

Tribhuvan University
Faculty of Management

**ANNUAL
REPORT
081/82**

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Central Department of Public administration
Balkhu, Kathmandu, Nepal



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Faculty of Management
ANNUAL REPORT 2081/2082

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ANNUAL REPORT (2081/82)



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Message

It is with great pride that I present the annual report of the Central Department of Public Administration (CDPA) for the academic year 2082/83. This year has been a remarkable period of academic progress, institutional strengthening, and research-driven innovation. Our collective achievements reflect the dedication of our faculty, staff, and scholars toward advancing the discipline of public administration in Nepal.



CDPA has successfully implemented the academic calendar with high discipline, ensuring uninterrupted classes, systematic academic activities, and timely evaluations. The academic performance of both the 13th and 14th batches of MPhil scholars has been exemplary, demonstrating notable achievements in research methodology, public policy, administrative science, and specialization courses. Workshops such as Learn From Your Colleague's Research (LFYCR), article writing and review sessions, questionnaire workshops, and governance labs have significantly strengthened research culture within the department.

This year, CDPA organized several impactful academic events. The national conference on Public Service Motivation after the Gen Z Movement brought together distinguished scholars to explore emerging administrative and societal dynamics. International experts from Finland, Norway, Bangladesh, and other countries enriched our students' global exposure in research methods and methodology. We also effectively conducted GIS training, thematic seminars, and extensive fieldwork programs, ensuring the practical application of academic knowledge.

The department continued to promote student engagement through orientation programs, field visits, academic audits, and digital service delivery. The adoption of online submission systems for articles, proposals, and fee processing marks a major step toward digital transformation and institutional transparency. Our successful completion of both internal and external audits reflects our commitment to strong financial governance and organizational accountability.

CDPA scholars have also produced a wide range of high-quality theses this year, covering critical themes such as public service motivation, HRM practices, fiscal performance, disaster response, governance reforms, quality assurance in education, climate change, foreign policy, and socioeconomic development.

We also strengthened international collaboration through engagements with the University of Electronic Science and Technology of China (UESTC), exploring the establishment of a Research Center for Digital and Intelligent Public Governance in the Pan-Himalayan Region.

I take this opportunity to extend my sincere appreciation to our faculty members, administrative staff, experts, and scholars for their relentless contribution throughout the year. I am equally grateful to Tribhuvan University's leadership for their continued guidance and support.

As we move forward, CDPA remains committed to fostering academic excellence, research innovation, and evidence-based public governance. I am confident that our collaborative efforts will continue to strengthen the department's role as a national leader in public administration education and research.

Thank you.

Associate Professor Dr. Narendra Raj Paudel

HoD, Central Department of Public Administration (CDPA)

Tribhuvan University

About Public Administration Education in Tribhuvan University and Central Department of Public Administration (CDPA)

The proposal for establishing the Institute of Public Administration in Nepal was first mentioned in the report of the High-Power Commission on Administrative Reform, headed by Mr. Tanka Prasad Acharya, the Prime Minister of Nepal in 1956. However, the creation of the Institute did not materialize for a long time. In 1961, as part of a systematic effort to study both the theory and practice of public administration, a course in public administration was introduced as an academic program within the Political Science Department at Tribhuvan University (Pradhan, 1976; Tiwari, 2000).

Initially, the Center for Economic Development and Administration (CEDA) launched a one- year diploma course in Public Administration with support from USAID. With the introduction of the Institute of Business Administration, Commerce, and Public Administration (IBACPA), two levels of courses were developed by the university. On August 1, 1976 (Shrawan 17, 2033 BS), the Public Administration Campus began offering a full-fledged, two-year academic program called the "Diploma in Public Administration (DPA)." Given the multidisciplinary nature of the subject, the DPA was upgraded to a Master of Public Administration (MPA) in 1979 (2036 BS). These programs were significant milestones, marking the introduction of policy science.

Recognizing the unique nature of public administration education in Nepal, the High-Level Education Commission of 1981 recommended establishing a "School of Public Administration." To further this idea, Tribhuvan University formed a committee in 1986 to explore granting autonomy to the Public Administration Campus. The committee recommended establishing a separate "Graduate School of Public Administration" (Bhatta et al., 2044 BS). Acknowledging the importance of public management skills for the country's administrative system, Tribhuvan University created the Central Department of Public Administration (CDPA) in 1985 as a separate entity within the Faculty of Management (FoM).

In an effort to expand public administration education, Tribhuvan University introduced a Post Graduate Diploma in Police Science (PGDPS) in 2006, which has been operated by Nepal Police at the National Academy of Police Training in Maharajgunj, Kathmandu.

In 2011, Tribhuvan University launched a Master of Philosophy (M.Phil.) in Public Administration, a three-semester program designed to enhance students' research capabilities in administrative science, public policy, organizational behavior, and local governance. Public policy is a core subject of the M.Phil. Program, adding significant value to the field of policy science.

In 2013, a Bachelor of Public Administration (BPA) program was introduced with the objective of providing knowledge of administrative sciences, developing mid-level professionals, and equipping students with research skills. In 2016/17, the CDPA also developed a Master of Police Sciences (MPS) course, which was launched through a memorandum of understanding (MoU) with Nepal Police by the FOM.

Functions of CDPA

As per Tribhuvan University's Organization and Academic Administration Related Rule of 1993 (2050 BS), Chapter 4, Rule No. 15, the responsibilities of the Central Department of Public Administration (CDPA) are as follows:

- The CDPA conducts academic research, oversees related academic programs, and manages the department's annual schedule.
- The department is responsible for recommending the necessary number of teaching positions, dividing work among teachers and staff, and managing other teaching-related duties.
- The CDPA ensures the development and adoption of appropriate teaching materials and methods to maintain the quality of education in related subjects.
- The department organizes textbooks, research journals, and other resources in its library or affiliated libraries to support academic learning.
- The CDPA manages and maintains buildings, classrooms, and other physical infrastructure required for the department's operations.
- The department oversees the admission process for students and arranges departmental exams, ensuring the smooth conduct of academic evaluations.
- CDPA ensures students adhere to academic guidelines, discipline, and code of conduct as prescribed by the university.
- The department is authorized to levy additional fees or charges necessary for the department's functioning, aside from the fees set by the university.
- In consultation with the relevant research committee, CDPA conducts research projects and provides consulting services in related academic fields.
- The department organizes workshops, training sessions, and conferences on teaching methods and research in relevant subject areas.

- The CDPA takes necessary steps to provide professional development opportunities for its faculty, ensuring continuous growth in teaching and research skills.
- The department facilitates research work by registering students conducting research for university degrees, appointing supervisors and experts, and evaluating research work.
- The CDPA oversees the proper management of the department's day-to-day operations, ensuring a smooth and orderly functioning of the central department.
- The CDPA is also tasked with any other duties assigned by the university or relevant authorities to contribute to the advancement of public administration education.

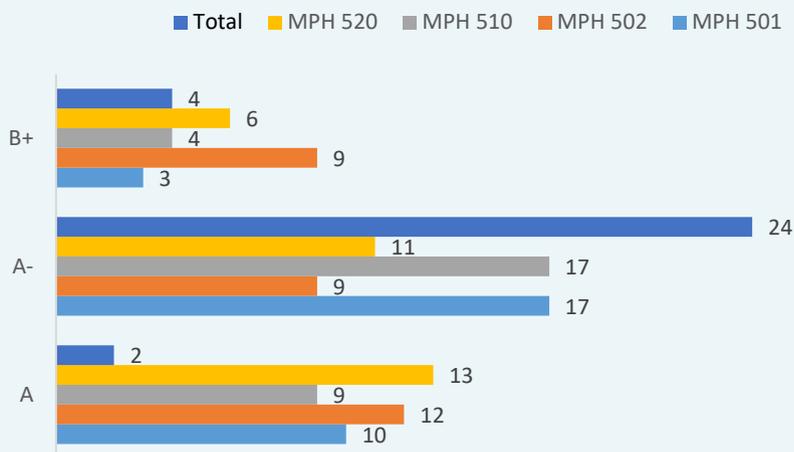
List of activities performed by the CDPA in the past

1. Citizen's Trust in Public & Political Institutions in Nepal (2010), funded by NUFU, Norway,
2. Status of the Implementation of Citizen Charters in Municipalities in Nepal (2010), Funded by NUFU, Norway
3. Human Resource Development in Relation to Inclusive Governance (2014), funded by National Planning Commission(NPC), Government of Nepal
4. Study on O & M Survey of Underground Water Development Board (2013), funded by Water Development Board, Government of Nepal
5. Study on Job Description of Department of Health (2013), Funded by Ministry of Health, Government of Nepal
6. Inclusive Policy Implementation in Nepal(2014), funded by UNDP
7. Trust Survey 2008, 2014 & 2020(Three times longitudinally), Funded by NORAD, Norway

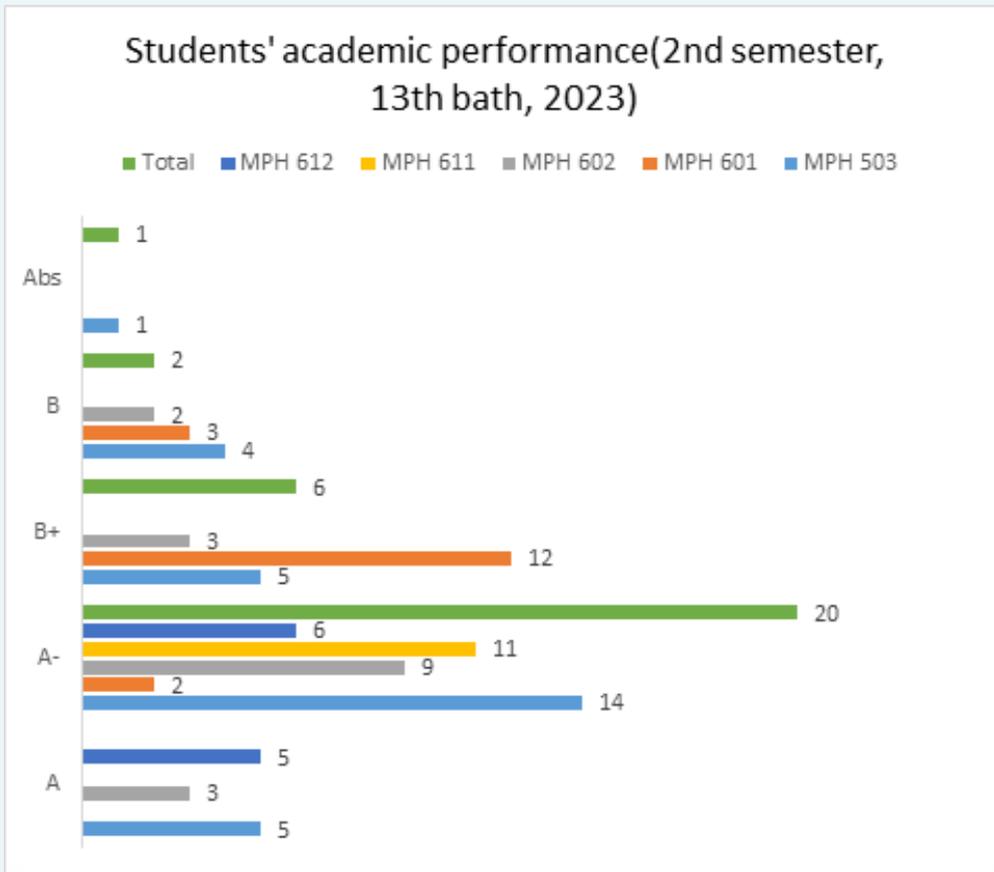
Academic performance of Mphil in A.Y. 2081/82

The Central Department of Public Administration (CDPA) at Tribhuvan University has reported impressive academic performance by its MPhil students for the academic year 2081/82. According to departmental records, students from both the 14th and 13th batches achieved consistently high grades in their core and specialization courses. The 14th batch, admitted in 2024, performed exceptionally well in their first-semester examinations, securing a large number of A and A- grades in subjects such as Research Methodology I and II, Administrative Science and Behaviour, and Public Policy. The department noted that the batch demonstrated excellent academic engagement and strong understanding of foundational public administration concepts.

Student's performance first semester(14th batch)



Similarly, the 13th batch, admitted in 2023, showed commendable results in their second-semester examinations. Their performance ranged from outstanding to satisfactory in both the core course—Research Methodology—and specialization subjects including Development Policy in Nepal, Nepal’s Plan Development, Human Resource Development in Nepal, and Nepalese Civil Service. Most students earned A- and B+ grades, with only one reported absence. CDPA officials stated that the consistent academic excellence across consecutive batches reflects the department’s commitment to maintaining high academic standards and strengthening research-oriented learning. They added that the results further reinforce the program’s role in preparing capable researchers and professionals in the field of public administration.



Academic Calendar of CDPA

In line with the decision of the Rector's Office, Tribhuvan University, the Central Department of Public Administration (CDPA) introduced a comprehensive Academic Calendar for the MPhil program. The department successfully implemented the calendar for both the first and second semesters, ensuring systematic academic progression.

With the introduction of the academic calendar, CDPA achieved zero class interruptions, eliminating confusion among students regarding class schedules. The structured timetable provided clarity and consistency, helping students stay fully informed about their daily academic activities.

The calendar also ensured fixed timelines for major academic events such as Learn from Your Colleague's Research, Questionnaire Workshop, Article Review Workshop, Public Institution and Governance Lab, Seminars and Thematic Workshops.

By institutionalizing these activities, the academic calendar helped students maintain a healthy balance between their learning commitments and personal responsibilities, including employment and family obligations. However, Curfew imposition by the government and Gen Z movement drag a little bit out from the calendar implementation.

The following section contains the academic calendars that were followed in the past two semesters.

