

**Civilian Training Programme  
Indian Technical & Economic Cooperation (ITEC)  
&  
Special Commonwealth Assistance for Africa  
Programme (SCAAP)**

**2011-2012**

Sponsored by

**Ministry of External Affairs  
Government of India  
New Delhi**

# List of ITEC/SCAAP Empanelled Institutes

## Accounts, Audit, Banking and Finance Courses

01. Institute of Government Accounts and Finance - New Delhi
02. International Center for Information and System Audit – Noida
03. National Institute of Bank Management – Pune

## IT, Telecommunication and English Courses

04. Aptech Limited - New Delhi
05. Centre For Development of Advanced Computing – Mohali
06. Centre For Development of Advanced Computing – Noida
07. Centre For Excellence in Telecom Technology and Management – Mumbai
08. CMC Ltd. - New Delhi
09. English and Foreign Languages University – Hyderabad
10. NIIT Ltd - New Delhi
11. UTL Technologies Ltd. – Bangalore

## Management Courses

12. Administrative Staff College of India - Hyderabad
13. Institute of Applied Manpower Research – Delhi
14. International Management Institute - New Delhi

## SME/Rural Development Courses

15. Entrepreneurship Development Institute of India – Ahmedabad
16. National Institute of Entrepreneurship and Small Business Development – NOIDA
17. National Institute of Micro Small & Medium Enterprises – Hyderabad
18. National Institute of Rural Development – Hyderabad

## Specialized Courses

19. Bureau of Parliamentary Studies and Training - New Delhi
20. Human Settlement Management Institute - New Delhi
21. Indian Institute of Mass Communication - New Delhi
22. International Statistical Education Centre – Kolkata
23. National Crime Records Bureau - New Delhi
24. National Institute of Training for Standardization (Bureau of Indian Standards) – NOIDA
25. National Institute of Technical Teachers Training and Research – Chennai
26. National University of Educational Planning and Administration - New Delhi
27. Postal Staff College, Ghaziabad

28. Research and Information System for Developing Countries - New Delhi
29. V.V. Giri National Labour Institute – NOIDA

### **Technical Courses**

30. Central Fertilizer Quality Control & Training Institute – Faridabad
31. Central Institute of Rural Electrification – Hyderabad
32. Central Institute of Tool Design – Hyderabad
33. Central Scientific Instruments Organization - New Delhi
34. Fluid Control Research Institute – Kerala
35. Geological Survey of India- Training Institute, Hyderabad
36. Indian Institute of Production Management – Kansbahal, Orissa
37. Indian Institute of Remote Sensing – Dehradun
38. Indian Institute of Technology – Roorkee, Department of Hydrology
39. Indian Institute of Technology – Roorkee, Department of Water Resources Development and Management
40. National Institute of Pharmaceutical Education & Research – SAS Nagar, Punjab
41. RITES (Courses for Railway Personnel only) – Gurgaon
42. South India Textile Research Association – Coimbatore

### **Environment and Renewable Energy Courses**

43. Alternate Hydro Energy Centre, Indian Institute of Technology, Roorkee
44. Barefoot College – Tilonia, Rajasthan
45. Centre for Wind Energy Technology – Chennai
46. Indian Institute of Science, Bangaluru
47. Solar Energy Centre, Gurgaon
48. TERI(The Energy & Resources Institute) - New Delhi

# **Accounts, Audit, Banking and Finance Courses**

## 01. Institute of Government Accounts and Finance

<p><b>Block No. IV, JNU Old Campus, New Delhi-110067</b></p> <p>Telephone Numbers: +91 11 26184031, 26166254, 26102257</p> <p>Fax Numbers: +91 11 26105378, 26182755</p> <p>Email: <a href="mailto:dir_ingaf@nic.in">dir_ingaf@nic.in</a></p> <p>Website: <a href="http://www.ingaf.in">www.ingaf.in</a></p>	<p><b>Head of the Institute</b> <b>Ms. Sujata Prasad</b> <b>Director</b></p> <p>Tel. No. : + 91 11 6184031 Fax: No. : + 91 11 26105378 Email : <a href="mailto:dir_ingaf@nic.in">dir_ingaf@nic.in</a></p> <p><b>ITEC Course Coordinator:</b> Mr. Rakesh Babbar Mr. Girish Bhatnagar</p> <p>Tel. No. : + 91 11 26102257 Fax: No. : + 91 11 26105378, 26182755 Email : <a href="mailto:ingaf.itec@gmail.com">ingaf.itec@gmail.com</a> Mobile No. : +91 11 9811050155, +91 11 9810608689</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos. Mr. Rakesh Babbar, Faculty Tel. No. : + 91 11 25131424 Mobile No. : + 91 11 9811050155</p>	

Sl. No.	Name of the Course	Duration	Period		Seats (Max)
			<u>From</u>	<u>To</u>	
1.	Public Expenditure Management	3 weeks	03.10.2011	21.10.2011	30
2.	Financial Management	3 weeks	14.11.2011	02.12.2011	30
3.	Financial Management	3 weeks	09.01.2012	27.01.2012	30
4.	Public Expenditure Management	3 weeks	13.2.2012	02.03.2012	30

### Eligibility Criteria

Sl. No. 1-4: Graduate or any Professional Degree, Middle/Senior Civil Servants, Bankers, PSU Personnel, Financial Analysts and others involved in Finance, Accounts and Budget related works in their respective Governments.

## 02. International Centre for Information Systems and Audit(iCISA)

<p>A-52, Sector 62, Institutional Area, Phase II, Nodia 201307 (U.P.), Noida.</p> <p>Telephone Numbers: +91 120 2400050, 51 &amp; 52</p> <p>Fax Numbers: +91 120 24011430, 2400041</p> <p>Email: <a href="mailto:admin@icisacag.com">admin@icisacag.com</a></p> <p>Website: <a href="http://www.icisa.cag.gov.in">www.icisa.cag.gov.in</a></p>	<p><b>Mr. Sunil Kumar Bahri</b> Director General Tel. No. : +91 120 2400046 Fax: No. : +91 120 2401430 Email : <a href="mailto:skbahri@icisacag.com">skbahri@icisacag.com</a> Mobile : 09871391198</p> <p><b>ITEC Course Coordinator:</b> Santosh Kumar Director Tel. No. : +91 120 2400129 Fax: No. : +91 120 2400041 Email : <a href="mailto:kumarS@icisacag.com">kumarS@icisacag.com</a> <a href="mailto:kumars@cag.gov.in">kumars@cag.gov.in</a> Mobile No. : +91- 9968096990</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos. Santosh Kumar, Director Tel. No. : +91 120 2403393 Mobile No. : +91 9968096990</p>	

Sl. No.	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1.	Receipt Audit	4 weeks	08.08.2011	02.09.2011	30
2.	Audit of Public Sector	4 weeks	12.09.2011	07.10.2011	30
3.	Auditing in IT Environment	4 weeks	17.10.2011	11.11.2011	30
4.	Performance Audit	4 weeks	21.11.2011	16.12.2011	30
5.	Environment Audit	4 weeks	09.01.2012	03.02.2012	30
6.	Financial and Regularity	4 weeks	13.02.2012	09.03.2012	30

### Eligibility Criteria

Sl. No. 1-6 : Middle to Senior level Audit managers from Supreme Audit Institutions and other government departments, should have at least 5 years experience in respective Supreme Audit Institution and should have dealt with audits in the area for which they are being nominated; participants from government departments other than the SAI with requisite experience can be considered if vacancies exist.

### 03. National Institute of Bank Management

<p>NIBM Post Office, Kondhwe Khurd, Pune 411048</p> <p>Telephone Numbers: + 91 20 26716000</p> <p>Fax Numbers: + 91 20 26834478</p> <p>Email: <a href="mailto:director@nibmindia.org">director@nibmindia.org</a></p> <p>Website: <a href="http://www.nibmindia.org">http://www.nibmindia.org</a></p>	<p><b>Dr. Ashish Saha</b> <b>Director</b> Tel. No. : + 91 20 26716000 Fax: No. : + 91 20 26831447 Email : <a href="mailto:director@nibmindia.org">director@nibmindia.org</a></p> <hr/> <p><b>ITEC Course Coordinator:</b> Dr. Virender Sharma Head, Administrative Services Tel. No. : + 91 20 26176000, 26176399,  Fax: No. : + 91 20 26834478 Email : <a href="mailto:has@nibmindia.org">has@nibmindia.org</a> Mobile No. :</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos. Dr. Virender Sharma, HAS Tel. No. : + 91 20 26716000</p>	

Sl. No.	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1.	International Programme in Bank Financial Management Focus: Basel II & Risk Management	2 weeks	20.06.2011	02.07.2011	30
2.	International Programme in Asset Liability Management in Banks and Financial Institutions	2 weeks	10.10.2011	22.10.2011	30
3.	International Programme in Banking and Finance: Focus Risk Management	4 weeks	27.02.2012	24.03.2012	30

#### Eligibility Criteria

Sl. No. 1-3 : Graduate with 5 years experience in Banking/Finance Ministry/Corporates.

# **IT, Telecommunication and English Courses**

## 04. Aptech Limited

<p><b>D 52, 3<sup>rd</sup> Floor, South Extension Part I, New Delhi - 110049</b></p> <p>Telephone Numbers: + 91 11 24658005</p> <p>Fax Numbers: + 91 11 24658005</p> <p>Email: <a href="mailto:kartikd@aptech.ac.in">kartikd@aptech.ac.in</a> <a href="mailto:hanitv@aptech.ac.in">hanitv@aptech.ac.in</a></p> <p>Website: <a href="http://www.aptech-worldwide.com">www.aptech-worldwide.com</a></p>	<p><b>Ms. Sonia Narula</b> Vice President</p> <p>Tel. No. : + 91 11 24622761 Fax: No. : + 91 11 24672761 Email : <a href="mailto:sonian@aptech.ac.in">sonian@aptech.ac.in</a></p> <hr/> <p><b>ITEC Course Coordinator:</b> Kartik Dabral/ Hanit Vairagi</p> <p>Tel. No. : + 91 11 24658005 Fax: No. : + 91 11 24658005 Email : <a href="mailto:kartikd@aptech.ac.in">kartikd@aptech.ac.in</a> <a href="mailto:hanitv@aptech.ac.in">hanitv@aptech.ac.in</a> Mobile No. : Kartik - +91 9958644460 Hanit - + 91 9873676676</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos. Kartik Dabral/ Hanit Vairagi Mobile No. : Kartik- + 91 9958644460 / Hanit- + 91 9873676676</p>	

Sl. No.	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1.	Certificate of Proficiency in English & IT Skills	10 weeks	09.06.2011	17.08.2011	30
2.	Certificate of Proficiency in Web Designing	10 weeks	09.06.2011	17.08.2011	30
3.	Certificate of Proficiency in English Communication	8 weeks	22.08.2011	16.10.2011	30
4.	Certificate of Proficiency in Graphic Designing	8 weeks	22.08.2011	16.10.2011	30
5.	Certificate of Proficiency in English & IT Skills	10 weeks	21.10.2011	29.12.2011	30
6.	Certificate of Proficiency in Web Designing	10 weeks	21.10.2011	29.12.2011	30
7.	Certificate of Proficiency in English & IT Skills	10 weeks	04.01.2012	13.03.2012	30
8.	Certificate of Proficiency in Graphic & Web Designing	12 weeks	04.01.2012	27.03.2012	30
9.	Certificate of Proficiency in English Communication	8 weeks	18.01.2012	13.03.2012	30
10.	Certificate of Proficiency in English & IT Skills	10 weeks	21.03.2012	29.05.2012	30
11.	Certificate of Proficiency in Web Designing	10 weeks	30.03.2012	07.06.2012	30

### Eligibility Criteria

Sl No. 1, 3, 5,7,9 & 10 : Prior knowledge of basic English is essential;

Sl. No. 2,6 & 11 : Prior basic knowledge of computers is essential. Inclination towards creativity will be an advantage;

SL. NO. 4 & 8: Prior basic knowledge of computers and a creative bent of mind is essential.

## 05. Centre For Development of Advanced Computing ( Mohali)

<p><b>A-34, Industrial Area, Phase-VIII, Mohali, Punjab (India)-160071</b></p> <p>Telephone Numbers: +91 172 2237052 - 57</p> <p>Fax Numbers: + 91 172 2237050</p> <p>Email: itec@cdacmohali.in</p> <p>Website: www.cdacmohali.in</p>	<p><b>Shri J.S. Bhatia</b> Executive Director</p> <p>Tel. No. : + 91 172 2237050, 5090911</p> <p>Fax: No. : + 91 172 2237050-51</p> <p>Email :</p>
	<p><b>ITEC Course Coordinator:</b></p> <p><b>Dr. Sanjay P. Sood</b></p> <p>Tel. No. : + 91 172 5090910</p> <p>Fax: No. : + 91 172 2237050</p> <p>Email : <a href="mailto:itec@cdacmohali.in">itec@cdacmohali.in</a> <a href="mailto:spsood@cdacmohali.in">spsood@cdacmohali.in</a></p> <p>Mobile No. : 09988883660</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos.</p> <p>Shri Pradeep Mishra</p> <p>Tel. No. : + 91 172 5090911</p> <p>Mobile No. : + 91 09888413388</p>	

Sl. No.	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1.	Advanced Course in Computer Networks Engineering and Management	12 weeks	02.05.2011	22.07.2011	30
2.	Advanced Course in Telemedicine and Medical Informatics	4 weeks	02.05.2011	27.05.2011	30
3.	Advanced Course on Healthcare Technologies (Bio-Medical Equipment and Medical Informatics)	8 weeks	30.05.2011	22.07.2011	30
4.	Advanced Course on Special Effects and Video Post Production Techniques	8 weeks	30.05.2011	22.07.2011	30
5.	Training Programme on Network Integration and Support	12 weeks	25.07.2011	14.10.2011	30
6.	Course in 3D Animation	8 weeks	22.08.2011	14.10.2011	30
7.	Training Programme on E-Governance for Executives	8 weeks	22.08.2011	14.10.2011	30
8.	Advanced Course in CADD Engineering	12 weeks	17.10.2011	06.01.2012	30

9.	Advanced Course in Multimedia & Web Design Technology	12 weeks	17.10.2011	06.01.2012	30
10.	Advanced Course in Telemedicine and Medical Informatics	4 weeks	17.10.2011	11.11.2011	30
11.	Diploma in LINUX for Network Applications	8 weeks	14.11.2011	06.01.2012	30
12.	Training Programme on Information & Network Security	8 weeks	09.01.2012	02.03.2012	30
13.	Course in 3D Animation	8 weeks	09.01.2012	02.03.2012	30
14.	Advanced Course in Multimedia & Web Design Technology	12 weeks	05.03.2012	25.05.2012	30
15.	Training Programme in Network Security Assessment and Pro-active Defense	8weeks	05.03.2012	27.04.2012	30

### Eligibility Criteria

Sl. No1 Graduate in Science (Electronics/Computer Science/Telecom or equivalent) with experience; or Graduate of Industrial Training Institute in any of the areas mentioned in the course contents with experience; or 2 years technical courses in Electronics/Electrical/Telecom after 12 years of schooling.

Sl. No.2: Hospital Administrators/ Engineering Graduates (IT/Computer Science/ Electronics)/ MBA Clinicians involved in healthcare IT.

Sl. No. 3 : Professionals (Electronics/Electrical/Instrumentation Engineer) or equivalent/ Diploma holders in Electronics/Electricals/ Instrumentation or equivalent aspiring to become healthcare professionals.

Sl. No. 4.& 6, 9, 13 & 14 : Graduates with working knowledge of computers.

Sl. No. 5.& 11 : Graduate with working knowledge of computers/ 2 years technical course in Electronics/Telecom/Computers with 12 years of schooling.

Sl. No.7: Graduate with working knowledge of computers. Experience minimum 2 years, Government employees at supervisory level.

Sl. No.8 : Degree/ Diploma in Civil, Mechanical, Architecture, working professionals in designing

Sl. No. 10 : Hospital Administrators/Graduates in Engineering (IT/Computer Science/ Electronics)

Sl. No.12 : Graduates with knowledge of Windows Operating System preferably familiarity with its administration.

Sl. No.15: Graduates in Science/Electronics/Computer Science/Telecommunications with some experience or Graduate of Industrial Training Institute in any of the areas mentioned in the Course contents/ 2 years technical course in Electronics/Electrical/ Telecommunication after 12 years of schooling.

