULES	As on 31.03.2018	As on 31.03.2017
SUB SCHEDULE I		
SUNDRY CREDITORS		
Project - Asset Management	3,363,704.00	3,321,942.00
Department of Urban Affairs	433,024.00	2,127,106.00
MGP-Replication Project	391,178.00	391,178.00
Panchayat Sashaktikaran Abhiyan (PSA)	266,507,052.00	50,129,889.00
Project Jagratha Samithi	2,401,608.00	3,928,625.00
Town Planning Development Plan -Project Cell	639,713.00	965,032.00
Town Plg .Dept. (Specific Purpose)	208,125.00	564,819.00
Project Climate Change- DoECC	1,404,835.00	-
Project-Mainstreaming Sustinable Development Goals	2,179,744.00	-
Asterfone Technologies Pvt Ltd	-	194,413.00
DII - MIED, Malappuram	-	99,967.00
DII - SHREYAS, Wyanad	2,715.00	-
Exposure Visit From Srilanka	791,436.00	1,514,934.00
EXPOSURE VISIT -Nagaland	85,274.00	-
Melleeswara Kudumbasree		1,488,927.00
National Panchayat Day Celebration	26,318.00	26,318.00
NIRD-CIRDAP-KILA	100,281.00	100,281.00
NREGS Mission Thiruvanantapuram	-	100,000.00
Pastoral Centre, Kasargod	-	183,994.00
Project- Women and Child Development-SCPRI-UNDP	213,726.00	372,370.00
SIRD Rajasthan	889,284.00	889,284.00
SIRD Mizoram	12,145.00	-
UNDP-Consultancy Projects	525,003.00	525,003.00
UNICEF Mumbai	-	16,108.00
Vijayasree Kudumbasree Unit	-	316,830.00
Visit of Sri Lanka	-	113,066.68
Central Assiatance-Empowerment and Accountability	8,847,830.00	23,175,705.00
Central Assistance Training-RGSY	22,928,408.00	23,167,478.00
Stale Cheque	118,639.00	327,175.00
Gramalakshmi Mudralayam	531,327.00	-
Kanhirode Weavers' Co.P & SKnannur	151,300.00	-
Kerala State Bio Diversity Board	68,421.12	-
M/s Al Mahmood	81,616.00	-
Navajyothi Kudumbasre	2,695.00	-
Project Watershed Development Plan	131,500.00	-
Project Watershed Devt Plan	40,000.00	-
State Project Director RMSA	175,721.00	-
Visit of Chattisgarh Team	197,625.26	-
Dr N Vijayakumar	37,500.00	
TOTAL	313,487,747.38	114,040,444.68
SUBSCHEDULE II		
OUTSTANDING EXPENSES		
Outstanding Paybles	3,041,220.00	3,482,733.00
Audit Fee Payable	75,000.00	50,000.00
Salary Payable	2,080,248.00	1,567,026.00
Honanarium & TA payable	24,150.00	1,077,560.00
Vehicle Charges Payable	167,951.00	-
Duties & Taxes	909,752.98	-
TOTAL	6,298,321.98	6,177,319.00