Tribhuvan University
Central Department of Public Administration
Master of Philosophy in Public Administration
14th Batch(2024)

Number of working days 154 days
Number of hours 396 for 4 Subjects
Total credits 12 CR

Month	Week/ Days	Class	Remarks
Falgun, 2081	Ist (04)		Orientation
	2rd (09 to 11)	Classes	
	3th (16-18)	Classes	How to use Central Library of TU for online resources?
	4th (23 -25)	Classes/Article review	Two article review

Chaitra, 2081	5th (1-3)	Classes	
	6th (8-10)	Classes	
	7th (15-17)	Presentation	Tentative proposal of their research work
	8th (22-24)	Classes	
	9 th(29-31)	Classes	Four Articles writings for each subject
Baishakh, 2082	10th (5-7)	Proposal presentation	LFYCR
	11th (12-14)	Classes	Questionnaire workshop by thesis semester
	12th (19-21)	Classes	Questionnaire workshop by thesis semester
	13th (26-28)	Classes	Questionnaire workshop by thesis semester
Jeshta, 2082	14th (2-4)	Classes	Case studies
	15th (9 -11)	Classes	
	16th (17-18)	Classes	
	17th (23-25)	Classes	
	18th (30th Jesth to Asar 1)	Overall Wrap Up	
Asar, 2082	19th	Internal Examination	
	20th	Exam Preparation	
	21th	Final examination	
	22nd	Final examination	

Output of students

Theory of Public administration

Philosophy of sciences

Statistical ideas

Theory of public policy

Two review articles

Achieves of their research work

Four tentative articles related to their thesis work

LFYCR

Learn from your colleague research

Workshop

Questionnaire workshop

Second Semester Academic Calendar

S.N	Date	Classess	Academic Activities	Remarks
1	5/7/2082	Orientations-Gross	Subject selections/Google forms will be sent to the scholars/LFYCR	Kuse Ausi/ Admission notice
2	5/13/2082	Orientations	Subject selection	
3	5/14/2082	Orientations	Subject selection/LFYCR	
	5/15/2082	Orientations	Subject selection	Gaura Parba
4	5/20/2082	Classes as per routine	Article writing workshop	
5	5/21/2082	Classes as per routine	Article writing workshop/ LFYCR & Questionnaire workshop	Indra Jatra
6	5/22/2082	Classes as per routine	Article writing workshop	
7	5/27/2082	Classes as per routine	Articles writing modality-theory, methodology and respective policies	
8	5/28/2082	Classes as per routine	LFYCR & Questionnaire workshop	
9	5/29/2082	Classes as per routine		
10	6/3/2082	No class	Constitution day	
11	6/4/2082	Classes as per routine	LFYCR & Questionnaire workshop	
12	6/5/2082	Classes as per routine	Assignment for Dashain Vacation-Article writing and Article review	
		Dashain leave		
13	7/14/2082	Classes as per routine		
14	7/15/2082	Classes as per routine	LFYCR Two proposals after class	
15	7/16/2082	Classes as per routine		
16	7/21/2082	Classes as per routine		

17	7/22/2082	Classes as per routine	LFYCR & Questionnaire Workshop	
18	7/23/2082	Classes as per routine		
19	7/28/2082	Classes as per routine		
20	7/29/2082	Classes as per routine	Two proposals will be discuss at LFYCR	
21	7/30/2082	Classes as per routine		
22	8/5/2082	Classes as per routine	Governance lab	
23	8/6/2082	Classes as per routine	Two proposals will be discuss at LFYCR	
24	8/7/2082	Classes as per routine		
25	8/12/2082	Classes as per routine		
26	8/13/2082	Classes as per routine	Two proposals will be discuss at LFYCR	
27	8/14/2082	Classes as per routine		
28	8/19/2082	Classes as per routine		
29	8/20/2082	Classes as per routine	Proposals discussion at LFYCR	
30	8/21/2082	Classes as per routine		
31	8/26/2082	Classes as per routine	Internal examination	
32	8/27/2082	Classes as per routine	Internal examination	
33	8/28/2082	Classes as per routine	Internal examination	
34	9/4/2082	Classes as per routine	Field visit	
35	9/5/2082	Classes as per routine	Field visit	

36	9/6/2082	Classes as per routine	Field visit	
37	9/11/2082	Classes as per routine	Final proposal submission along with questionnaire/call for final exam/plagiarism test	
38	9/12/2082	Classes as per routine	Final proposal submission along with questionnaire/call for final exam/plagiarism test	
39	9/13/2082	Classes as per routine	Final proposal submission along with questionnaire/call for final exam/plagiarism test	
40	9/18/2082	Classes as per routine	Finalization of proposal/fixing supervisor	
41	9/19/2082	Classes as per routine	Finalization of proposal/fixing supervisor	
42	9/20/2082	Classes as per routine	Result of internal examination will be disseminated to the scholars at class	
43	9/25/2082	Classes as per routine	Scholar's audit on academic activities performed by CDPA during second semester	
44	9/26/2082	Classes as per routine		
45	9/27/2082	Classes as per routine		Prithivi Jayanti
			Ready for final examination	

CDPA Conducts Article Review Workshop for MPhil First-Semester Scholars

The Central Department of Public Administration (CDPA) successfully organized a comprehensive Article Review Workshop for first-semester MPhil students from 15th Chaitra to 24th Chaitra 2081. The workshop aimed to strengthen students' research competencies, particularly their ability to identify research gaps within their respective fields.



During the 10-day workshop, each participating student reviewed two scientific articles selected from a specially prepared compendium of 37 research articles provided by CDPA. As part of the peer-learning approach, students also exchanged their reviews with assigned opponents and provided constructive feedback. Final reviews were submitted through the official online link provided by the department.

To enrich the academic experience, CDPA mobilized 12 subject experts, who conducted thematic sessions on the process, techniques, and significance of article review in scholarly research. Their guidance helped students gain deeper insights into critical analysis, methodological evaluation, and the identification of research gaps—an essential step for developing strong MPhil proposals.



CDPA officials stated that the workshop was designed to prepare students for advanced academic research, ensuring they cultivate the analytical skills necessary for high-quality thesis writing.

The program concluded with positive feedback from both experts and participants, marking another step forward in CDPA's commitment to promoting research excellence in public administration.



CDPA Conducts Three-Day Article Writing Workshop

The Central Department of Public Administration (CDPA) of Tribhuvan University successfully organized a comprehensive three-day Article Writing Workshop for the 14th Batch MPhil scholars. The workshop, held from 2082/07/14 to 2082/07/16, aimed to strengthen academic writing skills and enhance research capacities among future public administration professionals.



The opening day featured an insightful lecture by Prof. Dr. Man Bahadur Khatri, Chief Editor of the Dhaulagiri Journal of Sociology and Anthropology. Dr. Khatri introduced participants to scientific article writing frameworks, academic integrity principles, and international publication standards.

On the second day, Dr. Narendra Raj Paudel facilitated practical sessions focusing on assignments, thesis preparation, and data collection techniques. Scholars were tasked with selecting research topics, drafting abstracts, reviewing relevant policies, and outlining methodologies.



The final day included a dummy article writing exercise using a model abstract on Public Service Motivation (PSM) in Nepali Civil Service. Scholars analyzed administrative challenges, motivation dynamics, and bureaucratic behavior across government tiers based on provided data.



The workshop carries significant academic weightage, contributing 20 marks per subject within the internal evaluation system. Participants expressed that the sessions enriched their understanding of academic writing and prepared them for advanced research works.



CDPA Organizes The Public Institution and Governance Lab(PIGL)

The Public Institution and Governance Lab (PIGL), organized by the Central Department of Public Administration (CDPA) at Tribhuvan University, held a seminar on 12 May 2025 (Buddha Jayanti) to promote policy-relevant, empirical research and experiential learning. The event served as a platform to blend academic rigor with simulation-based engagement among various stakeholders. The session was thematically driven by the informal motto “Innovating and Enlightening Towards Quality Research” and aimed at fostering evidence-informed dialogue on public policy issues.



A key highlight of the lab was the presentation of an empirical research paper by Dr. Maharaj Koirala titled “A Demographic Analysis of Capital Gains from the Disposal of Shares under the Nepal Stock Exchange (NEPSE).” The research was based on an extensive dataset of nearly one million share transactions during 2020–2021 and explored taxation patterns based on variables such as gender, ethnicity, provincial representation, PAN status, and share volume. The event was coordinated by Associate Professor Dr. Narendra Raj Paudel, Head of CDPA, who also introduced the seminar and welcomed participants through a short audiovisual presentation reflecting on CDPA’s institutional milestones and evolving research culture.



The seminar featured a rich blend of contributions from various participants, including scholars, experts, and students. The program was formally inaugurated by Prof. Dr. Prachanda Pradhan through the lighting of a ceremonial lamp. Dr. Paudel introduced the PIGL initiative as a creative, student-centered endeavor aimed at bridging theory and practice. He highlighted the Lab’s dual focus on experiential simulation and academic research, with future aspirations of incorporating real stakeholders and institutional partnerships.



Following the national anthem, Dr. Maharaj Koirala delivered his presentation. His analysis employed ANOVA, t-tests, and Games-Howell post-hoc statistical tools to explore disparities and policy blind spots in capital gains taxation under NEPSE.

He reviewed the current capital gains tax policies in Nepal, contrasting them with demographic realities to argue for more equitable and inclusive taxation strategies. In response, Dr. Paudel raised questions about gender equity, the burden on small investors, and the appropriateness of the statistical framework in relation to the research objectives.



To deepen understanding and engage the audience, a simulation role-play session was conducted with participants enacting the roles of shareholders, stockbrokers, government officials, citizens, and media persons. Shareholders highlighted issues of tax proportionality, gender and age-based disparities, and market unpredictability. Stockbrokers expressed concern about the technicalities of CGT calculations, SEBON's fees, and low investor literacy. Government officials advocated for inclusivity in tax policies, especially for historically marginalized groups such as Dalits. Citizens focused on the need for equitable benefits from capital markets and regional disparities in investment outcomes. Media persons emphasized the importance of transparent communication, fair regulation, and inclusive market narratives.

The expert opinion segment brought significant insights. Mr. Sanjay Ghimire commended the growing participation of female investors, noting their nearly 33% representation in the market. He recommended recalibrating taxation and public awareness strategies to address literacy gaps and forecast accuracy. Dr. Jitendra Dangol offered a critical perspective, describing Nepal's stock market policies as paralyzed and investor forums as ineffective. He suggested a behavioral approach based on prospect theory to differentiate between informed and uninformed investors, and called for realistic policy frameworks. Dr. Dangol also recommended the adoption of differentiated tax models and the introduction of day trading to boost capital gains tax collection.



The seminar concluded with a vote of thanks from Dr. Paudel, who appreciated the enthusiastic participation of students and experts alike. He assigned Mr. Subash Sharma to prepare a policy brief based on the session, and Mr. Bikram Singh Dhimi to compile the rapporteur's report. Prof. Dr. Prachanda Pradhan was entrusted with quality control of these outputs. The event ended with refreshments and informal discussions, marking a successful step toward building a culture of practice-based research and collaborative governance learning.

In conclusion, the PIGL seminar was a landmark initiative for CDPA, blending academic research with interactive stakeholder engagement. It showcased the potential of simulation-based learning and evidence-driven dialogue in shaping equitable, inclusive, and practical public policy in Nepal. The seminar underscored the need for continued exploration of demographic dynamics in taxation and governance, while building institutional mechanisms to translate research into action.

CDPA Hosts High-Level Conference on Public Service Motivation and Gen Z Movement

The Central Department of Public Administration (CDPA) organized an insightful conference on “Public Service Motivation (PSM) in Nepali Civil Service after the Gen Z Movement” at its Balkhu premises on 19 December 2025. The event brought together distinguished national and international scholars, faculty members, and MPhil students to deliberate on evolving dynamics of motivation, governance, and public service behavior in Nepal’s civil service system.



The program featured two keynote speakers—Prof. Dr. Shree Krishna Shrestha, and Prof. Dr. Tek Nath Dhakal—each contributing critical perspectives on contemporary administrative research and governance challenges.

Dr. Narendra Raj Paudel, Prof. Dr. Ishtiaq Jamil, Dr. H. M. Baniamin, and Prabin Babu Dhakal presented paper on the theme “Public Service Motivation (PSM) in Nepali Civil Service after the Gen Z Movement.” His presentation emphasized methodological rigor and innovation in administrative research.

Prof. Dr. Shree Krishna Shrestha as a panellist addressed the question: “Can good governance be realized after the Gen Z movement given the existing PSM conditions in Nepal?” He reflected on institutional challenges and prospects for governance

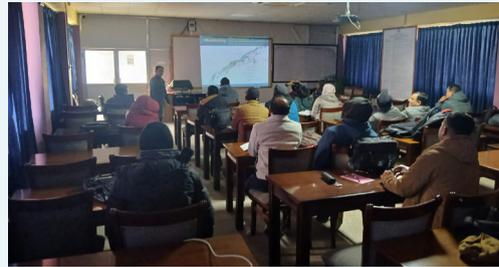
transformation. Likewise, Prof. Dr. Tek Nath Dhakal discussed “Determinant factors of Public Service Motivation in the Nepalese civil service,” highlighting socio-cultural and administrative variables influencing motivation. After their comments and addresses, there was a floor discussion which has the following highlights.



- Strengthen PSM measurement: employ validated scales, ensure sampling adequacy, and triangulate survey, experimental, and qualitative evidence.
- Design and evaluate ethics/integrity interventions using quasi-experimental or RCT frameworks where feasible, with pre/post assessment.
- Institutionalize fair promotion and transfer policies: publish transparent criteria and grievance mechanisms to reduce perceived injustice.
- Enhance work environments: physical conditions, recognition systems, and relational leadership that fosters autonomy and prosocial purpose.
- Revisit inclusion/reservation policies with evidence on motivation, performance, and equity; calibrate to support both social justice and merit.
- Embed innovation as a core performance dimension alongside efficiency; align mission and vision to "new public passion" without diluting intrinsic PSM.
- Develop culturally sensitive recruitment and screening protocols to assess commitment to public interest and service orientation.
- Track post-Gen Z reforms with longitudinal studies on institutional trust, motivation, and service delivery outcomes across regions.

CDPA Conducts GIS Training to Strengthen Research and Service Delivery

The Central Department of Public Administration (CDPA) organized a specialized Geographical Information System (GIS) class aimed at enhancing analytical skills in research and improving the effectiveness of public service delivery. The session was held on 2082 Mansir 27 at CDPA.



The training was facilitated by Associate Professor Dr. Shova Shrestha, a GIS expert from the Central Department of Geography. Dr. Shrestha provided in-depth insights into the role of GIS in decision-making, public policy, and public administration research. She emphasized how spatial data can significantly enhance evidence-based governance.