## 06. Centre For Development of Advanced Computing (Noida)

<p><b>B-30, Institutional Area, Sector-62, Noida (U.P.)- 201307</b></p> <p>Telephone Numbers: + 91 120 3063303</p> <p>Fax Numbers: + 91 120 3063374</p> <p>Email: vksharma@cdacnoida.in</p> <p>Website: <a href="http://www.cdacnoida.in">http://www.cdacnoida.in</a></p>	<p><b>Dr. George Varkey</b> <b>Executive Director</b></p> <p>Tel. No. : + 91 120 3063300</p> <p>Fax: No. : + 91 120 2402569</p> <p>Email : varkey@cdacnoda.in</p>
	<p><b>ITEC Course Coordinator:</b></p> <p><b>Mr. V.K. Sharma</b></p> <p>Tel. No. : + 91 120 3063303</p> <p>Fax: No. : + 91 120 3063374</p> <p>Email : vksharma@cdacnoida.in</p> <p>Mobile No. : + 91- 9811900715</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos.</p> <p>Mr. V.K. Shrrama/Mr. Navneet Jain</p> <p>Tel. No. : + 91 120 3063303/ +91 120 3063396</p> <p>Mobile No. : + 91 9811900715/ 9811900728</p>	

Sl. No.	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1.	Specialized Programme on E-Governance Application Development	12 weeks	25.07.2011	14.10.2011	30
2.	Specialized Programme on Web Application Development using Open Source Tools	12 weeks	25.07.2011	14.10.2011	30
3.	Specialized Programme on Reducing Cyber Crime through Knowledge Exchange and Capacity Building	8 weeks	17.10.2011	09.12.2011	30
4.	Specialized Programme on Design, Development & Implementation of E-Learning Courses	8 weeks	17.10.2011	09.12.2011	30
5.	Specialized Programme on Service Oriented Architecture based Application Development	8 weeks	12.12.2011	03.02.2012	30
6.	Specialized Programme on Internetworking Design and LAN WAN Administration	12 weeks	09.01.2012	30.03.2012	30
7.	Specialized Programme on Application Development using GIS & Remote Sensing	8 weeks	06.02.2012	30.03.2012	30

## Eligibility Criteria

Sl. No. 1, 2, 4, 5, 6 & 7 : 2 years technical course or graduate in any stream after 12 years of schooling. Knowledge of any programming language is desirable.

Sl. No. 3: 2 years technical course or graduate with knowledge of windows operating system, preferably familiarity with its administration, though not essential, and understanding of networking concepts.

## 07. Centre For Excellence in Telecom Technology and Management

<p><b>Technology Street, Hiranandani Gardens, Powai, Mumbai- 400076</b></p> <p>Telephone Numbers: +91 22 25714585 (After office hours) : + 91 22 25704445</p> <p>Fax Numbers: + 91 22 25707274 + 91 22 25706700 + 91 22 25714545</p> <p>Email: <a href="mailto:debdpr@mtnl.net.in">debdpr@mtnl.net.in</a> <a href="mailto:Sdepr2@cettm.mtnl.in">Sdepr2@cettm.mtnl.in</a> <a href="mailto:ambd@cettm.mtnl.in">ambd@cettm.mtnl.in</a></p> <p>Website:<a href="http://cettm.mtnl.in/infra">http://cettm.mtnl.in/infra</a></p>	<p><b>Mr. M.K. Shedha</b> <b>Principal General Manager</b> Tel. No. : + 91 22 25707088 Fax: No. : + 91 22 25707066 Email : <a href="mailto:cgmtrg@mtnl.net.in">cgmtrg@mtnl.net.in</a></p> <hr/> <p><b>ITEC Course Coordinator:</b> Mr. G.M. Mulgund AGM(BD &amp;PR), CETTM Tel. No. : + 91 22 25714585 Fax: No. : + 91 22 25706700 Email : <a href="mailto:debdpr@mtnl.net.in">debdpr@mtnl.net.in</a> <a href="mailto:debdpr@cettm.mtnl.in">debdpr@cettm.mtnl.in</a></p> <p>Mobile No. : + 91 9869283344</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos. Mr. G.M. Mulgund, AGM (BD &amp; PR) Tel. No. : + 91 22 2714585/25704445 Mobile No. : + 91 9869283344/9869416043/9869265838</p>	

Sl. No.	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1.	Telecom Management	8 weeks	04.04.2011	27.05.2011	30
2.	Intelligent Network, Value Added Services and Modern Switching Technologies	8 weeks	02.05.2011	24.06.2011	30
3.	Broadband Technologies and Future Trends	8 weeks	06.06.2011	29.07.2011	30
4.	Mobile Technologies and Services	8 weeks	04.07.2011	26.08.2011	30
5.	Telecom Management	8 weeks	11.07.2011	02.09.2011	30
6.	Data Communication and IP Technologies	8 weeks	01.08.2011	23.09.2011	24
7.	Next Generation Network Technologies and Future Trends	8 weeks	05.09.2011	28.10.2011	30
8.	Intelligent Network, Value Added Services and Modern Switching Technologies	8 weeks	12.09.2011	04.11.2011	30
9.	Optical Fibre Cable, Systems	8 weeks	03.10.2011	25.11.2011	30

	and Modern Telecom Transport Technologies				
10.	Broadband Technologies and Future Trends	8 weeks	17.10.2011	09.12.2011	30
11.	Telecom Network Planning and Engineering	6 weeks	07.11.2011	16.12.2011	30
12.	Telecom Billing, Finance Management and Revenue Assurance	8 weeks	16.01.2012	10.03.2012	30
13.	IP Networks and Advanced Routing Technologies	8 weeks	06.02.2012	30.03.2012	30
14.	Multi Protocol Label Switching (MPLS) Technologies	8 weeks	06.03.2012	28.04.2012	24
15.	Broadband Technologies and Future Trends	8 weeks	13.03.2012	04.05.2012	24

### **Eligibility Criteria**

Sl. No. 1-15: Graduate / Diploma with relevant field. Also working professionals having experience in the said field.

## 08. CMC Ltd

<p><b>C-11/C-58, Community Centre, Behind Janak Cinema, Janakpuri, New Delhi-110058</b></p> <p>Telephone Numbers: + 91 11 25619411 + 91 11 64731373</p> <p>Fax Numbers: + 91 11 25624211/25534249</p> <p>Email: jaideep.jain@cmcltd.com</p> <p>Website: <a href="http://www.cmcltd.com">www.cmcltd.com</a></p>	<p><b>Mr. Avtar Singh Saini</b> <b>Delivery Centre Head</b> <b>Education &amp; Training, NR</b> Tel. No. : + 91 11 64731373 Fax: No. : + 91 11 25624211/25534249 Email :</p> <p><b>ITEC Course Coordinator:</b> <b>Mr. Jaideep Jain</b> Tel. No. : + 99 11 25619411 Fax: No. : + 91 11 25624211/25534249 Email : jaideep.jain@cmcltd.com Mobile No. : + 91 9871998824</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos. Mr. Jaideep Jain Tel. No. : + 91 11 25619411/64731373 Mobile No. : + 91 9871998824</p>	

Sl. No.	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1.	Certificate Course in English Fluency and I.T. Skills	12 weeks	09.05.2011	29.07.2011	30
2.	Certificate Course for Proficiency in Business Communication and Life Skills & Internet Technology	8 weeks	06.06.2011	29.07.2011	30
3.	Certificate Course in Advanced Software Technology	12 weeks	18.07.2011	07.10.2011	30
4.	Certificate Course in Computer Hardware & Networking	12 weeks	18.07.2011	07.10.2011	30
5.	Certificate Course in English Fluency	8 weeks	22.08.2011	14.10.2011	30
6.	Certificate Course in Advanced Software Technology	12 weeks	24.10.2011	13.01.2012	30
7.	Certificate Course in Computer Hardware & Networking	12 weeks	24.10.2011	13.01.2012	30
8.	Certificate Course for Proficiency in Business Communication and Life Skills & Internet Technology	8 weeks	21.11.2011	13.01.2012	30
9.	Certificate Course in English Fluency and IT Skills	8 weeks	23.01.2012	16.03.2012	30
10.	Certificate Course for Proficiency in Business Communication and Life Skills	8 weeks	23.01.2012	16.03.2012	30

	& Internet Technology				
--	-----------------------	--	--	--	--

### Eligibility Criteria

Sl. No. 1: Participants who look forward to read, write and speak English fluently and use computers effectively.

Sl. No. 2 & 10: Participants who look forward to enhance their communications and life skills.

Sl. No. 3 & 6: Graduates who have basic knowledge of computers, preferably with prior knowledge of any one programming language.

Sl. No. 4 & 7 : Graduates in Science/Maths or equivalent degree with basic knowledge of computers.

Sl. No. 5 & 9: Participants who look forward to use English effectively at work and be ready for an international work environment.

## 09. English and Foreign Languages University

<p><b>The English and foreign Languages University (EFL-U) (formerly CIEFL), Hyderabad-500 007</b></p> <p>Telephone Numbers: + 91 40 27689400</p> <p>Fax Number: + 91 40 27098141</p> <p>Website: <a href="http://www.efluniversity.ac.in">www.efluniversity.ac.in</a></p>	<p><b>Prof. Mohammad Miyan</b>  <b>Vice Chancellor-in-charge</b>            Tel. No. : + 91 40 27098141            Fax: No. : + 91 40 27098141            Email : <a href="mailto:vceflu@gmail.com">vceflu@gmail.com</a></p> <hr/> <p><b>ITEC Course Coordinator:</b>  <b>Prof. Sachi Madavan</b>            Tel. No. : + 91 40 27096554            Fax: No. : + 91 40 27096554            Email : <a href="mailto:chief.itp@gmail.com">chief.itp@gmail.com</a>                      <a href="mailto:Eflu_itp@rediffmail.com">Eflu_itp@rediffmail.com</a></p> <p>Mobile No. : + 91 9849080276</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos.            Prof. Sachi Madhavan            Mobile No. : + 91 9849080276</p>	

Sl. No	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1.	Progress to Proficiency – <i>Basic</i>	12 weeks	16.06.2011	07.09.2011	30
2.	Progress to Proficiency – <i>Intermediate</i>	12 weeks	16.06.2011	07.09.2011	30
3.	Progress to Proficiency – <i>Advanced</i>	12 weeks	16.06.2011	07.09.2011	30
4.	Business in English	12 weeks	16.06.2011	07.09.2011	30
5.	Business in English ( <i>Science &amp; Technology</i> )	12 weeks	16.06.2011	07.09.2011	30
6.	Progress to Proficiency – <i>Basic</i>	12 weeks	15.09.2011	07.12.2011	30
7.	Progress to Proficiency – <i>Intermediate</i>	12 weeks	15.09.2011	07.12.2011	30
8.	Progress to Proficiency – <i>Advanced</i>	12 weeks	15.09.2011	07.12.2011	30
9.	Business in English	12 weeks	15.09.2011	07.12.2011	30
10.	Business in English ( <i>Science &amp; Technology</i> )	12 weeks	15.09.2011	07.12.2011	30
11.	Progress to Proficiency – <i>Basic</i>	12 weeks	12.01.2012	04.04.2012	30

12.	Progress to Proficiency – <i>Intermediate</i>	12 weeks	12.01.2012	04.04.2012	30
13.	Progress to Proficiency – <i>Advanced</i>	12 weeks	12.01.2012	04.04.2012	30
14.	Business in English	12 weeks	12.01.2012	04.04.2012	30
15.	Business in English <i>(Science &amp; Technology)</i>	12 weeks	12.01.2012	04.04.2012	30

### **Eligibility Criteria**

Sl. Nos . 1-15- Basics: Professionals from any field with basic understanding and literacy in English. Intermediate : Professionals from any field with a moderate ability in receptive skills (Listening & Reading) and productive skill (Speaking & Writing). Advanced : Professionals from any field with adequate competence in using English.

## 10. NIIT Ltd

<p><b>NIIT Limited, NIIT House , B-234, Okhla Phase-I, New Delhi-110020</b></p> <p>Telephone Number:+91 11 41407000</p> <p>Fax Numbers:+91 11 26817344</p> <p>Email: <a href="mailto:hriday.saraswat@niit.com">hriday.saraswat@niit.com</a></p> <p>Website: <a href="http://www.niit.com">www.niit.com</a></p>	<p><b>Head of the Institute:</b></p> <p>Mr. Bishnu Nepak National Sales Head Tel. No. : +91 11 41407058 Fax: No. : +91 11 26817344 Email : <a href="mailto:Bishnu.Nepak@niit.com">Bishnu.Nepak@niit.com</a></p>
	<p><b>ITEC Course Coordinator:</b></p> <p>Mr. Hriday Saraswat Key Account Manager Tel. No. : +91-11-41407061 Fax: No. : +91-11-26817344 Email : <a href="mailto:hriday.saraswat@niit.com">hriday.saraswat@niit.com</a> Mobile No.: +91-9711203416</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos.</p> <p>Mr. Neel Mani Email : <a href="mailto:neelm@niit.com">neelm@niit.com</a> Tel. No. : +91-11-40527519 Mobile No. : + 91-9810360448</p>	

Sl. No.	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1.	Certificate Course in Spoken English and MS-Office Skills	8 weeks	05.04.2011	31.05.2011	30
2.	Diploma in Advanced Networking	12 weeks	05.04.2011	28.06.2011	30
3.	Diploma in Communication English, IT & Networking Skills	12 weeks	07.06.2011	30.08.2011	30
4.	Certificate Course in Spoken English and MS-Office Skills	8 weeks	05.07.2011	30.08.2011	30
5.	Certificate Course in Spoken English and Web Development	8 weeks	06.09.2011	01.11.2011	30
6.	Certificate Course in Database Administration & E-Commerce	8 weeks	06.09.2011	01.11.2011	30
7.	Diploma in Advanced Networking	12 weeks	08.11.2011	31.01.2012	30
8.	Diploma in Communication English, IT & Networking Skills	12 weeks	08.11.2011	31.01.2012	30
9.	Certificate Course in Spoken English and MS-Office Skills	8 weeks	04.02.2012	01.04.2012	30
10.	Proficiency in Spoken English	8 weeks	04.02.2012	01.04.2012	30

## Eligibility Criteria

Sl. No. 1,3,4,8 & 9: Should be able to read and write in English language, basic knowledge of computers will be added advantage. Minimum 2-3 years of working experience.

Sl. No. 2,5, 6 & 7: Working knowledge of Microsoft® Windows as Operating System. 3-4 years of work experience.

Sl. No.10: Basic understanding with English and familiarity with the English alphabet. 2-3 years of working experience.

## 11. UTL Technologies Ltd.

<p><b>19/6, Ashokapuram School Road, Industrial Suburb, Yeshwanthpur, Bangalore- 560 022</b> <b>Land Mark – Near ISCKON Temple</b></p> <p>Telephone Numbers: + 91 80 23472171 + 91 80 23472172</p> <p>Fax Numbers: + 91 80 23572795</p> <p>Email: itec@utltraining.com</p> <p>Website: www.utltraining.com</p>	<p><b>Mr. J Srinivasa Raju</b> <b>Divisional Head</b> Tel. No. : + 91 80 23472171/23472172 Fax: No. : + 91 80 23572795 Email : <a href="mailto:srinivasraju@utltraining.com">srinivasraju@utltraining.com</a> Mobile No. : + 91 9980866166</p> <hr/> <p><b>ITEC Coordinator:</b> <b>Mr. Rajashekar. N</b> Tel. No. : + 91 80 23472171/23472172 Fax: No. : + 91 80 23572795 Email : <a href="mailto:rshekar@utltraining.com">rshekar@utltraining.com</a> Mobile No. : + 91 9739002631 + 91 8050603976</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos. Mr. J Srinivasa Raju Tel. No. : + 91 80 23472171/ 23472172 Mobile No. : + 91 9980866166</p>	

Sl No	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1.	Certificate Course in Networking [A+, N+, MCIPT, CCNA, Exposure to ITIL]	12 weeks	20.06.2011	09.09.2011	30
2.	Diploma in Advanced Mobile Communication Technologies	10 weeks	20.06.2011	26.08.2011	30
3.	Certificate Course in Networking Security	8 weeks	29.08.2011	21.10.2011	30
4.	Certificate Course in Wireless Network Administration	8 weeks	12.09.2011	04.11.2011	30
5.	Certificate Course in Optical Networking	8 weeks	24.10.2011	16.12.2011	30
6.	Certificate Course in Linux Administration	8 weeks	07.11.2011	30.12.2011	30
7.	Certificate Course in Networking [A+, N+, MCIPT, CCNA, Expo. to ITIL]	12 weeks	19.12.2011	09.03.2012	30
8.	Certificate Course in Networking Security	8 weeks	04.01.2012	25.02.2012	30
9.	Certificate Course in Wireless Network Administration	8 weeks	27.02.2012	20.04.2012	30
10.	Diploma in Advanced Mobile Communication Technologies	10 weeks	12.03.2012	18.05.2012	30

## Eligibility Criteria

Sl. No.1 & 7: Graduates in Science, Arts, & Commerce (with prior knowledge of computers)/Engineers/Diploma holders in Electronics/ Electrical/ Computer Science/ Telecom/Instrumentation or equivalent. Exposure to networking fundamentals and network functions is desirable; Officials of IT Departments of all Ministries and people responsible for network maintenance of all departments of Universities and Companies.

