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**SURYAKANTHI TRIPATHI**  
**ADDITIONAL SECRETARY**  
(ECONOMIC RELATIONS)

**MINISTRY OF EXTERNAL AFFAIRS**  
**NEW DELHI – 110 011**

March 21, 2005

**FOREWORD**

The Technical Cooperation Division of the Ministry of the External Affairs, Government of India, has the pleasure to bring to you the enclosed compilation of training institutes in India as well as the course being organized by the Ministry of External Affairs, Government of India, for the civilian training of foreign nominees under the Indian Technical and Economic Cooperation (ITEC) and Special Commonwealth Africa Assistance Programme (SCAAP) during the year 2005-2006

The entire cost of training under these schemes, including the return international airfare, tuition fees, accommodation, emergency medical treatment, stipend, book allowances and study tour, is borne by the Ministry of External Affairs.

This publication contains information about the courses offered by the Institutes of national importance. More details about the Institutes are available on their respective websites. The brochures of the Institutes are available with the Indian Missions abroad.

I hope this training brochure will serve as a useful reference document to prospective participants.

(Suryakanthi Tripathi)

# Annexure I (Category 'B' Institutes)

## 1. Administrative Staff College of India

Address : Bella Vista, Raj Bhavan Road, Hyderabad – 500 064  
Telephone : +91-40-23310952  
Fax : +91-40-23312954  
E-mail : [poffice@asci.org.in](mailto:poffice@asci.org.in)  
Accommodation : Hostel  
Eligibility : Knowledge of cross-functional/general management responsibilities (desirable but not necessary). Designations in the past included Directors, Vice Presidents, General Managers, Deputy General Manager, Chief Managers etc. Organisational sponsorship is essential.  
Contact person : T Sheshaiah, Programme Officer  
Website Address : [www.asci.org.in](http://www.asci.org.in)

S.No.	Name of the Course	Duration	From	To
1.	General Management Programme for Senior Executives	5 weeks	06/06/05	02/07/05
2.	General Management Programme for Senior Executives	5 weeks	09/01/06	03/02/06

## 2. Aptech Limited

Address : A-13, Main Ring Road South Extension, Part- 1 New Delhi- 110049  
Telephone : +91-011-51646648/49/50/51  
Fax : ++91-011-51646648/49/50/51  
E-mail : [rajeshi@aptech.ac.in](mailto:rajeshi@aptech.ac.in)  
Accommodation : Hotel  
Eligibility : Junior & Middle Level officers or Executives. Prior knowledge of Computers (Desirable but not necessary).  
Contact person : Mr. Pramod Khera

S.No.	Name of the Courses	Duration	From	To
3.	Certificate of Proficiency in Basics of Computing	6 Weeks	08/08/05	17/09/05
4.	Certificate of Proficiency in Client Server Computing (VB Track)	6 Weeks	05/09/05	15/10/05
5.	Certificate of Proficiency in Web Designing	6 Weeks	05/09/05	15/10/05
6.	Certificate of Proficiency in Networking	6 Weeks	10/10/05	19/11/05
7.	Certificate of Proficiency in Advance Programming	6 Weeks	31/10/05	10/12/05

## 3. Bureau of Parliamentary Studies & Training

Address : Lok Sabha Secretariat, Sansadiya Gyanpeeth (Parliament Library Building) Parliament House Complex, Pandit Pant Marg, New Delhi- 110 001

Telephone : +91-11-23034588/23034589/23034563/23034595  
 Fax : +91-11-23015293  
 E-mail : [bpst@sansad.nic.in](mailto:bpst@sansad.nic.in)  
 Accommodation : Hotel  
 Eligibility : (i)Senior Parliamentary officials officials covered under Itec/Scaap Scheme (ii) Senior Parliamentary / Government Officials who are Law Graduates  
 Contact person : Shri G. C. Malhotra, Secretary-General, Lok Sabha  
 Website Address : [www.parliamentofindia.nic.in/bpst/bpst.html](http://www.parliamentofindia.nic.in/bpst/bpst.html)

S.No.	Name of the Courses	Duration	From	To
8.	Parliamentary Internship Programme for Foreign Parliamentary Officials	7 Weeks	06/10/05	26/11/05
9.	International Training Programme in Legislative Drafting	10 Weeks	08/12/05	10/02/06

#### 4. Comptroller and Auditor General of India

Name of organization : International Centre for Information & System Audit  
 Address : A-52, Sector 62, Institutional Area, Phase-II, Noida (UP)  
 Telephone : +91-120-2400046/2400129  
 Fax : +91-120-2400041  
 E-mail : [gautamguha@icisacag.com](mailto:gautamguha@icisacag.com)  
 Accommodation : Hostel  
 Eligibility : Middle & Senior level officers of the Supreme Audit Institutions or Internal auditors of the ministries having audit background and sufficient experience related to topic of the course.  
 Contact person : Ms. Shovana Narayan , Director General (Research, IT Audit & Training.)  
 Website Address : <http://www.cagindia.org>

S.No.	Name of the Courses	Duration	From	To
10.	Audit of Public Sector Enterprises	5 weeks	08/08/05	07/09/05
11	Auditing in Information Technology	5 weeks	19/09/05	18/10/05
12	Performance Audit	5 weeks	28/11/05	27/12/05
13	Audit of Public Works & Projects	4 weeks	09/01/06	08/02/06
14	Auditing in EDP Environment – Challenges for SAIs	4 weeks	27/02/06	28/03/06

#### 5. Entrepreneurship Development Institute of India

Address : Ahmedabad (near/village Bhat via Ahmedabad Airport & Indira Bridge), P.O. Bhat – 382 428, Gujarat  
 Telephone : 91-79-23969153/23969158-159/23969163  
 Fax : 91-79-23969164/23969160  
 E-mail : [ediindiaad1@sancharnet.in](mailto:ediindiaad1@sancharnet.in)  
 Accommodation : Hostel  
 Eligibility : (i) for those who like to teach in colleges universities & business scools. (ii) Managers, executives, owners of SMEs (iii) bankers, appraisal officers, development officers consultants and entrepreneurs.(iv) Ngo functionaries involved in promotion of micro enterprises  
 Contact person : Shri Lalitha Krishnan, Manager (Plan Coordination)  
 Website Address : [www.ediindia.org](http://www.ediindia.org)

<b>S.No.</b>	<b>Name of the Course</b>	<b>Duration</b>	<b>From</b>	<b>To</b>
15.	Faculty Development Programme in Entrepreneurship	6 weeks	09/01/06	17/02/06
16	Management Education Programme	6 weeks	19/09/05	28/10/05
17	Industrial Project Preparation & Appraisal and financial & Economic Analysis of Industrial and Infrastructure Projects through UNIDO's Software viz., COMFAR-III Expert	6 weeks	20/02/06	31/03/06
18	Training Programme for Capacity Building in the area of "Micro Enterprise & Micro Finance Development"	6 weeks	07/11/05	16/12/05
19	Small Business Promoter's Programme	6 weeks	07/11/05	16/12/05
20	Gender Centric Entrepreneurship & Economic Development	6 weeks	30/01/06	10/03/06

## 6. Human Settlement Management Institute

Address : HUDCO House, Lodhi Road, New Delhi – 110 003  
 Telephone : +91-11-24369534/24369535,24368501,24368418  
 Fax : +91-11-24365292  
 E-mail : edhsmi@vsnl.net  
 Accommodation : Hostel  
 Eligibility : For senior/middle level administrators, officers, provincial and city governments, urban management professionals, urban designers, community development professionals, health workers and technologists, non-government organisations.  
 Contact person : Shri Rajan Kumar, Executive Director.

