



TRAINING CALENDAR FOR THE YEAR 2011-2012

ZONAL TRAINING INSTITUTE (SOUTH ZONE), CHENNAI - NATRSS

For Group - B,C, Officials & Employers/ EPF Members

Sl.NO.	TRAINING PROGRAMME ON	APR.-11	MAY-11	JUN-11	JUL-11	AUG-11	SEP-11	OCT-11	NOV-11	DEC-11	JAN-12	FEB-12	MAR-12	TOTAL	Days	Total Days
Induction/Foundation Course																
01.	Induction course for EOs/AOs	18-29		06-17	18-29			10-21						04	10	40
02.	Induction course for SS											20-24		01	05	05
03.	Induction course for SSAs	25-06 AP	09-21	07-18 AP	04-15	01-12	05-16		14-25	19-30				16	10	160
			23-03	20-01	05-16 AP	02-13 AP	06-17									
			24-04 AP	21-02 AP			19-30									
Training Programme on Functional Area																
04.	Accounts								14-18			06-10		02	05	10
05.	Compliance										16-20			01	05	05
06.	Administration								21-24					01	05	05
07.	Pension					23-26				12-15				02	04	08
08.	Adm.Vigilance							31-04						01	05	05
09.	Financial Management										23-27			01	04	04
10.	Skills development of Multi Task Attendants								08-09 AP		09-10 KR		01-02 KN	04	02	08
											11-12 TN					
11.	EOs/AOs Refresher									12-16				01	05	05
12.	SCD							21						01	01	01
Training Programme on Behavioural Aspects & Managerial Development																
13.	Customer Relationship Management				18-22						02-06	13-17		03	05	15
14.	Personality Development		09-13						28-02		30-03			03	05	15
15.	Retirement Planning										03-05	27-29		02	03	06
16.	Gender Sensitisation							10-12					07-09	02	03	06
17.	Life Style Management	21											20	02	01	02
Workshops for Er/Ees of Exempted/Un-ex.estts.																
18.	Employers/EPF Members Un-Exempted					18-19		13-14		08-09			12-13	04	02	08
Total No.of Programmes		03	04	04	04	04	03	05	05	04	07	04	04	51		307