Sl. No.2, 5 & 10 : Engineers/Diploma/ Graduates in Telecommunications, Electronics, Computer Science, Instrumentation or equivalent.

Sl. No. 3,4,6, 8 & 9: Graduates/ Engineers/Diploma Holders in any discipline with prior computer Networking knowledge.

# Management Courses

## 12. Administrative Staff College of India

<p>Bella Vista, Raj Bhavan Road, Hyderabad-500 082</p> <p>Telephone Number: +91 40 6653 3000</p> <p>Fax Number: +91 40 2331 2954</p> <p>Email: <a href="mailto:poffice@asci.org.in">poffice@asci.org.in</a></p> <p>Website: <a href="http://www.asci.org.in">http://www.asci.org.in</a></p>	<p><b>Head of the Institute:</b> Dr. Siripurapu K Rao Director General Tel. No. : +91 40 6653 4223/ 4251 Fax: No. : +91 40 23321401 Email : <a href="mailto:skrao@asci.org.in">skrao@asci.org.in</a></p>
	<p><b>ITEC Course Coordinator:</b> Prof. Raj V. Ponnaluri Dean of Management Programmes Tel. No. : +91 40 6653 3080 Fax: No. : +91 40 2331 2100 Email : <a href="mailto:rvp@asci.org.in">rvp@asci.org.in</a> Mobile No. : +91 9440 887100</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos. Col. S.R. Damle Tel. No. : +91 40 6653 3000</p>	

Sl. No.	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1.	General Management Programme for Senior Executives: Session –117	4 weeks	06.06.2011	01.07.2011	15
2.	General Management Programme for Senior Executives: Session –118	4 weeks	09.01.2012	03.02.2012	15

### Eligibility Criteria

Sl. No. 1-2 : Senior Executives holding management positions in their respective organizations in both Public and Private sector organizations.

### 13. Institute of Applied Manpower Research

<p>Plot No. 25, Sector A-7, Institutional Area Narela, Delhi</p> <p>Telephone Numbers: +91 11 2778 3467, 2778 7211, 2778 7213</p> <p>EPBX : +91 11 2778 7214-18</p> <p>Fax Number: +91 11 2778 7211</p> <p>Email: <a href="mailto:iamr@vsnl.com">iamr@vsnl.com</a>, <a href="mailto:iamr_pgdc@vsnl.net">iamr_pgdc@vsnl.net</a></p> <p>Website: <a href="http://www.iamrindia.org">http://www.iamrindia.org</a></p>	<p><b>Head of the Institute:</b> Prof. Santosh K. Mehrotra Director General Tel. No. : +91 11 2778 3468 Fax: No. : +91 11 2778 3467 Email : iamrdir@gmail.com</p> <hr/> <p><b>ITEC Course Coordinator:</b> <b>[Master's Degree &amp; Advance Diploma]</b> Dr. Shachi Joshi S.R.O Tel. No. : +91 11 2778 7212 Fax: No. : +91 11 2778 2251, 2778 7211 Email : shachi.joshi7@gmail.com Mobile No. : +91 9212376275</p> <p><b>[International Training Programmes]</b> Mrs. Madhu Srivastava Joint Chief Tel. No. : +91 11 2778 7081 Fax: No. : +91 11 2778 2251, 2778 7211 Email : <a href="mailto:madhusrivastava59@rediffmail.com">madhusrivastava59@rediffmail.com</a> Mobile : + 91 9313773353</p>
<b>24 hrs Emergency /After Office/Holidays Contact Nos.</b>	
<p>Dr. Shachi Joshi S.R.O Tel. No. : +91 11 2778 7212 Fax: No. : +91 11 2778 2251, 2778 7211 Email : shachi.joshi7@gmail.com Mobile No. : +91 9212376275</p>	<p>Mrs. Madhu Srivastava Joint Chief Tel. No. : +91 11 2778 7081 Fax: No. : +91 11 2778 2251, 2778 7211 Email : <a href="mailto:madhusrivastava59@rediffmail.com">madhusrivastava59@rediffmail.com</a> Mobile : + 91 9313773353</p>

Sl. No.	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1.	International Training Programme on Human Capabilities	4 weeks	05.04.2011	04.05.2011	30
2.	International Training Programme on Global Human Resource Management	4 weeks	01.06.2011	30.06.2011	30
3.	International Training Programme in Human	8 weeks	12.07.2011	02.09.2011	30

	Resource Planning and Development				
4.	International Training Programme in Manpower Research	8 weeks	01.12.2011	25.01.2012	30
5.	Advanced Diploma Course in Human Resource Planning and Development	39 weeks	01.02.2012	31.10.2012	30
6.	Master's Degree in Human Resource Planning and Development	52 weeks	01.02.2012	31.01.2013	40

### Eligibility Criteria

Sl. No. 1-6 : Bachelor's degree or its equivalent, and minimum of 2 years work experience.

## 14. International Management Institute

<p>B-10, 30 &amp; 31, Qutab Institutional Area, Tara Crescents, New Delhi-110016</p> <p>Telephone Numbers: + 91 11 4601 2729, 4601 2730, 2696 1437/3519/6143/9089</p> <p>Fax Number: + 91 11 2686 7539</p> <p>Email: <a href="mailto:imiinfo@imi.edu">imiinfo@imi.edu</a></p> <p>Website: <a href="http://www.imi.edu">www.imi.edu</a></p>	<p><b>Head of the Institute:</b> Dr. P.K. Bhaumik Director Tel. No. : +91 11 2696 8351, 2652 9241 Fax: No. : +91 11 2686 7539 Email : <a href="mailto:pkbhaumik@imi.edu">pkbhaumik@imi.edu</a> Mobile : +91 7838744425</p>
	<p><b>ITEC Course Coordinator:</b> Por. Ramesh Behl Professor &amp; Programme Director Tel. No. : +91 11 47194130, 4601230, 46012731 Fax: No. : +91 11 26867539 Email : <a href="mailto:rbehl@imi.edu">rbehl@imi.edu</a> Mobile No. : +91 9811380066</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos. Prof. Somayajulu Garimella Tel. No. : +91 11 47194130, 46012730,46012731, 2696 1437/3519/6143/9089 Mobile No. : +91 9810488031</p>	

Sl. No	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1.	Programme on General Management Skills	5 weeks	03.10.2011	04.11.2011	25
2.	Executive Post Graduate Diploma in Management	52 weeks	28.03.2012	30.03.2013	15
3.	Certificate Course in Operation Management	12 weeks	29.03.2012	30.06.2012	30

### Eligibility Criteria

Sl. No. 1. Bachelor Degree with 2 years of experience

Sl. No. 2. Bachelor Degree with 5 years full time experience

Sl. No. 3. Bachelor Degree preferably in Science or Engineering with 3 years full time experience in officer grade.

# **SME/Rural Development Courses**

## 15. Entrepreneurship Development Institute of India

<p>Via Ahmedabad Airport &amp; Indira Bridge PO Bhat- 382 428 Distt. Gandhinagar (Gujarat)</p> <p>Telephone Numbers: +91 79 23969151, 23969158, 23969161, 23969163</p> <p>Fax Number: +91 79 2396 9164</p> <p>Email: <a href="mailto:info@ediindia.org">info@ediindia.org</a></p> <p>Website: <a href="http://www.ediindia.org">www.ediindia.org</a></p>	<p><b>Head of the Institute:</b> Dr. Dinesh Awasthi Director General Tel. No. : +91 79 2396 9157 Fax: No. : +91 79 2396 9160 Email : <a href="mailto:dinesh@ediindia.org">dinesh@ediindia.org</a></p> <p><b>ITEC Course Coordinator:</b> Ms. Lalitha Krishnan Tel. No. : +91 79 2396 9158/161/163 Fax: No. : +91 79 23969160/ 2396 9164 Email : <a href="mailto:lalitha@ediindia.org">lalitha@ediindia.org</a> Mobile No. : +91 9974694496</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos. Mr. K. K. Soni, Chief Administrative Officer (Adm, Per &amp; Estate) In-charge Tel. No. : +91 79 2396 9151, 2396 9158, 2396 9161, 2396 9163 Mobile No. : +91 9925016850 Res : +91 79 26753818</p>	

Sl. No.	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1.	Governance & Management of Non-Profit Organizations (NPOs)/NGOs)	6 weeks	04.07.2011	12.08.2011	40
2.	Use of English Language in Business Communication	6 weeks	04.07.2011	12.08.2011	40
3.	Business Research Methods & Data Analysis	8 weeks	22.08.2011	14.10.2011	40
4.	Informal Sector Enterprise, Entrepreneurship and Local Economic Development	8 weeks	22.08.2011	14.10.2011	40
5.	Entrepreneurial Management	6 weeks	07.11.2011	16.12.2011	40
6.	Cluster Development Executives (CDEs) Programme	6 weeks	07.11.2011	16.12.2011	40
7.	Entrepreneurship & Small Business Promotion	6 weeks	02.01.2012	10.02.2012	40
8.	Industrial & Infrastructure Project Preparation & Appraisal	6 weeks	02.01.2012	10.02.2012	40
9.	ICT Enabled Office Applications, Web Designing and e-Commerce for Small Enterprise Operations	6 weeks	02.01.2012	10.02.2012	40

10.	Promoting Innovation and Entrepreneurship through Incubation	6 weeks	20.02.2012	30.03.2012	40
11.	Addressing 'Bottom of the Pyramid' through Fostering Social Entrepreneurship / Social Business	6 weeks	20.02.2012	30.03.2012	40
12.	Capital Markets / Commodity Markets & Investment Banking	6 weeks	20.02.2012	30.03.2012	40

### **Eligibility Criteria**

Sl. No. 1-8 & 10-12 : Graduates with basic knowledge of English:

Sl. No. : 9 : Certificate/Diploma/Degree in any discipline with basic knowledge of English and familiarity with MS Office.

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

<p><b>A-23, Sector-62, (Institutional Area), Noida-201 301, U.P.</b></p> <p>Telephone Numbers : +91 120 2403054-62</p> <p>Fax Number: + 91 120 2403057/62</p> <p>Email : <a href="mailto:rrsingh004@yahoo.in">rrsingh004@yahoo.in</a>  <a href="mailto:rrsingh004@gmail.com">rrsingh004@gmail.com</a>  <a href="mailto:drrsbishnoi@yahoo.com">drrsbishnoi@yahoo.com</a></p> <p>Website :  <a href="http://www.niesbud.org/niesbud.nic.in">http://www.niesbud.org/niesbud.nic.in</a></p>	<p><b>Head of the Institute:</b>  Director General  Tel. No. : 2403055-56  Fax No. : 2403057/62  E- Mail : <a href="mailto:edniesbud@rediffmail.com">edniesbud@rediffmail.com</a></p>
	<p><b>ITEC Course Coordinator:</b>  <b>Dr. Rishi Raj Singh</b>  Director Training UEPA &amp; Training Officer  Tel. No. : +91 120 2403062  Fax No. : +91 120 2403062  E- Mail : <a href="mailto:rrsingh004@yahoo.in">rrsingh004@yahoo.in</a>  <a href="mailto:rrsingh004@gmail.com">rrsingh004@gmail.com</a>  <a href="mailto:drrsbishnoi@yahoo.com">drrsbishnoi@yahoo.com</a>  Mobile No. : +91 9818658897</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos.  <b>Dr. Rishi Raj Singh</b>, Director Training UEPA &amp; Training Officer  Tel. No. : +91 120 2403062  Mobile No. : +91 9818658897</p>	

Sl. No.	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1.	Human Resource Development and Entrepreneurship Education Training (HRD-EE)	8 weeks	22.08.2011	14.10.2011	35
2.	Business Advisors' Training (BAT)	8 weeks	22.08.2011	14.10.2011	35
3.	Small Business Planning and Promotion (SBPP)	8 weeks	03.10.2011	25.11.2011	35
4.	Trainers Training on Self Help Groups Formation, Growth & Sustenance (TT-SHFGS)	8 weeks	03.10.2011	25.11.2011	35
5.	Trainers Training on Entrepreneurship and Promotion of Income Generation Activities (TT-EPIGA)	8 weeks	29.11.2011	20.01.2012	35
6.	Women and Enterprise Development (WED): A Trainers/Promoters Programme	8 weeks	29.11.2011	20.01.2012	35
7.	Innovative Leadership for Organization Growth and Excellence (ILOGE)	8 weeks	30.01.2012	25.03.2012	35

8.	Entrepreneurship for Small Business Trainers/Promoters (ESB-TP)	8 weeks	30.01.2012	25.03.2012	35
----	---	---------	------------	------------	----

### Eligibility Criteria

Sl. No. 1-8 : 'A' Level or Equivalent; Adequate knowledge of English is necessary for effective participation.

## 17. National Institute of Micro Small & Medium Enterprises

<p><b>Yousufguda, Hyderabad- 500 045</b></p> <p>Telephone Numbers: +91 40 23608544 – 46, 23608316 - 18</p> <p>Fax No.: +91 40 23608547, 23608956</p> <p>Email: <a href="mailto:registrar@nimsme.org">registrar@nimsme.org</a>, <a href="mailto:registraroffice@nimsme.org">registraroffice@nimsme.org</a></p> <p><b>Website: <a href="http://www.nimsme.org">www.nimsme.org</a></b></p>	<p><b>Head of the Institute:</b></p> <p><b>Dr Chukka Kondaiah</b> <b>Director General</b> Tel. No. : +91 40 23608577 Fax No. : +91 40 23608547 Email : <a href="mailto:ck@nimsme.org">ck@nimsme.org</a></p> <hr/> <p><b>ITEC Course Coordinator:</b></p> <p><b>Prof. NVNS Dev</b> <b>Registrar</b> Tel. No. :+91 40 23608544 – 46 Ext 258 Fax No : + 91-40-23608956 E- Mail : <a href="mailto:registrar@nimsme.org">registrar@nimsme.org</a> Mobile No. : +91 9866426680</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos.</p> <p><b>Mr. N Murali Kishore, Assistant Registrar</b> Tel. No. : +91 40 23608544 - 46 Ext 260 &amp; 217 Mobile : +91 9391032238</p>	

<u>Sl. No</u>	<u>Name of the Course</u>	<u>Duration</u>	<u>Period</u>		<u>Seats (Max)</u>
			<u>From</u>	<u>To</u>	
1.	Communication Skills in English and Promotion of Micro, Small and Medium Enterprises (EPMSMEs)	12 weeks	08.08.2011	28.10.2011	30
2.	Communication Skills in English and Promotion of Food Processing Enterprises for Women (EFPWs)	12 weeks	08.08.2011	28.10.2011	30
3.	Communication Skills in English and Information Systems & Services for SMEs (EISSMEs)	12 weeks	08.08.2011	28.10.2011	30
4.	Communication Skills in English and ICT for Business Promotion of SMEs (EIBPSMEs)	12 weeks	08.08.2011	28.10.2011	30
5.	Communication Skills in English and Capacity Building for providing Alternative Livelihood Opportunities for	12 weeks	08.08.2011	28.10.2011	30