SKV & Associates CHARTERED ACCOUNTANTS

SUB-SCHEDULES	As on 31.03.2018	As on 31.03.2017
SUBSCHEDULE III		
SIRD CURRENT LIABILITIES		
Balance Payable under SGSY	285,968.00	285,968.00
Balance Payable under TSST	13,926.00	58,221.00
CAPART	3,992.00	3,992.00
Earnest Money Deposit	87,767.00	129,147.00
Hariyali Project	113,805.00	108,536.00
Madappally Fund	21,077.00	21,077.00
Non Recurring Grant-ETC	3,376,291.00	3,376,291.00
PD (PAU) Kollam Building Advance	86,415.00	86,415.00
Recurring Grant -ETC	27,117.00	27,117.00
Welfare Fund	(45,352.00)	26,723.00
Security Deposit	39,540.00	39,540.00
IAY Fund Payable to ETCS	37,863.00	37,863.00
Salary Payable SIRD	397,500.00	-
Honorarium Payable	6,150.00	-
Jeomorise Payable	24,970.00	-
Lekshmi Edibles Payable	2,395.00	-
RGSA PAYABLE	12,013.00	-
Wages Payable	1,800.00	-
TOTAL	4,493,237.00	4,200,890.00
SUBSCHEDULE IV		
SUNDRY DEBTORS		
Child Resource Centre-UNICEF	649,118.00	1,010,121.00
ADC Alappuzha	306,750.00	122,459.00
ADC Ernakulam	426,215.00	(162,244.00)
ADC Idukki	-	(28,517.00)
ADC Kannur	657,395.00	(83,788.00)
ADC Kasargod	-	(50,923.00)
ADC Kollam	521,360.00	(71,579.00)
ADC Kottayam	362,606.00	110,225.00
ADC Kozhikode	270,460.00	(67,444.00)
ADC Malappuram	711,970.00	335,906.00
ADC Palakkad	667,758.00	(13,245.00)
ADC Pathanamthitta	197,961.00	(57,037.00)
ADC Thrissur	361,000.00	(120,683.00)
ADC Trivandrum	302,999.00	(81,717.00)
ADC Wayanad	-	22,515.00
ANERT, THRISSUR	2,750,000.00	-
Animation Centre- KLM	100,000.00	-
Anoop D John	7,054.00	-
Arrear- KILACTDNRM AgaliProperty Tax	1,406,038.00	-
Bar Council Of India	175,111.00	175,111.00
BDO, Koyipuram	7,750.00	-
Bhaskaran,Secretary,Vishu Vaniba Sangam	47,000.00	-
C-DIT	2,271,391.00	11,391.00
Convenor, SLTG	26,283.00	26,283.00
CPWD Thrissur	-	500,000.00
Consultation/Workshop on "Empowerment of Panchayats	76,852.00	76,852.00
Cntr for Mngmnt Development	424,800.00	-
Cnvnr IMG Staff Welfare Fund Committee	153,325.00	-
CPIM Thrissur	29,438.00	-
CPWD Thrissur	500,000.00	-

SKV & Associates • CHARTERED ACCOUNTANTS • Vishnu Priya Membership No: TNC/391753 Saw Mill Road Koorkenchery Thrissur-680 007

SUB-SCHEDULES	As on 31.03.2018	As on 31.03.2017
DDP ALAPPUZHA	41,080.00	-
DDP ERNAKULAM	94,380.00	-
DDP IDUKKI	18,270.00	-
DDP KASARGODE	-	-
DDP KOLLAM	15,000.00	15,000.00
DDP KOTTAYAM	296,830.00	500.00
DDP KOZHIKODE	-	1,368.00
DDP MALAPPURAM	66,797.00	112,727.00
DDP PALAKKAD	-	1,302.00
DDP PATAHANAMTHITTA	-	1,254.00
DDP THRISSUR	21,400.00	32,169.00
DDP TRIVANDRUM	144,099.00	60,599.00
DDP WAYANAD	39,813.00	37,031.00
Director State Social Audit Cell	75,975.00	75,975.00
Dist.Conv. Kasargod(K.Balakrishnan)	53,682.00	53,682.00
Grameena Padana Kendram	442,153.00	-
General Secretary,Chamber of Municipal Chairmen	200,000.00	200,000.00
GP-Erimayoor-PKD	-	280.00
GP-Kumaramputhur-PKD	-	33,980.00
GP-Puthur-PKD	-	41,680.00
Kerala Block Panchayat Association	9,098.00	650,000.00
Kerala Electrical & Allied Engg.	8,380,000.00	-
Kerala Gramapanchayat Association	246,381.00	70,471.00
Kerala Water Authority	63,000.00	63,000.00
KLGSDP Programmes	610,692.78	1,359,798.00
KLGSDP(World Bank)	-	8,213,492.00
Municipality of Kannur	10,000.00	10,000.00
N I R D, Hyderabad	135,135.00	135,135.00
N.I.U.A	117,300.00	-
Padmapriya Janakiraman	-	1,300,000.00
PWD Buildings Division,TSR	153,000.00	153,000.00
PWD Electrical Division,TSR	4,031,923.00	4,291,875.00
PWD Electronics Division, Thrissur	5,000,000.00	-
Rajendrakumar A-Junior Supt-SRG	-	10,000.00
The Kerala Historical Research Society	-	30,000.00
SIRD, Punjab	15,705.00	15,705.00
Visit of Karnataka GP Members	-	60,277.00
Visit of Nepal Team	-	77,875.00
KILA-CHRD Centre-Kottarakkara	-	-
Visit of Jharkhand Team	341,434.00	-
Visit of Karnataka GP Members	60,277.00	-
Visit of Nepal Team	77,875.00	-
Visit of Sikkim Team	9,045.00	9,045.00
DII - BBF Kollam	10,224.00	10,224.00
DII-Kanhangad Block Panchayat, Kanhangad	13,012.00	13,012.00
DII-PASS Pazhakulam-PTA	127,462.00	(4,040.00)
DII - IRTC ,Palakkad	18,310.00	-
DII - YMCA, Aluva	23,200.00	-
DII- PMOC Kozhikkode	10,970.00	-
DII-CHASS-Kottayam	9,760.00	-
DII-People Service Society,Palakkad	29,655.00	-
Director of Panchayats	90,320,000.00	-
District Tourism Promotion Council, TSR	43,260.00	-
EMS Chair Hall, Malappuram	2,549.00	-

