



KERALA STATE ELECTRICITY BOARD LIMITED

(Incorporated under the Companies Act, 1956)

Reg. Office: Vidyulhi Bhavanam, Pattom, Thiruvananthapuram-695 004, Kerala

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Abstract

Training Calendar for Power Engineers' Training and Research Centre (PETARC), Moolamattom, Regional Power Training Institutes, Thiruvananthapuram, Kottayam, Thrissur, Kozhikode, HRD Cell and SRCTC for the year 2021-22 for conducting the training programme - Sanctioned - Orders issued.

Corporate Office (Human Resource Development Cell)

B.O (FTD) No.554/2021 (HRD.25/Trg. PETARC-RPTI/21-22/100) dated, Tvpm;
16.07.2021

- Read: 1. B.O (FTD) No.670/2017(HRD.5/Training policy/2016-17) dated Tvpm 15.03.2017.
2. Note No. HRD.25/Trg.Calendar/2021-22/100 dated 08.07.2021 of the Chief Engineer (HRM) submitted to the Full Time Directors. (Agenda - 31/7/21)

Order

KSEBL has approved a training policy for the effective implementation of training programmes as per order read as 1st above. Based on the policy, the Chief Engineer (HRM) through the Director (Distribution, IT & HRM) has placed a detailed proposal of training calendar as per note read as 2nd above before the Full Time Directors, KSEBL regarding the training programmes to be conducted at the Power Engineers' Training and Research Centre (PETARC), Moolamattom and Regional Power Training Institutes (RPTIs) Thiruvananthapuram, Kottayam, Thrissur, Kozhikode, HRD Cell and SRCTC for the year 2021-22 so as to fulfil the training needs of all the employees of KSEBL in every aspects such as technical, IT skills, improvement of personal skills, soft skills, financial matters etc.

In addition to the training requirements of the employees, enough consideration has been given to the development of Infrastructure facilities of the four Regional Power Training Institutes. Even though the schedule is prepared well considering each and every field of training, the Head of the Regional Power Training Institutes have to decide on the field of training as per the requirement from the field officers and considering the circumstantial needs.

The Training Schedule of PETARC, Moolamattom is attached herewith as Annexure I.A and the Training schedule of RPTI's, HRD Cell and SRCTC is appended as Annexure IIA.

ABSTRACT -Training Calendar 2021-22.			
Sl.No	Name of Training Centre/Office	No. of Prog	No. of Trg Days
1	RPTI Thiruvananthapuram	96	284
2	RPTI Kottayam	104	341
3	RPTI Thrissur	95	320
4	RPTI Kozhikode	93	288
5	Addl National Trg Prgs for A&B employees and C&D employees are to be conducted subject to approval from RECIPMT and PFC		
	Total A	418	1320
6	SRCTC	40	56
7	HRD	12	30
	Total B	52	86
8	PETARC	97	467
	Total C	97	467
	GRAND TOTAL A +B+C	567	1873

The proposal includes 567 training programmes, comprising 1873 training days with an average of 25 participants for each training programme. Also, several statutory Training Programmes are required to be conducted as per various regulations of Central Electricity Authority. The Budget Allocation for Institutional Development Programme (IDP) is Rs.90 Lakhs for the Financial Year 2021-22. The request for balance budget requirement has to be placed for approval once the allocated budget gets exhausted. In the prevailing Covid situation, the faculty fee and all other conditions has been retained the same as that of the year 2020 2021.

Having considered the matter in detail, the Full Time Directors in the meeting held on 12.07.2021

Resolved

To approve the training Calendar for PETARC, Moolamattom and Regional Power Training Institutes (RPTIs), HRD and SRCTC for the year 2021-2022 as per Annexure I A & Annexure II A.

Further resolved to accord sanction for the following

1. To authorise the Financial Advisor to allocate the training and non training fund to respective ARU's namely, Dy. Chief Engineer, Generation Circle, Moolamattom, for PETARC, Moolamattom, Dy.Chief Engineer, Electrical Circle, Thiruvananthapuram for RPTI, Thiruvananthapuram, Dy. Chief Engineer, Electrical Circle, Kottayam for RPTI Kottayam, Dy. Chief Engineer, Electrical Circle, Thrissur for RPTI, Thrissur and Dy. Chief Engineer, Electrical Circle, Kozhikode for RPTI Kozhikode and Chief Engineer (HRM) for HRD and SRCTC as per Annexure II. The amount required per month shall be given as temporary advance on monthly basis and a consolidated account closure shall also be permitted at the end of the month. Also fund shall be allocated for deputing employees at reputed institutions

inside and outside Kerala for imparting training and the Deputy Chief Engineer - HRM II is authorised to effect the payment from the IDP Fund earmarked for HRD activities during the year 2021-2022.