<b>S.No.</b>	<b>Name of the Courses</b>	<b>Duration</b>	<b>From</b>	<b>To</b>
21.	Urban Development Management: Perspective and Possibilities	8 Weeks	20/10/05	14/12/05
22	Urban Infrastructure Planning and Management	6 Weeks	09/02/06	22/03/06

## 7. Institute of Government Accounts Finance

Address : Block-IV, JNU Old Campus, New Delhi – 110 067  
 Telephone : +91-11-26184031/26174184/26102072  
 Fax : +91-11-26105378  
 E-mail : director@ingaf.org  
 Accommodation : Hostel  
 Eligibility : Government officials from the Ministry of Finance handling budget & Accounts with 5-10 years work experience. Should be graduated from a recognised university. No person from private sector will be admitted.  
 Contact person : Mr. H.N. Nayer  
 Website Address : [www.ingaf.org](http://www.ingaf.org)

<b>S.No.</b>	<b>Name of the Courses</b>	<b>Duration</b>	<b>From</b>	<b>To</b>
23	Government Accounts and Financial Management	2 Weeks	02/01/06	13/01/06
24	Government Accounts and	2 weeks	06/03/06	17/03/06

	Financial Management			
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### 8. Indian Institute of Mass Communication

Address : Aruna Asaf Ali Marg, JNU New Campus, New Delhi  
 Telephone : +91-11-26187092  
 Fax : +91-11-26166532  
 E-mail : bpsanjay@hub.com  
 Accommodation : Hostel  
 Eligibility : Graduates with 3 years experience as journalist in news agency, print or electronic media. Proficiency in English necessary.  
 Contact person : Mr. B P Sanjay, Director.  
 Website Address : <http://www.iimc.nic.in>

S.No.	Name of the Courses	Duration	From	To
25	Diploma Course in Development Journalism	16 Weeks	Jan 06	Apr 06
26	Diploma Course in Development Journalism	16 Weeks	Aug 05	Nov 05

### 9. International Management Institute

Address : B-10, Tara Crescent, Qutab Institutional Area, New Delhi – 110 016  
 Telephone : +91-11-26963519/26961437,26529237/38  
 Fax : +91-11-26867539  
 E-mail : himadri.das@imi.edu  
 Accommodation : Hostel in double occupancy.  
 Eligibility : Senior officers and managers of the public system organizations who have been identified to play a lead role in the management of the economic development of their country. Bachelors degree having a minimum of two years post degree full time experience at executive level in a large organisation/own business. Preferably below 26 years of age. High proficiency in spoken and written language.  
 Contact person : Dr. Himadri Das, Professor & Program Director  
 Website Address : <http://www.imi.edu>

S.No.	Name of the Courses	Duration	From	To
27	Post graduate programme in International management	36 Weeks	July 2005	June 2006

### 10. Institute of Secretariat Training & Management

Address : Administrative Block, JNU Campus (Old), Olof Palme Marg, New Delhi – 110 067  
 Telephone : +91-11-26164182, 26180589,26108946, 26175590  
 Fax : +91-11-26104183  
 E-mail : istm@nic.in, istmdelhi@hotmail.com  
 Accommodation : Hostel  
 Eligibility : Senior staff/faculty members of the National Training Institutions Specifically concerned with the conducted of training programmes for

administrative and managerial grades. Senior officers who are responsible for managing the training functions, concerning formulations, co-ordination, implementation & evaluation of training programmes.

Contact person : Shri R K Saini, Director  
Website Address : [www.istm.gov.in](http://www.istm.gov.in)

S.No.	Name of the Courses	Duration	From	To
28	International Training of Trainers Course	6 Weeks	07/11/05	16/12/05

### 11. National Institute of Bank Management

Address : NIBM Post Office, Kondhwe Khurd, Pune – 411 048  
Telephone : +91-020-26833080-87  
Fax : +91-020-26834478  
E-mail : [director@nibmindia.org](mailto:director@nibmindia.org)  
Accommodation : Hostel  
Eligibility : Senior and middle level executives of central banks, development banks, development finance corporations, commercial banks and cooperative institutions and government officials engaged in development planning activities.  
Contact person : Dr. Asish Saha, Director  
Website Address : <http://www.nibmindia.org>

S.No.	Name of the Courses	Duration	From	To
29	International Program in Banking for Development	2 weeks	10/01/06	24/01/06
30	International Program in Banking & Finance	4 weeks	21/11/05	17/12/05
31	International Programme in Finance and Development – A paradigm Shift	2 weeks	25/04/05	07/05/05

### 12. National Institute of Educational Planning & Administration

Address : 17-B, Sri Aurobindo Marg, New Delhi – 110 016  
Telephone : +91-11-26861913,26863070,26515472 (D)  
Fax : +91-11-26853041,26865180  
E-mail : [idepa@vsnl.com](mailto:idepa@vsnl.com), [niepa@vsnl.com](mailto:niepa@vsnl.com)  
Accommodation : Hostel  
Eligibility : Senior/middle level officers connected with educational planning & Administration. Educational officers working at the national, provincial, district or institutional level. Heads of educational institutions, regional & district education departments, functionaries working in the university system, teachers training colleges & officials below 50 years of age.  
Contact person : Prof. M. Mukhopadhyay, Director  
Website Address : <http://www.niepa.org>

S.No.	Name of the Courses	Duration	From	To
32	International diploma in Educational Planning & Administration – XXII	12 weeks	01/02/06	30/04/06

### 13. NIIT Limited

Address : C-1/30, S.D.A., Aurobindo Marg, New Delhi -110016  
 Telephone : +91-11-26510463,26864931,9810296829  
 Fax : +91-11-26527498  
 E-mail : rahula@niit.com, svikas@niit.com  
 Accommodation : Hotel  
 Eligibility : Junior, Middle or Senior level officers or executives. Prior knowledge of computers is Desirable but not necessary.  
 Contact person : Mr. Rahul Agarwal, Regional Manager- Enterprise learning Solution  
 Website Address : <http://www.niit.com>

S.No.	Name of the Courses	Duration	From	To
33.	Certificate in Office Tools and e-Commerce (COE)	6 weeks	27/06/05	05/08/05
34	Certificate in Advanced Networking Technology (CANT)	6 weeks	27/06/05	05/08/05
35	Certificate in Software Development Techniques	6 weeks	27/06/05	05/08/05
36	Certificate in Office Tools and e-Commerce (COE)	6 weeks	22/08/05	30/09/05
37	Certificate in Advanced Networking Technology (CANT)	6 weeks	22/08/05	30/09/05
38	Certificate in Software Development Techniques	6 weeks	22/08/05	30/09/05
39	Proficiency in English Language and Basic IT Skills	8 weeks	22/08/05	14/10/05
40	Certificate in Office Tools and e-Commerce (COE)	6 weeks	24/10/05	02/12/05
41	Certificate in Advanced Networking Technology (CANT)	6 weeks	24/10/05	02/12/05
42.	Certificate in Software Development Techniques	6 weeks	24/10/05	02/12/05
43	Proficiency in English Language and Basic IT Skills	8 weeks	24/10/05	16/12/05
44.	Certificate in Office Tools and e-Commerce (COE)	6 weeks	23/01/06	03/03/06
45.	Certificate in Advanced Networking Technology (CANT)	6 weeks	23/01/06	03/03/06
46.	Certificate in Software Development Techniques	6 weeks	23/01/06	03/03/06