SKV & Associates CHARTERED ACCOUNTANTS
"Mahavi Priya" House No. TMC/3941/53 Saw Mill Road, Kochenchery Thrissur-680 001

SUB-SCHEDULES	As on 31.03.2018	As on 31.03.2017
ETC Thaliparamba	601,504.00	-
Forest Industries (Travancore) Limited	1,163,000.00	-
Gandhi Smaraka Grama Seva Kendram	741.00	-
Hotel Vivanta Taj-Trivandrum	47,700.00	-
IMG Trivandrum	315,650.00	-
Industrial Promotion Beauro	83,255.00	-
IRTC Projection Implementation Unit	422,588.00	-
Kudumbasree NRO	68,124.00	-
KudumbasreeMission	202,320.00	-
Kudumbhasree, Trivandrum	9,871,945.00	-
M/s KUHAS and SHSRC Kerala	462,508.08	-
Malabar Theological College, MLPM	206,000.00	-
Manjeri Public Library Hall	47,000.00	-
Margregorious Renewal Centre Tvm	200,000.00	-
Secretary District Panchaayth	119,640.00	-
Secretary District Panchayath	237,960.00	-
Secretary District Panchayath Wayanad	136,296.00	-
Secretary, Andoorkonam GP	23,700.00	-
Secretary, Idukki District Panchayath	136,660.00	-
Secretary, Kasargod District Panchayath	29,250.00	-
Secretary, Kattakada GP, TVM	95,700.00	-
Secretary, Kollam Corporation	54,500.00	-
Secretary, Kozhikkode Corporation	2,028.00	-
Secretary, Palakkad District Panchayath	181,660.00	-
Thiroor Samskarika Samuchayam- MLPM	128,600.00	-
Unnikrishnan Nair A	26,839.00	-
Yashada,Pune	3,118,962.70	-
Renewal Centre, Ernakulam	185,150.00	-
Ram Biologicals. KKD	62,800.00	-
Padanakkad Good Sheperd Church, KSGD	62,815.00	-
NRLM Agali	1,200,603.00	-
NIPCCD-B'LORE	116,424.00	-
Principal ETC Thaliparamba	1,000,000.00	-
Principal, ETC Kottarakkara	2,050,000.00	-
Principal, ETC Mannuthy	1,250,000.00	-
Principal,Maharaja's College	11,250.00	-
Project NIUA Receivable	211,140.00	-
DPO, Palakkad	200,000.00	-
DPO, Pathanamthitta	215,500.00	-
DPO, Thrissur	200,000.00	-
DPO, Trivandrum	260,759.00	60,759.00
DPO, Kasaragod	275,132.00	75,132.00
DPO, Wayanad	200,000.00	-
DPO, Alappuzha	200,000.00	-
DPO, Ernakulam	200,000.00	-
DPO, Idukki	200,000.00	-
DPO, Kollam	200,000.00	-
DPO, Kottayam	200,000.00	-
DPO, Kozhikode	465,310.00	-
DPO, Malappuram	200,000.00	-
MGNREGS Advance-Erstwhile SIRD	850,000.00	
IKM Trg KILA CHRD	(254,332.00)	
RGSA Advance KILA CHRD	3,000,000.00	
ERSTWHILE AHADS CCPRM AGALI	2,503,800.00	

