

# CALENDAR OF TRAINING PROGRAMMES

**2023 – 2024**



**REC INSTITUTE OF POWER MANAGEMENT & TRAINING**  
of

**R E C Limited**

*(A Maharatna Central Public Sector Enterprise under the Ministry of Power)*

## About REC

REC a government of India central public sector organisation was established in 1969 to take ahead the cherished dream of government to establish a strong foundation of robust power sector to strengthen the emerging economy. During the time of severe drought, the leaders sought to reduce the dependency of agriculture on monsoons by energizing agricultural pump sets for optimized irrigation. Thereafter, we have ventured into newer paths and expanded our horizons to emerge today, as a leader in providing financial assistance to the power sector in all segments, be it Generation, Transmission and Distribution.

As a Navaratna company under the administrative control of the ministry of Power, we have been rated 'Excellent' in terms of the MoUs signed with the Government for 24 consecutive years. We found our business with market borrowings of various maturities, including bonds and term loans apart from foreign borrowings, on our own. Domestically, we hold the highest credit rating from CRISIL, ICR, IRRPL and CARE and internationally we are rated at par with the sovereign ratings. Under the discerning leadership of highly qualified and experienced professionals, which has effectively harnessed the individual talents of all our employees, we have maintained consistent profit margins and paid dividends each year since fiscal 1998. We have thus propelled ourselves to a net worth of over **Rs. 50,000 Crore.**

We take due cognizance of the fact that we owe our stupendous success to our customers, the unflinching commitment of our employees and our countrywide presence through 25 offices which ensures easy accessibility. Having bolstered our share in the country's total power capacity, we are poised to help build a sound infrastructure to provide affordable, accessible and sustainable power.

## About RECIPMT

REC Institute of Power Management and Training (RECIPMT) established under the aegis of REC Ltd a CPSE under Government of India is a premier Power Sector Training Institute, Recognised by Central Electricity Authority (CEA). RECIPMT is dedicatedly working for human resource development of power sector for more than last four decades. During the last four decades, RECIPMT has organized training programmes and workshops on Technical, Management, Finance & Accounts, HR, Information Technology and Energy Conservations relating to Power Generation, Transmission, Distribution and Renewable Sector.

RECIPMT is the nodal agency for coordination and implementation of the National Training Programmes for C&D Employees across the country, under Deen Dayal Upadhyay Gram Jyothi Yojana (DDUGJY) of Ministry of Power, GoI. Till 31st March 2023, RECIPMT organised training for **2,91,352** C&D categories of employees of various power utilities. RECIPMT has also organised **41,016** no of training of power distribution franchisees during the 11th plan.

### MISSION

*To build an institution of global excellence for human resources development of power sector to share its experience, expertise, and enlighten the managerial personnel of power utilities.*

### VISION

*To reach, educate, inspire, nurture, enlighten and energize power engineers/managers and strive for quality improvement in human resources for achieving higher productivity.*

RECIPMT is also organising training programmes for the Executives of International Power Sector Organisations. So far, trained **1,839** executives from **102** countries by organising **109** batches of training to International Power Sector Executives. The duration of trainings varies from 4-12 weeks. Up to March 2023, the Institute has organized **3,119** training programmes and **68,641** Engineers/ Managers from various Power Utilities, like Generation, Transmission & Distribution Companies, Electricity Departments, Rural Electric Cooperatives, Regulatory Commissions, Rural Development Agencies, Banks, CPUs, etc., participated in the programmes.

# CALENDAR OF TRAINING PROGRAMS - 2023-2024

## 1. NATIONAL TRAINING PROGRAMMES FOR POWER EXECUTIVES

National Regular Training Programmes are organized by RECIPMT for executives working in national power sector utilities on state of art topics and also on the areas relevant to present scenario. These Training programmes are organized on both technical and non-technical topics covering, Power Generation, Transmission, Distribution, Renewable Energy, Finance, Management, HR and other important topics related to power sector. The National Regular Programmes proposed through Classroom mode for the year 2023-24 are as under:

