

**ANNUAL TRAINING CALENDAR FOR THE YEAR 2023 (REVISED)**


**MARINE NAVIGATION TRAINING INSTITUTE - KOLKATA**

Sl. No.	Name of the course	Course duration	Course intake	Areas proposed to be covered	Faculty
1.	2.	3.	4.	5.	6.
1	Induction Course for Technicians(Newly recruited)	02 weeks ( 09 <sup>th</sup> Jan 2023 to 20 <sup>th</sup> Jan 2023)	12	DGLL and International/National Organizations Etiquette, manner and Discipline Lighthouse Orders	Shri P Sriramulu, DD Shri Abdullah Rafique, DD
				General Administration Pay, leave and disciplinary procedures	Guest faculty
				Hardware and Software MS Office	Guest faculty
				Visual AtoNs, Lighthouses and Lightship	Shri K K Singh, AEE
				Radio AtoNs LORAN,DGPS, NAIS	Shri K Sudheesh, AEE
				Radio AtoNs RACON, NAVTEX, e-LORAN	Shri Digvijay Singh, AEE
				IALA Buoyage system & maintenance Power supply for AtoNs	Smt. Sulekha Singh, AEE Shri Pankaj Kumar, DD
				Preparation of estimates & drawings Tendering on GeM and CPPP Portal	Shri A K Bhar, AE Shri S K Ghosh, AEE
				Gen set maintenance & repair	Guest Faculty (M/s Kirloskar)
				VTS	Shri Ajeet Kumar, AEE

2.	Induction course for NA III/ RT(newly recruited)	02 weeks (13 <sup>th</sup> Feb 2023 to 24 <sup>th</sup> Feb 2023)	12	DGLL and International/National Organizations Etiquette, manner and Discipline Lighthouse Orders	Shri P Sriramulu, DD Shri Abdullah Rafique, DD
				General Administration Pay, leave and disciplinary procedures	Guest faculty
				Hardware and Software MS Office	Guest faculty
				Visual AtoNs, Lighthouses and Lightship	Shri K K Singh, AEE
				Radio AtoNs LORAN,DGPS, NAIS	Shri K Sudheesh, AEE
				Radio AtoNs RACON, NAVTEX, e-LORAN	Shri Digvijay Singh, AEE
				IALA Buoyage system & Buoy maintenance	Smt. Sulekha Singh, AEE
				Power supply for AtoNs	Shri Pankaj Kumar, DD
				Preparation of estimates & drawings Tendering on GeM and CPPP Portal	Shri A K Bhar, AE Shri S K Ghosh, AEE
				Gen set. maintenance & repair	Guest Faculty (M/s Kirloskar)
VTS	Shri Ajeet Kumar, AEE				
3.	Design, establishment and maintenance of Solar Power plants	01 week (13 <sup>th</sup> Mar 2023 to 17 <sup>th</sup> Mar 2023)	12	Introduction, basic concepts and components of solar power plants	Abdullah Rafique, DD Smt. Sulekha Singh, AEE
				Need assessment and Design of Solar plants, PV Modules	Guest faculty from M/s Rockland Solar

	(Tech(E)/Tech(EL)/NA I, II & III			Solar batteries PCU/charge controllers, associated switch gears, earthing, metering and structures/civil works	Guest faculty from M/s Rockland Solar
				Integration and commissioning of Solar power plants Practical exposure to Solar power plants	Guest faculty from Research Centre for sustainable solution
				General Maintenance of Solar power plants	Guest faculty from Research Centre for sustainable solution
4.	Financial Management Course for AAOs/ Account Staff	01 week (10 <sup>th</sup> Apr 2023 to 14 <sup>th</sup> Apr 2023)	12	Basics of financial management and General Financial Rules Budgets and estimates Salary and Allowances Income Tax and GST PFMS	Guest faculties
5.	General Administration and Vigilance Procedures (LDC/UDC/OS/EO)	01 week (15 <sup>th</sup> May 2023 to 19 <sup>th</sup> May 2023 )	12	General Administration & Establishment matters Fixation of Pay, Pension New Pension Scheme & Service book Disciplinary and Vigilance Procedures Gender Equality at work place & RTI	Guest Faculties
6.	Electrical and electronics maintenance Tech(E)/Tech(EL)/NA-I/NA-II/NA-III	01 week ( 29 <sup>th</sup> May 2023 to 2 <sup>nd</sup> Jun 2023)	12	General electrical maintenance Switch gears and protection devices DG set maintenance Solar power plants and their maintenance	Shri Abdullah Rafique, DD Guest faculty Guest faculty Shri Navin Karri, DD

				Hybrid Power plants and their maintenance	Shri Navin Karri, DD
7.	Civil Engineering Aspects, Lighthouse- Design, Construction and maintenance (JE(C) /AE(C))	01 week (12 <sup>th</sup> Jun 2023 to 16 <sup>th</sup> Jun 2023)	12	Basic Design of Lighthouse tower including various types of foundations	Shri D S Jathar, DD
				Maintenance of Lighthouse and other structures	Shri P D Ranpura, DD
				Preparation of estimate for new civil works and civil maintenance	Shri Sudip Pal, AEE
				Planning and establishment of New Lighthouses	Shri S Saravanan, DD
				CRZ clearance, environment protection aspects, submission of project estimate	Shri Sudip Pal, AEE
8.	Vessel Traffic Service Operator Course V 103/1	02 weeks ( 3 <sup>rd</sup> Jul 2023 to 14 <sup>th</sup> Jul 2023)	08	As per IALA V 103/1 Model Course	VTS Specialist faculty, Guest faculties from IMU & M/s ARI
9.	“Leadership and team building” for senior officers (Directors and senior DDs)	01 Week (24th July 2023 to 28 July 2023)	08	As per IIMC MDP Programme	IIM, Kolkata
10.	MS Office Course for LDC/UDC/OS/Hindi Translator	01 week (07 <sup>th</sup> Aug 2023 to 11 <sup>th</sup> Aug 2023)	12	MS Word (Theory & Practical)	Guest faculty
				MS Word (Theory & Practical)	
				MS Excel (Theory & Practical)	
				MS Power Point (Theory & Practical)	
				MS Access (Theory & Practical)	
11.	Training to LHA	01 week	12	Organization and discipline	Smt. Sulekha Singh, AEE

		(28 <sup>th</sup> Aug 2023 to 01 <sup>st</sup> Sep 2023)		Basic Engineering aspects related to station equipment	Shri S K Ghosh, AEE
				General Maintenance of Lighthouse and light equipment	Shri Sudipta Sen, RO
				Fire Fighting and First Aids	Shri A K Bhar, AE
				Maintenance of Gen sets and misc. maintenance work	Shri Avijit Pal, AE(M)
12.	Maintenance and repair of Silent Gen sets (Tech (Diesel)/ Tech(G)/NAII/NAIII/AE(M))	01 weeks (18 <sup>th</sup> Sep 2023 to 22 <sup>th</sup> Sep 2023)	12	Operation, Maintenance, Repairs and Servicing of Silent Gen set	Organized through M/s Kirloskar, Kolkata
13.	IALA Level – 1 AtoN Manager Course	04 Weeks (30 <sup>th</sup> Oct 2023 to 24 <sup>th</sup> Nov 2023)	12	As per IALA R0141	IALA Guest Faculty, Dept. Master AToN managers
14.	Vessel Traffic Service Supervisor Course V 103/2 VTS	02 weeks (11 <sup>th</sup> Dec 2023 to 22 <sup>nd</sup> Dec 2023)	08	As per IALA V 103/2 Model Course	Specialist VTS Guest Faculty