## TRAININGS CONDUCTED DURING APRIL 2017 - MARCH 2018

| Sl_no | Title of the course | From Date | To Date | Sponsored by | No of trainees | No of Training Days | Course Director |
|---|---|---|---|---|---|---|---|
| | **April 2017** | | | | | | |
| 1 | Disaster Resistant Construction using foundation course on STAAD PRO for Engineer | 30/3/2017 | 3/4/2017 | PWD(R&B) | 11 | 5 | ES |
| 2 | Learning Management System on Disaster Management | 7/4/2017 | | Revenue | 22 | 1 | ES |
| 3 | E-Tendering | 17/4/17 | 19/4/17 | PWD(R&B) | 11 | 3 | AC |
| 4 | Celebration of Civil Services Day | 29/4/18 | | SIPARD | 101 | 1 | SM |
| | **May 2017** | | | | | | |
| 5 | Corruption and Role of Lok Pal | 2/5/2017 | 4/5/2017 | DoPT, GoI | 26 | 3 | ES |
| 7 | Life Saving Techniques during disasters | 4/5/2017 | 6/5/2017 | Revenue | 35 | 3 | ES |
| 9 | Exposure visit to study the PRI System in Tripura | 10/5/2017 | 12/5/2017 | SIPARD | 8 | 3 | RM |
| 11 | Presentation Skill through Power Point | 22/05/2017 | 24/05/2017 | DoPT, GoI | 30 | 3 | AC |
| 13 | Enabling Digital Payment in Rural Areas | 22/5/2017 | 24/5/2017 | DoPT, GoI | 20 | 3 | RM |
| 15 | In-service Training for Food Department | 29/5/17 | 31/5/17 | DoPT SCP | 24 | 3 | SM |
| 17 | Direct Trainers Skill(DTS) | 29/5/17 | 3/6/2017 | DoPT TDP | 22 | 5 | SM |
| 19 | Leadership & Capacity Building Skills for Development functionaries | 29/5/2017 | 31/5/2017 | DoPT, GoI | 17 | 3 | RM |
| | **June 2017** | | | | | | |
| 20 | Design of Training | 5/6/2017 | 9/6/2017 | DoPT, GoI | 20 | 5 | AC |
| 21 | Swacch Office and Management of Office Waste | 12/6/2017 | 14/06/2017 | DoPT SCP | 71 | 3 | SM |
| 22 | Use of Free and Open Source Software in Libraries | 12/6/2017 | 14/06/2017 | DoPT, GoI | 25 | 3 | AC |
| 23 | Environment Management issues : Role of State Holders | 12/6/2017 | 14/6/17 | DOPT (SCP) | 31 | 3 | ES |
| 24 | Social Accountability and Social Audit (One Month Certificate Course) | 12/6/2017 | 11/7/2017 | NIRD&PR | 31 | 30 | RM & ES |
| 25 | Workshop of Nodal Officer on State Sponsored Training | 15/6/17 | | SIPARD | 45 | 1 | SM |
| 26 | Orientation for IAS (P) 2016 & TCS of 2014 & 2016 Batch | 15/6/17 | 14/7/17 | SIPARD | 17 | 15 | ES & SM |
| 27 | Orientation Training for newly recruited Superintendent of Taxes and Ins. Of Taxes | 19/6/17 | 23/6/17 | Taxes & | 16 | 5 | SM |

| | | | | Exices Dept | | | |
|---|---|---|---|---|---|---|---|
| | | | | **July 2017** | | | |
| 28 | Incident Response System (IRS) | 3/7/2017 | 5/7/2017 | DOPT (SCP) | 26 | 3 | ES |
| 29 | Induction For Tribal Welfare Inspectors | 6/7/2017 | 14/7/17 | TWD | 16 | 9 | ES |
| 30 | Gender Equality and Empowerment of women protective acts and rules | 10/7/2017 | 12/7/2017 | DOPT(SCP) | 22 | 3 | ES |
| 31 | Swachh Bharat Mission for schools & AWCs | 11/7/2017 | 13/7/17 | DoPT, GoI | 29 | 3 | AC |
| 32 | Personal Cleanliness and Health Batch -I | 12/7/2017 | 14/07/2017 | DoPT SCP | 21 | 3 | SM |
| 33 | NGO Management | 17/07/2017 | 19/7/17 | DoPT, GoI | 30 | 3 | AC |
| 34 | Information Technology for Office Management | 17/07/17 | 19/07/17 | SIPARD | 16 | 3 | AC |
