



KERALA STATE ELECTRICITY BOARD LIMITED
(Incorporated under the Companies Act, 1956)

Reg. Office: Vidyuthi Bhavanam, Pattom, Thiruvananthapuram-695 004, Kerala
Website: www.kseb.in CIN: U40100KL2011SGC027424
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Abstract

Training Calendar for the year 2020-21 for Regional Power Training Institutes (RPTI) & Southern Region Computer Training Centre (SRCTC) and estimate for conducting the online/class room training programme – Sanctioned – Orders issued.

Corporate Office (Human Resource Development Cell)

B.O (FTD) No. 502 /2020 (No.HRD.7/Trg. RPTI/2020-21/117) dated, Tvpm; 30 .07.2020

- Read: 1. B.O (FTD) No.670/2017(HRD.5/Training policy/2016-17) dated Tvpm 15.03.2017.
2. Office Order (D, IT&HRM) No.864/2020 (No.HRD.7/Online Training/20-21) Tvpm, dated; 11 .06.2020
3. Note No. HRD.7/Trg.RPTI/2020-21/117 dated 17.06.2020 of the Chief Engineer (HRM) submitted to the Full Time Directors. (Agenda – 40/7/20)

Order

KSEBL has formulated its Training Policy in step with the National Training Policy of Government of India dated 19th January 2012. The policy directs to look at the individual as a vital resource to be valued, motivated developed and enabled to achieve the Organisation's mission and objectives and it is essential to match individual's competencies with the jobs they have to do and bridge competency gaps for current and future roles through training. The motto of the training policy is "Training for ALL".

The objective of the training is to develop professional impartial and efficient service personnel who is responsive to the needs of the citizens and that they have the requisite knowledge, skills and attitude to effectively perform the functions they are entrusted with.

The training calendar for 2020- 21 has been prepared 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 view of the pandemic Covid 19 prevailing in the country due to which the online/class room training period has been restricted to 10 months starting from June 2020. Online training shall be conducted till further instructions to commence class room sessions are issued by Government of Kerala and KSEBL.

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 Heads of the Regional Power Training Institutes may decide the field of training as per the requirement from the field officers and considering the circumstantial needs. The number of training is comparatively lesser when compared to yester years due to the constriction of training period to 10 months. Further the Electrical Circles and Transmission Circles under the jurisdiction of each Regional Power Training Institutes (RPTI) also vary. The RPTI, Thiruvananthapuram is having lesser Circles under their

jurisdiction and the RPTI, Kozhikode is having Jurisdiction of the offices under the Chief Engineer North and North Malabar, i.e covering districts of Kozhikode, Malappuram, Kannur and Kasargode.

The Chief Engineer (HRM) as per note read 3 above has placed a detailed proposal before the Full Time Directors, KSEBL through the Director (Dist,IT & HRM) regarding the online/class room training programmes to be conducted at the Regional Power Training Institutes (RPTIs Thiruvananthapuram, Kottayam, Thrissur and Kozhikode) and Southern Region Computer Training Institute (SRCTC), Vidyuthi Bhavanam, Pattom, Thiruvananthapuram for the financial year 2020-21 (Annexure I) with an estimate of Rs.1,97,17,990/- (Rupees One Crore Ninety Seven Lakh Seventeen Thousand and Nine Hundred and Ninety Only) (Annexure II).

The Budget for 2020-21 is as detailed below.

No	Type	Category	No. of days	No. of Participants	Estimate per programme (Rs.)	No. of programmes	Total Expenditure (Rs.)	
1	A	Non Computer Based Programmes	1	35 + 5	22900	149	3412100	
2	B		2	35 + 5	38725	136	5266600	
3	C		3	35 + 5	50150	31	1554650	
4	D		5	35 + 5	80100	4	320400	
5	E		15	35 + 5	214700	8	1717600	
6	F		49	35 + 5	653800	8	5230400	
7	G	Computer Based Training	1	24 + 5	17990	37	665630	
8	H		2	24 + 5	28760	26	747760	
9	I		3	24 + 5	40285	10	402850	
12	J	Special Programmes RECIPMT	C&D	2	25 + 5	31650	10	316500
13	K			3	25 + 5	44550	10	445500
14	L			4	25 + 5	56600	10	566000
15	M		A&B	3	25 + 5	44600	2	89200
Sub Total							20735190	
Add Expenses for Field Visits							400000	
Grand Total							21135190	
Less Reimbursable by RECIPMT							1417200	
Grand Total							19717990	

In addition to the programmes conducted at RPTIs, several need based training programmes are conducted on emergency basis at SRCTC, Vidyuthi Bhavanam, Thiruvananthapuram. The number of programmes proposed to each RPTIs & SRCTC for 2020-21 is as follows.