2. The training shall be conducted online at Training Centres for the time being, in prevailing Covid 19 pandemic.
3. To approve the conditions stipulated in the training calendar for the year 2021-2022 in terms of faculty fee, training programmes, cost of refreshment and all other conditions/guidelines mentioned in the training calendar for the year 2020-2021.
4. To authorize the Deputy Chief Engineer, PETARC to limit/enhance the number of programmes and decide upon the list of training programmes in consensus with the Training Policy with the approval of the Chief Engineer (HRM) as per requirement and within this budget allocation.
5. To approve the fee pattern as proposed by the Deputy Chief Engineer, PETARC, Moolamattom for the external fund collecting programmes
 1. 3 day Training programme for Engineering College staff/faculty - Rs.4000/- + GST per day.
 2. Engineers/Officials from outside KSEBL - Rs. 3000/- + GST per participant per day (attending the programmes scheduled for KSEBL officials).
 3. Five day Training programme for Engineering PG students - Rs. 3000/- + GST per day.
 4. Five day training programme for Graduate Engineers - Rs.1000/- + GST per day.
6. To authorize the Deputy Chief Engineer, PETARC, Moolamattom to hire vehicle for short training trips for PETARC, since the minibus attached to PETARC is in breakdown condition.
7. To authorize the Deputy Chief Engineer, PETARC to conduct various statutory training programmes required by Central Electricity Authority and to issue certificates to the participants after completion of each course & evaluation and to take necessary action for the renewal of accreditation by Central Electricity Authority (CEA) as and when required.
8. To authorize the Deputy Chief Engineer - HRM II to effect the payment towards the renovation and digitalization work of Library at Vidyuthi Bhavanam, Thiruvananthapuram from the IDP Fund earmarked for HRD activities during the year 2021-2022 as and when required.
9. To authorize the Chief Engineer - HRM to sanction the study tours within Kerala for the HRD wing and the Deputy Chief Engineer - HRM II to effect the payment.
10. To authorize the Executive Engineers of RPTIs to conduct need based training

programmes limiting the expense within the budget provision. Specific sanction need not be sought if expense is limited within the budget sanctioned.

11. To authorize the Chief Engineer (HRM) to take up for additional budget for conducting upcoming statutory training programmes necessitated as per Central Electricity Authority accreditation in addition to the already allocated budget provision earmarked for HRD activities under the Institutional Development Programme for the year 2021-2022.

Orders are issued accordingly.

By order of the Full Time Directors

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Lekha. G
Company Secretary (I/c)

Acc: *Annexure I A- Training Calendar PETARC*
Annexure II A- Training Calendar RPTIs, HRD Cell, SRCTC


To

The Chief Engineer (HRM)
The Deputy Chief Engineer, PETARC, Moolamattam

Copy to

All Chief Engineers/The Deputy Chief Engineer, Electrical Circle, Thiruvananthapuram/Kottayam/Thrissur/Kozhikode/ TA to Chairman & Managing Director/TA to Director (D, IT&HRM)/TA to Director (Gen-Civil)/TA to the Director (Planning, Safety & RECS)/TA to Director (Gen-Ele. & SCM)/TA to Director (T&SO)/ The Financial Adviser/Chief Internal Auditor/ Company Secretary (I/c)/The Executive Engineer, RPTI, Thiruvananthapuram/ Kottayam/ Thrissur/ Kozhikode /Fair Copy Superintendent/ Library/ Stock file.

