



KERALA STATE ELECTRICITY BOARD LIMITED

(Incorporated under the Companies Act, 1956)

Reg. Office: Vidyuthi Bhavanam, Pattom, Thiruvananthapuram – 695 004

CIN:U40100KL2011SGC027424 Website: www.kseb.in

Vidyuthi Bhavanam, Pattom, Thiruvananthapuram – 695 004, Kerala

Phone: 2514280 / 2514276 / 2514451 Email: hrdkseb@kseb.in

Abstract

Capacity Building-Developing a team of “Training Design Consultants” for Training Need Analysis and Design of Training in KSEBL - Sanction accorded- Orders issued

Corporate Office (Human Resource Development Cell)

B.O(FTD) No. 33 /2023(Trg Cal/TNA DoT/22-23/ Date: 27.01.2023

Read : 1. B.O (FTD) No. 536/2022 (HRD.25/Trg. PETARC-RPTI/22-23/50) dated 22.06.2022

2. Office Order (DF) No. 942/2022(HRD.7/Trg. 13/22-23/) dated 07.07.2022

3. Note No.CMD/107/Dy.Secy(Law)/2022 dated 05.12.2022 of the Chairman & Managing Director

4. Note No.HRD7/Trg Cal/TNA DoT//22-23/ dated 30.12.2022 of the Chief Engineer (HRM) submitted to the Chairman & Managing Director through Director (Generation-Electrical & HRM)

5. Note no. HRD.7/Trg Cal/TNADoT/2022-23/ dated 13.01.2023 of the Chief Engineer (HRM) submitted to the Full Time Directors (Agenda 22/1/2023)

Order

Training and Development (T&D) is a significant sub system of an organization and is concerned with the structure and delivery of acquisition of knowledge to improve the efficiency and effectiveness of the organization and nurtures an ideal work culture. The T& D activities should be designed for improved level of performance, increased productivity, business growth, happier employees, individual career development and growth, establishment of a learning culture etc.

The Chairman & Managing Director, as per the note read as 3rd above has directed to include Smt. Jyothy Pradeep, Deputy Secretary, Law Department, Government of Kerala (on deputation as Law Officer, KSEB Ltd) in the Capacity Building Programme Core team and to pursue the proposal on “ Training Need Analysis and Design of Training in KSEB Ltd” to design and develop precisely- tailored training programmes to meet its unique training needs overarching organizational as well as training requirements at the job level and task level.

Hence the Chief Engineer (HRM) as per the note read as 4th above, submitted a proposal to the Chairman & Managing Director through the Director (Generation-Electrical & HRM) to revamp the present system of training to disseminate domain knowledge and futuristic knowledge methodically based on Training Needs. It is planned to form a cohort of 16 KSEBL officials and conduct a workshop to develop them to a team of “Training Design Consultants” capable of doing Training Need Analysis and Design of Training. Smt. Jyothy Pradeep, Law Officer (on Deputation), KSEBL and Smt. Reetha S.Prabha who are national level resource persons who are Recognised Trainers (RT) of Department of Personnel & Training (DoPT) will lead the workshop and continual activities of the team. The Chief Engineer (HRM) will select the team members, schedule the activities and monitor the

task. After the workshop the TNA team led by Smt. Jyothy Pradeep will co-ordinate with Capacity Building team to re-design the Training Calendar of KSEBL.

It was proposed to conduct the training at IMG, Thiruvananthapuram where institutional and residential facility will be available. The expected expenditure for the training is as below:

Sl.No	Item	Rate (Rs.)	No.of Days	Amount (Rs.)
1	Institutional & Residential facility @IMG including computer facility, training kit, food & refreshments, handouts etc for 16 participants plus 2 faculty	Rs.2000/- plus 18% GST per participant per day	7	Rs. 2,64,320/- including GST
2	Faculty Fee			Rs. 40,000/-
3	Miscellaneous			Rs. 10,680/-
	Total			Rs.3,15,000/-

As directed by the Chairman & Managing Director the Chief Engineer (HRM) placed the matter before the Full Time Directors as per the note read 5th above.

Having considered the matter in detail, the Full Time Directors in the meeting held on 18.01.2023 had

1. Resolved to conduct a 7 Day Workshop at IMG, Thiruvananthapuram to develop a team of 16 KSEBL officials as 'Training Design Consultants' who are competent enough to identify the training needs of KSEBL as well as to design and develop the best content that meets the need of learners in a training environment.
2. Further resolved to authorise the Chief Engineer (HRM) to select the team members, schedule the activities and monitor the task.
3. Further resolved to direct Smt. Jyothy Pradeep, Law Officer (on Deputation), KSEBL to lead the workshop and continual activities of the team.
4. Further resolved to authorise the Deputy Chief Engineer (HRM-II) to effect the expenditure for arranging the above training amounting to Rs. 3,15,000/- (Rupees Three Lakh Fifteen Thousand Only) from the IDP fund of KSEBL and to effect Electronic Fund Transfer (EFT) of Rs. 2,64,320/- for the cost of training facility, food and accommodation (including GST) to IMG as advance payment.

Orders are issued accordingly.

By Order of the Full Time Directors

Sd/-

Lekha G

Company Secretary(I/c)

To
The Chief Engineer(HRM)
The Deputy Chief Engineer HRM-II/The Deputy Chief Engineer, PETARC
The Executive Engineer, HRD Cell/
The Executive Engineer,RPTI Thiruvananthapuram/Kottayam/Thrissur/Kozhikode

Copy to:

TA to the Chairman & Managing Director/ TA to the Director (Generation- Electrical & HRM)/ TA to the Director (Generation- Civil)/ TA to the Director (Transmission System Operation, Planning & Safety)/ TA to the Director(Distribution, IT & SCM) / TA to the Director(REES,SOURA,Nilaavu & Sports, Welfare) /PA to the Director (Finance)

Forwarded/By Order

Assistant Engineer (HRD CELL)