

**Calendar of Training Programme for the year 2017-2018**

**A) Long Term Programme:**

Sr. No.	Name of the Programme	Duration ( in weeks)	Capacity	From	To	Sector	Programme Coordinator
01	Certificate Course in Agriculture and E-Marketing	1 month	30	Duration will be finalized		APMC	Mrs. V. M. Bhagawati
02	36 <sup>th</sup> Higher Diploma in Cooperative Management ( Corresp)	26 weeks	30	10.04.2017	14.10.2017	Multi	Shri N. B. Prasad
03	Diploma in Urban Cooperative Banking	12 weeks	30	06.11.2017	27.01.2018	Inter-Sectoral	Dr. Jyotsna Dhavle
04	Certificate Course in Legal Aspects for Cooperative Banks	15 Days	30	Duration will be finalized		Coop. Banks	Shri N. B. Prasad
05	Diploma Course in Cooperative Audit	12 weeks	30	Duration will be finalized		Cooperatives	Co-ordinator to be decided

**B) Short Term Programme:**

<b>April, 2017</b>							
Sr. No.	Name of the Programme	Duration ( in weeks)	Capacity	From	To	Sector	Programme Coordinator
01	Programme on Digital Financial Literacy for officers of Cooperatives and other Government Department	2 days	25	19.04.2017	20.04.2017	Cooperatives	Dr.D.A. Divekar
02	Programme on Loans and Advances, Appraisal, Documentation and NPA Management for Coop. Banks	3 days	25	24.04.2017	26.04.2017	Banking	Dr. D. Mahal
03	Programme on Preparation of Balance Sheet and Profit and Loss Account for Staff of Consumer /Marketing Cooperative Societies	3 days	25	24.04.2017	26.04.2017	Consumer and Marketing Cooperatives	Mrs. V. M. Bhagawati

<b>May, 2017</b>							
Sr. No.	Name of the Programme	Duration ( in weeks)	Capacity	From	To	Sector	Programme Coordinator
04	Programme on Legal Aspects for Cooperative Banks	3 days	25	02.05.2017	04.05.2017	Coop. Banks	Shri N.B. Prasad
05	Programme on implementation of Unified Payment Interface ( UPI), IMPS*99# and Mobile Wallets for officers of Co-op. Banks	3 days	25	04.05.2017	06.05.2017	Banking	Dr.D.A .Divekar

06	Leadership Development Programme for the Chairman /Directors of Cooperative Banks ( Outstation)	3 days	25	15.05.2017	17.05.2017	Leadership Development	Shri J. E. Patki
07	Leadership Development Programme for the Chairman /Directors of Urban Credit Cooperative Societies ( Outstation)	2 days	25	19.05.2017	20.05.2017	Leadership Development	Shri J. E. Patki
08	Programme on Profit Centre and Branch Management for Cooperative Banks	3 days	25	18.05.2017	20.05.2017	Co-op. Credit & Banking	Dr. D. Mahal
09	Programme on Investment Management for Co-operative Banks	3 day	25	29.05.2017	31.05.2017	Co-op. Banking	Dr. M. R. Joshi

<b>June, 2017</b>							
Sr. No.	Name of the Programme	Duration ( in weeks)	Capacity	From	To	Sector	Programme Coordinator
10	Workshop on Accounts with Special References to Common Accounting System with Tally for the Secretary/Accountant/Computer Operator of APMCs	4 days	25	05.06.2017	08.06.2017	Computer	Dr. Jyotsna Dhavle
11	Programme on Income Tax Applicable to Cooperative Banks	3 days	25	12.06.2017	14.06.2017	Cooperative Banking	Mrs. V. M. Bhagawati
12	Programme on implementation of RuPay Debit/Credit Card, Kisan Credit Card for Cooperative Banks and RRBs	3 days	25	15.06.2017	17.06.2017	Banking	Dr. D. A Divekar
13	Programme on Effective Branch Management for Branch Managers of Cooperative Banks	3 days	25	19.06.2017	21.06.2017	Banking	Dr. Jyotsna Dhavle
14	Leadership Development Programme for the Board of Directors of DCCBs in state of Maharashtra at KATRA ( J & k)	3 days	25	22.06.2017	24.06.2017	Banking	Shri N. B. Prasad
15	Programme on Analysis and Interpretation of Financial Statements	3 days	25	28.06.2017	30.06.2017	Co-operative Banking	Mrs. V. M. Bhagawati
16	Programme on Tax Deduction from Salary and Other Payments, Tax Planning for retirement Benefits, Remuneration Planning for Co-operatives	2 days	25	28.06.2017	29.06.2017	Other	Dr. M. R. Joshi

