

**SUMMARY OF CALENDAR OF TRAINING PROGRAMMES
FOR THE YEAR 2017-18**

INSTITUTE OF COOPERATIVE MANAGEMENT, JAIPUR

Sl. No.	Sector	No. of Programme	No. of Participants
I	Professional Courses		
1	MBA		
2	MCA		
3	PGDM/PGDCA		
4	DIRM		
II	Diploma Programme		
1	HDCM(R)	1	30
2	HDCM(C)		
3	Audit	1	30
4	Handloom		
5	Industrial	1	30
6	Marketing		
7	Dairy		
8	Computer		
9	Others	1	30
	Total	4	120
III	Short Term Programmes		
1	General Coop. Management	16	320
2	Cooperative Credit & Banking	11	220
3	Urban Cooperative Banking	2	40
4	Long Term Finance	2	40
5	Micro Finance/sttes.	1	20
6	Coop. Marketing & Processing		
7	Consumers Coop. Management		
8	Industrial Coop. Management		
9	Handloom Coop. Management		
10	Cooperative Accounts , Audit & Statistics		
11	Fishery Coop. Management		
12	Dairy Cooperatives	2	40
13	Housing Cooperatives		
14	Sugar Cooperatives		
15	HRD/OB /Communication	6	120
16	Leadership Development	2	60
17	Cooperative Law, Practice & Allied Law	18	360
18	Coop. Education & Training		
19	Computer	8	160
20	Other Sectors		
	Total	68	1380
	Grand Total	72	1500

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SUMMARY OF CALENDAR OF TRAINING PROGRAMMES FOR THE YEAR- 2017-18

Subject/Sector	Title of the Prog.		Duration of the Prog.		Capacity	Target Group	In campus/ Out Station
			From	To			
1	2		3	4	5	6	7
I. Professional Courses							
1 MBA							
2 MCA							
3 PGDBM/ PGDCA							
4 DIRM							
5 Others (Specify)							
II. Diploma Programmes							
1 HDCM(R)	1	Higher Diploma in Cooperative Management (HDCM)	24-07-2017	19-01-2018	30	Inspector of Coop. Deptt.	In Campus
2 HDCM(C)							
3 Audit	1	Diploma in Cooperative Audit	22-05-2017	11-08-2017	30	Inspector of Coop. Deptt.	In Campus
4 Handloom							
5 Industrial	1	Diploma in Management of Industrial Cooperatives	08-01-2018	31-03-2018	30	Officer/Personnel of Ministry of Defence	In Campus

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			From	To			
1	2		3	4	5	6	7
6 Marketing							
7 Dairy							
8 Computer							
9 Others	1	Small Business/ Rural Entrepreneurship	06-11-2017	24-02-2018	30	Officer/Personnel of Ministry of Defence	In Campus
III. Short Terms Programmes							
General Cooperative Management	1	Programme on RTI for the personnel of Coop. Dept/ Institution.	01-05-2017	03-05-2017	20	Personnel of Coop. Deptt./Inst.	In Campus
	2	Programme on Behavioral Aspects for the Personnel of Coop. Dept & Institutions.	03-05-2017	05-05-2017	20	Personnel of Coop. Deptt./Inst.	In Campus
	3	Programme on Noting, Drafting and Office Procedures for the Personnel of Coop. Dept./Coop. Institutions.	05-06-2017	07-06-2017	20	Personnel of Coop. Deptt./Inst.	In Campus
	4	Exposure visit for the Personnels/Inspectors/Officers of Coop. Dept.	12-06-2017	16-06-2017	20	Personnel/ Inspector/ Officer'sr of Coop. Deptt.	In Campus
	5	Programme on Yoga & Health for the Inspector/Personnel of Coop. Dept./Institutions.	19-06-2017	21-06-2017	20	Personnel of Coop. Deptt./Inst.	In Campus