	Poor (ECBALO)				
6.	Tourism and Hospitality Management (THM)	8 weeks	05.09.2011	28.10.2011	30
7.	Innovative Strategies for SME Development (ISSD)	8 weeks	05.09.2011	28.10.2011	30
8.	Enterprise Development through Micro Finance (EDMF)	8 weeks	05.09.2011	28.10.2011	30
9.	Empowerment of Women through Enterprises (EWE)	8 weeks	14.11.2011	06.01.2012	30
10.	Intellectual Property Rights (IPRs) and Implications for SMEs (IPRIS)	8 weeks	14.11.2011	06.01.2012	30
11.	Training Methods and Skills for Managers (TMSM)	8 weeks	14.11.2011	06.01.2012	30
12.	SMEs Financing: Approaches and Strategies (SMEFAS)	8 weeks	14.11.2011	06.01.2012	30
13.	Total Quality Management & ISO 9001: 2000/14001: 2004/BS 7799 & Six Sigma (TQM)	8 weeks	14.11.2011	06.01.2012	30
14.	Planning and Promotion of Agro and Food Enterprises (PAFE)	8 weeks	14.11.2011	06.01.2012	30
15.	Promotion of Micro Enterprises (POME)	8 weeks	23.01.2012	16.03.2012	30
16.	Promotion of Financial Markets (PFM)	8 weeks	23.01.2012	16.03.2012	30
17.	Training of Trainers in Entrepreneurship and Skill Development (ToTE-ESD)	8 weeks	23.01.2012	16.03.2012	30
18.	Micro Credit for Promotion of Sustainable SHG Livelihood (MPSL)	8 weeks	23.01.2012	16.03.2012	30
19.	Management Consultancy Services for SMEs (MCSS)	8 weeks	23.01.2012	16.03.2012	30
20.	Tourism and Hospitality Management (THM)	8 weeks	23.01.2012	16.03.2012	30

**Eligibility Criteria**

Sl. No. 1-20 : Graduation with 3 yrs experience Or Diploma with 5 years experience Or Certificate with 7 years experience

## 18. National Institute Rural Development

<p><b>Rajendranagar , Hyderabad 500 030, Andhra Pradesh</b></p> <p>Telephone Numbers: +91 40 2400 8426, 2400 8464</p> <p>Fax Numbers: +91 40 2401 6500, 2400 8464</p> <p>Email: <a href="mailto:dg@nird.gov.in">dg@nird.gov.in</a></p>	<p><b>Head of the Institute:</b> <b>Mr. Mathew C Kunnumkal, IAS</b> <b>Director General</b> Tel No.: +91 40 2400 8426 Fax No.: +91 40 2401 6500 E-mail: <a href="mailto:dg@nird.gov.in">dg@nird.gov.in</a></p> <p><b>ITEC Course Coordinator:</b> <b>Dr K Suman Chandra</b> <b>Prof. &amp; Head</b> (Research &amp; Training Division) NIRD Tel No. +91 40 24008515 Fax No.+91 40 24008515 E-mail: <a href="mailto:sum@nird.gov.in">sum@nird.gov.in</a> Mobile No.+91 9848997643</p> <p><b>Dr R P Achari</b> <b>Associate Professor</b> (Training Division of RTD) NIRD Tel. fax No.91-040-24008439 E-mail: <a href="mailto:rpa@nird.gov.in">rpa@nird.gov.in</a> Mobile No.+91 9848992619</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos.</p> <p>1. <b>Shri. M.V.Rao IAS</b>, Registrar &amp; Director (Administration) Tel. No. 91 – 040-24008498 Mobile No.+91 9848040391 Email: <a href="mailto:regoffice@nird.gov.in">regoffice@nird.gov.in</a></p> <p>2. <b>Shri K C. Behara</b>, Public Relation Officer : Mobile +91 9848521043</p>	

<u>Sl. No</u>	<u>Name of the Course</u>	<u>Duration</u>	<u>Period</u>		<u>Seats (Max)</u>
			<u>From</u>	<u>To</u>	
1.	Planning, Monitoring and Evaluation of Rural Development Programme	4 weeks	20.06.2011	18.07.2011	25
2.	Livelihood Technologies for Empowerment of Rural Poor Women	4 weeks	20.06.2011	18.07.2011	25
3.	Geo-informatics Applications in Rural Development	6 weeks	18.07.2011	28.08.2011	25
4.	Participatory Poverty Alleviation Strategies for Development Economics	6 weeks	25.07.2011	04.09.2011	25
5.	Management of Rural	4 weeks	03.08.2011	30.08.2011	25

	Drinking Water and Sanitation Programmes				
6.	Management of Rural Development and Good Governance	4 weeks	05.09.2011	02.10.2011	25
7.	HRD for Development Professionals	4 weeks	05.09.2011	02.10.2011	25
8.	Planning and Management of Rural Energy Programmes	4 weeks	03.10.2011	30.10.2011	25
9.	Community Based Disaster Management: Preparedness and Coping Strategies	6 weeks	10.10.2011	21.11.2011	25
10.	Participatory Rural Development	6 weeks	01.11.2011	12.12.2011	25
11.	Natural Resource Management for Sustainable Rural Livelihoods	4 weeks	14.11.2011	13.12.2011	25
12.	Strategies for Sustainable Agriculture and Rural Development	4 weeks	09.01.2012	06.02.2012	25
13.	Information Technology for Rural Development	4 weeks	17.01.2012	13.02.2012	25
14.	Poverty Reduction through Effective Rural Credit	4 weeks	06.02.2012	06.03.2012	25
15.	Geo-informatics Applications in Rural Development	6 weeks	21.02.2012	03.04.2012	25
16.	Planning for Poverty Reduction and Sustainable Development	4 weeks	28.02.2012	27.03.2012	25

## Eligibility Criteria

Sl. No. 1 : Senior level development functionaries directly concerned with the planning and implementation of poverty reduction and rural development projects; managers of rural development programmes;

Sl. No. 2, 3, 6, & 7, 9,10,13, 14, &15 . Graduates with good familiarity in English with minimum 2 years experience;

Sl. No. 4 : Officials working in Agriculture and Rural Development sector;

Sl. No. 5: Graduates with working experience in Drinking Water and Sanitation Projects.;

Sl. No. 8, 11, 12 & 16: Senior and middle level policy makers, administrators, entrepreneurs, bankers, academics, scientists and executives of corporate sector, voluntary sector representatives having interest in rural development sector/ poverty alleviation/agriculture

# Specialized Courses

## 19. Bureau of Parliamentary Studies and Training

<p><b>Parliament Library Building, Pandit Pant Marg, New Delhi-110001</b></p> <p>Telephone Numbers: +91 11 23034563, 23035017</p> <p>Fax Numbers: +91 11 23015293</p> <p>Email: <a href="mailto:bpst@sansad.nic.in">bpst@sansad.nic.in</a></p> <p>Website: <a href="http://www.parliamentofindia.nic.in/bpst/bpst.htm">www.parliamentofindia.nic.in/bpst/bpst.htm</a></p>	<p><b>Head of the Institute:</b>  <b>Mr. T.K. Viswanathan</b>  <b>Secretary-General, Lok Sabha</b>          Tel. No. : +91 11 23017465, 23034255          Fax: No. : +91 11 23017465          Email : <a href="mailto:vnathan@sansad.nic.in">vnathan@sansad.nic.in</a></p>
	<p><b>ITEC Course Coordinator:</b>  <b>Mr. R. L. Shali,</b>  <b>Additional Director</b>          Tel. No.: +91 11 23034656          Fax: No. +91 11 23015293          Email : <a href="mailto:shalirl@sansad.nic.in">shalirl@sansad.nic.in</a>          Mobile No.:+ 91 9810856339</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos.          Mr. Munish Kumar Rewari, Executive Officer          Tel. No. :+91 11 23034563          Mobile No. :+91 9868103985</p>	

<u>Sl. No.</u>	<u>Name of the Course</u>	<u>Duration</u>	<u>Period</u>		<u>Seats (Max)</u>
			<u>From</u>	<u>To</u>	
1	Parliamentary Internship Programme (PIP)	4 weeks	02.11.2011	02.12.2011	40
2	International Training Programme in Legislative Drafting (LD)	4 weeks	10.01.2012	10.02.2012	40

### Eligibility Criteria:

Sl. No. 1: Senior Parliamentary official with good knowledge of written and spoken English;

Sl. No. 2 : Senior Parliamentary/Government official with good knowledge of written and spoken English; should be a Law Graduate.

## 20. Human Settlement Management Institute

<p><b>HUDCO House, Lodhi Road, New Delhi – 110 003</b></p> <p>Telephone Numbers: +91 11 24308600, 24308601</p> <p>Fax Number: +91 11 2436 5292, 2436 6426</p> <p>Website: www.hsmi.in</p>	<p><b>Head of the Institute:</b>  <b>Mr. R.K. Khanna</b>  <b>Senior Executive Director</b>          Tel No.: +91 11 2437 7834, 2462 0117          Fax No.: +91 11 2436 5292</p>
	<p><b>ITEC Course Coordinator:</b></p> <p><b>Dr. H.S. Gill</b>  <b>Chief</b>          Tel No.: +91 11 24308638          Fax No.: +91 11 2436 5292/ 2436 6603          Email: harbansgill@rediffmail.com          Mobile: +91 9999918346</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos.</p> <p><b>Dr. H.S. Gill</b>  <b>Chief</b>          Tel No.: +91 11 24308638          Mobile: +91 9999918346</p>	

<u>Sl. No.</u>	<u>Name of the Course</u>	<u>Duration</u>	<u>Period</u>		<u>Seats (Max)</u>
			<u>From</u>	<u>To</u>	
1.	Planning and Management of Sustainable Cities	8 weeks	20.01.2012	15.03.2012	25

### Eligibility Criteria:

Engineers, Architects, Town Planners, Landscape Architects, Urban Designers, Community Development Professionals, Health Workers, Sociologist with 5 years experience; professionals working with National Government, Provincial Government, Local Government and Community.

## 21. Indian Institute of Mass Communication

<p><b>Aruna Asaf Ali Marg, New Delhi -110067</b></p> <p>Telephone Numbers : +91 11 2674 1268, 2674 2920, 2674 2940, 2674 2960</p> <p>Mobile : +91 9999882948</p> <p>Fax Number : +91 - 11 - 2674 1268</p> <p>Email: <a href="mailto:jaideepbhatnagar@hotmail.com">jaideepbhatnagar@hotmail.com</a></p> <p>Website: <a href="http://www.iimc.gov.in">www.iimc.gov.in</a></p>	<p><b>Head of the Institute:</b></p> <p><b>Mr. Sunit Tandon</b>  <b>Director</b>            Tel No.: +91 11 2674 2492 (Off)            Fax No.: +91 11 264 1532            Email : <a href="mailto:sunit.tandon@gmail.com">sunit.tandon@gmail.com</a></p>
	<p><b>ITEC Course Coordinator:</b></p> <p><b>Dr. Sunetra Sen Narayan</b>  <b>Associate Professor</b>            Tel No.: +91 11 2671 1330            Fax No. : +91 11 2674 2472            Email : <a href="mailto:sunetran@gmail.com">sunetran@gmail.com</a>            Mobile : +91 9818613631</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos.</p> <p>Dr. Anand Pradhan</p> <p>Tel. No. : +91 11 2674 2482</p> <p>Mobile No. : +91 9818305418</p>	

Sl. No.	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1.	Diploma Course in Development Journalism for Non-aligned and other Developing Countries	4 months	01.08.2011	30.11.2011	25
2.	Diploma Course in Development Journalism for Non-aligned and other Developing Countries	4 months	02.01.2012	30.04.2012	25

### Eligibility Criteria:

Sl No. 1 & 2 : Graduation in any discipline with minimum of five years experience in media with ability to comprehend, converse and write in English; Mid-career working journalists/Government employees and media academics.

## 22. International Statistical Education Centre

<p><b>203 B T Road, Kolkata 700108</b></p> <p>Telephone Numbers: +91 33 2575 2520/ 2521/2522</p> <p>Fax Number: +91 33 2578 1834</p> <p><b>Email:</b> <a href="mailto:isec@isical.ac.in">isec@isical.ac.in</a></p> <p><b>Website:</b> <a href="http://www.isical.ac.in/~isecweb">http://www.isical.ac.in/~isecweb</a></p>	<p><b>Head of the Institute:</b></p> <p><b>Prof. Pabitra Pal Choudhury</b> <b>Member Secretary</b> Board of Directors TeleFax No. : +91 33 2578 1834 Tel. No. +91 33 2575-2520/2521/2522 E- Mail : <a href="mailto:isec@isical.ac.in">isec@isical.ac.in</a> Mobile No.: + 91 9433388449</p>
	<p><b>ITEC Course Coordinator:</b></p> <p><b>Dr. Buddhadeb Ghosh</b> Tel. No.: +91 33 2575 2521/2522/2520 Fax No. : +91 33 2578 1834 E- Mail : <a href="mailto:isec@isical.ac.in">isec@isical.ac.in</a> Mobile No. : +91 9433164711</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos.</p> <p><b>Dr. Premananda Bharati, Warden, ISEC Hostel</b> Tel. No.: +91 33 2575 3210 Mobile No. : +91 9830261859</p> <p><b>Dr. Buddhadeb Ghosh, Programme Coordinator, ISEC</b> Tel. No.: +91 33 2575 2522 Mobile No. : +91 9433164711</p>	

Sl. No.	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1.	ISEC Regular Course - 65th Term	43 weeks	01.06.2011	31.03.2012	42

### Eligibility Criteria :

Graduate with the ability to comprehend class room instructions in English; must have the knowledge of Mathematics up to GCE (O-Level); Government officials working in Statistics, Finance, Foreign Trade, Banking, etc.

## 23. National Crime Records Bureau

<p><b>East Block-7, Sector-1, R.K.Puram, New Delhi-110 066.</b></p> <p>Telephone Number: + 91 11 26101767</p> <p>Fax Number: +91 11 26180347</p> <p>Email : <a href="mailto:ncrbtrg@gmail.com">ncrbtrg@gmail.com</a> <a href="mailto:training@ncrb.nic.in">training@ncrb.nic.in</a></p> <p>Website : <a href="http://ncrb.gov.in">http://ncrb.gov.in</a></p>	<p><b>Head of the Institute:</b></p> <p><b>Mr. Rajiv Mathur, IPS</b> <b>Director General</b> Tel. No. : +91 11 2610 4648 Fax No. : +91 11 2618 6576 E- Mail : <a href="mailto:director@ncrb.nic.in">director@ncrb.nic.in</a></p> <p><b>ITEC Course Coordinator:</b></p> <p><b>Mrs. Vibhu Raj, IPS</b> <b>Deputy Director</b> Tel. No.: +91 11 2610 1767 Fax No.: +91 11 2618 0347 E- Mail : <a href="mailto:vibhurajips@ncrb.nic.in">vibhurajips@ncrb.nic.in</a> Mobile No. : +91 9818261589</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos.</p> <p><b>Mr. N. Sushil Kannan, JAD (Trg)</b> Tel. No. : +91 11 2610 1767 Mobile : +91 9958050211</p>	

Sl. No.	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1.	Advanced Programme in Computer Networking and Security for IT Personnel in Police	4 weeks	01.06.2011	30.06.2011	20
2.	Advanced Fingerprint Science for Fingerprint Experts	4 weeks	01.06.2011	30.06.2011	20
3.	Advanced Programme for IT in Law Enforcement	6 weeks	03.10.2011	11.11.2011	20
4.	Advanced Fingerprint Science	6 weeks	03.10.2011	11.11.2011	20
5.	IT in Law Enforcement	12 weeks	02.01.2012	23.03.2012	20
6.	Advanced Fingerprint Science & Computers	12 weeks	02.01.2012	23.03.2012	20

### Eligibility Criteria

Sl. No. 1, 3, 5: Middle level Law Enforcement Officers with at least 8 to 10 years of service; Graduate with knowledge of computer programming; should be able to speak, read and write English;

Sl. No. 2, 4 & 6 :Middle level Law Enforcement Officers with at least 8 to 10 years of service; Graduate with ability to speak, read and write English; should be a Fingerprint Expert.