<b>July, 2017</b>							
Sr. No.	Name of the Programme	Duration ( in weeks)	Capacity	From	To	Sector	Programme Coordinator
17	Programme on 97 <sup>th</sup> Constitutional Amendment and other Legal Provisions for Law Officers of Sugar Factories.	3 days	25	03.07.2017	05.07.2017	Processing Cooperatives	Shri N.B. Prasad
18	Programme on Networking - Issues and Challenges for Cooperatives	3 days	25	05.07.2017	07.07.2017	Intersectoral	Dr.D. A Divekar
19	Programme on Loan and Recovery Focus on Use of IT	3 days	25	10.07.2017	12.07.2017	Banking	Dr. Jyotsna Dhavle
20	Programme on post CBS Implementation in Urban Cooperative Banks	3 days	25	13.07.2017	15.07.2017	Urban Cooperative Banks	Shri J. E. Patki
21	Leadership Development for Women Managers/officers of Cooperative Banks	3 days	25	17.07.2017	19.07.2017	Urban Cooperative Banking	Mrs. V. M. Bhagawati
22	Programme for Passing Officers of Cooperative Banks	3 days	25	19.07.2017	21.07.2017	Banking	Dr. Jyotsna Dhavle
23	Programme on Marketing of Fish and Fish Products for the Fishery Cooperatives.	3 days	25	24.07.2017	26.07.2017	Fishery Cooperatives	Shri N.B. Prasad
24	Programme on Financial Statement Analysis for Co-operative Banks	2 days	25	28.07.2017	29.07.2017	Co-op. Credit and Banking	Dr. M. R. Joshi

<b>August, 2017</b>							
Sr. No.	Name of the Programme	Duration ( in weeks)	Capacity	From	To	Sector	Programme Coordinator
25	Programme on eKYC and CKYC	3 days	25	01.08.2017	03.08.2017	Banking	Dr.D.A. Divekar
26	Distribution of Cold Dairy products- Marketing distribution System for Marketing officers of Dairy Cooperatives	3 days	25	03.08.2017	05.08.2017	Dairy Coop.	Shri J. E. Patki
27	Programme on Taxation for Sugar Cooperative Factory	3 days	25	07.08.2017	09.08.2017	Processing Cooperatives	Mrs. V. M. Bhagawati
28	Programme on Accounts, Reports and Returns to be submitted to RBI by Urban Co-operative Banks	3 days	25	09.08.2017	11.08.2017	Urban Co-operative Banking	Dr. M. R. Joshi
29	Training Programme on practical approach for attachment and execution of properties as per securitization Act, and MCS Act 49, 91, 101, 155, 156 and Rule 107	3 days	25	22.08.2017	24.08.2017	Cooperative Banking	Shri N.B. Prasad

30	Programme for Officers /staff from Clearing Department of Cooperative Banks	3 days	25	28.08.2017	30.08.2017	Banking	Dr. Jyotsna Dhavle
31	Training Programme for Admin/HR Managers/Officers of Cooperative Banks	3 days	25	28.08.2017	30.08.2017	Co-op. Banking	Mrs. V. M. Bhagawati