SKV & Associates
CHARTERED ACCOUNTANTS
Vishnu Priya
House No. TMC/39/1753
Saw Mill Road, Koorkenchery
Thrissur-680 007

SUB-SCHEDULES	As on 31.03.2018	As on 31.03.2017
CHRD		
AHADS CTDNRM Agali CHRD	-	-
CSIDCI-NEWDELHI-PMAY CHRD	22,000.00	-
DRISHTI SKILL DEVELOPMENT -PMAY	19,200.00	-
JPC IDUKKI CHRD	183,157.00	-
JPC KannurCHRD	215,638.00	-
JPC KASARGODCHRD	350,000.00	-
JPC Kollam CHRD	1,008,510.00	-
JPC Kozhikkode CHRD	213,653.00	-
JPC Malappuram CHRD	22,615.00	-
JPC Palakkad CHRD	69,261.00	-
JPC THRISSUR CHRD	44,148.00	-
JPC TRIVANDRUMCHRD	33,750.00	-
JPC Wayanad SIRD	72,864.00	-
Kavya Nath SIRD	10,000.00	-
KERALA UNIVERSITY TVMCHRD	1,072,458.00	-
MG UNIVERSITY KTMCHRD	1,612,346.00	-
PD ALAPPUZHACHRD	563,948.00	-
PD Kasaragod CHRD	4,204.00	-
PD KOTTAYAMCHRD	13,785.00	-
PD KOZHIKODECHRD	84,816.00	-
PD PALAKKADCHRD	74,794.00	-
PD THRISSURCHRD	575,675.00	-
PD TVMCHRD	798,941.00	-
PD WAYANADCHRD	188,130.00	-
Principal ETC KottarakkaraCHRD	2,703,006.00	-
Principal, ETC MannuthyCHRD	128,209.00	-
Principal ETC ThaliparambaCHRD	819,421.00	-
TOTAL	**168,944,391.56**	**18,925,993.00**