## 24. National Institute of Training for Standardization (Bureau of Indian Standards)

A-20,21 Institutional Area Sector 62, Noida, 201307, U.P.  Tel: +91 120 240 2201-04  Fax: +91 120 240 2202- 03  Email: <a href="mailto:nits@bis.org.in">nits@bis.org.in</a>  Website: <a href="http://www.bis.org.in">www.bis.org.in</a>	<b>Head of the Institute:</b> Name : Designation : Tel. No. : Fax: No. : Email :
	<b>ITEC Course Coordinator:</b> Name : Designation : Tel. No. : Fax: No. : Email : Mobile No. :
24 hrs Emergency /After Office/Holidays Contact Nos. Name & Designation: Tel. No. : Mobile No. :	

**Courses will be intimated separately.**

## 25. National Institute of Technical Teachers Training and Research

<p><b>Taramani, Chennai – 600 113</b></p> <p>Telephone Number: + 91 44 2254 5405</p> <p>Fax Number: +91 44 2254 1126</p> <p>Email : <a href="mailto:director@nitttrc.ac.in">director@nitttrc.ac.in</a></p> <p>Website :<a href="http://www.nitttrc.ac.in">Http://www.nitttrc.ac.in</a></p>	<p><b>Head of the Institute:</b></p> <p><b>Dr. S. Mohan</b>  <b>Director</b>            Tel. No. : + 91 44 2254 2334            Fax No. : + 91 44 2254 1126            E- Mail : <a href="mailto:director@nitttrc.ac.in">director@nitttrc.ac.in</a></p>
	<p><b>ITEC Course Coordinator:</b></p> <p><b>Dr. V. Thanikachalam</b>  <b>Professor and Head</b>            Tel. No. :+91 44 2254 5447            Fax: No. :+91 44 2254 1126            Email :drthanikachalam@in.com            Mobile No. :+91 9445119426</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos.</p> <p><b>Dr. G.; Kulandaivel, Co-head, CIA</b></p> <p>Tel. No. :+91 44 2254 5411</p> <p>Mobile No. :+91 9444189486</p>	

<u>Sl. No.</u>	<u>Name of the Course</u>	<u>Duration</u>	<u>Period</u>		<u>Seats (Max)</u>
			<u>From</u>	<u>To</u>	
1.	Advanced Certificate on Curriculum Design and Instructional Materials Development	8 weeks	03.08.2011	27.09.2011	25
2.	Advanced Certificate on Water Quality Analysis: Laboratory Practices	8 weeks	03.08.2011	27.09.2011	25
3.	Advanced Certificate on Developing Technical Education to meet the National Growth	6 weeks	05.10.2011	16.11.2011	25
4.	Advanced Certificate on Modern Library Practices	8 weeks	13.10.2011	07.12.2011	25
5.	Advanced Certificate on Educational Video Production	8 weeks	13.10.2011	07.12.2011	25
6.	Advanced Certificate on Sustainable Development and Environmental Management	8 weeks	18.01.2012	15.03.2012	25
7.	Advanced Certificate on Human Resource	8 weeks	18.01.2012	15.03.2012	25

	Development				
6.	Certificate Course on Women Empowerment through Technical and Vocation Education	8 weeks	18.01.2012	15.03.2012	25

### Eligibility Criteria

Sl. Nos. : 158,159, 161 & 163: Degree or diploma in engineering / technology or in any vocational field.

Sl No. 160: Degree / Diploma in engineering / Science / Arts with interest in Video film production

Sl No. 162 :Degree in Arts / Science / Commerce / Engineering/ MBA

## 26.National University of Educational Planning and Administration

<p><b>17-B, Sri Aurobindo Marg New Delhi-110016</b></p> <p>Telephone Numbers: EPBX : +91 11 2696 2120, 2696 7780 Ext. 207 &amp; 217</p> <p>Fax Numbers: +91 11 2685 3041, 2686 5180</p> <p>Email: <a href="mailto:idepa@nuepa.org">idepa@nuepa.org</a></p> <p>Website: <a href="http://www.nuepa.org">http://www.nuepa.org</a></p>	<p><b>Head of the Institute:</b></p> <p><b>Prof. R. Govinda Vice-Chancellor</b></p> <p>Tel. No. : +91 11 2651 5472, 2685 3038 Fax No. : +91 11 2685 3041, 2686 5180 E- Mail : <a href="mailto:vc@nuepa.org">vc@nuepa.org</a>, <a href="mailto:rgovinda@nuepa.org">rgovinda@nuepa.org</a></p>
	<p><b>ITEC Course Coordinator:</b></p> <p><b>Prof. Pranati Panda</b></p> <p>Tel. No.: EPBX: +91 11 2696 2120, 26967780 Ext. 207 Fax No : +91 11 2685 3041 2686 5180 E- Mail : <a href="mailto:pranatipanda@nuepa.org">pranatipanda@nuepa.org</a>, <a href="mailto:pranatipanda@gmail.com">pranatipanda@gmail.com</a> Mobile No. : +91 9811353409</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos.</p> <p>Dr. Vetukuri P.S. Raju EPBX: 26962335, 26967786 Ext. 217 MOBILE : + 91 9871239700 Email: <a href="mailto:vpsraju@nuepa.org">vpsraju@nuepa.org</a>, <a href="mailto:rajuvetukuri@rediff.com">rajuvetukuri@rediff.com</a></p>	

Sl. No.	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1.	International Diploma in Educational Planning and Administration (IDEPA-XXVIII)	12 weeks in India  (Total Course: 6 months)  (Phase II from 01.05.2012 to 31.07.2012 in home country)	01.02.2012	30.04.2012	45

### Eligibility Criteria

Education officers working at the national, provincial, district or institutional level, heads of educational institutions (school, college), regional and district education departments, functionaries working in the university system teacher-training colleges are eligible for this programme.

## 27. Postal Staff College

<p><b>CGO Complex, Ghaziabad-201002</b></p> <p>Telephone Number: + 91 120 2789060</p> <p>Fax Number: + 91 120 2789503</p> <p>Email: <a href="mailto:dpssc_ghaziabad@indiapost.gov.in">dpssc_ghaziabad@indiapost.gov.in</a></p> <p>Website: <a href="http://www.indiapost.gov.in">www.indiapost.gov.in</a></p>	<p><b>Head of the Institute:</b></p> <p><b>Mr. S. Sarkar</b>  <b>Director Postal Staff College of India</b>          Tel. No. : +91 120 278 9060          Fax: No.: +91 120 278 9503          Email : dpssc_ghaziabad@indiapost.gov.in</p>
	<p><b>ITEC Course Coordinator:</b></p> <p><b>Mr. O.S. Veerwal</b>  <b>Additional Director</b>          Tel. No.:+91 120 278 9061          Fax: No:+91 120 278 9679          Email: oveerwal@gmail.com          Mobile No. :+91 9868824210</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos.</p> <p><b>Mr. R.P. Singh, Assistant Director</b>          Tel. No. : +91 120 2789871          Mobile No. : + 91 9968846665</p>	

Sl. No.	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1.	International Training Programme on Postal Life Insurance	2 weeks	05.09.2011	16.09.2011	30
2.	Leadership Development Programme for Postmasters and Managers	2 weeks	05.12.2011	16.12.2011	30
3.	International Executive Development Programme for Postal Managers	2 weeks	12.03.2012	23.03.2012	30

### Eligibility Criteria

Sl.1 : Graduates with minimum of 10 years service as Postal Managers at middle to senior management level;

Sl. No.2 : Graduates with minimum of 7 years service as Post Masters of a medium or large Post Office/Manager in charge of a Region/ Manager working in Administrative Office;

Sl No. 3: Graduates with minimum of 7 years service as Postal Managers at middle management level.

## 28. Research and Information System for Developing Countries

<p><b>Core IVB, 4th Floor, India Habitat Centre, Lodhi Road, New Delhi -110003</b></p> <p>Telephone Numbers: +91 11 2468 2177-80</p> <p>Fax Number: 91-11-2468 2173/74</p> <p>Email: <a href="mailto:dgoffice@ris.org.in">dgoffice@ris.org.in</a></p> <p>Website: <a href="http://www.ris.org.in">http://www.ris.org.in</a></p>	<p><b>Head of the Institute: Dr Biswajit Dhar Director General</b></p> <p>Tel. No. : +91 11 24682176 Fax: No. : 91-11-24682175 Email : <a href="mailto:biswajit@ris.org.in">biswajit@ris.org.in</a></p>
	<p><b>ITEC Course Coordinator: Dr Ram Upendra Das Senior Fellow</b></p> <p>Tel. No. : 91-11-24682177-80 Fax: No. : 91-11-24682173-74 Email: <a href="mailto:upendra@ris.org.in">upendra@ris.org.in</a> Mobile : +91 9650278504</p>
<p><b>24 hrs Emergency /After Office/Holidays Contact Nos.:</b></p> <p>Lt. Col. (Retd.) B.S. Panwar Tel. No.: 24682177-80 Ext. 147 Mobile No. : 9871130385</p>	

Sl. No.	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1.	International Economic Issues & Development Policy (IEIDP)	4 weeks	13.02.2012	09.03.2012	30

### Eligibility Criteria

Sl. No. 1 : Government officials, diplomats, academicians and journalists; Masters degree with two years experience in working relating to international economic issues.

## 29. V.V. Giri National Labour Institute

<p>Sector-24, NOIDA, Distt. Gautam Budh Nagar Uttar Pradesh, PIN : 201301</p> <p>Telephone Numbers :+91 120 241 1471, 241 1533-34-35</p> <p>Fax Numbers. : +91 120 2411474, 2411536 2411471</p> <p>Email: <a href="mailto:vvgnli@vsnl.com">vvgnli@vsnl.com</a></p> <p><b>Website: <a href="http://www.vvgnli.org">www.vvgnli.org</a></b></p>	<p><b>Head of the Institute:</b></p> <p><b>Mr. V.P. Yajurvedi</b> <b>Director</b> Tel.No. : +91 120 2411470 Fax No.: +91 120 2411472 Email : <a href="mailto:vvgnli@vsnl.com">vvgnli@vsnl.com</a></p> <p><b>ITEC Course Coordinator:</b></p> <p><b>Mr. J.K. Kaul</b> <b>Programme Officer</b> Tel &amp; Fax: +91 120 2411471 E.mail: <a href="mailto:jkkaulvvgnli@rediffmail.com">jkkaulvvgnli@rediffmail.com</a></p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos.</p> <p><b>Mr. V.K. Sharma, Asstt. Administrative Officer</b> Tel: +91-2411471 / Ext. 219 Mobile: +91 9213102817</p>	

Sl. No.	Name of Course	Duration	Period		Seats (Max)
			From	To	
1	International Training Programme on Prevention of HIV/AIDS in the world of work	3 weeks	05.09.2011	23.09.2011	30
2	International Training Programme on Leadership Development	3 weeks	10.10.2011	28.10.2011	30
3	International Training Programme on Labour & Employment Relations in a Global Economy	3 weeks	07.11.2011	25.11.2011	30
4	International Training Programme on Managing Development and Social Security Measures	3 weeks	05.12.2011	23.12.2011	30
5.	International Training Programme On Skill Development And Employment Generation	3 weeks	09.01.2012	27.01.2012	30
6.	International Training Programme on Gender	3 weeks	06.02.2012	24.01.2012	30

	Issues in Labour				
7.	International Training Programme on Research Methods in Labour Studies	3 weeks	05.03.2012	23.03.2012	<b>30</b>

### Eligibility Criteria

Sl. No. 1 : Graduates; Senior and middle level functionaries from Government, Trade Unions, Employers' Organisations and Industries who are involved with health issues.

(Note: This programme will focus on HIV/AIDS and workplace issues only and not treatment/medical aspects of HIV/AIDS. This may be noted by medical practitioners before sending their nominations.)

Sl. No. 2 : Officials from Government Departments, Institutions, Representatives from Employee/Employers' Organizations, Executives from industrial and service sector and other officials connected with Administrative work etc.

Sl. No. 3 : Senior and Middle Level Functionaries from Government, Employers' Associations, Trade Unions and Institutions involved with labour and social policy. Participants must also have a working knowledge of English.

Sl. No. 4 & 5 : Government Officials, Representatives of Civil Society Organisations, Officials from employers'/employees organisations, institutions and industries, service sector/NGOs etc.

Sl. No. 6: Researchers from universities/colleges/research institutions and professionals in government organizations pursuing/intending to pursue their interests in labour research and policy.

Sl. No. 7 : Tripartite partners, officials involved with implementation of vocational education and skill training programmes, trainers and instructors, research institutes, organizational/institutions involved in imparting vocational education and training.

# Technical Courses

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

<p><b>N.H.IV, Faridabad-121001 (HARYANA)</b></p> <p>Telephone Numbers : + 91 129 241 4712, 241 8282, 241 8484</p> <p>Fax No.: + 91 129 2414712</p> <p>Email : <a href="mailto:cfqcti@nic.in">cfqcti@nic.in</a></p> <p>Website: : <a href="http://Dacnet.nic.in/cfqcti">http://Dacnet.nic.in/cfqcti</a></p>	<p><b>Head of the Institute:</b> <b>Dr. G. Chakraborti</b> <b>Director</b></p> <p>Tel. No.: +91 129 241 4712, 241 8282, 241 8484</p> <p>Fax No. : + 91 129 2414712</p> <p>Email : <a href="mailto:cfqcti@nic.in">cfqcti@nic.in</a></p> <p>Mobile : +91 9868262976</p>
	<p><b>ITEC Course Coordinator:</b> <b>Mr. S.B. Meena</b></p> <p>Tel. No.: +91 129 241 4712, 241 8282, 241 8484</p> <p>Fax No. : + 91 129 2414712</p> <p>Email : <a href="mailto:cfqcti@nic.in">cfqcti@nic.in</a></p> <p>Mobile : +91 9871085610</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos.</p> <p><b>Dr. G. Chakraborti/Mr. S.B. Meena</b></p> <p>Tel. No. : +91 129 2439430(R)/+91 129 2423779(R)</p> <p>Mobile : +91 9868262976/+ 91 9871085610</p>	

Sl. No.	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1	Training Programme on Fertilizer Quality Control	5 weeks	09.11.2011	13.12.2011	20

#### Eligibility Criteria

Post Graduate in Chemistry/Agriculture, Chemistry or Graduate in Agriculture/ Science with Chemistry; Working experience in the field of Fertilizer Quality Control-specially Enforcement or Analysis, Fertilizer Marketing & Distribution.

### 31. Central Institute of Rural Electrification

<p><b>CIRE, Shivrampally, Near Aramghar X Road, NPA Post, Hyderabad-500 052</b></p> <p>Telephone Numbers: + 91 40 2401 8583, 2401 8584</p> <p>Fax Number: + 91 40 24015896</p> <p>Email: <a href="mailto:cire.rec@gmail.com">cire.rec@gmail.com</a></p> <p>Website: <a href="http://www.recindia.nic.in">www.recindia.nic.in</a></p>	<p><b>Head of the Institute:</b> <b>Mr. Ramesh Kode</b> <b>Additional Director (i/c)</b> Tel. No. : +91 40 2401 5901 (O) Fax: No. : +91 40 2401 8596 Email : <a href="mailto:cire.rec@gmail.com">cire.rec@gmail.com</a></p>
	<p><b>ITEC Course Coordinator:</b> <b>Mr. G.Shanker</b> <b>Deputy General Manager</b> Tel. No. : +91 40 2401 8583 (O) Fax: No. : +91 40 2401 8596 Email : <a href="mailto:cire.rec@gmail.com">cire.rec@gmail.com</a> Mobile No.: +91 9490189023</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos. Mr. G. Shanker, DGM Tel. No.: +91 40 24017252 (Hostel) Mobile No. : +91 9490189023</p>	

Sl. No.	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1.	Business Management of Power Utilities through IT / Automated Solutions	4 weeks	04/07/11	29.07.2011	25
2.	Modernisation of Power Distribution Sector	4 weeks	04.07.2011	29.07.2011	25
3.	Planning and Management of Power Transmission & Distribution Systems	8 weeks	05.09.2011	28.10.2011	25
4.	Planning and Financial Management of Power Projects	4 weeks	05.09.2011	28.10.2011	25
5.	Decentralised Distributed Generation and Rural Power Distribution Management	4 weeks	31.10.2011	23.12.2011	25
6.	Best Practices in Generation and Transmission Systems	8 weeks	09.01.2012	02.03.2012	25
7.	Financial, Management and Account System for Power Companies	8 weeks	09.01.2012	02.03.2012	25

#### Eligibility Criteria

Sl No. 1. Diploma/Degree (in Electrical Engineering or Computer Science / Information Technology) working in Power Sector / Energy related Organisation/ IT/ MIS/ Automation Department of Ministries / Universities etc.

Sl. No. 2,3,4,5 & 6 : Diploma/Degree (in Electrical Engineering), working in Power / Energy Departments of Ministries, Electrical Engineering Department of Universities etc.

