

KSEB**KERALA STATE ELECTRICITY BOARD LIMITED**

(Incorporated under the Companies Act, 1956)

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

Website: www.kseb.in. CIN: U40100KL2011SGC027424Phone: 2514280 / 2514276 / 2514451 Email: hrdkseb@kseb.in**Abstract**

3 Day Free Training Programme on "Electrical Safety" in Power Transmission and 3 Day Free Training Programme on "Electrical Safety" in Power Distribution - Training sponsored by RECIPMT, Hyderabad - Orders issued.

Corporate Office (Human Resource Development Cell)

B.O (FTD) No.107/2021 (No.HRD.7/REC/Training/Electrical Safety/324) dated, Tvp:m;
08.02. 2021

- Read: : 1. Terms and Conditions for conducting REC Sponsored Training.
2. Note No: HRD.7/REC/Training/Electrical Safety/319 dated 29.01.2021 of the Chief Engineer (HRM) submitted to the CMD, KSEBL through the Director (D,IT& HRM).
3. Note No.HRD.7/REC/Training/Electrical Safety/324 dated 01.02.2021 of Chief Engineer (HRM) submitted to the Full Time Directors, KSEBL (Agenda 22/2/21)

Order

RECIPMT has offered a 3 Day Free Training Programme on "Electrical Safety" in Power Transmission and 3 Day Free Training Programme on "Electrical Safety" in Power Distribution. The programme will be conducted by RECIPMT free of cost to the Power Utilities to create awareness about safety Aspects in Power Transmission and Power Distribution. RECIPMT has allocated 4 batches of training 2 batches at Thiruvananthapuram and two batches at PETARC, Moolamattom. Each batch shall contain a maximum of 30 participants.

The Programme objectives are to create awareness on safety regulations and its latest amendments to ensure accident free system, Safety Code, Policy, Objectives action plan, safety committees and safety manual pertaining to transmission and distribution, broad discussion on earthing and bonding and lightning and surge protection in respect of transmission system, i.e EHT lines and substations including GIS and their role in preventing accidents, electric shock hazards and protection measures, familiarize participants with TAC regulations, fire protection systems and fire extinguishers etc, comprehensive study of causes of accidents, guidelines for prevention, accident reporting review and safety tools etc. The training is targeted for junior and middle level executives working in transmission and distribution sector.

The terms and conditions for conducting of 3 day free Training programme on "Electrical Safety" for Power Utilities sponsored by RECIPMT is as listed below.

1. Venue/ Training Hall will be provided by the Utility. Utility has to arrange the classroom with all teaching Aids such as Computer System with Projector, Audio Visual equipment, slide changer, Public Address system etc.
2. RECIPMT will depute the faculties for the programme and if faculties are arranged by the Utility, all related cost such as Honorarium, travel, accommodation etc will be borne by RECIPMT as per approved budget.
3. Pick up and drop from Airport/Railway Station to place of stay and place of stay to training venue will have to be arranged by the utility.

4. Accommodation for faculties and participants is to be arranged by the Utility.
5. The Course Kit consists of a bag, reference /course material, scribbling pad pen, Certificates, certificate holder, Banner and Photograph etc has to be arranged by the KSEBL. All Invoices and Bills should be GST Invoice and should bear the name of RECIPMT. All expenses should be within Rs.900/- participant. The cost of Lunch and two time tea shall be within Rs.350/ participant/day inclusive of GST.

