

District Administration: Lessons Beyond the Rulebook

What We'll Cover

- 1. Personal Experiences**
- 2. Core Administrative Principles**
- 3. Planning Your Day**
- 4. Day-to-Day Interactions – Do's & Don'ts**
- 5. Addressing Grievances**
- 6. Initiatives & Innovations**

Konduru Shashanka

Commissioner Future City Development Authority

VC & Managing Director - TGIIC

Career Journey / Postings

Assistant Collector (U/T)

Assistant Secretary

Sub-Collector

Municipal Commissioner

Collector & District Magistrate

Commissioner, State Flagship Projects

Director, Mines & Geology

Commissioner, FCDA

VC & MD, TGIIC

Career Journey / Key Postings

S. No	Area of Work / Role	Department / Organization	Duration		Concerned Government
			From	To	
1	Assistant Collector	East Godavari District	Jun - 2014	Dec - 2014	Government of Andhra Pradesh
2	Assistant Collector	Khammam District	Jan - 2015	May - 2015	Government of Telangana
3	Assistant Secretary	Ministry of Culture	Sep -2015	Nov - 2015	Government of India
4	Sub Collector	Jagitial Division, Karimnagar District	11.12.2015	07.12.2016	Government of Telangana
5	Municipal Commissioner	Karimnagar Municipal Corporation	08.12.2016	18.09.2018	Government of Telangana
6	Collector & District Magistrate	Jogulamba Gadwal District	18.09.2018	17.12.2019	Government of Telangana
7	Collector & District Magistrate	Karimnagar District	18.12.2019	20.07.2021	Government of Telangana
8	Collector & District Magistrate	Mahabubabad District	01.09.2021	04.01.2024	Government of Telangana
9	Collector & District Magistrate	Rangareddy District	04.01.2024	28.10.2024	Government of Telangana
10	Commissioner	State Flagship Projects	29.10.2024	27.04.2025	Government of Telangana
11	Director (FAC)	Mines & Geology Department	13.12.2024	05.07.2025	Government of Telangana
12	Commissioner	Future City Development Authority (FCDA), MA&UD	28.04.2025	Till date	Government of Telangana
13	VC & Managing Director (FAC)	Telangana State Industrial Infrastructure Corporation (TGIIC) , I&C	30.06.2025	Till date	Government of Telangana

Core
Administrative
Principles

Neutrality & Integrity

Accessibility

Decisiveness

Documentation / Files

Field Orientation

Planning Your Day



Start with priority review (law & order, emergencies)



Allocate time: Office work vs Field visits



Fix daily grievance redressal time



Review key schemes & targets



Keep buffer time for unforeseen issues



End day with follow-up & next-day planning

Public Representatives

Who they are:

- MPs, MLAs, MLCs, ZP Chairperson, ZPTCs, MPPs, MPTCs, Sarpanches, Corporators

DOs:

- Have respect & maintain neutrality
- Do inform key decisions
- Respond to grievances promptly
- **Follow protocol strictly**

DON'Ts:

- No political bias
- Avoid public confrontation
- Do not ignore communications



Karimnagar makes grade in the Smart City Challenge

City's detailed project for providing amenities to citizens is accepted by Union Urban Development Ministry achieves sixth place in the country

Updated - June 23, 2017 11:20 pm IST - KARIMNAGAR



K.M. DAYASHANKAR



Police

Who they are:

- SP, Addl SPs, DSPs, CIs, SHOs

DOs:

- Build mutual respect & trust
- Coordinate closely with Police
- Regular reviews on common issues
- **Joint response in emergencies**

DON'Ts:

- Do not interfere in investigations
- Avoid bypassing hierarchy
- Do not undermine authority