Sl No. 7 : Diploma/Degree in Engineering/Finance/Accounting; working in Power Sector/Energy related organization

## 32. Central Institute of Tool Design

<p><b>A-1 to A-8, APIE, Balanagar Hyderabad – 500 037</b></p> <p>Telephone Numbers: + 91 40 2377 1959, 2377 6156, 2377 4536, 2377 2747/48/49</p> <p>Fax Number : + 91 40 2377 2658</p> <p>E-Mail : <a href="mailto:citdplacements@citdindia.org">citdplacements@citdindia.org</a>, <a href="mailto:hyd1_citdhyd@sancharnet.in">hyd1_citdhyd@sancharnet.in</a></p> <p>Website : <a href="http://www.citdindia.org">www.citdindia.org</a></p>	<p><b>Head of the Institute:</b> <b>Shri Shujayat Khan</b> <b>Principal Director</b> Tel. No. : +91 40 2377 4536 (O) +91 40 2377 1853 (R) Fax No. : +91 40 2377 2658 E-Mail : <a href="mailto:hyd1_citdhyd@sancharnet.in">hyd1_citdhyd@sancharnet.in</a> Mobile : +91 9959148618</p>
	<p><b>ITEC Course Coordinator:</b> <b>Shri H. Venkatesh</b> <b>Deputy Director (Trg)</b> Tel.No. : + 91 40 2377 1656/ 1959 Fax No. : + 91 40 2377 2658 E-Mail : <a href="mailto:citdplacements@citdindia.org">citdplacements@citdindia.org</a> Mobile : + 91 9441296680</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos. <b>Mrs. M.M.Suhasini, Asstt. Training Officer/ Mr. S.Z. Hussain, Assistant</b> TEL. No.: + 91 40 2377 1959 , + 91 40 2377 2747/48/49 MOBILE : + 91 9949519535/ + 91 9949145889</p>	

<u>Sl. No.</u>	<u>Name of the Course</u>	<u>Duration</u>	<u>Period</u>		<u>Seats (Max)</u>
			<u>From</u>	<u>To</u>	
1.	Design of Cutting Tools	10 weeks	20.06.2011	26.08.2011	20
2.	3-D Modeling using Unigraphics Software	10 weeks	20.06.2011	26.08.2011	20
3.	Very Large Scale Integration (VLSI) Design	10 weeks	20.06.2011	26.08.2011	20
4.	Design of Die Casting & Plastic Processing Tools	10 weeks	29.08.2011	04.11.2011	20
5.	3D Modeling and Surfacing using CATIA V5 Software	10 weeks	29.08.2011	04.11.2011	20
6.	Programmable Logic Controllers for Advanced Automation	10 weeks	29.08.2011	04.11.2011	20
7.	Design of Jigs & Fixtures	10 weeks	07.11.2011	13.01.2012	20
8.	3-D Modeling using Solid Works Software	10 weeks	07.11.2011	13.01.2012	20
9.	Sensor Technology for Automation	10 weeks	07.11.2011	13.01.2012	20

10.	Design of Sheet Metal Forming Tools	10 weeks	16.01.2012	23.03.2012	20
11.	Analysis using Ansys and Hypermesh Software	10 weeks	16.01.2012	23.03.2012	20
12.	Mechatronics & its Applications	10 weeks	16.01.2012	23.03.2012	20

### Eligibility Criteria

Sl. No. 1 & 2 : Degree or Diploma in Mechanical Engineering or its equivalent with an aptitude towards Tool Design

Sl. No. 3,4, 5,7, 8, 10 & 11 :Degree or Diploma in Mechanical Engineering or its equivalent with experience in the relevant field.

Sl. No. 6, 9 & 12 :Degree/diploma in Engineering or its equivalent with experience in the relevant field.

### 33. Central Scientific Instruments Organization

<p><b>CSIR Complex, 2<sup>nd</sup> Floor, Opposite Institute of Hotel Management, Pusa, New Delhi-110 012</b></p> <p>Tel. No. : +91 11 2584 6290, 2573 3791, 2573 3794</p> <p>Fax No. : +91 11 2584 6290</p> <p>Email: <a href="mailto:hkpir1@gmail.com">hkpir1@gmail.com</a> <a href="mailto:hkpir@yahoo.co.in">hkpir@yahoo.co.in</a> <a href="mailto:hkpir@csio.res.in">hkpir@csio.res.in</a></p> <p>Website: <a href="http://www.csio.res.in">www.csio.res.in</a></p>	<p><b>Head of the Institute: Dr. Pawan Kapur Director, CSIO</b></p> <p><b>Mr. H.K. Pir Head, CSIO, Delhi Centre</b> Tel. No. : +91 11 2584 6290, 2573 3791, 2573 3794</p> <p>Fax No. : +91 11 2584 6290 E-Mail : <a href="mailto:hkpir1@gmail.com">hkpir1@gmail.com</a> <a href="mailto:hkpir@yahoo.co.in">hkpir@yahoo.co.in</a> <a href="mailto:hkpir@csio.res.in">hkpir@csio.res.in</a></p> <p>Mobile.: +91 9899119910</p>
	<p><b>ITEC Course Coordinator: Mr. H.K. Pir Head, CSIO, Delhi Centre</b> Tel. No. : +91 11 2584 6290, 2573 3791 2573 3794</p> <p>Fax No. : +91 11 2584 6290 E-Mail : <a href="mailto:hkpir@yahoo.co.in">hkpir@yahoo.co.in</a> <a href="mailto:hkpir1@gmail.com">hkpir1@gmail.com</a></p> <p>Mobile.: +91 9899119910</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos.</p> <p>1. Ms. Shashi Moitra, Scientist Tel. No.:+91 11 2570 5556 Email : <a href="mailto:Shashi_moitra@hotmail.com">Shashi_moitra@hotmail.com</a> Mobile No. :+91 9810612117</p> <p>2. Mrs. Sudha V.M. Rao, Scientist +91 11 4566 8790 <a href="mailto:sudhavamrao@gmail.com">sudhavamrao@gmail.com</a> +91 9873122387</p>	

Sl. No.	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1.	Management Development Programme on Operation, Maintenance & Repair of Biomedical Equipment	8 weeks	14.09.2011	08.11.2011	25
2.	Management Development Programme on Operation, Maintenance & Repair of Optical/ Ophthalmic Equipment	8 weeks	14.12.2011	07.02.2012	25
3.	Management Development Programme on Operation,	8 weeks	14.03.2012	08.05.2012	25

	Maintenance & Repair of Analytical Equipment				
--	--	--	--	--	--

### Eligibility Criteria

Sl. No. 1 :Graduate/ Diploma in Electronics/Electrical/ Instrumentation/ Biomedical Engineering **or** Post Graduate/ Graduate in Physics with Electronics & Experience in Maintenance of Biomedical Equipment or Biomedical Instrument User **or** Medical Doctor having Experience/ Responsibility of Maintenance and Management of Biomedical Equipment.

Sl. No. 2: Graduate/ Diploma in Electronics/Electrical/Instrumentation/ Biomedical Engineering **or** a Post Graduate/ Graduate in Physics **or** Diploma/ Certificate in Ophthalmic Sciences & Experience in Maintenance of Optical/ Ophthalmic Equipment **or** Optical/ Ophthalmic Instrument User **or** Medical Doctor/ Ophthalmologist having Experience/ Responsibility of Maintenance and Management of Optical/ Ophthalmic Equipment.

Sl. No.3: Graduate/ Diploma in Electronics/Electrical/Instrumentation/ Biomedical Engineering **or** Post Graduate/ Graduate in Physics/ Chemistry/Bio-Chemistry & Experience in Maintenance of Analytical Equipment **or** Analytical Instrument User **OR** Medical Doctor/ Biochemist/ Forensic Scientist/ Agricultural Research Scientist & Technologist having Experience/ Responsibility of Maintenance and Management of Analytical Equipment.

## 34. Fluid Control Research Institute

<p><b>Kanjikode West</b>  <b>Palghat 678 623, Kerala</b>  <b>India</b></p> <p>Telephone Numbers: +91 491 256 6120,  256 6206, 256 7992</p> <p>Fax Number: +91 491 2566326</p> <p>Email: <a href="mailto:fcri@fcriindia.com">fcri@fcriindia.com</a></p> <p>Website: <a href="http://www.fcriindia.com">www.fcriindia.com</a></p>	<p><b>Head of the Institute</b>  <b>Commodore S.Saseendran</b>  <b>Director</b></p> <p>Tel. No. : +91 491 2566119  Fax: No. : +91 491 2566326  Email : <a href="mailto:fcri@vsnl.com">fcri@vsnl.com</a></p> <hr/> <p><b>ITEC Course Coordinator</b>  <b>Mr. K.I.Raphael</b>  <b>Dy. Director (P&amp;A) &amp; Admn</b></p> <p>Tel. No. : +91 491 2566206, 2567992  Fax: No. : +91 491 2566326  Email : <a href="mailto:fcri@vsnl.com">fcri@vsnl.com</a>,  <a href="mailto:k.i.raaphael@fcriindia.com">k.i.raaphael@fcriindia.com</a>  Mobile No.: + 91 9847024119</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos.</p> <p><b>Mr. K.I.Raphael, Dy. Director (P&amp;A) &amp; Admn. &amp; Admn. Co-ordinator (Trg.)</b></p> <p>Tel. No. +91 491 2567992, 2566120 +91 491 2566 596 ( R )</p> <p>Mobile No. : +91 9847024119</p>	

Sl. No.	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1.	Flow Measurement & Control Techniques /Software in Industrial Process & Water Distribution System	8 weeks	01.06.2011	30.07.2011	25
2.	Oil and Gas Flow Measurement and Control Techniques & Standards	12 weeks	10.08.2011	10.11.2011	25
3.	Digital Library Practices and Information Technology Application for Knowledge Management	6 weeks	24.11.2011	10.01.2012	25
4.	Advanced Management Practices and Technology Management in Process Plants & Engineering Industries/Service Organizations and Modern Management in Govt. and Public Administration	6 weeks	15.12.2011	30.01.2012	25
5.	Instrumentation & Control and Data Acquisition System in Fluid Flow in Process and Petroleum	8 weeks	16.01.2012	15.03.2012	25

	Engineering				
--	-------------	--	--	--	--

### Eligibility Criteria

Sl. No.1 : Diploma/ Degree in Mechanical/ Instrumentation/ Civil/ Chemical or Electrical Engineering.

Sl. No. 2 & 5 : Diploma/Degree in Petroleum/ Instrumentation/ Electrical / Mechanical/ Chemical/ Industrial Engineering & working in process industries, oil & gas industry and related fields.

Sl. No. 3 : Professionals with Graduation in any discipline.

Sl. No. 4 : Manager/Supervisors in Process Plants, Refineries, Petrochemical Industries, Power Plants, Flow Product Manufacturing and allied Engineering Industries.

## 35. Geological Survey of India- Training Institute

<p><b>GSI Complex, Bandlaguda, Near Nagole, Hyderabad-500068</b></p> <p>Telephone Numbers: +91 40 2422 0681, 2422 0682</p> <p>Fax NO.: + 91 40 2422 0680</p> <p>Email: <a href="mailto:ddggsiti@gmail.com">ddggsiti@gmail.com</a></p> <p>Website: <a href="http://www.gsi.gov.in">www.gsi.gov.in</a></p>	<p><b>Head of the Institute:</b>  <b>Mr. K. Ayyasami</b>  <b>Deputy Director General</b>          Tel. No. : +91 40 2422 0178, 2422 0859          Fax: No. : +91 40 2422 0680          Email : <a href="mailto:ddggsiti@gmail.com">ddggsiti@gmail.com</a>          Mobile No. : +91 9490479730</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos.</p>	<p><b>ITEC Course Coordinator:</b>  <b>Mr. N. Kutumba Rao</b>  <b>Director (Tech.Coord)</b>          Tel. No. : +91 40 24220682          Fax: No. : +91 40 24220680          Email : <a href="mailto:ddggsiti@gmail.com">ddggsiti@gmail.com</a>          Mobile No.: + 91 9440498590</p>
<p><b><u>Hyderabad</u></b>  <b>Mr. N. Kutumba Rao</b>  <b>Director (Tech.Coord)</b>          Tel. No. : +91 40 24220682          Fax: No. : +91 40 24220680          Email : <a href="mailto:ddggsiti@gmail.com">ddggsiti@gmail.com</a>          Mobile No.: + 91 9440498590</p>	<p><b><u>Zawar Centre, Udaipur</u></b>  <b>Dr. P.R. Golani, Suptd. Geologist</b>  <b>GSTI Zawar Centre,</b>  <b>Dist: Udaipur -313901, Rajasthan</b>          Tel No. +91 294 274 2301          Fax No. +91 294 274 2301          Mobile No. +91 9460727764</p>

Sl. No.	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1.	Petrological Techniques & Ore Microscopy (at Hyderabad)	4 weeks	27.06.2011	26.07.2011	16
2.	Mineral Exploration (at Zawar, Rajasthan)	4 weeks	03.10.2011	02.11.2011	15
3.	Remote Sensing & Digital Image Processing (at Hyderabad)	4 weeks	15.11.2011	15.12.2011	15
4.	Geographic Information System (at Hyderabad)	4 weeks	01.02.2012	01.03.2012	16

### Eligibility Criteria

Sl. No. 1: Post Graduation/Graduation in Geological Science and working knowledge of geological mapping in different scales.

Sl. No. 2 : Post Graduation/Graduation in Geological Science and working knowledge of geological mapping in different scales.

Sl. No. 3 : Graduation in any subject in earth sciences or related technical courses and working knowledge in computers with Window OS and MS Office.

Sl. No. 4: Graduation in any subject in earth sciences or related technical courses and working knowledge in computers with Window OS and MS Office.

## 36. Indian Institute of Production Management

<p><b>At/Po: Kansbahal, Dist. Sundargarh – 770034 Orissa</b></p> <p>Telephone Numbers: : +91 6624 280322, 280948, 280576</p> <p>Fax Number.: +91 6624 280 122</p> <p>Email: <a href="mailto:info@iipm.ac.in">info@iipm.ac.in</a></p> <p>Website: <a href="http://www.iipm.ac.in">www.iipm.ac.in</a></p>	<p><b>Head of the Institute:</b> <b>Dr. M.R. Nayak</b> <b>Deputy Director</b></p> <p>Tel. No. : +91 6624 280322, Fax: No. : +91 6624 280 122</p>
	<p><b>ITEC Course Coordinator:</b> <b>Mr. R.N. Pal</b> <b>Asstt. Director</b></p> <p>Tel. No.: + 91 6624 280322, 280948, 280576 Mobile: +91 9437046576</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos.</p> <p><b>Mr. R.N. Pal</b> Tel No.: +91 6624 280 142 Mobile: +91 9437046576</p>	

Sl. No.	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1	Maintenance Engineering and Management	10 weeks	11.07.2011	16.09.2011	20
2	Industrial Electronics and Instrumentation	10 weeks	03.10.2011	09.12.2011	20
3	Condition based Maintenance	10 weeks	03.10.2011	09.12.2011	20
4	Management Development	10 weeks	09.01.2012	17.03.2012	20

### Eligibility Criteria

Sl. No. 1 & 3 : Degree/Diploma holders in Mechanical/ Electrical Engineering with around 5/10 years of experience respectively in industries in maintenance related activities.

Sl. No. 2 : Degree/Diploma holders in Electrical Engineering with around 5/10 years of experience in industries in the field of control, automation, maintenance etc.

Sl. No. 4: Degree/Diploma holders in Engineering and Post-Graduates/Graduates in Science/ Arts with around 5/10 years of experience in any functional area in organisations and those who are recently promoted to management positions will find the programme very useful.