#### 14. National Institute of Pharmaceutical Education & Research

Address : Sector 67, S.A.S. Nagar (Mohali) – 160 062, Punjab  
Telephone : +91-0172-2214682/2214683  
Fax : +91-0172-2214692  
E-mail : registrar@niper.ac.in  
Accommodation : Hostel  
Eligibility : Personnel from Regulatory authorities, quality control laboratories, regulatory departments of pharmaceutical industry & faculty in academic institutions.  
Contact person : Shri Subrata Sarkar, Registrar  
Website Address : [www.niper.nic.in](http://www.niper.nic.in)

S.No.	Name of the Course	Duration	From	To
47	Development, Scale up and production of biopharmaceuticals	3 weeks	05/09/05	25/09/05

#### 15. National Institute of Rural Development

Address : Rajendra Nagar, Hyderabad – 500 030  
Telephone : +91-040-24008401 & 24008501  
Fax : +91-040-24015277 & 24008502  
E-mail : ddgoffice@nird.gov.in  
Accommodation : Hostel  
Eligibility : High level policy makers/executives working in RS & Executives of Integration NGO's. Senior level policy makers, executives, administrators, bankers academics and corporate sector as well as Voluntary Sector representatives having interest in sustainable agriculture and rural development.  
Contact person : Shri Lalit Mathur, IAS Director General  
Website Address : <http://www.nird.org>

S.No.	Name of the Courses	Duration	From	To
49	Rural Micro Enterprises Development	4 weeks	09/11/05	07/12/05
50	Strategies for Sustainable Agriculture & Rural development	4 weeks	02/01/06	01/02/06
51	Micro Planning for poverty reduction & Balanced development	4 weeks	17/01/06	13/02/06
52	Information technology for Rural Development	4 weeks	02/02/06	03/03/06
53	Geoinformatics (GIS,GPS, Remote Sensing) Application in Rural Development	6 weeks	20/02/06	31/03/06
54	Behavioral and Organizational Development Dimensions in Rural Reconstruction	3 weeks	19/01/06	08/02/06

## 16. Research & Information System for the Non-aligned and Other Developing Countries

Address : Core IV-B, 4<sup>th</sup> Floor, India Habitat Centre, Lodhi Road,  
New Delhi – 110 003  
Telephone : +91-11-24682177-2180  
Fax : +91-11-24682173/24682174  
E-mail : dgoffice@ris.org.in  
Accommodation : Hotel  
Eligibility : Journalists, Diplomats and Academicians interested in foreign affairs and  
diplomacy.  
Contact person : Dr. Nagesh Kumar, Director General  
Website Address : <http://www.ris.org.in>

S.No.	Name of the Courses	Duration	From
55	Visiting Research Fellowships in International Economic Issues & Development Policy Research	4 weeks	November, 2005

## 17. RITES

Address : Training Division, 5<sup>th</sup> Floor (Right Wing), RITES Bhawan 1, Sector 29,  
Gurgaon – 122 001 (Haryana)  
Telephone : +91-124-2571666  
Fax : +91-124-2571660  
E-mail : [ritestrng@yahoo.co.in](mailto:ritestrng@yahoo.co.in), gmtrg@rites.com  
Accommodation : Hostel  
Contact person : Shri Ravinder Gupta, General Manager (Training)  
Website Address : [www.rites.com](http://www.rites.com)

S.No.	Name of the Course	Duration	From	To
<b>I</b>	<b>Management Development Courses at Railway Staff College, Vadodara for middle, Senior &amp; Junior level executives. Eligibility: University Degree/Diploma.</b>			
56.	Management Development Programme	5 Weeks	15/07/05	15/08/05
57.	Management Development Programme	5 Weeks	19/08/05	20/09/05
58.	Management Development Programme	5 Weeks	16/09/05	18/10/05
59.	Management Development Programme	5 Weeks	11/11/05	13/12/05
60.	Advance Management Programme	5 Weeks	02/09/05	04/10/05
61.	Advance Management Programme	5 Weeks	18/11/05	20/12/05
<b>II</b>	<b>Professional Courses for Railway Mechanical Engineers and Supervisors at Indian Railways Institute of Electrical &amp; Mechanical Engineering, Jamalpur. Eligibility: Degree/Diploma in Mechanical Engineering</b>			
62.	Integrated Course (Workshop, Loco, C&W)	9 Weeks	17/06/05	16/08/05
63.	Integrated Course (Workshop, Loco, C&W)	9 Weeks	21/10/05	20/12/05
64.	SAG Professional Management Programme	4 weeks	25/11/05	20/12/05
65.	Diesel Locomotive Refresher Course	7 weeks	23/12/05	07/02/06
66.	Diesel Locomotive Maintenance Course	7 weeks	24/02/06	11/04/06

67.	Mandatory Course – Chemists and Metallurgists	5 weeks	25/11/05	27/12/05
<b>III Professional Courses for Railway Civil Engineers at Indian. Railways Institute of Civil Engineering, Pune. Eligibility: Degree/Diploma in Civil Engineering</b>				
68	Sr. Professional Course P. Way	8 weeks	02/09/05	23/10/05
69.	Sr. Professional Course Bridge & General	5 weeks	02/12/05	03/01/06
70.	Integrated Initial Course	12 weeks	13/05/05	02/08/05
71.	Integrated Initial Course	12 weeks	05/08/05	25/10/05
72.	Integrated Initial Course	12 weeks	04/11/05	24/01/06
<b>IV Professional Courses for Railway Electrical Engineers at Indian Railways Institute of Electrical Engineering, Nasik Eligibility: Degree/Diploma in Electrical Engineering.</b>				
73.	Course on Power Electronics	4 weeks	27/05/05	21/06/05
<b>V Professional Courses for Railway Signal &amp; Telecommunication Engineers and Supervisors at Indian Railways Institute of Signal Engineering &amp; Telecommunication, Secunderabad Eligibility: Degree/Diploma in Mechanical/Electrical/ Electronics Engineering.</b>				
74.	Integration course (Signal to Tele.)	13 weeks	30/09/05	27/12/05
75.	Sr. Professional Course	5 weeks	09/09/05	11/10/05
76.	Integration Course (Tele. to Signal)	15 weeks	10/06/05	20/09/05
77.	Integration Course (Tele. to Signal)	15 weeks	23/12/05	04/04/06
78.	Refresher Course for Supervisor	5 weeks	26/08/05	27/09/05
79.	Refresher Course for Supervisor	5 weeks	30/12/05	31/01/06
80.	Refresher Course for Supervisor	5 weeks	27/01/06	28/02/06
<b>VI Professional Courses for Railway Supervisors involved in Train Operations, Commercial Management, Inspection and Maintenance of Permanent Way &amp; Civil Engineering works at Railway Zonal Training Centres, Udaipur, Trichy, etc., Eligibility: University Degree/Diploma in Civil Engineering.</b>				
81.	Commercial Management	9 weeks	18/11/05	17/01/06
82.	Train Operations	14 weeks	23/09/05	27/12/05

