

ANDHRA PRADESH POWER GENERATION CORPORATION LIMITED
ABSTRACT

APGENCO - Annual Training plan – Training Calendar for the year 2007-08 for the In-house training programmes to be organized at Training Institute , VTPS , Ibrahimpatnam – Sanction Accorded

G.O.O No.12/CGM(HR/2007

Dt. 4 .4. 2007

Read the following

Lr.No.CEE/TI/VTPS/Techl/F.21/D.No.104/2007 , Dated 14.02.2007

ORDER :

The Chief Engineer/Training Institute / VTPS vide his letter in the reference cited has submitted the estimate and the training calendar for the year 2007-08 under Annual Training Plan along with the particulars of the estimated expenditure and requested for sanction of the amount . The CE/TI/VTPS also submitted for budget sanction towards R&D Lab expenditure and the Annual maintenance Contract for Xerox machine , Computer systems , Projectors etc.

II. The programmes proposed by CE/TI/VTPS to be organized during the year 2007-08 include the following :

1. 3 months Induction training programmes for AEs(Electrical , Mechanical, Civil , Electronics , Computers and Instrumentation and Controls)
2. Two weeks refresher course on O&M of TPS
3. Three days workshops on LV Switch Gear , Turbo alternator , Protection and Electrical system ,
4. Two days workshops/Seminars on Instrumentation and Auto controls , Boiler & its Auxiliaries , Turbine & Auxiliaries , Coal handling plant , Structural analysis & Design , thermal Power station operation , Turbo Supervisory Instruments and VFDs , Computer hardware concepts , Cost reduction techniques in O&M of Power Station , Service matters and office procedures , excitation systems , transformers ,chemical aspects of thermal power stations , Seminar on Operational problems /issues of Gas Turbo Stations etc and VGB Workshop .
5. One day Workshops/Seminars on Pumps , Electrical & Pneumatic Actuators HT Switchgear , pumps , Condition monitor bearings , Battery Maintenance , Motor Maintenance , Relay testing and maintenance .
6. Two days Management Course for Engineers on Individual Development and Decision making , Communication skills , Change Management , Knowledge Management
7. Computer training programmes
8. Refresher course for Skilled workmen on O&M of Thermal Power Stations
9. Accounts Staff – 2 days , 3 days and 10 days workshops on Accounts Matters & Service Matters

III. The expenditure incurred during 2006-07 was Rs.32,51,918/-(Rupees thirty two lakhs fifty one thousand and nine hundred and eighteen only) inspite of sanction of Rs.70,96,600/- (Rupees seventy lakhs ninety six thousand and six hundred only)

IV. Considering the last years expenditure incurred APGENCO after careful consideration , hereby accords approval for a sum of Rs.40 Lakhs to conduct the training programmes and to meet expenditure towards procurement of periodicals , annual maintenance contract for Xerox , Computer systems , procurement of spares to LCDs , projectors etc. and towards R&D Lab during the year 2007-08 against the estimated amount of Rs 92,21,250/-. However if some more programmes over and above those mentioned in the Annexure -I are to be organized, depending upon need and necessity , proposals for the same may be submitted to Head Quarters separately in advance for obtaining necessary sanction involving expenditure over and above 40 lakhs sanctioned

V. The CE/TI/VTPS may take necessary action on the following :

- i) The Annual training calendar for the year 2007-08 , indicating the dates and profile of the programmes month wise may be made available to the head quarters by 1st week of May .
- ii) The participants from the generating stations other than VTPS attending the training programmes conducted at Training Institute/VTPS on residential basis shall be provided free accommodation and hospitality like Tea/Snacks/working lunch etc. at Training Institute/VTPS . As such the participants from the stations other than VTPS shall be allowed to draw TA & DA as per the rules in vogue .

VI. The CE/TI/VTPS is authorized to

- i) Finalise the syllabus and other course contents for conducting the programmes .
- ii) Call for list of participants on deputation well in advance and make necessary working arrangements with regard to conducting of training programmes.
- iii) Participants to the programmes will be drafted in consultation with station / Unit heads who sponsors as per the actual training needs
- iv) Accord sanction to individual work estimates wherever necessary within the overall amount sanctioned .
- v) Collect course fee and accommodation charges in case of participants representing various other organizations .
- vi) Ensure that all arrangements are made such as stationery , software , course material, OHP , duplicating and upkeeping of reprographic equipment so that the programmes are more meaningful and successful .
- vii) During last week of every month details of the external faculty, number of participants station wise attended shall be sent to the Chief General Manager(Human Resource)/Vidyut Soudha /Hyderabad .

VII. The Expenditure is chargeable to the head of Account " APGENCO – Training Charges A/c.No.475004 " for the year 2007-08 .

VIII. This order issues with the concurrence of Director(Finance) vide U.O.No.891, dt.31.3.2007 .

(BY ORDER AND IN THE NAME OF APGENCO)

AJAY JAIN
MANAGING DIRECTOR

To,
CE/TI/VTPS , Ibrahimpatnam –521 456 , Krishna Dist.

