



Bangladesh Public Administration Training Centre
Savar, Dhaka

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REPORT**
2024-2025

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Rector

(Secretary to the Government)

Bangladesh Public Administration Training Centre

Message from the Rector

Time, like a patient scribe, has inscribed another chapter in the living story of the Bangladesh Public Administration Training Centre (BPATC). This Annual Report of the Centre for the fiscal year 2024-2025 bears witness to a year of learning and leadership, of reflection and renewal—where ideas were shaped by purpose, values were strengthened by collaboration, and the spirit of public service was quietly but steadfastly reaffirmed and illuminated by an unwavering commitment to excellence. The report outlines major activities, accomplishments, and institutional advancements of BPATC and reflects BPATC's continued commitment to developing capable, innovative, and citizen-centric public servants. Hence, this Annual Report stands not merely as a record of activities, but as a living chronicle of aspiration, resilience, and collective achievement.

The year under review has been one of both challenge and opportunity. In a rapidly changing academic and societal landscape, through dedicated training and meaningful research our Centre has remained steadfast in its mission to nurture intellect and innovation. Spanning over the reporting period, BPATC implemented a wide range of training courses specifically, BPATC successfully conducted 2 Foundation Training Courses (FTCs) for 959 officers; 5 Advanced Courses on Administration and Development (ACADs) for 151 officers; 5 Senior Staff Courses (SSCs) for 152 officers; 2 Policy Planning and Management Courses (PPMCs) for 32 officers; 10 Special Foundation Training Courses (SFTCs) for 322 officers; 20 Short Courses for 1,381 participants; and 16 Seminars and Workshops for 688 participants.

Building on the scope and diversity of these training initiatives, the programmes collectively fostered an environment of cross-learning and were strategically designed to strengthen leadership and managerial capacities, improve skills in policy formulation, analysis, and implementation, and enhance understanding of emerging and complex governance,

sustainable development, climate change adaptation, and public sector innovation. Participatory training methods, case-based learning, and practical exercises were integral parts of training to ensure that training outcomes are relevant, and impactful. Hence, the year under review was marked by purposeful endeavor—training programmes aligned with national aspirations, research that sought to illuminate policy pathways, and engagements that bridged theory with the lived realities of administration. Each initiative carried a singular aim: to strengthen the foundations of a responsive, inclusive, and people-centred public administration.

Our participants remain at the heart of everything we do. Their curiosity, creativity, and determination inspire us daily and reaffirm our belief in training as a transformative force. I commend our faculty members for their scholarly rigour, pedagogical dedication, and mentorship, professionalism and tireless support that ensure the smooth functioning of our training ecosystem. I also acknowledge with gratitude the continued guidance of the Government of the People's Republic of Bangladesh, under whose trust BPATC continues to serve the nation.

May BPATC continue to stand as a beacon of learning, shaping public servants who carry not only authority, but conscience—serving the Republic with courage, clarity, and care. May this Annual Report serve as both a mirror of our efforts and a map toward our shared future.

With warm regards,

Sayeed Mahbub Khan

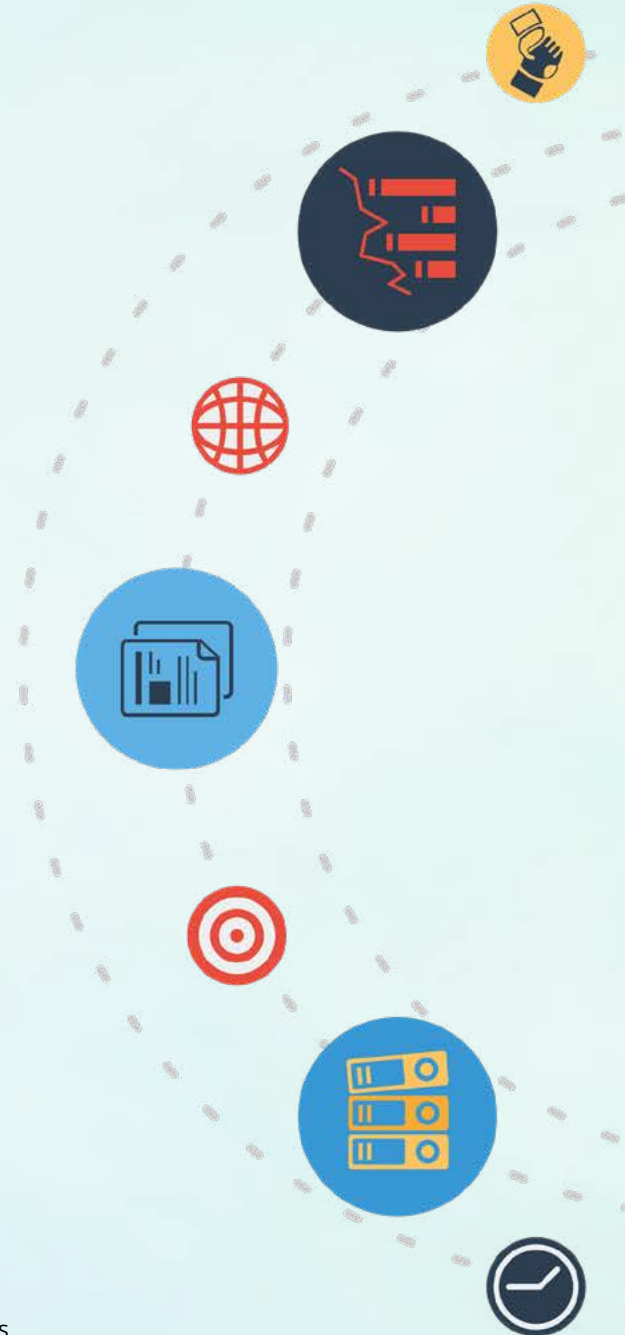
Rector (Secretary to the Government)

Bangladesh Public Administration Training Centre



Acronyms and Abbreviations

ACAD	Advanced Course on Administration and Development
ACC	Anti- Corruption Commission
ACR	Annual Confidential Report
AIT	Asian Institute of Technology
APA	Annual Performance Agreement
ASCI	Administrative Staff College of India
AVR	Audio Visual and Reproduction
BARD	Bangladesh Academy for Rural Development
BASC	Bangladesh Administrative Staff College
BB	Bangladesh Bank
BCS	Bangladesh Civil Service
BDT	Bangladeshi Taka
BIAM	Bangladesh Institute of Administration and Management
BIGM	Bangladesh Institute of Governance and Management
BJPA	Bangladesh Journal of Public Administration
BLPP	Bangladesh Lok Proshashon Potrika
BOD	Board of Directors
BOG	Board of Governors
BPATC	Bangladesh Public Administration Training Centre
BRC	BPATC Research Committee
CAD	Civil Aviation Department
CC	Computer Centre
CDC	Curriculum Development Committee
CEM	Computer Equipment Management System
CMT	Course Management Team
COTA	Civil Officers' Training Academy
CTMS	Computerised Training Management System
CWE	Comprehensive Written Examination
DCID	Duke Centre of International Development
D&E	Development & Economics
DIFE	Department of Inspection for Factories and Establishments
DO	Demi Official
DOICT	Department of Information and Communication Technology
DPC	Departmental Promotion Committee
DPP	Development Project Proposal
DRJ	Development Project Japan
EED	Education Engineering Department
EPI	Expanded Programme on Immunization
ERD	Economic Relations Division
ERP	Enterprise Resource Planning
FBCCI	Federation of Bangladesh Chambers of Commerce and Industries
FTC	Foundation Training Course
FY	Fiscal Year
G2G	Government to Government
GOB	Government of Bangladesh
GPA	Grade Points Average



GPS	Global Positioning System
GRS	Grievance Redress System
HKU	University of Hong Kong
HSC	Higher Secondary Certificate
ICT	Information and Communication Technology
IIPA	Indian Institute of Public Administration
JICA	Japan International Cooperation Agency
JSC	Junior School Certificate
LDC	Least Developed Country
LGED	Local Government Engineering Department
LTA	Library and Training Aid
MDS	Member Directing Staff
M&D	Management & Development
MLSS	Member of Lower Subordinate Staff
MOPA	Ministry of Public Administration
MOU	Memorandum of Understanding
MPO	Monthly Pay Order
M&PA	Management & Public Administration
NASC	Nepal Administrative Staff College
NATA	National Agriculture Training Academy
NGOs	Non-Government Organisations
NID	National Immunization Day
NIPA	National Institute of Public Administration
NIS	National Integrity Strategy
P&D	Project & Development
PEC	Primary Examination Certificate
PMO	Prime Minister's Office
PPMC	Policy Planning and Management Course
PPR	Planning, Programming and Recording
P&S	Programme & Studies
PWD	Public Works Department
R&C	Research & Consultancy
R&D	Research & Development
RDA	Rural Development Academy
RHD	Roads and Highways Department
RPATC	Regional Public Administration Training Centre
RTI	Right to Information
SA	Social Accountability
SDGs	Sustainable Development Goals
SFTC	Special Foundation Training Course
SLIDA	Sri Lanka Institute of Development Administration
SPACE	School of Professional and Continuing Education
SSC	Senior Staff Course
STI	Staff Training Institute
STRC	Staff Training & Regional Centre
TC	Training Calendar
TMS	Transport Management System
TNA	Training Need Assessment
TOT	Training of Trainers
USA	United States of America





Table of Contents

Message from the Rector	iii
Acronyms and Abbreviations	iv
Table of Contents	vi
Vision, Mission and Core Values	viii
1. Introducing BPATC	1
1.1 About BPATC	2
1.2 Functions of BPATC	2
1.3 Board of the Centre	2
1.4 Highlights of the 65 th Meeting of the Board of Directors of BPATC	7
1.5 Organogram of the Centre	7
2. Administrative Activities and Achievements	9
2.1 Administrative Activities at BPATC	10
2.2 Promotion and New Recruitment	10
2.3 Financial Assistance from BPATC Fund and Introducing Family Health Insurance	10
2.4 Digitization of ACRs of BPATC Officers and Staff	10
2.5 Online Leave Management for Officers and Staff	10
2.6 Arrangement of DPC Meeting	10
2.7 Purchase Branch	10
2.8 Store Branch	10
2.9 Budget & Accounts Branch	11
2.10 Service Section	11
3. Training Activities and Faculty Development Programme	13
3.1 Civil Service Training Programme	14
3.2 Workshops and Seminars	22
3.3 Short Courses	24
3.4 ToT on Pedagogy	25
3.5 Training at Four Regional Centres	26
4. National and International Cooperation	31
4.1 National and International Cooperation	32
4.2 National Partnerships	32
4.3 International Partnerships	33

5. Evaluation	35
5.1 Introduction	36
5.2 Course Evaluation System	36
5.3 Course Results and Merit Positions	41
5.4 Merit Positions	43
6. Research, Publication and ICT	45
6.1 Research, Publication, and ICT	46
6.2 Research Activities	46
6.3 Publications in the Financial Year 2024-25	49
6.4 Activities of ICT Section	50
6.5 BPATC Library Wing	51
6.6 Development of Library Server	52
6.7 New Entry in Online Catalogue	52
7. Physical Conditioning and Games	55
7.1 Introduction	56
7.2 Physical Conditioning and Sports for the Participants of the FTC	56
7.3 Physical Conditioning & Sports for the ACAD Participants	57
7.4 Physical Conditioning & Sports for the SSC Participants	57
7.5 Policy Planning and Management Course (PPMC)	57
7.6 Special Foundation Courses	57
7.7 Tennis and Volleyball Training Courses for Faculty and Officer	58
7.8 Annual Sports of the Centre	59
8. Development Project	61
8.1 Introduction	62
9. Finance	65
9.1 Income and Expenditure of BPATC	66
10. Other Activities	71
10.1 Celebrating National & International Days	72
10.2 Medical Facilities	74
10.3 BPATC School & College	75
10.4 Ladies' Club, BPATC	76
10.5 BPATC Officers' Club	77
Annexure	79



VISION, MISSION *and* Core Values

Bangladesh Public Administration Training Centre as the apex training institution of the country perceives and expresses common aspirations and expectations of its key stakeholder, the civil servants, who will uphold and remain committed to the core values of the nation i.e. democracy, nationalism, secularism, and social justice. Vision and mission of BPATC, thus, always inspire and create a sense of purpose and commitment in the psyche of all the employees of the organization.

BPATC also believes and practices some fundamental principles and values which create a strong, unique and innovative culture in the organization. The shared vision, mission and core values are described below:

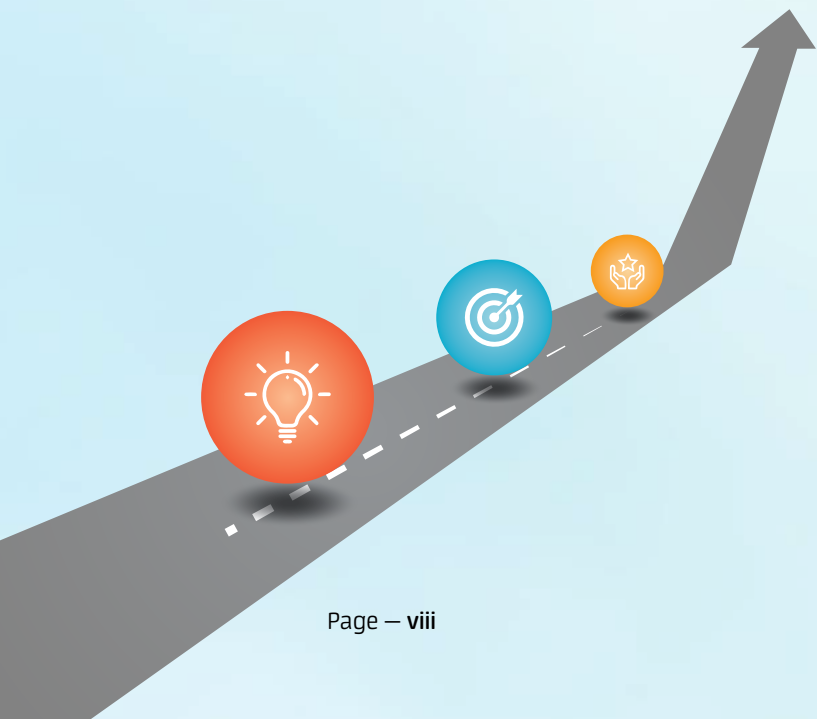
VISION

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

MISSION

We are committed to achieving the shared vision through:

- Developing competent and professional human resources by imparting quality training and development programmes;
- Conducting research, publishing books and journals and extending consulting services for continuous improvement of public service delivery system;
- Establishing effective partnership with reputed institutions of home and abroad for developing organizational capacity; and
- Promoting a culture of continuous learning to foster a knowledge-based civil service.



CORE VALUES

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

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

Discipline

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

Integrity

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

Inclusiveness

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

Professionalism

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

Learning for Results

We impart training for results and take follow up actions to stay relevant. We value and maintain an enabling environment for continuous learning for our clients and ourselves. We are keen to build partnership and collaboration with local and international organizations.

Innovation

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

Team Spirit

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

CHAPTER ONE
INTRODUCING BPATC



1.1 ABOUT BPATC

Bangladesh Public Administration Training Centre, established as a statutory body⁽¹⁾ in 1984 and governed by a Board of Directors headed by a Minister or an Advisor (equivalent to Minister) nominated by the President, is mandated to conduct, among other functions, training and research. As the mandatory training destination for the new entrants of Bangladesh Civil Service (BCS), the Centre also offers innovative, impactful and need-based training to mid and senior bureaucrats. As a training hub, BPATC supports a learning environment where civil servants become future-ready, and can deepen their knowledge and skills through interaction with public and private sector leaders, policy makers and academics. BPATC plays the role of a catalyst affecting transformation of general workforce into an effective, efficient and result-driven human resource pool.

1.2 FUNCTIONS OF BPATC

According to Section VI of the BPATC Act 2018, the major functions of the Centre are:

- a. Conduct training for senior executive officials of the government of Bangladesh and business institutions so that they may play effective roles in a dynamic and developing society;

- b. Provide on-the-job training for the employees of the republic and the people who work under local authority;
- c. Conduct foundation training course for different civil service cadre officials of Bangladesh;
- d. Conduct research/case study on public administration and development;
- e. Publish books, journals & reports relating to administration and development;
- f. Establish and maintain libraries and reading rooms;
- g. Provide consultancy to the government, if and when necessary, regarding administration and development to solve specific problems; and
- h. Other activities to implement the objectives of the Act.

1.3 BOARD OF THE CENTRE

According to the Bangladesh Public Administration Training Centre Act 2018 (Act No.64 of 2018), the responsibility of overall administering and providing guidelines to the Centre rests on a Board of Directors (BoD). As per paragraph 5(1) of the Act, the formation of a 17-member BoD headed by a minister of the government (nominated by the government) is as follows:

¹ BPATC was established by the promulgation of an ordinance in 1984 which was later replaced by an Act of Parliament named BPATC Act, 2018 (Act No. 64 of 2018)



The honourable members of Board of Directors (BoD) of BPATC attending The 65th meeting of the BoD on 23 February 2025.

1.3.1 Chairperson of the BoD:

A Minister of the government (nominated by the President)

1.3.2 Members of the BoD:

- a. Honourable Minister of the Ministry of Public Administration (MoPA)
- b. Honourable State Minister of the Ministry of Public Administration (MoPA).
- c. Cabinet Secretary, Cabinet Division
- d. Senior Secretary/Secretary of the Ministry of Public Administration (MoPA).
- e. Secretary of the Ministry of Finance
- f. Secretary of the Secondary and Higher Education Division
- g. Rector of the Centre
- h. Vice-Chancellor of Jahangirnagar University
- i. A Vice-Chancellor of a university (nominated by the government)
- j. Commandant of the Defense Services Command and Staff College
- k. President of the Federation of Bangladesh Chambers of Commerce and Industries (FBCCI)
- l. Chairman of the Department of Public Administration of University of Dhaka or Chittagong or Rajshahi or Jahangirnagar (by rotation, nominated by the government)
- m. Two members nominated by the government
- n. Two female members nominated by the government.



