

Golap Borbora State Institute of Panchayat and Rural Development (GBSIPRD), Assam

Citizen's Charter

*(As per guidelines of the Department of Administrative Reforms and Public Grievances,
Government of India)*

The State Institute of Panchayat & Rural Development (SIPRD), Assam, was established in accordance with Government Order No. RDD.448/97/42 dated 23rd March 1998 and further supported by Government Order No. RDD.33/2016/33 dated 11th July 2016. The primary mandate of the Institute is to undertake capacity building, training, and research activities related to Panchayati Raj and Rural Development.

Pursuant to a decision of the Cabinet taken on 28th May 2025, and as per Government Order No. eCF-659063, the Institute has been renamed as Golap Borbora State Institute of Panchayat & Rural Development (Golap Borbora SIPRD), in honour of the legacy of the former Chief Minister of Assam, Shri Golap Borbora.

1. Vision

To be a Centre of Excellence in capacity building, policy research, and knowledge dissemination for strengthening Panchayati Raj Institutions (PRIs) and advancing inclusive rural development in Assam.

2. Mission

- To build capacities of elected representatives and functionaries of PRIs, officials of line departments, NGOs, and other stakeholders.
- To undertake research, training, and consultancy services for rural development and decentralized governance.
- To foster innovation, participatory governance, and transparency in service delivery to rural citizens.

3. Objectives

- To enhance the professional competence of personnel engaged in rural development and PRI functioning.
- To support effective implementation of flagship schemes like MGNREGA, PMAY-G, NRLM, SBM(G), and others.
- To serve as a nodal agency for training, monitoring, and evaluation of Panchayati Raj and rural development programmes.

4. Services Offered by GB SIPRD

Sl. No.	Service / Function	Standards of Delivery
1	Training for PRI Members & Functionaries	Scheduled annually; minimum 2-day modules
2	Capacity Building Workshops for SHGs, NGOs, CBOs	As per annual calendar
3	Research Studies and Evaluation Reports	Disseminated within 90 days of completion
4	Training Materials and IEC Dissemination	Available in Assamese & English; shared during training and uploaded to portal
5	Infrastructure development at Gaon Panchayats & VCDCs/VDCs	As per Annual Action Plan
6	Technical Support to Gaon Panchayats	As per Annual Action Plan
7	Field Demonstrations and Model GP Development Initiatives	Quarterly showcases and open exposure visits
8	Public Grievance Redressal (related to training or research)	Response within 7 working days; resolution within 21 days
9	Right to Information (RTI)	As per RTI Act norms; reply within 30 days

5. Stakeholders / Beneficiaries

- Elected Representatives of Panchayati Raj Institutions (PRIs)
- Functionaries of Rural Development and line departments
- Self-Help Groups (SHGs), NGOs, and CBOs
- Rural Citizens and Panchayat-level functionaries
- Students, researchers, and academic institutions

6. Citizens' Responsibilities

- Cooperate with training and development initiatives.
- Participate actively in capacity-building and feedback processes.
- Utilize information resources responsibly and share best practices.
- Approach the designated grievance redressal officer for any concern.
- Respect institutional decorum and preserve public property during engagement.

7. Grievance Redressal Mechanism

- **Grievance Redressal Officer:** Anupam Dutta, Joint Director (Admin)
- **Email:** sirdassam@gmail.com
- **Phone:** 94350 18230

- **Grievance Redressal Timeframe:** Acknowledgement within 3 days, resolution within 21 working days.

8. Commitment to Quality

SIPRD Assam is committed to transparency, accountability, and excellence in training delivery, public service, and stakeholder engagement. The Institute continuously strives to improve service standards and welcomes suggestions for enhancement.

9. Review and Monitoring

The Citizen's Charter shall be reviewed annually by the Charter Committee chaired by the Director, GBSIPRD Assam, and revised based on stakeholder feedback, institutional mandates, and emerging development priorities.

10. Training Network of GB SIPRD

The Golap Borbora State Institute of Panchayat and Rural Development (SIPRD), Assam, operates two principal campuses situated in Guwahati: one at Khanapara and another at Kahikuchi. In addition to these, the Institute has established 12 Extension Training Centres (ETCs) across various districts of Assam. Each ETC is equipped with the infrastructure and capacity to train over 100 participants simultaneously, ensuring wide outreach and effective training delivery.

Below is the comprehensive list of the SIPRD Headquarters, Main Campuses, and Extension Training Centres, including contact details and geographical coordinates:

List of SIPRD Headquarters, Campuses, and Extension Training Centres

Sl. No	Name of Center	Full Address	Geo Location (in Degree)	Contact Person	Designation	Contact No
–	SIPRD HQ	G.S. Road, Khanapara, Guwahati – 22	26.117004 , 91.833568	Mr. Pabitra Kalita	Joint Director	9678620791
–	SIPRD 2nd Campus	ETC, SIPRD Kahikuchi Campus, Near Kahikuchi Market, PO & PS Azara, PIN-781017	26.107966 , 91.607833	Mr. Surajit Borgohain	Joint Director	9678003220

1	ETC – Abhayapuri	PO & PS Abhayapuri, Dist. Bongaigaon, PIN – 783384	26.350575 , 90.650444	Dr. Atowar Rahman	Principal	69018507 02
2	ETC – Amoni	Amoni, Nagaon, Assam – 782138	26.459513 , 92.920679	Dr. Achyut Akash Bora	Principal	99540210 35
3	ETC – Bezera	Near Block Development Office, Bezera, Kamrup – 781121	26.338791 , 91.781765	Mr. Ramen Baruah	Principal	80118289 20
4	ETC – Biswanath	PO & PS Biswanath, District – Biswanath, PIN – 784176	26.734770 , 93.140520	Ms. Ritamoni Phukan Buragohain	Principal	94351839 89
5	ETC – Dibrugarh	Banipur, Dhekeri Gaon, Dibrugarh – 786003	27.460647 , 94.949802	Syed Tajnur Hussain	Principal	60033091 43
6	ETC – Hailakandi	Vill – Borjurai, PO – Boalipar Bazar, PS & Dist – Hailakandi, PIN – 788155	24.711822 , 92.570467	Mr. Sanjeeb Kumar Sinha	Principal	94012378 41
7	ETC – Jorhat	Lichubari, PO – Lichubari, Jorhat – 785008	26.726018 , 94.209421	Mr. Sofiul Alom	Principal	98649643 30
8	ETC – Joysagar	Near 149 CRPF Battalion HQ, Joysagar – 785665	26.955232 , 94.618690	Mr. Pranab Bora	Principal	86381950 83
9	ETC – Kahikuchi	ETC, SIPRD Kahikuchi Campus, PO & PS Azara, PIN – 781017	26.107213 , 91.608392	Dr. Riddip Bora	Principal	99576927 07
10	ETC – Kajalgaon	Kajalgaon – 783385	26.530245 , 90.491730	Mr. Amarjyoti Das	Principal	–
11	ETC – Lakhimpur	Chauldhowagh at, Lakhimpur – 787056	27.447484 , 94.246210	Mr. Jibanta Bhuyan	Principal	98540276 25

12	ETC – Nalbari	Vill – Sariahtali, PO – Milanpur, PS & Dist – Nalbari, PIN – 781337	26.467835 , 91.433259	Dr. Bipul Deka	Principal	98547225 07
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Approved by:

Director, GBSIPRD Assam

Golap Borbora State Institute of Panchayat and Rural Development

Khanapara, Ghy- 781022, Assam

<https://sird.assam.gov.in/>