## 18. SIBIT

Address	: UGF, NBCC Place, Lodhi Road, Adj. To Jawahar Lal Nehru Stadium, New Delhi
Telephone	: +91-011-24367531,243635715
Fax	: +91-011-24367518,24367519
E-mail	: sibit@nhindia.com
Accommodation	: Hotel
Eligibility	: Junior and middle level officers or executives. Prior knowledge of computers (Desirable but not necessary).
Contact person	: Shivani Sahai, Head – SIBIT
Website Address	: <a href="http://www.nhindia.com">www.nhindia.com</a>

<b>S.No.</b>	<b>Name of the Courses</b>	<b>Duration</b>	<b>From</b>	<b>To</b>
83.	Certificate Course in Office Productivity	6 weeks	30/05/05	08/07/05
84	Certificate Course in Networking Design	6 weeks	30/05/05	08/07/05
85	Certificate Course in Web Designing	6 weeks	30/05/05	08/07/05
86	Certificate course in English with Office Automation Techniques	8 week	01/08/05	23/09/05
87	Certificate Course in Office Productivity	6 weeks	01/08/05	09/09/05
88	Certificate Course in Networking Design	6 weeks	01/08/05	09/09/05
89	Certificate Course in Web Designing	6 weeks	01/08/05	09/09/05
90	Certificate Course in Office Productivity	6 weeks	10/10/05	18/11/05
91	Certificate Course in Networking Design	6 weeks	10/10/05	18/11/05
92.	Certificate Course in Web Designing	6 weeks	10/10/05	18/11/05
93	Certificate course in English with Office Automation Techniques	8 weeks	28/11/05	20/01/06
94.	Certificate Course in Office Productivity	6 weeks	09/01/06	17/02/06
95	Certificate Course in Networking Design	6 weeks	09/01/06	17/02/06
96.	Certificate Course in Web Designing	6 weeks	09/01/06	17/02/06

### 19.TATA Infotech

Address	: 5, Sikandra Road, New Delhi – 110 001
Telephone	: +91-11-23070091-97
Fax	: +91-11-23389461
E-mail	: jagtar.singh@tatainfotech.com, tuhina.mukherjee@tatainfotech.com
Accommodation	: Hotel
Eligibility	: Junior & Middle level officers or executives. Prior knowledge of computers (Desirable but not necessary).
Contact person	: Mr. Jagtar Singh, Deputy General Manager
Website Address	: <a href="http://www.tatainfotecheducation.org">http://www.tatainfotecheducation.org</a>

<b>S.No.</b>	<b>Name of the Courses</b>	<b>Duration</b>	<b>From</b>	<b>To</b>
97	Certificate Course in Office Technologies and Internet Applications	6 weeks	18/05/05	28/06/05
98	Certificate Course in Web Application Development Using Java Technologies	6 weeks	18/05/05	28/06/05
99	Certificate Course in Mastering Enterprise Network using Windows 2000	6 weeks	18/05/05	28/06/05
100	Certificate Course in English Language, Soft skills & Basic IT	8 week	13/07/05	06/09/05
101	Certificate Course in Office Technologies and Internet Applications	6 weeks	13/07/05	23/08/05
102	Certificate Course in Web Application Development Using Java Technologies	6 weeks	13/07/05	23/08/05
103	Certificate Course in Mastering Enterprise Network using Windows 2000	6 weeks	13/07/05	23/08/05
104	Certificate Course in Office Technologies and Internet Applications	6 weeks	07/09/05	18/10/05
105	Certificate Course in Web Application Development Using Java Technologies	6 weeks	07/09/05	18/10/05
106	Certificate Course in Mastering Enterprise Network using Windows 2000	6 weeks	07/09/05	18/10/05
107	Certificate Course in Office Technologies	6 weeks	09/11/05	20/12/05

108	and Internet Applications Certificate Course in Web Application Development Using Java Technologies	6 weeks	09/11/05	20/12/05
109	Certificate Course in Mastering Enterprise Network using Windows 2000	6 weeks	09/11/05	20/12/05
110	Certificate Course in English Language, Soft skills & Basic IT	8 weeks	11/01/06	07/03/06

## 20. Technical Teachers' Training Institute

Address	: Taramani P.O., Chennai
Telephone	: 044-22541054, 22542959, 22541095
Fax	: 044-22541126
E-mail	: dir@nitttrc.ac.in
Accommodation	: Hostel
Eligibility	: Practising teachers, trainers, curriculum developers, planners administrators in technical & vocational education. 10 years of work experience required in teaching/training.
Contact person	: Dr. G.B. Jaiprakash Narain
Website Address	: <a href="http://www.nitttrc.ac.in">www.nitttrc.ac.in</a>

S.No.	Name of the Courses	Duration	From	To
111	Computer Applications in Education & Management	8 weeks	09/01/06	03/03/06
112	Environmental Protection, Management & Sustainable Development	8 weeks	19/01/06	18/03/06
113	Curriculum Design and Instructional Materials Development	8 weeks	01/11/05	23/12/05

## 21. V. V. Giri National Labour Institute

Address	: Sector-24, NOIDA, Distt. Gautam Budh Nagar, Uttar Pradesh
Telephone	: +91-0120-2411471,2411533
Fax	: +91-0120-2411474,2411536
E-mail	: vvgnli@vsnl.com
Accommodation	: Hostel
Eligibility	: University graduates who have worked as labour officers & union leaders with 5-10 years of work experience.
Contact person	: Shri Uday Kumar Verma, IAS, Director
Website Address	: <a href="http://www.vvanli.org">www.vvanli.org</a>

S.No.	Name of the Courses	Duration	From	To
114.	Labour Administration and Employment Relation in a Global Economy	3 Weeks	12/09/05	30/09/05
115	Programme on Prevention of HIV/AIDS at work place	2 Weeks	21/11/05	02/12/05
116	Programme on Leadership Development for Administrators	2 weeks	17/10/05	28/10/05

## Category 'C' courses

### 1. Bureau of Indian Standards

Address : A 20-21, Sector –62, Institutional Area, Noida 201301  
 Telephone : +91-120-2402201-05  
 Fax : +91-120-2402202/03  
 E-mail : [nitsqm@bis.org.in](mailto:nitsqm@bis.org.in); [hnits@bis.org.in](mailto:hnits@bis.org.in)  
 Accommodation : Hotel  
 Eligibility : Post-Graduates in science or graduates in engineering with minimum of 2 years of professional experience in the field of standardisation or quality control. Ordinarily not more than 45 years of age and medically fit with good health.  
 Contact person : Shri P k Gambhir, Scientist F & Head  
 Website Address : [www.bis.org.in](http://www.bis.org.in)

S.No.	Name of the Courses	Duration	From	To
1.	International Training Programme in Standardization & Quality Assurance for Developing Countries	8 weeks	10/10/05	02/12/05
2.	International Training Programme on Management Systems for Developing countries	4 Weeks	05/09/05	30/09/05

### 2. Centre for Development of Advanced Computing

Address : CDAC, A-34, Ph.VIII, Industrial Area, S.A.S. Nagar – 160 071 Mohali (Chandigarh)  
 Telephone : +91-0172-2237052-57  
 Fax : +91-0172-2237050/2237051  
 E-mail : [cedtm@cedtm.stpm.soft.net](mailto:cedtm@cedtm.stpm.soft.net)  
 Accommodation : Hostel  
 Eligibility : Junior/Middle level officers in government organisations, public sector enterprises, chamber of commerce and industry, research and scientific institutions. Officers from the Universities and technical colleges in management of computers and their applications. Nominations from technical and engineering background are preferred.  
 Contact person : Ms. Suneet Kheterpal Senior Design Engineer  
 Website Address : [www.cedtimohali.org](http://www.cedtimohali.org)