Board of Directors of Bangladesh Public Administration Training Centre (BPATC) for FY 2024-25



Chairperson

Dr. Salehuddin Ahmed

Honourable Advisor
Ministry of Finance and
Ministry of Science and Technology

Members



Dr. Sheikh Abdur Rashid
Cabinet Secretary



Dr. Md. Mokhlesur Ur Rahman
Senior Secretary
Ministry of Public Administration



Ms. Lamiya Morshed
Principal Coordinator (SDG)
Chief Adviser's Office



Dr. Md. Khairuzzaman Mozumder
Secretary
Finance Division, Ministry of Finance



Mr. Saeed Mahbub Khan

Rector

Bangladesh Public Administration Training Centre



Rehana Parven

Secretary

Secondary and Higher Education Division



Dr. Mohammad Kamrul Ahsan

Vice-Chancellor

Jahangirnagar University



Professor Dr. Md. Shaukat Ali

Vice Chancellor

Begum Rokeya University



Professor Dr. Abdul Hannan Chowdhury

Vice Chancellor

North South University



Professor Naznin Islam

Chairman

Public Administration at the Department of
Public Administration
University of Dhaka



**Major General Chowdhury
Mohammad Azizul Haque Hazary**
Commandant, Defence Services Command
and Staff College



Mr. Mohammad Firoz Mia
Public Administration Expert



Professor Dr. Syeda Shahina Sobhan
Physician and Human Rights Activist



Mr. Hafizur Rahman
Administrator (Acting President)
The Federation of Bangladesh Chambers of
Commerce & Industries (FBCCI)

1.4 HIGHLIGHTS OF THE 65TH MEETING OF THE BOARD OF DIRECTORS OF BPATC

The 65th meeting of the Board of Directors (BoD) of Bangladesh Public Administration Training Centre (BPATC) was held on 23 February 2025 at the Rector's Conference Room, BPATC. The meeting was chaired by Dr. Salehuddin Ahmed, Honourable Advisor to the Ministry of Finance and the Ministry of Science and Technology. Dr. Md. Mokhlesur Rahman, former Senior Secretary of the Ministry of Public Administration; Dr. Md. Khairuzzaman Majumdar, Secretary of the Finance Division and all other members of BoD attended the meeting. Mr. Saeed Mahbub Khan, Rector of BPATC proposed the key issues of BPATC to the Board.

During the meeting, the Board reviewed ongoing initiatives and approved several key strategic, academic, and administrative measures, mentioned below:

- The duration of the Foundation Training Course was proposed to be reduced from six months to four months.
- Inclusion of Practice of Virtues and Artificial Intelligence (AI) modules in the training curriculum.
- Ensuring uniformity in training sessions conducted by various trainers.
- Arrangement for foreign training in countries such as Singapore, Thailand, Malaysia, Indonesia, and the Philippines, were also endorsed.
- Entrenching the existing Memoranda of Understanding (MoUs) with other national and international training institutions such as JICA, KOICA, and KDI.
- Initiation of project proposals for four regional training centres and expediting land acquisition for BPATC's out-campus in Cox's Bazar.
- Accomplishment of the beautification of lake and other campus improvement works in coordination with the Department of Urban Development.
- Revision of daily training allowances, honoraria for trainers and staff, and investment of BPATC's own and pension funds in treasury bonds following Bangladesh Bank guidelines.
- The ex-post facto approval was granted for the issuance of the following policies of the Bangladesh Public Administration Training Centre (BPATC): BPATC Housing Policy, 2002 (Revised 2020); BPATC Publication Policy (Revised 2020); BPATC Research Policy (Revised 2021); Training Evaluation Policy (Revised 2024); and BPATC Clinic Management Policy, 2024.
- Examination of house construction loan provisions for employees to be presented in the next Board meeting.

The 65th Board meeting reflected BPATC's continued commitment to modernizing its training programmes, strengthening institutional capacity, expanding international collaborations, and fostering research. The decisions taken are expected to enhance BPATC's role as the premier institution for public administration training and leadership development in Bangladesh.



The 65th Meeting of the Board of Directors of BPATC was successfully held on 23 February 2025, chaired by Dr. Salehuddin Ahmed, Honourable Advisor to the Ministry of Finance and the Ministry of Science and Technology along with the gracious presence of esteemed Board members

1.5 ORGANOGRAM OF THE CENTRE

The Rector, the Chief Executive of the Centre, runs the organization under the guidance of the Board of Directors. The Rector serves as the Secretary to the Government. Currently, Mr. Sayeed Mahbub Khan, (Secretary to the government) is serving the Centre as Rector since May 30, 2024. The Centre currently operates under six divisions, viz.

- Management and Public Administration (M&PA),
- Programme and Studies (P&S),



- iii. Development and Economics (D&E),
- iv. Research and Consultancy (R&C),
- v. Project, and
- vi. Management & Development (M&D).

Each of the divisions is directed by a Member Directing Staff (MDS). An MDS holds the level of an Additional or Joint Secretary in the government or a position of equivalent rank. Each of the divisions is divided into several departments, and a department is further divided into branches. Each of the branches is further divided into sections. A department is headed by a director, a branch by a deputy director, and a section by an assistant director. Directors of the Centre are Deputy Secretaries to the government or of equivalent rank.

During the establishment the manpower comprised 430 posts. 220 more different posts were created in a different time. Currently total manpower of the organogram is 650. The manpower of four Regional Public Administration Training Centres (RPATC) are included in the organogram. Each RPATC has 29 posts. The total number of officers and employees of BPATC are 650 under the revenue budget. Each of the RPATCs has 29 posts that account for 116 posts for the four RPATCs. Up to the ending date of the 2024-25 financial year, 129 posts out of the sanctioned 650 were vacant. During the same period, 75 employees joined, 3 employees died and 19 employees retired from the Centre, Among the employees, 18 persons resigned.



Mr. Sayeed Mahbub Khan, Rector, BPATC, presiding over a meeting with faculty members and stakeholders on the "BPATC Capacity Enhancement Project."

At a Glance Grade-wise Manpower of BPATC

Table 1.1: Sanctioned and Vacant Posts under the Revenue Budget in 2024-25.

Level of post	Sanctioned Posts	Workforce up to June 30, 2025	Vacant Post up to June 30, 2025
Grade 9 and Above	120	89	31
Grade 10	24	19	05
Grade 11-16	234	191	43
Grade 17-20	272	222	50
Total	650	521	129

Source: Administration Section, BPATC



The background features a complex geometric pattern of overlapping triangles in various shades of blue and yellow. A large, dark green triangular area on the right side contains an illustration of four business professionals in a meeting. They are seated around a table, with one person using a laptop. Above them is a large, glowing yellow lightbulb, symbolizing an idea. To the left of the lightbulb is a flowchart, and to the right is a Gantt chart. The entire scene is framed by a thin orange line that forms a large triangle pointing downwards.

CHAPTER TWO **ADMINISTRATIVE ACTIVITIES AND ACHIEVEMENTS**



2.1 ADMINISTRATIVE ACTIVITIES AT BPATC

The Administration Department recruited new employees and promoted several employees of different grades and confirmed the job of a good number of employees and arranged several DPC Meetings. Apart from that, celebration and observance of National and International days were organized by the administration department. Moreover, the department is also responsible for human resource management, budget management, procurement management, maintaining physical and social infrastructure, and transport management. Health care of the participants and employees and their family members, dormitory and

cafeteria management for the participants is also looked after by the administrative department. Three core sections, under the administration department, namely Administration, Service, and Finance sections headed by Deputy Directors, work with the Director (Administration) to perform the mentioned services.

2.2 PROMOTION AND NEW RECRUITMENT

The administration department organized a number of the Departmental Promotion Committee (DPC) meetings, recruited new employees, promoted incumbents to the next grades and processed job confirmation of employees.

Table 2.1: Employees Joined and Retired\Resigned BPATC in 2024-25.

Level of Post	Employees Joined the Centre	Employees Re-tired from the Centre	Employees Re-signed from the Centre	Number of Died Employees
Class-I	-	03	-	-
Class-II	03	02	01	-
Class-III	28	05	08	02
Class-IV	44	09	09	01
Total	75	19	18	03

Source: Administration Section, BPATC

2.3 FINANCIAL ASSISTANCE FROM BPATC FUND AND INTRODUCING FAMILY HEALTH INSURANCE

- Financial Assistance from BPATC Welfare Fund is provided to the employees of the Centre and regional centres based on their applications.
- Applications of retired employees and family members of employees who died during their tenure are sent to Bangladesh Employee Welfare Board.

2.4 DIGITIZATION OF ACRS OF BPATC OFFICERS AND STAFF

The Annual Confidential Reports (ACRs) of BPATC officers and staff for the past five years have been digitized and made available on the Centre's website, enhancing transparency and ease of access. Entry of ACRs for current officers is still ongoing to ensure the system remains up-to-date.

2.5 ONLINE LEAVE MANAGEMENT FOR OFFICERS AND STAFF

An online leave management system has been introduced for all officers and staff, streamlining leave application, approval, and record-keeping. The system is currently operational and being fully implemented across the Centre.

2.6 ARRANGEMENT OF DPC MEETING

A total of 20 meetings of the 1st and 2nd Selection and Promotion Committees were held, including 18 appointment-related and 2 promotion-related meetings, reflecting the Centre's commitment to transparent and merit-based personnel management.

2.7 PURCHASE BRANCH

In the fiscal year 2024-25, the Procurement and Store Section of BPATC implemented the Annual Procurement Plan (APP) with an allocation of BDT 27,62,80,000, issuing work orders worth BDT 24,47,25,138, achieving an implementation rate of 88.58 percent. During this fiscal year, some international standard sports pieces of equipment are purchased for the participants of various courses training of the Centre. Notable instruments are table tennis, football, pool, table etc.

2.8 STORE BRANCH

The centre maintains efficient store management through a Store Management System (SMS) software, fully integrated with the central ERP system, which serves as the backbone of all inventory and procurement operations. Every purchased item is recorded and tracked from receipt to delivery, ensuring accuracy, transparency, and timely replenishment. The ERP integration has transformed store operations, reducing errors,

preventing stock shortages, and enabling real-time reporting. Tales from the centre's experience show that departments can now plan resources more effectively, monitor consumption patterns, and make informed procurement decisions, demonstrating the practical benefits of a digitally connected store system.

2.9 BUDGET & ACCOUNTS BRANCH

This section oversees all financial management of the Centre, including budget preparation, bill payments, and other financial activities. It maintains meticulous records to ensure transparency and to facilitate audit responses. Accounts are managed in strict compliance with government rules, regulations, circulars, and the BPATC Act. The section monitors transactions to ensure efficient use of resources and accountability. Its work supports reliable financial reporting and informed decision-making across the Centre

2.10 SERVICE SECTION

The Service Section is entrusted with the responsibility of managing and providing comprehensive logistic, dormitory, and engineering services across the Centre. This section ensures the smooth functioning and upkeep of all dormitory

buildings, cafeteria facilities, office and non-office structures, internal roads, and transportation systems within BPATC. Its functions encompass the regular repair, maintenance, and painting of all buildings and physical infrastructures, ensuring they remain safe, functional, and aesthetically maintained. In addition, the Service Section supervises the proper operation of utility services and support systems, thereby enabling the Centre to deliver uninterrupted training programmes and administrative operations. By maintaining both infrastructure and essential services efficiently, this section plays a vital role in supporting the overall operational effectiveness and institutional environment of BPATC.

15th Storey Dormitory

In 2023, BPATC inaugurated one of its most cherished projects, 15-storied dormitory, under the initiative "Enhancement of Training Capacity of BPATC", aimed at providing modern training facilities for public servants and private sector executives. During the fiscal year 2023-2024, a total of 602 participants of the 75th FTC, along with attendees from ACAD and SFTC programmes, benefited from the dormitory's state-of-the-art amenities. In the fiscal year 2024-2025, the dormitory accommodated 958 newly appointed officers of



The iconic view of the 15th Storey Dormitory, BPATC



the Bangladesh Civil Service attending the Foundation Training Course, as well as 151 officers from the ranks of Deputy Secretaries, Police and Foreign Service cadres, and equivalent officers from the Armed Forces participating in the Advanced Course on Administration and Development.

The building spans 35,512 square meters and comprises 500 fully air-conditioned rooms, accommodating up to 1,000 trainees. Each floor includes leisure rooms with large-screen televisions, while shared facilities such as washing machines and refrigerators are available for participants' convenience. Individual rooms are equipped with geysers, fire alarm systems, IP-based telephones, wooden wall cabinets, sofas, and paired reading tables. A daycare centre on the ground

floor allows participants to attend training programmes while their young children are cared for in a safe and well-equipped environment.

To support physical well-being, the dormitory provides a gymnasium and indoor games room on the ground floor. A corridor connects the dormitory to classrooms, the library, and the cafeteria, ensuring easy movement during adverse weather. The dormitory's power supply is maintained through a 5,300 KVA sub-station and a 2,000 KVA generator, ensuring uninterrupted electricity. Furthermore, eight lifts facilitate access to all floors. The main entrance, along with landscaped greenery at the front and rear, creates an impressive and welcoming environment for all residents and visitors.



Chapter Three
**TRAINING ACTIVITIES AND
FACULTY DEVELOPMENT
PROGRAMME**



3.1 CIVIL SERVICE TRAINING PROGRAMME

The foremost responsibility of BPATC is to impart training to the civil servants. There are two categories of courses offered at BPATC: core courses and supplemental courses. Core courses are the flagship programmes conducted by BPATC and the Centre organizes:

- i. Foundation Training Course (FTC) for the entry-level civil servants;
- ii. Advanced Course on Administration and Development (ACAD) for the deputy secretaries and their equivalents;
- iii. Senior Staff Course (SSC) for joint secretaries and their equivalents;
- iv. Policy Planning and Management Course (PPMC) for additional secretaries.

Moreover, the Ministry of Public Administration (MoPA) assigns funding for the programmes and the nomination of trainees. These are all residential courses offered on-campus. BPATC maintains control over its training programme in compliance with an extensive set of policies. Thus, in addition to academics, it places equal emphasis on social, interpersonal, and leadership skills throughout the training period. Furthermore, trainee participants are highly urged to actively participate in a variety of extracurricular activities. Participants in the FTC must engage in Morning PT and Afternoon Games. Other participants from ACAD, SSC, and PPMC are encouraged to take part in physical activities.



Professor Dr. Niaz Ahmed Khan, PhD, Vice Chancellor, University of Dhaka, conducting a session with the participants of the 77th Foundation Training Course (FTC).

Table-3.1 Training and Capacity-Building Activities of BPATC in the Fiscal Year 2024-25

SL No.	Training/Workshops	Achievements
1	Foundation Training for newly appointed officers in Bangladesh Civil Service	958 persons
2	Advanced Course on Administration and Development for Deputy Secretaries, officers from Police & Foreign Service Cadres, and equivalent officers of the Armed Force	151 persons
3	Senior Staff Course for Joint Secretaries and equivalent officers	152 persons
4	Policy Planning and Management Course for additional secretaries	36 Persons
5	Other training courses (SFTC/TOT/Short Courses)	606 persons
6	Seminars/Workshops/Conferences	959 persons

Source: PPR Section, BPATC



Annual Training Calendar of BPATC for the Fiscal Year 2025-26

3.1.1 TRAINING CALENDAR

Bangladesh Public Administration Training Centre (BPATC) prepares its Annual Training Calendar (TC) ahead of each financial year to ensure organized and effective training. Serving as the main planning guide, the TC is developed through a collaborative process that sets training priorities and adapts programme design to changing needs. Once finalized, it is made public for access by all interested stakeholders. The training targets in the TC are aligned with BPATC's vision and mission, ensuring consistency and accountability. Overall, the Annual Training Calendar functions as a strategic and operational roadmap for BPATC's training activities.

3.1.2 Foundation Training Course (FTC)

As mandated by the BPATC Act of 2018, newly recruited civil servants are required to complete an intense six-month-long foundational training course at the Centre. They must complete this course in order to ensure confirmation of their job. By providing orientation on the rules and norms of the organization, the development of empathy, organizational leadership, and skill development issues are prioritized in FTC. FTC prepares in acclimate newcomers to the civil service. BPATC offers a stimulating learning environment, a wealth of

tools, and a peer-learning platform so that all participants are actively engaged in academic learning, developed organizational capacity, and strengthening interpersonal skills. The course content is designed to enable the participants to become professionally efficient and undertake formal roles when they go back to their place of posting. Young members of various cadre services are brought together to foster esprit de corps, which leads to build unity in different cadres in the civil services. Furthermore, this interaction has a long-term impact on strengthening collaborative governance in the country.



Dr. Mohammad Abdul Momen, Chairman of the Anti-Corruption Commission (ACC), Bangladesh conducting a session in the 77th Foundation Training Course at BPATC.

During the 2024-2025 FY, BPATC organized two foundation training programmes namely 76th and 77th FTCs. A total of 958 trainee-officers joined this two courses.



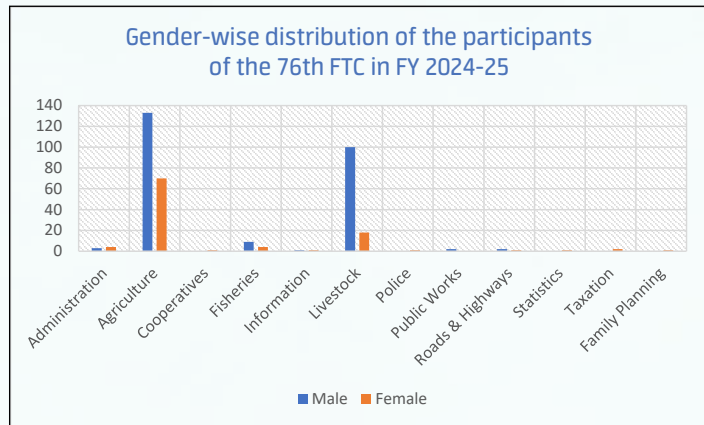
Table-3.2: Duration of 76th, 77th and 78th FTC at a glance.