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1	2		3	4	5	6	7
	6	Programme on RTI for the Personnel of Coop. Dept./ Institution.	31-07-2017	02-08-2017	20	Personnel of Coop. Deptt./Inst.	In Campus
	7	Programme on Demonitization for the Personnel of Coop. Dept./Institutions.	02-08-2017	04-08-2017	20	Personnel of Coop. Deptt./Inst.	In Campus
	8	Programme on E-Governance, E-Tendering, E-Stamping & E-Procurement for the officers of Coop. Dept./Institutions.	16-08-2017	18-08-2017	20	Officer's of Coop. Deptt./Inst.	In Campus
	9	Programme on E-Office Procedure & Office Management for the Personnel of Coop. Dept.	28-08-2017	30-08-2017	20	Officer's of Coop. Deptt.	In Campus
	10	Programme on Yoga & Health for the Personnel of Coop. Dept./ Institutions	11-10-2017	13-10-2017	20	Personnel of Coop. Deptt./Inst.	In Campus
	11	Exposer visit for the Personnels/Inspectors/Officers of Coop. Dept.	25-12-2017	29-12-2017	20	Personnel/Inspector/Officer'sr of Coop. Deptt.	In Campus
	12	Programme on E-Governance, E-Tendering E-Stamping & E-Procurement for the Officers of Coop. Deptt/Institutions.	01-01-2018	03-01-2018	20	Officer's of Coop. Deptt./Inst.	In Campus

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1	2		3	4	5	6	7
	13	Programme on Noting, Drafting and Office Prodedures for the Personnel of Coop. Dept.	09-01-2018	11-01-2018	20	Officer's of Coop. Deptt.	In Campus
	14	Programme on Harassment Prevention/ Grievance Reddressal for the Personnel of Coop. Dept./Institutions.	12-02-2018	14-02-2018	20	Personnel of Coop. Deptt./Inst.	In Campus
	15	Programme on Cash Management and Fake Note Detection for Clerks and Cashier of CCBs.	19-02-2018	21-02-2018	20	Clerks and Cashier of CCBs.	In Campus
	16	Programme on Women Empowerment for inclusive growth & Sustainable Development Women Inspectors/Personnel of Coop. Dept./Institution.	07-03-2018	09-03-2018	20	Personnel/ Inspector/ Officer'sr of Coop. Deptt./Inst.	In Campus
Cooperative Credit & Banking	1	Programme for the Managers of PACS / LAMPS under ICDP	22-05-2017	26-05-2017	20	Manager of PACS/ LAMPS	In Campus
	2	Programme for the Managers of PACS / LAMPS under ICDP	19-06-2017	23-06-2017	20	Manager of PACS/ LAMPS	In Campus
	3	Programme on Problem Solvings and Decision Making for Dept. Heads of CCBs.	23-08-2017	25-08-2017	20	Officer's of CCB's	In Campus

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	4	Programme on financing under Government of India subsidy schemes (with inputs on project appraisal) for the Officers of CCBs.	13-09-2017	15-09-2017	20	Officer's of CCB's	In Campus
	5	Programme on how to do the existing business better in the post reform scenario for PACS Secretaries.	25-10-2017	27-10-2017	20	PACS Secretaries	In Campus
	6	Programme on Corebanking Service (CBS) for the Personnel of Cooperative Banks.	15-11-2017	17-11-2017	20	Personnel of Coop. Banks	In Campus
	7	Programme on Internal Checks and Controls for the Officers of CCBs.	06-12-2017	08-12-2017	20	Officer's of CCB's	In Campus
	8	Programme on Preparation of Balance Sheet and Profit and Loss Account for Br. Managers/Officers of CCBs.	20-12-2017	22-12-2017	20	Br. Managers/ Officers of CCBs.	In Campus
	9	Programme on Business Development, Profit Planning and Diversification for Br. Managers/Asstt. Managers/Officers of CCBs.	03-01-2018	05-01-2018	20	Br./Asstt. Managers/ Officers of CCBs.	In Campus
	10	Programme on NPA Management, Recovery Processor and Legal Action under Section 89, 99 and 100 for the Managers of LDB's	05-02-2018	07-02-2018	20	Managers of LDB's	In Campus
	11	Programme on Asset and Liability Management for the Officers of CCBs.	05-03-2018	07-03-2018	20	Officers of CCBs	In Campus

