



**EASTERN POWER DISTRIBUTION COMPANY OF A.P. LTD.  
CORPORATE OFFICE : : VISAKHAPATNAM**

Memo No.HRD/IR/TRG/F.350/11/D.No.106/11, Dt.12-05-2011

Sub:- APEPDCL- HRD - IR – EPTI Trainings – Conducting of Training Programmes at EPTI, Gajuwaka, Visakhapatnam – Calendar of Training programmes for O&M and Accounts Staff for a period of 11 months from 16-05-2011 to 31-03-2012 – Orders - Issued.

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With the Approval of competent authority, the detailed statement of calendar of Training Programmes for O&M and Accounts Staff for a period of 11 months from 16-05-2011 to 31-03-2012 schedule of EPTI (Eastern Power Training Institute)/ APEPDCL, Gajuwaka, Visakhapatnam is over-leafed herewith. The Training programme schedule can also be seen in the APEPDCL website ([www.apeasternpower.com](http://www.apeasternpower.com)). All the programmes are residential and the participants shall be allowed to draw TA & DA as per the rules in vogue. The participants deputed may be instructed to report to the Training programme on the day of commencement by 09:00 AM and be punctual during the training programme, otherwise the same will be brought to the notice of concerned Functional Heads/ Chief General Manager/ HRD immediately.

2) Therefore, all the Superintending Engineers/ Operation, Divisional Engineers/ Operation & Transformers are requested to depute the said staff as per Training schedule month wise over-leafed to this orders without fail.

3) Further, the Divisional Engineers/ Operation/ Transformers are requested to ensure while deputing the participants to the said programme without dislocation of work and 5 No participants from each circle.

4) For Franchisee Training programme Depute 8 No participants from each circle from Private Agency i.e. Shift operators / Meter readers and Call Centre operators. However they are not entitled for TA&DA, Food & Accommodation will be provided at EPTI/ Gajuwaka.

5) The Competent authority has sanctioned an amount of Rs.22,55,890/- (Rupees Twenty Two Lakhs Fifty Five thousand Eight hundred and Ninety only) towards incurring the expenditure for conducting Training Programmes for O&M and Accounts Staff for the period 2011-12 at EPTI/ Gajuwaka. Therefore, the Pay Officer/ APEPDCL/ Visakhapatnam is directed to release above amount to the Asst. Divisional Engineer/ EPTI/ Gajuwaka/ Visakhapatnam based on every month proposals duly verifying the vouchers of previous month.

6) The Asst. Divisional Engineer/ EPTI/ Gajuwaka/ Visakhapatnam is also directed to submit the performance report of above Training Programmes and incurred expenditure with details to Chief General Manager (HRD)/ APEPDCL/ Corporate Office/ Visakhapatnam without fail.

Overleaf: Annexure

AHMAD NADEEM  
CHAIRMAN & MANAGING DIRECTOR

To,  
All the Superintending Engineers/ Operation/ APEPDCL  
All the Divisional Engineers/ Operation/ Transformers  
All the Senior Accounts Officers/ Operation/ APEPDCL

Copy to:

The Chief General Manager/ TechI to CMD/ EPDCL/ VSP  
All the Asst Divisional Engineers/ Tech to Director (OPN/ PROJ/ RA&PLNG)/ EPDCL/ VSP.  
The Accounts Officer to Director (Fin. & HRD)/ EPDCL/ VSP,  
The Chief General Manager (HRD&Trg)/ APTransco/VS /Hyderabad.  
All the Chief General Managers/EPDCL/ VSP  
All the General Managers/ EPDCL/ VSP  
The Pay Officer/ EPDCL/ VSP  
The Accounts Officer/ CPR/ EPDCL/ VSP  
All the Accounts Officers/ Expr/ CO/ SKL// VZM// VSP// RJY// ELR.  
The Asst Divisional Engineer/ EPTI/ Gajuwaka/ Visakhapatnam.  
The Addl. Director. CIRE, Shivarampally, NPA Post, Hyderabad -500 052  
The Dy. General Manager/CC/EPDCL/VSP : for arranging to place in EPDCL website by 14-05-11  
All the Recognised Unions & Associations of APEPDCL.  
The Stock File.