Detailed Expenditure Statement

S.N	Description of Item	No: of Days/ Batch	REC Sponsored Amount in Rs
A. Course Kit			
1	Bag	3 Day/ Batch (One Batch for max 35 participants)	Rs.900/ per participant
2	Course Material 250 pages		
3	Scribbling Pad/ Book/Pen		
4	Forms/ Format		
5	Printing of Certificates		
6	Certificate Holder		
7	Printing of Banner		
8	Photograph for participants plus 3 extra		
B	Lunch Two time Tea with snacks (REC Payment)		Rs.350/ participant/Day
C. Expenses to be met through Imprest and later reimbursed by RECIPMT And Training Venue Expenses to be borne by KSEBL			
I	Charges for Training Venue (Conference Hall of KSEBL if any available for 6 days /EMC Sreekariyam)	6 Days	18000 (To be borne by KSEBL if EMC Sreekariyam)
II.1	Faculty Charges of Internal Faculty		REC payment
II.2	Bag	For 70 participants	Advance payment by KSEBL and later reimbursed by REC @Rs.900 *70
II.3	Course Material 250 pages	For 70 participants	
II.4	Scribbling Pad/ Book/Pen	For 70 participants	
II.5	Forms/ Format	For 70 participants	
II.6	Printing of Certificates	For 70 participants	
II.7	Certificate Holder	For 70 participants	
II. Total Rs.63000 (Rupees Sixty Three Thousand only)			
Grand Total (I and II)- Rs.81,000/- (Rupees Eighty One Thousand only)			

The matter was placed before the Full Time Directors as per note read 3 above. Having considered the matter in detail, the Full Time Directors in its meeting held on 04.02.2021, resolved to accord sanction the following:

1. To conduct 3 days free training programme on "Electrical Safety" in Power Transmission and 3 days free training programme on "Electrical Safety" in Power Distribution sponsored by RECIPMT, Hyderabad at Thiruvananthapuram and

PETARC, Moolamattom as per the Terms and Conditions of RECIPMT as mentioned above and as per the convenience of the training facilitators.

2. To issue work assignment letter to the training facilitators, RECIPMT, Hyderabad
3. To authorise the Chief Engineer (HRM) to conduct two batches of training at Thiruvananthapuram as per the convenient dates of both training facilitators and KSEBL completing all formalities and to make suitable changes for successful completion of program.
4. To authorise the Deputy Chief Engineer, PETARC, Moolamattom to conduct two batches of training at PETARC, Moolamattom as per the convenient dates of both training facilitator and KSEBL completing all formalities and to make suitable changes for successful completion of programme.
5. To approve the estimate amounting to Rs. 81,000/- (Rupees Eighty One Thousand Only) for conducting both the trainings at Thiruvananthapuram.
6. To bear an amount of Rs.18,000/- (Cost of arranging training hall at EMC, Sreekariyam) by KSEBL and Rs.63,000/- shall be reimbursed by RECIPMT, Hyderabad.
7. To entrust the Chief Safety Commissioner, KSEBL to provide the list of 60 participants from Distribution side and 60 participants from the Transmission side for attending the classroom session on Electrical Safety at Thiruvananthapuram and PETARC.
8. To entrust the Secretary (Admn) to arrange vehicle at Thiruvananthapuram through VMC for 8 days after confirming the dates of the training by the Chief Engineer (HRM) and to arrange other items like printing of learning material, etc prior to the training by HRD Cell.
9. To authorize the Dy. Chief Engineer, HRM II to issue a temporary imprest amounting to Rs.81,000/- (Rupees Eighty One Thousand only) to Smt. Manjula P V, Assistant Executive Engineer, HRD Cell , O/o the Chief Engineer (HRM) to meet the training related expenses.
10. To meet the expenses amounting to Rs.18,000/- (Rupees Eighteen Thousand only) from the Budget allocation of Rs.600 lakhs earmarked for HRD activities under the Institutional Development Programme Fund for the year 2020-2021 (Amount booked under HRD and SRCTC)
11. To authorise the Deputy Chief Engineer (HRM II) to effect the payment and to remit balance Rs.63,000/- to the account of the KSEBL once it is refunded by RECIPMT, Hyderabad

Orders are issued accordingly

By order of the Full Time Directors

Sd/-


Lekha. G

Company Secretary (I/c)

To

The Chief Engineer (HRM)
The Chief Safety Commissioner, KSEBL
The Secretary(Admn), KSEBL
The Dy. Chief Engineer, PETARC
The Dy. Chief Engineer (HRM II)
Vehicle Monitoring Cell

Forwarded/By Order


Assistant Executive Engineer-HRD Cell