| 35 | Personal Cleanliness and Health Batch -II | 17/07/2017 | 19/7/17 | DoPT SCP | 35 | 3 | SM |
| 36 | Training course on drinking water, sanitation and & hygiene for ASHA Facilitators Workers | 20/7/17 | 21/7/17 | PWD(DWS) | 21 | 2 | AC |
| 37 | Right to Information Act, 2017 | 20/07/17 | | SIPARD | 21 | 1 | AC |
| 38 | Housing for All | 20/7/2017 | 22/7/2017 | DoPT,GoI | 24 | 3 | RM |
| 39 | VAT to GST in Government | 24/7/2017 | 26/7/2017 | DoPT SCP | 50 | 3 | SM |
| 40 | Integration of tribal welfare Programme | 24/7/17 | 26/7/17 | DOPT(SCP) | 17 | 3 | ES |
| 41 | Project Management | 24/7/2017 | 26/7/2017 | DoPT, GoI | 20 | 3 | AC |
| 42 | Social Audit for Mid Day Meal | 24/7/2017 | 26/7/2017 | DoPT,GoI | 26 | 3 | RM |
| 43 | Training course on drinking water, sanitation and & hygiene for ASHA Facilitators Workers | 25/7/17 | 26/7/17 | PWD(DWS) | 22 | 2 | AC |
| 44 | Demonetization and Digital Payments | 27/7/2017 | 29/7/2017 | DoPT SCP | 36 | 3 | SM |
| 45 | Training course on drinking water, sanitation and & hygiene for ASHA Facilitators Workers | 28/7/17 | 29/7/17 | PWD(DWS) | 31 | 2 | AC |
| | | | | **August 2017** | | | |
| 46 | Computer Application for Office Management | 1/8/2017 | 5/8/2017 | SIPARD | 23 | 5 | AC |
| 47 | Right to Information Act, 2017 | 3/8/2017 | 4/8/2017 | SIPARD | 34 | 2 | AC |
| 48 | Computer Application for Office Management | 7/8/2017 | 11/8/2017 | SIPARD | 21 | 5 | AC |
| 49 | Preparation of GPDP | 7/8/2017 | 11/8/2017 | NIRD&PR | 39 | 5 | RM |
| 50 | Training course on drinking water, sanitation and & hygiene for ASHA Facilitators Workers | 8/8/2017 | 9/8/2017 | PWD(DWS) | 28 | 2 | AC |
| 51 | Workshop on Government e Marketplace | 8/8/2017 | | SIPARD | 65 | 1 | AC |
| 52 | Road Safety Workshop Batch -I | 9/8/2017 | 11/8/2017 | DoPT SCP | 35 | 3 | SM |
| 53 | NGO Management | 16/8/2017 | 18/8/2017 | DoPT, GoI | 30 | 3 | AC |
| 54 | Child right and implication of child abuse | 16/8/17 | 18/8/17 | Dopt(SCP) | 15 | 3 | ES |
| 55 | Creating Presentation through PowerPoint | 17/8/17 | 19/8/17 | SIPARD | 27 | 3 | AC |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| 56 | Preparedness of Departmental Disaster plan | 18/8/17 | | Revenue | 28 | 1 | ES |
| 57 | Sustainable Development Goals | 21/8/2017 | 23/8/2017 | DoPT,GoI | 36 | 3 | RM |
| 58 | Ethics and Values in Public Governance Batch -I | 21/8/2017 | 23/8/2017 | DoPT SCP | 16 | 3 | SM |
| 59 | Administrative & Financial Management for Dist. Tuberculosis Officers | 23/8/17 | 25/8/17 | RNTCP, NHM, Tripura | 6 | 3 | SM |
| 60 | Ethics and Values in Public Governance Batch -II | 24/8/2017 | 26/8/2017 | DoPT SCP | 26 | 3 | SM |
| 61 | Review of preparedness of departmental disaster plan | 25/8/17 | | Revenue | 23 | 1 | ES |
| 62 | TOT for SIPARD outreach programme | 25/8/17 | | SIPARD | 13 | 1 | ES |
| 63 | Road Safety Workshop Batch -II | 29/8/2017 | 31/8/2017 | DoPT SCP | 36 | 3 | SM |
| 64 | Gender equality and empowerment of women | 29/8/17 | 31/8/17 | DOPT(Scp) | 30 | 3 | ES |
| **September 2017** | | | | | | | |