Forwarded/By Order


Assistant Engineer-HRD Cell

	TECHNICAL TRAINING	TT
	FINANCE, ADMINISTRATION & MANAGEMENT	FAM
	PERSONALITY DEVELOPMENT	PD
1	Distribution	Distn
2	Transmission	Transn
3	Power System Protection	PSP
4	Power Trading & Mgmt	PT&M
5	Information & Communication Technology & Automation	ICT & A
6	Disaster Mgmt & Mitigation	DM&M
7	Major Projects	MP
1	Fin., Acctg & Auditing	F,A&A
2	Supply Chain Mgmt	SCM
3	Project/ Cons. Mgmt	P&CM
4	Personnel Mgmt	PM
5	Admn & Office Automation	A&OA
6	Benchmarking & TQM	B&TQM
7	Change & Performance Management	C&PM
8	Service Rules, Legal Aspects & Disciplinary Proceedings	SR,LA &DP
9	Safety & Security	S&S
1	Executive & Managerial Skills	E&MS
2	Integrated Personality Devpt	IPD
3	Customer Relationship Management	CRM
4	*Planning for Retirement	PR

Schedule of Training Calendar Programmes for RPTIs for the year 2021-2022

Sl No	Name of the Training Programme	Category	Functional Area	Training Type	No. of trainees	Type	Duration	TVPM		Kottayam		Thrissur		Kozhikode		Credits
								No. of Prog Days	Urg Days	No. of Prog Days	Trg Days	No. of Prog Days	Trg Days	No. of Prog Days	Trg Days	
1	Front Office Management	OVR	TT	Distn	35	A	1	1	1	1	1	1	2	2	5	1
2	Personal Financial Management	All (Officers/Staff)	FAM	F,A&A	35	A	1	0	1	1	1	1	0	0	2	1
3	Planning for Retirement						1	0	1	1	0	0	0	0	1	
4	Section Office Administration	AE	FAM	A&OA	35	A	1	0	1	1	0	0	1	1	2	1
5	Earthing, Measurement of earth resistance and insulation resistance (Distribution)	SE/OVR	TT	Distn	35	A	1	1	1	1	2	2	2	2	6	1
6	The Right to Information Act, 2005.	APIO/PIO/AA	FAM	SR,L,A&DP	35	A	1	1	1	1	2	2	1	1	5	1
7	Team Building, Communication & Time Management	AE&SE/OVR&LM	PD	EMS	35	A	1	1	2	2	2	2	1	1	6	1
8	Stress Management	AE/SS/SE/OVR/LM/EW	PD	EMS	35	A	1	2	2	2	2	2	1	1	7	1
9	Organisational Awareness	OA/Driver	FAM	C&PM	35	A	1	1	1	1	1	1	0	0	3	1
10	Energy Conservation, DSM	AE/SE	TT	Distn	35	A	1	0	1	1	0	0	1	1	2	1
11	Standards of Performance	AE&SE/OVR	TT	Distn	35	A	1	1	1	1	0	0	1	1	3	1
12	Land Acquisition, Tree Cutting Compensation & PTCC Approval	AE/SE/SS	FAM	P&CM	35	A	1	1	1	1	1	1	1	1	4	1
13	Revenue Accounting & Accounts Reconciliation	SS/SA	FAM	F,A&A	35	A	1	1	1	1	1	1	1	1	4	1
14	Control Wiring & Cable Scheduling	AE/SE	TT	PSP	35	A	1	1	1	1	1	1	0	0	3	1
15	Power Transformers - O & M	AE/SE	TT	Transn	35	A	1	1	1	1	1	1	1	1	4	1
16	Malayalam - File Drafting	All category	Special Skill		35	A	1	0	1	1	1	1	0	0	2	1
17	RMU	AE&SE/OVSR	TT	ICT & A	35	A	1	2	2	0	0	1	0	0	3	1

Sl No	Name of the Training Programme	Category	Functional Area	Training Type	No. of trainees	Type	Duration	TVPM		Kottayam		Thrissur		Kozhikode		Total No. of Prog	Credits
								No. of Prog Days	Trg Days	No. of Prog Days	Trg Days	No. of Prog Days	Trg Days	No. of Prog Days	Trg Days		
42	Familiarisation of new apps & Softwares prevailing in KSEBL	AE/SE/	TT	Distn		A	1	0	0	0	0	0	0	1	1	1	
43	Surveying & Levelling	SE/OVR	TT	Distn		A	1	0	0	0	0	0	0	1	1	1	
44	e- Vehicle charging station	SE/OVR	TT	Distn		A	1	0	0	0	0	0	0	1	1	1	
45	ON/OFF Grid Solar- Procedures to be completed at Electrical Sections and Regulations	AEE/AE/SE	TT	Distn		A	1	0	0	0	0	0	0	1	1	1	
46	Preparation of wiring estimation and CPWD Specification- Electrical	SE/OVR	TT	Distn	35	A	1	1	1	0	0	0	0	0	0	1	1
47	Familiarization of PRICE Software	AEE/AE/SE (C&E)	TT	Transn	35	A	1	1	1	0	1	1	0	0	0	2	1
48	Construction maintenance and dismantling - Survey Report	AE/SE	TT	Distn	35	A	1	1	1	0	0	0	0	0	0	1	1
49	Street light Metering and Maintenance	OVR/LM/EW	TT	Distn	35	A	1	1	1	0	1	1	0	0	0	2	1
						A Total		35	35	37	37	38	38	37	37	147	

