

## LIST OF THE TRAINING PROGRAMMES CONDUCTED DURING 2008-09 (SPONSOR WISE)

### TRAINING PROGRAMMES SPONSORES BY DEPARTMENT OF PERSONNEL & TRAINING, GOVT. OF INDIA (UNDER SUPPORT TO STATE TRAINING ACTIVITIES PROJECT)

Sl_no	Title of the programme	Dates	No of Days	Course Director	No. of Participants	No. of Male Participants	No. of Female Participants
1	Financial Management	4-7 Nov.,08	4 days	ES	32	20	12
2	Right to Information Act	20 – 22 Nov.,08	3 days	AC	22	22	0
3	Empowerment Women through SHG	20-22 Nov.,08	3 days	ES	50	0	50
4	Role of NGOs	10-12 Dec.,08	3 days	ES	28	25	3
5	Role of NGOs	12-14 January,09	3 days	ES	32	26	6
6	Office Procedure ,Administrative and Financial Matters	14-17 January,09	4 days	ES	18	16	2
7	Leadership Team Building	5-7 March, 09	3 days	ES	14	13	2
8	Disaster Management for SHG	12-14 March, 09	4 days	ES	16	0	16
9	Desktop Publishing	4-9 March, 09	5 days	AC	15	8	7
<b>TOTAL</b>					227	130	98

### (UNDER CAPACITY BUILDING FOR POVERTY REDUCTION PROJECT)

Sl_no	Title of the programme	Dates	No of Days	Course Director	No. of Participants	No. of Male Participants	No. of Female Participants
10	Workshop of the nodal officers of the project on Capacity Building for	26th Sept.,08	1 day	AC	20	18	2
11	Computer Fundamentals (For RD Departments Engineering Cell)	15-20 Dec.,08	6 days	AC	17	15	2
12	Computer Fundamentals	29 Dec.,08 to 3 January,09	6 days	AC	19	17	2
13	Computer Fundamentals (For RD Departments Engineering Cell)	12-17 Januart,09	6 days	AC	22	20	2
14	Capacity Building for Poverty Reduction Through NRHM	12-13 January,09	2 days	AC	28	0	28
15	Computer Fundamentals	2-7 Feb.,09	6 days	AC	20	16	4
16	Computer Fundamentals	24-28 Feb.,09	5days	AC	11	11	0
<b>Total</b>					137	97	40

### (UNDER CAPACITY BUILDING FOR ACCESSTO INFORMATION PROJECT)

Sl_no	Title of the programme	Dates	No of Days	Course Director	No. of Participants	No. of Male Participants	No. of Female Participants
17	Right to Information Act 2005	4 <sup>th</sup> April,08	1 day	AC	44	37	7
18	Right to Information Act 2005	23 -24 May,08	2 days	AC	23	22	1
19	Right to Information Act 2005	1 <sup>st</sup> July,08	1 day	AC	67	30	37
20	Right to Information Act 2005	21 <sup>st</sup> July,08	1 day	AC	44	44	0
21	Right to Information Act 2005	6 <sup>th</sup> Sept.,08	1 day	AC	32	12	20
22	Right to Information Act 2005	6 <sup>th</sup> Feb.,09	1 day	AC	41	21	20
23	Right to Information Act 2005	21 Feb.,09	1 day	AC	89	86	3
24	Right to Information Act 2005	28 <sup>th</sup> Feb,09	1 day	AC	44	43	1
					384	295	89