<b>September, 2017</b>							
Sr. No.	Name of the Programme	Duration ( in weeks)	Capacity	From	To	Sector	Programme Coordinator
32	Programme on NPA and Recovery Management for the SROs of Cooperative Banks	3 days	25	11.09.2017	13.09.2017	Urban Cooperative Banking	Shri N.B. Prasad
33	Leadership Development Programme for Chairman /Directors of Labour Cooperative Federation ( Spot Programme )	3 days	25	13.09.2017	15.09.2017	Labour Cooperatives	Shri J. E. Patki
34	Programme on Network monitoring , Help Desk and IT Assets Management through Software tools	3 days	25	14.09.2017	16.09.2017	Intersectoral	Dr.D.A. Divekar
35	Programme on Business Promotion & Attitudinal Change for Officers of Cooperative Banks	3 days	25	18.09.2017	20.09.2017	Cooperative Banking	Mrs. V. M. Bhagawati
36	Programme on Retail Banking & Use of Information Technology	3 days	25	25.09.2017	27.09.2017	Banking	Dr. Jyotsna Dhavle
37	Programme on 97 <sup>th</sup> Amendment for Cooperative Societies	2 days	25	27.09.2017	28.09.2017	Co-op.Law, Practice & Allied Laws	Shri J. E. Patki

<b>October, 2017</b>							
Sr. No.	Name of the Programme	Duration ( in weeks)	Capacity	From	To	Sector	Programme Coordinator
38	Workshop on Personality Development for officers /Staff of Cooperative Organizations	1 day	25	07.10.2017	--	Intersectoral	Dr. Jyotsna Dhavle
39	Programme on Cash Management for cashiers of Urban Cooperative Banks	3 days	25	09.10.2017	11.10.2017	Urban Cooperative Banking	Mrs. V. M. Bhagawati
40	Programme on Information Technology and Information Security Policy	3 days	25	10.10.2017	12.10.2017	Intersectoral	Dr.D. A Divekar
41	Programme for Milk Producers Members (Farmer) of Dairy Coop. (Spot Programme)	2 Days	25	24.10.2017	25.10.2017	Dairy Cooperatives	Shri J. E. Patki
42	Programme on Preventive Vigilance for Co-operative Banks	3 days	25	25.10.2017	27.10.2017	Co.op. Banking	Dr. M. R. Joshi

<b>November, 2017</b>							
Sr. No.	Name of the Programme	Duration ( in weeks)	Capacity	From	To	Sector	Programme Coordinator
43	Programme on E-Tender /E-Auction and E- Procurement	2 days	25	01.11.2017	02.11.2017	APMC	Dr.D.A. Divekar
44	Programme on NPA and Recovery Management for the SROs of Urban Cooperative Credit Societies	3 days	25	06.11.2017	08.11.2017	Credit Cooperative Societies	Shri N.B. Prasad
45	Programme on Innovative Banking for Urban Cooperative Credit Societies	3 days	25	13.11.2017	15.11.2017	Urban Co-op. Credit Societies	Shri J. E. Patki
46	Programme on Co-operative Banking in the digital Revolution	3 days	25	20.11.2017	22.11.2017	Banking	Dr. Jyotsna Dhavle
47	Programme on Internal Checks & Control for Co- operative Banks	3 days	25	27.11.2017	29.11.2017	Co-op. Bnaking	Dr. M. R. Joshi

<b>December, 2017</b>							
Sr. No.	Name of the Programme	Duration ( in weeks)	Capacity	From	To	Sector	Programme Coordinator
48	Programme on Credit Management, Credit monitoring & Special focus on Recovery and NPA Management	3 days	25	04.12.2017	06.12.2017	Urban Cooperative Banking	Mrs. V. M. Bhagawati
49	Leadership Development Programme for Women Directors of Cooperatives (Outstation)	3 days	25	06.12.2017	08.12.2017	Inter-Sectoral	Dr. Jyotsna Dhavle
50	Programme on Automation of Primary Agricultural Credit Cooperative Societies (PACS)	3 days	25	14.12.2017	16.12.2017	PACS	Dr.D.A.Divekar
51	Programme on Business Development through Share Market in IT Environment for Urban Cooperative Banks	3 days	25	18.12.2017	20.12.2017	Urban Cooperative Banks	Shri J. E. Patki
52	Programme on Prudential Norms for Urban Cooperative Credit Societies	3 days	25	27.12.2017	29.12.2017	Urban Credit Cooperatives	Shri N. B. Prasad
53	Programme on Bank Marketing and Customer Relationship Management - focus on new technology	3 days	25	28.12.2017	30.12.2017	Co-op. Banking	Dr.M. R. Joshi