Copy to :

All Station Heads & Functional Heads of APGENCO

PA to Director(Thermal) // EE(T) to Director(Technical)


ADE(T) to Director(Hydel) // PS to MD/APGENCO // ADE(T) to Director(Projects)

SAO to Director(Finance) // PA to CGM(Adm) // PA to CGM(HR)

PA to Director(Commercial) // Pay Officer/VS/Hyd // AO/CPR/APGENCO

C.No.CGM(HR)/DE(MPP)/CTC/35/2007

//FORWARDED::BY ORDER//


Divisional Engineer(MPP) 04/04/07

ANNEXURE - I


Estimate for Training Programmes to be conducted during the year 2007-2008 at Training Institute, VTPS.

S.No	Name of the Training Programme	Duration	No of batches proposed	No of Participants	Expenditure for the programmes (Rupees)
I FOR ENGINEERS:					
1	Induction training for Trainee Asst Engineers	3 Months	3	90	1350000.00
2.	Two weeks refresher course on O&M of TPS for AE/ AAE.	2 weeks	4	120	180000.00
3	Three days workshops/seminars	3 Days	2	80	102000.00
4	Two days workshops/seminars	2 Days	15	450	125000.00
5	One day workshops/seminars	1 Day	5	200	100000.00
6	Two days Management Courses	2 Days	2	60	50000.00
II FOR SUB-ENGINEERS					
1.	Three days refresher course for Sub-Engineers of APGENCO.	3days	3	75	30000.00
III FOR WORKMEN					
1.	Two weeks refresher course for skilled persons on O&M of Thermal power stations.	2 Weeks	4	100	100000.00
2	Three days specialized locationwise training programme for workmen of APGENCO.	3 days	3	90	30000.00
IV FOR ACCOUNTS STAFF					
A EXECUTIVES					
1	Two days workshop for JAO/AAO/AO/SAOs	2 Days	1	30	10000.00
B NON EXECUTIVES					
1	Three days workshop on Accounts matters for for UDCs, LDCs, Typists of APGENCO..	3 Days	5	150	54000.00
2	10 days training on Accounts & service matters to UDCs,LDCs, Typists of APGENCO.	10 days	1	25	40000.00
3	Ten days training programme on Boards Higher Grade Examination to UDCs, LDCs, Typists of APGENCO.	10 Days	1	25	40000.00
V COMPUTER TRAINING PROGRAMMES					
1	20days part time computer training programme on "MS Office and General Concepts" to the employees of APGENCO.	20days	4	64	73600.00
2	10days full time computer training programme on "M.S Office and General Concepts" to the employees of APGENCO.	10days	2	32	56250.00

3	8days part time advanced computer training programme on "Advanced concepts using MS Excel & Power Point" to the employees of APGENCO.	8days	4	64	33350.00
4.	One week advanced computer training on "Net working and Server Administration" to the employees of APGENCO.	One week	2	32	61500.00
5.	10 days full time advanced computer training on "Auto CAD" to the employees of APGENCO.	10days	1	16	35000.00
6.	20days part time advanced computer training on "Auto CAD" to the employees of APGENCO.	20days	2	32	45000.00
7.	One week full time advanced computer training programme on "VB. Net programming Concepts" to the employees of APGENCO.	One week	1	16	44000.00
8.	10days full time advanced computer training programme on "STAD Pro" to the employees of APGENCO.	10days	1	16	54300.00
9.	20days part time advanced computer training programme on "Oracle based Application Development" to employees of APGENCO.	20days	2	32	40000.00
10.	10 days full time advanced computer training programme on "Oracle based Application development" to the employees of APGENCO.	10days	1	16	32000.00
VI	Improvement of Computer Lab such as procurement of Software required for training UPS, Video Capture Card, Video Data Splitter, Periodicals & Journals related to Computers and IT, Modems, Spike Arrestors, Up-gradation of systems, LAN connectivity among the users of computer at Training Institute, VTPS and Broadband Internet connectivity etc.	LS	LS	LS	250000.00

VII	Procurement of Technical books, Library books, Periodicals, Journals etc. to the Library at TI/VTPS.	LS	LS	LS	10000.00
VIII	Expenditure like Annual maintenance contract and procurement of consumables and spares to training resources equipment like OHP LCDs Slide Projectors and other miscellaneous , Annual Maintenance Contract for the computer systems, printers and related accessories and consumables required for the above systems , Spares and Service maintenance contract and consumables required for the Modi Xerox machines MX 5834.	LS	LS	LS	204000.00
IX	R&D LAB:				
1.	Consumables such as Chemicals, Gases & Calibration gases, etc.	LS	LS	LS	125000.00
2	Repairs to equipment, calibration of the equipments, Procurement of new equipments, etc.	LS	LS	LS	720000.00
3	Technical reference Books, CDs and Office Contingencies	LS	LS	LS	5000.00
Grand Total					40,00,000.00

(Rupees Forty lakhs only)


 04/04/07
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 Mat. Power Planning
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