SKV & Associates
CHARTERED ACCOUNTANTS

SUB-SCHEDULES	As on 31.03.2018	As on 31.03.2017
SUBSCHEDULE V		
BANK ACCOUNTS		
KILA		
Canara 0720101071783	31,756,489.00	-
Canara Bank.0720101035194	163,992,836.50	87,155,417.50
Canara Bank-0720101068833-RGPSA	-	15,966.00
Canara Bank A/c No.36762	1,041,827.00	10,351.00
District Treasury,Thrissur,Spl.TSB.713011400000073(GPF)	6,029,473.00	5,332,363.00
District Treasury, Thrissur-TSB-713010100010328(Pension Fund)	13,733,592.00	24,451,940.00
District Treasury - TPA -713010200000890	91,760.00	215,148,091.00
IB-6089779851-KILA Journal	15,728.00	13,780.00
IB-6613334399-Canal Rejuvanation Project	171,001.00	-
I B A/c13086 - 462111353	6,207,103.77	1,361,503.37
IB A/c No. 6023592779-Deemed University	4,197.00	3,359.00
IB A/c No. 6224279712-Jagratha Samithi	2,401,608.00	4,094,633.00
Indian Bank 881050059 BRGF Vol II	-	25,793.00
Indian Bank A/c 886427262 TPD	639,751.00	1,050,994.00
Indian Bank A/c No.19066-AMLSGI - 462153519	3,453,425.00	3,411,663.00
Indian Bank SB A/c No.828727015-LIC Gratuity Fund	24,197.00	20,220.00
SBT-67221319393	12,928.79	78,386.25
SBT-67340271294 for E Tender	68,858.00	48,221.00
SMGB 40273101001389 KLGSDP	2,477.50	5,414,814.00
TSB-7990101000049 (C-ID: 573125)	100.00	175.00
Indian Account No 861322417 -Project SC Survey	2,646.50	135.00
SIRD		
Indian Bank A/c No: 481357281	18,105,375.28	13,731,284.28
Indian Bank A/c No: 481412052	383,771.00	369,844.00
Indian Bank A/c No: 6412142468-EPF	774.00	458.00
Indian Bank A/c No: 6190238725	2,622,681.00	3,536,421.00
Indian Bank A/c No: 6428162124-RURBAN	1,813,912.00	110,679.00
Indian Bank A/c No: 707042776	1,880,250.00	1,799,793.00
Indian Bank A/c No: 744998749	143,126.00	137,857.00
Indian Bank A/c No: 849214338	18,438,154.00	18,854,446.00
SBT A/c No.67154289102 TSST	98,429.00	137,754.00
SBT A/c No 67167658576 WB	4,822.00	64,324.00
AHADS CCPRM		
SBI A/c No. 10644383917-Agali	4,054,351.59	-
SBI A/c No. 32256071824-Agali	641,962.87	-
TOTAL	277,837,607.80	386,380,665.40
SUBSCHEDULE VI		
FIXED DEPOSITS		
Fixed Deposit-Corpus Fund(SDC)	24,332,170.00	22,743,093.00
Fixed Deposit - District Tresuary	78,300,847.00	76,650,775.00
Term Deposit	279,050,311.00	217,731,625.00
TOTAL	381,683,328.00	317,125,493.00
SUBSCHEDULE VII		
CASH IN HAND		
KILA	8,286.38	4,334.00
SIRD	6,341.00	10,468.00