### TRAINING PROGRAMMES SPONSORES BY MINISTRY OF RURAL DEVELOPMENT, GOVT. OF INDIA

Sl_no	Title of the programme	Dates	No of Days	Course Director	No. of Participants	No. of Male Participants	No. of Female Participants
25	Workshop on NREGA	22-23 April,08	2 days	AC	36	28	8
26	Workshop on NREGA	5-6 May,08	2 days	AC	40	37	3
27	Workshop on NREGA	13-14 May,08	2 days	AC	37	30	7
28	Workshop on NREGA	22-23 May,08	2 days	AC	35	32	3
29	Workshop on NREGA	19 and 21-22 May,08	3 days	AC	55	43	12
30	Workshop on NREGA	26 <sup>th</sup> May,08	1 day	AC	20	19	1
31	Workshop on NREGA	29-30 May,08	2 days	AC	30	30	0
32	Workshop on NREGA	12-13 June,08	2 days	AC	40	40	0
33	Workshop on NREGA	17-18 June,08	2 days	AC	42	40	2
34	Workshop on NREGA	24-27 June,08	2 days	AC	37	31	6
35	Workshop on NREGA	3-4 July,08	2 days	AC	34	34	34
36	Workshop on NREGA	8-9 July,08	2 days	AC	45	45	45
37	Workshop on NREGA	5-8 August,08	4 days	ES	35	35	35
38	Workshop on NREGA	26-29 August	4 days	AC	29	29	29
39	Workshop on NREGA	2-4 Sept.,08	3 days	AC	27	23	4
40	Workshop on NREGA	8-11 Sept.,08	4 days	AC	34	29	5
41	Workshop on NREGA	16-19 Sept.,08	4 days	AC	33	25	8
42	Workshop on NREGA	21-24 Oct.,08	4 days	AC	33	28	5
43	Workshop on NREGA	8-11 Dec.,08	4 days	AC	29	29	0
44	Workshop on NREGA	23 to 24 & 25 to 27 Dec,08	4 days	AC	22	22	0
45	Workshop on NREGA	6-9 January,09	4 days	AC	27	22	5
46	Workshop on NREGA	19-22 January,09	4 days	AC	30	21	9
47	Workshop on NREGA	28-30 January,09	3 days	AC	17		1
					767	672	222

**TRAINING PROGRAMMES SPONSORES BY NIRD, HYDERABAD**

Sl_no	Title of the programme	Dates	No of Days	Course Director	No. of Participants		
48	Computerization of Accounts of DRDAs & PRIs (off campus)	22-26 Sept.,08	5 days	AC	23	22	1
49	Social Audit & Village Monitoring Committee	20-24 Oct.,08	5 days	AC	25	23	2
50	Marketing Infrastructure under SGSY	2-6 March, 09	5 Days	MLD/ES	40	31	9
					88	76	12

**TRAINING PROGRAMMES SPONSORES BY PLANNING & COORDINATION DEPARTMENT, GOVT. OF TRIPURA**

Sl_no	Title of the programme	Dates	No of Days	Course Director	No. of Participants
51	Training for Ministerial Staff of Police Department (3rd Batch)	4 - 30 April,2008	24 Days	AC/ES	42
52	Windows XP & MS Office XP	21 -26 April,08	6 days	AC	16
53	Financial Management	21 -23 April,08	3 days	ES	67
54	Empowerment of Women through SHGs	24-26 April,08	3 days	ES	30
55	Training for Ministerial Staff of Police Department (4th Batch)	30-4-08 to 31-5-08	24 Days	AC/ES	43
56	Accounting Procedure through Tally	13-17 May,08	5 days	AC	31
57	IT for Office Management	19-26 May,08	6 days	AC	26
58	Training for Ministerial Staff of Police Department (5 <sup>th</sup> Batch)	28 <sup>th</sup> May to 25 <sup>th</sup> June, 08	24 Days	AC/ES	44
59	Empowerment Women through SHG	19-21 June,08	3 days	ES	30
60	Office Procedure & Establishment Matters	24-28 June,08	5 days	ES	73
61	Accounting Procedure through Tally	16-20 June,08	5 days	AC	20