S.No.	Name of the Courses	Duration	From	To
1.	Repair & Maintenance of Telecom Terminal Equipment, PC & Peripherals.	12 Weeks	05/09/05	25/11/05
2.	Advanced course in Multimedia & Web Design	12 Weeks	05/09/05	25/11/05
3.	Computer Networks Engineering & Management	12 Weeks	23/01/06	14/04/06
4.	Advanced Diploma in Computer Aid Drafting and Designing	12 Weeks	23/01/06	14/04/06

5.	Repair, Servicing & Maintenance of Bio-Medical Equipment	8 Weeks	05/09/05	28/10/05
6.	Diploma in Linux for Network Applications	8 Weeks	31/10/05	23/12/05
7.	Training Program on Information and Network Security	8 weeks	28/11/05	21/01/06

### 3. Central Fertilizer Quality Control & Training Institute

Address	: Govt. of India, D/O Agriculture & Cooperation, N.H. IV, Faridabad – 121001, Haryana
Telephone	: +91-129-2414712/2418282/25418484
Fax	: +91-129-2414712
E-mail	: cfqcti@hub.nic.in
Accommodation	: Hostel
Eligibility	: Post graduate in chemistry/agricultural chemistry or graduate in agriculture/science with chemistry and working experience in the field of fertilizer marketing, distribution, enforcement or analysis. Adequate knowledge of English is essential
Contact person	: Dr. N. Tripathi

S.No.	Name of the Courses	Duration	From	To
1.	Training Programme on the Fertilizer Quality Control	5 Weeks	06/10/05	09/11/05

### 4. Central Food Technological Research Institute

Address	: International School of Milling Technology, Mysore – 570 020
Telephone	: +91-0821-2517730
Fax	: +91-0821-2517233
E-mail	: mbt@cscftri.ren.nic.in
Accommodation	: Hostel
Eligibility	: Degree/Diploma in engineering or technology or degree from recognized university or city and guild certificate in flour milling.
Contact person	: Dr. G. Venkateswara Rao

Website Address : [www.cftri.com](http://www.cftri.com)

S.No.	Name of the Courses	Duration	From	To
1.	XXV Flour Milling Technology Certificate Course	52 Weeks	16/08/05	July 2006

### 5. Central Institute of English & Foreign Languages

Address	: Hyderabad – 500 007, Andhra Pradesh
Telephone	: +91-040-27098131,27096554
Fax	: +91-040-27096554,27098402
E-mail	: hyd2_cieitp@sancharnet.in
Accommodation	: Hostel
Eligibility	: For professionals from any field.
Contact person	: Ms. Sachi Madhavan, Chief Coordinator ITP

S.No.	Name of the Course	Duration	From	To
1.	English for Professionals	12 weeks	23/06/05	14/09/05
2.	English for Professionals	12 weeks	22/09/05	14/12/05
3.	English for Professionals	12 weeks	05/01/06	29/03/06

## 6. Central Institute of Tool Design

Address	: A 1 to A 8, A.P.I.E., Balanagar, Hyderabad – 500 037, A.P.
Telephone	: +91-040-23772747/23772748
Fax	: +91-040-23772658
E-mail	: hyd2-citdtrg@sancharnet.in
Accommodation	: Hostel
Eligibility	: Degree/Diploma in mechanical engineering or its equivalent with experience in the relevant field of tool design.
Contact person	: Shri S Satyanarayana, Principal Director
Website Address	: www.citdindia.org

S.No.	Name of the Courses	Duration	From	To
1.	Design of Sheet Metal Forming Tools	10 Weeks	05/09/05	11/11/05
2.	Design of Die Casting & Plastic Processing Tools	10 Weeks	05/09/05	11/11/05
3.	3-d Modeling using Pro/ Engineer Software	10 Weeks	03/10/05	09/12/05
4.	Advanced Computer Aided Manufacturing	10 Weeks	31/10/05	06/01/06
5.	Advanced 3-D & Surface Modeling using CATIA	10 Weeks	05/12/05	10/02/06
6.	Advanced FEA/FEM using Ansys ( Structural and Thermal Analysis)	10 Weeks	09/01/06	17/03/06
7.	Cad/Cam (Auto Cad-2004, Master CAM 9.1)	10 Weeks	05/09/05	11/11/05
8.	Advanced Automation Technology with Pneumatics & Hydraulics	10 Weeks	05/12/05	10/02/06
9.	Sensor Technology for Automation	10 Weeks	01/08/05	07/10/05
10.	Programmable Logic Controllers for Advanced Automation	10 Weeks	05/09/05	11/11/05
11.	Mechatronics & its Applications	10 weeks	09/01/06	17/03/06

## 7. CMC Ltd.

Address	: 9th Floor, Shahpuri's Tower, C-58, Community Centre, Janakpuri, New Delhi – 110 058
Telephone	: +91-11-25534208/09,25509076,
Fax	: +91-11-25624211, 25534249
E-mail	: ent@jv.cmc.net.in
Accommodation	: Hotel

Eligibility : Junior level & Middle level officers or executives. Prior knowledge of computers (Desirable but not necessary).  
 Contact person : Ms Rina Singh  
 Website Address : <http://www.cmcltd.com>

S.No.	Name of the Courses	Duration	From	To
1.	Development, Implementation and Management of Computer Software Applications	12 weeks	27/06/05	16/09/05
2.	Development, Implementation and Management of Computer Software Applications	12 weeks	26/09/05	16/12/05
3.	Development, Implementation and Management of Computer Software Applications	12 weeks	02/01/06	24/03/06
4.	Computer Hardware & Networking	12 weeks	27/06/05	16/09/05
5.	Computer Hardware & Networking	12 weeks	02/01/06	24/03/06
6.	Advance Information Technology	6 weeks	08/08/05	16/09/05
7.	Essential Computer Skills for the e-World	6 weeks	27/06/05	05/08/05
8.	Essential Computer Skills for the e-World	6 weeks	26/09/05	04/11/05
9.	Essential Computer Skills for the e-World	6 weeks	02/01/06	10/02/06
10.	Website Design & Management	6 weeks	07/11/05	16/12/05
11.	Computer Hardware Maintenance & Troubleshooting	6 weeks	07/11/05	16/12/05
12.	Client Server Technologies	6 weeks	13/02/06	24/03/06
13.	English Speaking and Writing Skills	8 weeks	02/05/05	24/06/05
14.	English Speaking and Writing Skills	8 weeks	30/01/06	24/03/06

## 8. Central Poultry Training Institute

Address : Hessarghatta, Bangalore – 560 088, Karnataka  
 Telephone : +91-080-28466226/28466236  
 Fax : +91-080-28466444  
 E-mail : cpdosr@yahoo.com  
 Accommodation : Hostel  
 Eligibility : Degree in Vety./Animal science/Agriculture with specialisation.  
 Contact person :Mr. Majdood Ahmad