| 65 | Computer Application for Office Management | 4/9/2017 | 8/9/2017 | SIPARD | 16 | 5 | AC |
| 66 | First Aid, Search and Rescue | 6/9/2017 | 8/9/2017 | Revenue | 33 | 3 | ES |
| 67 | Administrative, Legal Services and Financial Management for Medical Officers | 12/9/2017 | 14/9/17 | DoPT SCP | 19 | 3 | SM |
| 68 | SECC Data Accessibility | 21/9/2017 | 22/9/2017 | NIRD&PR | 47 | 5 | RM |
| **October 2017** | | | | | | | |
| 69 | Behavior Change Communications for Skill Development of Rural Youth | 9/10/2017 | 13/10/17 | NIRD&PR | 39 | 5 | AC |
| 70 | Computer Application for Office Management | 9/10/2017 | 13/10/17 | SIPARD | 20 | 5 | AC |
| 71 | Information Technology for Office Management | 16/10/17 | 18/10/17 | SIPARD | 28 | 3 | AC |
| 72 | Administrative and Financial Management for RD and Panchayat Functionaries - Batch -I | 16/10/17 | 21/10/17 | NIRD & PR | 26 | 5 | SM |
| 73 | Incident ,Command and operation | 16/10/17 | 18/10/17 | DOPT (SCP) | 38 | 3 | ES |
| 74 | Enabling Digital Payment in Rural Areas | 16/10/2017 | 18/10/2017 | DoPT, GoI | 29 | 3 | RM |
| 75 | Geo tagging and use of modern IT, GIS, Space Technology in PMGSY roads | 23/10/18 | 27/10/17 | NIRD&PR | 33 | 5 | AC |
| 76 | Computer Application for Office Management | 23/10/18 | 27/10/18 | SIPARD | 21 | 5 | AC |
| 77 | Swachh Bharat for NSS (Teacher)Batch-I | 23/10/17 | 25/10/17 | SIPARD | 15 | 3 | ES |
| 78 | Behavior Change Communications for Skill Development of Rural Youth | 23/10/2017 | 27/10/2017 | NIRD&PR | 25 | 5 | RM |
| 79 | Administrative and Financial Management for RD and Panchayat Functionaries - Batch -II | 24/10/17 | 28/10/17 | NIRD & PR | 22 | 5 | SM |
| 80 | Sanitation Concern in Urban Planning | 25/10/2017 | 27/10/2017 | DoPT, GoI | 22 | 3 | SM |
| 81 | Workshop on maintenance of Govt Building (South Tripura District) | 27/10/17 | | SIPARD | 46 | 1 | ES |
| 82 | Workshop on Rural Tourism (South Tripura District) | 27/10/17 | | SIPARD | 46 | 1 | ES |
| 83 | Training Need Analysis | 30/10/17 | 4/11/2017 | DoPT, GoI | 19 | 5 | AC |
| **November 2017** | | | | | | | |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| 84 | Office Procedure for Ministerial Staff  - Batch -I | 6/11/2017 | 8/11/2017 | SIPARD | 28 | 3 | SM |
| 85 | Use of spreadsheet through MS Excel | 6/11/2017 | 8/11/2017 | SIPARD | 31 | 3 | AC |
| 86 | Social Audit for Mid Day Meal | 6/11/2017 | 12/11/2017 | SAU Tripura | 39 | 7 | RM |
| 87 | Social Defense issues for panchayat functionaries | 7/11/2017 | 9/11/2017 | NISD,Go I | 25 | 3 | ES & RM |
| 88 | Drug Law Enforcement | 7/11/2017 | 8/11/2017 | Exaise Deptt | 33 | 2 | ES |
| 89 | One Day Workshop on Social Audit | 12/11/2017 | | NIRD&PR | 18 | 1 | RM |
| 90 | Right to Information Act | 13/11/17 | 14/11/17 | SIPARD | 20 | 2 | AC |
| 91 | Office Procedure for Ministerial Staff  - Batch - II | 13/11/17 | 15/11/17 | SIPARD | 44 | 3 | SM |
| 92 | Workshop on Government e Marketplace | 16/11/17 | | SIPARD | 26 | 1 | AC |
| 93 | Solid Liquid Waste Management under Swacch Bhart Mission | 17/11/2017 | | SIPARD | 22 | 1 | RM |