Name of Training Centre	No. of Programmes	No. of Trg. Days
RPTI Thiruvananthapuram	93	272
RPTI, Kottayam	109	305
RPTI, Thrissur	92	276
RPTI, Kozhikode	115	312
SRCTC, VB, TVPM	40	56
Total	449	1221

The following guidelines are also proposed for conducting the training programmes.

- RPTIs shall achieve an average capacity utilization of at least 50% of training capacity. For computation of capacity utilization in lecture halls, the number of participants shall be taken as 30 and for computer training, it can be taken as 20. Two lecture halls and one computer hall shall be considered for each RPTI for the available working days in a year. External venues like circle conference halls /similar facilities shall be utilized if required. The rented venues shall be availed if essential within the estimated limit.
- The rest of the days shall be spent on planning & arranging training programmes, syllabus modification, preparation of course notes, preparation of reports, accounting of expenditure etc.
- The honorarium for faculty members at RPTIs is an amount @ Rs.475/-, Rs.700/-, and Rs.1100/- per internal, external & external experts hour for respectively.
- The cost of stationery (pen, pad etc.) and refreshment are Rs.150/- and Rs. 250/- respectively.
- The Deputy Chief Engineer, Electrical Circle, Thiruvananthapuram/Kottayam/ Thrissur/ Kozhikode be authorised to effect the payment for conducting their online/class room programmes and the amount required per month be given as temporary advance on monthly basis. A consolidated account closure may be permitted at the end of the month.
- The TA & DA to the Trainers & Trainees shall be as per rules.
- RPTIs shall send the list of participants and detailed monthly/half yearly/yearly reports to the HRD Cell, after each training programme.

Having considered the matter in detail the Full Time Directors in its meeting held on 22.07.2020.

Resolved to accord sanction for the following.

- 1.To approve the training calendar for the Regional Power Training Institutes (RPTIs) for the year 2020-2021 and the estimate for conducting the programmes are approved as per Annexure I & II.

2. To approve the estimate amounting to Rs.2,62,17,990/- (Rupees Two Crore Sixty Two Lakhs Seventeen Thousand Nine Hundred and Ninety Only) for meeting the online/class room training expense of Rs.1,97,17,990/- and non training expenditure Rs.65,00,000/- [Rs.10,00,000/-for RPTI TVPM , Rs.20,00,000/- for RPTI Kottayam, Rs. 15,00,000 for RPTI Thrissur and Rs.20,00,000/- for RPTI Kozhikode] of 4 RPTIs to meet from the proposed budget provision of Rs.600 Lakhs earmarked for HRD activities under the Institutional Development Programme for the year 2020–2021 and to authorize the Deputy Chief Engineer, Electrical Circle, Thiruvananthapuram/Kottayam/Thrissur/Kozhikode to effect the payment for conducting their online/class room programmes.
3. To allow the amount required per month as temporary advance on monthly basis and to permit consolidated account closure at the end of the month.
4. To approve the estimate amounting to Rs.12,00,000/- (Rupees Twelve Lakh Only) for the online/class room training and non training expenses of Southern Region Computer Training Centre (SRCTC), Vidyuthi Bhavanam, Thiruvananthapuram and to meet the expenditure from the budget provision earmarked for HRD activities under the Institutional Development Programme Fund for the year 2020 – 2021 and to authorize the Deputy Chief Engineer – HRM II to effect the payment as and when required.
5. To approve the estimate amounting to Rs.20,00,000/- (Rupees Twenty Lakh Only) for deputing employees at reputed institutions inside and outside Kerala for imparting training and to authorize the Deputy Chief Engineer – HRM II to effect the payment from the IDP Fund earmarked for HRD activities during the year 2020-21.
6. To approve the estimate amounting to Rs.11,67,700/- (Rupees Eleven Lakhs Sixty Seven Thousand Seven Hundred Only) for the expenditure towards the renovation and digitalization work of Library at Vidyuthi Bhavanam, Thiruvananthapuram and to authorize the Deputy Chief Engineer – HRM II to effect the payment from the IDP Fund earmarked for HRD activities during the year 2020-21 as and when required.
7. To approve the estimate amounting to Rs. 1,00,000/- be allocated for conducting study tours for the HRD wing and to meet the actual expenditure from the budget provision earmarked for HRD activities under the Institutional Development Programme for the year 2020 – 2021 and to authorize the Deputy Chief Engineer – HRM II to effect the payment from the IDP Fund earmarked for HRD activities during the year 2020-21.
8. To authorize The Chief Engineer – HRM to sanction the study tours and the Deputy Chief Engineer – HRM II to effect the payment for the same.
9. To authorize the Executive Engineers of RPTIs to conduct need based training programmes and to avail external conference hall, rented halls etc if expense is limited within the budget sanctioned.
10. To approve the honorarium for the faculty members engaging training sessions at RPTIs/SRCTC @ Rs.475/- per hour for internal faculty, Rs 700/- per hour for external faculty and Rs 1100/- per hour for external experts for the year 2020-21.
11. To permit to meet the cost of stationery(pen, pad etc) at the existing rate of Rs.150/- per participant and the refreshment charge @ Rs 250/- per participant for the year 2020-21.

