

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

<i>Sl. No</i>	<i>Training programme / [Targetted Cadre]</i>	<i>Min. Batch Size</i>	<i>Co-ordinator</i>	<i>Transcos / Discoms (Target)</i>	<i>No of days</i>	<i>From</i>	<i>To</i>
1	Right to Information Act {All cadres}	20	SAO(Trg)	Transcos & Discoms (15 each)	2	07.04.15	08.04.15
2	Renewable Energy Projects - Solar & Wind {SbE to CE}	20	DE(T&D)	Transcos & Discoms (15 each)	2	09.04.15	10.04.15
3	Technical Inputs to Non-technical Officers {Asst. to CGM, Jr. Asst. to FA & CCA}	20	DE(T&D)	Transcos & Discoms (15 each)	2	15.04.15	16.04.15
4	Emotional Intelligence & Stress Management for Managerial Excellence {AE to CE, Sr. Asst. to FA&CCA, JPO to CGM}	20	SAO(Trg)	Transcos & Discoms (15 each)	2	17.04.15	18.04.15
5	Advanced MS-Excel {SbE to CE}	20	DE(T&D)	Transcos & Discoms (15 each)	3	20.04.15	22.04.15
6	Service & Conduct Regulations and Employee Benefit Administration {SbE to AE, Asst. to PO, Jr. Asst. to AAO}	20	SAO(Trg)	Transcos & Discoms (15 each)	3	20.04.15	22.04.15

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 letters for follow-up.**

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