Course Title	Starting Date	Closing Date	Fiscal Year
76 th Foundation Course	09 March, 2024	04 September, 2024	FY 2024-25
77 th Foundation Course	20 October, 2024	17 April, 2025	FY 2024-25

Source: PPR Section, BPATC

Table-3.3: Cadre-wise distribution of the participants of the 76th FTC

Cadre/Service	Total Participants
BCS (Administration)	07
BCS (Agriculture)	203
BCS (Cooperatives)	01
BCS (Fisheries)	13
BCS (Information)	02
BCS (Livestock)	118
BCS (Police)	01
BCS (Public Works)	02
BCS (Roads & Highways)	03
BCS (Statistics)	01
BCS (Taxation)	02
BCS (Family Planning)	01
Total	354



Source: PPR Section, BPATC

Table-3.4: Cadre-wise distribution of the participants of the 77th FTC

Cadre and Gender	Participants		
	Male	Female	Total
BCS (Administration)	232	74	306
BCS (Agriculture)	25	23	48
BCS (Ansar)	16	2	18
BCS (Audit & Accounts)	13	11	24
BCS (Cooperative)	7	-	7
BCS (Customs & Excise)	20	7	27
BCS (Family Planning)	21	13	34
BCS (Fisheries)	1	-	1
BCS (Food)	5	1	6
BCS (Foreign Affairs)	20	4	24
BCS (Forest)	1	-	1
BCS (Information)	22	4	26
BCS (Livestock)	11	6	17

Cadre and Gender	Participants		
	Male	Female	Total
BCS (Postal)	2	-	2
BCS (Public Health Engineering)	5	-	5
BCS (Public Works)	8	1	9
BCS (Railway Engineering)	4	-	4
BCS (Railway Transportation & Commercial)	5	-	5
BCS (Roads & Highways)	12	1	13
BCS (Statistics)		2	2
BCS (Taxation)	13	5	18
BCS (Trade)	2	2	4
BPATC	1	2	3
Total	446	158	604

Source: PPR Section, BPATC

3.1.3 Advanced Course on Administration and Development (ACAD)

The Advanced Course on Administration and Development (ACAD) is a prominent training programme for the mid-career civil servants while Deputy Secretaries to the government make up the majority of the course's participants. Officials

of the same levels or rank from the Defense Services, Foreign Service, and Bangladesh Police also take part. The overarching goal of ACAD is to prepare mid-level civil officials for policy-level jobs. Following a blended methodology, this course stresses



Dr. Syed Muntasir Mamun, Director, Ministry of Foreign Affairs, conducting a session at the 152nd ACAD at BPATC

both theoretical and operational sectors of governance and development. Participants thus have the chance to gain a macro perspective on the most important public sector governance and development issues from both a global and

national viewpoint. Another important goal of this course is the development of leadership abilities, particularly strategic decision-making.



Dr. Debapriya Bhattacharya, Fellow, Centre for Policy Dialogue (CPD), conducting a session with the participants of the 150th Advanced Course on Administration and Development (ACAD).

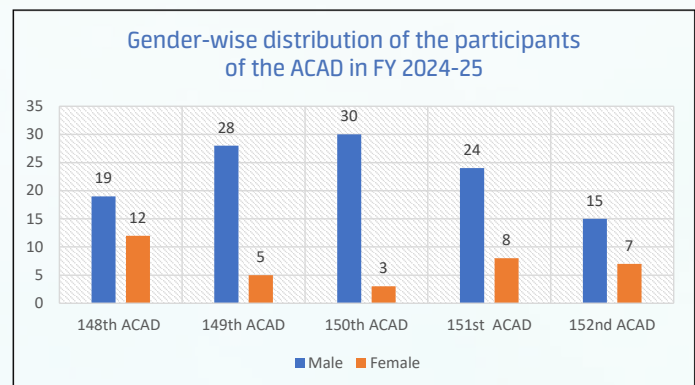
The design of the course module supports participants in understanding the objectives of the training 60 days of training at the BPATC and 10 days of training abroad in developed or developing nations make up the 70-day ACAD . During the FY 2024-25, During the FY 2024-25, BPATC organized five ACADs (148th-152nd) with 151 participants. Among them, 116 were male

(77%) and 35 were female (23%), reflecting a persistent gender gap. The 150th ACAD had the highest participation (33), while the 152nd had the lowest (22). Notably, female participation peaked in the 148th ACAD (12 officers). Table 3.3 highlights the accomplishments of ACAD in FY 2024-25.

Table-3.5: Batch-wise distribution of the participants of the ACAD in FY 2024-25

Batch	Timeline	Total Participant
148 th ACAD	07/07/2024-04/09/2024	31
149 th ACAD	22/09/2024-20/11/2024	33
150 th ACAD	01/12/2024-29/02/2025	33
151 st ACAD	09/02/2025-09/04/2025	32
152 nd ACAD	27/04/2025-25/06/2025	22
Total		151

Source: PPR Section, BPATC



3.1.4 Senior Staff Course (SSC)

The Senior Staff Course (SSC) is designed for government officials who work at the policy level. Joint secretaries to the government comprise the majority of the course's participants, but other officials with the same rank from the Armed Forces, Bangladesh Civil Service Foreign Affairs and Police Cadre are also welcome to enroll. In collaboration with the Ministry of Public Administration, which nominates the trainees and arrange funding, BPATC manages the course. The main goal of SSC is to make it possible for decision-makers to comprehend

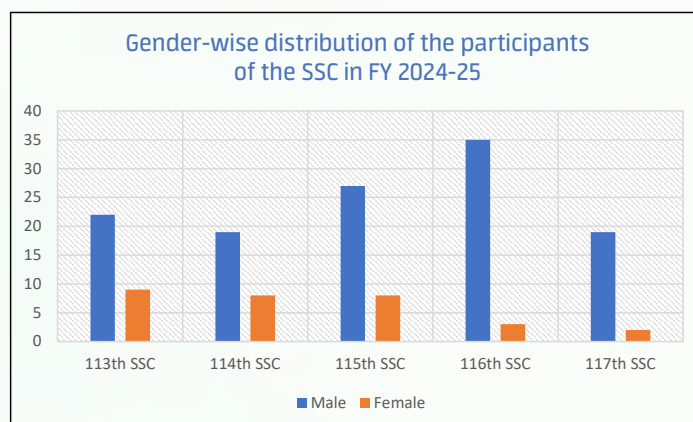
the crucial challenges in governance and development. As a result, participants evaluate the issues closely to choose the best solutions. Another important goal of this course is to support trainee-officers enhance their leadership abilities, particularly their capacity for strategic decision-making. The course duration is 55 days and is divided into two parts: in-country training at BPATC and a foreign exposure visit to a chosen institution in a foreign nation. 45 of the 55 days are spent at BPATC, with the remaining days being used for the foreign exposure visit. During the FY 2024-25, five SSCs (113th-

117th) were conducted, accommodating 152 officers. Among them, 122 were male (80%) and 30 were female (20%), showing a wide gender disparity. The 116th SSC recorded the highest intake (38 participants), while the 117th SSC had the lowest (21 participants). The following table (3.4) presents detailed information on the SSC.

Table- 3.6: Batch-wise distribution of the participants of the SSC in FY 2024-25

Batch	Timeline	Total Participant
113 th SSC	14/07/2024-27/08/2024	31
114 th SSC	08/09/2024-22/10/2024	27
115 th SSC	10/11/2024-24/12/2024	35
116 th SSC	12/01/2025-25/02/2025	38
117 th SSC	20/04/2025-03/06/2025	21
Total		152

Source: PPR Section, BPATC



Mr. Shish Haider Chowdhury, ndc, Secretary, ICT Division, conducting a participants of the 117th Senior Staff Course (SSC) at BPATC .

3.1.5 Policy Planning and Management Course (PPMC)

The Policy Planning and Management Course (PPMC) is intended for additional secretaries to the government. The subline of this course is to give participants the chance to critically evaluate various sectors government policies and initiatives. In order to prepare them for leadership roles and positions different workshops, panel discussions, and group activities are applied

as the main methods for conducting the sessions. This course has two segments as well, 12-day training at BPATC and 7 days training abroad. Sessions of the course are conducted by respected scholars and policymakers. The details of the PPMC for FY 2024-25 are portrayed in the following table. During this period, two PPMCs (25th and 26th) were organized with a total of 36 participants. Of them, 29 were male (81%) and 7 were female (19%).

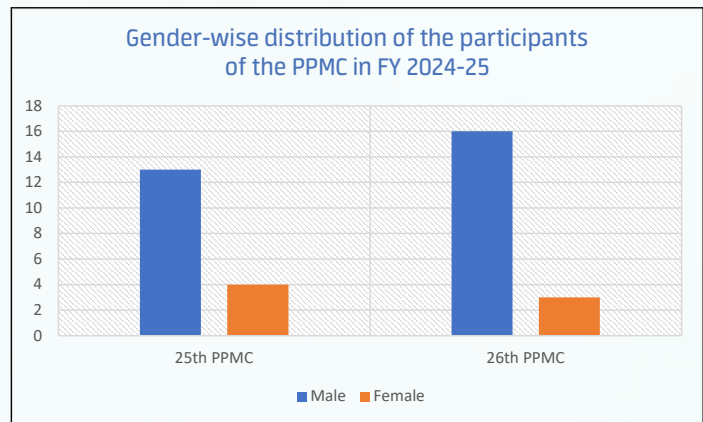


Mr. Chowdhury Ashik Mahmud Bin Harun, Executive Chairman (State Minister Rank), BIDA, conducting a session with the participants of 26th PPMC.

Table-3.7: Batch -wise distribution of the participants of the PPMC in FY 2024-25

Batch	Timeline	Total Participant
25 th PPMC	27/10/2024-07/11/2024	17
26 th PPMC	27/04/2025-08/05/2025	19
Total		36

Source: PPR Section, BPATC



3.1.6 Special Foundation Training Course (SFTC)

BPATC arranges two-month-long Special Foundation Training Courses (SFTCs) for the non-cadre officials of Grade-9 and above from different government departments. SFTC is frequently carried out at the organization's request when officials are in need of training. BPATC considers the request, subject to the availability of facilities and training slots.

In FY 2024-25, a total of ten (10) courses were organized. These included the 9th SFTC for the Department of Registration (DoR); the 1st SFTC for the Ministry of Information and Broadcasting

(Press Information Department, Department of Films & Publications, and Mass Communication Department); the 3rd SFTC for Dhaka Mass Transit Company Limited (DMTCL); the 10th and 11th SFTCs for the Bangladesh Election Commission (BEC); the 1st SFTC and the 1st Basic Training Course for the Department of Narcotics Control (DNC); the 3rd SFTC for the Roads and Highways Department (RHD); the 1st SFTC for the Bangladesh Forest Industries Development Corporation (BFIDC); and the Special Fundamental Course for the Anti-Corruption Commission (ACC).



Dr. Md. Aknur Rahman, Joint Secretary, EMRD, conducting a session on with the participants of the 11th SFTC (ECS) at BPATC.

Altogether, these courses trained 302 officials, comprising 261 male and 41 female participants. The only difference between a conventional FTC and an SFTC is its length; as a result, the BPATC places particular emphasis on the course's quality, discipline, and learning objectives.

Table 3.8: Batch-wise distribution of the participants of the SFTCs in FY 2024-25

Batch	Timeline	Participants		
		Male	Female	Total
9 th SFTC for the officials of Department of Registration (DoR)	28/04/2024-01/07/2024	26	09	35
1 st SFTC for the Officials of Ministry of Information and Broadcasting (Press Information Department, Department of Films & Publication, Mass Communication Department)	19/05/2024-21/07/2024 (excluding 22 th May, 16-18 June)	22	04	26
3 rd SFTC for the Officials of Dhaka Mass Transit Company Limited (DMTCL)	27/05/2024-28/07/2024 (excluding 16-18 June)	31	01	32
10 th SFTC for the Officials of Bangladesh Election Commission (BEC)	04/08/2024-02/10/2024	48	04	52
1 st SFTC for the Officials of Department of Narcotics Control (DNC)	29/09/2024-27/11/2024	24	07	31
1 st Basic Training Course for the Officials of Department of Narcotics Control (DNC) (10 th Grade)	08/12/2024-05/02/2025	22	05	27
3 rd SFTC for the Officials of Roads and Highways Department (RHD) (9 th Grade)	05/01/2025-05/03/2025	24	00	24
1 st SFTC for the Officials of Bangladesh Forest Industries Development Corporation (BFIDC)	11/02/2025-17/04/2025	23	02	25
(Special Fundamental Course) for the officials of Anti Corruption Commission (10 th & 11 th Grade)	06/04/2025-04/06/2025	23	04	27
11 th SFTC for the Officials of Bangladesh Election Commission (BEC)	13/04/2025-18/06/2025	18	05	23
Total		261	41	302

Source: PPR Section, BPATC



3.2 WORKSHOPS AND SEMINARS

During FY 2024-25, BPATC organized as many as 18 seminars and workshops covering diverse themes related to governance, development, training, and policy innovation. These events aimed to enhance participants' knowledge, skills, and strategic thinking in areas critical to national development and effective public administration.

The seminars and workshops included topics such as public administration challenges, youth employment, SMEs and

technology, governance reform, infrastructure and economic development, public-private partnerships (PPPs), private sector investment, artificial intelligence, big data analytics, emotional intelligence, macroeconomic management, social business, and faculty development. Additionally, workshops were conducted on curriculum review of the Foundation Training Course, defining the scope of work of the Department of Behavioral Science, and a knowledge exchange workshop on Locally Led Adaptation (LLA).



A workshop on the structural design of the Behavioral Science Wing, BPATC is being held at the ITC Building, BPATC.

In total, these 18 events engaged 959 participants, comprising 804 male and 155 female officials, reflecting BPATC's continued commitment to inclusive capacity building, professional development, and knowledge sharing.

Table 3.9: Distribution of participants of different workshops/seminars in FY 2024-25

Batch	Timeline	Participants		
		Male	Female	Total
Seminar on Navigating Public Administration Challenges: Bangladesh's Journey from Least Developed to Developing Country Status and Beyond	03/07/2024	255	13	268
1 st Workshop on Course Curriculum Review of Foundation Training Course	12/09/2024	44	07	51
2 nd Workshop on Course Curriculum Review of Foundation Training Course	17/09/2024	43	06	49
1 st Workshop on Determining the Scope of work of the Department of Behavioral Science	26/09/2024	34	06	40
3 rd Workshop on Course Curriculum Review of Foundation Training Course	30/09/2024	25	04	29
Seminar on 'Aligning Skills and Education with Market Demand: Are We Prepared for Youth Employment Generation in Bangladesh?'	05/12/2024	32	08	40

Batch	Timeline	Participants		
		Male	Female	Total
Knowledge Exchange Workshop on Locally Led Adaptation (LLA)	09/12/2024	28	10	38
Seminar on 'Leveraging SMEs and Technology for Development and Youth Employment in Bangla-desh'	18/12/2024	33	07	40
Seminar on 'Reforming and Reimagining Govern-ance to Achieve Bangladesh's Development Aspirations'	22/12/2024	33	07	40
Seminar on 'Infrastructure and Economic Develop-ment in Bangladesh'	20/01/2025	39	11	50
Seminar on 'Public-Private Partnerships (PPP) for Development: Lessons from East Asian Countries'	04/02/2025	30	10	40
Seminar on 'Boosting Private Sector Investment for Employment Generation in Bangladesh'	25/02/2025	28	09	37
Seminar on 'Preparing Training for the Future: The Role of Artificial Intelligence in Public Sector Training'	29/04/2025	31	09	40
Seminar on Big Data Analytics: The Impact of Data on Policy Decision Making	06/05/2025	33	09	42
Seminar on Training Emotional Intelligence: Its Impact on Civil Service Management	14/05/2025	22	08	30
Seminar on 'Macroeconomic Management for Sustainable Growth and Development in Bangladesh'	25/05/2025	26	09	35
Seminar on The Role of Social Business in Overcoming the Challenges of LDC Graduation	26/05/2025	40	10	50
Seminar on Developing Strategy for Faculty Development in BPATC	16/06/2025	28	12	40
Total		804	155	959



Participants of the Advanced Course on Administration and Development attending training session at AIT, Thailand .



Participants of 113 and 114 Senior Staff Course (SSC) attending training session at INTAN, Malaysia.

