



KERALA STATE ELECTRICITY BOARD

Power Engineers' Training And Research Centre (PETARC)
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NOTICE

Training Programs for the month of May 2013 at PETARC –
Inviting nominations of Trainees

The following training programs are proposed to be conducted at PETARC, Moolamattom for the month of **May 2013**:

Sl.No	Name of the program	Training days	Topics
1	Design, Construction of EHV Sub Stations <i>(For AE / AEE)</i>	02.05.2013 to 04.05.2013	<ul style="list-style-type: none">• Design aspects & Lay out of EHV Substations –Erection, Testing and Commissioning of Equipments• Civil works for Foundation & Yard Structure• Design of Earth mat at EHV Substation• Preparation of estimates, Contract and tender formalities, Execution and measurement of work, preparation and auditing of workbills
2	Accounting & Auditing in KSEB <i>(For All officers)</i>	06.05.2013 to 10.05.2013	<ul style="list-style-type: none">• Principles of accounting, Commercial accounting system, Annual accounts rules, compilation of accounts• Preparation of estimates, Contract & tender formalities, Execution & measurement of work, preparation & auditing of workbills• Materials management and store accounting• Budget, Functions of Regulatory Commission, ARR, ERC, Tariff Orders Audit, Audit reports & reply to audit• Taxes-WCT, TDS, TCS, VAT

3	Induction Level Training Program for AE (Ele.)	13.05.2013 to 25.05.2013	
4	AutoCAD (For AE / AEE)	14.05.2013 to 18.05.2013	<ul style="list-style-type: none"> • Introduction to AutoCAD – Graphical user interface –Co-ordination system – Absolute and relative tool bar, line and circle • Modification tool bar, zoom, pan and exercises • Balance of drawing tool bar with exercises, Balance of modification tool bar-exercise • Layers, Text, Hatch and Gradient, Block and insert, X ref with exercises • Dimensioning and plotting, inquiry • Practical sessions, Introduction to 3D
5	Safety Awareness Program for Distribution Engineers (For engineers in Distribution Wing)	27.05.2013 to 28.05.2013	<ul style="list-style-type: none"> • Introduction to Safety – Alarming statistics - Impact of Accidents on Personal- Organizational – Financial- Public -with case studies • First Aid • Accidents - Causes and precautions, Safety Manual • Fire fighting
6	Taxation (For All officers)	29.05.2013 to 31.05.2013	<ul style="list-style-type: none"> • VAT, Work Contract Tax, CST • Service Tax, Excise Duty, Customs Duty • Income Tax

Officers who would like to attend these Training Programs, may forward their nominations through controlling officers so as to reach PETARC at the earliest.

Please note that those who are selected from the nominations will be intimated in due course.

Sd/-
DIRECTOR
PETARC, Moolamattom