



HVPN POWER TRAINING INSTITUTE

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To

1. The Chief Engineer/Administration, DHBVNL, Hisar.
2. The CGM/Administration, UHBVNL, Panchkula.
3. The Chief Engineer/Administration/Operation, UHBVNL, Panchkula/Rohtak
4. The CAO, UHBVN/DHBVN, Panchkula/Hisar.

Memo No. Ch-167/HPTI-292/Vol-VI

Dated: 29/08/2021

Sub: Preparation of Training Calendar for the FY 2021-22:- Supplying the list of need based trainings thereof.

As per "Haryana State Training Policy, 2020" all employees of the Nigams will have to be provided training as per their needs with the competencies for their current and future assignment. The trainings will be imparted to all categories (A, B, C & D) of employees.

HPTI is going to prepare and finalize the training calendar for the FY 2021-22.

In the 14th Governing Body Meeting of HPTI on 29.03.2019, it was decided that the SCADA lab at HPTI can be utilized for imparting training to officers/officials of all HPUs. So it is requested that SCADA based training module be supplied accordingly for the training calendar 2021-22.

Modules for trainings are required to be invited from UHBVN/DHBVN in their respective field for the Financial Year 2021-22 so that number of trainings could be planned in the training calendar and suitable slots be allocated to the respective Power Utilities.


In view of the above, it is requested to supply the following information:-

- i. Supply the list of topics/ subjects on which training is required categories wise (A, B, C & D) of officers/ officials for preparation of training calendar for the FY 2021-22.
- ii. **In case any specialized training on any particular topics/subject is required, from any other institutes, the details of the same may also be supplied.**

List of existing modules of training imparted by HPTI during FY 2020-21 is enclosed for reference please.

The above information may kindly be supplied within 15 days positively

DA/AS Above


Director Principal
HPTI, Panchkula.

CC:-

1. Sr.PS to President HPTI-cum-Managing Director, HVPNL for kind information of President HPTI-cum-Managing Director, HVPNL Panchkula.
2. Sr.PS to Managing Director, DHBVNL for kind information of Managing Director, DHBVNL, Hisar
3. Sr.PS to Managing Director, UHBVNL for kind information of Managing Director, UHBVNL, Panchkula.

List of Modules of Training Impart During FY 2020- 21

Sr. No	Name of the Module	Duration	Name of the HPU's
Training for the Technical Officers			
1	Electrical Safety	2 days	All HPU's
2	Contract Management	2 days	All HPU's
3	RTI, CM complaint Redressal Window	2 days	All HPU's
4	E-Tendering	2 days	All HPU's
5	Training on Civil Services Rules Haryana	1 day	All HPU's
6	Good and Service Tax (GST) Training	1 day	All HPU's
7	Right To Information (RTI)	1 day	All HPU's
8	Good and Service Tax (GST) Training	1 day	Common for all HPU's
9	Training on ARR and Energy Accounting	1 day	All HPU's
10	Training on Energy Accounting	1 day	All HPU's
11	Case study for planning of 400kV network	1 day	All HPU's
12	Case study for planning of 220kV network		
13	Case study for planning of 132/66kV network		
14	Power Transformer	3 days	HVPNL
15	Transmission Line Design Parameter	3 days	HVPNL
16	Transmission Line Protection	3 days	HVPNL
17	Training of HVPN Officers on Fault Locator	1 day	HVPNL

List of Modules of Training Impart During FY 2020- 21

18	Training of HVPN Officers on operational Maintenance of Power Transformer, Transmission Lines & impact of their outage on TSA.	1 day	HVPNL
19	Training of HVPN Officers on i. Case study of failure of supply of 220 KV Substation Bastara. ii. Case study of Electrical Accidents	1 day	HVPNL
20	Training of HVPN Officers/officials on closure of turnkey projects, Capitalization	1 day	HVPNL
21	Training of HVPN Officers on Power Transformer operation and maintenance	1 day	HVPNL
22	Training of HVPN Officers/officials on standard operating procedures	3 day	HVPNL
23	Training of HVPN Officers on regulation of tariff.	1 day	HVPNL
24	Training of HVPN Officers on Power Cable selection, Testing and commissioning, Accident Prevention in electrical and safety procedure.	1 day	HVPNL
25	Training of HVPN Officers on Technical functionality, operation and maintenance of Substation equipments i.e. SF6 Circuit Breaker, CT,PT,CVT, NCT,LA, Isolator. VCB,C & R Panel, Capacitor Bank, Battery, Battery Charger, ACDB and DCDB etc.	1 day	HVPNL
Training for Group-C Technical Officials			
26	Training – safety, Accident Prevention & Disaster Management (SAFETY)	2 days	Common for all HPU's
27	Financial Management, Stores accounting & office administration	Accounts 3 days	DHBVNL
28	Operation & Maintenance of Distribution Transformers, Prevention of Failures & Repairs	3 days	DHBVNL & UHBVNL
29	Lineman Training	4 days	DHBVNL & UHBVNL
30	Up gradation of IT Skills	3 days	DHBVNL
31	Operation & Maintenance of Sub- Station Equipment & Transmission Line Maintenance(SAs)	5 days	HVPNL
32	Induction Training for Newly Recruited Shift Attendants (SAs)	5 days	UHBVNL & DHBVNL

List of Modules of Training Impart During FY 2020- 21

Sr. No.	Name of the Module	Duration	Name of the HPUs
Training for Accounts Cadre Officers/Officials, Ministerial Cadre Officers/Officials			
33	Contract Management	5 days	All HPUs
	RTI, CM complaint Redressal Window		All HPUs
	Service matters Departmental Accounts Examination of Accountant Level industrial Laws/ Company Laws etc.		All HPUs
	Good and Service Tax (GST) Training		All HPUs
	Training on Civil Services Rules Haryana		All HPUs
Training for Preparation of Departmental Accounts Examination			
34	Pre-Examination Training Programme for the candidates preparing in SO Part-I	Common for all HPUs	
35	Training Programme for preparation of Departmental Accounts Examination of Engineering Officers & Sub-ordinates	Common for all HPUs	
36	Training Programme for preparation of Departmental Accounts Examination of Ministerial Establishment	Common for all HPUs	