Through these structured overseas trainings, BPATC provides trainees with firsthand insights into international administrative systems, comparative governance practices, and policy development strategies. This approach enriches participants' knowledge, strengthens their leadership competencies, and equips them to contribute more effectively to public administration and policy implementation in Bangladesh



Table 3.10: Number of trainee-participants in overseas trainings in FY 2024-25

Batch	Timeline	Total Participant
76 th FTC (1 st Batch)	26/05/2025-04/06/2025	34
76 th FTC (2 nd Batch)	16/06/2025-25/06/2025	32
148 th ACAD	26/06/2025-05/07/2025	30
113 th SSC	30/06/2025-09/07/2025	31
Total		127

Source: PPR Section, BPATC

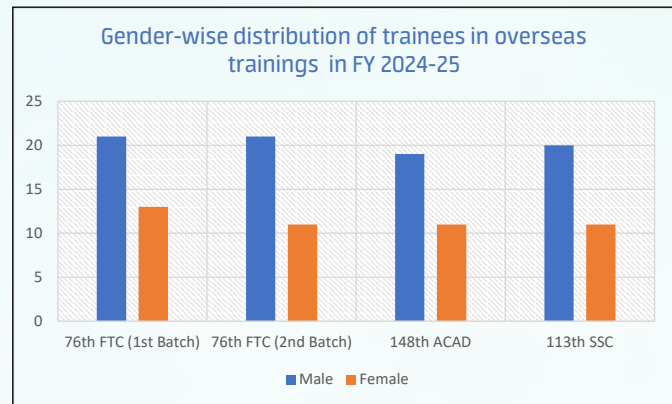
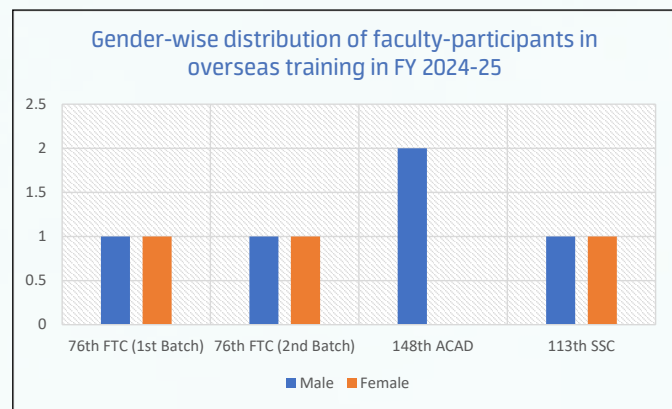


Table 3.11: Number of faculty-participants in overseas training in FY 2024-25

Batch	Timeline	Total Participant
76 th FTC (1 st Batch)	26/05/2025-04/06/2025	02
76 th FTC (2 nd Batch)	16/06/2025-25/06/2025	02
148 th ACAD	26/06/2025-05/07/2025	02
113 th SSC	30/06/2025-09/07/2025	02
Total		08

Source: PPR Section, BPATC



3.3 SHORT COURSES

BPATC regularly organizes short courses as part of on-the-job training and faculty development to enhance the skills and competencies of government officials. In the financial year 2024-25, a variety of short courses were conducted, covering technical, administrative, and recreational skills. These included Training on Snooker, Research Methodology Course, 2nd Attachment Programme for Bangladesh Bank Officials, Training on Clinic Management System Software, Training

on Tennis, Training on Data Analysis with R Programming, Training on Volleyball, and the Training Workshop on RIIAP Facilitation Capacity Development. Altogether, these courses trained a total of 261 officials, comprising 206 male and 55 female participants, reflecting BPATC's continued commitment to capacity building and professional development across diverse areas of interest. The following table reports on the short courses of the Centre:



Faculty members attending a session on the course titled 'Data Analysis with R Programming'.

Table 3.12: Gender-wise distribution of participants of short courses (if any) in FY 2024-25

Batch	Timeline	Participants		
		Male	Female	Total
Training on Snooker	07/11/2024-05/12/2024	12	03	15
Research Methodology Course	12/01/2025-26/01/2025	12	06	18
2 nd Attachment Programme for Bangladesh Bank Officials	19/01/2025-23/01/2025	106	22	128
Training on Clinic Management System Software	17/02/2025-19/02/2025	11	09	20
Training on Tennis	20/04/2025-01/05/2025	15	00	15
Training on Data Analysis with R Programming	29/05/2025-04-06/2025	16	09	25
Training on Volleyball	02/06/2025 to 9 Working days	26	04	30
Training Workshop on RIIAP Facilitation Capacity Development	17-19/06/2025	08	02	10
Total		261	41	302

Source: PPR Section, BPATC

3.4 TOT ON PEDAGOGY

Building on its earlier collaboration with the Harvard Kennedy School (HKS) in FY 2023-24, where BPATC organized a Training of Trainers (ToT) on Pedagogy under the MoU signed among the Governance Innovation Unit (GIU), Prime Minister's Office, Bangladesh and HKS, BPATC continued its efforts in FY 2024-25 to strengthen the institutional capacity of its faculty pool. During the year, two ToT programmes were arranged: the Training of Trainers for Faculty Pool (2nd Batch) held from 14 to 25 July 2024, and the Training of Trainers (ToT) under the Global Centre on Adaptation (GCA) initiative conducted from 12 to 16

May 2025. Together, these courses engaged 43 participants (34 male and 9 female).

These ToT programmes are designed to empower trainers with advanced pedagogical techniques, innovative methodologies, and modern approaches to curriculum development, thereby enhancing the effectiveness and engagement of training sessions in public administration. By combining global expertise, such as the collaboration with HKS, with ongoing initiatives like the GCA-supported ToT, BPATC continues to build a highly skilled faculty pool capable of transferring international best practices to the Bangladeshi civil service training system.

Table 3.13: Gender-wise distribution of participants of TOT courses in FY 2024-25

Batch	Timeline	Participants		
		Male	Female	Total
Training of Trainers for Faculty Pool (2 nd Batch)	14/07/2024-25/07/2024	23	05	28
Training of Trainers (ToT) (Under Global Centre on Adaptation)	12/05/2025-16/05/2025	11	04	15
Total		34	09	43

Source: PPR Section, BPATC



Faculty members receiving certificates from former MDS of BPATC, Md. Shaheenur Rahman, at the completion of the two-week long ToT training.

3.5 TRAINING AT FOUR REGIONAL CENTRES

Regional Public Administrations Training Centres (RPATCs) deliver a wide range of training focusing on the 9th Grade and above as well as 10-20 grade employees of the republic. The RPATCs are the training epicentres in the respective administrative divisions.



Participants and faculty members captured in moments from the four RPATC's (Dhaka, Khulna, Chattogram, Rajshahi RPATC).

SL	Programme Name	Number of Participants attended														Total	
		Duration (Days)	Number	Target	Dhaka			Chattogram			Rajshahi			Khulna			
					Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female		Total
1.	Procurement Management Course (Grade 09 or above)	12	02	30	33	07	40	35	01	36	30	02	32	34	04	38	Grade 9 or above 3466
				30	30	07	37	48	04	52	28	03	31	39	03	42	
2.	Financial Management Course for (Grade 9 or above)	12	01	30	25	10	35	35	09	44	35	04	39	44	02	46	
3.	Conduct and Discipline Course(Grade 9 or above)	05	01	30	34	07	41	42	11	53	46	08	54	43	02	45	
4.	ICT and e-governance Management course (Grade 9 or above)	12	01	30	23	03	26	42	13	55	36	06	42	30	03	33	
5.	Modern Office Manage-ment Course (Grade 9 or above)	12	01	30	33	11	44	50	14	64	28	01	29	37	01	38	
6.	Workshop on Election Man-ifesto (Grade 09 or above)	1	01	40	30	06	36	37	06	43	35	13	48	39	06	45	
7.	Workshop on Right to In-formation (RTI) (Grade 9 or above)	1	01	40	28	12	40	29	04	33	34	17	51	37	08	45	
8.	Workshop on Women and Child Rights (Grade 09 or above)	1	01	40	19	21	40	33	17	50	33	25	58	37	15	52	
9.	Workshop on National In-tegrity Strategy (NIS) (Grade 9 or above)	1	01	40	35	08	43	42	10	52	47	10	57	40	07	47	
10.	Workshop on Localization of Sustainable Development Goals (SDGs) (Grade 9 or above)	1	01	40	33	08	41	45	09	54	38	19	57	45	10	55	
11.	Workshop on Public Procurement Emphasizing on E-Gp	1	01	40	33	07	40	81	18	99	59	14	73	41	06	47	
12.	Workshop On Social Entre-preurship and Business in the perspective of Bangla-desh (grade 09 or above)	1	01	40	30	11	41	40	11	51	40	14	54	44	09	53	
13.	Workshop On Youth Aspira-tions and Employment Generation	1	01	40	33	08	41	59	08	67	50	14	64	37	08	45	
14.	Workshop on Digital Lead-ership (Grade 9 or above)	1	01	40	77	13	90	36	06	42	51	20	71	40	07	47	
15.	Workshop on Potential Re-courses of Bangladesh	1	01	40	36	09	45	36	04	40	53	19	72	43	07	50	
16.	Workshop on Development of Future Leadership	1	01	40	42	09	51	32	04	36	44	32	76	37	11	48	
17.	Workshop on Public Private Partnership (Grade 09 or above)	1	01	40	36	11	47	39	05	44	32	12	44	36	09	45	
	Sub Total		18	660	610	168	778	761	154	915	719	233	952	703	118	821	



SL	Programme Name	Number of Participants attended															Total
		Duration (Days)	Number	Target	Dhaka			Chattogram			Rajshahi			Khulna			
					Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	
18.	Fundamental Training Course for (Grade 10-12 Employees)	26	03	30	38	09	47	41	10	51	28	04	32	23	09	32	
30				32	07	39	15	08	23	22	09	31	28	06	34		
30				44	11	55	25	09	34	28	06	34	19	11	30		
19.	Office Management and ICT Course for Grade 10-12 Employees	12	01	30	28	14	42	40	12	52	25	08	33	40	04	44	
20.	Financial Management Course for (Grade 10-12 Employees)	12	01	30	29	12	41	19	11	30	22	02	24	23	07	30	
21.	Conduct & Discipline Course (Grade: 10-12)	05	01	30	29	10	39	03	45	48	28	02	30	27	07	34	
22.	Information & Communi-cation Technology (ICT) Course (Grade 10-12 Em-employees)	12	01	30	28	08	36	35	07	42	30	13	43	25	05	30	
23.	D-nothi Course for Grade 10-12 Employees	05	01	30	28	09	37	30	06	36	27	02	29	26	04	30	
	Sub Total		8	240	256	80	336	208	108	316	210	46	256	211	53	264	
24.	Fundamental Training Course (Grade 13-16 Em-employees)	19	04	30	36	14	50	62	08	72	35	02	37	33	04	37	
				30	46	17	63	49	05	54	43	09	52	36	06	42	
				30	49	19	68	55	13	68	38	05	43	42	03	45	
				30	34	15	49	41	05	46	25	08	33	32	08	40	
25.	Office Management and ICT Course (Grade 13-16 Employees)	12	01	30	39	07	46	81	08	89	42	05	47	32	05	37	
26.	Financial Management Course for (Grade 13-16 Employees)	12	01	30	36	09	45	48	07	55	39	08	47	35	04	39	
27.	Conduct and Discipline Course (Grade 13-16 Em-employees)	05	01	30	40	08	48	26	07	33	35	04	39	31	08	39	
28.	D-nothi Course for Grade 13-16 Employees	05	01	30	12	43	55	40	03	43	31	07	38	28	11	39	
	Sub Total		8	240	292	132	424	402	56	460	288	48	336	269	49	318	
29.	Fundamental Training Course (মৌলিক প্রশিক্ষণ কোর্স) for Grade 17-20 Em-employees	12	05	30	32	09	41	34	04	38	37	08	45	30	01	31	
				30	21	02	23	44	02	46	25	05	30	29	07	36	
				30	37	04	41	68	04	72	44	04	48	35	01	36	
				30	57	09	66	45	04	49	40	05	45	31	09	40	
				30	0	0	0	27	01	28	28	0	28	36	04	40	
				150	147	24	171	218	15	233	174	22	196	161	22	183	
	Total Participants		5														
	Conducted Courses		39														

Grade 10-12 Employees
1172

Grade 13-16 Employees
1538

Grade 13-16 Employees
783

Name of RPATCs	Tar-geted (Cours-es)	Conduct-ed (Courses)	Total number of Participants (Targeted)	Total number of Partic-ipants (achieved)	Percentage
DHAKA	39	39	1290	1709	132.48%
CHATTO-GRAM	39	39	1290	1924	149.14%
RAJSHAHI	39	39	1290	1740	134.89%
KHULNA	39	39	1290	1586	122.94%
TOTAL	156	34	09	43	43

Source: ST& RC Section, BPATC

Total Targeted Participants = 5160

Total Achieved Participants = 6959

Total Percentage = 134.87%



Chapter Four
**NATIONAL AND INTERNATIONAL
COOPERATION**



4.1 NATIONAL AND INTERNATIONAL COOPERATION

BPATC (Bangladesh Public Administration Training Centre) actively engages in collaborative partnerships with a wide range of national and international institutions to strengthen training, research, and knowledge sharing in public administration. These collaborations encompass workshops, seminars, training courses, exchange of faculty, research, case studies, and publications.

4.2 NATIONAL PARTNERSHIPS

BPATC maintains effective collaborations with leading national training institutes, universities, professional and research organizations. Key partners include the Defence Services Command and Staff College (DSCSC), Bangladesh Bank, Police Staff College Bangladesh (PSC), Anti-Corruption Commission (ACC), North South University (NSU), Aspire to Innovate (a2i), Department of ICT (DoICT), and JICA Bangladesh. The network of institutional partners continues to expand each year. In FY 2024-25, BPATC signed a Memorandum of Understanding (MoU) with the Enhancing Digital Government and Economy (EDGE) Project of the Bangladesh Computer Council (BCC) under the ICT Division, further enhancing its national collaboration portfolio.

Table 4.1: Active MoUs/Agreements of BPATC with National Organizations and Universities (FY 2024-25):

SL	Name of the Organization/University having MoU/Contract/ Agreement with BPATC	Date of Signing	Expiry Date
1	North South University represented by its South Asian Institute of Policy and Governance (SIPG), Dhaka, Bangladesh	14 August 2025	5 years
2	Bangladesh Bank	05 September 2023	5 years
3	Police Staff College, Bangladesh	14 August 2023	5 years
4	Defence Services Command & Staff College (DSCSC), Mirpur, Dhaka-1216	06 November 2019	10 years

Source: PPR Section, BPATC



Signing of a Memorandum of Understanding (MoU) between BPATC and North South University (NSU), held at the Rector's Conference Room, ITC Building, BPATC.

4.3 INTERNATIONAL PARTNERSHIPS

BPATC has established robust international linkages with universities, administrative training institutes, and research organizations across Asia, Australia, and the USA. Notable past partners include the Royal Institute of Management, Bhutan; Nepal Administrative Staff College (NASC), Nepal; HKU School of Professional and Continuing Education (SPACE), Hong Kong SAR; Beijing Administration Institute, China; Sri Lanka Institute of Development Administration (SLIDA), Sri Lanka; National Institute of Development Administration (NIDA) and Asian Institute of

Technology (AIT), Thailand; Administrative Staff College of India (ASCI), Lal Bahadur Shastri National Academy of Administration, India; and the Indian Institute of Public Administration (IIPA), India. In addition, BPATC has collaborated in the past with international universities such as the University of Alabama at Birmingham, Duke Center for International Development (DCID), USA, and Macquarie University, CQ University, and Curtin University, Australia. These partnerships were established either directly by BPATC or through the Ministry of Public Administration.



Rector of the Center, Mr. Sayeed Mahbub Khan welcoming Tika Bangladesh Coordinator Mr. Muhammed Ali Armağan and Assistant Mr. Monjur AIAHE to discuss training, capacity building, and knowledge-sharing collaborations.



Currently, BPATC holds an active MOU only with the Astana Civil Service Hub, Kazakhstan, while MOUs with other institutions have expired. BPATC is actively working to enhance and renew MOUs with these international institutes to further strengthen cooperation, knowledge sharing, and capacity-building initiatives.

Under these global collaborations, BPATC has organized programs such as the Training Capacity Building Programme (TCBP) for officials of NASC, Nepal, in May 2024, which combined theoretical discussions with practical exposure to BPATC's

administrative and training practices. These initiatives aim to improve training management performance, foster the exchange of global best practices, and strengthen institutional capacity both at BPATC and partner organizations.

BPATC's global cooperation continues to thrive on its commitment to fostering skills, sharing knowledge, and promoting the adoption of updated public administration practices, while working diligently to revive and expand international partnerships.

The background features a light blue geometric pattern of overlapping triangles. A central image shows a laptop displaying a 'Sales Opportunity Dashboard' with various charts and graphs. A hand is pointing at the screen with a white pen. The dashboard includes a 'Sales Forecast' table, a 'Sales Performance' bar chart, a 'Sales Opportunity' line chart, and a 'Sales Pipeline' donut chart.

Chapter Five
EVALUATION



5.1 INTRODUCTION

Evaluation of a training course is essential to measure its effectiveness and improve its quality. The literature on training evaluation identifies four levels of assessment: reaction level, learning level, job behavior level, and functional level. In accordance with the Training Evaluation Policy (Amended 2024) of BPATC, the Evaluation Department primarily follows the first two levels in assessing its training courses.

BPATC courses are broadly classified into two major groups: (1) Core Courses and (2) Short Courses. For both groups, the Centre applies common evaluation mechanisms. Participants are

assessed based on their performance, while simultaneously evaluating BPATC's activities—including the training system, course management, internal and external speakers, and facilities and services provided. Structured evaluation formats are provided to participants for this purpose.

At the completion of the course, BPATC issues an Individual Evaluation Report for each participant to the relevant Ministries, Divisions, or Organizations for inclusion in the officers' dossiers. Performance is assessed using the quantitative grading scale shown below:

Table 5.1: Grading System

Number (%)	Grade
85 and Above	A+ (Outstanding)
80 to <85	A (Very Good)
70 to <80	B+ (Good)
60 to <70	B (Satisfactory)
50 to <60	C (Average)
<50	Fail

Source: Evaluation Section, BPATC

5.2 COURSE EVALUATION SYSTEM

5.2.1 Core Courses

Core courses, usually ranging from 15 to 180 days, are linked to career development, focusing on conceptual understanding and practical knowledge.

5.2.2 Short Courses

Short courses, ranging from 1 to 4 weeks, are designed to develop specific skills for particular target groups.

5.2.3 Foundation Training Course (FTC)

The Foundation Training Course (FTC) is the basic training programme for newly recruited officials of the Bangladesh Civil Service. As per the Bangladesh Civil Service Recruitment Rules, 1981, the FTC is compulsory for all new entrants. Participants are evaluated out of a total of 1000 marks, with the detailed marks distribution provided in the relevant table.