During the session, Dr. Shrestha demonstrated a practical example using the Manahara River case, illustrating how local governments both utilize—and sometimes misuse—geographic information in policy decisions. Her presentation highlighted the importance of accurate spatial analysis for sustainable and responsible local governance.

Participants expressed that the class was highly informative and relevant to modern public administration practices. CDPA stated that such training programs will continue to support research excellence and strengthen the capacity of scholars and practitioners in the field.

Orientation Program for MPhil First Semester Students Held at CDPA

The Central Department of Public Administration (CDPA) organized an orientation program in the chairmanship CDPA's Head for newly admitted MPhil students on 4th Falgun, 2081 at the CDPA Hall.



The program was graced by Prof. Dr. Mahananda Chalise as the chief guest. In his remarks, Prof. Chalise reaffirmed his commitment to supporting the department in all academic endeavors. He emphasized the need to revise the existing syllabus and encouraged the department to introduce innovative academic programs to strengthen the field of public administration.



Prof. Dr. Prachanda Pradhan, former Dean of Faculty of Management, highlighted the significance of the MPhil program in enhancing public policy formulation and strengthening decision-making processes within public administration.



During the program, senior student Mr. Makar Tamang shared insights into CDPA's ongoing academic activities. He mentioned that initiatives such as the LFYCR and the Governance Lab have been effective platforms for student engagement and learning. Similarly, Mr. Tikaram Bhusal elaborated on the importance of the LFYCR program, the Questionnaire Seminar, and their relevance in research writing.

Newly admitted students Mrs. Kritika Pokharel also expressed her expectations from the MPhil program and her aspirations for academic growth.

Distinguished guests, faculty members, and the new cohort of students attended the event. Upon registration, new students received a compendium, annual reports, books, and brochures published by CDPA.

The program successfully oriented students to the academic environment, expectations, and resources available for their MPhil journey at CDPA.



CDPA Conducts Report and Proposal Writing Orientation for Former MPA Students

The Central Department of Public Administration (CDPA) organized a dedicated Report/ Proposal Writing Orientation Program for former MPA students who had pending requirements in report, proposal, or thesis writing. This initiative followed the decision of the Academic Council, which granted a final opportunity for students—at both graduate and undergraduate levels—who had not completed their degree requirements. As per the council's directive, the final submission deadline was set for Poush 2082.



In line with this notice, CDPA held an orientation session on Shrawan 4, 2082, specifically targeted at students who still had back papers in proposal or report writing. The program aimed to guide students through the necessary academic standards, structure, and submission expectations required for successful completion.

The orientation featured detailed instructional sessions conducted by Dr. Narendra Raj Paudel, Dr. Susmita Acharya, Mr. Tek Raj Paudel, Mr. Sanjay Ghimire, and Mr. Subas Sharma.

These experts provided step-by-step explanations of proposal and report writing models, emphasizing technical components, academic formatting, and clarity of research design. They also guided students through the online submission process, ensuring that participants understood the digital modalities, required documentation, and procedural workflow.

Additionally, the instructors clarified the fee structure associated with submission and evaluation, enabling students to prepare and plan accordingly.

The program reflected CDPA's commitment to supporting students in completing their academic requirements and promoting academic success. Participants expressed that the session was highly informative and timely, enabling them to re-engage confidently with their pending academic work.


 Tribhuvan University
 FACULTY OF MANAGEMENT
**CENTRAL DEPARTMENT OF
 PUBLIC ADMINISTRATION**
 Balkhu, Kathmandu, Nepal.
 मिति: Date: _____

जन-प्रशासन केन्द्रीय विभाग
 बल्खु, काठमाण्डौ, नेपाल ।

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सूचना

मिति : २०८२/०३/३२

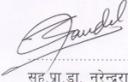
त्रिभुवन विश्वविद्यालय प्राज्ञिक परिषद् कार्यालयको मिति २०८२/०१/३१, च.नं. १७४ को प्राप्त परिपत्रमा विभिन्न अध्ययन संस्थान तथा संकायहरूमा संचालित स्नातकोत्तर तहका वार्षिक एवं सेमेस्टर प्रणाली अर्न्तगतका कार्यक्रमहरूमा अध्ययन पुग गरी परीक्षा समेत उत्तिर्ण गरिसकेका तर शोधपत्र बुझाउन बाँकी विद्यार्थीहरूको हकमा एक पटकलाई अन्तिम मौका स्वरुप २०८२ पौष महिना भित्र र त्रि.वि. परीक्षा नियन्त्रण कार्यालयबाट २०८२ सालमा संचालन हुने मौका परीक्षामा सहभागी विद्यार्थीहरूको हकमा मौका परीक्षा सम्पन्न भएको अन्तिम मितिले ३ महिना भित्र Thesis/Dissertation Paper बुझाउन सक्ने गरी अन्तिम एक पटकका लागि अबसर उपलब्ध गराउन स्वीकृति दिने निर्णय उक्त परिपत्रको निर्णय नं. १४६ मा उल्लेख भए अनुसार यस जनप्रशासन केन्द्रीय विभागमा बुझाउनु पर्ने MPA फाईभेट दोस्रो वर्षको प्रपोजल तथा फिल्ड रिपोर्ट बुझाउनका लागि दोस्रो वर्षको परीक्षा मिति २०८२/०३/३१ मा सकिएको हुदा, परीक्षा सकिएको मिति देखि २०८२ भाद्र ३ गते भित्र बुझाउनका लागि सूचित गरिन्छ । फन्कै विषयको रु. १००० का दरले जम्मा रु. ३००० (तिन हजार मात्र) यस जनप्रशासन केन्द्रीय विभागको नेपाल बैक लि. को हिन. २१७००१००१९२०४१०००००१ तथा QR स्थान प्रयोग गरेर तोकिएको मिति भित्र सकल भौचर तथा QR को प्रतिनिपी प्रपोजल तथा फिल्ड रिपोर्ट साथ सलग गर्नु पर्नेछ । भौचर बुझाए पछि विभागबाट अनिवार्य रुपमा रसिद लिन सूचित गरिन्छ । साथै प्रपोजल तथा फिल्ड रिपोर्ट लेखन अभिमुखिकरण कार्यक्रम मिति २०८२/०४/०४ गते राखिएकोले उक्त अभिमुखिकरण कार्यक्रममा उपस्थित हुन आउनु

Gandhi

विद्यार्थीहरूले दोस्रो वर्ष मौका परीक्षाको प्रवेश पत्र अनिवार्य रुपमा लिई आउनु पर्ने छ । उक्त अभिमुखिकरण कार्यक्रममा सहभागी हुन सम्बन्धीत सबैलाई जानकारी गराइन्छ ।

यदि अस्पष्टता भएमा जनप्रशासन केन्द्रीय विभागको वेबपेज www.cdpa.tu.edu.np इमेल : head@cdpa.tu.edu.np, info@cdpa.tu.edu.np र फोन नं. ०१-५६७३०११ मा सम्पर्क गर्नुहोला ।

अभिमुखिकरण कार्यक्रम तालिका
 मिति : २०८२/०४/०४ आइतवार
 समय : विहान ७ : ०० बजे
 स्थान : शैलिक हल, जन-प्रशासन केन्द्रीय विभाग




 बैक QR

सह.प्रा.डा. नरेन्द्रराज पौडेल
 विभागीय प्रमुख

Meeting with Chinese Delegates

The meeting between the Central Department of Public Administration (CDPA) and the University of Electronic Science and Technology of China (UESTC) was held on 7 November 2025 at Balkhu. The meeting focused on initiating a Research Center for Digital and Intelligent Public Governance in the Pan-Himalayan Region. The main areas of discussion were student and faculty exchanges, as well as research activities in the Pan-Himalayan Region.



The delegation from the University of Electronic Science and Technology of China was led by Prof. Dr. Hanhong, Vice-Dean of the School of Public Administration. On behalf of CDPA, Tribhuvan University, Associate Professor Dr. Narendra Raj Paudel, Head of CDPA, led the delegation.



CDPA Invites International Experts to Orient MPhil Scholars on Global Research Methods and Methodology

To expose MPhil scholars to global advancements in research methods and methodology, the Central Department of Public Administration (CDPA) invited renowned international experts to deliver specialized lectures. The primary objective of this initiative was to familiarize students with international research practices, emerging methodological trends, and advanced analytical approaches in public administration.

As part of this academic enrichment effort, CDPA hosted Prof. Dr. Ishtiaq Jamil from Bergen University, who delivered a lecture on “Research Methods in Public Administration” on 9th March 2025 (2081/11/25). His session provided valuable insights into contemporary methodological frameworks and their application in administrative research.



Similarly, Prof. Dr. Heikki Hiilamo from the University of Helsinki, Finland, conducted a session on 26th April 2025 (2082/01/13). He presented on “Public Policy and AI-Supported Research Methodology”, highlighting the growing role of artificial intelligence in policy analysis, data interpretation, and evidence-based decision-making.



In addition, Dr. Hasan Muhammad Baniamin, Associate Professor at North South University, Bangladesh, delivered lectures on “The Application of the Philosophy of Science in Research Design”. His presentation deepened students’ understanding of philosophical foundations that guide theory building, research logic, and methodological choices.

Through these expert-led interactive sessions, CDPA strengthened its commitment to fostering high-quality research culture and equipping MPhil scholars with global perspectives and cutting-edge methodological competencies.

Discussion with Students Amidst Gen Z Movement Held on Bhadra 25

The Central Department of Public Administration (CDPA) organized an interactive discussion session with students on Bhadra 24, focusing on the evolving dynamics of youth engagement amid the rising Gen Z movement. The session, moderated by Dr. Narendra Raj Paudel, brought together diverse perspectives expressed in multiple languages, reflecting the global orientation of the participants.



The discussion highlighted key contemporary issues such as social media influence, democratic governance, education quality, family responsibilities, and the importance of evidence-based academic work.

Participants expressed concerns over the growing impact of social media on public opinion and governance, stressing the need for stronger media literacy. Discussions on democracy emphasized the gap between political ideals and practice, with calls for strengthening public institutions. In terms of education, speakers noted the declining academic rigor and the need for methodological and analytical approaches in higher studies.

The session also touched on personal dimensions of student life, with reflections on family responsibilities and their influence on academic and professional performance. Dr. Paudel underscored that family remains “the greatest university in the world.”

The conversation further highlighted the importance of research methodology, urging students to adopt critical thinking, proper frameworks, and verification of information.

Action items included Dr. Paudel’s commitment to provide resources on scientific writing and proposal development, and students’ agreement to continue discussions on public management and review methodological materials.

The session concluded with an acknowledgment of communication challenges such as language diversity and technical issues, yet participants appreciated the open and enriching dialogue amid the broader Gen Z discourse.

Field Visit and Picnic Program

The Central Department of Public Administration (CDPA) organized a fieldwork visit and picnic for the students of the Master of Philosophy program (second semester, 14th batch) on Magh 2 and 3, 2082 at Chitlang Hotspot, Cottage, and Resort, Makawanpur. Altogether, 28 teachers, employees, and students participated in the fieldwork. The total expenditure was shared by both CDPA and the students.



Mrs. Laxmi Shova Hada presented her research proposal draft titled “Influence of Quality Assurance and Accreditation Standards on Academic Quality in Accredited Community Campuses of Nepal.” Dr. Narendra Raj Paudel and Mrs. Radha Devi Ghimire commented on her proposal. According to them, “the proposal demonstrates a strong theoretical foundation and methodological preparation. With refinement in title clarity, objective narrowing, sampling strategy, and conceptual precision, the study will make a significant contribution to the field of higher education quality assurance in Nepal.”

Likewise, Mr. Madan Pokhrel presented his research proposal titled “Bank-Led Equity Financing and Economic Growth in Nepal.” Dr. Narendra Raj Paudel and Dr. Shree Krishna Kharel were the commentators for his proposal. They advised him to improve the structure, theoretical and conceptual clarity, and methodological aspects of his proposal.

Similarly, Devendra Sapkota presented his proposal “Socioeconomic Determinants of Own-Source Revenue Disparities: A Comparative Study Among Three Local Governments in Makawanpur.” Dr. Narendra Raj Paudel and Mr. Subas Sharma commented on his proposal and advised him to revise it. They noted that his topic is

highly relevant in Nepal’s federal context. The comparative approach in his research is strong and timely. However, refining the title, aligning objectives with variables, strengthening methodological justification, and improving formatting will significantly enhance the academic rigor and clarity of the proposal.

Additionally, Raj Kumar Shah was the final presenter during the fieldwork visit. He presented his proposal titled “Job Satisfaction’s Impact on Commitment with Perceived Organizational Support Among Part-Time Faculty of Tribhuvan University Affiliated Colleges.” Dr. Narendra Raj Paudel was his commentator. Dr. Paudel advised him to improve his proposal. According to him, “the proposal addresses an important and sensitive issue in Nepal’s higher education sector. By enhancing the clarity of the title, strengthening the theoretical foundation, refining the sampling strategy, and improving the conceptual framework, the study can make a meaningful academic and policy contribution—especially for TU-affiliated colleges and the University Grants Commission.”



Students actively participated in the academic activities. They asked questions to their colleagues about their respective proposals. In addition to academic work, students visited the Old Durbar, a goat farm, Seven Taps, and Indra Sarobar Lake. They also enjoyed local food and participated in a campfire.

Student Services

The Central Department of Public Administration (CDPA) has introduced a digital service system to streamline academic processes for students. Through this initiative, students can now submit their article reviews, collect reference materials, submit proposals and articles, and make fee payments online.



These digital services have significantly enhanced transparency in students' performance evaluation, minimized paper consumption, and reduced duplicated administrative work. With the new system, students can conveniently submit their assignments from any location, ensuring greater flexibility and efficiency in fulfilling their academic responsibilities.

CDPA's move toward digitalization marks an important step in modernizing academic services and promoting environmentally responsible and student-friendly practices.

First Semester Students Enjoy Refreshing Picnic at Tarebhir

The first-semester students organized an exciting and memorable picnic program at Tarebhir, one of Kathmandu's popular hiking destinations. Demonstrating teamwork and strong coordination, the students raised the required funds on their own, showcasing both responsibility and unity.