S. No.	Name of the Programme	Dates/ No. of Days	Coordinator S/Shri
1	<b>DISTRIBUTION TRANSFORMERS - OPERATION &amp; MAINTENANCE PRACTICES AND FAILURE MINIMIZATION</b>	<b>25-28 Jul 2023/ 4 days</b>	<b>Dr. RM Nafi</b>
Recent Developments in Materials and manufacturing of electrical equipment, Design and Manufacturing of Distribution Transformers, Erection, Testing and Commissioning of Distribution Transformers, Transformer Oil Characteristics, Filtration and Reclamation Techniques, Maintenance of Distribution Transformers, Protection and Failure Analysis of Distribution Transformers.			
2	<b>O &amp; M OF EHV SUB-STATION, LINES AND QUALITY ASSURANCE</b>	<b>8-11 Aug 2023/ 4 days</b>	<b>Sudhir Chopade</b>
EHV Equipment Selection and Sizing, EHV Equipment Erection, Operation and Maintenance, Condition Monitoring of EHV equipment, Protection of Transformers and lines, Erection, Commissioning, Operation and Maintenance of Transmission Lines, Emergency Restoration System; Hot Line Maintenance and Safety Aspects			
3	<b>POWER TRANSFORMER – TESTING, COMMISSIONING, PROTECTION &amp; MAINTENANCE</b>	<b>22-25 Aug 2023/ 4 days</b>	<b>Dr. RM Nafi</b>
Power transformer - principles of operation, parallel operation, OLTC and best practices in Erection, Testing & Commissioning, Transformer oil – Standards -Testing and oil filtration of power transformer – Periodical, Preventive and Break down Maintenance and Power transformer failure analysis, Condition monitoring of Power transformer – DGA, Furan and RLA, Protection systems– digital & numerical, Earthing of earth resistance ,Factory testing & Procedure with connection diagrams			
4	<b>SMART METERING TECHNOLOGIES FOR DISTRIBUTION SECTOR</b>	<b>12-15 Sep 2023/ 4 days</b>	<b>Himabindu</b>
Metering need, conventional vs advance metering, requirements, Smart Meters, Components, Smart Meter (HES, MDM), important features, Digitization of grid, Need for Infrastructure upgrade of Sub- transmission and distribution networks, Advance Metering Infrastructure (AMI)– Technologies available in market, finalisation of specifications, Standard Bidding Documents, procurement methodologies,(TOTEX,CAPEX,OPEX ) Addressing Issues related to Bidding and Procurement.			
5	<b>GENERAL NETWORK ACCESS (OPEN ACCES), POWER TRADING &amp; EXCHANGES</b>	<b>12-15 Sep 2023/ 4 days</b>	<b>Ramesh Betha</b>
General network access, Open Access - Electricity Act, New amendments, Power Trading in multi-buyer and multi-seller environment; Availability based tariff – concept and importance, Balancing and settlement mechanism; Power trading rules in changed scenario; Role of Regulatory Commissions - Open Access challenges for Power Market			
6	<b>BEST PRACTICE IN HR MANAGEMENT FOR POWER UTILITIES</b>	<b>10-13 Oct 2023/ 4 days</b>	<b>Sudhir Chopade</b>
Power sector scenario, issues and challenges, Dynamics in Power sector, expectations of stake holders and mitigating them by adoption of innovative HR practices, developing learning atmosphere, role of Training and Development, Values and Ethics, Behavioural aspects, Motivation, work life balance and creating an organisation a best place to work a win-win scenario.			