<b>January, 2018</b>							
Sr. No.	Name of the Programme	Duration ( in weeks)	Capacity	From	To	Sector	Programme Coordinator
54	Programme on XBRL based reporting	2 days	25	02.01.2018	03.01.2018	Banking	Dr.D.A. Divekar

55	Workshop on Best Practices for Urban Cooperative Banks	3 days	25	04.01.2018	06.01.2018	Consumer & Marketing Cooperatives	Mrs. V. M. Bhagawati
56	Programme on Accounting System for the Employees of District Labour Federation	2 days	25	08.01.2018	09.01.2018	Labour Cooperatives	Shri J. E. Patki
57	Programme on Advanced MS-Excel	3 days	25	18.01.2018	20.01.2018	Inter-Sectoral	Dr. D. A. Divekar
58	Programme on Credit Appraisal and Documentation for pre and post sanction of Loans and Advances for Cooperative banks	3 days	25	22.01.2018	24.01.2018	Urban Cooperative Banking	Shri N.B. Prasad
59	Seminar on NPA Management & Use of Technology	2 days	25	30.01.2018	31.01.2018	Banking	Dr. Jyotsna Dhavle

<b>February, 2018</b>							
Sr. No.	Name of the Programme	Duration (in weeks)	Capacity	From	To	Sector	Programme Coordinator
60	Programme on Credit Management, Credit Monitoring special Focus on NPA Management for Multi State Urban Credit Coop. Societies	3 days	25	05.02.2018	07.02.2018	Multistate Urban Credit Coop.	Mrs. V. M. Bhagawati
61	Leadership Development Programme for Dairy Cooperative (Outstation)	3 days	25	07.02.2018	09.02.2018	Dairy	Shri J. E. Patki
62	Leadership Development Programme for the Board of Directors on impact of Demonetization on Cooperative Banks	3 days	25	12.02.2017	14.02.2017	Coop. Banking	Shri N.B. Prasad
63	Seminar on MTS staff of Cooperative Organization	2 day	25	16.02.2018	17.02.2018	Inter-Sectoral	Dr. Jyotsna Dhavle
64	Training Programme on Capacity Building for Class III employees of Office of Commissioner for Cooperation, Directorate of Marketing and Commissionerate of Sugar, Government of Maharashtra	3 days	25	19.02.2018	21.02.2018	Cooperation	Dr. M.R. Joshi
65	Office Automation –Word, Excel, PowerPoint and use of Internet /Email	3 days	25	19.02.2018	21.02.2018	Inter-Sectoral	Dr. D. A. Divekar
66	Programme on Legal Provisions for Recovery and NPA Management as per Cooperative Societies Act and RBI directives	3 days	25	21.02.2018	23.02.2018	Coop. Banking	Shri N.B. Prasad

<b>March, 2018</b>							
Sr. No.	Name of the Programme	Duration ( in weeks)	Capacity	From	To	Sector	Programme Coordinator
67	Seminar on Banking on Business Correspondent Model for Financial Inclusion for Coeoprative Banks	1 day	25	08.03.2018	--	Banking	Dr. Jyotsna Dhavle
68	Training Programme for the employees of Poornawadi Nagarik Sahakari Bank Ltd., Beed	2 days	25	08.03.2018	09.03.2018	Banking	Mrs. V. M. Bhagawati
69	Leadership Development Programme for Board of Directors of Cooperative Banks (Outstation)	3 days	25	12.03.2018	14.03.2018	Banking	Dr. M. R.Joshi