The group began their day with a refreshing hike along the scenic Tarebhir trail, enjoying the cool breeze, forest surroundings, and beautiful landscape views. The hike not only offered a break from their academic routine but also helped strengthen bonds among classmates.

Upon reaching the picnic spot, students engaged in various fun activities including group dancing, singing, and interactive games. The cheerful environment and active participation from everyone added more energy to the event. Laughter, music, and shared moments created a lively atmosphere throughout the day.



The self-managed picnic highlighted the students' ability to plan, organize, and execute events independently. Many students expressed that the trip helped them build new friendships, refresh their minds, and create lasting memories during the early phase of their academic journey.

Overall, the picnic at Tarebhir turned out to be a joyful, refreshing, and bonding experience, marking a wonderful beginning to the first semester.



Thesis defence

The thesis works of CDPA students collectively highlight key contemporary themes in Nepal's governance and development landscape, centering on human resource management, including employee engagement, retention, satisfaction, ethical behavior, and performance across banking, insurance, industry, and security sectors. Equally prominent are public governance and policy issues, such as women's participation in decision-making, reservation policies for inclusiveness, outsourcing in the public sector, fiscal performance of local governments, and the effectiveness of disaster response institutions. A strong focus also emerges on economic and social development, covering determinants of GDP, consumer behavior, tourism, tax compliance, and COVID-19's impact on service delivery. Additional themes address global and national policy concerns, including foreign policy non-alignment, constitutional reforms for gender equality, and the mobility of students for higher education. Environmental studies exploring climate change and the transition to green jobs further enrich the diversity of research, illustrating the department's broad engagement with Nepal's evolving administrative, socio-economic, and global challenges. The following students completed their research work in this year.

Thesis nos	Students Name	Thesis Title	Thesis Suparvisor	Registered date	Viva-voce Date
222	Rajendra Lamichhane	Glass Ceiling and Women Participation in Decision-Making Level in Civil Service of Nepal	Dr. Susmita Acharya	2081.09.14	2081.09.16
223	Ramesh Pangeni	The Impact of Human Resource Development Practices on Employee Engagement in Nepalese Commercial Bank	Dr. Narendra Raj Paudel	2081.09.14	2081.09.16

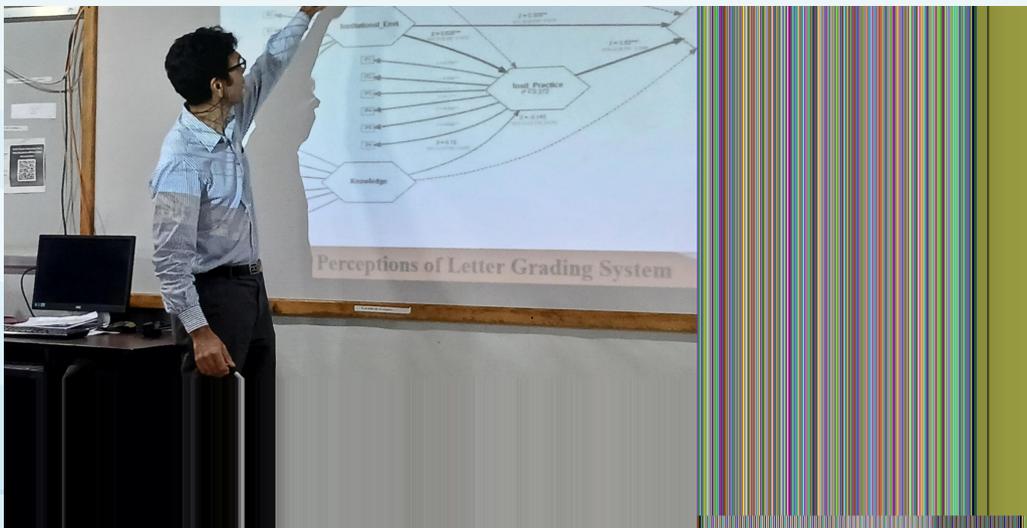
224	Basu Prasad Mainali	Human Resource Development and Employee Retention in Nepalese Commercial Bank	Dr. Shree Krishna Kharel	2081.09.04	2081.09.08
225	Surendra Bahadur Shahi	Enhancing Disaster Prepared and Response: Role of APF, Nepal	Dr. Narendra Raj Paudel	2081.09.07	2081.09.08
226	Makar Bahadur Tamang	Role of Reservation Policy in Making Civil Service of Nepal Inclusive and Empowering Tamang Community	Dr. Narendra Raj Paudel	2081.09.03	2081.09.08
227	Bolraj Acharya	Local Socio-Economic Activities and Tourism in Halesi Mahadevsthan, Khotang	Dr. Buddhiman Shrestha	2081.07.14	2081.08.13
228	Damodar Bhattarai	Consumer Buying Behavior Toward Organic Food	Mr. Subash Sharma	2081.09.14	2024.12.31
229	Dharma Raj Rokaya	Analysis the Determinant of Gross Domestic Product in Nepal	Dr. Buddhiman Shrestha	2081.03.27	2024.07.12
230	Shreedhar Gaire	Impact of Job Satisfaction on Performance of Employees in the steel Industry of Nepal	Dr. Maharaj Koirala	2081.11.11	2024.2.27
231	Gajendra Prasaad Yadav	Tax Payer's Perspective on Tax Payment from Inland Revenue	Dr. Buddhiman Shrestha	2083.01.12	Apr.29, 2025

232	Gyan Bahadur Magar	US-China Geopolitical Rivalry: Assessing Relevance of Nepal's Non-Aligned Foreign Policy	Dr. Buddhiman Shrestha	2081.08.12	2024.11.28
233	Min Prasad Gautam	Implications of Merger and Acquisition on Employees Behavior and Performance in Nepalese Commercial Banks	Prof.Dr. Shree Krishna Shrestha	2082.03.01	2025.06.18
234	Sitaram Bhattarai	Exploring Nepalese Students' Perceptions of Factors Influencing International Mobility for Higher Education	Assoc. Prof.Dr. Narendra Raj Paudel	2082.03.09	2025 June 26
235	Ramesh Kunwar	Job Satisfaction Among Local Government Health Employee of Sudurpashchim Province, Nepal	Assoc. Prof.Dr. Narendra Raj Paudel	2082.03.09	2025 June 26
236	Lila Kumar Shrestha	Impact of Climate Change and the Just Transition to the Green Job for Agriculture Workers in Nepal	Assoc. Prof.Dr. Narendra Raj Paudel	2082.02.26	2025.06.18
237	Purushottam Lal Karn	Teachers' Perceptions of the Letter Grading System in Community Secondary Schools of Rajbiraj Municipality	Asso.Prof. Dr. Hari Prasad Adhikari	2082.07.02	Oct.28, 2025

238	Umesh Gurung Shrestha	Ethical Behavior and Career Progression in Nepal Police	Asso.Prof. Dr. Shree krishna Khael	2082.06.31	Oct.28, 2025
239	Bishal Mani Bhandari	Performance Appraisal and Employee Commitment : A Study of Insurance Comoanies in Nepal	Asso. Prof.Dr. Narendra Raj Paudel	2082.05.19	Sep.18, 2025
240	Roshani Bhujel	Assessing Fiscal Performance of Nepal's Local Government by Ecological Belt and Municipal Type	Asso. Prof.Dr. Narendra Raj Paudel & Mr. Subas Sharma	2082.09.16	Jan. 02, 2026
241	Rajesh Silwal	Outsourcing Practices in the Public Sector of Nepal (A Study of Kathmandu Valley)	Prof.Dr. Shree Krishna Shrestha	2082.09.11	Jan. 02, 2026
242	Tikaram Bhusal	Determinants of Voluntary Tax Compliance Behavior: Role of Taxpayer Education, Digital Literacy, and Trust in Tax Authorities in Kathmandu Valley	Asso.Prof. Dr. Shree krishna Kharel	2082.09.16	Jan. 02, 2026
243	Dipak Tamang	Effect of Covid-19 on Service Delivery in Tourism Sector	Dr. Sushmita Acharya	2082.09.11	Jan. 02, 2026
244	Bimal Paudel	Constitutional Reforms and Gender Equality in Nepal	Asso.Prof. Dr. Shree krishna Khael	2082.06.30	Oct. 17, 2025

Learn from Your Colleagues' Research (LFYCR)

The main objective of the LFYCR is to groom the scholars from their colleague's research. They can learn research methods and methodology from their colleagues' research. Colleagues support the researcher by asking very constructive questions. Also, researchers improve his/her research by responding to colleagues' questions.



For one year, the seventy research studies prepared by CDPA colleagues collectively highlight the major governance and administrative challenges of Nepal. The topics most frequently explore public administration, focusing on service delivery, fiscal federalism, and the functioning of local government. Significant attention is also given to human resource management, including employee satisfaction, ethical conduct, and performance appraisal across public institutions. Additional studies address education governance, financial and banking issues, and the growing role of digital transformation in improving public services. Complementary themes—such as climate change, waste management, taxation, and social issues—further broaden the scope. Overall, the collection provides a concise yet rich insight into practical policy needs and institutional reforms within Nepal’s public sector.



ID	Name of the student	Title of research report/proposal	Presentation date
1	Mr. Govinda Singh Dami	Good governance and performance of Nepal Telecom	2081.09.20
2	Mr. Bishal Mani Bhandari	Human resource development practices in Nepalese Commercial Banks	2081.09.20
3	Mr. Umesh Gurung	Adherence to Professional Ethics and its Impact on Career Progression in Police Administration	2081.09.27
4	Mr. Purushottam Lal Karna	Letter Grading System and its Impact on Academic Achievement and Mental Well-being: A Study in Saptari Public Schools.	2081.09.27
5	Mr. Keshav Sharma	Effectiveness of Prime Minister Employment Program for reducing unemployment in Nepal	2081.09.27
6	Mr. Navaraj Bhatta	The condition of financial autonomy of local government in federal Nepal(A case study of Tharkee rural municipality)	2081.10.5
7	Mr. Lila Kumar Shrestha	Impact of climate change and the just transition to the green job for agriculture workers in Nepal	2081.10.05
8	Mrs. Menuka KC	Adjustment needs and coping strategies of internal migrated secondary level students in government school of Lalitpur Metropolitan City	2081.10.05
9	Mr. Babu Koirala	The nexus between employee benefits and firm performance: A study of Nepalese commercial banking sector with reference to NIC Asia and Himalaya Bank.	2081.10.12
10	Mr. Ramesh Sharma	Public debt and fiscal sustainability in Nepal: Assessing the role of PFM reforms to sustainable debt management practices	2081.10.12
11	Mr. Rupesh Jung Thapa Magar	Optimizing government cash management in Nepal: A policy framework for enhancing fiscal efficiency	2080.10.12
12	Mr. Shanta Shah	Impact of credit risk management on financial performance of public sector commercial bank	2081.10.12

13	Mr. Sandesh Adhikari	Disaster preparedness and responsive capability of South Asian Governments: A systematic review	2081.10.12
14	Mr. Ujjawal Ghimire	Analytical review of HR prospect and challenges in community school: A policy framework for integrated HR plan	2081.10.19
15	Mr. Arjan Shrestha	Scrutinize revenue management module in Local Government :Plunge way forward to bolster fiscal autonomy	2081.10.19
16	Mr. Tikaram Bhusal	Domestic Tax Compliance in Nepal : Insights from Kathmandu Valley	2081.10.19
17	Mr. Dhakaram Aryal	The Role of Energy Royalty in Nepalese Fiscal Federalism	2081.10.19
18	Mr. Sabin Acharya	Analysing Lateral Entry Trends and Experiences in Public Service : A Case Study of Nepal Electricity Authority	2081.10.19
19	Mr. Gopal Basnet	Trend analysis of students enrollment in public schools: Evidence from K.T.M metropolitan city-14	2081.10.26
20	Mrs Hira Devi Shrestha	FEMALE PARTICIPATION IN PUBLIC SCHOOL GOVERNANCE IN KTHMANDU METROPOLITAN CITY FROM A GENDER PERSPECTIVE	2081.10.26
21	Mrs Kusma Regmi	Sustainable waste management practices in Kathmandu	2081.10.26
22	Mr. Arjan Shrestha	Scrutinize revenue management module in Local Government :Plunge way forward to bolster fiscal autonomy	2081.10.26
23	Mr. Ujjawal Ghimire	Analytical review of HR prospects and challenge in community school: A policy framework for integrated HR plan	2081.10.26
24	Mrs Neha Ghimire	Effectiveness of E Governance initiatives in Enhancing Public Service Delivery Neha Ghimire	2081.10.26
25	Mrs Laxmi Timalina	The key success factors influencing small and medium enterprises(SME) growth and sustainability	2081.11.03

26	Mr. Suraj Thapa	Market opportunity of center in Nepal	2081.11.03
27	Mrs. Neha Ghimire	Effectiveness of E-governance initiatives in enhancing public service delivery	2081.11.03
28	Mr. Shreedhar Gaire	Impact of job satisfaction on performance of employees in steel industry of Nepal	2081.11.03
29	Mr. Yubaraj Gurung	Sustainable tourism practice in Pokhara: Challenge, opportunities and strategies	2081.11.16
30	Mr. Baburam Nepali	Bureaucrats in the eyes of political leadership: Perceptions, expectations and power dynamics	2081.11.16
31	Mr. Gajendra Prasad Yadav	Tax payer's perspective on tax administration from IRO Putalisadak, Kathamndu	2081.11.24
32	Mr. Nawin Pyasi Adhikari	Employee job satisfaction in Prithivi Narayan Campus	2081.11.24
33	Mr. Min Prasad Gautam	Implications of merger and acquisition on employees behaviour and performance in Nepalese commercial banks	2081.12.02
34	Mr. Meganath Dhakal	Operational Health and Safety (OHS) Policy Gaps in Nepal's Electrical Power Distribution Sector	2081.10.12
35	Mr. Ramesh Kunwar	Job satisfaction among local government health employee of Sudurpaschim Province, Nepal	2082.01.20
36	Mr. Sitaram Bhattarai	Students Mobility in Higher Education: A Context of Nepal	2082.02.31
37	Mrs Rajani Poudyal	Health insurance policy in Nepal from Prospective of insurer	2082.04.10
38	Mr. Purushottam Lal Karna	Teachers' Perceptions of Letter Grading System in Community Secondary Schools of Rajbiraj Municipality	2082.04.17
39	Mrs. Rosani Bhujel	Assessing Fiscal Performance of Nepal's Local Governments by Ecological Belt and Municipal Type	2082.04.31
40	Mr. Narendra Manandhar	Service Quality and Client Satisfaction of Kathmandu Metropolitan City, Ward no 20	2082.04.31
41	Mr. Dipak Tamang	Effects of COVID 19 in Service Delivery in Tourism Sector	2082.04.31