## 37. Indian Institute of Remote Sensing

<p><b>4, Kalidas Road, Dehradun-248001</b></p> <p>Telephone Number: +91 135 274 4583</p> <p>Fax Number: +91 135 274 1987</p> <p>Email: <a href="mailto:dean@iirs.gov.in">dean@iirs.gov.in</a></p> <p>Website: <a href="http://www.iirs-nrsc.gov.in">www.iirs-nrsc.gov.in</a></p>	<p><b>Head of the Institute:</b>  <b>Dr. P.S. Roy</b>  <b>Dean, IIRS and Associate Director (Capacity Building), NRSC</b>          Tel. No. : +91 135 2744583          Fax: No. : +91 135 2741987          Email : <a href="mailto:dean@iirs.gov.in">dean@iirs.gov.in</a></p>		
	<p><b>ITEC Course Coordinator:</b>  <b>Ms. Minakshi Kumar</b>  <b>Scientist/Engineer, ITEC</b>          Tel. No. : +91 135 252 4118          Fax: No. : +91 135 274 1987          Email : <a href="mailto:minakshi@iirs.gov.in">minakshi@iirs.gov.in</a>          Mobile.: +91 9410394497</p>		
<p>24 hrs Emergency /After Office/Holidays Contact Nos.</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <p><b>Ms. Minakshi Kumar</b>  <b>Scientist/Engineer, ITEC</b>            Tel. No. : +91 135 252 4118            Mobile No. : +91 9410394497</p> </td> <td style="width: 50%; vertical-align: top;"> <p><b>Mr. M. L. Batra</b>  <b>Administrative Officer</b>            +91 135-2524106 (O) +91 135-2629112(R)            +91 9997480914</p> </td> </tr> </table>		<p><b>Ms. Minakshi Kumar</b>  <b>Scientist/Engineer, ITEC</b>            Tel. No. : +91 135 252 4118            Mobile No. : +91 9410394497</p>	<p><b>Mr. M. L. Batra</b>  <b>Administrative Officer</b>            +91 135-2524106 (O) +91 135-2629112(R)            +91 9997480914</p>
<p><b>Ms. Minakshi Kumar</b>  <b>Scientist/Engineer, ITEC</b>            Tel. No. : +91 135 252 4118            Mobile No. : +91 9410394497</p>	<p><b>Mr. M. L. Batra</b>  <b>Administrative Officer</b>            +91 135-2524106 (O) +91 135-2629112(R)            +91 9997480914</p>		

Sl. No	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1.	Short Course on Geoinformatics	8 weeks	26.09.2011	18.11.2011	20
2.	Short Course on Remote Sensing with special emphasis on Digital Image Processing	8 weeks	02.01.2012	24.02.2012	20

### Eligibility Criteria

Sl No.1 : Post Graduate degree in natural sciences, graduate in any engineering discipline, or graduate in natural sciences with sufficient knowledge of mathematics/statistics at high school level.

Sl No. 2: Post Graduate degree in natural sciences, graduate in any engineering discipline, or graduate in natural sciences with sufficient knowledge of mathematics/statistics at high school level.

## 38. Indian Institute of Technology – Roorkee (Department of Hydrology)

<p><b>Department of Hydrology, Roorkee - 247667 Uttarakhand</b></p> <p>Telephone Numbers: +91 1332 285 236, 285 936, 285 390 Fax Numbers: +91 1332 285 236, 273 560</p> <p>Email: hydro@iitr.ernet.in</p>	<p><b>Head of the Institute Dr. S.C.Saxena Director, IITR</b> Tel No.: +91 - 1332 - 285 500 Fax No.: +91 - 1332 - 285 815 E-mail: director@iitr.ernet.in</p> <hr/> <p><b>ITEC Course Coordinator Dr. Himanshu Joshi Professor &amp; Head</b> Tel No.: +91 1332 285 390 Fax No.: +91 1332 285 236 E-mail: hydro@iitr.ernet.in hydrology.iitr@gmail.com Mobile: +91 9412394288</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos.</p> <p><b>Dr. Himanshu Joshi</b> Tel No.: +91 1332 285 390 Mobile: +91 9412394288</p>	

Sl. No.	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1.	P.G. Diploma (Hydrology)	52 weeks	20.07.2011	19.07.2012	20
2.	M. Tech (Hydrology)	104 weeks	20.07.2011	19.07.2013	20

### Eligibility Criteria

Sl. No. 1 & 2: Bachelor Degree in Civil/Agriculture/Mechanical Engineering/ Hydrology with minimum 60% marks. Minimum of 2 years work experience or Master's Degree in Physics/ Geology/ Applied Geology/ Chemistry/ Applied Geophysics/Meteorology/Geography/Atmospheric Physics/Environmental Science with Mathematics at B.Sc. level as per IIT, Roorkee norms with minimum 60% marks or Master's Degree in Statistics with Physics or Mathematics at B.Sc. level or Master's Degree in Mathematics with Physics at B.Sc. Level.

**39. Indian Institute of Technology – Roorkee**  
**(Department of Water Resources Development and Management)**

<p><b>Department of Water Resources Development &amp; Management, Roorkee – 247667, Uttrakhand, INDIA</b></p> <p>Telephone Numbers: +91 1332 285 251, 271 073, 285 951</p> <p>Fax Numbers: +91 1332 271 073, 273 560</p> <p>E-mail: wrdrc@iitr.ernet.in nayanfwt@iitr.ernet.in</p> <p>Website : <a href="http://www.iitr.ernet.in/departments/WRT/pages/index.html">http://www.iitr.ernet.in/departments/WRT/pages/index.html</a></p>	<p><b>Head of the Institute:</b>  <b>Dr. S.C.Saxena</b>  <b>Director, IITR</b>          Tel No.: +91 1332 285 500          Fax No.: +91 1332 285 815          E-mail: director@iitr.ernet.in</p>
	<p><b>ITEC Course Coordinator:</b>  <b>Prof. Nayan Sharma</b>  <b>Head, WRD&amp;M Deptt.</b>          Tel No.: +91 1332 285 251, 271 073, 285 951          Fax No.: +91 - 1332 - 271 073, 273 560          E-mail: wrdrc@iitr.ernet.in          nayanfwt@iitr.ernet.in          nayanfwt@gmail.com          Mobile: +91 9897040762</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos.  <b>Prof. Nayan Sharma</b>          Tel No.: +91 1332 285 251, 271 073, 285 951          Mobile: +91 9897040762</p>	

Sl. No.	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1.	M.Tech (Water Resources Development)	2 years	22.07.2011	21.07.2013	50
2.	M.Tech (Irrigation Water Management)	2 years	22.07.2011	21.07.2013	20
3.	P.G. Diploma (Water Resources Development)	1 year	22.07.2011	21.07.2012	50
4.	P.G. Diploma (Irrigation Water Management)	1 year	22.07.2011	21.07.2012	20

**Eligibility Criteria**

Sl. No. 1& 3 :Bachelor’s Degree in Civil/Electrical/Mechanical / Electronics & Communication Engineering ; Minimum 60% marks or equivalent grade is required;  
 Minimum 2 years work experience in Water Resources and Energy & Power Departments.

Sl. No. 2&4: Bachelor’s Degree in Civil/Agricultural Engineering or M. Sc. Agriculture in Agronomy, Soil Science, Agro-meteorology with Mathematics as one of the paper at the level of B.Sc./ B.Sc. Agriculture; Minimum 60% marks or equivalent grade is required and Minimum 2 years work experience in responsible capacity in Water Resources and Agriculture Departments.

## 40. National Institute of Pharmaceutical Education & Research

<p>Sector-67, S.A.S. Nagar, Mohali, Punjab - 160062</p> <p>Tel No.: +91 - 172 - 221 4682 - 87</p> <p>Fax No.: +91 - 172 -2214 692, 223 0068</p> <p>E-mail: registrar@niper.ac.in</p> <p>Website: www.niper.gov.in</p>	<p><b>Head of the Institute:</b>  <b>Prof. K.K. Bhutani</b>  <b>Director</b>            Tel No: +91 172 221 4682-88            Fax No.: +91 172 221 4692            E-mail: director@niper.ac.in</p>
	<p><b>ITEC Course Coordinator:</b>  <b>Prof. A.K. Chakraborti</b>  <b>Prof. &amp; Head Medicinal Chemistry</b>            Tel No.: +91 172 229 2027            Fax No.:+91 172 221 4692            E-mail: akchakraborti@niper.ac.in            Mobile: +91 9417770515</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos.  <b>Dr. Harmeet Singh, IRS</b>            Tel. No. :+91 172 221 4682-88</p>	

Sl. No.	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1.	Advanced Analytical Techniques: Basic Principles & Application for Quality Assessment of Drugs and Pharmaceuticals for Exports	2 weeks	03.10.2011	15.10.2011	20

### Eligibility Criteria

Bachelor's degree in Pharmacy or equivalent or B.Sc. with 5 years experience in relevant field.

## 41. RITES (Courses for Railway Personnel only)

<p><b>RITES Bhawan</b>  <b>1, Sector 29, Gurgaon-122001</b></p> <p>Telephone Number: +91 124 257 1666</p> <p>Fax Number: +91 124 257 1660</p> <p>Email: gmtrg@rites.com</p> <p>Website: www.rites.com</p>	<p><b>Head of the Institute</b>  <b>Mr. Pankaj Agrawal</b>  <b>General Manager</b>            Tel. No.: +91 124 257 1651            Fax. No.: +91 124 257 1660            Email: gmtrg@rites.com            Mobile: +91 9811998458</p>
	<p><b>ITEC Course Coordinator</b>  <b>Mr. S.C. Malhotra</b>  <b>Dy. General Manager</b>            Tel. No.: +91 124 281 8502            Fax: No. +91 124 257 1660            Email: scmalhotra@rites.com            Mobile : +91 9873390686</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos.</p> <p><b>Mr. Pankaj Agrawal</b>            Tel. No. +91 124 2571651            Mobile : +91 9811998458</p>	

Sl. No.	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1.	Management Development Program for Railway Managers	4 weeks	n.a.	n.a.	25
2.	Railway Track Technology	6 weeks	n.a.	n.a.	25
3.	Diesel Locomotive Technology	6 weeks	n.a.	n.a.	25
4.	Professional Course on Railway Signal Engineering & Telecommunications	6 weeks	n.a.	n.a.	25

**Dates will be intimated later.**

### Eligibility Criteria

Sl. No. 1 : Middle & Junior level Railway Managers/ Engineers with minimum 3 years of experience.

Sl. No. 2 : Engineers/ Managers of Railway Civil Discipline with minimum 5-6 years of experience in executive cadres.

Sl. No. 3 : Railway Mechanical Engineers with experience in maintenance of diesel locomotives with minimum 2-3 years of experience.

Sl. No. 4 : Engineers/ Managers of Railway Signal & Telecom. Discipline with Diploma/ Degree in Mechanical / Electrical /Electronics Engineering, minimum 5 - 6 years of experience required.

## 42. South India Textile Research Association

<p>Post Box No.3205, Coimbatore Aerodrome Post Coimbatore – 641014</p> <p>Telephone Numbers: + 91 422 257 4367-9, 421 5333, 654 4188</p> <p>Fax Numbers: + 91 422 257 1896, 4215300 E.mail : sitraindia@dataone.in sitra@vsnl.com</p> <p>Website : www.sitra.org.in</p>	<p><b>Head of the Institute:</b> Dr.Arindam Basu Director Tel.No.: +91 422 257 4367 Fax.No.: +91 422 257 1896 Email : sitraindia@dataone.in sitra@vsnl.com</p> <p><b>ITEC Course Coordinator:</b> Mr. M.P.S.Ravindran Tel.No.: +91 422 257 4367 Fax.No.: +91 422 257 1896 E.mail : sitraindia@dataone.in sitra@vsnl.com Mobile : +91 9952307519</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos. Mr. M.P.S.Ravindran Tel. No. : +91 422 2574367 Mobile: +91 9952307519</p>	

<u>Sl. No.</u>	<u>Name of the Course</u>	<u>Duration</u>	<u>Period</u>		<u>Seats (Max)</u>
			<u>From</u>	<u>To</u>	
1.	Textile Mill Management	9 weeks	04.10.2011	03.12.2011	25
2.	Textile Testing and Quality Control	9 weeks	04.10.2011	03.12.2011	25

### Eligibility Criteria

Sl. No.1 : Diploma/degree in Textiles around 5 years experience in Textile or allied industries.

Sl. No. 2 :Diploma/degree in Textiles /Science At least 2 years experience in laboratories textiles or allied industries.

of

# **Environment and Renewable Energy Courses**

### 43. Alternate Hydro Energy Centre ( Indian Institute of Technology, Roorkee)

<p><b>Alternate Hydro Energy Centre</b>  <b>Indian Institute of Technology, Roorkee</b>  <b>Roorkee - 247 667 (Uttarakhand)</b></p> <p>Telephone Numbers : +91 1332 274 254,  285 213</p> <p>Fax Number : +91 1332 273 517</p> <p>Email :ahec@iitr.ernet.in;  aheciitr@gmail.com</p> <p>Website : www.ahec.org.in</p>	<p><b>Head of the Institute:</b>  <b>Prof S C Saxena,</b>  <b>Director, IITR</b>  Tel : +91 1332 285500, 272742  Fax: +91 1332 285815,  E-mail: director@iitr.ernet.in</p> <hr/> <p><b>ITEC Course Coordinator:</b>  <b>Dr Arun Kumar,</b>  <b>Head, AHEC</b>  Phone: +91 1332 274254, 285213  Fax : +91 1332 273517, 273560  E-mail:ahec@iitr.ernet.in,  aheciitr@gmail.com  Mobile No. : +91 98 370 16919</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos.</p> <p><b>Dr Arun Kumar, Head, AHEC</b>  Tel: +91 1332-274254, 285213  Mob: +91 98 370 16919</p>	

Sl. No.	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1.	M. Tech in Alternate Hydro Energy Systems	104 weeks	20.07.2011	19.07.2013	10
2.	M. Tech in Environment Management of Rivers and Lakes	104 weeks	20.07.2011	19.07.2013	10

#### Eligibility Criteria

Sl.1: Bachelor degree in Civil/ Electrical / Electronics / Mechanical/ Industrial/ Chemical / Agricultural / Environmental Engineering/ its equivalent with minimum 60% marks or CGPA of 6.75 out of 10. Minimum two years of professional experience

Sl. 2: Bachelors degree in Civil/ Electrical/ Mechanical/ Industrial/ Chemical/ Agricultural / Environmental Engineering/ Architecture/ Town Planning or its equivalent/Master in Science in any subject with mathematics at graduation level with minimum 60% marks or CGPA of 6.75 out of 10. Minimum two years of professional experience.

## 44. Barefoot College – Tilonia

<p><b>Tilonia 305816, Via- Madanganj</b> <b>District- Ajmer, Rajasthan</b></p> <p>Telephone Number: +91 1463 288 210</p> <p>Fax Number: +91 1463 288 206</p> <p>Email: barefootcollege@gmail.com</p> <p>Website: www.barefootcollege.org</p>	<p><b>Head of the Institute</b> <b>Mr. Bunker (Sanjit) Roy</b> <b>Director</b></p> <p>Tel. No. : +91 1463 288 205/288 212</p> <p>Fax: No. : +91 1463 288206</p> <p>Email : bunker_roy@yahoo.com</p> <p>Mobile: +91 9414007446</p>
	<p><b>ITEC Course Coordinator</b> <b>Mr. Laxman Singh</b></p> <p>Tel. No. : 01463 288209</p> <p>Fax: No. : 01463 288206</p> <p>Email barefootcollege@gmail.com</p> <p>Mobile No.: +91 9414253025</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos.</p> <p><b>Mr. Bhagwat Nandan</b></p> <p>Tel. No. : + 91 1463 288 211</p> <p>Mobile No. : + 91 9414766993</p>	

Sl. No.	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1.	Training Illiterate / Semi-Literate Rural Women on Solar Electrification and Rooftop Rainwater Harvesting.	6 months	16.09.2011	14.03.2012	35
2.	Training Illiterate / Semi-Literate Rural Women on Solar Electrification and Rooftop Rainwater Harvesting	6 months	16.03.2012	14.09.2012	35

### Eligibility Criteria

Sl. No. 1&2 : Illiterate rural women

## 45. Centre for Wind Energy Technology

<p><b>Survey No. 657/1A2, Velachery – Tambaram High Road Pallikaranai, Chennai-600100.</b></p> <p>Telephone Numbers: +91 44 2246 3982/ 83/84</p> <p>Fax Number: + 91 44 22463980/85</p> <p>Email: info@cwet.res.in</p> <p>Website: www.cwet.tn.nic.in</p>	<p><b>Head of the Institute: Dr. S. Gomathinayagam Executive Director</b></p> <p>Tel. No. : + 91 44 2246 3981 Fax: No.: + 91 44 2246 3980/85 Email : ed@cwet.res.in</p>
	<p><b>ITEC Course Coordinator Mr. P. Kanagavel Scientist &amp; Unit Chief (i/c),ITCS</b></p> <p>Tel. No.: + 91 44 2246 3994 Fax: No.: + 91 44 2246 3980/85 Email : pkanagavel@cwet.res.in Mobile No.: +91 9444116305</p>
<p>24 hrs Emergency /After Office/Holidays Contact Nos.</p> <p><b>Mr. P. Kanagavel Scientist &amp; Unit Chief (i/c),ITCS</b></p> <p>Tel. No.: + 91 44 2247 5259 Email : pkanagavel@cwet.res.in Mobile No.: +91 9444116305</p>	

Sl. No.	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1.	Seventh International Training Programme on Wind Turbine Technology and Applications	4 weeks	03.08.2011	26.08.2011	30

### Eligibility Criteria

Degree in Science/Diploma/Engineering disciplines with knowledge of English; relevant experience in Wind Energy preferred.

