ANNUAL TRAINING CALENDAR FOR THE YEAR 2024

MARINE NAVIGATION TRAINING INSTITUTE - KOLKATA

Sl. No.	Name of the course	Course duration	Course intake	Areas proposed to be covered
1.	2.	3.	4.	5.
1	Induction Course for NA II/ NAIII/ Technicians (Newly recruited)	02 weeks (29th Jan 2024 to 9th Feb 2024)	12	DGLL and International/National Organizations Etiquette, manners and Discipline Lighthouse Orders
				General Administration Pay, leave and disciplinary procedures
				MS Office (Ms Word & Ms Excel)
				Visual AtoNs Automation of Lighthouse
				Radio AtoNs RACON, DGPS, NAIS
				Solar Power Plants & Maintenance
				IALA Buoyage system & maintenance Power supply for AtoNs
				Preparation of estimates & drawings Tendering on GeM and CPPP Portal VTS
				Gen set maintenance & repair
				General Electrical and Mechanical Maintenance

2.	Design, establishment and maintenance of Solar Power plants (Tech(E)/Tech(EL)/NA I, II & III	01 week (4th Mar 2024 to 8th Mar 2024)	12	Introduction, basic concepts and components of solar power plants
				Need assessment and Design of Solar plants, PV Modules
				Solar batteries, PCU/charge controllers, associated switch gears, earthing, metering and structures/civil works
				Integration and commissioning of Solar power plants
				Practical exposure to Solar power plants
				General Maintenance of Solar power plants
3.	General Administration and Vigilance Procedures (LDC/UDC/OS/EO)	01 weeks (1st Apr 2024 to 5th Apr 2024)	12	General Administration & Establishment matters
				Fixation of Pay, Pension
				New Pension Scheme & Service book
				Disciplinary , Vigilance Procedures,RTI
				Drafting of correspondences.
4.	PFMS course for AAOs/ Account Staff	01 week (22nd Apr 2024 to 26th Apr 2024)	12	Basic Features
				operation
				Salary and Allowances
				Income Tax and GST
				Bhavishya
5.	Maintenance and repair of Silent Gen sets (Tech (Diesel)/ Tech(G)/NAII/NAIII/AE(M))	01 week (13th May 2024 to 17th May 2024)	12	Introduction, Principal of operation, construction of DG sets, types of DG sets
				DG set Engines, troubleshooting and maintenance
				DG set alternators, AMF panel, troubleshooting and maintenance

				Visiting Kirloskar training facility for practical sessions
				New generation DG sets,
6.	Workshop program on AutoCAD (Draftsman/JE(C) /AE(C))	01 week (10th Jun 2024 to 14th Jun 2024)	12	Introduction to AutoCAD, Tools
				Modify Tools, Grip editing, Floor plan Drafting, Layout
				Layer Management, Plot control
				Leader, Parametric Modeling, Master Plan Drawing
				Introduction to 3D Modeling
7.	Electrical and electronics maintenance Tech(E)/Tech(EL)/NA-I/NA-II/NA-III	01 week (24th Jun 2024 to 28th Jun 2024)	12	Selection of Cable, Wire capacity in relation with load Electrical Wiring
				Switch gears and protection devices
				Earthing, Lightning Protection, IR & ER Test
				Maintenance of AC/DC Power Devices (UPS, Charger, DC Power Supply)
				MCB, MCCB
8.	Vessel Traffic Course for RT/SRT/NA	01 week (8th Jul 2024 to 12th Jul 2024)	12	Radar
				AIS
				Microwave Communication
				Meteorological Device
				VTS Service
9.	Technical course on PLC, SCADA and Automation	01 week (29th Jul 2024 to 2nd Aug 2024)	12	Introduction to SCADA, PLC Programming
				Hardware, Transducer used in LH Automation, I/P & O/P devices
				Types of Various connectors and other hardware (BNC,RJ45,interface modern, switches and Routers)

				Remote Control and Automation of Lighthouses
				Satellite Communication
10.	MS Office Course for LDC/UDC/OS/Hindi Translator	01 week (19th Aug 2024 to 23rd Aug 2024)	12	MS Word (Theory & Practical)
				MS Excel (Theory & Practical)
				Advance Excel (Theory & Practical)
				MS Power Point (Theory &Practical)
				MS Access (Theory & Practical)
11.	Training to LHA	01 week (9th Sep 2024 to 13th Sep 2024)	12	Organization and discipline
				Basic Engineering aspects related to station equipment
				General Maintenance of Lighthouse and light equipment
				Electrical maintenance
				Fire Fighting and First Aids
				Maintenance of Gen sets and misc. maintenance work
12.	Vessel Traffic Service Operator Course C0103/1	02 weeks (14th Oct 2024 to 25th Oct 2024)	08	As per IALA C0103/1 Model Course
13.	IALA Level – 1 AtoN Manager Course	04 Weeks (4th Nov 2024 to 29th Nov 2024)	16	As per IALA R0141
14.	Vessel Traffic Service Supervisor Course C0103/2	02 weeks (9th Dec 2024 to 20th Dec 2024)	08	As per IALA C0103/2 Model Course