42	Mr. Hari Pd Thalang	An Assessment of Local Planning in Nepal's Federal System: A Case Study of Rural Municipalities of Taplejung District	2082.05.07
43	Mr. Maniram Paudel	Customs Modernization and Green Trade: Assessment of Risk-based Approaches for Renewable Energy Goods at Birgung Custom Office, Nepal	2082.05.07
44	Mr. Bishnu Man Bhaila	Corporate Social Responsibility and Employees Performance of Commercial Bank in Nepal	2082.05.07
45	Mr. Prakash Gyawali	Practices of Monitoring and Evaluating Development Programmes by Local Governments (A Case of Chandragiri Municipality in Kathmandu District)	2082.05.07
46	Umesh Gurung Shrestha	Relationship between ethical behaviour and career progression in Nepal Police	2082.05.14
47	Mr. Bishal Mani Bhandari	Performance appraisal and employee commitment: A study of insurance companies in Nepal	2082.05.14
48	Mrs Merina Ranjit	Corporate social responsibility(CSR) in Nepal: A comparative analysis of practices in the Banking and Financial institutions(BFIS) and industrial sectors	2082.05.14
49	Mrs Anjali Karki	Corporal Punishment in Private School	2082.07.15
50	Mr. Ishwar Pradhan	Reinsurance claim ratio as a performance indicator in the life insurance sector of Nepal: A quantitative study based on Nepal Reinsurance Company Data	2082.07.15
51	Mrs. Debaki Karki	The impact of federalism on local administration	2082.07.29
52	Mr. Santosh Dahal	Digital innovation and school administration: public vs private secondary level schools in Nagarjun Municipality.	2082.07.29
53	Mr. Dev Raj Pariyar	Business and Human Rights: Dalits and Legal Awareness	2082.08.06
54	Mr. Balram Ray Yadav	The Impact of Digital Governance Tools (E-Portals, Mobile Applications, and AI-Based Systems) on Public Service Delivery Efficiency in Nepal	2082.08.06

55	Mr. Subash Adhikari	Gen-Z movement and its repercussions in Nepal	2082.08.20
56	Mr. Bikram Singh Dhama	A comparative study on reading content retention among university students on electronic devices versus hardcover text	2082.08.20
57	Mr. Kabiraj Uprety	Dimensional analysis of Nepal's foreign employment policy 2012	2082.08.20
58	Mr. Rajesh Silwal	Outsourcing practice in public sector of Nepal: A study of Kathmandu valley	2082.08.27
59	Mrs Janaki Sharma	The relationship between social media use and political literacy among GenZ students in Nepal	2082.08.27
60	Mrs Kritika Pokharel	A comparative study on impact of non-moneyary motivation(casual leave) upon work efficiency of school teachers: An analysis of five different units under CG education	2082.09.05
61	Mr. Rameshor Nepal	Citizen acceptance and continuance use of the Nagarik App for e-governance service delivery effectiveness	2082.09.05
62	Mr. Tikarma Bhusal	Assessing the impact of taxpayer education voluntary tax compliance behaviour: A study in Kathmandu Valley	2082.09.12
63	Mr. Sudhir Kumar Sah	Enhancing administrative system to combat public procurement related corruption in Nepal	2082.09.12
64	Mr. Ubhar Pandey	Impact of digital banking on service quality and customer satisfaction of Rastriya Banijya Bank Ltd.	2082.09.12
65	Mr. Chhayalal Muktan	Review of fiscal accountability mechanism in local level Nepal	2082.09.26
66	Mrs. Laxmi Shova Hada	Influence of quality assurance and accreditation standards on acadmic quality in accredited community campuses of Nepal	2082.10.03
67	Mr. Madan Pokhrel	Bank led equity financing and economic growth in Nepal	2082.10.03
68	Mr. Devendra Sapkota	Socio-economic determinants of own-source revenue disparities: A comparative study among three local governments in Makawanpur District, Nepal	2082.10.03

69	Mr. Raj Kumar Shah	Job satisfaction's impact on commitment with perceived organization support among part time faculty of Tribhuvan University Affiliated College	2082.10.03
70	Mr. Purushottam Man Shrestha	Force Ranking with bell curve-an exploratory study in context of Nepalese private sector organizations	2082.10.10



Questionnaire Seminar

The Questionnaire Seminar is a newly introduced and innovative academic initiative of CDPA. Its primary purpose is to help students validate their research questions and data-collection instruments after completing their literature review and drafting their methodology, but before conducting fieldwork. The underlying objective of this program is to ensure that questionnaires and other research tools used by students are methodologically sound, reliable, and capable of generating valid data. In the current academic year, eleven scholars presented their questionnaires in the seminar organized by CDPA, strengthening the rigor and quality of their proposed research studies.



ID	Name of the student	CDPA Roll No	Name of the supervisor(s)	Research Title	Questionnaire date
1	Mr. Purushottam Lal Karna	367	Dr. Hari Pd. Adhikari, Associate Professor, Tribhuvan University	Teachers' perception of letter grading system in Rajbiraj Secondary Schools	2082.02.10

2	Umesh Gurung Shrestha	340	Associate Professor Dr. Shree Krishna Kharel	Ethical Behaviour and Career progression	2082.02.24
3	Mr. Bimal Paudel	362	Dr. Shree Krishna Kharel	A Critical Analysis of Constitutional Reforms on Gender Equality in Nepal	2082.02.31
4	Mr. Tikaram Bhusal	372	Dr. Narendra Raj Paudel	The impact of taxpayers' education on tax compliance in Kathmandu Valley	2082.03.21
5	Mr. Meghanath Dhakal	390	Dr. Narendra Raj Paudel	Electrical safety policy gaps in Nepal's electrical power distribution sector	2082.03.28
6	Mr. Bishal Mani Bhandari	363	Dr. Narendra Raj Paudel/ Mr. Subas Sharma	Performance appraisal and employee commitment: A study of insurance companies in Nepal	2082.04.10
7	Mr. Hem Raj Joshi	389	Dr. Bijaya Lal Pradhan	A discourse on introducing inheritance Tax in Nepal	2082.04.10
8	Mr. Sandesh Adhikari	379	Dr. Narendra Raj Paudel	Disaster preparedness and responsive capability of South Asian Governments: A Systematic Review	2082.04.31
9	Mr. Subin Acharya	378	Dr. Bharat Raj Gautam	Examining lateral entry in Nepal Electricity Authority	2082.04.14
10	Mr. Baburam Nepali	361	Dr. Narendra Raj Paudel	Customer Satisfaction with vital registration services of Chandragiri Municipality, 1 No ward, Nepal	2082.07.29
11	Mr. Nabaraj Bhatta	381	Prof. Dr. Sohan Karna	The condition of financial autonomy of local government in Federal Nepal: A Case study of Thakre Rural Municipality	2082.08.06

CDPA Successfully Completes External Audit for FY 2079/80 and 2080/81

The Central Department of Public Administration (CDPA) has successfully completed its external audit for Fiscal Years 2079/80 and 2080/81 on Asad 25, 2082. The audit was conducted by the Office of the Auditor General (OAG), the constitutional authority responsible for auditing public entities in Nepal.

The audit team, led by Mr. Mukunda Ghimire, carried out a detailed review of the department's financial activities and compliance practices. During the closing meeting, the team shared that CDPA has demonstrated notable improvement in its financial management systems, marking significant progress compared to previous fiscal years.

The auditors also provided constructive suggestions to further strengthen transparency and financial accountability. One key recommendation was to ensure the timely inclusion of supporting documents to help reduce the volume of unaudited transactions in future fiscal periods.

CDPA expressed its appreciation to the Office of the Auditor General and reaffirmed its commitment to enhancing internal control mechanisms and promoting sound financial governance.



CDPA Successfully Completes Internal Audit for FY 2080/81 and FY 2081/82

Tribhuvan University (TU) recently carried out the internal audit of the Central Department of Public Administration (CDPA) for two consecutive fiscal years—FY 2080/81 and FY 2081/82—as part of its continuous effort to strengthen financial discipline and transparency across its constituent units.



For FY 2080/81, the audit team consisted of Mrs. Sushila Thapa Pant, Mrs. Sushila Thapa, and Mr. Shiva Kumar Tamang, who thoroughly examined CDPA's financial transactions, documentation, and compliance procedures. Similarly, for FY 2081/82, the financial activities were audited by Mrs. Sushila Thapa Pant and Mrs. Sushila Thapa.

The auditors reported that CDPA's financial management was highly transparent, systematic, and fully updated. Notably, they confirmed that there was no unaudited amount remaining in the department for both fiscal years—an indication of CDPA's commitment to maintaining strong financial governance and timely record-keeping.

To further reinforce institutional capacity, Tribhuvan University organized an orientation program on internal audit findings and financial compliance on Jestha 8, 2082. The session brought together financial administrators from various faculties and departments.

The program was graced by Prof. Dr. Kedar Rijal, Registrar of Tribhuvan University, who attended as the chief guest. In his remarks, Dr. Rijal underscored the importance of financial good governance for enhancing TU's institutional credibility and reducing financial backlogs. He emphasized that transparent financial practices and responsible fiscal behavior are essential to strengthening the university's overall administrative system.

Representing the Central Department of Public Administration, Mrs. Keval Kumari Pathak (Account Officer) and Mr. Ramesh Ghimire (Account Chief Assistant) actively participated in the orientation. Their involvement reflects CDPA's ongoing commitment to adopting best financial practices and contributing to the broader financial reforms initiated by TU.



The internal audit completion and the subsequent orientation program together mark an important step toward promoting accountability, transparency, and efficiency in CDPA's financial operations, reinforcing its reputation as a well-managed academic unit within Tribhuvan University.

TU Conducts Training for Accountants to Strengthen Financial Governance

Tribhuvan University (TU) successfully organized a specialized training program aimed at enhancing the financial management capacity of its accountants and administrative staff on Shrawan 16, 2082. The training, designed to improve transparency, accuracy, and the overall financial governance of the institution, brought together accounting personnel from various TU offices.



The program was inaugurated by the Registrar of Tribhuvan University, Prof. Dr. Kedar Rijal, who attended as the *chief guest*. In his opening remarks, Dr. Rijal emphasized the growing need for modern financial systems, digital record-keeping, and accountable income–expenditure mechanisms within the university. He highlighted that strong financial governance is essential for maintaining institutional credibility and reducing the long-standing burden of unaudited financial amounts.



During the training, senior officials and technical experts from TU provided participants with practical demonstrations, tricks, and techniques for using newly adopted accounting software. The sessions mainly focused on:

- Efficient digital entry of income and expenditure
- Systematic financial reporting
- Methods for minimizing human error
- Improving transparency and accountability in financial procedures
- Strengthening internal audit preparedness

Officials underscored that adopting these digital tools will help TU significantly lower its unaudited financial backlog and support timely financial auditing in the coming years.



Representing the Central Department of Public Administration (CDPA), Mrs. Keval Kumari Pathak (Account Officer) and Mrs. Kamala Shah (Chief Assistant) actively participated in the training. Their involvement reflects CDPA's commitment to maintaining high standards of financial management and aligning departmental practices with TU's broader financial reforms.

Participants expressed that the training was both informative and practical, helping them gain confidence in using modern financial software. They also acknowledged that the insights provided by TU's senior officials will contribute to effective financial administration across the university.

The training concluded with a collective commitment to improve financial discipline and strengthen TU's institutional governance through technology-driven accounting practices.

CDPA Hands Over Publications to TU Vice-Chancellor Prof. Dr. Dipak Aryal

The Central Department of Public Administration (CDPA) has formally handed over its latest publications- book and annual report- to Tribhuvan University Vice-Chancellor Prof. Dr. Dipak Aryal on Asoj 8, 2082. The handover ceremony took place at academic hall of CDPA.

During the event, a detailed discussion was held on the effectiveness of the “Learn From Your Colleague’s Research (LFYCR)” initiative conducted by CDPA. The program, designed to promote academic exchange and collaborative learning among researchers, was highlighted as a significant step toward enhancing research culture within the department.



Head of the CDPA briefed the Vice-Chancellor on the department’s growing emphasis on innovation-driven academic activities. They shared that the department has been adopting new approaches—such as questionnaire workshops, government laboratory exercises, and other participatory methods—to strengthen research and study practices among faculty and students in addition to theory classes.



Expressing his appreciation, Vice-Chancellor Prof. Dr. Aryal commended CDPA for its proactive efforts in fostering a research-friendly environment. He acknowledged the department's contributions to advancing public administration studies within the university.

CDPA reaffirmed its commitment to continuing its initiatives that promote academic excellence, research collaboration, and innovation in public sector studies.



Publications of CDPA

The CDPA has been disseminating its knowledge through the book, journal and policy brief publications. In this year, CDPA published one book entitled “Intersecting Realities: Social Inclusion, Youth Entrepreneurship and Geopolitics in Nepal.