Table 5.2: Marks Distribution of Foundation Training Course (76th FTC)

Module No.	Name of the Module	Evaluation Method		Marks
		Individual	Group	
1	Bangladesh and Bangabandhu Studies	IA (25), IR (25)	-	50
2	Village Study	IR (30), IP (20)	-	50
3	Poverty Reduction and Rural Develop-ment	WE (20) + ICA (05)	-	25
4	District and Upazila Attachment	District: ATT (05), ICA (05)	District: GP (20) BPATC: GR (20)	50
5	Fundamentals of Foundation Training Course	-	-	-
6	Leadership and Organizational Manage-ment	IA (50)	-	50
7	Important Service Laws in Bangladesh	OBE (50)	-	50
8	Office Management and Communications	IE (25) SAR (25)	-	50

Module No.	Name of the Module	Evaluation Method		Marks
		Individual	Group	
9	Public Financial Management and Eco-nomic Governance	IE (50)	-	50
10	Governmental System & Essential Laws	OBE (50)	-	50
11	Public Administration and Governance	WE (25)	GE (25)	50
12	Child Rights and Gender Equality	-	GE (25)	25
13	Economic Planning and Development	WE (50)	-	50
14	Sustainable Development Goals (SDGs)	IA (25)	-	25
15	Project and Procurement Management	-	GE (50)	50
16	Basics of Social Research	IRP (50)	-	50
17	IELTS and Communication Skills in Eng-lish	IE (50)	-	50
18	Basics of English	IE (25)	-	25
19	Book Review and Presentation	IR (30), IP (20)	-	50
20	Information & Communication Technolo-gy (ICT)	PT (50)	-	50
21	Physical Conditioning and Sports	ATT(10+10) WE (20) ICA(10)		50
22	Car Driving	-	-	-
23	Contemporary Issues	-	-	-
24	Comprehensive Examination	50	-	50
25	Evaluation by the CMT	Overall Conduct & Discipline (25)		25
26	Evaluation by Evaluation Department	Attendance (20)		25
		Speaker's Evaluation (05)		
	Total	860	140	1000

Source: Evaluation Section, BPATC

Table 5.3.: Marks Distribution of Foundation Training Course (77th FTC)

Module No.	Name of the Module	Evaluation Method		Marks
		Individual	Group	
1	Fundamentals of Foundation Training Course	Non-evaluative module	-	00
2	Bangladesh's History & Culture	IA(50)	-	50
3	Poverty Alleviation and Rural Development (PRRD)	WE (20) + ICA (05)	-	25
4	Village and Community Study	IR (30)+ IP (20)	-	50
5	District and Upazila Attachment	District: ATT (05)+ ICA (05)	District: GP (20) BPATC: GR (20)	50
6	Governmental System and Relevant Laws	OBWE (50)	-	50
7	Public Administration, Governance and Public Policy	WE (50)	-	25
8	Organizational Management and Lead0ership	IA (50)	-	50
9	Service Rules and legal Issues	OBWE (50)	-	50
10	Office Management and Communications	IE (40) SAR (10)		50



Module No.	Name of the Module	Evaluation Method		Marks
		Individual	Group	
11	Basics of Economics	IE (25)	-	25
12	Public Financial Management	WE (25)	-	25
13	Economic Planning & Development	WE (50)	-	50
14	Sustainable Development Goals (SDGs)		GE(25)	25
15	Gender and Human Rights	-	GE (25)	25
16	Project Management	-	GE(25)	25
17	Procurement Management	-	GE(25)	25
18	Basics of Social Research	IRP (50)	-	50
19	Communicative English	IE (25)	-	25
20	English for Professional Purposes	IE (25)	-	25
21	ICT and Cyber Literacy	PT (50)	-	50
22	Book Review and Presentation	IR (30) IP(20)		50
23	Physical Conditioning and Sports	ATT(10+10) WE (20) ICA(10)		50
24	Car Driving	-	-	00
25	Contemporary Issues	IR(50)	-	50
26	Comprehensive Examination	WE (50)	-	50
27	Evaluation by the CMT	Overall Conduct & Discipline (25)	-	25
28	Evaluation by Evaluation Department	Attendance (20) Speaker Evaluation (05)		25
	Total	860	140	1000

Source: Evaluation Section, BPATC

5.2.4 The Advanced Course on Administration and Development (ACAD)

The Advanced Course on Administration and Development (ACAD) is designed for the mid-level officers in the rank of Deputy Secretary to the government and their equivalents nominated from different public enterprises and sector corporations. The participants are evaluated out of 900 marks.

Table 5.4: Marks Distribution of Advanced Course on Development and Administration (152nd ACAD) –(2024-2025) Financial Year

Module No.	Title of the Modules	Evaluation Methods and Marks		
		Individual	Group	Total
1	Public Service and Operational Issues	-	25	25
2	Policy and Planning	100	-	100
3	Economic Management	-	50	50
4	E-Governance	-	50	50
5	Research for Governance and Policy Analysis			200
6	a. Basics of Social Research	50		
	b. Seminar paper	150		
	Sustainable Development Goals	-	25	25
7	Project Management and Financing	-	50	50

Module No.	Title of the Modules	Evaluation Methods and Marks		
		Individual	Group	Total
8	Procurement Management	-	50	50
9	Diplomatic and Development Part-nerships and Negotiations	-	50	50
10	Communication Competency	50	-	50
11	Fitness and Well-being	-	-	-
12	Contemporary Issues	-	-	-
13	Learning Good Practices			150
14	Domestic Exposure Visit	-	50	
	Overseas Training	-	100	
	Evaluation by the CMT	25	-	
15	Evaluation by Evaluation Department	25	-	25
	Total	400	450	850

Source: Evaluation Section, BPATC

5.2.5 The Senior Staff Course (SSC)

The Senior Staff Course (SSC) is designed and organized for the senior officers of the rank of Joint Secretaries to the government and their equivalent officers from public enterprises and sector corporations. Participants are evaluated out of 750 marks.

Table 5.5: Marks Distribution of Senior Staff Course (117th SSC) –(2024-2025) Financial Year

Module No.	Title of the Modules	Methods and Marks		
		Individual	Group	Total
1	Public Sector Ethos	-	-	-
2	Public Policy Formulation	-	50	50
3	Research and Policy Evaluation	50+150	-	200
4	Partnerships and Negotiations	-	50	50
5	ICT for Governance and Development	-	50	50
6	Economic Development	-	50	50
	Project and Procurement Management (PPM)	-	50	50
	Contemporary Issues	-	-	-
7	Presentation Skills	50	-	50
8	Learning Good Practices			
9	Domestic Exposure Visit		100	200
10	Overseas Training		100	
11	Evaluation by the CMT	20	-	20
12	Evaluation by Evaluation Department	30		30
	Total	300	450	750

Source: Evaluation Section, BPATC

5.2.6 The Policy Planning and Management Course (PPMC)

The Policy Planning and Management Course (PPMC) is designed to strengthen the strategic policy and management capacities of senior government officials. Participants of the 26th PPMC are evaluated on the basis of 300 marks through a combination of group exercises, action plans, overseas and in country visits, and individual assessments, along with evaluation by the Course Management Team and the Evaluation Department.



Table 5.6: Marks Distribution of Policy Planning and Management Course (26th PPMC) –(2024-2025) Financial Year.

Module No.	Title of the Modules		Evaluation Methods and Marks		
			Individual	Group	Total
1	Public Administration, Public Policy and SDGs		-	GE-35	35
2	Contemporary Governance		-	GA-20	20
3	Budgeting, Public Procurement and Project Management		-	GE-30	30
4	LDC Graduation		-	GE-20	20
5	Issues in Development		-	GA-20	20
6	Reform initiative/Innovation Implementation Action Plan (RIAP)		50	-	50
7	Learning Best Practices	In Country Visit	-	GA/P-25	25
		Overseas Training	-	GR/P-50	50
8	Evaluation by Course Management Team & Evaluation Department		50	-	50
	Total		100	200	300

Source: Evaluation Section, BPATC

5.2.7 The Special Foundation Training Course (SFTC)

BPATC arranges two-month-long Special Foundation Training Courses (SFTC) for the non-cadre officials of Grade-9 and above from different government departments. These courses are organized at the request of concerned organizations, subject to the availability of BPATC's facilities and training slots. The evaluation of SFTC basically follows the similar evaluation of FTC in most cases but based on the contents. Participants of each SFTC are evaluated on the basis of a certain number through individual and group assessments, including written examinations, assignments, presentations, and overall conduct.

Table 5.7 : Marks Distribution of 11th Special Foundation Training Course (ECS) –(2024-2025) Financial Year.

Module No.	Title of the Modules	Methods and Marks		
		Individual	Group	Total
1	Bangladesh Studies	-	GR-25	25
2	Behavioral Governance	IA-50	-	50
3	The Constitution of Bangladesh	WE-50	-	50
4	ICT & e-Governance	IR-50	-	50
5	Organizational Management and Leadership	-	GA-25	25
6	Public Management & Governance	-	GR-50	50
7	Service Rules and Administrative Procedures	WE-75	-	75
8	Sustainable Development Goals	-	GA-40	40
9	Public Procurement	-	GE-50	50
10	Economics and Economic Development	IA-50	-	50
11	Public Financial Management	IE-50	-	50
12	Project Management	-	GE-50	50
13	English Language Skill Development	CT-50	-	50
14	Physical Conditioning and Games	WE-30 IA-30	-	60
15	Basics of Research	IA-50	-	50
16	Field Attachments and Reports Writing	-	GR&P-20	20

Module No.	Title of the Modules	Methods and Marks		
		Individual	Group	Total
17	Contemporary Issues	-	-	-
18	Car Driving	-	-	-
19	Evaluation by Evaluation Department a. Attendance (20) b. Speaker Evaluation (10)	30	-	30
20	Evaluation by Course Management Team c. Punctuality (5) d. Table Manners (5) e. Dress (5) f. Overall Conduct and Discipline (5)	25	-	25
	Total Marks	540	260	800

Source: Evaluation Section, BPATC

5.3 COURSE RESULTS AND MERIT POSITIONS

5.3.1 Course Results

The outcome of training programmes is a testament to the dedication of both participants and instructors. The pursuit of excellence and knowledge is reflected in the results achieved by the participants in various courses. The following table provides an overview of the results for different courses conducted during the 2024-2025 financial year.

Table 5.8: Results of different courses (FTCs, ACADs, SSCs, PPMCs, SFTCs)

Course Name	Number of Participants		Grade	No. of Scorers
	Attended	Passed		
Foundation Training Course				
76 th FTC	354	354	A	15
			B+	327
			Pass Only	12
77 th FTC	604	603	A+	02
			A	270
			B+	327
			Pass Only	04
			Fail	01
Course Name	Number of Participants		Grade	
Advanced Course on Administrative & Development (ACAD)				
148 th ACAD	31		Result yet to be published	
149 th ACAD	33		Result yet to be published	
150 th ACAD	33		Result yet to be published	
151 st ACAD	32		Result yet to be published	
152 nd ACAD	22		Result yet to be published	
Senior Staff Course (SSC)				
113 th SSC	31		Result yet to be published	



Course Name	Number of Participants	Grade
114 th SSC	27	Result yet to be published
115 th SSC	35	Result yet to be published
116 th SSC	38	Result yet to be published
117 th SSC	21	Result yet to be published
Policy Planning Management Course (PPMC)		
25 th PPMC	17	Result yet to be published
26 th PPMC	19	Result yet to be published

Course Name	Number of Participants		Grade	No. of Scorers
	Attended	Passed		
Special Foundation Training Courses (SFTC)				
1 st SFTC (MoIB)	26	26	A	02
			B+	24
10 th SFTC ECS	52	52	A	05
			B+	45
			Pass Only	02
1 st SFTC DNC	31	31	A	04
			B+	27
3 rd SFTC RHD	24	24	B+	24
1 st SFTC BFIDC	25	25	A	06
			B+	17
			B	01
			Pass Only	01
11 st SFTC ECS	23	23	A	01
			B+	21
			B	01
3 rd SFTC DMTCL	32	32	A	22
			B+	10
Short Course				
Special Fundamental Training Course for the ACC Officials	27	27	A	02
			B+	24
			B	01

Source: Evaluation Section, BPATC

5.4 MERIT POSITIONS

Recognizing outstanding achievement is an integral part of BPATC'S commitment to nurturing talent and fostering excellence. Merit positions are awarded to participants who demonstrate exceptional performance and dedication. The top performers in each course are not only a source of inspiration for their peers but also exemplify the high standards uphold at BPATC.



A participant of the 77th Foundation Training Course receiving the Certificate of Excellence from Dr. Salehuddin Ahmed, Honorable Adviser for Finance of the Government of Bangladesh, upon the successful completion of the course.



A group of Participants of the 77th FTC celebrate their success, holding their Certificates of Excellence after the completion of the course.

Chapter Six
**RESEARCH, PUBLICATION
AND ICT**



6.1 RESEARCH, PUBLICATION, AND ICT

Bangladesh Public Administration Training Centre (BPATC) conducts Research to generate new knowledge and incorporate the findings of the research into training curriculum. For example, these findings can be utilized to share practical field experiences during training sessions, develop case studies as training materials, and update course curricula. Furthermore, BPATC offers consultancy services to provide the government with policy recommendations based on research findings. The Research and Consultancy (R&C) Division at BPATC comprises three sections: Research and Development (R&D), Library and Training Aid (LTA), and the Computer Centre (CC). This chapter details the activities of these sections in relation to research, publications, and the Centre's information and communication technology (ICT) initiatives.

6.2 RESEARCH ACTIVITIES

The Research Branch of the R&D Department manages the Centre's research activities. As per the Research Policy 2021, this branch coordinates all research activities, irrespective of the sources of funds, undertaken by the Centre and its faculty members (individually, jointly with either other faculty members or outside experts). Research funds may come from the revenue budget of the Centre, development budget, and bilateral or multilateral agreements. The coordination activities range from the invitation of research proposals to the submission of final research reports after the authorities' approval.



Faculty members of BPATC attending faculty seminar on 'Draft Research Report Presentation'.

6.2.1 Research Proposal Selection

The formal process of research, at BPATC, begins with a call for research proposals to a given financial year. The Research Branch initially reviews the submitted proposals and forwards the shortlisted two evaluators. The applicants and evaluators remain anonymous to each other during the evaluation process. The evaluators score and comment on each proposal. Researchers whose proposals receive an average score of at least 50 percent are invited to defend their proposals at a faculty seminar.

These proposals, along with the seminar report, are then presented at a meeting of the BPATC Research Committee (BRC). The Vice-Chancellor of Jahangirnagar University chairs the BRC, which also includes two external experts and all MDs of the Centre, Director (R&D) and Deputy Director (Research). The BRC

discusses and chooses the best proposals, in their opinion, for the Rector's approval. After the Rector gives his approval to the suggested plans, the Director of Research and Development issues an office order for the approved proposals.

For the financial year 2025-26, the Research Branch received thirty-five (35) research proposals. After initial review, thirty-three (33) were sent for blind evaluation by two external evaluators to complete the evaluation process and thirty-three (33) proposals secured more than 50 marks. Therefore, 31 proposals were presented in the faculty seminar held on May 26-27, 2025. In its 65th meeting on June 3, 2025, the BRC meticulously examined the detailed comments of the evaluators, rapporteur's reports and the proposals. Thereafter, The BRC recommended nine research proposals for the 2025-26 financial year, which were subsequently approved by the Rector (Table 6.1).

SL	Proposal Title	Research Team	Budget (up to)
1	Evaluating Progress and Challenges in the Adoption of Climate- Smart Agriculture in southeast coastal Bangladesh	Lead Researcher: Dr. Md. Roushon Jamal , Director, BPATC Research Advisor: A/Prof Paul Kristiansen , University of New England, Australia Associate Researcher: Md. Nazrul Islam , Deputy Director, DAE, Khulna	7,00,000/-
2	Automation And AI in Bangladesh's Public Sector: Implications for Administrative Reforms	Lead Researcher: Professor Dr. Md. Nazmus Sadekin , Department of Economics, Mawlana Bhashani Science and Technology University Associate Researcher: 1. Md. Tuhin Ahmed , Lecturer, Department of Economics Mawlana Bhashani Science and Technology University 2. Maimuna Bintay Masud , Research Officer, BPTAC	7,00,000/-
3	The Dynamics of Global Labor Migration to Malaysia: Challenges and Opportunities	Dr. Md. Mizanur Rahman Kazi Foyez Ahmed BARD, Kotbari, Cumilla Shamim Hosen , Deputy Director, BPATC	6,50,000/-
4	Exploring Women's Participation in Community-based Disaster Reduction in Bangladesh	Lead Researcher: Dr. Mumita Tanjeela , Associate Professor Department of Sociology, East-West University Associate Researcher: 1. Dr. Sufia Khanom , Senior Research Fellow, BIIS 2. Dr. Rokeya Fahmida , Director, BPATC	7,00,000/-
5	The Impact of Civil Service Training on Service Delivery in Bangladesh: A Case of the Foundation Training Course of BPATC	Principal Researcher: Md. Mahmudul Hassan , PhD, Additional Secretary (Rtd) Co-researcher 1: Numeri Zaman , MDS, BPTAC Co-researcher 2: Parvez Hasan , Joint Secretary, MOPA	7,00,000/-
6	Evaluating the Climate Change Adaptation Strategies in the Selected Local Government Institutions of Bangladesh	1. M.M Majedul Islam , PhD, Deputy Secretary, Ministry of Shipping, Government of Bangladesh 2. Md. Masuad Alam , Deputy Director, BPATC	7,00,000/-
7	Enhancing Administration Efficiency: Identifying Training Needs for Field Officials under Ministry of Primary and Mass Education, Bangladesh	Lead Researcher Md. Mushfiquir Rahman Shohag , Instructor (General), PTI Tangail Researcher-01 Mst. Tahmina Akter , Deputy Director, BPTAC Researcher-02 Ms. Alina Aktar , Deputy Director, BPATC Researcher-03 Arup Ratan Das , Instructor (General), PTI Sylhet Researcher-04 Khan Md. Kamruzzaman Maruf , Instructor (General), PTI Magur Field Supervisor: Imtiaz Shamin Chowdhury , Instructor (General), PTI Thakurgaon	7,00,000/-
8	Competence-Based Curriculum Design for Public Sector Project Managers: An Empirical Analysis	1. Dr. Mohammad Rezaul Karim , Deputy Director, BPATC 2. Afia Rahman , Deputy Director (Research) (C.C), BPATC	7,00,000/-



SL	Proposal Title	Research Team	Budget (up to)
9	Civil Service Careers Through the lens of Weber's Social Stratification Model: A Qualitative Study	Principal Investigator: Dr. Anisur Rahman Khan , Associate Professor, Department of Sociology, East West University, Co-Investigators: Mohammad Mamun , Senior Research Officer, BPATC Dr. Rasel Hussain , Assistant Professor, Department of Sociology, East West University Mr. Helal Uddin , Department of Sociology, East West University	7,00,000/-

Source: Research Section, BPATC

6.2.2 Research Report Approval

Research teams are generally allowed one year to complete their projects from the date of fund release. After completion, they submit draft reports to the Research Branch, which organizes faculty seminars where the teams present their findings. Based on the feedback received in these seminars, researchers are requested to submit revised reports. The revised research reports, along with the rapporteur reports, are then sent to two evaluators nominated by the BRC for

assessment in a prescribed format. The evaluators' comments are subsequently shared with the researchers, who resubmit modified reports incorporating the observations. Finally, the research reports are placed before the BRC for approval.