TOTAL	14,627.38	14,802.00

SKV & Associates
Vishnu Priya
House No TMC/39/1753
Saw Mill Road Koorkenchery
Thrissur 680 007
CHARTERED ACCOUNTANTS

SUB-SCHEDULES	As on 31.03.2018	As on 31.03.2017
SUBSCHEDULE VIII		
SIRD DEPOSITS & ADVANCES - CHRD		
Advance to NFDC New Delhi (Lab to Land-IEC)	525,000.00	525,000.00
DC Books	3,000.00	3,000.00
Electricity Charges Reimbursable	42,514.00	42,514.00
Electricity Deposit	168,362.00	168,362.00
Gas Cylinder Deposit	11,220.00	11,220.00
H.P Dealer Deposit	1,000.00	1,000.00
Internet Connection Deposit	12,249.00	12,249.00
Advance KIIDC-NR	10,000,000.00	10,000,000.00
Thirunelly Project Advance	500,000.00	500,000.00
Training Advance to Project Director PAU, Palakkad	-	40,514.00
SGSY Fund	727,543.00	727,543.00
Telephone Deposit	-	(11,377.00)
PAU Palakkad	-	34,280.00
Advance	228,797.00	121,964.00
Advance - BFT Training	-	860,500.00
Advance CRD-Social Audit	-	20,106.00
Advance -Research	-	198,588.00
Advance-Uttarakhand	-	53,033.00
Advance MGNREGS Evaluation Study	-	4,564,740.00
Advance to CPWD For Building Constuction	-	8,069,750.00
Advance to Electrical Fittings (CPWD)	-	270,223.00
Advance to Electrification	-	568,004.00
Advance-ISTM	-	107,653.00
Advance to KILA(Training)	-	25,000.00
Advance-Vadakkanchery	-	5,390.00
Training Advance- TISPARD	-	3,000.00
House Building Advance	-	2,041.00
Off Campus Programme Advance(2008-2009)	-	272,813.00
Advance-Vehicle	-	1,077,854.00
Training Advance	-	78,571.00
Training Advance(IWMP)	-	188,130.00
Training Advance(Lab to Land)	-	48,832.00
Training Advance Material Procurement	-	18,982.00
Training Advance Net Working (NIRD)	-	223,611.00
Training Advance to Project Director PAU, Idukki	-	25,900.00
Travel Advance	-	45,000.00
RGPSA Advance	-	1,052,148.00
SGSY Trg Adv 2011-12	-	360,941.00
MGNREGS Advance Paid		
MGNREGS Advance 2010-11	18,671.00	362,272.00
MGNREGS Advance 2011-12	77,250.00	4,034,135.00
MGNREGS Advance 2012-13	40,603.00	1,270,513.00
MGNREGS Advance AHADS Pkd(13-14)	-	2,241,300.00
MGNREGS Advance 2009-10	-	573,798.00
MGNREGS Advance 2014-15 ETCS	-	15,433.00
MGNREGS Advance 2014-15 JPC	-	12,370.00
MGNREGS Trg Advance 2015-16	-	173,209.00
MGNREGS Advance Staff	-	8,000.00
MGNREGS Adv Geo Tagging	-	301,084.00
MGNREGS Trg Advance 2016-17	-	5,867,767.00
TOTAL	**12,356,209.00**	**45,176,960.00**