12.To suspend the Online training once the class room training is started.

13.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 2020 – 2021

Orders are issued accordingly.

By order of the Full Time Directors

Sd/-

Lekha. G
Company Secretary (I/c)

Acc: **Annexure I – Training Calendar**
Annexure II- Training Budget

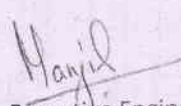
To

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

Copy to

All Chief Engineers/The Deputy Chief Engineer, Electrical Circle, Thiruvananthapuram/ Kottayam/ Thrissur/ Kozhikode/ The Executive Engineer, RPTI, Thiruvananthapuram/ Kottayam/ Thrissur/ Kozhikode /TA to Chairman & Managing Director/TA to the Director(CP,Gen-E,SCM&S)/TA to Director(Distr.&IT)/TA to Director(Gen-C&HRM)/ TA to Director(T&SO)/ PA to Director(Finance)/The Financial Adviser/The Chief Internal Auditor/SCA to Secretary (Administration)/Fair Copy Superintendent/ Library/Stock file.

Forwarded/By Order


Assistant Executive Engineer-HRD Cell

Appended to B.O (FTD) No. 502 /2020 (No.HRD.7/Trg. RPTU/2020-21/117) dated, Tvp; 30 .07.2020

Annexure - I

Schedule of Training Calendar Programmes for RPTIs for the year 2020-2021

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

Name of the Training Programme	Category	Functional Area	Training Type	No. of trainees	Type	Duration	TVP		Kottayam		Thrissur		Kozhikode		Total	Credits
							No. of Prog	Trg Days	No. of Prog	Trg Days	No. of Prog	Trg Days	No. of Prog	Trg Days		
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	1	2	1	2	2	4	5	2
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	2	4	5	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
Service Connection Procedures,Estimate Preparation , Survey Report & Tariff	SE/OVSR	TT	Distn	35	B	2	2	4	1	2	2	4	2	4	7	2
Customer Satisfaction, Interpersonal Relationship & Business Etiquettes	SS,SA&SE/ OVR,LM&MR	PD	CRM	35	B	2	1	2	1	2	1	2	1	2	4	2
Relay & Protection	AE/SE	TT	PSP	35	B	2	1	2	1	2	1	2	1	2	4	2
Safety Awareness - Distribution	SE/OVR	FAM	S&S	35	B	2	2	4	2	4	1	2	3	6	8	2
Safety Awareness - Transmission	SE/OVSR	FAM	S&S	35	B	2	1	2	1	2	1	2	1	2	4	2
Safety Awareness - Generation	SE/OVR/LM	FAM	S&S	35	B	2	0	0	1	2	0	0	1	2	2	2
Metering Regulations, Theft Detection & Penalties	AE/SE	TT	PT&M	35	B	2	1	2	1	2	1	2	1	2	4	2