## 46. Indian Institute of Science

<p><b>Indian Institute of Science</b> Bangalore – 560012, Karnataka</p> <p>Telephone Numbers: +91 80 2360 0536</p> <p>Fax Number: +91 80 2360 1692</p> <p>Email : <a href="mailto:abets@cgpl.iisc.ernet.in">abets@cgpl.iisc.ernet.in</a></p> <p>Website : <a href="http://cgpl.iisc.ernet.in">http://cgpl.iisc.ernet.in</a></p>	<p><b>Head of the Institute</b> <b>The Registrar, IISc</b></p> <p>Tel : +91-80-23601692 E-mail: <a href="mailto:regr@admin.iisc.ernet.in">regr@admin.iisc.ernet.in</a> <a href="mailto:abets@cgpl.iisc.ernet.in">abets@cgpl.iisc.ernet.in</a></p>						
	<p><b>ITEC Course Coordinator</b> <b>Prof. P J Paul,</b> <b>Chief Executive, ABETS, IISc</b></p> <p>Tel: +91-80-23600536 Fax : +91-80-23601692 Email : <a href="mailto:paul@cgpl.iisc.ernet.in">paul@cgpl.iisc.ernet.in</a></p>						
<p>24 hrs Emergency /After Office/Holidays Contact Nos.</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;"><b>Mr. D.N. Subbukrishna</b></td> <td style="width: 50%;"><b>Mr. K.C. Suresh</b></td> </tr> <tr> <td>Tel. No.:+91 80 2360 0536</td> <td>+91-80-22932338</td> </tr> <tr> <td>Mobile:+91 98455 98206</td> <td>+91 98455 98205</td> </tr> </table>		<b>Mr. D.N. Subbukrishna</b>	<b>Mr. K.C. Suresh</b>	Tel. No.:+91 80 2360 0536	+91-80-22932338	Mobile:+91 98455 98206	+91 98455 98205
<b>Mr. D.N. Subbukrishna</b>	<b>Mr. K.C. Suresh</b>						
Tel. No.:+91 80 2360 0536	+91-80-22932338						
Mobile:+91 98455 98206	+91 98455 98205						

<u>Sl. No.</u>	<u>Name of the Course</u>	<u>Duration</u>	<u>Period</u>		<u>Seats (Max)</u>
			<u>From</u>	<u>To</u>	
1.	International Training Programme on e-BioEnergy	10 days	17.10.2011	26.10.2011	25

### Eligibility Criteria

Degree or Diploma in Science or Engineering, 2 years experience in any technical area, preferably in energy sector.

## 47. Solar Energy Centre

<p><b>19<sup>th</sup> Mile Stone,</b>  <b>Gurgaon-Faridabad Road,</b>  <b>Gwal Pahari</b>  <b>Distt. : Gurgaon, Haryana-1221001</b></p> <p>Telefax : +91 124 2579207</p> <p>Telefax : +91 11 2436 0331</p> <p>Email : sec@nic.in</p> <p>Website : www.mnre.nic.in</p>	<p><b>Head of the Institute</b>  <b>Dr. Bibek Bandyopadhyay</b>  <b>Adviser and Head</b>          Tel: +91 124 2579208, 3291135          Fax : +91-124-2579207          Telefax : +91-11-24360331          E-mail: bbibek@nic.in</p>
<p><b>ITEC Course Coordinator:</b>  <b>Dr. P.C. Pant</b>  <b>Director</b>          Tel. No. : +91 124 257 9214,                            +91 11 2436 5496          Telefax : +91 124 2579207          Telefax : +91-11-24360331          Email : pc pant@nic.in</p>	
<p>24 hrs Emergency /After Office/Holidays Contact Nos.  <b>Mr. S.S. Bedi</b>          Tel. No.:+91 124 257 9210, 257 9205          Mobile : +91 9560889489</p>	

<u>Sl. No.</u>	<u>Name of the Course</u>	<u>Duration</u>	<u>Period</u>		<u>Seats (Max)</u>
			<u>From</u>	<u>To</u>	
1.	International Training Programme on Solar Energy Technologies and Applications	3 weeks	25.04.2011	14.05.2011	30
2.	International Training Programme on Solar Energy Technologies and Applications	3 weeks	14.11.2011	03.12.2011	30

### Eligibility Criteria

Sl. No. 1 & 2 Post Graduate in Science or Bachelor in Engineering/Technology with knowledge in English; relevant experience in renewable energy desirable.

## 48. TERI (The Energy & Resources Institute)

<p><b>Darbari Seth Block, IHC Complex, Lodhi Road, New Delhi – 110 003 India</b></p> <p><b>Telephone Numbers:</b> + 91 11 2468 2100/ 2468 2111</p> <p><b>Fax Numbers:</b>+ 91 11 2468 2144/ 2468 2145</p> <p><b>Email:</b> swati.ganeshan@teri.res.in</p> <p><b>Website:</b> www.teriin.org</p>	<p><b>Head of the Institute</b>  <b>Dr. R.K. Pachauri</b>  <b>Director General</b>            Tel. No.: + 91 11 2468 2100, 2468 2111            Fax: No.: + 91 11 2468 2144, 2468 2145            Email : pachauri@teri.res.in</p>
	<p><b>ITEC Course Coordinator:</b>  <b>Ms. Swati Ganeshan</b>  <b>Research Associate</b>            Tel. No. : + 91 11 2468 2100, 2468 2111            Fax: No. :+ 91 11 2468 2144/ 2468 2145            Email : swati.ganeshan@teri.res.in            Mobile No.: +91 9811968520</p>
<p><b>24 hrs Emergency /After Office/Holidays Contact Nos.</b>            Mr. Balwant Singh            Tel. No. : +91 11 2579320/9326            Mobile No. : +91 9899809113</p>	

Sl. No.	Name of the Course	Duration	Period		Seats (Max)
			From	To	
1.	Integrated Approach towards Sustainable Development	3 weeks	04.07.2011	23.07.2011	30
2.	Applications of Biotechnology and its Regulation	3 weeks	25.07.2011	12.08.2011	30
3.	Designing and Implementing Solar Energy-based Livelihood Project for Rural Communities	3 weeks	12.09.2011	30.09.2011	30
4.	Climate Change and Sustainability	3 weeks	03.10.2011	21.10.2011	30
5.	Decentralized Energy Solutions – Planning & Implementation	3 weeks	31.10.2011	18.11.2011	30
6.	Trade and Sustainable Development – Issues for Developing Countries	3 weeks	28.11.2011	16.12.2011	30
7.	Renewable Energy and Energy Efficiency	3 weeks	13.02.2012	02.03.2012	30

## Eligibility Criteria

- Sl. No. 1, 4,5 & 7: Bachelors' degree in any discipline with 2 years work experience.
- Sl. No. 2. Bachelors' degree with science in school with 2 years work experience
- Sl. No. 3: Bachelors degree in technology or science with 2 years work experience.
- Sl. No. 6. Bachelors degree in any discipline, preferably Masters with 2 years work experience.

**GOVERNMENT OF INDIA  
MINISTRY OF EXTERNAL AFFAIRS  
INDIAN TECHNICAL AND ECONOMIC COOPERATION ( ITEC ) AND  
SPECIAL COMMONWEALTH ASSISTANCE FOR AFRICA PROGRAMME ( SCAAP )  
(Application for the courses fully funded by the Ministry of External Affairs, Government of  
India)**

Please read instructions carefully before applying

**APPLICATION FORM**

3 x 4 cm

**PART- I**

Nationality: _____	Name of Course: _____
Institute : _____	Commencing : From _____ to _____ <span style="font-size: small; display: block; text-align: center;">DD/MM/YYYY                      DD/MM/YYYY</span>
<b>1. Personal Particulars</b>	
Name(s): _____	
Surname: _____	
Sex (tick one):    MALE / FEMALE	
Marital Status: _____	
Date of Birth: _____ <span style="font-size: small; display: block; text-align: center;">Date - Month - Year</span>	
Passport No.:- _____ Date & Place of issue :- _____ Valid till :- _____	
Address:	Office
	Res.
Tel Nos.	
Mobile/Cell :	
Fax :	
E-mail :	
Special dietary needs, if any : _____	

**Person(s) to be notified in case of Emergency**

	Official Contact	Personal / Family Contact
Name :		
Address:		
Tel Nos:		
Mobile /Cell :		
Fax:		
E-mail:		

**Educational Qualification(s)**

	Degree / Diploma / Certificates	Year	Name of Educational Institute
1			
2			
3			
4			

**Professional Qualification(s), if any:**

	Professional Qualification (s)	Year	Name of Institute
1			
2			
3			
4			

**2. Details of Employment/Profession (current & previous)**

Name of Employer / Department / Company	Position	Period	Description of Work

**Are you an employee of: (Mark appropriate box)**

- a. Government                       b. Semi-government/Parastatal
- c. Private company                       d. Others\* ( Please specify)

**Details of present employer :**

Name / address : \_\_\_\_\_

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

E-mail : \_\_\_\_\_

3. Have you ever attended a course sponsored by the Government of India? (Mark one)

YES	NO
-----	----

(i) If answer to 3 is yes, details of the Course \_\_\_\_\_

4. Details of Course(s) attended, if any, outside your country:

Country	Course Details & Duration	Year	Sponsor/Programme

5. Please describe in your own words (about 100 words):

- (a) qualification/experience in the related to the course applied for; &
- (b) reason (s) for applying for this training course.

6. Certification of English language proficiency (by Indian Mission/Designated Authority)

	Good	Basic	Remarks
Spoken			
Written			

Mother tongue / Native language: \_\_\_\_\_ / Other language(s), if any : \_\_\_\_\_

English Language test administered by: \_\_\_\_\_ Tel. Number : \_\_\_\_\_

Name & Address : \_\_\_\_\_ E-mail : \_\_\_\_\_

Signature with date : \_\_\_\_\_

## MEDICAL REPORT

(To be certified by a doctor/hospital on the panel of the Indian Mission, UN Mission, if any or as designated by Indian Mission)

(i) Name of Applicant:
(ii) Age:
(iii) Sex: (Male / Female)
(iv) Height (cm):
(v) Weight (kg):
(vi) Blood Group:
(vii) Blood Pressure:
(viii) Blood Sugar: (Fasting) ( PP)

1. Is the person examined in good health at present ?	
2. Is the person examined physically and mentally able to carry out intensive training away from home?	
3. Is the person free of infectious diseases (tuberculosis, trachoma, skin diseases etc)? Yellow fever certificate (in case of people coming from that region or as laid out in WHO Regulations).	
4. Does the person examined has any medical condition or defect which might require treatment during the course ?	
5. List of any observed abnormalities indicated in the chest X ray.	

I certify that the applicant is medically fit to undertake a training course in India.

Name of Doctor/Physician:

\_\_\_\_\_

Registration No.:

\_\_\_\_\_

Address of Clinic / Hospital

\_\_\_\_\_

and City / Town :

\_\_\_\_\_

Telephone :

\_\_\_\_\_

E mail: \_\_\_\_\_ Date:

\_\_\_\_\_

Signature of Doctor/Physician: \_\_\_\_\_ Seal of Clinic/Hospital:

\_\_\_\_\_

## IMPORTANT NOTICE

- Please read the form carefully. The application will be automatically rejected if any column is inaccurate, incomplete or blank.
- Declaration by the candidate and the recommendations from employer, if any, are compulsory pre-requisites.
- Working knowledge of the English language is a pre-requisite. For English language and language related courses, basic knowledge of English is required.
- Candidates who leave the course midway for personal reasons without prior permission of the Ministry of External Affairs or remain absent from the programme without sufficient reasons are expected to refund the cost of training and airfare to Government of India.
- Female candidates are hereby advised that they should not travel to India to attend the course applied for in case they are in family way.

## UNDERTAKING BY THE APPLICANT

I, \_\_\_\_\_  
(Name, Middle name, Family name)

of (country)\_\_\_\_\_ certify that information provided by me in this form is true, complete and correct.

I also certify that :-

- (i) I have read the course brochure and that I am aware of the course contents and living conditions in India \*.
- (ii) I have sufficient knowledge of English to participate in the training programme.
- (iii) I am medically fit to participate in the Course and have submitted a medical certificate from the designated doctor.
- (iv) I have not attended any programme previously sponsored by Government of India.
- (v) I have not applied for or am not required to attend any other training course/conference/meeting etc. during the period of the course applied for.

If accepted for the ITEC / SCAAP training programme, I undertake to:

- (a) Comply with the instructions and abide by Rules, Regulations and guidelines as may be stipulated by both the nominating and sponsoring Governments in respect of the training;
- (b) Follow the full and complete course of study or training and abide by the Rules of the University/Institution/ Establishment in which I undertake to study or undergo training;
- (c) Submit periodic assessments / tests conducted by the Institute (progress report which may be prescribed);
- (d) Refrain from engaging in political activity, or any form of employment for profit or gain;
- (e) Return to my home country at the end of the course of study or training;
- (f) I also fully undertake 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.

**For lady participants :- I confirm that I will not travel to India to attend the Course I have applied for if I am in the family way.**

Date:

Place:

(SIGNATURE OF THE APPLICANT)

Name: \_\_\_\_\_

\* Details of the course are on the website of the Institute or can be obtained from them by e-mail.

## PART – II

### To be completed by the authorized official of the Nominating Government/Employer

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 gone through the medical certificates and X-ray reports produced by the nominee which state that he/she is medically fit and free from any infectious disease such as HIV/AIDS and Yellow Fever and that having regard to his/her physical and mental history there is no reason to indicate that the nominee is other than fit to undertake the journey to India and to undergo training in India.

(c) The nominee has adequate knowledge of spoken and written English to enable him to follow the course of training for which he/she 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 \_\_\_\_\_/as employer.

Name of Nominating Authority:

Designation:

Address:

Date:

Place:

Signature  
(With seal)

Name and Designation  
(in block letters)

## **Some Guidelines**

### **Who can apply**

- Employees and officials in Government, Private and Public Sector, Parastatals, Universities, Chambers of Commerce and Industry
- Having 5 years minimum work experience
- Applicants who are between the age group of 25 to 45 years.
- Who are medically fit.

### **How to apply**

- Applications must be submitted in the prescribed ITEC/SCAAP Form to the nodal Government Department/Agency of your country designated to nominate candidates.
- The nodal Department/Agency will in turn forward the applications to the Embassy/High Commission of India.

### **Eligibility criteria for admission to courses**

- Must have the required academic qualifications as laid down by the Institute for the selected Course.
- Must have working knowledge of English to follow the Course.

### **Scholarship**

Government of India will bear the following expenses for the selected candidate:

- Return international airfare by excursion/ economy class
- Course fees
- Accommodation – hostel(depending on availability, it could be on single or sharing basis) or hotel in case of non-availability of hostel accommodation.
- Living Allowance @ Rs. 25,000/- per month. Candidates are, among other things, expected to meet the expenditure for their meals from this amount.

### **General Information**

- Applications must reach the Indian Embassy/High Commission no later than 3 months before the commencement of the Course.
- Upon selection, the Embassy/High Commission of India will inform the concerned nodal Department/Agency who will in turn inform the applicant.
- Selected candidates are required to fully familiarize themselves regarding living conditions in India and the Institutes through the websites of the concerned Institute.
- Decision for grant of scholarship rests solely with the Ministry of External Affairs, Government of India.

Contact Address :

The Joint Secretary  
Technical Cooperation Division  
Ministry of External Affairs  
Government of India  
Akbar Bhawan, Chanakyapuri  
New Delhi - 110021, India  
Tel : +91-11-2467 4703, 2688 8783, 2467 4729  
Fax : +91-11-2467 7017, 2688 7294, 2412 1468  
Email : [itec.tc@mea.gov.in](mailto:itec.tc@mea.gov.in)  
Website : [http:// itec.mea.gov.in](http://itec.mea.gov.in)