62	Training for Ministerial Staff of Police Department (6 <sup>th</sup> Batch)	21 <sup>st</sup> June to 20 <sup>th</sup> July,08	24 Days	AC/ES	40
63	IT for Office Management	4-11 July,08	6 days	AC	19
64	IT for Office Management	14-19 July,08		AC	18
65	Community Participation in Rural Development	17-18 July,08	2 days	ES	58
66	Training for Ministerial Staff of Police Department (7 <sup>th</sup> Batch)	17 July to 16 <sup>th</sup> August,08	24 Days	ES/AC	47
67	Computer Trg.	4-	6days	AC	14
68	Training for Ministerial Staff of Police Department (8 <sup>th</sup> Batch)	11 <sup>th</sup> Aug. to 12 <sup>th</sup> Sept.,08	24 Days	ES/AC	49
69	Extempore Leadership	10-11 Sept.,08	2 days	AC	18
70	Extempore Leadership	12-13 Sept.,08	2 days	AC	10
71	Database management through MS Access	15-20 Sept.,08	6 days	AC	17
72	Office Procedure	18-20 Sept.,08	3days	ES	55
73	Financial Management	24-27 Sept.,08	4 days	ES	57
74	Database management through MS Access	23-27 Sept.,08	6 days	AC	10
75	Office Procedure and Establishment Matters	30 Oct.,08 to 1 <sup>st</sup> Nov.,08	3 days	ES	68
76	Financial Management	4-7 Nov.,08	4 days	ES	34
77	Training for Ministerial Staff of Police Department (9 <sup>th</sup> Batch)	10 th Nov. to 6 <sup>th</sup> Dec	24 Days	AC/ES	26
78	Computer Trg. for Police	16-Oct		AC	26
79	Accounting Procedure through Tally	25-29 Nov.,08	5 days	AC	18
80	Windows XP & MS Office XP	1-6 Dec.,08	6 days	AC	23
81	Windows XP & MS Office XP	15-20 Dec.,08	6 days	AC	24
82	Empowerment of Women	22-24 Dec.,08	3 days	ES	30
83	Microsoft Excel	22-27 Dec.,08	6 days	AC	21
84	Empowerment of Women through SHGs	29-31 Dec.,08	3 days	ES	42
85	Windows XP & MS Office XP	27 <sup>th</sup> Jan. to 3 <sup>rd</sup> Feb.,09	6 days	AC	20
86	Webpage Designing through front page	9-13 Feb,09	5 days	AC	17
87	Windows XP & MS Office XP	16-21 Feb.,09	6 days	AC	20
88	Urban Sold Management	28 <sup>th</sup> Feb.,09	One day	ES	32
89	Office Procedure for TTAADC	2-6 March,09	5 days	ES	32
90	Windows XP & MS Office XP	2-7 March	6 days	AC	20
91	Windows XP & MS Office XP	16 -21 March, 09	6 Days	AC	20
92	Windows XP & MS Office XP	23-28 March, 09	6 Days	AC	19
Total					1326

**TRAINING PROGRAMMES SPONSORES BY PLANNING & COORDINATION DEPARTMENT, GOVT. OF TRIPURA  
(FOR GOOD GOVERNANCE TRAINING)**

SI_no	Title of the programme	Dates	No of Days	Course Director	No. of Participants
93	Good Governance (G-C)	21-24 May.08	4days	DR	13
94	Good Governance (G-D)	21-24 May,08	4 days	DR	8
95	Good Governance (G-C)	27-30 May,08	4 days	DR	7
96	Good Governance (G-D)	27-30 May,08	4 days	DR	11
97	Good Governance (G-C)	2-5 July,08	4 days	DR	17
98	Good Governance (G-D)	2-5 July,08	4 days	DR	18
99	Good Governance (G-C)	7-11 July,08	4 days	DR	19
100	Good Governance (G-D)	7-11 July,08	4 days	DR	11
101	Good Governance (G-C)	15-18 July,08	4 days	DR	9
102	Good Governance (G-D)	15-18 July,08	4 days	DR	19

103	Good Governance (G-C)	22-25 July,08	4 days	DR	19
104	Good Governance (G-D)	22-25 July,08	4 days	DR	15
105	Good Governance (G-C)	28-31 July,08	4 days	DR	18
106	Good Governance (G-D)	28-31 July,08	4 days	DR	23
107	Good Governance (G-C)	5-8 August,08	4 days	AC	17
108	Good Governance (G-D)	5-8 August,08	4 days	AC	29
109	Good Governance (G-C)	11-14 August,08	4 days	AC	7
110	Good Governance (G-D)	11-14 August,08	4 days	AC	12
111	Good Governance (G-C)	19-22 August,08	4 days	AC	14
112	Good Governance (G-D)	19-22 August,08	4 days	AC	25
113	Good Governance (G-C)	26-29 August,08	4 days	AC	11
114	Good Governance (G-D)	26-29 August,08	4 days	AC	19
115	Good Governance (G-C)	3-6 Sept.,08	4 days	AC	24
116	Good Governance (G-D)	3-6 Sept.,08	4 days	AC	22
117	Good Governance (G-C)	16-19 Sept.,08	4 days	ES	16
118	Good Governance (G-D)	16-19 Sept.,08	4 days	ES	25
119	Good Governance (G-C)	21-24 Oct.,08	4 days	ES	9
120	Good Governance (G-D)	21-24 Oct.,08	4 days	ES	29
121	Good Governance (G-C)	29 Oct. to-1 <sup>st</sup> Nov.,08	4 days	ES	12
122	Good Governance (G-D)	29 Oct. to-1 <sup>st</sup> Nov.,08	4 days	ES	26
123	Good Governance (G-C)	4-7 Nov.,08	4 days	ES	33
124	Good Governance (G-D)	4-7 Nov.,08	4 days	ES	27
125	Good Governance (G-C)	11-14 Nov.,08	4 days	ES	25
126	Good Governance (G-D)	11-14 Nov.	4 days	ES	41
127	Good Governance (G-C)	18-21 Nov.,08	4 days	ES	23
128	Good Governance (G-D)	18-21 Nov.,08	4 days	ES	35
129	Good Governance (G-C)	24-27 Nov.,08	4 days	ES	15
130	Good Governance (G-D)	24-27 Nov.,08	4 days	ES	17
Total					720