Name of the Training Programme	Category	Functional Area	Training Type	No. of trainees	Type	Duration	TVPM		Kottayam		Thrissur		Kozhikode		Total	Credits
							No. of Prog	Trg Days	No. of Prog	Trg Days	No. of Prog	Trg Days	No. of Prog	Trg Days		
Metering, Detection of Theft & Misuse of Energy	OVR/MR	TT	PT&M	35	B	2	1	2	1	2	1	2	1	2	4	2
Substation - Operation, Maintenance & Safety	SE/OVR	TT	Transn	35	B	2	1	2	1	2	1	2	1	2	4	2
Design of Tower Construction and Yard Equipment Foundations		TT	Transn	35	B	2	1	2	1	2	0	0	2	4	4	2
Workshop on Theft of Energy, Procedures in accordance with law & Site Mahassar	AEE&AE/SE&SS	FAM	Distn	35	B	2	2	4	2	4	2	4	2	4	8	2
New born Civil construction materials & methods-	AEE/AE/SE	FAM	P/CM	35	B	2	0	0	1	2	0	0	1	2	2	2
Design, Foundation and Construction of Penstocks and its allied Structures	AEE/AE/SE/OVR	TT	P/CM	35	B	2	1	2	1	2	0	0	1	2	3	2
Distribution Lines- Design, Construction, Maintenance & Distribution Automation	AE & SE/ OVR & LM	TT	Distn	35	B	2	1	2	1	2	1	2	1	2	4	2
Supply Code 2014 with amendments	AEE & AE/SE	TT	Distn	35	B	2	2	4	2	4	1	2	2	4	7	2
Tariff & Various Types of Billing	SS/SA	TT	PT&M	35	B	2	1	2	1	2	1	2	1	2	4	2
Construction Standards of LT/HT Line & Design	AE/SE	TT	Distn	35	B	2	1	2	1	2	1	2	1	2	4	2
Transmission Lines- Survey, Design, Construction, Maintenance & Modern Trends	AE/SE	TT	Transn	35	B	2	1	2	1	2	1	2	1	2	4	2
Distribution Cable Laying including ABC & various jointing with practical	AE&SE	TT	Distn	35	B	2	2	4	1	2	2	4	2	4	7	2
Substation- Design, Construction, Earthing (Transmission)	AE/SE	TT	Transn	35	B	2	1	2	1	2	1	2	1	2	4	2
Service Matters, NPS	SS/SA (ARI Staff)	FAM	SR, LA & DP	35	B	2	1	2	1	2	1	2	1	2	4	2
Workshop on Meters, Basics of Metering, (TMR visit)	OVR/MR	TT	PT&M	35	B	2	1	2	1	2	1	2	1	2	4	2
Renewable Energy- Grid connectivity Regulations, Bi directional meters	AEE/AE	TT	Distn	35	B	2	1	2	1	2	1	2	1	2	4	2
Statutes & Regulations	AE/AEE	FAM	SR, LA & DP	35	B	2	1	2	1	2	0	0	1	2	3	2

Name of the Training Programme	Category	Functional Area	Training Type	No. of trainees	Type	Duration	TVPM		Kottayam		Thrissur		Kozhikode		Total	
							No. of Prog Days	Trg Days	No. of Prog Days	Trg Days	No. of Prog Days	Trg Days	No. of Prog Days	Trg Days		
Transmission Tower Design & Foundation Design	AE/SE (C&E)	TT	Transn	35	B	2	0	0	0	0	1	2	0	0	1	2
Condition Monitoring of Transmission Equipments PET	ABE/AE/SE	TT	Transn	35	B	2	1	2	1	2	1	2	1	2	4	2
Planning for Retirement	All	PD	PR	35	B	2	2	4	2	4	2	4	2	4	8	2