S.No.	Name of the Courses	Duration	From	To
1.	Marketing of Poultry & Poultry Products	6 Weeks	14/11/05	24/12/05
2.	Aflatoxin Assay	6 Weeks	02/05/05	10/06/05
3.	Aflatoxin Assay	6 Weeks	19/12/05	28/01/06
4.	Artificial Insemination and Hatchery Management	6 Weeks	16/08/05	24/09/05
5.	Poultry Production and Management of Breeder Stocks	6 Weeks	14/11/05	24/12/05
6.	Poultry management & farm Economics	6 weeks	06/06/05	16/07/05

## 9. Central Scientific Instruments Organisation

Address : Service & Maintenance Centre, CSIR Complex, 2<sup>nd</sup> Floor, Opp. Institute of Hotel Management, Pusa, New Delhi – 110 012  
Telephone : +91-11-25736290/25733794  
Fax : +91-11-25736290  
E-mail : nks28@rediffmail.com  
Accommodation : Hotel  
Eligibility : Graduate/Diploma in electronics/electrical/instrumentation Engineering or post graduates in physics with electronics as special subject or medical doctor having experience in maintenance of bio-medical equipment.  
Contact person : Dr. Pawan Kapoor  
Website Address : www.csio.org

S.No.	Name of the Courses	Duration	From	To
1.	Management Development Programme on Operation, Maintenance & Repair of Bio- Medical Equipment.	8 Weeks	14/09/05	08/11/05
2.	Management Development Programme on Operation, Maintenance & Repair of Analytical Equipment	8 Weeks	18/01/06	14/03/06

## 10. Fluid Control Research Institute

Address : Kanjikode West, Palghat – 678 623, Kerala  
Telephone : +91-491-2566120/2566119  
Fax : +91-491-2566326  
E-mail : fcrl@vsnl.com, fluidcontrol@sancharnet.in  
Accommodation : Hostel  
Eligibility : For technical personnel in petroleum, instrumentation, electrical, mechanical, chemical, industrial engineering working in water supply, water management and irrigation, process industry and other related fields. Degree in Engineering/Diploma with atleast 3 years experience.  
Contact person : Shri M. S. Konnur, Director  
Website Address : http://www.fcrlindia.com

S.No.	Name of the Courses	Duration	From	To
1.	Oil and Gas Flow measurement and Control Techniques and Standards	12 Weeks	24/05/05	24/08/05
2.	Flow Measurement & Control Techniques / Software in Industrial Process & Water Distribution System	12 Weeks	12/09/05	12/12/05
3.	Instrumentation & Control and Data Acquisition system in Fluid in Process & petroleum Engineering	8 Weeks	15/01/06	15/03/06

## 11. Institute of Applied Manpower Research

Address : Sector A-7, Institutional Area, Narela, New Delhi.  
Telephone : +91-11-27783468,27787080,25542952  
Fax : +91-11-27787034;27783467  
E-mail : iamr@vsnl.com  
Accommodation : Hostel  
Eligibility : Senior/Middle level officers, researchers, labour market analyst, executives and faculty engaged in academic institutions having at least 5 years work experience and should be proficient in spoken & written English.  
Contact person : Dr H Ramachandran

S.No.	Name of the Courses	Duration	From	To
1.	International Training Programme in Human Resource Planning and Development	8 Weeks	01/08/05	23/09/05
2.	International Training Programme in Manpower Research	8 Weeks	24/10/05	19/12/05
3.	Diploma in Human resource planning and Development	39 Weeks	01/02/06	31/10/06
4.	Master's Degree in Human Resource Planning and Development	52 Weeks	01/02/06	31/01/07

## 12. Institute of Government Accounts & Finance

Address : Block-IV, JNU Old Campus, New Delhi – 110 067  
Telephone : +91-11-26184031,26174184,26102072  
Fax : +91-11-26105378  
E-mail : director@ingaf.org  
Accommodation : Hotel  
Eligibility : Officials handling finance and account matters with 2-5 years experience should be a graduate.  
Contact person : Mr. B S Thapliyal, Addl. Controller General of Accounts & Director  
Website Address : [www.ingaf.org](http://www.ingaf.org)

S.No.	Name of the Courses	Duration	From	To
1.	Public Expenditure Management	2 Weeks	21/11/05	02/12/05

## 13. Indian Institute of Production Management

Address : Kansbahal, Distt. Sundargarh, Orissa – 770 034  
Telephone : +91-6624-280322/280948  
Fax : +91-6624-280122  
E-mail : info@iipm.ac.in, rkl\_mps@sancharnet.in  
Accommodation : Hostel  
Eligibility : Degree/Diploma in mechanical/electrical/metallurgical engineering with around 5-10 years of experience in industries in production control, automation, maintenance department.

Contact person : Shri M. P. Srivastava, Director  
Website Address : [www.iipm.ac.in](http://www.iipm.ac.in)

S.No.	Name of the Courses	Duration	From	To
1.	Maintenance Engineering & Management	10 Weeks	25/07/05	30/09/05
2.	Manufacturing Engineering & Management	10 Weeks	25/07/05	30/09/05
3.	Industrial Electronics & Instrumentation	10 Weeks	04/10/05	12/12/05
4.	Condition Based Maintenance	10 Weeks	04/10/05	12/12/05
5.	Management Development Programme	10 Weeks	10/01/06	20/03/06
6.	Power Plant Management	12 Weeks	10/01/06	03/04/06

#### 14. Indian Institute of Remote Sensing

Address : 4, Kalidas Road, P.B. No.135, Dehradun – 248 001  
Telephone : +91-135-2744583  
Fax : +91-135-2741987  
E-mail : dean@iirs.gov.in  
Accommodation : Hotel  
Contact person : Dr. P. S. Roy, Dean  
Website Address : [www.iirs-nrsa.org](http://www.iirs-nrsa.org)

S.No.	Name of the Courses	Duration	From	To
1.	Short Course on Geoinformatics	8 Weeks	18/07/05	09/09/05
2.	Short Course on Remote Sensing with Specialization in Digital Image Processing	8 Weeks	09/01/06	03.03.06

#### 15. International Statistical Education Centre

Address : Indian Statistical Institute, 203, B.T. Road, Calcutta – 700 108  
Telephone : +91-33-25752520-2522/25781834  
Fax : +91-33-25781834/25776680  
E-mail : isec@isical.ac.in  
Accommodation : Hostel  
Eligibility : Knowledge of mathematics (upto GCE ordinary level), graduates, below 35 years, having adequate statistical work experience and knowledge of English.  
Contact person : Dr. Manoranjan Pal, Member Secretary, Board of Directors  
Website Address : <http://www.isical.ac.in/~isec>

S.No.	Name of the Courses	Duration	From	To
1.	ISEC regular Course, 59 <sup>th</sup> Term	40 Weeks	01/06/05	31/03/06

## 16. JIS College of Engineering

Address : City Office – 20, B.T. Road, Kolkata – 700 002  
Telephone : +91-33-25839046/25834387  
Fax : +91-33-25289000, 25839046  
E-mail : jisnitengg@vsnl.com  
Accommodation : Hostel  
Eligibility : Middle level educational background (graduates preferred). Knowledge Of English (verbal & written), some experience in commerce or Industry desirable but not essential. Age limit not to exceed 50 years.  
Contact person : Shri R. K. Banerjee, Dy. Director (International Training)  
Website Address : [www.jiscollege.org](http://www.jiscollege.org)