| 94 | Solid Liquid Waste Management under Swacch Bhart Mission | 18/11/2017 | | SIPARD | 25 | 1 | RM |
| 95 | Facilitation Skills for RD Professionals | 20/11/2017 | 22/11/2017 | DoPT,GoI | 36 | 3 | RM |
| 96 | Office Procedure for Ministerial Staff  - Batch - III | 20/11/17 | 22/11/17 | SIPARD | 64 | 3 | SM |
| 97 | Social Defense issues for panchayat functionaries( Representatives) | 28/11/17 | 30/11/17 | NISD,Go I | 34 | 3 | ES & RM |
| **December 2017** | | | | | | | |
| 98 | Natural resource management | 4/12/2017 | 6/12/2017 | DOPT(SCP) | 20 | 3 | ES |
| 99 | Facilitation Skill | 11/12/2017 | 13/12/17 | DoPT, GoI | 15 | 3 | AC |
| 100 | Office Procedure for Ministerial Staff  - Batch - IV | 11/12/2017 | 13/12/17 | SIPARD | 10 | 3 | SM |
| 101 | Training on General Financial Rules and Central Treasury Rules | 14/12/17 | 16/12/17 | DoPT,SCP | 31 | 3 | SM |
| 102 | Workshop on Swatchh Office (Gomati District) | 15.12.17 | | SIPARD | 49 | 1 | AC |
| 103 | Workshop on Cashless transaction (Gomati District) | 15.12.17 | | SIPARD | 49 | 1 | AC |
| 104 | Advocacy Workshop on IEC / BCC of Drinking Water and Sanitation | 16.12.17 | | PWD(DWS) | 26 | 1 | AC |
| 105 | Youth Leadership Development | 20/12/2017 | 22/12/2017 | DoPT,GoI | 38 | 3 | RM |
| 106 |  Swachh Bharat for NSS  Volunteers | 27/12/17 | 29/12/17 | SIPARD | 38 | 3 | ES |
| 107 | Advocacy Workshop on IEC / BCC of Drinking Water and Sanitation | 27.12.17 | | PWD(DWS) | 32 | 1 | AC |
| **January 2017** | | | | | | | |
| 108 | Preparation of GPDP (Gomati) | 2/1/2018 | 6/1/2018 | NIRD&PR | 43 | 5 | RM |
| 109 | Preparation of GPDP (Dhalai) | 8/1/2018 | 12/1/2018 | NIRD&PR | 36 | 5 | RM |
| 110 | National Social Assistance Programme Batch - I | 30/1/18 | 3/2/2018 | NIRD&PR | 25 | 5 | ES & RM |
| 111 | National Social Assistance Programme Batch - II | 33/1/18 | 3/2/2018 | NIRD&PR | 25 | 5 | ES & RM |
| **February** | | | | | | | |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| 112 | Youth Leadership Development | 1/2/2018 | 3/2/2018 | MoRD | 37 | 3 | RM |
| | **March** | | | | | | |
| 113 | Integrated Watershed and wasteland management | 15/3/18 | 17/3/18 | DoPT (scp) | 26 | 3 | ES |
| 114 | Mentoring Skills | 27/3/18 | 29/3/18 | DoPT (TDP) | 21 | 3 | SM |
| 115 | Legal Rights and services for rural people | 27/3/18 | 29/3/18 | MoRD | 32 | 3 | RM |
| 116 | Managing Office related calculation through MS Excel | 27/3/18 | 29/3/18 | MoRD | 28 | 3 | AC |
| | **Other Training Course** | | | | | | |
| 117 | Tripura Accounts cum Administrative Training Batch - 1 | 9/10/17 | 7/3/18 | Finance Department, GoT | 40 | 113 | SM |
| 118 | Tripura Accounts cum Administrative Training Batch - 2 | 9/10/17 | 7/3/18 | Finance Department, GoT | 31 | 113 | SM |
| | | | | | | | |
| | **Course Director(s)** | | | | | | |
| | **1. ES - Elizabeth L. Sangliana, Assistant Professor, SIPARD** | | | | | | |
| | **2. AC - Arpita Chaudhuri, Assistant Professor, SIPARD** | | | | | | |
| | **3. SM - Sudakhina Mitra, Assistant Professor, SIPARD** | | | | | | |
| | **4. RM - Rajib Malakar, Assistant Professor, SIPARD** | | | | | | |