

**LIST OF TRAINING CONDUCTED FROM
DECEMBER 2020 to FEBRUARY 2021**

Sl No.	Date	Programme and Subject	Duration (Hrs)	No. of Participants	Remarks
1	1/12/2020 & 2/12/2020	IHT-E Tendering	10	38	Online Training
2	7/12/2020 to 9/12/2020	OP-3 days online professional Development Programme on “ Sewerage Treatment Process”- Conventional and advanced technologies	18	3	Outside training (online)
3	17/12/2020 & 18/12/2020	IHT-Office Accounting System	10	58	Online Training
4.	18/12/2020	OP- Webinar on “Operations and Maintenance of Water assets in urban sector-2020”	2.5	2	Outside training (Online)
5	23/12/2020	OP-Water Infrasuit	1	30	Outside training (Online)
6	23/12/2020 & 5/ 1/2021	Attachment Programme-2019 Batch IAS Officers	5	8	Classroom & Physical Interactive Session
7	28/12/2020	IHT-ഭരണഭാഷ മാതൃഭാഷ	5	19	Online Training
8	29/12/2020	OP- Online presentation on “Electromagnetic and Ultrasonic flow meters”	1	10	Outside training (Online)
9	30/12/2020	IHT-Time Management	3	20	Online Training
10	15/1/2021	JJM-Awareness to Panchayaths	1	25	Online Training
11	19/1/2021	IHT-Preparation of Project Reports	4	19	Online Training
12	20/1/2021	IHT-Method of Measurement	2	14	Online Training
13	21/1/2021	IHT-Retirement Planning	2	13	Online Training
14	23/1/2021	JJM-Awareness to Panchayaths	1	23	Online Training
15	25/1/2021	IHT-KSR	1	20	Online Training (Est. Staff, HO)
16	27/1/2021	IHT-Right To Information	4	17	Online Training



17	28/1/2021 & 29/1/2021	IHT-EPANET	10	17	Classroom Training (PPD&WASCON)
18	29/1/2021 & 30/1/2021	IHT-Refresher Course to Meter Readers and Meter Inspectors	8	35	Online Training
19	4/2/2021	JJM-Awareness to Panchayaths	1	12	Online Training
20	5/2/2021	JJM-Awareness to Panchayaths	1	18	Online Training
21	11/2/2021	IHT-KSR	1	19	Online Training- (Est. Staff, HO)
22	12/2/2021	IHT-O&M of Water Supply Distribution System	3	16	Online Training
23	15/2/2021	IHT-PASK	1.5	35	Online Training- (Southern Region)
24	15/2/2021	IHT-PASK	1.5	64	Online Training- (Central Region)
25	16/2/2021	IHT-PASK	1.5	47	Online Training- (Northern Region)
26	17/02/2021	JJM-Awareness to Panchayaths	1	32	Online Training
27	18/02/2021	IHT-Material Management System	2	17	Online Training
28	19/02/2021	IHT- Bill Audit	4	12	Online Training
29	23/02/2021	IHT- Help Desk Manager	3	7	Online Training (Kottayam Circle)
30	24/02/2021	IHT - IMIS	3	100	Online Training- (Southern Region)
31	25/02/2021	IHT- KSR Part III	4	31	Online Training
32	26/02/2021	IHT - IMIS	3	86	Online Training (Central Region)
33	26/02/2021	IHT- KSR	1	13	Online Training (Est. Staff , H.O)
TOTAL			121 Hrs	826	

ABSTRACT OF TRAINING CONDUCTED FROM DECEMBER 2020 to FEB 2021

Sl. No.	Type of Programme	Number of Programmes	Participants	Hours	Remarks
1	IHT(In House Training)	21	663	88 .5	
	OP(Out side				



2	OT (Out side Programme)	4	45	22.5	
3	Awareness-JJM Panchayaths	7	110	5	
4	Attachment-2019 Batch IAS Officers	1	8	5	
	TOTAL	33	826	121	

Giresan P
Chief Engineer (HRD&GL) i/c



The document is digitally approved. Hence signature is not needed.