

PROJECT PROFILE

1. TITLE OF THE PROJECT

Redrafting of APSWREIS Bye-Laws

2. CLIENT

AP Social Welfare Residential Educational Institutions Society (APSWREIS)

3. PROJECT OBJECTIVES

The objective of this assignment is to redraft the Bye-Laws of APSWREIS, which were a few decades old, so that they are brought up-to-date and reflect the present framework, systems and practices.

4. PROJECT SCOPE

- The scope of this assignment encompasses the following thematic areas
 - Top level organizational framework of APSWREIS
 - Structure, functions, Roles & Responsibilities of the Top Management
 - key staffing patterns and other relevant aspects
- The scope of this assignment extends to the Head Office, District Offices and the Institutions functioning under APSWREIS

5. KEY STAKEHOLDERS

The key stakeholders of this project are as below.

- Top Management of APSWREIS
- Govt. of AP
- Employees of APSWREIS

6. PROJECT ACTIVITIES

The following activities were carried out in order to accomplish this project objectives.

- Study Phase
 - Project Initiation
 - Study of Existing Bye-Laws of APSWREIS
 - Study of Bye-Laws of other Similar Organizations
 - Stakeholder Consultations
- Bye-Laws Preparation Phase
 - Gap Analysis and Finalization of Improvements Required
 - Preparation & Submission of the Draft Bye-Laws
 - Preparation and Submission of the Final Draft Bye-Laws

7. PROJECT DURATION

The project duration was 2 months.

8. DELIVERABLES OF THE PROJECT

The following deliverables were submitted as part of the project.

- Draft Version of the APSWREIS Bye-Laws
- Final Draft Version of APSWREIS Bye-Laws (after making appropriate changes based on the remarks given by the Secretary, APSWREIS)

9. KEY FEATURES / BENEFITS

The redrafted Bye-Laws offer the following benefits / features for the stakeholders.

- The top level organizational framework has been streamlined to cater to the present organizational requirements
- Clear Roles and detailed Responsibilities were described for the top management
- Administrative and financial powers of the various top level functionaries were clearly defined
- Unnecessary structures (Committees) that are either dysfunctional presently or have no relevance in the current times were done away with (Ex. Standing Committees)
- The top level structures that are relevant and required in the current times were newly incorporated to enable quicker decision making at the top (Ex. Steering Committee)
- Critical details that were either omitted or incomplete in the previous document were either included or re-written comprehensively
- The redrafted APSWREIS Bye-Laws reflect a proper theme-based categorization of the content and a seamless flow of material