Name of the Training Programme	Category	Functional Area	Training Type	No. of trainees	Type	Duration	TVPM		Kottayam		Thrissur		Kozhikode		Total	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		
Safety Awareness - Distribution	OVSRLM/EW	FAM	S&S	35	C	3	1	3	3	9	1	3	3	9	8	2
Orientation Training Programme	SA / OVR / LM	Orientation		35	C	3	2	6	3	9	2	6	3	9	10	2
Oruma NET, SCM-SARAS, TOD Billing	SS/SA (RAO Office)	FAM	F,A&A	35	C	3	0	0	2	6	2	6	1	3	5	2
Work & GST	SS/SA	FAM	F,A&A	35	C	3	1	3	1	3	1	3	1	3	4	2
Expenditure Audit	AAO/SS/ SA	FAM	F,A&A	35	C	3	1	3	1	3	1	3	1	3	4	2
Induction Level Training Programme	Cashier	Induction	Induction	35	D	5	1	5	1	5	1	5	1	5	4	3
Induction Level Training Programme	EW	Induction	Induction	35	E	15	2	30	2	30	2	30	2	30	8	8
Induction Level Training programme	SE(newly recruited)	Induction	Induction	35	F	49	1	49	1	49	1	49	1	49	4	5
Long Term Statutory Training Programme	SE	Statutory	Statutory	35	F	49	1	49	1	49	1	49	1	49	4	5
Supply Chain Management - Refresher	AE/SE	FAM	SCM	24	G	1	0	0	2	2	0	0	2	2	4	1
HRIS - Refresher	AAO/SS/ SA	FAM	PM	24	G	1	0	0	2	2	1	1	1	1	4	1
Oruma NET& CCC- Refresher	AE/SE/SA/ OVR/Cashier	PD	CRM	24	G	1	1	1	2	2	0	0	1	1	4	1
Accounting Software - SARAS	AE/SS/SA/ SE	FAM	F,A&A	24	G	1	2	2	2	2	0	0	2	2	6	1
SCM-SARAS Integration	AE/SE/SA/SS	FAM	SCM	24	G	1	3	3	3	3	3	3	3	3	12	1
PROMOS , SCM & SARAS	AE/SE	FAM	Distn	24	G	1	2	2	1	1	2	2	2	2	7	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	Trg Days	No. of Prog	Trg Days	No. of Prog	Trg Days	No. of Prog	Trg Days	No. of Prog	Trg Days	No. of Prog	Trg Days	
1	IT Training	AEE/AE/SE/SS/ SA/OVSR/Cashier	PD	CRM	24	H	2	0	0	2	4	2	4	2	4	2	4	6	2	
2	E-Tendering	All officers	F,A&M	SCM	24	H	2	1	2	1	2	1	2	1	2	1	2	4	2	
3	Familiarization of GEM Portal	AEE/AE/SE	FAM	SCM	24	H	2	1	2	1	2	1	2	1	2	1	2	4	2	
4	UNICODE - Malayalam Typing	All Category	Special Skill	Special Skill	24	H	2	1	2	2	4	2	4	1	2	1	2	6	2	
5	Computer Fundamentals	OVSr	Special Skill	Special Skill	24	H	2	1	2	2	4	2	4	1	2	1	2	6	2	
6	ORUMA NET with CCC	AEE/AE/SE/SS/ SA/OVSR/Cashier	PD	CRM	24	I	3	2	6	3	9	2	6	3	9	10	10	2		
7	GRAND TOTAL						253	93	272	109	305	92	276	115	312	409				
8	National Training Programmes for the A&B employees - subject to approval from REC-CIRE	AEE/AE	FAM	CRM	25														3	
9	National Training Programmes for the C&D employees - subject to approval from REC-CIRE																		2	
10	Lineman Training	LM	TT	Distn	25														2	
11	Energy Metering,Billing	MR	TT	Distn	25														2	
12	Energy Metering,Billing	SE	TT	PT&M	25														2	
13	Financial Management,Stores Accounting and Office Administration	Superintendent/ SA	FAM	F,A&A	25														3	
14	Safety, Accident Prevention and Disaster Management	OVSr/LM/EW	FAM	S&S	25														2	
15	Operation & Maintenance of Distribution Transformers,Prevention of failures and	SE	TT	MP	25														2	
16						Total													30	

Sd/-
Lekha G
Company Secretary(I/C)

Details of Budget Allocation-Training Calendar 2020-21.