**ANNEXURE – EPTI – TRAINING CALENDAR FOR 2011-12**  
**Memo.No.HRD/IR/TRG/F.350/11, D.No.106/11, Dt.12-05-2011.**

Sl. No.	Training Programme Title	Batch Size	Targeted Cadre	No. of Days	Period	
					From	To
1	Technical skills for O&M Staff	25	(JLM/ALM/LM)	3	16-5-11	18-5-11
2	Office procedures & Systems	25	(LDC/UDC/JAO)	3	19-5-11	21-5-11
3	Technical skills for O&M Staff	25	(JLM/ALM/LM)	3	23-5-11	25-5-11
4	Franchisee Development in Power Distribution under CIRE of REC	40		3	26-5-11	28-5-11
5	Technical skills for O&M Staff	25	(JLM/ALM/LM)	3	2-6-11	4-6-11
6	Technical skills for O&M Staff	25	(JLM/ALM/LM)	3	7-6-11	9-6-11
7	Technical skills for O&M Staff	25	(LI/SLI/FM)	3	13-6-11	15-6-11
8	Technical skills for O&M Staff	25	(JLM/ALM/LM)	3	16-6-11	18-6-11
9	Office procedures & Systems	25	(LDC/UDC/JAO)	3	20-6-11	22-6-11
10	Technical skills for O&M Staff	25	(JLM/ALM/LM)	3	23-6-11	25-6-11
11	Franchisee Development in Power Distribution under CIRE of REC	40		3	28-6-11	30-6-11
12	Technical skills for O&M Staff	25	(JLM/ALM/LM)	3	5-7-11	7-7-11
13	Technical skills for O&M Staff	25	(LI/SLI/FM)	3	11-7-11	13-7-11
14	Technical skills for O&M Staff	25	(JLM/ALM/LM)	3	14-7-11	16-7-11
15	Office procedures & Systems	25	(LDC/UDC/JAO)	3	18-7-11	20-7-11
16	Technical skills for O&M Staff	25	(JLM/ALM/LM)	3	21-7-11	23-7-11
17	Technical skills for O&M Staff	25	(JLM/ALM/LM)	3	25-7-11	27-7-11
18	Franchisee Development in Power Distribution under CIRE of REC	40		3	28-7-11	30-7-11
19	Technical skills for O&M Staff	25	(JLM/ALM/LM)	3	1-8-11	3-8-11
20	Technical skills for O&M Staff	25	(LI/SLI/FM)	3	4-8-11	6-8-11
21	Technical skills for O&M Staff	25	(JLM/ALM/LM)	3	9-8-11	11-8-11
22	Office procedures & Systems	25	(LDC/UDC/JAO)	3	17-8-11	19-8-11
23	Franchisee Development in Power Distribution under CIRE of REC	40		3	25-8-11	27-8-11
24	Technical skills for O&M Staff	25	(JLM/ALM/LM)	3	6-9-11	8-9-11
25	Technical skills for O&M Staff	25	(LI/SLI/FM)	3	12-9-11	14-9-11
26	Technical skills for O&M Staff	25	(JLM/ALM/LM)	3	15-9-11	17-9-11
27	Office procedures & Systems	25	(LDC/UDC/JAO)	3	19-9-11	21-9-11
28	Technical skills for O&M Staff	25	(JLM/ALM/LM)	3	22-9-11	24-9-11
29	Franchisee Development in Power Distribution under CIRE of REC	40		3	28-9-11	30-9-11
30	Technical skills for O&M Staff	25	(JLM/ALM/LM)	3	10-10-11	12-10-11
31	Technical skills for O&M Staff	25	(LI/SLI/FM)	3	13-10-11	15-10-11
32	Technical skills for O&M Staff	25	(JLM/ALM/LM)	3	17-10-11	19-10-11
33	Office procedures & Systems	25	(LDC/UDC/JAO)	3	20-10-11	22-10-11
34	Franchisee Development in Power Distribution under CIRE of REC	40		3	27-10-11	29-10-11
35	Technical skills for O&M Staff	25	(JLM/ALM/LM)	3	2-11-11	4-11-11
36	Technical skills for O&M Staff	25	(LI/SLI/FM)	3	9-11-11	11-11-11
37	Technical skills for O&M Staff	25	(JLM/ALM/LM)	3	14-11-11	16-11-11
38	Office procedures & Systems	25	(LDC/UDC/JAO)	3	17-11-11	19-11-11
39	Technical skills for O&M Staff	25	(JLM/ALM/LM)	3	21-11-11	23-11-11
40	Technical skills for O&M Staff	25	(JLM/ALM/LM)	3	24-11-11	26-11-11
41	Franchisee Development in Power Distribution under CIRE of REC	40		3	28-11-11	30-11-11
42	Technical skills for O&M Staff	25	(JLM/ALM/LM)	3	1-12-11	3-12-11
43	Technical skills for O&M Staff	25	(JLM/ALM/LM)	3	7-12-11	9-12-11
44	Technical skills for O&M Staff	25	(LI/SLI/FM)	3	12-12-11	14-12-11
45	Technical skills for O&M Staff	25	(JLM/ALM/LM)	3	15-12-11	17-12-11
46	Office procedures & Systems	25	(LDC/UDC/JAO)	3	19-12-11	21-12-11
47	Technical skills for O&M Staff	25	(JLM/ALM/LM)	3	22-12-11	24-12-11
48	Technical skills for O&M Staff	25	(JLM/ALM/LM)	3	26-12-11	28-12-11
49	Franchisee Development in Power Distribution under CIRE of REC	40		3	29-12-11	31-12-11
50	Technical skills for O&M Staff	25	(JLM/ALM/LM)	3	4-1-12	6-1-12
51	Technical skills for O&M Staff	25	(LI/SLI/FM)	3	10-1-12	12-1-12
52	Office procedures & Systems	25	(LDC/UDC/JAO)	3	17-1-12	19-1-12
53	Technical skills for O&M Staff	25	(JLM/ALM/LM)	3	20-1-12	22-1-12
54	Franchisee Development in Power Distribution under CIRE of REC	40		3	27-1-12	29-1-12
55	Technical skills for O&M Staff	25	(JLM/ALM/LM)	3	2-2-12	4-2-12
56	Technical skills for O&M Staff	25	(LI/SLI/FM)	3	9-2-12	11-2-12
57	Office procedures & Systems	25	(LDC/UDC/JAO)	3	17-2-12	19-2-12
58	Technical skills for O&M Staff	25	(JLM/ALM/LM)	3	21-2-12	23-2-12
59	Franchisee Development in Power Distribution under CIRE of REC	40		3	24-2-12	26-2-12
60	Technical skills for O&M Staff	25	(JLM/ALM/LM)	3	3-3-12	5-3-12
61	Technical skills for O&M Staff	25	(LI/SLI/FM)	3	8-3-12	10-3-12
62	Office procedures & Systems	25	(LDC/UDC/JAO)	3	15-3-12	17-3-12
63	Technical skills for O&M Staff	25	(JLM/ALM/LM)	3	21-3-12	23-3-12
64	Technical skills for O&M Staff	25	(JLM/ALM/LM)	3	24-3-12	26-3-12
65	Franchisee Development in Power Distribution under CIRE of REC	40		3	28-3-12	30-3-12