SKV & Associates
Mishra Priya
Membership No: 216753
House No: TNC/391753
Saw Mill Road, Koorkenchery
Thrissur-680 007
CHARTERED ACCOUNTANTS

KERALA INSTITUTE OF LOCAL ADMINISTRATION

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR 2017-18

RECEIPTS			PAYMENTS		
PARTICULARS	CURRENT YEAR 2017-18	PREVIOUS YEAR 2016-17	PARTICULARS	CURRENT YEAR 2017-18	PREVIOUS YEAR 2016-17
Opening balance:-					
Cash	4334.00	4700.30			
Bank (including deposits)	664765191.12	396849018.70	Administration expenses kila	41912832.44	23353777.71
Cash & bank-kila chrd	38753328.28	50848987.00	Administrative exps & other exps-kila chrd	17815845.00	18466662.00
Recurring grant received-kila chrd	23528000.00	21466353.00	Repairs & maintenance-kila chrd	371895.00	1467023.00
Grant & interest received for scheme/trg-kila chrd	451377.00	18961125.00	Repairs & maintenance kila	2387291.00	3368882.00
Deposits/advance-recurring grant scheme trg-kila chrd	33052832.00	25037368.00	Assets(rec grant, rgpsa, world bank) kila chrd	87173.00	4071849.00
Other receipts-kila chrd	471693.00	2106725.28	Grant payment-kila chrd	35312171.00	25151290.00
Capital fund agail	33922853.46		Deposits advance-kila chrd	12200597.00	28842187.00
Grant from state govt	50709513.00	225000000.00	Deposit for land acquisition		
Grant receivable from state govt	0.00	0.00	Capacity building activities	145410335.50	63089803.50
Grant from state govt (non plan)	4127000.00	3589000.00	Grant taken back by government	45222844.00	
Corpus fund deemed university(including interest)	10453928.00	13652329.00	Capital wip-additional floor	0.00	672000.00
Corpus fund(interest on deposit)	787810.00	8623816.00	Infrastructure work- advance payment to kel	8380000.00	
Corpus fund-sdc (interest on deposit)	1589077.00	1083743.00	Expenditure on interest of sdc corpus fund	351108.00	350425.00
Central assistance-empowerment and accountability(including interest)	174901.00	14698656.00	Central assistance -empowerment &accountability-infrastructure development of kila	14500000.00	0.00
Department of urban affairs	1000000.00	2500000.00	Department of urban affairs	2694082.00	116874.00
Project -brgf vol ii(interest on bank a/c)	0.00	0.00	Project - brgf volii	0.00	614716.00
Project women elected representatives	456725.00	0.00	Project women elected representatives	573149.00	0.00
Child resource centre -unicef	5416410.00	4719199.00	Child resource centre -unicef	5055407.00	6430363.00
Kigsdp- worldbank(including interest)	13360601.00	6346048.00	Kigsdp- worldbank	5147109.00	13362525.00
Kigsdp- programme exps-reimbursement	1139399.00	1153952.00	Kigsdp- programme exps	390293.78	1592902.00
Project rgsa(including interest)	238414186.00	85690130.00	Project rgsa	22037023.00	35560241.00
Jagratha samithi(interest on bank a/c)	0.00	120513.00	Jagratha samithi	1527017.00	166008.00
Project climate change	2000000.00	0.00	Project climate change	595165.00	0.00
Project mainstreaming sustainable development goals	3031506.00	0.00	Project mainstreaming sustainable development goals	869106.00	0.00
Project niua	469200.00	0.00	Project niua	586500.00	0.00
Town planning development plan	28676.00	23949.00	Town planning development plan	806579.00	819538.00
Lic gratuity fund	686861.00	605500.00	Lic gratuity fund	888025.00	1169410.00
Income tax collected	4507985.00	2285661.00	Income tax paid	4591240.00	2285661.00
Workers welfare fund collection	0.00	10583.00	Workers welfar fund remitted	0.00	10583.00
Profession tax	149650.00	169300.00	Profession tax	149650.00	169300.00
Service tax collected	684586.00	563345.00	Service tax paid	684586.00	563345.00
Goods service tax collected	2157498.08	0.00	Goods service tax paid	1247746.00	0.00
Other liabilities collected	539988.00	323339.00	Other liabilities remitted(kila+chrd)	361594.00	258536.00
Subsription fee received in advance	600.00	900.00	Kila journal on local governance	23200.00	134260.00
Sundry creditors	41762.00	727645.00	Sundry debtors	51497778.08	
Kila pension fund	10490455.00	15463736.00	Additions to fixed assets	33253078.66	5823019.00
Kila general provident fund	697110.00	4584819.00	Project rgsa -advance payments	93320000.00	
Rgsy project. (interest on bank account)	0.00	2896147.00	Project rgsy	239070.00	
Income from training programmes	49417001.18	31790081.00	Tax deducted at source	676956.00	690976.00
Other income	7516849.00	8158234.03	Other expenses	1421784.90	1831998.70
Consultancy fee	43200.00		Consultancy charges	63865.00	
Coursefee received	5000.00	175000.00	Office expenses	5541028.58	4331793.00
Brics conference-fund from mopr	0.00	15000000	Brics conference expenses	0.00	15000000.00
Other liabilities chrd(including trg fund)	17220228.00	0	Trg exps-kila chrd	2966391.00	1668219.00
			Training expenses	1667871.00	272882.00
			Closing balance:-		
			Cash	8286.38	4334.00
			Bank including deposits	615949180.52	664765191.12
			Closing cash & bank balance-kila chrd	43482460.28	38753328.28
TOTAL	1222267314.12	965229902.31	TOTAL	1222267314.12	965229902.31

KERALA INSTITUTE OF LOCAL ADMINISTRATION * THRISSUR-680 581 *

Dr. Joy Elamon
DIRECTOR
Kerala Institute of Local Administration (KILA)
Mulamgunnathukavu PO, Thrissur-680581, Kerala
Tel: +91-487-2201312

SKV & Associates * CHARTERED ACCOUNTANTS *
Vishnu Priya
House No. TI/C/39/1753
Saw Mill Road, Poothercherry
Thrissur-680 007

For SKV & ASSOCIATES
(K. SANTHAKUMAR
PARTNER
CHARTERED ACCOUNTANT

NOTES

KERALA INSTITUTE OF LOCAL ADMINISTRATION
Mulamkunnathukavu (PO), Thrissur - 680 581.
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