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Urban Cooperative Banking	1	Programme on Know Your Customer, prevention of Anti Money Laundering and Customer Protection for Br. Managers/Asstt. Managers/Officers of CCBs.	06-11-2017	08-11-2017	20	Br./Asstt. Managers/Officers of CCBs.	In Campus
	2	Programme on NPA Management and Customer Relationship for the Personnel of UCBs.	04-12-2017	06-12-2017	20	Personnel of UCBs	In Campus
Long Term Finance	1	Programme on Project Appraisal and Loan Documentation- Non farm sector Branch Manager/Asstt. Manager/ Officers of CCBs.	10-07-2017	15-07-2017	20	Br./Asstt. Managers/Officers of CCBs.	In Campus
	2	Programme on Non-Fund Business and Cross Selling for Br. Managers/Asstt. Managers/ Officers of CCBs.	09-10-2017	11-10-2017	20	Br./Asstt. Managers/Officers of CCBs.	In Campus
Micro Finance/SHGs.	1	Programme for BOD of Area Level Fedration/City Level Fedration under NULM	27-11-2017	29-11-2017	20	BOD of ALF under NULM	In Campus
Fishery Coop. Management							
Coop. Marketing & Processing							
Consumers Coop. Management							

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1	2		3	4	5	6	7
Handloom Coop. Management							
Cooperative Law, Practice & Allied Law	1	Programme on Main provisions of Raj. Cop. Soc. Act for the Inspectors of Coop. Dept./ Institutions	15-05-2017	17-05-2017	20	Inspector of Coop. Deptt./Inst.	In Campus
	2	Programme on Establishment & Service Rules for the Personnel of Coop. Dept./Institutions.	17-05-2017	19-05-2017	20	Personnel of Coop. Dept./Inst.	In Campus
	3	Programmme on GST and other applicable Taxes for Cooperatives for the Officers/Inspectors of Coop. Dept./Institutions.	29-05-2017	31-05-2017	20	Officers/Inspectors of Coop. Dept./Inst.	In Campus
	4	Programme on Cooperative Tribunals, Appeal, Offences and Penalties under Coop. Soc. Act for the Officers of Coop. Dept./ Institutions	31-05-2017	02-06-2017	20	Officers of Coop. Dept./ Inst	In Campus
	5	Programme on E-Filling of ITR & TDS for the Personnel of Coop. Dept./Institutions	12-06-2017	14-06-2017	20	Personnel of Coop. Dept./Inst	In Campus
	6	Programme on Main provisions of Cooperative Audit for the Inspectors of Coop. Dept.	14-06-2017	16-06-2017	20	Inspector of Coop. Deptt.	In Campus

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1	2		3	4	5	6	7
	7	Programme on 97th constitutional amendments and recent changes in legal aspects for the Officers/Inspectors of Coop. Dept.	03-07-2017	05-07-2017	20	Officers/Inspectors of Coop. Dept.	In Campus
	8	Programme on GST and other applicable Taxes for Cooperatives for the Officers/Inspectors of Coop. Dept./Institutions.	12-07-2017	14-07-2017	20	Officers/Inspectors of Coop. Dept./Inst.	In Campus
	9	Programme on Allied laws Applicable to Cooperative Societies for the Inspector/Officers of Coop. Dept.	17-07-2017	19-07-2017	20	Inspector of Coop. Deptt.	In Campus
	10	Programme on Registration, Election, Rights and Privileges of Coop. Societies for the Inspectors of Coop. Dept./ Institutions	09-08-2017	11-08-2017	20	Inspector of Coop. Deptt./Inst.	In Campus
	11	Programme on Legal Aspects for the Officers of Coop. Dept.	21-08-2017	23-08-2017	20	Officer's of Coop. Deptt.	In Campus
	12	Programme on Domestic Enquiry and Disciplinary Action for the Inspectors of Cooperative Department	11-09-2017	13-09-2017	20	Inspector of Coop. Deptt.	In Campus
	13	Programme on GST and other Applicable Taxes for Cooperatives for the Personnel of Consumer Cooperatives and other Coop. Institutions.	18-09-2017	20-09-2017	20	Personnel of Consumer Coop. & other Coop. Inst.	In Campus