In 65th BRC, four research teams from different financial years submitted their final reports after addressing the evaluators' feedback. The BRC discussed these reports in detail and approved the following four research reports.

Table 6.2: Approved Research Reports

SL	Research Title and Researcher	Financial Year
1	<i>Are incentive packages promoting innovation? A study on Bangladesh Public Administration</i> Mohammad Ziaul Islam Systems Analyst, BPATC	2020-2021
2	<i>Impact of COVID-19 Pandemic on Frontline Field Administration in Bangladesh</i> Md. Mizanur Rahman Research Officer, BPATC	2022-2023
3	<i>Impact of Development Projects on Rural Income Generation: An Empirical Study on Eight Upazila Parishads in Bangladesh</i> SM Mehedi Hasan Director, BPATC	2022-2023
4	<i>A Study on the Challenges and Prospects of Employment in the Age of the 4th Industrial Revolution: BD Perspectives</i> Dr. Md. Mohshin Ali MDS, BPATC	2022-2023

Source: Publication Section, BPATC

6.2.3 Policy Brief and Dissemination of Research Findings

Since the financial year 2021–2022, the Research Branch of the Centre has been preparing annual policy briefs to disseminate research findings among the concerned stakeholders. Accordingly, in the financial year 2024–2025, the branch published a policy brief summarizing the key findings and implications of five research studies completed in the previous financial year (2023–2024). The policy brief was made available

in both printed and online versions. Generally, dissemination seminars are organized during the particular financial year, where research findings are presented and discussed in detail. Officials from relevant ministries, divisions, and organizations actively participated in these seminars and shared their views. However, there was no dissemination seminar held at BPATC in 2024–2025. Additionally, the policy briefs and all finished research reports are published to the Centre's e-repository for wider accessibility.

6.2.4 COMPILATION OF ANNUAL REPORT

The Research Branch is responsible for preparing the Centre's annual report. It gathers information from the various Departments, Sections and Branches of the Centre to draft the manuscript. This draft is then compiled by the Research Section and edited by the annual report's editorial team. The

publication branch handles the printing process. The annual report for the financial year 2023-2024 was published on schedule, with printed copies distributed to BoD members, ministries, field offices, and heads of various government and semi-government organizations. Additionally, a digital version of the report was made available on the Centre's website.

6.3 PUBLICATIONS IN THE FINANCIAL YEAR 2024-25

The following Table lists the reports and publications that were published under the reporting year 2024-25

Table 6.3: List of Publications for the Financial Year 2024-2025

SL	Name of Publications	Number of Publication	Number of Copies of each Publication	Total Number of Copies
a	BPATC Training Calendar (2025-26)	01	500	500
b	RPATC's Training Calendar (2025-26)	01	1000	1000
c	Annual Report (2023-24)	01	300	300
d	Bangladesh Journal of Public Administration (BJPA) Volume 32 Number 1, 2024	01	700	700
e	Bangladesh Journal of Public Administration (BJPA) Volume 32 Number 2, 2025	01	700	700
f	Bangladesh Lok-Proshashon Patrika (23 th Borsho Songkha) Not Yet Published	-	-	-
g	BPATC Newsletter (April- June, 2024)	01	300	300
h	BPATC Newsletter (July-September, 2024)	01	300	300
i	BPATC Newsletter (October-December, 2024)	01	300	300
j	BPATC Newsletter (January-March, 2025)	01	300	300

Source: Publication Section, BPATC

6.3.1 Revenue from Sales of Publications

In order for a wide circulation of the Centre's publications, different reports and books were sent to different districts and upazilas of the country. Money received from the sale of these publications was forwarded to the Finance Section of the Centre.

Achievement of Publication Branch of FY 2024-25

Table 6.4: The achievements of publication section in FY2024-2025 is shown in the table below:

SL	Activities	Target (Extra Ordinary)	Achievements
1	Publication of BJPA Vol: 32 no.1, 2024	By 30 th June 2025	BJPA Vol: 32 no. 1, 2024 was published both online and printed copy on 30 th June 2025.
2	Publication of BJPA Vol: 32 no.2, 2025	By 30 th June 2025	BJPA Vol: 32 no. 2, 2025 was published both online and printed copy on 30 th June 2025.
3	Publication of Bangladesh Lok-Proshashon Patrika (23 th Borsho Sogkha)		Yet to be Published



SL	Activities	Target (Extra Ordinary)	Achievements
4	Publication of Newsletter (April- June/2024)	By 31 th July 2024	Newsletter (April-June/2024) was published both online and printed copy on 31 th July 2024.
5	Publication of Newsletter (July-September/2024)	By 30 th September 2024	Newsletter (July-September/2024) was published both online and printed copy on 30 th September 2024.
6	Publication of Newsletter (October-December/2024)	By 30 th December 2024	Newsletter (October-December/2024) was published both online and printed copy on 30 th December 2024.
7	Publication of Newsletter (January-March/2025)	By 31 th March 2025	Newsletter (January-March/2025) was published both online and printed copy on 31 th March 2025.
8	Publication of BPATC Training Calendar (2025-26)	By 30 th June 2025	BPATC Training Calendar (2025-26) was published both online and printed copy on 30 th June 2025.
9	Publication of RPATC Training Calendar (2025-26)	By 30 th June 2025	RPATC Training Calendar (2025-26) was published both online and printed copy on 30 th June 2025.

Source: Publication Section, BPATC

6.4 ACTIVITIES OF ICT SECTION

The ICT Department of BPATC plays a pivotal role in advancing the Training Centre's vision of a digitally empowered public administration. As part of BPATC's six-divisional structure, the department has continuously driven innovations in e-Governance, digital infrastructure and enterprise automation to ensure efficient service delivery, transparency and sustainability.

6.4.1 Infrastructure Development

- **Campus-Wide Optical Fiber Network:** A high-speed optical fiber backbone was established across BPATC campus, ensuring reliable and secure connectivity for internal communication, data services, and future Smart Campus initiative.
- **Comprehensive CCTV Surveillance:** A full-scale CCTV system was installed along the campus boundary, providing 24/7 monitoring and enhancing institutional security, safety, and administrative oversight.

6.4.2 System Integration & Automation

- **Online Payment Implementation:** Introduced an online payment system to streamline various BPATC financial transactions, ensuring faster processing and improved transparency.
- **Data Backup at BDCCL:** ERP system data backup has been securely hosted at the Bangladesh Data Centre Company Limited (BDCCL) to enhance data safety, reliability, and disaster recovery readiness.
- **ERP Customization & Integration:** BPATC's Enterprise Resource Planning (ERP) platform has been tailored to meet the specific operational needs of different sections. CTMS,

Research Management, and Clinic Management Systems have been implemented under ERP.

- **Data Migration from MoPA to BPATC ERP:** Streamlined the online registration process for PPMC, SSC, and ACAD courses by synchronizing data directly from the Ministry of Public Administration (MoPA) database.
- **Zoom Education Licensing:** Twenty licensed accounts of Zoom Education Software were procured and are being used for online training, seminars, and official meetings.
- **Support for e-GP Implementation:** Continuous technical assistance was provided to strengthen the e-Government Procurement (e-GP) process within BPATC.

6.4.3. Planned Initiatives (FY 2025–2026)

Hardware, Networking & Cybersecurity

- Development of a next-generation ERP system with dedicated server infrastructure to enhance system capacity, data security, and operational efficiency.
- Deployment of Digital Podium Solutions for faculty and guest speakers.
- Comprehensive Cybersecurity and Device Audit to ensure compliance and safeguard digital assets.
- Renewal of Network Security Licenses to maintain uninterrupted protection.
- Provision of new laptops for FTC participants as part of BPATC's digital transformation initiative to strengthen technology-enabled learning.

Software Upgrades & System Expansion

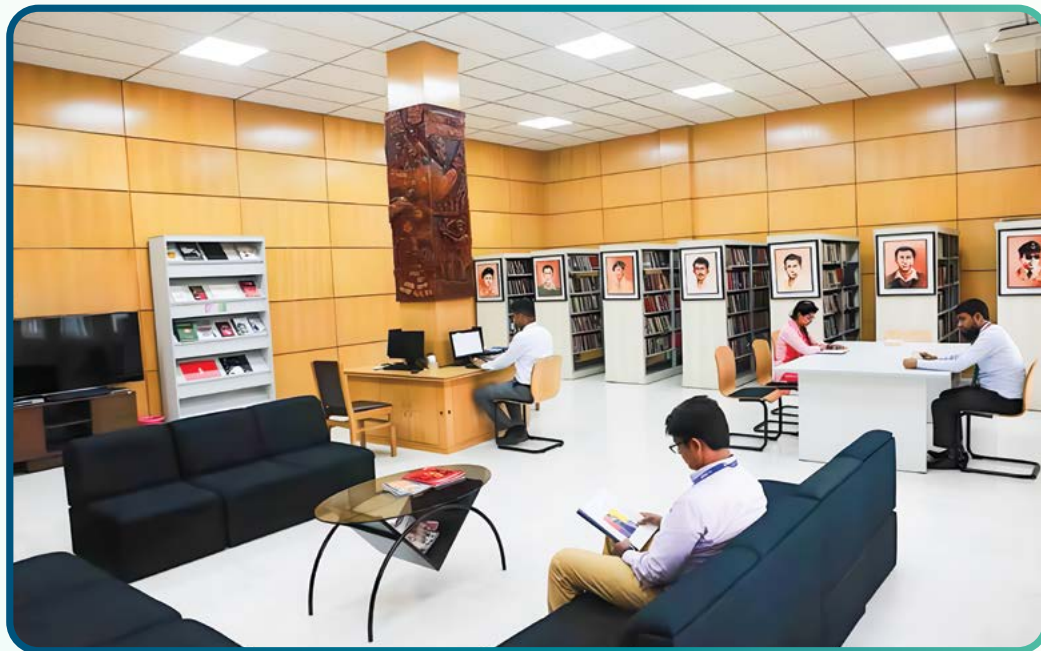
- **ERP System Upgrade:** A next-generation version of BPATC's ERP will be deployed to improve performance, scalability, and user experience.

- **New Modules:** e-Recruitment & HR Management, Equipment Management, e-Journal System, BPATC Virtual Tour Platform.
- **Upgradation of Existing ERP Modules:** PMIS, CTMS, SMS (with Barcode), A&FMS, TMS, DMS, CEMS, RPATC ERP.
- **Barcode Tracking:** Integration of barcode systems for ICT devices, sound systems, PA systems, and furniture.
- **Online Payment Expansion:** Enhancement for bus tickets, transport, medical, and swimming pool fees.
- **Licensed Software:** Turnitin (Plagiarism Detection Software) for faculty and course participants.
- **Digital Publications:** Transition of BJPA and BPATC Newsletter to online platforms.
- **Capacity Building:** Training programmes on 4IR, AI, ERP management, and network systems for IT professionals and users.

The ICT Department remains committed to advancing BPATC's digital transformation journey through innovation, integration, and resilience. The department's strategic focus on e-Governance, data-driven decision-making, and future-ready digital infrastructure will continue to strengthen BPATC's position as the premier institution for public sector excellence in Bangladesh.

6.5 BPATC LIBRARY WING

BPATC library wing have two branches naming Documentation and Audio Visual and Repository. From Documentation branch, all activities of BPATC Library are managed where classroom sessions, sound system, displays, Photography and Reprography services are managed by AVR branch. Remarkable development activities of BPATC library were taken place during 2024-2025.



Liberation war corner in BPATC Library.



6.6 DEVELOPMENT OF LIBRARY SERVER

Institutional Repository Software: Dspace and Integrated Library Software Koha and all relevant dependencies have been upgraded to latest version. Domain name of journal website has been changed as following:

Table 6.5 List of Updated Journal Domains

Previous Sub Domain	Updated Sub Domain
bjpa.bpatc.gov.bd	journals.bpatc.gov.bd/bjpa
bjpa.bpatc.gov.bd/blp	journals.bpatc.gov.bd/blp
bjpa.bpatc.gov.bd/bls	journals.bpatc.gov.bd/bls

Source: library wing, BPATC

Software Upgrade Information is mentioned below

Table 6.5 List of Upgraded Software

Software Name	Previous Version	Latest Version
Dspace	6	8
Koha	22.05.11	24.11.03
Online Journal System	3.2	3.3

6.7 NEW ENTRY IN ONLINE CATALOGUE

BPATC Library uses integrated library software for managing users, catalogues, issue, return and other management activities. A total of 450 new book titles has been added in this software which are now searchable online through online catalogue website (opac.bpatc.gov.bd). During 2024-2025, the total online searchable titles of BPATC library including RPATC Libraries become 57,106 titles and 1,03,431 copies of books.

E-Resource Access

E-Resources

BPATC library subscribes two world renowned E-Resources (Emerald and JSTOR) and registered member of Research4Life portal. These resources are accessible from the BPATC network. The subject coverage and number of journals/books are described below:

Table 6.6 List of accessible resources from the BPATC network

SL	Database Name	Subject Coverage	Description
UGC Digital Library Consortium			
2.	Emerald	Business and Management including LIS, Social Sciences	201 Journals
3.	JSTOR	Business, Economics, Library and Information Science, Social	300+ Journals
Registered Online Resources			
7.	AGORA	Agriculture, Arts & Humanities, Biology, Economics, Environmental Science, Food Science and Nutrition related social sciences	Journals: 4992 Books: 17784
8.	HINARI	Biomedical Literature and Other Subject Areas	Journals: 9301 Books: 42223
9.	OARE	Agriculture, Architecture, Arts and Humanities, Biology, Energy, Environmental Science, Health Social Science, Toxicology	Journals: 3736 Books: 11235
10.	ARDI	Health, Agriculture, Engineering, Economics and so on.	Journals: 1384 Books: 5954
	GOALI	Law	Journals: 1073 Books: 5907

Source: library wing, BPATC

Institutional Repository

BPATC Digital Institutional Repository (dspace.bpatc.gov.bd) has now more than 1000 scanned books, reports, souvenirs, newsletters and other publications till June 2025. More than 13,109 pages of books, BPATC publications and government documents were scanned and uploaded in this repository in this year. All uploaded documents are accessible from any part of the world.

Online Photo Archive

An online photo archive has been developed in 2022 to publish and archive audio, video and still pictures of different events of the Centre. During this period more than 6500 still photos and videos have been uploaded here (photo-archive.bpatc.gov.bd).

Journals Portal

In 2024-2025, 15 old issues of Bangladesh Lok Proshason Patrika (বাংলাদেশ লোক-প্রশাসন পত্রিকা) and 40 old issues of Bangladesh Lok Proshason Samoyiki (লোক-প্রশাসন সাময়িকী) become online journal platform. Three journals of the centre are being published regularly in this portal. BPATC Library maintains the server as well as the portal.

Audio-Visual and Reproduction

The Audio-Visual and Reproduction (AVR) section is equipped with the latest equipments to provide technological support in the academic sessions, seminars, workshops etc. of the Centre. Several camera for still photography and videography and classroom sound and display equipments have been procured during this year.

Chapter Seven
**PHYSICAL CONDITIONING
AND GAMES**



7.1 INTRODUCTION

Physical Conditioning and Sports is an essential and integral part of the different training courses conducted at BPATC. The Sports Department at BPATC boasts a range of facilities to cater to diverse athletic interests. A 2.2 km jogging track encircles the campus, perfect for morning or evening workouts. The indoor games hall, accommodating around 500 people, offers spaces for volleyball, badminton, and table tennis. For outdoor enthusiasts, there are football, lawn tennis, volleyball, basketball, badminton, and handball courts. To complement the athletic activities, BPATC has established a physiotherapy centre equipped with modern facilities and staffed by a full-time physiotherapist. These facilities collectively provide a comprehensive environment for physical fitness and sports at BPATC. Positive and active participation in the physical exercise sessions early in the morning and games in the afternoon is compulsory for all Core and Special Course participants, i.e. FTC, SFTC, ACAD, SSC & PPMC. The main objectives of physical exercise and sports activities at BPATC are to enhance the overall well-being of trainees. Regular physical exertion improves physical fitness, stamina, and endurance, essential qualities for public administrators dealing with demanding roles. Sports foster teamwork, leadership, discipline, and a competitive spirit, vital attributes for effective public service. Additionally, physical activity helps reduce stress, improve mental clarity, and promote a healthy work-life balance, contributing to the holistic development of future administrators.