S.No.	Name of the Courses	Duration	From	To
1.	Certificate Course on Non Conventional Energy Resources: Concepts & Prospects	10 weeks	17/10/05	24/12/05
2.	Diploma Course on Techno- Commercial Engineering	22 weeks	09/01/06	10/06/06

## 17. National Crime Records Bureau

Address : East Block-7, R. K. Puram, Sector-1, New Delhi – 110 066  
Telephone : +91-11-26101767/26172324/26176685  
Fax : +91-11-26180347/26186576/26197984  
E-mail : trgnrb@vsnl.com, training@ncrb.nic.in  
Accommodation : Hotel  
Eligibility : Middle level decision making police officers with atleast 10-12 years of service and having knowledge of English. Preferably be working as investigation officers/detectives or engaged in fingerprints identifications activities.  
Contact person : Shri Ramavtar Yadav, IPS Director  
Website Address : [www.ncrb.nic.in](http://www.ncrb.nic.in)

S.No.	Name of the Courses	Duration	From	To
1.	Information Technology in Law Enforcement	12 weeks	09/01/06	31/03/06
2.	Advanced Finger Print Science & Computers	12 weeks	09/01/06	31/03/06

## 18. National Institute of Entrepreneurship and Small Business Development

Address : A-23, Sector-62 (Institutional Area, Phase –II), NOIDA-201301 (U.P)  
Telephone : +91-120-2403051-62  
Fax : +91-120-2403057/62  
E-mail : rrsingh04@yahoo.com  
Accommodation : Hotel  
Eligibility : Senior Executives/Directors/Officials/Women entrepreneurs, Officials working in Industrial and small business development organisations, planning departments, financial institutions, commercial banks, research institutions, universities, NGOs or voluntary organisations, trainers or faculties from entrepreneurship promotion agencies. Adequate

knowledge of English is essential.  
 Contact person : Dr. Stuti Kacker , Executive Director

S.No.	Name of the Courses	Duration	From	To
1.	Small Business Planning and Promotion	8 Weeks	19/10/05	12/12/05
2.	Women and Enterprise Development A Trainer's/Promoter's Programme	8 Weeks	12/12/05	03/02/05
3.	Trainers Training on Entrepreneurship & Promotion of Income Generation Activities	8 Weeks	12/12/05	03/02/06
4.	Business Advisor's Training	8 Weeks	02/01/06	24/02/06
5.	Entrepreneurship for small Business Trainers/Promoters Programme (ESB-TP)	8 Weeks	06/02/06	31/03/06
6.	Human Resources Development Through Entrepreneurship Training	8 Weeks	01/09/05	11/10/05
7.	Trainers for Lead Auditors-cum-Consultant on QMS (ISO 9000 Series )	4 weeks	01/09/05	30/09/05

### 19. National Institute of Small Industry Extension Training

Address : Yousufguda, Hyderabad – 500 045  
 Telephone : +91-40-23608544/23608316  
 Fax : +91-40-23608547/23608956  
 E-mail : [ck@nisiet.org](mailto:ck@nisiet.org) , registrar@nisiet.org  
 Accommodation : Hostel  
 Eligibility : Personnels/Management consultants, Librarians, Information Scientists,  
 Professionals from Government organization/Non-Government and  
 Financial Institutions. 10 Years work experience desirable.  
 Contact person : Dr. Chukka Kondaiah, Principal Director  
 Website Address : <http://www.nisiet.gov.in>

S.No.	Name of the Courses	Duration	From	To
1	Small Enterprise Financing – Approaches & Strategies	8 Weeks	16/08/05	08/10/05
2	Small Industry Promotion in Developing Economies	8 Weeks	16/08/05	08/10/05
3	Small Enterprises Management Consultancy Skills	8 Weeks	16/08/05	08/10/05
4	Trainers' Training in Entrepreneurship Development	8 Weeks	16/08/05	08/10/05
5	Information Storage and Retrieval Systems	8 Weeks	16/08/05	08/10/05
6	Logistics and Supply Chain Management	8 weeks	16/08/05	08/10/05
7	Food Processing Enterprises for Women	8 Weeks	17/10/05	09/12/05
8	Total Quality Management & ISO 9001:2000/14001:2004 & Six Sigma (TQM)	8 Weeks	17/10/05	09/12/05
9	Cluster Development Executive Programme	8 Weeks	17/10/05	09/12/05
10	Environmental Management in Small Medium Enterprises	8 Weeks	17/10/05	09/12/05
11	Tourism and Hospitality Management	8 Weeks	17/10/05	09/12/05
12	Micro Finance for Micro Enterprises SHG Approach	8 Weeks	17/10/05	09/12/05
13	Empowerment of Women through Enterprises	8 Weeks	09/01/06	03/03/06
14	Promotion of Micro Enterprises	8 Weeks	09/01/06	03/03/06
15	Planning and Promotion of Agro Industries	8 Weeks	09/01/06	03/03/06
16	Training Methods & Skills for managers	8 Weeks	09/01/06	03/03/06
17	Data Base Management Systems	8 Weeks	09/01/06	03/03/06
18	Intellectual Property Right (IPRs) and Implications for SMEs	8 Weeks	09/01/06	03/03/06

## 20. Narula Institute of Technology

Address : City Office – 20, B.T. Road, 81, Nilgunj Road Kolkata – 700 002  
Telephone : +91-33-25839046,25834387  
Fax : +91-33-25289000  
E-mail : jisnitengg@vsnl.com  
Accommodation : Hostel  
Eligibility : Middle level educational background (Graduates Preferred).  
Knowledge of English (Verbal & Written). Some experience in  
Commerce or Industry desirable, but not essential. Age limit not to  
exceed 50 Years.  
Contact person : Mr. S.K. Mukherjee,  
Website Address : <http://www.narula-technology.org>

S.No.	Name of the Courses	Duration	From	To
1.	Certificate Course on Public Systems Management: Energy, Hospital, and Transport & Environment.	10 weeks	17/10/05	24/12/05
2.	Diploma Course on Materials Management	22 weeks	16/01/06	17/06/06

## 21. Postal Training Centre

Address : Nazarbad, Mysore – 570 010, Karnataka  
Telephone : +91-821-2520437, 2521600  
Fax : +91-821-2522023, 2521295  
E-mail : ptcmysore@sancharnet.in  
Accommodation : Hotel  
Eligibility : Good working knowledge in English.  
Contact person : Shri V K Gupta, Director

S.No.	Name of the Courses	Duration	From	To
1.	Information Technology in Postal Services	4 weeks	17/10/05	11/11/05

## 22. South India Textile Research Association

Address : P.B. No.3205, Coimbatore Aerodrome P.O., Coimbatore – 641 014  
Telephone : +91-0422-2574367/2574368  
Fax : +91-0422-2571896  
E-mail : sitra@vsnl.com  
Accommodation : Hotel  
Eligibility : Experience in textile mills/textile testing laboratories/handloom,  
Powerloom or Knitting industry. Minimum 1 year experience in personnel  
administration.  
Contact person : Dr. Arindam Basu, Director  
Website Address : <http://www.sitra.org.in>