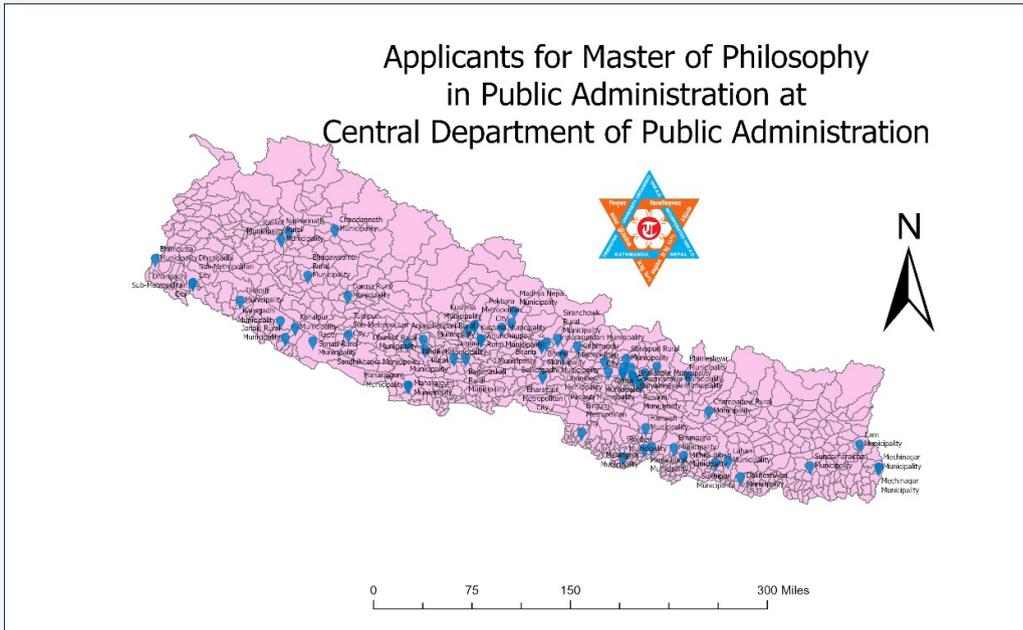
This book, *Intersecting Realities: Social Inclusion, Youth Entrepreneurship, and Geopolitics in Nepal*, is the outcome of research conducted by students of the Master of Philosophy in Public Administration program. It represents an important academic contribution from the Central Department of Public Administration (CDPA), and in particular, highlights the scholarly efforts of Makar Bahadur Tamang, Basant Bahadur Bohora, Surendra Bajracharya, Suvash Khanal, Dhadhiram Bhandari, and Gyan Bahadur Magar.

The primary objective of this publication is to provide students with greater academic exposure, helping them grow as scholars and practitioners in the field of public administration. Furthermore, CDPA plans to develop policy briefs based on these student-led research projects, thereby bridging academic insights with policy-making processes. In this year, CDPA developed policy briefs- “Demographic and Geographic Factors Influencing Capital Gains in Nepalese secondary Market”. Likewise, CDPA published the book and its policy brief which is entitled as “*Intersecting Realities: Social Inclusion, Youth Entrepreneurship, and Geopolitics in Nepal*”. These publications are available at <https://cdpa.tu.edu.np/downloads>.

To ensure the quality and rigor of such publications, CDPA has implemented several academic initiatives. The “Learn from Your Colleague’s Research” program fosters peer learning and knowledge exchange among students. Additionally, CDPA organizes questionnaire workshops aimed at developing valid and reliable research instruments aligned with student projects. These initiatives are complemented by regular theory classes, article review workshops, case studies, and fieldwork, activities that contribute to the holistic development of students.

New Intake for 2025

For the new intake of the academic year 2025, a total of sixty-four applicants submitted applications for admission to the Master of Philosophy (M.Phil.) in Public Administration program. Among them, 24 percent were female, and the remaining applicants were male. Similarly, 50 percent were married, while the rest were single or categorized as others.



Regarding academic performance, 62 percent of applicants had achieved first division in their Master’s degree, whereas the remaining candidates had secured second division.

In terms of geographic distribution, the majority of applicants were from Bagmati, Gandaki, Madhesh, and Lumbini Provinces, while Karnali, Sudurpashchim, and Koshi Provinces had a relatively lower number of applicants. Out of them, only 30 students were admitted at Mphil level of CDPA.

Congratulations to the Campus Chief and FSU Chairman

The Central Department of Public Administration (CDPA) warmly extends its heartfelt congratulations to Mr. Subas Sharma on his appointment as the Campus Chief of the Public Administration Campus.



Likewise, CDPA also extends its sincere congratulations to Mr. Ankit Tiwari and his team on being elected as the Chairman and other FSU positions of the Free Student Union (FSU) of the Public Administration Campus.



CDPA wishes both leaders great success in their respective roles and looks forward to their meaningful contributions toward strengthening academic excellence and student welfare as well as good tie with the Central Department of Public Administration.

ANNEXES

Annex 1

त्रिभुवन विश्वविद्यालय शिक्षक, कर्मचारी सेवा सम्बन्धी नियम २०५० (२०७७/६/१६ सम्मको संसोधन सहित) को नियम ३ ग. अनुशार विभागमा कार्यरत शिक्षक तथा कर्मचारीहरूको कार्यविवरण तयार गरिएको छ ।

३ग. १. कार्यकारी परिषद्ले स्वीकृत गरेको सङ्गठनको कार्य विवरणको आधारमा सम्बन्धित प्रमुखले विश्वविद्यालय सेवाका प्रत्येक पदको कार्यविवरण बनाई लागु गर्नेछ । त्यस्तो कार्य विवरणमा त्यस्तो पदको काम, कर्तव्य, उत्तरदायित्व, अधिकार र योग्यतासमेत स्पष्ट रूपमा किटिएको हुनेछ ।

२. शिक्षक कर्मचारीलाई कुनै पनि पदमा पदस्दापन गर्दा दिइने पत्रसँगै निजको कार्य विवरण र कार्य विवरणअनुशारको कामको मूल्यांकन गर्ने सूचकाङ्कसमेत उपलब्ध गराउनुपर्नेछ ।

३. कार्य विवरणसम्बन्धी अन्य व्यवस्था तोकिएबमोजि हुनेछ ।

केन्द्रीय विभागको काम, कर्तव्य र अधिकारहरू

कानुनको स्रोत	त्रिभुवन विश्वविद्यालय संगठन तथा शैक्षिक प्रशासन सम्बन्धी नियम २०५० को परिच्छेद ४ को नियम १५ बमोजिम
१	सम्बन्धित शैक्षिक अनुसन्धान तथा अन्य तोकिएका कार्यक्रमहरू, विभागीय वार्षिक कार्यतालिका र अन्य वार्षिक कार्यक्रमहरू सञ्चालन गर्ने ।
२	सम्बन्धित शैक्षिक विषयहरूको प्राध्यापन तथा शिक्षणका लागि आवश्यक शिक्षकहरूको दरबन्दी सिफारिस गर्ने र शिक्षक तथा कर्मचारीको कार्यविभाजन गर्ने ।
३	सम्बन्धित शैक्षिक विषयहरूको स्तरयुक्त तथा गुणात्मक प्राध्यापन तथा शिक्षणको उपयुक्त पाठ्यसामाग्री र शिक्षणविधि विकास गर्न लगाउने र अपनाउने लगाउने ।
४	सम्बन्धित विषयहरूको पाठ्यपुस्त, पाठ्यसामाग्री, पत्रपत्रिका आदिका विभागीय पुस्तकालय वा अन्य पुस्तकालयमा व्यवस्था गर्ने गराउने ।
५	केन्द्रीय विभागको लागि आवश्यक भवन, कोठा र अन्य भौतिक संरचनाको व्यवस्था तथा स्याहार संभार गर्न लगाउने र विभागका निमित्त आवश्यक सरसामानहरू र सामाग्रीहरूको व्यवस्था गर्ने वा गर्न लगाउने ।
६	केन्द्रीय विभागमा विद्यार्थी भर्ना र विभागीय परीक्षासम्बन्धी व्यवस्था गर्ने ।

- ७ अध्ययनरत विद्यार्थीहरूलाई शैक्षिक शर्तहरू, अनुशासन र आचारसंहिता पालन गर्न लगाउने ।
- ८ विश्वविद्यालयबाट निर्धारित शुल्कका अतिरिक्त केन्द्रीय विभागको प्रयोजनका निमित्त अतिरिक्त शुल्क वा दस्तुर लगाउने ।
- ९ सम्बन्धित शैक्षिक विषयहरू र अन्य उपयुक्त विषयहरूमा सम्बन्धित अनुसन्धान समितिसँग परामर्श लिई अनुसन्धान गर्ने गराउने र अनुसन्धान परियोजना र परामर्श सेवा सञ्चालन गर्ने गराउने ।
- १० सम्बन्धित विषयगत आधारमा शिक्षण तथा अनुसन्धान विधिको कार्यशाला, तालिम र सम्मेलन आयोजना गर्ने गराउने ।
- ११ शिक्षकहरूलाई वृत्ति विकासका अवसरहरू प्रदान गर्ने गराउने सम्बन्धमा आवश्यक कारवाही गर्ने ।
- १२ अनुसन्धान समितिको निर्णयबमोजिम महाविद्यावारिधिको वा विद्यावारिधिको वा उपाधिका लागि अनुसन्धान गर्ने विद्यार्थीहरूको नाम दर्ता गर्ने र निज विद्यार्थीहरूको अनुसन्धानसम्बन्धी शैक्षिक कार्यक्रमका लागि निर्देशकहरू, विशेषज्ञहरू वा सल्लाहकारहरूको नियुक्तिका लागि व्यवस्था मिलाउने, अनुसन्धान कार्यको मूल्याङ्कन तथा अनुसन्धान समितिलाज्ज सहयोग गर्ने ।
- १३ केन्द्रीय विभागको काम कारवाही सुव्यवस्था तथा सुसञ्चालनका निमित्त आवश्यक काम कारवाही गर्ने गराउने ।
- १४ अन्य तोकिएको काम गर्ने गराउने ।

विभागीय प्रमुख सह.प्रा.डा. नरेन्द्रराज पौडेल

कानूनको स्रोत	त्रिभुवन विश्वविद्यालय संगठन तथा शैक्षिक प्रशासन सम्बन्धी नियम २०५० को परिच्छेद ४ को नियम १७ बमोजिम
पदावधि	४ वर्ष
१	नियम १५ मा उल्लिखित केन्द्रीय विभागका काम, कर्तव्य र अधिकारको सम्पादन तथा प्रयोग केन्द्रीय विभागको प्रमुखको हैसियतमा गर्नु ।
२	केन्द्रीय विभागको भौतिक, वित्तीय, शिक्षक कर्मचारी तथा सामान्य व्यवस्थापन गर्नु ।
३	अन्यथा व्यवस्था भएकोमा बाहेक भौतिक, वित्तीय तथा सामान्य व्यवस्थापनका सम्बन्धमा भएको अधिकार प्रयोग गर्नु ।
४	डीनबाट प्रत्यायोजित अधिकार प्रयोग गर्नु ।
५	शिक्षक तथा कर्मचारीहरूको प्रोत्सहानका लागि सिफारिस गर्नु ।
६	विद्यार्थीहरूका लागि छात्रवृत्ति र अन्य शुल्क माफी आदिको सम्बन्धमा व्यवस्था गर्नु ।

- ७ विषय समिति, विद्यापरिषद्, अध्ययन संस्थान वा सङ्काय वा विश्वविद्यालयका अन्य निकायहरूसँग सम्बन्ध र सम्पर्क राखी केन्द्रीय विभागीय कामहरू सम्पादन गर्नु गराउनु ।
- ८ केन्द्रीय विभागको वार्षिक प्रतिवेदन सम्बन्धित निकायमा पठाउनु ।
- ९ केन्द्रीय विभागका विभागीय समिति र विभागका समन्वय तथा नियन्त्रण स्थापित गर्नु गराउनु र समितिहरूको मूल्याङ्कनसम्बन्धी आवश्यक काम गर्नु ।
- १० प्राज्ञिक परिषद्, कार्यकारी परिषद्, विद्या परिषदबाट डीनमार्फत प्राप्त निर्देशन पालन गर्नु गराउनु ।
- ११ तोकिएका अन्य काम गर्नु गराउनु ।

कार्यक्रम संयोजक, डा नरेन्द्रराज पौडेल

- कानूनको स्रोत आन्तरिक स्रोतबाट सञ्चालित विशेष शैक्षिक कार्यक्रम सञ्चालन सम्बन्धी विनियम २०८० को परिच्छेद ४ अनुसार
- १ नियमित कक्षा सञ्चालनको आवश्यक व्यवस्था गर्ने
 - २ पठन पाठन तथा अतिरिक्त क्रियालाप सम्बन्धी कार्य तालिका बनाउने र लागु गर्ने । सबै विषयका शिक्षकलाई सेमेष्टर कक्षा योजना बनाउन लगाई लागू गराउने
 - ३ आन्तरिक परीक्षाहरूको व्यवस्थापन गर्ने
 - ४ विशेष शैक्षिक कार्यक्रममा व्यवस्था भएअनुसार विद्यार्थीहरूको इन्टर्नसीप कार्यक्रम तथा अन्य तालिम आयोजना र व्यवस्थापन गर्ने ।
 - ५ कार्यक्रम अन्तर्गतका सम्पत्तिको सम्भार र सुरक्षा गर्ने ।
 - ६ सम्बन्धित कार्यक्रमका नियामक निकाय जस्तै डीन कार्यालय वा विभागसँग आवश्यक समन्वय गर्न र यी निकायले जारी गरेको सूचना वा निर्देशन कार्यान्वयन गर्ने ।
 - ७ कार्य समितिबाट पारित निर्णयहरू कार्यान्वयन गर्ने ।
 - ८ संयोजकले कार्यालय समयमा अतिरिक्त आर्थिक वा अन्य लाभ प्राप्त हुने वा नहुने गरि अन्य शिक्षण सस्था वा कुनै संगठनमा नियमित आवद्ध भई प्राध्यपन, अनुसन्धान तथा प्रशासकीय काममा संलग्न हुन पाउने छैनन् ।
 - ९ शैक्षिक उन्नयनका लागि विभागीय प्रमुखले लगाए अह्राएको कार्य सम्पादन गर्ने ।
 - १० तोकिएका अन्य काम गर्नु गराउनु ।

तलब भत्ता

कार्यक्रम संयोजकले संयोजक बापत तलबको २५ प्रतिशत भत्ता पाउनेछन् । कार्यसमितिले विद्यार्थी सङ्ख्या र उतिर्ण प्रतिशतको आधारमा २० प्रतिशत थप भत्ता उपलब्ध गराउन सक्नेछ । संयोजकले सञ्चार सुविधाबापत मासिक रु २५०० पाउनेछ । पारवाहन खर्चबापत मासिक १५ लिटर पेट्रोल पाउनेछ ।