Summary of the Calendar of Training Programmes for the year  
2017-2018

Sr. No.	Name of the Programme	No. of Programme
01	Long Term	5
02	Short Term	69
03	<b>Total</b>	<b>74</b>

\*\*\*\*\*

**Dr. Vitthalrao Vikhe Patil, Institute of Cooperative Management, Pune**  
**Proposed Training Programmes for 2017-2018 of the**  
**Goa State Cooperative Union Ltd, Goa**

<b>Sl. No.</b>	<b>Name of the Programme</b>	<b>No. of Days</b>	<b>Month</b>
01	Training Programme on “Management Motivation and Customer relationship for the employees of consumer & V.K.S.S. Societies	3 days	April, 2017
02	Training Programme on “Loaning and recovery operation “ of Urban Cooperative Banks and Urban Cooperative Credit Societies	3 days	April, 2017
03	Training Programme on “Management and Accounting Practice” for Secretaries/Accountants of Salary Earners Cooperative Credit Societies	3 days	May, 2017
04	Training Programme on “Loan Documentation and Legal Formalities” for Urban Cooperative Credit Societies	3 days	May, 2017
05	Training Programme on “Business Development “for the Managing Committee Members of Consumer and V.K.S.S. Societies	3 days	June,2017
06	Training Programme on “Income TaxAct, Service Tax, Fringe Benefit Tax. VAT and N.P.A. for the Employees of Urban Credit Societies	3 days	June, 2017
07	Training Programme on Registration, Management, Working of Urban Cooperative Credit Societies for the staff of Urban Cooperative Credit Societies /Urban Cooperative Banks	3 days	July, 2017
08	Training Programme on “Securitization Asset, Liability & KYC” for Urban Cooperative Banks	3 days	July, 2017
09	Training Programme on”N. P. A. and Recovery Management for the Employees of Urban Cooperative Credit Societies/Urban Cooperative Banks	3 days	August, 2017
10	Training Programme on “Management Development” for the Management Committee Members of Salary Earners Cooperative Credit Societies	3 days	August, 2017
11	Training Programme on Maintenance of Books af Accounts, Drawing of Balance Sheet and Statement of Accounts for the Secretaries /employees and also office bearers of Dairy Cooperative Societies	3 days	September, 2017
12	Training Programme on” Management and Accounting Practice for Salary Earners Cooperative Credit Societies	3 days	September, 2017
13	Training Programme on “ Salesmanship & sales promotion” for the Employees of Consumer and V.K.S.S. Societies	3 days	October, 2017
14	Management Development Programme For Managing Committee Members of Housing Cooperative Societies	2 days	October, 2017
15	Training Programme on “Types of Business for SHG and recent Development in the field o SHG”	1 day	November, 2017



16	Entrepreneurship Awareness Camp for SHG	1 day	November, 2017
17	Training Programme for Employees of Goa Bagayatdar Sahakari K.V.Society Ltd., Ponda & Goa State Cooperative Marketing & Supply Federation Ltd., Panaji	1 day	December, 2017
18	Training Programme on “Management and Accounting Practice for Salary Earners Cooperative Credit Societies	3 days	December, 2017
19	Training Programme on Management for Dairy Cooperatives	3 days	January, 2018
20	Training Programme on “Management Development “for the Board of Directors of Urban Cooperative Credit Societies/Urban Banks.	3 days	January, 2018
21	Training Programme on “Salesmanship & Sales Promotion” for the Employees of Consumers and V.K.S.S. Societies	3 days	February, 2018
22	Entrepreneurship Awareness Camp for SHG	1 day	February, 2018
23	Leadership Development Programme for Directors of PACS and Consumers Cooperative Societies	3 days	March, 2018
24	Entrepreneurship Awareness Camp for SHG	1 day	March, 2018

\*\*\*\*\*