S.No.	Name of the Courses	Duration	From	To
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1.	Textile Mill Management	9 Weeks	08/07/05	07/09/05
2.	Textile Testing & Quality Control	9 Weeks	08/07/05	07/09/05
3.	Textile Extension	9 Weeks	08/07/05	07/09/05
4.	Personal Management	9 Weeks	08/07/05	07/09/05
5.	Textile Mill Management	9 Weeks	06/10/05	05/12/05
6.	Textile Testing & Quality Control	9 Weeks	06/10/05	05/12/05
7.	Textile Extension	9 Weeks	06/10/05	05/12/05
8.	Personal Management	9 Weeks	06/10/05	05/12/05

### 23. Indian Institute of Technology

Address	: Department of Water resources Development & Management, Roorkee – 247 667
Telephone	: +91-1332-85251/271073
Fax	: +91-1332-271073/273560
E-mail	: wrdtc@iitr.ernet.in
Accommodation	: Hostel
Eligibility	: Recognised degree in related branch of engineering or an equivalent qualification acceptable to the university with minimum 60% marks and 3 years of practical experience (marginal deficiency in experience may be condoned).
Contact person	: Prof. S.K. Tripathi, Head of the Department
Website Address	: <a href="http://www.iitr.ernet.in">http://www.iitr.ernet.in</a> or <a href="http://www.iitr.ac.in">http://www.iitr.ac.in</a>

S.No.	Name of the Courses	Duration	From	To
1.	Water Resource Development (Civil)	12 months for P.G. diploma & 24 months for M.Tech Degree	27/07/05	
2.	Water Resource Development (Elect.)	„	27/07/04	
3.	Water Resource Development (Mech.)	„		
4.	Irrigation Water Management (Civil/Agri.Engg )	„	27/07/04	
5.	Irrigation Water Management (Agri.Science)	„		
6.	P.G. Diploma / M.Tech. in Hydrology	„	July 2005	

### How to Apply

- Interested persons should apply, in the prescribed form, through their own Ministries/Departments or the Foreign Office, who will recommend the application to the Indian High Commission or the Embassy Resident in a particular country. The authorized officials of the foreign Government will be responsible for nominating the applicants.
- The employees and officials of the Government, Public Sector Enterprises, Universities and Chamber of Commerce and Industries are eligible to apply for scholarship under ITEC and SCAAP. The scholarship covers free international airfare, tuition fees, accommodation, medical and health care and out of pocket expenses (Living Allowance). The Ministry of External Affairs of the Government of India gives the scholarship.

3. Applications may be sent to the training institutes in India who will scrutinize the applications of the candidates and the eligibility from technical point of view including educational qualification and work experience. The final decision for grant of scholarship rests with the Ministry of External Affairs, Government of India.
4. Upon selection, the Indian Embassies and High Commissions would inform the concerned authorities. The Indian Missions abroad would brief the selected candidates about the training Programme in India and will also provide an economy/tourist class return air ticket to the candidates for their travel to India.

**PARTICULARS OF ITEC/SCAAP NOMINEE**  
**(For use of Ministry of External Affairs)**  
**(TC Division only)**

This portion will be detached from the main ITEC/SCAAP form and kept in the TC Division for record.  
(To be filled in by the Officer responsible for the ITEC/SCAAP work in the High Commission/Embassy of India)

1. Name & Designation :
2. Name of Employer & Parent Department :
3. Permanent Address :
4. Name of Course and Training Institute in India :
5. Duration :

**Note :**

Indian Mission must satisfy itself before forwarding the nomination form that :

- (i) The nominee has not availed of training facilities under ITEC/SCAAP earlier;
- (ii) Two copies of the form, duly completed in all respects are forwarded;
- (iii) The forms reach the TC Division, Ministry of External Affairs at least two months before commencement of the course.

DATE

SIGNATURE

STATION NAME

DESIGNATION

(TO BE SIGNED BY HOM OR CDA)

(To be filled in by Officer responsible for the ITEC/SCAAP work in TC Division)

A. Sanction No./Date :

B. Remarks/Observations :

**DEALING OFFICER**

**Government of India**

**Ministry of External Affairs**

**(TC Division)**

**ITEC/SCAAP TRAINING FORM**

Name of the Sponsoring Country : \_\_\_\_\_

Name of the Course : \_\_\_\_\_

Commencing from : \_\_\_\_\_ to \_\_\_\_\_

Name of the Institute : \_\_\_\_\_

**PART – I**

**(To be completed by the nominee)**

**1. Personal Particulars of the nominee**

a. Name : \_\_\_\_\_

b. Surname, if any : \_\_\_\_\_

c. Male/female : \_\_\_\_\_

d. Marital status : \_\_\_\_\_

e. Date of birth : \_\_\_\_\_

f. Nationality : \_\_\_\_\_

g. Address/Tel. No. : \_\_\_\_\_

h. Name and address of person to be notified in case of emergency: \_\_\_\_\_

\_\_\_\_\_ Tel. No. \_\_\_\_\_

i. Food habits  
(Vegetarian/non-vegetarian): \_\_\_\_\_

**2. Educational Qualification**

Particulars of Deg/Dip/Certificates Year of passing Name of Educational Institute Location

**3. Give Details of any other professional qualification, which you possess:**

Particulars of Professional Year of passing Name of Educational Institute Location  
Qualification

**4. Employment Records:**

Particulars of Position held Year Nature of Work

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**5. Are you an employee of government/quasi-government/?**

Private company or are you self-employed? \_\_\_\_\_

**6. Name and address of your present employer:**

**7. Details of courses attended, if any, outside your country to upgrade your technical/professional skills: (Name of the country Name of courses and its duration Year)**

**8. State briefly in 100 to 150 words, the reasons, both personal and professional, for your interest in receiving the training.**

**DECLARATION**

I \_\_\_\_\_

(USE BLOCK LETTERS SURNAME LAST)

of (country) \_\_\_\_\_ certify that statement made by me in PART - I of this form is true, complete and correct to the best of my belief ; if accepted for training award, I undertake to :

- (a) carry out such instructions and abide by such conditions as may be stipulated by both the nominating and donor Government, in respect of training;
- (b) to follow the course of study or training and abide by the rules of the university or other institutions or establishment in which I undertake to study or gain training;
- (c) submit progress report which may be prescribed;
- (d) to refrain from engaging in political activities, or from any form of employment for profit or gain;
- (e) return to my home country at the end of my course of study or training.

I also fully understand that if I am granted a training award it may be subsequently withdrawn if I fail to make adequate progress or for other sufficient cause determined by the host Government.

Date :

Place : (SIGNATURE OF THE NOMINEE)

**PART - II**

**To be completed by the authorized official of the Nominating Government**

I, on behalf of the Government of \_\_\_\_\_

Certify that :

(a) I have examined the educational, professional and other certificates quoted by the nominee in Part – I of this form and I am satisfied that they are authentic and relate to the nominee.

(b) I have examined the medical certificates and X-ray reports produced by the nominee which state that he is medically fit and free from any infectious disease such as AIDS and yellow fever and that having regard to his physical and mental history there is no reason to suppose that the nominee is other than fit to undertake the journey to India and to remain under training in that country.

(c) The nominee has sufficient knowledge of spoken and written English to enable him to follow the course of training for which he is being nominated.

(d) The nominee has not availed of ITEC/SCAAP training facilities earlier in India.

I nominate Mr./Mrs./Miss \_\_\_\_\_  
on behalf of the Government of \_\_\_\_\_

Dated:

Signature:

Place:

Designation:

(With seal)

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Government of India, New Delhi

*India Gate*