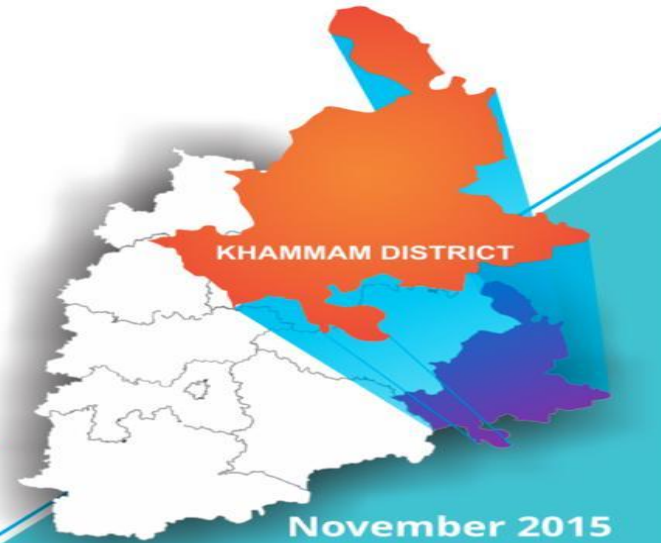


Hand Book on Land Related Disputes

(for field functionaries)



'Scenario based approach to handle land related disputes delineating roles and responsibilities of functionaries from related departments'



K SHASHANKA
Indian Administrative Service
TG 2013

VISHNU S WARRIER
Indian Police Service
TG 2013

November 2015

Other Offices

Who they are:

- Line departments - Education, Health, Municipal, Transport

DOs:

- **Clear communication & accountability**
- Regular reviews & field visits
- Encourage teamwork

DON'Ts:

- Avoid micromanagement
- Do not tolerate indiscipline
- Avoid public criticism



తెలంగాణ రాష్ట్ర ప్రభుత్వం
ప్రభుత్వ వైద్య కళాశాల - మహబూబాబాద్

گورنمنٹ آف تلنگانہ
گورنمنٹ میڈیکل کالج، محبوب آباد



GOVERNMENT OF TELANGANA
GOVERNMENT MEDICAL COLLEGE
MAHABUBABAD



Media

Who they are:

- Print, Electronic, Digital journalists
- Social Media?

DOs:

- Be transparent and factual
- **Use media as a tool for public awareness**
- Issue timely press notes on achievements & crisis response
- Clarify misinformation quickly

DON'Ts:

- No off-record sensitive talks
- Do not react emotionally
- Avoid sharing confidential info



Karimnagar declares 'Red Zones' where COVID-19 positive Indonesians roamed

Some localities cordoned off; residents in Red Zones strictly instructed not to come out of their houses and warned of arrest if they disobey orders

Updated - March 23, 2020 08:56 pm IST - KARIMNAGAR



K.M. DAYASHANKAR



The police had cordoned off a street and deployed forces in Mukarapura locality to check spread of COVID-19 in Karimnagar town on Monday.

Addressing Grievances

- Ensure accessible grievance platforms (MeeSeva, public grievance session)
- Listen patiently and record facts
- Ensure time-bound disposal
- Track grievances digitally
- Be empathetic and solution-oriented

1. Smart Grievance System

- 48-hour disposal (simple cases)
- WhatsApp intake + tracking
- Weekly dashboard review

2. Village Immersion

- 1 village/week
- Direct public interaction
- On-spot issue resolution

3. Scheme Saturation

- Focus: Pensions / Housing / Ration
- Mandal-wise 100% coverage drives
- Beneficiary gap mapping

4. Simple Dashboards

- Track: Works, grievances, schemes
- Mandal ranking system
- Daily/weekly monitoring

5. School & Anganwadi Focus

- Surprise inspections
- Basic facilities + attendance
- 1 model school per mandal

6. Health Outreach

- Weekly mobile health camps
- Focus: maternal health, anaemia
- Remote village coverage

7. Revenue Fast-Track

- Mutation & land issue drives
- Weekly “Revenue Day”
- Time-bound disposal

8. Clean & Green Drives

- Target required areas
- 15-day focused campaigns
- Community participation

9. Youth & Skills

- Job melas
- Skill camps with industries
- Local employment focus

10. Office Efficiency

- No file > 3 days pending
- Daily 15-min review
- Clear accountability

“Small innovations + consistent follow-up = visible governance impact.”