योग्यता

कार्यसमितिले कम्तिमा २ वर्ष सम्बन्धित क्याम्पस/विभागमा शैक्षिक सेवामा संलग्न भएका उच्च नैतिक चरित्र भएका सम्बन्धित विषयका वरिष्ठतम स्थायी शिक्षकहरू मध्येबाट एक जना कार्यक्रम संयोजक नियुक्त गर्नेछ । क्याम्पस /विभागमा विषयसँग सम्बन्धित विषय शिक्षक नभएमा अर्को विषयका स्थायी शिक्षकलाई पनि कार्यक्रम संयोजक नियुक्त गर्न सकिनेछ ।

लेखा अधिकृत श्री केवल कुमारी पाठक

- १ विभागको कोष सम्बन्धी कार्य गर्ने र गर्न लगाउने ।
- २ विभागको वैड्क खाता सञ्चालन गर्ने ।
- ३ विभागको बजेट निर्माणको लागि विभागीय प्रमुखलाई सहयोग गर्ने ।
- ४ विभागको लागि बजेट माग गर्ने र बजेटलाई कार्यान्वयन गर्ने ।
- ५ आवश्यकता र औचित्यका आधारमा बजेटको रकमान्तर गर्ने ।
- ६ विभागका समितिहरूबाट स्विकृत भएका आर्थिक दररेट अनुशार लेखा सम्बन्धी कार्यहरू गर्ने ।
- ७ पेशकीको विवरण राख्ने र फछर्यौट गराउने ।
- ८ त्रिवि द्वारा तोकिएको ढाँचामा लेखा विवरण राख्ने र राख्न लगाउने तथा अद्यावधिक राख्ने ।
- ९ सम्बन्धित निकायहरूमा लेखा सम्बन्धी विवरण र फाँटवारी पठाउने ।
- १० आन्तरिक तथा बाह्य लेखा परिक्षण गर्दा सहयोग गर्ने गराउने ।
- ११ छात्रवृत्तिका कोषहरू व्यवस्थित गर्ने ।
- १२ विभागको बार्षिक खरिद योजना बनाउने ।
- १३ विभागको मर्मत सभार रंग रोगन जस्ता कार्यहरूलाई सम्बन्धित पार्टीहरूसँग समन्वय गरी आवश्यक कार्य गर्ने र गर्न लगाउने ।
- १४ विभागका संरचनाहरू निर्माण गर्दा बोलपत्र सम्बन्धी कार्यहरू गर्ने ।
- १५ लिलाम विक्रि सम्बन्धी कार्यहरू गर्ने ।
- १६ शैक्षिक परामर्श तथा अनुसन्धानका कार्यहरूलाई तोकिए बमोजिम कार्यहरू गर्ने ।

- १७ विभागलाई आवश्यक परेका सरसामानहरु खरिद सम्बन्धी कार्यहरु गर्ने ।
- १८ आन्तरिक स्रोतको कार्यक्रमको आम्दानी र खर्चको विवरण त्रिविको प्रचलित लेखा ढाँचामा हरेक कार्यक्रमको अलग अलग राख्नु पर्नेछ ।
- १९ बार्षिक रुपमा बासलात तयार गर्नुपर्नेछ ।
- २० आन्तरिक स्रोत र केन्द्रीय कोषको एकिकृत वासलात समेत तयार गर्नुपर्नेछ ।
- २१ कार्यक्रमको लेखा विश्वविद्यालयको लेखा प्रणाली बमोजिम राखिनेछ ।
- २२ विभागीय स्तरका निर्णयहरु कार्यान्वयन गर्ने र गर्न लगाउने
- २३ अन्य तोकिए बमोजिमका कार्यहरु गर्ने

प्रशासन अधिकृत श्री केवल कुमारी पाठक (अतिरिक्त समय)

- १ प्रवेश परीक्षा आन्तरिक परीक्षा तथा बाह्य परीक्षा सञ्चालन गर्ने गर्न लगाउने ।
- २ खरिद व्यवस्थापन गर्ने ।
- ३ भौतिक सम्पत्ति संपरिक्षण गर्ने गर्न लगाउने ।
- ४ लिलाम सम्बन्धी कार्यहरु गर्ने ।
- ५ कक्षा कोठा सफासुग्घर बाथरुम व्यवस्थापन गर्न लगाउने ।
- ६ कर्मचारी व्यवस्थापन सम्बन्धी सम्पूर्ण कार्यहरु गर्ने ।
- ७ शिक्षक कर्मचारी तथा विद्यार्थीहरुको हाजिरी रेकर्डहरु अद्यावधिक गर्ने र दुरुस्त राख्न लगाउने ।
- ८ विभागका व्यवस्थापन समिति, कार्य समिति तथा अनुसन्धान समितिहरुको बैठक बसाल्ने र सम्बन्धित विज्ञहरुको व्यवस्थापन गर्ने ।
- ९ विभागको स्टोर सम्बन्धी कार्य गर्ने र गर्न लगाउने ।
- १० इन्टरनेट, विजुली, पानी जस्ता लजिस्टिक सम्बन्धी कार्यहरु गर्ने ।
- ११ अन्य तोकिएका कार्यहरु सम्पादन गर्ने ।

मुख्य प्राविधिक सहायक श्री कमला कुमारी शाह

- १ कम्प्यूटर सम्बन्धी सबै कार्यहरु गर्ने ।
- २ चिठ्ठी पत्रहरु दर्ता गर्ने तथा चलानी गर्ने ।
- ३ चिठ्ठी पत्रहरु टाइप गर्ने ।
- ४ विभागका रेकर्डहरुलाई फाइलिङ्ग गर्ने ।
- ५ विभागमा भएका आम्दानीहरुको विल काट्ने र सम्बन्धीत पार्टीलाई विल दिने ।

- ६ त्रिविको नियमअनुशार अटोमेसनमा विभागका चिठीपत्रहरु सम्बन्धित निकायमा पठाउने र अन्य निकायबाट आएका पत्रहरु विभागीय प्रमुख तथा लेखा अधिकृतलाई आवश्यक कार्यका लागि दिने र व्यवस्थित तरवमा फाइलिङ्ग गर्ने ।
- ७ शोधग्रन्थहरुलाई व्यवस्थित गर्ने ।
- ८ विद्यार्थीहरुको प्रस्तावहरुको रेकर्ड राख्ने र सम्बन्धीत सुपरभाइजरलाई सुचित गर्ने ।
- ९ शोधग्रन्थहरुको मुल्यांकन पश्चात डीन कार्यलयलाई पठाउने नम्बरको पत्र तयार गर्ने ।
- १० विभाग स्तरीय समितिका बैठकहरुको आयोजना गर्न निमन्त्रणा पठाउने र टेलिफोन तथा इमेल गर्ने ।
- ११ विभागको वेवपेजमा सुचनाहरु अपलोड गर्ने ।
- १२ विभागका पब्लिकेसनहरुमा सहयोग गर्ने ।
- १३ शिक्षक तथा कर्मचारीहरुको पारिश्रमिक भुक्तानीमा हाजिरी सुचनाहरु टिप्पणी लगायतका कार्यहरु सम्पादन गर्ने ।
- १४ तोकिएका अन्य सबै कार्यहरु गर्ने ।

विभागको स्टोर तथा सरसफाइका कर्मचारी व्यवस्थापन श्री कमला कुमारी शाह (अतिरिक्त समय)

- १ विभागलाई आवश्यक पर्ने सरसामानहरुको मागलाई संकलन गर्ने ।
- २ मागका आधारमा मागफारामहरु भर्ने । र खरिदका लागि पठाउने ।
- ३ खरिद भए पश्चात मालसामानहरुको एकिन गरी स्टोरमा राख्ने ।
- ४ स्टोरबाट खर्चभएका सरसामानहरुको कानुनी ढाँचा अनुशार रेकर्ड अद्यावधिक गर्ने र दुरुस्त राख्ने ।
- ५ विभागको भौतिक सम्पत्ति संपरिक्षण गर्न सहयोग गर्ने ।
- ६ विद्यार्थीहरुको प्रमाणपत्र हाजिरी रेकर्डहरु राख्ने ।
- ७ सरसफाइका कर्मचारीहरुको खटनपटन गर्ने र कार्य गर्न लगाउने ।
- ८ अन्य तोकिएका कार्यहरु सम्पादन गर्ने ।

पुस्तकालय सम्बन्धी कार्य

अतिरिक्त समय

- १ विद्यार्थीहरुलाई विभागको लाइब्रेरीबाट पुस्तकहरु अध्यायनका लागि दिने र फिर्ता भएको पुस्तकहरुलाई व्यवस्थित तरिकाले राख्ने ।
- २ नयाँ पुस्तकहरुलाई दर्ता गर्ने ।

- ३ नयाँ पुस्तकहरूको खरिद गर्नको लागि माग फारामहरू भर्ने र माग गर्ने।
- ४ शोधग्रन्थहरूको दर्ता गर्ने र व्यवस्थापन गर्ने कार्य सम्पादन गर्ने।
- ५ विद्यार्थीहरूको बौद्धिक चोरी सम्बन्धमा विभागले उपलब्ध गराएको सफ्टवेयरबाट त्रिविको नियम अनुशार प्रतिवेदन पनि उपलब्ध गराउने।
- ६ विद्यार्थीहरूलाई शोधग्रन्थ लेखनको लागि पुस्तक पत्रिका जस्ता अध्यायन सामग्रीहरू उपलब्ध गराउने।
- ७ अन्य तोकिए बमोजिमका कार्यहरू सम्पादन गर्ने।

मुख्य लेखा सहायक, रमेश घिमिरे (अतिरिक्त पारिश्रमिक)

कानूनको
स्रोत

त्रिवि कार्यकारी परिषद्को निर्णय नं २३५१ ड २०८०/०९/२४ मितिमा स्वीकृति

- १ गोस्वारा भौचर देखि मास्केवारी तयार गर्ने
- २ आर्थिक विवरण तयार गर्ने
- ३ बैंक हिसाव मिलान गर्ने
- ४ आम्दानी र खर्च सम्बन्धी सम्पूर्ण कार्य गर्ने
- ५ लेखा परीक्षण गराउने
- ६ बेरुजु फछोट तथा सम्परिक्षण गराउने
- ७ धरौटी र पेशकी विवरण तयार गर्ने
- ८ नियमानुसार लेखासम्बन्धी अन्य सम्पूर्ण कार्य गर्नुपर्ने तलब भत्ता तलबको २५ प्रतिशत भत्ता २०८०/११/१८ को निर्णय योग्यता त्रिविमा

इन्टरनेट तथा वाइफाई व्यवस्थापक सेवा करार

- १ विभागमा इन्टरनेट सेवा प्रदायकबाट इन्टरनेट सेवा लिइसके पछि हरेक कोठामा इन्टरनेट तथा वाइफाई सेवा सुचारु गर्ने।
- २ आवश्यक वाइरिङ्ग गर्ने।
- ३ वाइफाईका डिभाइसहरू राख्ने।
- ४ शिक्षक कर्मचारी तथा विद्यार्थीहरूलाई इन्टरनेट सेवाको पहुच सुनिश्चित गर्ने।
- ५ अन्य तोकिएको कामहरू गर्ने।

कार्यालय सहायक श्री देवीमाया तामाङ्ग (दैनिक ज्यालादारी)

- १ विभागीय प्रमुख, लेखा प्रमुख, प्रशासन प्रमुख तथा कम्प्यूटर शाखा प्रमुखका कक्षा कोठाहरू सरसफाई गर्ने ।
- २ विभागका पत्रहरू सम्बन्धित निकायमा पुर्याउने र ल्याउने ।
- ३ दिन कार्यलयबाट विद्यार्थीहरूका मार्कसिट ल्याउने र थ्रेसिसहरू पुर्याउने ।
- ४ प्रमुखहरूको कोठामा पानी र चिया दिने ।
- ५ भाडाहरू सरसफाई गर्ने ।
- ६ अन्य तोकिएको कार्यहरू सम्पादन गर्ने ।

चौकिदार श्री चक्र ऐर (अतिरिक्त समय)

- १ विभागका सम्पूर्ण सरसामानहरूको सुरक्षा प्रदान गर्ने ।
- २ मुख्य कोठाहरू खोलीदिने र बन्द गर्ने कार्यहरू गर्ने ।
- ३ विदाको समयमा पनि सुरक्षा प्रदान गर्ने ।
- ४ अन्य तोकिएका कार्यहरू सम्पादन गर्ने ।

कक्षा कोठाहरूको सरसफाई कर्मचारी देवीमाया तामाङ्ग (अतिरिक्त समय)

- १ सम्मेलन हल, मिटिङ्ग हल र कक्षा कोठाहरूको हप्तामा ३ पटक अनिवार्य सरसफाई गर्ने ।
- २ बाहिरको प्यासेज पनि सरसफाई गर्ने ।
- ३ विभागमा रहेका गमलाका विरुवाहरूमा पानी राख्ने काम गर्ने ।
- ४ विभागका कक्षाहरू चलेको दिनमा विद्यार्थीहरूलाई हाजिरी गर्न लगाउने, हाजिरीहरू संकलन गर्ने र प्रशासनमा बुझाउने ।
- ५ कक्षामा पढाउन आउनुहुने विज्ञहरूलाई चिया पानी उपलब्ध गराउने ।
- ६ विभागमा आई परेका सबै कार्यहरूमा सहयोग गर्ने ।
- ७ अन्य तोकिएका कार्यहरू गर्ने ।

ट्वाइलेट सरसफाई कर्मचारी श्री सरोज गोले (अतिरिक्त समय)

- १ महिला तथा पुरुष ट्वाइलेट हप्ताको ३ दिन सरसफाई गर्ने ।
- २ अन्य तोकिएका कार्यहरू सम्पादन गर्ने ।