Sl.No	Name of Training Centre/Office	Training Expenditure	Non training Expenditure	Total
1	RPTI Thiruvananthapuram	4609705	1000000	5609705
2	RPTI Kottayam	5099365	2000000	7099365
3	RPTI Thrissur	4647090	1500000	6147090
4	RPTI Kozhikode	5361830	2000000	7361830
5	PETARC	13711250	15603060	29314310
6	SRCTC	1200000		
7	HRD	2000000	1267700	
	Total	36629240	23370760	60000000

Sd/-
Lekha G
Company Secretary(I/C)

Estimates for training programme from April 2020 to March 2021

Non Computer Based Training Programmes

No.	Details	Ordinary										Computer Programmes							REC/PFC		
		A	B	C	D	E	F	G	H	I	J	K	L	M	SPL (C&D)	J	K	L	A&B		
	Type Days	1	2	3	5	15	49	1	2	3	3	4	3		2	3	4	M			
	No. of trainees No. of course materials etc (@ 150/- as the case may be)	35+5 6000	35+5 6000	35+5 6000	35+5 6000	35+5 6000	35+5 6000	24+5 4350	24+5 4350	25+5 4500	25+5 4500	25+5 4500	25+5 4500		25+5 4500	25+5 4500	25+5 4500	25+5 4500	25+5 4500		
1	Pen / pad / file course materials etc (@ 150/- as the case may be)	6000	6000	6000	6000	6000	6000	4350	4350	4500	4500	4500	4500		4500	4500	4500	4500	4500		
2	Light refreshments, Break Tea, Lunch @ Rs.250/-per participant per day	10000	20000	30000	50000	150000	490000	7250	14500	21750	21750	21750	21750		15000	22500	30000	22500	22500		
3	Honararium for faculty @ Rs. 475 / hour for internal faculty, Rs. 700 /- hour for external faculty, Rs. 1100 / hour for external experts (Max 6 hours per day). Honararium is not applicable to RPTI faculty at their respective training centres.	4200	10125	11250	21000	54900	151800	4200	7050	11250	11250	11250	11250		9450	15000	19200	15000	15000		
4	Valedictory function/Group Photo expenses	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000		1000	1000	1000	1000	1000		
5	Unforeseen items including local transport /sleeper class/ bus fare for external faculty / fire fighting equipment rental /extinguisher recharge, other rental etc TA@ Rs.400/-per faculty for External Faculty and Faculty Experts only.	1700	1600	1900	2100	2800	5000	1190	1860	1935	1700	1550	1900		1700	1550	1900	1600	1600		
	Total per programme	22900	38725	50150	80100	214700	653800	17990	28760	40285	31650	44550	56600		31650	44550	56600	44600	44600		
	No. of Programmes	149	136	31	4	8	8	37	26	10	10	10	10		10	10	10	2	2		
	Total	3412100	5266600	1554650	320400	1717600	5230400	665630	747760	402850	316500	445500	566000		316500	445500	566000	89200	89200		
	Expenses for the field visit-RPTI TVM,KTM,TSR,Kozhikode	20735190	400000																		
	Total	21135190	1417200																		
	Less																				
	Grand Total	19717990																	1417200		

expenses for C&D prgm expected to be reimbursed by RECIPMT

Note:1 Training aids like PA System,LCD, PC,OHP/chairs etc & transportation can be hired if necessary provided total estimate does not exceed the sanctioned limit of each programme.External/expert faculty can be utilised in case of exigencies, as per norms, without exceeding the total sanctioned limit.Participants for Computer programmes can be admissible based on the availability of systems at each RPTI.

Note 2: The amount of Rs. 4,00,000/- is provided to accommodate the travelling expense, for RPTI TVM-Rs.1,00,000/-, KTM-Rs.50,000/-,TSR -Rs.1,20,000/-and Kozhikode-Rs.1,30,000/- to travel to TMR, Substation, Generating Station and back.

Sd/-
Lekha G
Company Secretary(I/C)

	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

Sd/-
Lekha G
Company Secretary(I/C)