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1	2		3	4	5	6	7
	14	Programme on main provision of Rajasthan Cooperative Society Act for the Inspectors of Coop. Dept./ Institutions	03-10-2017	05-10-2017	20	Inspector of Coop.Deptt./Inst.	In Campus
	15	Programme on Settlement of Dispute, Surcharge & Winding up of Cooperative Society for the Inspectors of Coop. Dept./Institutions.	30-10-2017	01-11-2017	20	Inspector of Coop. Deptt./Inst.	In Campus
	16	Programme on Cooperative Governance-Management, Supersession & Appointment of Administrator for the Inspectors of Coop. Dept./Institutions.	20-11-2017	22-11-2017	20	Inspector of Coop. Deptt./Inst.	In Campus
	17	Programme on Banking Law and Practice and Legal Aspects in loan proposals for the Officers of CCB.	27-12-2017	29-12-2017	20	Officers of CCB	In Campus
	18	Programme on Cooperative Law/Allied Laws for the Inspectors of Coop. Dept./ Institutions	15-01-2018	17-01-2018	20	Inspector of Coop. Deptt./Inst.	In Campus
Dairy Cooperatives	1	Programme on Animal health, Nutrition and Managment for Personnel/Inspectors of Dairy Cooperatives.	25-09-2017	27-09-2017	20	Personnel/Inspectors of Dairy Coop.	In Campus
	2	Programme on Capacity Bulding for BOD of Dairy Coop./Other Coop. Institutions.	08-11-2017	10-11-2017	20	BOD of Dairy Coop./Other Coop. Inst.	In Campus
Housing Cooperatives							

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			From	To			
1	2		3	4	5	6	7
Sugar Cooperatives							
HRM/OB/ Communication	1	Programme on Communication Skills, Personalty Development for the Personal of Cooperative Dept./ Institutions.	10-05-2017	12-05-2017	20	Personal of Coop. Dept./ Inst.	In Campus
	2	Programme on Public Relation for the Multi Tasker Staff of Coop. Dept./Institutions	07-06-2017	09-06-2017	20	MTS of Coop. Dept./ Inst.	In Campus
	3	Programme on Public Relation for the Multi Tasker Staff of Coop. Dept./ Institutions	19-07-2017	21-07-2017	20	MTS of Coop. Dept./ Inst.	In Campus
	4	Programme on HRD with Special reference to man power planning for the Officers of Coop. Dept./Coop. Institutions.	04-09-2017	06-09-2017	20	Officer's of Coop. Deptt./Inst.	In Campus
	5	Programme on Group Dynamics and Team Building Techniques for the Inspectors/Personnel of Cooperative Department / Institutions	06-09-2017	08-09-2017	20	Inspector of Coop. Deptt./Inst.	In Campus
	6	Programme on Motivation, Job Enrichment & Time Management for the Class IV employees of Coop. Dept./Institutions.	09-10-2017	11-10-2017	20	MTS of Coop. Dept./ Inst.	In Campus
Computer/IT	1	Programme on Computer Applications for the Personnal of Coop. Dept./Coop. Institutions.	08-05-2017	10-05-2017	20	Personnal of Coop. Dept./Coop. Inst.	In Campus

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1	2	3	4	5	6	7	
	2	Programme on Computer Accounting (Tally) for the Personnel/Inspectors of Coop. Dept./Institutions.	27-06-2017	30-06-2017	20	Personnel/Inspectors of Coop. Dept./Inst.	In Campus
	3	Programme on Cyber Crime and Cyber Laws for the Personnel of Coop. Dept./Institutions.	26-07-2017	28-07-2017	20	Personnel of Coop. Dept./Inst	In Campus
	4	Programme on Computer Application for the Personnel of Coop. Dept./Institutions at Zonal Level.	23-10-2017	25-10-2017	20	Personnel of Coop. Dept./Inst	Off Campus
	5	Programme on IT Security Awareness and IT Policy Compliance for the Personnel of CCB/UCBS	01-11-2017	03-11-2017	20	Personnel of CCB/UCB's	In Campus
	6	Programme on Computer Application for the Personnel of Coop. Dept. / Institutions at Zonal Level.	13-11-2017	15-11-2017	20	Personnel of Coop. Dept./Inst	Off Campus
	7	Programme on Computer Accounting (Tally) for the Personnel of Marketing Society.	22-11-2017	24-11-2017	20	Personnel of Marketing Society	In Campus
	8	Programme on Cyber Crime/ Cyber Laws for the Personnel of Coop. Dept./Institutions.	29-11-2017	01-12-2017	20	Personnel of Coop. Dept./Inst	In Campus
Leadership Development	1	LDP for Chairman/BOD of Handloom/Handicrafts Coop. Societies (NCCE)	22-05-2017	24-05-2017	30	BOD Members of Handloom and Handicrafts	In Campus

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1	2		3	4	5	6	7
						Coop.	
	2	LDP for Chairman/BOD of Woman Cooperatives (NCCE).	05-07-2017	07-07-2017	30	BOD of Woman Cooperatives	In Campus
Coop. Education & Training							
Others Sectors							
Total :	72				1500		