Sl No	Name of the Training Programme	Category	Functional Area	Training Type	No. of trainees	Type	Duration	TVP		Kottayam		Thrissur		Kozhikode		Total No. of Prog	Credits
								No. of Prog Days	Trg Days	No. of Prog Days	Trg Days	No. of Prog Days	Trg Days	No. of Prog Days	Trg Days		
0	Legal Aspects,Disciplinary Procedures (Role of Enquiry & Presenting Officer & Final Report)& Various Courts,Grievances Redressal Forums (CGRF,CDRF)	AEE/AE	FAM	SR,LA&D P	35	B	2	1	2	2	4	1	2	1	2	5	2
1	Legal Aspects,Disciplinary Procedures & Various Courts,Grievances Redressal Forums (CGRF,CDRF)	SS/SA	FAM	SR,LA&D P	35	B	2	1	2	1	2	1	2	0	0	3	2
2	Workshop on Distribution Transformer Maintenance & TMR visit	SE/OVSR/LM	TT	Distn	35	B	2	1	2	2	4	2	4	1	2	6	2
3	Service Connection Procedures,Estimate Preparation , Survey Report & Tariff	SE/OVSR	TT	Distn	35	B	2	2	4	2	4	2	4	1	2	7	2
4	Customer Satisfaction, Interpersonal Relationship & Business Etiquettes	SS,SA&SE/ OVR,LM&MR	PD	CRM	35	B	2	1	2	2	4	1	2	1	2	5	2
5	Relay & Protection	AE/SE	TT	PSP	35	B	2	1	2	2	4	1	2	0	0	4	2
6	Safety Awareness - Distribution	SE/OVR	FAM	S&S	35	B	2	2	4	3	6	1	2	2	4	8	2
7	Safety Awareness - Transmission	SE/OVSR	FAM	S&S	35	B	2	1	2	1	2	1	2	0	0	3	2
8	Safety Awareness - Generation	SE/OVR/LM	FAM	S&S	35	B	2	0	0	2	4	0	0	0	0	2	2
9	Metering Regulations, Theft Detection & Penalties	AE/SE	TT	PT&M	35	B	2	1	2	1	2	1	2	1	2	4	2

Sl No	Name of the Training Programme	Category	Functional Area	Training Type	No. of trainees	Type	Duration	TVPPI		Kottayam		Thrissur		Kozhikode		Total No. of Prog	Credits
								No. of Prog	Trg Days	No. of Prog	Trg Days	No. of Prog	Trg Days	No. of Prog	Trg Days		
77	Statutes & Regulations	AE/AEE	FAM	SR, LA & DP	35	B	2	1	2	1	2	0	0	1	2	3	2
78	Transmission Tower Design & Foundation Design	AE/SE (C&E)	TT	Transn	35	B	2	0	0	0	1	2	1	2	2	2	2
79	Condition Monitoring of Transmission Equipments PET	AEE/AE/SE	TT	Transn	35	B	2	1	2	0	1	2	1	2	3	2	2
80	Planning for Retirement	All	PD	PR	35	B	2	2	4	0	0	2	4	2	4	6	2
						B		32	64	37	74	31	62	25	50	125	