### **TRAINING PROGRAMMES SPONSORES BY DIFFERENT DEPARTMENTS /ORGANISATIONS**

Sl_no	Title of the programme	Dates	No of Days	Sponsored By	Course Director	No. of Participants
131	Human Right	4-5 April,08	2 days	NHRC	ES	70
132	Essential Commodities	26-27 May,08	2 days	Food	ES	26
133	TOT on Human Right	29-31 May,08	3 days	NHRC	ES	31
134	Disaster Preparedness and Mitigation	6-7 June,08	2 days	NIDM	DR	26
135	Disaster Preparedness and Mitigation	10-11 June,08	2 days	NIDM	DR	25
136	Disaster Preparedness and Mitigation	20 -21 June,08	2 days	NIDM	DR	26
137	Disaster Preparedness and Mitigation	1-2 July,08	2 days	NIDM	DR	21
138	Orientation Training Programme for the HMs / AHMs	16-21 June,08	6 days	School	ES	55
139	Orientation Training Programme for the HMs / AHMs	23-28 June,08	6 days	School	ES	49
140	Orientation Training Programme for the HMs / AHMs	14-19 July,08	6 days	School	ES	97
141	Orientation Training Programme for the HMs / AHMs	21-28 July,08	6 days	School	ES	92
142	Disaster Preparedness and Mitigation	24-25 July,08	2 days	NIDM	DR	27
143	Disaster Preparedness and Mitigation	29-30 July,08	2 days	NIDM	DR	32
144	Disaster Management (Rev.)	31 <sup>st</sup> July,08	1 day	NIDM	DR	33
145	Orientation Training Programme for the HMs / AHMs	18-23 August,08	6 days	School	ES	94

146	TOT on Human Right	5-6 Sept.,08	2days	NHRC	ES	61
147	TOT on Human Right	11-12 Sept	2days	NHRC	ES	53
148	Orientation Training Programme for the HMs / AHMs	15-20 Sept.,08	6 days	School	ES	56
149	TOT on Human Right	19-20 Sept.,08	2days	NHRC	ES	17
150	TOT on Human Right	24-25	2days	NHRC	ES	31
151	Basic Computer Application	3-7 Nov.,08	5 days	Food	AC	23
152	Orientation Training Programme for the HMs / AHMs	10-15 Nov.,08	6 days	School	ES	77
153	Orientation Training Programme for the HMs / AHMs	19 -24 January,09	6 days	School	ES	45
154	Disaster Management for Panchayat	27 -30 January,09	4 days	NIDM	ES	15
155	Disaster Management for Engineers	9-13 Feb.,09	5 days	NIDM	ES	32
156	Orientation Training Programme for the HMs / AHMs	9-13 Feb.,09	5 days	School	ES	30
157	Orientation Training Programme for the HMs / AHMs	24-28 Feb.,09	5 days	School	ES	40
158	Orientation Training Programme for the HMs / AHMs	3-7 march,09	5 days	School	ES	39
159	Orientation Training Programme for the HMs / AHMs	16 <sup>th</sup> ~ 20 <sup>th</sup> March 09	5 days	School	ES/AC	31
Total						1254
<b>Total no of participant of the year 2008-09</b>						<b>4903</b>

**Course Directors :** ES - Elizabeth Sangliana  
AC - Arpita Chaudhuri  
DR - Devananda Reang  
MLD - Makhan Lal Das