The details of different conditioning programmes rendered to different courses of the centre in the financial year 2024-2025 are outlined in the following sections:

7.2 PHYSICAL CONDITIONING AND SPORTS FOR THE PARTICIPANTS OF THE FTC

The Foundation Training Course (FTC) at BPATC incorporates a robust physical conditioning and sports programme. Participants undergo regular physical training to enhance strength, stamina, and flexibility. A variety of sports both individual and team-based are offered to foster teamwork, leadership, and discipline. Beyond physical fitness, these activities promote mental well-being, stress management, and character building. The programme is designed to equip future administrators with the physical and mental resilience required for effective public service. Participation in Physical Conditioning early in the morning and Sports in the evening is mandatory for FTC participants. The four Team Sports that FTC participants actively participate in during the sports sessions are Football, Volleyball, Handball, and Basketball. However, female participants also participate in sports including Badminton, Volleyball, and Handball. Additionally, participants—male and female—have the opportunity to optionally practice Weight Training, Chess, Carrom, and Table Tennis.

Two FTCs were held in the training year of 2024-2025, and another FTC (78th FTC) is now underway. A total of 958 participants engaged in various physical activities during the 76th and 77th FTC.



Faculty members and participants attending the Friendly Volleyball Match and Prize Giving Ceremony of 77th FTC.

In 76th FTC course, the participants were subdivided into 08 (eight) male groups and 03 (three) female groups for the morning PT Session. The participants in the evening ST Session were also divided into 08 (eight) teams of men and 04 (four) teams of women. This resulted in 11 (eleven) male-female teams for Morning PT Session and 12 (twelve) teams for men-women for the evening ST Session.

In 77th FTC course, the participants were split into 02 (two) batches for Physical Training in the morning, with each side further subdivided into 06 (six) male groups and 02 (two) female groups. The participants in the Evening Sessions were also divided into 02 (two) batches, with each group being made up of 08 (eight) groups of men and 03 (three) groups of women. This resulted in 08 (eight) male female teams for the morning PT and 11 (eleven) teams for men women for the evening ST Session.

The day before the Closing-Day event at the 76th and 77th FTC, a friendly Volleyball Match between the participants and faculty members was arranged. Prizes are awarded to the Champions of various sports contests. The Rector of the centre took part in the prize-awarding ceremony and gave out prizes to the victors.

7.3 PHYSICAL CONDITIONING & SPORTS FOR THE ACAD PARTICIPANTS

In the training year of 2024–2025, 05 (five) Advanced Courses on Administration and Development (ACAD)—148th, 149th, 150th,

151st and 152nd—were held. Sessions on Sports Training and Physical Training involved 151 participants in total. Early in the morning, the ACAD participants engaged in physical activity, such as Stretching, Walking, Meditation, and other Therapeutic and Physical Exercises aimed at preventing degenerative diseases. Additionally, exercise was performed to address musculoskeletal issues. Depending on their individual interests, participants participated in a variety of Sports during the evening session, including Swimming, Table Tennis, Badminton, Volleyball, and Tennis. Prizes were given out to the participants in a Friendly Volleyball Match between the ACAD participants and the faculty members at the conclusion of the courses.

7.4 PHYSICAL CONDITIONING & SPORTS FOR THE SSC PARTICIPANTS

BPATC conducted 05 (five) Senior Staff Courses (SSC) in 2024–2025. A total of 152 participants from the 113rd, 114th, 115th, 116th, 117th SSC's took part in Physical Training and Sports Training. The participants took part in Stretching, Morning Walk, Meditation and different types of Physical and Therapeutic Exercises with the sole aim of preventing degenerative processes and delaying ageing. They usually participated in Volleyball, Tennis, Badminton, Table Tennis and they also practiced in Swimming as per their personal choice and interest. At the end of each course, a friendly Volleyball Match was organized between participants and the faculty members, and prizes were distributed among the participants.



The participants of the 116th SSC receiving prizes from the Rector of BPATC following a colorful sports competition.

7.5 POLICY PLANNING AND MANAGEMENT COURSE (PPMC)

In the year 2024–2025, two PPMCs were held at the BPATC. In the 25th PPMC and 26th PPMC, a total of 36 participants attended the course. They participated in the Morning PT and Afternoon ST sessions as an optional basis. There were Friendly Volleyball Matches between faculty members & participants' teams at the end of the course; prizes were distributed among the participant's.

7.6 SPECIAL FOUNDATION COURSES

BPATC organizes Special Foundation Training Courses (SFTCs) for the officers of various departments upon request from the concerned departments. In the year 2024–2025, 10 (ten) SFTCs were conducted by BPATC. A total of 302 participants attended those 10 (ten) courses and successfully completed the courses. Participants in all SFTCs also enjoyed all Physical & Sports Training facilities in the morning and evening, like other core courses.



The Rector of BPATC addressing the SFTC participants during their sports event.



7.7 TENNIS AND VOLLEYBALL TRAINING COURSES FOR FACULTY AND OFFICER

BPATC organized short-term Tennis and Volleyball Training courses in FY 2024-2025 to enhance faculty members' fitness, technical proficiency, and teamwork. The Tennis Training course was run for 10 (ten) days with 15 (fifteen) faculty participants. Sessions focused on strokes, serves, footwork, tactics, and match play, leading to improved skills and tactical

understanding. The Volleyball Training course lasted 09 (nine) days with 30 (thirty) faculty participants. It emphasized passing, setting, serving, spiking, blocking, and defensive systems, resulting in better match readiness and coordination. Overall, participants showed marked improvement in sport-specific techniques and confidence in coaching basics. Feedback highlighted the value of hands-on drills and instructor expertise.



Faculty members of BPATC participating in a friendly volleyball match with the participants.



7.8 ANNUAL SPORTS OF THE CENTRE

The Annual Sports of BPATC is a grand event showcasing the athletic prowess and camaraderie of its employees. It features a diverse range of competitions including Track and Field events, Volleyball, Badminton, and more. The event fosters leadership, teamwork, sportsmanship, and healthy competition, contributing to a vibrant job life. Beyond the athletic contests, the annual sports serve as a platform for cultural performances and social gatherings, strengthening the BPATC community. The 37th Annual Sport of the Centre was held on 30 January, 2025. Mr. Sayeed Mahbub Khan, Rector (Secretary to the Govt.) of the Centre, inaugurated the Annual Sports. Dr. Md. Mohoshin Ali, MDS (P&S) and Head of the Organizing Committee of the 37th Annual Sports along with all MDS's, Directors, all Officers and Staffs of the centre were present on that occasion. The event was spontaneous and participatory in a festive setting. A Total of 388 employees participated in the Annual Sports events. Out of 388 participants, 310 were male and 78 were female. A total of 61 (sixty-one) events were in the sports. Mainly 42 track and field events where 07 events were for two groups of males and

females namely 8 years (2 events), 10 years (02 events), 15 years (02 events) boys & girls; and one very interesting event was dress as you like. One of the most interesting events was the Volleyball and Mini Marathon for both groups (male & female) held on January 28, 2025 before the main event. Another exciting event was the Relay Race, 04 (four) old divisions took part in that event. The Tug-of-Wars event was held in between the Rector's Team and the Organizing Committee. There were four teams participating in the Volleyball competition, namely Padma, Megna, Jamuna and Surma. The team Surma became Champion, while Padma secured the Runner-Up position. One of the very prestigious events was the Mini Marathon. Mr. Amitav Sarker (AD), Mr. Dharmo Narayan Roy (Office Support Staff) & Mr. Sahadat Hossen (Room Boy) became 1st, 2nd & 3rd respectively. For females in the Mini-Marathon events, Ms. Nazma Akter- Office Support Staff, Ms. Yasmin Nahar- Office Support Staff, and Ms. Mst. Irin Akter- Office Support Staff secured 1st, 2nd & 3rd position respectively. At the end of the Sports Competition, Mr. Sayeed Mahbub Khan, Rector (Secretary to the Govt.) of the Centre handed over the prizes to the winners.



Different events of the Annual Sports at BPATC.

Chapter Eight
DEVELOPMENT PROJECT



8.1 INTRODUCTION

The core responsibility of Project and Development Wing of BPATC:

The Project and Development (P&D) Wing of the Bangladesh Public Administration Training Centre (BPATC) is entrusted with the responsibility of ensuring institutional growth and modernization through effective project planning, development, and management. Its functions are aligned with national development goals and the Centre's vision to provide world-class training, research, and policy advisory services to public servants.

8.1.1 Activities completed by the Project Division in the financial year 2024-2025

The Project & Development wing completed different projects in the previous fiscal years, and one of the ongoing projects is called "Enhancement of Training Capacity of BPATC," which aims to improve BPATC's training capabilities.

8.1.2 Project Information in Brief

SL	Project Name	Training Capacity Enhancement Project of BPATC
a	Ministry	Ministry of Public Administration
b	Implementing Organization	Bangladesh Public Administration Training Centre (BPATC), Savar, Dhaka Implementation Assistant Organization: Bangladesh Army-20 Storied Academic and Administrative Building and b. Public Works Department (PWD)- 15 Storied Dormitory and others
c	Project Approval	Original: 23 June 2017 (ECNEC Meeting) 1 st Revised: 08 June 2021 (ECNEC Meeting)
d	Approved Project Cost (in lakh taka)	Original: 85,000.00 lakh taka (Total, GOB) 1 st Revised: 1,30,763.80 lakh taka (Total, GOB)
e	Implementation Period	Original: July 2017 – June 2020 (3 years) 1 st Revised: July 2017 – June 2023 (6 years) Extended with cost variation: July 2017 – June 2026 (9 years)
f	Project Objectives	To enhance BPATC's institutional capacity to deliver quality training for civil service cadre officers and officials of various levels of government organizations in Bangladesh. To provide modern and international-standard training for government officials. To establish BPATC as a "Centre of Excellence" in Bangladesh for public sector training institutions by providing advanced training facilities and thereby contributing to overall socio-economic development.

Source: Project and Development (P&D) Wing BPATC

As an apex government training institution, BPATC has been playing an important role in human resource development of the government since its inception. But due to inadequate infrastructural facilities, it was difficult for BPATC to impart foundation and other training to sufficient number of trainees. Moreover, every year the government is recruiting a large number of officers in various services and the demand for their training is increasing. But inadequate infrastructure and lack of training facilities have created a backlog in foundation training courses and other training courses. Foundation training courses for BCS (Health) and BCS (Education) Cadre officers have to be conducted in other institutions due to inadequate infrastructure and lack of required number of faculty members

at BPATC. Sometimes even foundation training that is supposed to be held at BPATC are organized in other institutes due to lack of proper infrastructural and logistic support of BPATC.

This project titled 'Enhancement of Training Capacity of BPATC' with total funding of the Government of Bangladesh (GoB) is under implementation for the period of January 2017 to June 2025 with a total estimated cost of TK 120760.80 lakhs. This project was extended one more year till June, 2026. In order to implement the said objectives, the project has been taken with infrastructure facility to conduct the training programme of 2500 officials in foundation training simultaneously at the Centre. The activities to be carried out under this project during the financial year 2024-25 are as follows:



The magnificent 20-storied Academic and Administrative Building of BPATC in the final phase of completion.

Present Status of Different Components **5-Storied Cafeteria:**

- Brick masonry work is ongoing on the ground floor and preparations are underway in the kitchen area according to the approved design.
- On the first floor, border tiling and skirting work are in progress, along with the installation of window grills and Thai frames.
- On the second floor, granite work, tile borders, window grills, Thai frames, and skirting are being done.
- Marble and granite finishing work is ongoing on the third floor.
- On the fourth floor, toilet floor tiling and brick masonry work are in progress.
- Waterproofing work is being carried out on the roof of the kitchen.

Rector's Bungalow:

- Parking tiles work is ongoing in front of the bungalow.
- Door frame fitting and switchboard installation are in progress.
- Electrical wiring work is ongoing.
- Interior design and painting work are in progress.
- Sanitary fittings, fixtures, lights, and fans are yet to be installed.

20-storied (with 2 basements) Academic & Administrative Building of BPATC:

- Roof casting has been completed up to the 17th floor of the 20-storey building.
- Preparatory activities have been undertaken for the roof casting of the 18th floor, scheduled for August 2025.
- Brick masonry work is ongoing on the completed floors.
- The revised floor plans of the building, along with the designs for the plaza and corridors, have been submitted to the project office for approval.
- Important decisions have been made regarding the building's electrical connection, solar system, lift, escalator, and other utility services.
- Construction work of the utility building adjacent to the 20-storey building has been completed, though finishing work remains pending.

Boundary Wall with Decorative Gates:

- Construction of the boundary wall under Lot-01 has been completed.
- Under Lot-02, partial casting, brickwork, and plastering of a section of the boundary wall have been completed.
- Partial plastering and finishing work of Gate No. 01 have also been completed.



The modern five-storey cafeteria building nearing completion, designed to provide a spacious, well-equipped, and hygienic dining environment.

- Subsequently, the contract for the remaining work was canceled. A new contract for the remaining work has been approved through the tender process. The new contractor has already commenced work.
- The revised design work of Gate No. 03 is currently underway by the Department of Architecture.

Beautification of the Lake and Its Surroundings:

- The Savar Public Works Department has prepared the cost estimation for the beautification work of the lake and its surroundings and has invited tenders accordingly.
- As part of the lake beautification project, the construction of the amphitheater has been excluded from the plan.

Construction of Sewage Treatment Plant and Waste Management Plant:

- The construction work of the Sewage Treatment Plant (STP) has been completed.
- The tender for the Waste Management Plant has not yet been invited.

Action plan to be undertaken in the financial year 2025-2026:

The action plan to be undertaken in the financial year 2025-2026 under the Project and Development Department includes

monitoring of implementation schedule of the currently ongoing project components and formulation of a new Project components and formulation of a new Project Proposal (DPP) by the Project and Development Department. Below is the action plan of the ongoing project.

Development Wing:

Technical Assistant Project Proposal (TAPP) on Capacity Enhancement and Professionalism of the Faculty Members of BPATC for Fiscal Year 2025-2026 is being finalized. The following components will be included by the Project and Development Department in the future.

- a. Curriculum Improvement for on-going courses;
- b. Faculty development for BPATC faculties;
- c. Skill development for BPATC employees.
- d. Update master plan for BPATC.
- e. A common master plan for new RPATCs at Barisal, Sylhet, Rangpur and Mymensingh.
- f. Enhancing construction of outer campus of BPATC at Cox's Bazar.
- g. Initiative to prepare project regarding residential facilities for BPATC's employees.



The background features a complex geometric pattern of light blue triangles of various sizes. Overlaid on this is a semi-transparent image of a laptop screen. The screen displays an 'ANALYTICS DASHBOARD' with various charts, including a line graph and a bar chart. Text on the screen includes ':USER A', '08:54:30', 'Evolution:', 'Data Availability', 'PI:Product', 'CAMERA-IP:143.453.00', and '43:55'. A hand is visible typing on the laptop keyboard. The dashboard is framed by a large, stylized orange triangle pointing downwards. Smaller yellow and blue triangles are scattered around the central image.

Chapter Nine

FINANCE



9.1 INCOME AND EXPENDITURE OF BPATC

The Finance Section, under the Administration Wing, is responsible for all budgetary and financial activities of the Centre. It maintains comprehensive financial records in line with government rules, regulations, circulars, and the BPATC Act of 14 November 2018. The Deputy Director (Finance) serves as the Drawing and Disbursing Officer (DDO) on behalf of the Rector and coordinates as well as supervises all financial operations.

Salaries and allowances of all officers and staff are disbursed through a consolidated statement, prepared on the basis of respective pay bills and forwarded to Sonali Bank, PATC Branch. Currently, bills are processed and delivered within 24 hours.

The Finance Section has successfully transitioned to digital record-keeping. Initially, the Centre introduced ERP (Enterprise Resource Planning) software, followed by iBAS++ software. At present, all financial records are maintained through ERP and iBAS++ alongside a manual backup system. Salaries are disbursed electronically through EFT (Electronic Fund Transfer), ensuring a paperless and efficient process. Employees can access and visualize their salary information and other financial statements directly through their ERP and iBAS++ accounts.

The fund of the Centre is raised from the following sources:

- a. Rants made by the government;
- b. House rent, selling of fruits and fish etc. of the centre;
- c. Sale proceeds and royalties accruing from the property owned by the Centre; and
- d. Fees and fare of different facilities of the Centre.

INCOME & EXPENDITURE OF THE CENTRE

A detailed account of the income and expenditure that took occurred during the financial year (1 July, 2024 to 30 June, 2025) is available in the following table.