Sl No	Name of the Training Programme	Category	Functional Area	Training Type	No. of trainees	Type	Duration	TVPM		Kottayam		Thrissur		Kozhikode		Credits
								No. of Prog Days	Trg Days	No. of Prog	Trg Days	No. of Prog	Trg Days	No. of Prog	Trg Days	
81	Safety Awareness - Distribution	OVR/LM/EW	FAM	S&S	35	C	3	2	6	2	6	1	3	1	3	2
82	Orientation Training Programme	SA / OVR / LM	Orientation		35	C	3	2	6	1	3	1	3	1	3	2
83	Oruma NET, SCM-SARAS, TOD Billing	SS/SA (RAO Office)	FAM	F,A&A	35	C	3	1	3	1	3	1	3	1	3	2
84	Work & GST	SS/SA	FAM	F,A&A	35	C	3	1	3	1	3	1	3	1	3	2
85	Expenditure Audit	AAO/SS/ SA	FAM	F,A&A	35	C	3	1	3	0	0	1	3	0	0	2
						C Total		7	21	5	15	5	15	4	12	21
86	Induction Level Training Programme	Cashier	Induction		35	D	5	1	5	1	5	1	5	1	5	3
						D Total		1	5	1	5	1	5	1	5	4
87	Induction Level Training Programme	SE/AE	Induction		35	E	49	1	49	1	49	1	49		49	2
88	Statutory Training Programme	OVR/LM/EW	Statutory		35	E	6	1	6	1	6	0	0	1	6	3
						E Total		1	6	2	55	1	49	1	6	5
89	Induction Level Training Programme	EW	Induction		35	F	15	2	30	2	30	2	30	3	45	8
						F Total		2	30	2	30	2	30	3	45	9
90	Induction Level Training programme	SE(newly recruited)	Induction		35	G	49	1	49	1	49	1	49	1	49	5
91	Long Term Statutory Training Programme	SE	Statutory		35	G	49	1	49	1	49	1	49	1	49	5
						G Total		2	98	2	98	2	98	2	98	8
92	Supply Chain Management - Refresher	AE/SE	FAM	SCM	24	H	1	1	1	2	2	0	0	2	2	1
93	HRIS - Refresher	AAO/SS/ SA	FAM	PM	24	H	1	1	1	2	2	1	1	1	1	1
94	Oruma NET& CCC- Refresher	AE/SE/SA/ OVR/Cashier	PD	CRM	24	H	1	1	1	2	2	1	1	1	1	1
95	Accounting Software - SARAS	AE/SS/SA/ SE	FAM	F,A&A	24	H	1	1	1	2	2	1	1	1	1	1

Sl No	Name of the Training Programme	Category	Functional Area	Training Type	No. of trainees	Type	Duration	TVP/M		Kottayam		Thrissur		Kozhikode		Total No. of Prog	Credits
								No. of Prog	Trg Days	No. of Prog	Trg Days	No. of Prog	Trg Days	No. of Prog	Trg Days		
96	SCM-SARAS Integration	AE/SE/S/SS	FAM	SCM	24	H	1	2	2	3	3	3	3	3	3	11	1
97	PROMOS , SCM & SARAS	AE/SE	FAM	Dism	24	H	1	2	2	0	0	2	2	2	2	6	1
						H Total		9	9	11	11	8	8	11	11	39	

Sl No	Name of the Training Programme	Category	Functional Area	Training Type	No. of trainees	Type	Duration	TVP		Kottayam		Thrissur		Kozhikode		Total No. of Prog	Credits	
								No. of Prog	Trg Days	No. of Prog	Trg Days	No. of Prog	Trg Days	No. of Prog	Trg Days			
97	R-APDRP training programme to C & D employees-Subject to approval from PFC																	
1	Best Practices in Distribution Operation & Management System		TT	Dism	30													2
2	Disaster Management, Electrical Safety Procedures, and Accident Prevention.		TT	DM&M	30													2
3	Revenue Management & Loss Reduction		FAM	F, A&A	30													2
4	Communication & Customer Relations		PD	CRM	30													2
5	Performance benchmarking and quality of supply and service		FAM	B&TQM	30													2
						Total												
Total Programmes		418																
Total Training Days		1320																

sd/-

COMPANY SECRETARY I/C

BO annex

Appended to B.O. (FTD) No. B.O (FTD) No.554/2021 (HRD.25/Trg. PETARC-RPTI/21-22/100)
dated, Tvpm; 16.07.2021

ANNEXURE I
PETARC Training 2021-22

	Training Expenditures	Rate (Rs)
1	Food- (Breakfast,Lunch, Supper, 2 times Refreshment at 11 am and 3.30pm)	470
2	Cost of Pen ,Note Books & Stationary	110
3	Group Photographs of training batch - Participants	200
4	Honorarium for internal faculty per hour	600
5	Honorarium for retired KSEBL faculty per hour	750
6	Honorarium for External faculty per hour	1000
7	Honorarium for external expert faculty per hour	1750
8	Honorarium for Field visit per day	500
<p>Note: The rates for course materials, food, refreshments, honorarium etc are sanctioned vide the B.O. 503/2020 (HRD25/Trg PETARC/20-21/116 dated 30.07.2020 and directed to be followed for FY 21-22 vide B.O (FTD) No.554/2021 (HRD.25/Trg. PETARC-RPTI/21-22/100) dated, Tvpm; 16.07.2021</p>		

sd/-

Company Secretary I/C

ANNEXURE I A

Power Engineers' Training And Research Centre, Moolamattom
TRAINING CALENDAR for the Financial Year 2021-2022

