

CORPORATE TRAINING INSTITUTE
TRAINING CALENDAR FOR THE MONTH OF JANUARY, 2015

Sl. No	Training programme / [Targetted Cadre]	Min. Batch Size	Co-ordinator	Transcos / Discoms (Target)	No of days	From	To
1	Refresher Course for AAEs to DEs (Elecl.) of DISCOMs	20	DE(T&D)	3 Discoms (16 each)	4	05.01.15	08.01.15
2	Managing Performance & Culture Building {AE to CE, Sr. Asst. to FA&CCA, JPO to CGM}	20	SAO(Trg)	2Ts & 3Ds (10 each)	2	05.01.15	06.01.15
3	Open Access Metering & related issues {SbE to CE - Preferably DEs/ Operation, MRT / M&P, IPC of DISCOMs and DEs/ MRT, TLC & 400 KV Construction and TL&SS of APTransco}	20	DE(T&D)	2Ts & 3Ds (10 each)	3	07.01.15	09.01.15
4	Right to Information Act {All cadres}	20	SAO(Trg)	2Ts & 3Ds (10 each)	2	07.01.15	08.01.15
5	Power System Protection & System Studies (SbE to CE - Elecl. & Telecom)	20	DE(T&D)	Transcos (25 each)	2	08.01.15	09.01.15
6	Energy Audit & Loss Reduction (SbE to CE)	20	DE(T&D)	2Ts & 3Ds (10 each)	2	12.01.15	13.01.15
7	MS - Access {AE to CE}	20	DE(T&D)	2Ts & 3Ds (10 each)	2	12.01.15	13.01.15
8	Finance for Non-Finance Officials {AE to CE, JPO to CGM}	20	SAO(Trg)	2Ts & 3Ds (10 each)	2	12.01.15	13.01.15
9	Fatal Accidents & Fire Accidents - Action to be taken & safety pre-cautions {SbE to CE}	20	DE(T&D)	2Ts & 3Ds (10 each)	3	20.01.15	22.01.15
10	Awareness on EPF / GPF Act & RTI Act {All cadres}	20	SAO(Trg)	2Ts & 3Ds (10 each)	2	20.01.15	21.01.15
11	Advanced MS-Excel {AE to CE}	20	DE(T&D)	2Ts & 3Ds (10 each)	3	21.01.15	23.01.15
12	Disciplinary Proceedings, CS-CCA rules / APTransco Regulations {SbE to AE, Asst. to PO, Jr. Asst. to AAO}	20	SAO(Trg)	2Ts & 3Ds (10 each)	2	22.01.15	23.01.15
13	Refresher course for AEs to DEs (Electrical) of APTransco	20	DE(T&D)	Transcos (25 each)	4	27.01.15	30.01.15
14	Pay Fixation and Pay Anamolies {AE to CE, JPO to AS, Sr. Asst. to FA&CCA}	20	SAO(Trg)	2Ts & 3Ds (10 each)	2	27.01.15	28.01.15
15	Refresher Course on "Vigilance Activities" for policemen of APTS and Officers of DPE of DISCOMs (For nominations please contact DE/T to JMD(V&S)/VS/Hyd. Ph:9490153055)	20	DE(T&D)	Discoms	2	29.01.15	30.01.15
16	Budgetting, ARR & Tariff Analysis {AE to CE, Jr. Asst to FA&CCA}	20	SAO(Trg)	2Ts & 3Ds (10 each)	2	29.01.15	30.01.15

Note:

1. Participant can be deputed by HODs even for programmes for which targets have not been given, if
2. Participants may be advised to attend the training programmes alone and not with family members
3. **Contact nos. & E-mail IDs of the nominated employees may please be given in the nomination**

For Chief General Manager (HRD)
CTI :: TSTRANSCO :: Hyderabad