Annex 2

तह	नामथर	विषय	सेवाको प्रकार				शैक्षिक योग्यता
			प्राविष्ट	राजक	आंशिक	आंशिक व्यवस्थापन	
1	Dr. Benzamin Banian, Public Administration and Research Methodology Expert, North South University, Bangladesh	Research Methodology in PA-I				आंशिक व्यवस्थापन	PhD
2	Dr. Bharat Raj Gautam, Former Secretary General, Philosophy of Science Expert	Research Methodology in PA-I				आंशिक व्यवस्थापन	PhD
3	Dr. Bimal Koirala, Former Chief Secretary, Planning Expert	Development policy in Nepal				आंशिक व्यवस्थापन	PhD
4	Dr. Binod Atreya	Human Resource Development				आंशिक व्यवस्थापन	PhD
5	Dr. Buddhiman Shrestha, Economist	Development policy in Nepal				आंशिक व्यवस्थापन	PhD
6	Dr. Dinesh Devkota, Former Vice Chairman NPC, Planning Expert	Development policy in Nepal				आंशिक व्यवस्थापन	PhD
7	Dr. Dwarika Dhungel, Former Secretary, Public Policy Expert	The Nepalese civil service				आंशिक व्यवस्थापन	PhD
8	Dr. Ghanashyam Ojha, GM, Public Administration Expert	Public policy				आंशिक व्यवस्थापन	PhD
9	Dr. Giridhari Paudel, Former Vice Chairman, Geographer and planning expert	Public policy				आंशिक व्यवस्थापन	PhD
10	Dr. Giriraj Sharma, Policy Think Tank, Institute of Policy Analysis	Administrative Science and Behaviour				आंशिक व्यवस्थापन	PhD
11	Dr. Wong Wai Lun, The University of Hong Kong	Research Methodology in PA-I				आंशिक व्यवस्थापन	PhD
12	Dr. Hari Prasad Adhikari, A. Dean, Local Government Expert	Administrative Science and Behaviour				आंशिक व्यवस्थापन	PhD
13	Dr. Jagadish Chandra Pokharel, Former Vice Chairman, Planning Expert	Nepal's Plan Development				आंशिक व्यवस्थापन	PhD

14	Dr. Kamal Prasad Acharya, Teaching Methods Expert, Norway	Research Methology in PA-III				आंशिक व्यवस्थापन	PhD
15	Dr. Keshav Paudel, GIS expert, Norway	Research Methology in PA-III				आंशिक व्यवस्थापन	PhD
16	Dr. Kundan Aryal, HOD, CDJ, Human Rights Expert	NGOs Governance in Nepal				आंशिक व्यवस्थापन	PhD
17	Dr. Madhunidhi Tiwari, Former PSC member, Personnel Administration Expert	Administrative Science and Behaviour				आंशिक व्यवस्थापन	PhD
18	Dr. Maharaj Koirala, Public Policy Expert	Public Policy				आंशिक व्यवस्थापन	PhD
19	Dr. Mukesh Bastola, NGO Governance Expert	NGOs Governance in Nepal				आंशिक व्यवस्थापन	PhD
20	Dr. Narendra Raj Paudel, Head CDPA	Administrative Science and Behaviour				आंशिक व्यवस्थापन	PhD
21	Dr. Nirmala KC., NGO Expert	NGOs Governance in Nepal				आंशिक व्यवस्थापन	PhD
22	Dr. Prakash Chandra Bhattarai, Philosophy of Science Expert	Research Methology in PA-I & II				आंशिक व्यवस्थापन	PhD
23	Dr. Pitamber Bhandari, Head Conflict Department, TU	Administrative Science and Behaviour				आंशिक व्यवस्थापन	PhD
24	Dr. Shree Krishna Kharel, A. Dean, Human Resource Management Science Expert	Administrative Science and Behaviour				आंशिक व्यवस्थापन	PhD
25	Dr. Shree Ram Paudel, Right to information and Policy Implementation Expert	NGOs Governance in Nepal				आंशिक व्यवस्थापन	PhD
26	Dr. Suman Kharel, Local Governance Expert	Local Self Governance				आंशिक व्यवस्थापन	PhD
27	Dr. Susmita Acharya, Human Resource Management Expert	Human Resource Development in Nepal				आंशिक व्यवस्थापन	PhD

28	Dr. Tika Pokharel, NGO expert	NGOs Governance in Nepal				आंशिक व्यवस्थापन	PhD
29	Dr. Tulsi Narayan Shrestha	Local Self Governance in Nepal				आंशिक व्यवस्थापन	PhD
30	Dr. Upendra Gautam, Water Resource Management Expert	Research Methodology in PA-III				आंशिक व्यवस्थापन	PhD
31	Dr. Yuba Raj Khatiwada, Former Finance Minister, Economic policy expert	Nepal's Plan Development				आंशिक व्यवस्थापन	PhD
32	Mr. Balananda Paudel, Chairman, Natural and Water Resource Commission	Nepal's Plan Development				आंशिक व्यवस्थापन	PhD
33	Mr. Balananda Sharma, Retire Major General, Conflict Expert	Administrative Science and Behaviour				आंशिक व्यवस्थापन	PhD
34	Mr. Dipendra B. Thapa, Former Secretary, Public Policy Expert	Public Policy				आंशिक व्यवस्थापन	PhD
35	Mr. Kashi Raj Dahal, Former secretary, Administration Reform Expert	Nepalese civil service				आंशिक व्यवस्थापन	
36	Mr. Leelamani Paudel, Former Secretary, GON	Nepalese civil service				आंशिक व्यवस्थापन	
37	Mr. Sanjaya Ghimire, Mphil and Teaching Faculty at PAC, Management Science Expert	Research Methodology in PA-II & III				आंशिक व्यवस्थापन	Mphil
38	Mr. Subash Sharma, Mphil and Teaching Faculty at PAC, Local Government Expert	Local-self Governance in Nepal				आंशिक व्यवस्थापन	Mphil
39	Mr. Tek Raj Paudel, Mhil and Teaching Faculty at PAC	Development policy in Nepal				आंशिक व्यवस्थापन	Mphil
40	Mrs. Radhadev Ghimire, Mphil and Teaching Faculty at PAC, Management Science Expert	NGOs Governance in Nepal				आंशिक व्यवस्थापन	Mphil
41	Prof. Dr. Amita Singh, Jawaharal Neharu University, India	Administrative Science and Behaviour				आंशिक व्यवस्थापन	PhD
42	Prof. Dr. Bhim Dev Bhatta, Former PSC member, Development Management Expert	Administrative Science and Behaviour				आंशिक व्यवस्थापन	PhD

34	Prof. Dr. Bishambar Pyakurel, Former Embassdor, Planning expert	Nepal's Plan Development in Nepal				आंशिक व्यवस्थापन	PhD
44	Prof. Dr. Devendra B. Chhetri, Statistician	Research Methology in PA-II				आंशिक व्यवस्थापन	PhD
45	Prof. Dr. Dhruva Gautam, VC, Mid Western University	Human Resource Development in Nepal				आंशिक व्यवस्थापन	PhD
46	Prof. Dr. Dilli Pd Sharma, Dean, FOM	Research Methodology in PA-II & III				आंशिक व्यवस्थापन	PhD
47	Prof. Dr. Ferdos Khan, Commilla University, Bangladesh	Administrative Science and Behaviour				आंशिक व्यवस्थापन	PhD
48	Prof. Dr. Ganesh Pd Adhikari	Administrative Science and Behaviour				आंशिक व्यवस्थापन	PhD
49	Prof. Dr. Govind Nepal, NPC member	Administrative Science and Behaviour				आंशिक व्यवस्थापन	PhD
50	Prof. Dr. Govinda P. Acharya, Former Dean, Management Expert	Human Resource Development in Nepal				आंशिक व्यवस्थापन	PhD
51	Prof. Dr. Govinda Pd. Dhakal, Former Campus Chief, Local Government Expert	Local Self Governance in Nepal				आंशिक व्यवस्थापन	PhD
52	Prof. Dr. Haroon Khan, USA	Administrative Science and Behaviour				आंशिक व्यवस्थापन	PhD
53	Prof. Dr. Ishtiaq Jamil, Public Administration Expert University of Bergen, Norway	Administrative Science and Behaviour				आंशिक व्यवस्थापन	PhD
54	Prof. Dr. Lasna Kabir, Dhaka University, Bangladesh, Gender and Public Administration Expert	Administrative Science and Behaviour				आंशिक व्यवस्थापन	PhD
55	Prof. Dr. Mahananda Chalise, Research Methodology Expert	Research Methodology in PA-I				आंशिक व्यवस्थापन	PhD
56	Prof. Dr. Pitamber Sharma, Geologist	Administrative Science and Behaviour				आंशिक व्यवस्थापन	PhD

57	Prof. Dr. Prachanda Pradhan, Former Dean, Public Administration Expert	Administrative Science and Behaviour				आंशिक व्यवस्थापन	PhD
58	Prof. Dr. Pranab Pande, Public Administration Expert, Rashahi University, Bangladesh	Administrative Science and Behaviour				आंशिक व्यवस्थापन	PhD
59	Prof. Dr. Purushottam Sharma, Former A. Dean, Public Enterprises Expert	Nepal's Plan Development in Nepal				आंशिक व्यवस्थापन	PhD
60	Prof. Dr. Puskar Sharma, Economist	Development policy in Nepal				आंशिक व्यवस्थापन	PhD
61	Prof. Dr. Rajiv Rana, Public Policy Expert	Public Policy				आंशिक व्यवस्थापन	PhD
62	Prof. Dr. S.K. Tawfique, Dean, North South University Bangladesh, Public Administration Expert	Administrative Science and Behaviour				आंशिक व्यवस्थापन	PhD
63	Prof. Dr. Sabitri Aryal	Administrative Science and Behaviour				आंशिक व्यवस्थापन	PhD
64	Prof. Dr. Sangita Dahl, Political Scientist, Delhi University, India	Administrative Science and Behaviour				आंशिक व्यवस्थापन	PhD
65	Prof. Dr. Sarad Kumar Sharma, Public Economist	Development policy in Nepal				आंशिक व्यवस्थापन	PhD
66	Prof. Dr. Sohan Karna, Development Planning Expert	Development policy in Nepal				आंशिक व्यवस्थापन	PhD
67	Prof. Dr. Sunity Shrestha, Former A. Dean, Management Science Expert	Research Methodology in PA-II				आंशिक व्यवस्थापन	PhD
68	Prof. Dr. Tek Nath Dhakal, Former Head, NGO expert	NGOs Governance in Nepal				आंशिक व्यवस्थापन	PhD
69	Prof. Jan Hinrik Meyer Sahling, The University of Nottingham, UK, China, Malaysia	Human Resource Development in Nepal				आंशिक व्यवस्थापन	PhD
70	Prof. Krishna Pokharel, Former PSC member, Political Scientist	Administrative Science and Behaviour				आंशिक व्यवस्थापन	PhD
71	Prof. Lok Raj Baral, Former Ambassador, Political Scientist	Administrative Science and Behaviour				आंशिक व्यवस्थापन	PhD

72	Prof. Ratna Nirola, Statistician	Research Methodology in PA-II				आंशिक व्यवस्थापन	PhD
73	Prof. Dr. Shree Krishna Shrestha, Former Head, Management expert	Research Methodology in PA-I				आंशिक व्यवस्थापन	PhD
74	Dr. Kristoffer B. Berse, Dean, University of Phillipines	Research Methodology in PA-III				आंशिक व्यवस्थापन	PhD
75	Dr. Kikuchi Masao, Meiji University, Japan	Research Methodology in PA-III				आंशिक व्यवस्थापन	PhD
76	Dr. Krishna Devkota, Disaster Management Expert	Administrative Science and Behaviour				आंशिक व्यवस्थापन	PhD
77	Dr. Akram Husan, Expert, Dhaka University, Bangladesh						PhD

Annex 3

पद	संख्या	दरवन्दी भएको	काज	करार	आंशिक	कार्यरत नभएको
विभागीय प्रमुख	१	१				
शिक्षक		३				३
कार्यक्रम संयोजक	१				१	
कार्यक्रम उपसंयोजक	१				१	१
लेखा अधिकृत	१		१			
प्रशासन अधिकृत	१				१	
प्राविधिक मुख्य कार्यलय सहायक	१	१		१		
लेखा सहायक	१				१	
प्रशासन सहायक	१				१	
कार्यलय सहायक	१	१	१			
चौकिदार	१				१	
सरसफाई	१				१	
विद्यार्थीको हाजिरी संकलक	१				१	
पुस्तकालय सेवा	१				१	
चौकिदार	१				१	
वाथरुम तथा शौचालय सरसफाई	१				१	
इन्टरनेट सेवा	१				१	

Annex 4

क्रम संख्या	नाम	पद	विभागमा कार्यरत शुरु मिति	स्थाई/करार/ आंशिक सेवा करार	जिम्मेवारी
१	सह.प्रा. डा. नरेन्द्रराज पौडेल	विभागीय प्रमुख	२५/१२/२०८०	स्थाई	विभागको सम्पूर्ण जिम्मेवारी
१	सह.प्रा. डा. नरेन्द्रराज पौडेल	कार्यक्रम संयोजक	२५/१२/२०८०		एमफिल कार्यक्रमको सम्पूर्ण जिम्मेवारी
२	श्री केवल कुमारी पाठक	लेखा अधिकृत		स्थाई	लेखा शाखा प्रमुखको जिम्मेवारी
२	श्री केवल कुमारी पाठक	प्रशासन व्यवस्थापन		आंशिक	शैक्षिक प्रशासन
३	श्री कमला कुमारी शाह	प्राविधिक मुख्य कार्यलय सहायक	०५/०३/२०७६	करार	कम्प्यूटर सम्बन्धी
३	श्री कमला कुमारी शाह	स्टोर तथा प्रशासन सहायक		आंशिक	स्टोर व्यवस्थापन
४	श्री रमेश धिमिरे	लेखा सहायक		आंशिक	लेखा सहायकको जिम्मेवारी
५	श्री राजु भट्टराई क्षेत्री	कार्यलय सहायक		स्थाई	सहायक
६	देवी माया तामाङ्	कक्षा कोठा सरसफाई र हाजिरी संकलन		आंशिक	सरसफाई र एमफिलका कक्षाहरु सञ्चालन भएको दिन हाजिरी संकलन
७	श्री सरोज गोले	ट्वाइलेट वाथरुप सफाई		आंशिक	ट्वाइलेट वाथरुम सफा
८	श्री चक्र वहादुर ऐर	चौकदार		आंशिक	विभागको सम्पूर्ण सुरक्षाको जिम्मेवारी
९	पुस्तकालय सेवा		आंशिक	पुस्तकालय
१०	कार्यलय सहायक		आंशिक	फिल्ड व्वाई
११	इन्टरनेट सेवा		आंशिक	इन्टरनेट सेवा व्यवस्थापन