No	Month	Name of training Program	Functional area	Training Type	days	Participants	Credit point
1	APR	Retirement Planning	Per Dvlpt	Plg Rtmt	3	All officers	3
2	APR	Orientation Training Program for Assistant Executive Engineers (Ele)	Orientation		6	AEE (Ele)	3
3	APR	Oriantaion Training program for Executive Engineers	Orientation		4	EE (all branch)	3
4	MAY	Graduate Engineer Training	External		5	Engg Graduates	
5	MAY	Course viva, project Presentation and valedictory function of ICSTP for newly recruited Assistant Engineers / Sub Engineers (Ele)	Induction		3	Newly recruited Assistant Engineers (Ele / Sub Engineers (Ele)	6
6	MAY	Orientation Training Program for Assistant Engineers (Ele)	Orientation		6	AE(Ele)	3
7	MAY	Orientation Training Program for Senior Superintendent	Orientation		6	SS	3
8	JUN JULY AUG	Induction Cum Statutory Training Program for newly recruited Assistant Engineers (Ele)	Induction		66	2 Batches of Newly recruited AEs together	6
9	SEP	Long Term Statutory Training Program for inservice Engineers Batch-II, phase-3	Statutory		6	Technical officers (Ele)	6
10	SEP	Long Term Statutory Training Program for inservice Engineers Batch-I, phase-6	Statutory		6	Technical officers (Ele)	6
11	SEP	Capacity building on Power Equipment Testing	Tech	SO	3	All Technical officers (Ele)	2
12	SEP	Capacity building on Distribution Planning - Dyuthy	Tech	Dist	3	All Technical Officers (Ele)	1
13	SEP	Capacity building on STAAD	Special Skill		3	Technical officers (Civil)	1
14	SEP	Capacity building on Design & Construction of Transmission Lines & Hot line Maintenance	Tech	Trans	4	Technical officers (Ele)	2
15	SEP	Capacity building on Transmission Planning	Tech	Trans	3	All Technical Officers (Ele)	1
16	SEP	Induction cum statutory training for newly recruited Divisional Accounts officers	Induction		14	Newly recruited DAs	3
17	SEP	Capacity building on Power System Protection	Tech	Power Sys Prtn	5	AE/AEE/EE (Ele)	3
18	SEP	Capacity building on Energy Conservation Building Code (ECBC)	Tech	Dist	2	All Technical Officers	1
19	SEP	Orientation Training for Deputy Chief Engineers	Orientation		4	DCE (Elec & civil)	3
20	SEP	Capacity building on Small power generation project- Effective Implementation	Tech	Gen	2	All Technical Officers (E&C)	1
21	SEP	Capacity building on Non Conventional Energy	Tech	Gen	5	Technical officers (Ele)	3
22	OCT	Long Term Statutory Training Program for inservice Engineers Batch-II, phase-4	Statutory		6	Technical officers (Ele)	6
23	OCT	Long Term Statutory Training Program for inservice Engineers Batch-I, phase-7	Statutory		6	Technical officers (Ele)	6
24	OCT	Capacity building on Installation, Testing & Data analysis of Energy Meters	Tech	PT&M	5	All Technical officers (Ele)	3
25	OCT	Capacity building on Project Management	Fin Admn & Mgt	Proj&Con s.mgt	4	All officers	3
26	OCT	Capacity building on Switch Gear & Transformer Maintenance of EHV Substations	Tech	Trans	5	Technical officers (Ele)	3
27	OCT	Capacity building on Banking & Taxation	Fin Admn & Mgt	Fin A&A	3	All officers	1
28	OCT	Capacity building on Inspection, Assessment and General Legal aspects for Distribution Engineers	Special Skill		4	Technical officers (Ele)	2
29	OCT	Capacity building on Supply Chain Management	Fin Admn & Mgt	SCM	3	All officers	1