Table 9.1: Comparative Statement of Income & Expenditure of the Financial Year 2024-25

Code No.	Income		Expenditure			Remarks
	Name of Source (Govt. Grants)	FY 2024-25	Code No.	Name of Head & Sub-head (Govt. Grants)	Expenditure of 2024-25	
1	2	3	4	5	6	7
3631101	Pay of Officers	70000000	3111101	Pay of Officers	68,860,404	
3631102	Pay of establishment.	80000000	3111201	Pay of Establishment.	73,123,113	
3111352	Special benefit	9000000	3111352	Special benefit	6,995,992	
3631102	Allowances	133200000		(A) Total of pay	148,979,509	
3631103	Supply & servicing capital	933570000	3631103	(B) Allowances		
3631104	Pension & retirement benefit	33000000	3111301	Charge allowance	110,482	
3631107	Special grant	5000000	3111302	Conveyance Allowance.	1,065,523	
3631108	Research grant	5550000	3111306	Education Allowance	1,817,484	
3631199	Others grant	1000000	3111310	House Rent Allowance.	51,267,916	
3632102	Machinaries grant	26000000	3111311	Medical Allowance	7,393,034	
3632103	Vehicle grant	0	3111312	Mobile Allowance	346,098	
			3111313	Residencial Telephone allowance	216,912	
3632105	Information & communication Techonology grant	55000000	3111314	Tiffin Allowance.	729,829	
3632106	Others Capital grant	5000000	3111316	Washing Allowance	214,648	
			3111325	Festival Allowance	19,566,739	
			3111327	Overtime	3,748,354	
			3111328	Recreation Allowance	3,466,930	
			3111329	Training Allowance	1,390,628	
			3111331	Entertainment Allowance	63,168	
			3111332	Honorarium Allowances	1,450,000	
			3111335	Bangla Nabrarsha Allowance	2,067,462	
			3111339	Cook Allowance	192,000	
			3111340	Security Allowance	192,000	
					95,299,207	
				(C) Total of Pay & Allowances (A+B)	244,278,716	
				(D) Administative Cost		
			3211102	Washing & Cleaning	3,159,052	
			3211104	Contingent Stuff/Institution	264,811,770	
			3211106	Entertainment Expenditure	1,234,307	
			3211109	Labor wages	66,007,130	
			3211110	Legal Expenses	626,000	
			3211111	Seminar & Conference	3,753,280	



Code No.	Income		Expenditure			Remarks
	Name of Source (Govt. Grants)	FY 2024-25	Code No.	Name of Head & Sub-head (Govt. Grants)	Expenditure of 2024-25	
			3211112	International Subscription	114,793	
			3211113	Electricity	45,315,021	
			3211117	Internet/Fax/Talex	1,541,351	
			3211119	Postal	50,000	
			3211120	Telephone Expensive	407,797	
			3211125	Advertisement Exp.	1,210,948	
			3211127	Books & Journals	831,897	
			3211128	Publication	1,016,900	
			3211135	Recruitment Examination	5,398,310	
			3231301	Training	258,788,540	
			3243101	Petrol, Oil & Lubricant	30,998,402	
			3243102	Gas	3,903,311	
			3244101	Traveling Expensive	5,906,523	
			3252101	Bading	3,589,745	
			3252109	Medicine and antidote	1,477,617	
			3253103	Security service collection	11,358,736	
			3255101	Computer materials (Print & Stationary)	4,020,057	
			3255102	Printing and binding (Print & Stationary)	817,587	
			3255105	Others Stationary	22,015,089	
			3256106	Uniform	1,298,488	
			3256107	Sports materials	4,737,190	
			3257206	Honorarium Expenses	6,453,450	
			3257301	Festival/festivities	1,730,682	
			3258101	Vehicles (Maintenance)	9,761,887	
			3258102	Furniture "	1,788,315	
			3258103	Computer "	96,845	
			3258104	Office Equipments	2,610,486	
			3258105	Others Machine & equipments	10,918,763	
			3258106	Residential building	9,318,286	
			3258107	Non-Residential building	19,294,755	
			3258108	Other buildings and structures	5,253,004	
			3258126	Telecommunication equipment	257,161	
			3258140	Maintenance of officers motor car	5,799,764	
				(D) Total Supply & Service	817,673,239	
			3631104	Pension & retirement benefit		
			3731103	Grand for Pension Fund	29,762,453	

Code No.	Income		Expenditure			Remarks
	Name of Source (Govt. Grants)	FY 2024-25	Code No.	Name of Head & Sub-head (Govt. Grants)	Expenditure of 2024-25	
				(E) Total of Pension & retirement benefit	29,762,453	
			3631107	Special grant		
			3721102	Social Welfare grant	5,000,000	
				(F) Total of Special grant	5,000,000	
			3631108	Research grant		
			3257103	Research expenditure	5,272,960	
			3257105	Innovation	3,000	
				(G) Total of Research grant	5,275,960	
			3631199	Others grant		
			3821102	Land development tax	165,444	
				(H) Total of others grant	165,444	
			3632102	(I) Equipment grant		
			4112310	Office Equipment	10,183,757	
				(I) Total of Vehicle purchase grant	19,141,163	
			3632103	(j) Vehicle purchase grant		
			4112101	Vehicle purchase		
				(J) Total of Vehicle purchase grant		
			3632105	(K) Information & communication Techonology grant		
			4112201	Information Communication Technology Equipment	19,725,115	
			4112202	Computer & Others	8,610,740	
			4113301	Computer Software	11,056,755	
				(K) Total of Information & communication Techonology grant	39,392,610	
			3632106	(L) Others Capital grant		
			4112314	Furniture purchase	1,739,406	
			4113102	Tree, Crop, Plant Resources	954,049	
				(L) Total of Others Capital grant	2,693,455	
	Total Grant	1356320000		Total Exp. (A to L)	1,163,383,040	
				Closing Balance	192,936,960	
	Grant Total	1356320000		Grand Total	1,356,320,000	

Source: Finance Section, BPATC

Chapter Ten
OTHER ACTIVITIES



10.1 CELEBRATING NATIONAL & INTERNATIONAL DAYS

International Mother Language Day on February 21, International Women's Day on March 08, The Genocide Remembrance Day on March 25, National Independence Day on March 26, Pahela Boishakh, Public Service Day on June 23, National Training Day on January 23 and National Victory Day on December 16 were celebrated at the Centre during FY 2024–25. Different committees and action plans were formed to observe these days with due respect and enthusiasm.

10.1.1 International Mother Language Day

With profound respect, International Mother Language Day 2025 was celebrated at BPATC. A day-long programme was arranged, beginning with hoisting of the National Flag at half-mast in the Centre. The Rector, faculty members, officers, and participants placed floral wreaths at the Shaheed Minar. Later, a discussion meeting was held at the Central Auditorium with spontaneous participation of all officials and staff.



Mr. Sayeed Mahbub Khan, Rector of BPATC, along with the Faculty Members, placing the floral wreath at the Shaheed Minar on 21 February 2025 to observe the International Mother Language Day.

BPATC School and College also organized complementary events such as art competitions, poem recitations, and essay writing competitions among students. Discussion sessions with teachers and students were held to highlight the significance of the Language Movement.

10.1.2 Observing Independence Day

The 55th Independence Day, 2025 was celebrated with solemnity at BPATC. The programme began with hoisting of the National Flag at dawn, followed by floral tributes at the National Martyrs' Mausoleum, Savar, by the faculty members, led by the MDSs and Director (Administration). A discussion meeting at the Central Auditorium marked the day, with participation of officials, staff, and trainees.



BPATC observing National Independence Day 2025 with profound respect and patriotic spirit, as faculty members and participants place floral wreaths at the National Mausoleum in honour of the martyrs of the Liberation War.

10.1.3 Pohela Boishakh, 2025

BPATC celebrated Pohela Boishakh on April 14, 2025, to welcome the Bengali New Year. The day featured colorful processions, traditional foods, and vibrant cultural performances. All employees and participants of the Centre joined together, reflecting cultural unity, renewal, and joy.



BPATC celebrating Pohela Boishakh-1432 with music, colors, and festive spirit.

10.1.4 National Victory Day

On December 16, 2024, BPATC observed the 54th National Victory Day with great respect and pride. In the morning, the Rector and faculty members placed floral wreaths at the National Martyrs' Mausoleum, Savar. A commemorative discussion was later held at the Central Auditorium with active participation of faculty, staff, and participants.



BPATC observing the National Victory Day-2024 with due respect and solemnity.



10.2 MEDICAL FACILITIES

In FY 2024-25, the BPATC Clinic continued to provide comprehensive medical services to the participants of various training courses, employees of the Centre, and their dependent family members residing on the BPATC campus.

Clinic Personnel

During the year, the Clinic was staffed by the following professionals:

5 Medical Officers, 2 Dental Surgeons, 2 Physiotherapists, 1 Laboratory Technologist, 3 Senior Staff Nurses, 1 Sub-Assistant Community Medical Officer, 1 Pharmacist, 1 Compounder, 1 Computer Typist-cum-LDA, 3 Office Assistants, 2 Cleaners, 2 Physiotherapy Attendants, and 1 Lift Operator.

This medical team provided a wide range of services, including routine consultations, medication supply, and round-the-clock emergency care. The Clinic also conducted regular health check-ups for participants of various core training courses and for staff members from different departments.

Special Programmes and Services

Several special programmes and medical support services were organized during the reporting year. Immunization programmes for infants were held on the 9th of every month under the supervision of the Upazila Health Complex, Savar, Dhaka, in accordance with the EPI schedule. Monthly family planning services were also provided to the residents of the BPATC campus.

The Physiotherapy Unit continued to operate under the supervision of experienced graduate physiotherapists, offering consultations and therapy to both participants and residents. The Dental Unit, established in March 2023, remained active with two qualified BDS doctors providing basic outdoor treatments. The Pathology Laboratory conducted essential diagnostic tests under the supervision of a qualified technologist, while the Radiology and Imaging (USG) unit provided necessary imaging and diagnostic support.

During the fiscal year 2024-25, a total of 46,213 patients received medical services through different units of the BPATC Clinic.



A closer view of the BPATC Medical Centre.

10.3 BPATC SCHOOL & COLLEGE

In the financial year 2024-25, BPATC School & College continued its academic journey with steady progress in teaching, enrollment, and examination performance. The institution has been playing a significant role in imparting quality education to the children of officers, staff, and residents of BPATC as well as the surrounding community.

Table 10.1: Teaching Staff of BPATC School & College in 2024-2025

Teachers	School			College			Grand Total
	MPO	Non-MPO	Total	MPO	Non-MPO	Total	
Male	10	17	27	07	18	25	52
Female	03	09	12	09	04	13	25
Total	13	26	39	16	22	37	76

Source: BPATC School and College

10.3.1 Teaching Staff

During the reporting year, a total of 77 teachers were engaged in teaching activities at BPATC School & College. Among them, 39 teachers were in the school section and 38 teachers were in the college section. Out of the total, 29 teachers were MPO-listed and 48 were non-MPO teachers. This diverse pool of faculty ensured smooth teaching operations across all levels.

Students of BPATC School & College

The enrollment scenario of BPATC School & College remained satisfactory.

- **School Section:** In the academic session 2024-25, the total number of students was 1,415, comprising 722 boys and 693 girls.

- **College Section:**

- In 2024-25, the total enrollment stood at 560 students. Among them, 214 were in the Science group, 156 in Humanities, and 190 in Business Studies.
- In 2025-26, the enrollment rose significantly to 705 students, with 257 in Science, 201 in Humanities, and 247 in Business Studies.

This growth in college enrollment reflects the increasing trust of guardians and students in the institution's academic standards.

Table 10.2: Students in the School Section

Academic Session	Group	Students		
		Boys	Girls	Total
School Section				
2024-25	Not Applicable			
2024-25	Not Applicable	722	693	1415
College Section				
2024-25	Science	105	109	214
	Humanities	51	105	156
	Business Studies	90	100	190
	Total	246	314	560
2025-26	Science	130	127	257
	Humanities	64	137	201
	Business Studies	125	122	247
	Total	319	386	705

Source: BPATC School and College



10.3.2 Academic Performance of Students

Performance in PEC and JSC Exams

During 2022 and 2023, no PEC and JSC examinations were held at the national level.

Performance in the SSC Exam

- 2024: A total of 163 students appeared, of whom 160 passed, resulting in a pass rate of 98.16%. Out of them, 73 students (44.51%) achieved GPA 5, while most others secured grades in the GPA 4 to <5 category.
- 2025: The number of examinees increased to 171, and 162 passed (pass rate: 94.74%). Among them, 81 students (50%) achieved GPA 5. While the overall pass percentage slightly decreased compared to 2024, the proportion of GPA 5 scorers increased, indicating an improvement in the quality of results.

Table 10.3: Comparison of Performance of Students in the SSC Exam (Data within parentheses will show percentage)

Year	No. of Student		Result						
	Appeared	Passed	GPA 5	GPA 4 to <5	GPA 3.5 to <4	GPA 3 to <3.5	GPA 2 to <3	GPA 1 to <2	Fail
2024	163	160	73	79	07	01	0	0	03
2025	171	162	81	55	16	07	03		09

Performance in the HSC Exam

- 2023: A total of 503 students appeared, and all 503 passed (100% pass rate). Among them, 105 students (20.87%) achieved GPA 5, with the majority securing results in the GPA 4 to <5 range.
- 2024: The number of examinees rose to 526, and once again, all students passed (100%). Notably, 268 students (50.95%) achieved GPA 5, marking a remarkable improvement compared to the previous year. This significant rise in GPA 5 achievers demonstrates the institution's enhanced academic performance and growing excellence in higher secondary education.

Table 10.4: Comparison of Performance of Students in the HSC Exam

(Data within parentheses show percentage)

Year	No. of Student		Result						
	Appeared	Passed	GPA 5	GPA 4 to <5	GPA 3.5 to <4	GPA 3 to <3.5	GPA 2 to <3	GPA 1 to <2	Fail
2023	503	503	105	328	57	13	0	0	0
2024	526	526	268	251	07	-	-	-	-

Source: BPATC School and College

10.4 LADIES' CLUB, BPATC

During FY 2024–25, the Ladies' Club organized welfare and cultural activities, including:

- Farewell programmes for members transferred or retired.
- Observance of National Days (21 February, 16 December, etc.) and International Women's Day.
- Distribution of warm clothes among the poor in Kurigram and Savar, as well as stipends for underprivileged students of BPATC School & College.
- Hosting cultural events such as Pitha Utsab and celebrations of Pahela Boishakh.
- Continued operation of "Ankur Preparatory School" for children, run under the club's management.



BPATC Ladies' Club, in collaboration with BPATC Officers' Club, organizing the Pitha Utsav at BPATC.

10.5 BPATC OFFICERS' CLUB

The BPATC Officer's Club was established in 1988 to promote friendship, solidarity, brotherhood, and intimacy among the officers of the Centre. The club is governed by its organizational constitution and managed by a 13-member Executive Council, elected/selected by the members. The Rector of BPATC serves as the President of the club by virtue of his position. For the financial year 2024–25, Mr. K. M. Abdul Kader, Director acted as the General Secretary, while Mr. Md. Sohrab Hossain, Assistant Director served as the Treasurer.



The newly elected committee taking responsibilities from the outgoing committee of the BPATC.

The club is financed through grants from the Centre's Social Welfare Fund and monthly subscriptions of its members. With this support, the club successfully organized and sponsored several social, cultural, and welfare activities during FY 2024–25, including:

1. Observation of National Days

- All national days were observed with due solemnity in collaboration with the BPATC Ladies' Club.
- The programmes included recitation, music, and drawing competitions for children.

2. Farewell Programmes

- Arranged farewell programmes for 19 officers who either retired or were transferred from the Centre.

3. Cultural Celebrations

- Jointly organized with the Centre and the Ladies' Club a day-long programme to celebrate Bangla New Year (Pohela Boishakh 1432) with cultural performances, traditional food, and festive activities.
- Organized a Pitha Utsav at the club premises on 13 February 2025, which was attended by officers, staff, and their families in a joyous and festive atmosphere.

4. Welfare Contributions

- Donated Tk. 1,00,000 (one lac) to the family of late Assistant Programmer Rustom Rabbani as a token of sympathy and support.

The background is a light blue field with a complex, low-poly geometric pattern. Overlaid on this are several large, semi-transparent triangles in shades of yellow and light blue. A thin orange line forms a large, irregular shape in the upper right, and a thin green line forms a smaller triangle to its right. Numerous smaller triangles of various sizes and orientations are scattered across the page, some in yellow and some in light blue.

ANNEXURE A



Table-3.3: Cadre-wise distribution of the participants of the 76th FTC

Cadre/Service	Participants		
	Male	Female	Total
BCS (Administration)	03	04	07
BCS (Agriculture)	133	70	203
BCS (Cooperatives)	0	01	01
BCS (Fisheries)	09	04	13
BCS (Information)	01	01	02
BCS (Livestock)	100	18	118
BCS (Police)	0	01	01
BCS (Public Works)	02	0	02
BCS (Roads & Highways)	02	01	03
BCS (Statistics)	0	01	01
BCS (Taxation)	0	02	02
BCS (Family Planning)	0	01	01
Total	250	104	354

Source: PPR Section, BPATC

Table-3.5: Batch-wise distribution of the participants of the ACAD in FY 2024-25

Batch	Timeline	Participants		
		Male	Female	Total
148 th ACAD	07/07/2024-04/09/2024	19	12	31
149 th ACAD	22/09/2024-20/11/2024	28	05	33
150 th ACAD	01/12/2024-29/02/2025	30	03	33
151 st ACAD	09/02/2025-09/04/2025	24	08	32
152 nd ACAD	27/04/2025-25/06/2025	15	07	22
Total		116	35	151

Source: PPR Section, BPATC

Table- 3.6: Batch-wise distribution of the participants of the SSC in FY 2024-25

Batch	Timeline	Participants		
		Male	Female	Total
113 th SSC	14/07/2024-27/08/2024	22	09	31
114 th SSC	08/09/2024-22/10/2024	19	08	27
115 th SSC	10/11/2024-24/12/2024	27	08	35
116 th SSC	12/01/2025-25/02/2025	35	03	38
117 th SSC	20/04/2025-03/06/2025	19	02	21
Total		122	30	152

Source: PPR Section, BPATC

Table-3.7: Batch -wise distribution of the participants of the PPMC in FY 2024-25

Batch	Timeline	Participants		
		Male	Female	Total
25 th PPMC	27/10/2024-07/11/2024	13	04	17
26 th PPMC	27/04/2025-08/05/2025	16	03	19
Total		29	07	36

Source: PPR Section, BPATC

Table 3.10: Overseas trainings and number of trainee-participants in FY 2024-25

Batch	Country	Timeline	Participants		
			Male	Female	Total
76 th FTC (1 st Batch)	AIT, Thailand	26/05/2025-04/06/2025	21	13	34
76 th FTC (2 nd Batch)	AIT, Thailand	16/06/2025-25/06/2025	21	11	32
148 th ACAD	AIT, Thailand	26/06/2025-05/07/2025	19	11	30
113 th SSC	UTMSPACE, Malaysia	30/06/2025-09/07/2025	20	11	31
Total			81	46	127

Table 3.11: Foreign exposure visits and number of faculty-participants in FY 2024-25

Batch	Country	Timeline	Participants		
			Male	Female	Total
76 th FTC (1 st Batch)	AIT, Thailand	26/05/2025-04/06/2025	01	01	02
76 th FTC (2 nd Batch)	AIT, Thailand	16/06/2025-25/06/2025	01	01	02
148 th ACAD	AIT, Thailand	26/06/2025-05/07/2025	02	-	02
113 th SSC	UTMSPACE, Malaysia	30/06/2025-09/07/2025	01	01	02
Total			05	03	08

Source: PPR Section, BPATC

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