

ANNUAL CAPACITY BUILDING PLANS (ACBPs)

60
Ministries

93
Departments

2000+
Agencies

An Annual Capacity Building Plan (ACBP) of a ministry/department/agency identifies capacity needs through three lenses of National Priorities, Emerging Technologies, and Citizen Centricity. Further, it details all training and non-training interventions required to develop and/or enhance the competencies of individuals as well as capacities of the ministry/department/agency as a whole.

OUR APPROACH



PROCESS OF CREATING AN ACBP

1

Creation of a Capacity Building Unit (CBU) at the ministry/department/agency

The CBU, headed by a Joint Secretary comprises of nominated officers of the ministry/department/agency

CBU is created to drive all capacity building efforts at the department

2

Visioning Exercise

Identification of goals of the capacity building exercise through three lenses

Capacity building goals are identified in consultation with officials from the ministry/dept/agency



3

Capacity Needs Analysis at the Individual Level

Identification of capacity gaps at the individual level across 3 buckets

Domain	Functional	Behavioural
Enables individuals to perform roles within a specialised field	Enables individuals to perform common operational tasks	Enables individuals to acquire a set of bench-marked attitudes

4

Capacity Needs Analysis at the Organisational Level

Identification of capacity gaps for the organisation across 5 buckets

1. Systems and Processes
2. Personnel Management
3. Technology and Data
4. Resource and Assets
5. Partnerships and Relationships

5

Identification of Capacity Building Interventions

Individual Training Interventions	Organizational Non-training Interventions
Equipping individual officials to perform their task effectively For example, Course on emerging tech. Field visits Orientation module Course on government rules	Building capacity of shared aspects of an organization <i>For example,</i> Process improvement Technology upgradation Knowledge management Collaborative partnerships