30	OCT	Capacity building of Anti Power Theft Squad	Special Skill		5	Technical officers (Ele)	3
31	OCT	Capacity building on Advanced Survey & Levelling Instruments	Special Skill		4	All Technical officers (Civil)	2
32	OCT	Safety & Disaster Management	Fin Admn & Mgt	Sfty & security	3	All Technical Officers	1
33	OCT	Training of Trainers (TOT) Program on Management Training	Special Skill		3	All officers	2
34	OCT	Capacity building on Energy Efficient Equipment and System	Tech	Distn	2	All Technical Officers (E&C)	1
35	NOV	Long Term Statutory Training Program for inservice Engineers Batch-II, phase-5	Statutory		6	Technical officers (Ele)	6
36	NOV	Long Term Statutory Training Program for inservice Engineers Batch-I, phase-8	Statutory		6	Technical officers (Ele)	6
37	NOV	Long Term Statutory Training Program (Generation portion) for inservice Sub Engineers, phase-9	Statutory		6	Sub Engineers (Ele)	6
38	NOV	Capacity building on Design & Construction of EHV Sub Stations	Tech	Trans	5	Technical officers (Ele)	3
39	NOV	Electricity Act 2003 & Kerala Electricity Supply Code 2014	Refresher		3	All officers	1
40	NOV	Capacity building on Electricity Metering & prevention of power theft	Tech	PT&M	4	All Technical officers (Ele)	2
41	NOV	Training program for Officers in Regional audit offices.	Refresher		4	RAO/AAO/SS	1
42	NOV	Training for Energy auditor Certification of BEE	Special Skill		6	Technical officers (Ele)	3
43	NOV	Power Industry Familiarization (Ele & Elec)	External		3	Engg Faculty	
44	NOV	Capacity building on Switch Gear & Transformer Maintenance of EHV Substations	Tech	Trans	5	Technical officers (Ele)	3
45	NOV	Capacity building on Energy Conservation Building Code (ECBC)	Tech	Dist	2	All Technical Officers	1
46	NOV	Capacity building on Asset Management in Power sector business	Special Skill		3	All Officers	2
47	NOV	Capacity building on IT Application in Transmission Business	Tech	ICT &Aut	3	All Technical Officers (Ele)	1
48	DEC	Long Term Statutory Training Program for inservice Engineers Batch-II, phase-6	Statutory		6	Technical officers (Ele)	6
49	DEC	Long Term Statutory Training Program for inservice Engineers Batch-I, phase-9	Statutory		6	Technical officers (Ele)	6
50	DEC	Long Term Statutory Training Program (Generation portion) for inservice Sub Engineers, phase-10	Statutory		6	Sub Engineers (Ele)	6
51	DEC	Capacity building on Grid Management & Power Market Development in INDIA	Tech	PT&M	5	All Officers	3
52	DEC	Management Training	Per Dvlpt	Intr prsnl skill	3	All officers	1
53	DEC	Power system protection Training for Graduate Engineers	External		5	Engg Graduates	

54	DEC	Electricity Act 2003 & Kerala Electricity Supply Code 2014	Refresher		3	All officers	1
55	DEC	Service Rules, Legal Aspects & Disciplinary Proceedings	Fin Admn & Mgt	Service rules, discipl.	4	All officers	2
56	DEC	Capacity building on Human Resource Management	Fin Admn & Mgt	SM, PM, A&OA	3	All officers	2
57	DEC	Capacity building on Major Projects	Tech	major projects	2	Technical officers (Civil)	1
58	DEC	Personnel Management	Pr Dvpt	Intgr pers Devpt	3	All officers	1
59	DEC	Developments & Best Practices in Power sector	External		5	Outside states	
60	DEC	Innovative Technology in Power System - HVDC - FACTS - Smart Grid	Tech	Power System	5	All Officers	3
61	JAN	Long Term Statutory Training Program for inservice Engineers Batch-II, phase-7	Statutory		6	Technical officers (Ele)	6
62	JAN	Long Term Statutory Training Program for inservice Engineers Batch-I, phase-10	Statutory		6	Technical officers (Ele)	6
63	JAN	Long Term Statutory Training Program (Generation portion) for inservice Sub Engineers, phase-11	Statutory		6	Sub Engineers (Ele)	6
64	JAN	Capacity building on LD & Power Management	Tech	PT&M	3	All Technical officers (Ele), DA, FO, AFO	1
65	JAN	Capacity building on Earthing practices in EHV system including Earthmat Designing procedure	Tech	Pwr Sys Prtn	3	AE/AEE/EE (Ele)	2
66	JAN	Capacity building on Dam Safety Training	Tech	Dam Safety	2	Technical officers (Civil)	1
67	JAN	Capacity building on Reactive Power management	Tech		3	Technical officers (Ele)	1
68	JAN	Capacity building on Communication, SCADA, Fibre Optic Cables & Systems	Tech	SO	5	Technical officers (Ele)	3
69	JAN	Capacity building on Management Control System	Fin Admn & Mgt	BM & TQM, C&PM	3	All officers	1
70	JAN	Orientation Training Program for Senior Superintendent / Divisional Accountant	Orientation		6	SS/DA	3
71	JAN	Capacity building on Protection system phylosophy for MV & HV networks including cable	Tech	Pwr Sys Prtn	3	Technical officers (Ele)	1
72	JAN	Capacity building on AutoCAD	Special Skill		6	All Technical Officers	2
73	JAN	Capacity building on Accounting & Auditing	Fin Admn & Mgt	Fin A&A	5	All officers	2
74	FEB	Long Term Statutory Training Program for inservice Engineers Batch-II, phase-8	Statutory		6	Technical officers (Ele)	6
75	FEB	Long Term Statutory Training Program for inservice Engineers Batch-I, phase-11	Statutory		6	Technical officers (Ele)	6
76	FEB	Capacity building on Statutes & Regulations	Refresher		3	All officers	1
77	FEB	Capacity building on Customer Orientation	Pr Dvpt	Customer Orntn	3	All officers	2
78	FEB	Capacity building on Power cables (UG, ABC, Covered conductor) installation & jointing methods	Special Skill		3	Technical officers (Ele)	2

79	FEB	Capacity building on Generator Protection & Schemes	Tech	Power Sys Prtn	3	AE/AEE/EE (Ele)	1
80	FEB	Seminar cum Research (selected subject)	Special Skill		2	All Technical officers (Ele)	2
81	FEB	Capacity building on IT Application in Distribution Business	Tech	ICT &Aut	5	All Technical officers (Ele)	3
82	FEB	Capacity building on Modern Relaying & Protection	Tech	Power Sys Prtn	3	All Technical officers (Ele)	1
83	FEB	Stress Management	Per Dvlpt	Intr prsnl skill	3	All officers	1
84	FEB	Tendering	Fin Admn & Mgt	Fin A&A	3	All officers	1
85	FEB	Training Program on Auditing AAO/AFO/RAO/FO/AO/SS	Orientation		5	AAO/AFO/RAO/FO/AO/SS	3
86	MAR	Long Term Statutory Training Program for inservice Engineers Batch-I (Final Evaluation)	Statutory		3	Technical officers (Ele)	6
87	MAR	Long Term Statutory Training Program for inservice Engineers Batch-II, phase-9	Statutory		6	Technical officers (Ele)	6
88	MAR	Long Term Statutory Training Program for inservice Sub Engineers - Final Evaluation	Statutory		3	Sub Engineers (Ele)	6
89	MAR	Capacity building on LT Metering	Special Skill		3	Technical officers (Ele)	1
90	MAR	Power & Control Equipment Familiarisation	External		3	Engg Non Teaching	
91	MAR	Software module and updates	Tech		3	All officers	1
92	MAR	Capacity building on Generation planning	Tech		3	All Technical Officers (E&C)	1
93	MAR	Capacity building on Power System Protection	Tech	Power Sys Prtn	5	AE/AEE/EE (Ele)	3
94	MAR	Capacity building on Design & Construction of Distribution Lines & Trnsformers	Tech	Distn	3	All Technical Officers (E&C)	1
95	MAR	Personnel Management	Pr Dvpt	Intgr pers Devpt	3	All officers	2
96	MAR	Capacity building on Concept of Energy Auditing, Act & Rules	Tech	PT&M	3	Technical officers (Ele)	1
97	MAR	Capacity building on ARR, ERC, Regulatory affairs, Tariff policy related to power sector	External		3	Officials from licensees incl. KSEBL	1
			Fin Admn & Mgt	Service rules, discipl.			
Total Days					467		
Expected training man days					11675		

NB: 1. Training programs having 3 to 6 credit points & all external training programs include a visit to Moolamattom Power House also.

2. Deputy Chief Engineer, PETARC can limit or enhance the number of programs in the calendar as per requirement within the budget provision.

Sd/-
Company Secretary I/C