7	<b>DESIGN, CONSTRUCTION &amp; TESTING OF DISTRIBUTION SUB-STATION AND LINES</b>	<b>10-13 Oct 2023/ 4 days</b>	<b>Ramesh Betha</b>
Design, Construction, Testing & Commissioning of Sub-station (Indoor & Out door) – Bus-Bar Arrangements - Reactive Power compensation – Earthing Practices in a Substation - Power Transformer - Operating Principle, Erection and Testing & Commissioning - Testing & Commissioning of Instrument Transformers and Breakers - Protection in a Sub-station – Battery and Battery Chargers			
8	<b>DISTRIBUTION LOSS REDUCTION , THEFT OF ENERGY, ISSUES,CHALLENGES AND REMEDIAL MESURES</b>	<b>17-20 Oct 2023/ 4 days</b>	<b>Dr RM Nafi</b>
Technical Losses in Distribution Business, Commercial Losses, Energy Accounting and Audit - Distribution Losses - Analysis of Aggregate Technical and Commercial (ATC) losses - Pilferage of Electricity and malpractices, Remedial measures, Administrative, legal and technical measures for minimization of theft of electricity and distribution losses - Assessment and Penal Provisions - Electricity Act Provisions, Vigilance Operations – issues and challenges, best practices in improving metering, Billing & Collection of electricity for sustainable operation of DISCOMS.			
9	<b>PROTECTION SYSTEM IN EHV SUB-STATIONS &amp; LINES</b>	<b>17-20 Oct 2023/ 4 days</b>	<b>Sudhir Chopade</b>
Type of faults, Need of Protection systems, understanding power system operation under different conditions, such as overload and fault, relay technologies, fault identification, restricting fault, Conditions leading to faults, protective relays, Fault current calculations, Fundamentals and philosophy of Protection. Protection Schemes for important equipment's and lines, Special protection Schemes and improving reliability, security and stability of grid.			
10	<b>CONCEPT TO COMMISSIONING OF SOLAR POWER PLANTS – ON GRID AND OFF GRID</b>	<b>21-24 Nov 2023/ 4 days</b>	<b>Ramesh Betha</b>
Overview of solar PV Systems - issues and challenges; Design Concepts of solar PV systems, Best practices of Erection, Testing, Commissioning, O&M of solar power plants, Methods of tracking, Design with software (PV SYST), Selection of modules, inverters and structures & detailed Bill of Material, Performance measurement, Reliability Testing, Qualification tests, IEC Standards 61215 & 61646; Typical faults and diagnosis, Safety considerations and lightning protection			
11	<b>TARIFF POLICY AND SUBMISSION OF ARRs – REGULATORY COMPLIANCE</b>	<b>21-24 Nov 2023/ 4 days</b>	<b>Himabindu</b>
Provisions on Tariff in EA 2003, Draft EA amendment of 2018, proposed amendment in 2021-22 and Tariff policy; Different Regulations and Guidelines on tariff design; Submission of ARR by Power Companies; Tariff proposals in PPAs – fixation of tariff for Generation, Transmission and Distribution (retail tariff); Multi-year tariff concept; Competitive bidding – Tariff for multi licensees and emergency purchases & Role of Regulators			
12	<b>OPERATION, MAINTENANCE &amp; PROTECTION OF DISTRIBUTION SUB-STATIONS AND LINES</b>	<b>05-08 Dec 2023/ 4 days</b>	<b>Dr. RM Nafi</b>
O & M of Switching equipment, Protection equipment, Control equipment and transformers in power distribution system - O&M of Distribution substation and lines, Code of practice in Sub Station and lines Operations, Work permits, line clear procedure, Maintenance of log books, Records, etc., Distribution Automation & SCADA, Geographical Information System, Concept of Intelligent Substations			
13	<b>RDS SCHEME AND SMART METERING TECHNOLOGIES - EFFECTIVE IMPLEMENTATION FOR SUSTAINABLE DISCOM OPEARTION</b>	<b>05-08 Dec 2023/ 4 days</b>	<b>Himabindu</b>
Need for effective implementation of Smart Metering and AMI Infrastructure, cost benefit analysis of smart metering technologies. Revamped Distribution Scheme, Analysis of Bidding Documents and Deployment of Resources, Handling, Implementation, Coordination with Different stake holders, reporting and resolving technical issues, handing over as per bidding documents, putting the systems to use. Benefit analysis and Standardisation with reference to the desired outcome of Bid. Post Implementation best practices, such as, effective outage management, revenue management and improved operational parameters. A way towards Smart grid, Demand response modelling, Promoting Renewables for sustainable operation.			



14	<b>POWER PURCHASE AGREEMENTS AND INTRECASIES IN POWER MANAGEMENT</b>	<b>12-15 Dec 2023/ 4 days</b>	<b>Ramesh Betha</b>
Draft EA amendment of 2018, proposed amendment in 2021-22, Provisions for Electricity purchase, Undertaking and obligations of the developer and Power Utility; Acceptance test procedure; Sale and purchase of energy; Tariffs, Force majeure, Buy-out clause, Dispute Settlement Mechanism, Arbitration & Reconciliation; Role of Regulatory Commissions; PPA for Renewable, Power Market, Negotiating PPAs-Front Loading & Project Based Security, Role of forecasting and optimising power purchase cost. Dealing with Legalities and Intricacies in Power Purchase.			
15	<b>ENERGY TRANSITION, PROMOTION OF GREEN ENERGY AND BEST PRACTICES</b>	<b>12-15 Dec 2023/ 4 days</b>	<b>Sudhir Chopade</b>
Growing Energy need, Economic issues, Climate change, government initiatives, sustainable renewable technologies, dropping cost and improving reliabilities, historic investments in renewable, net zero emission targets, nationally determined contributions (NDCs), carbon neutral strategies and implementation in power sector, Best cases discussion and way ahead.			
16	<b>TECHNO COMMERCIAL IMPROVEMENTS OF DISCOMS – ISSUES &amp; CHALLENGES</b>	<b>19-22 Dec 2023/ 4 days</b>	<b>Himabindu</b>
Understanding Balance sheet of DISCOMS, Important Techno Commercial Parameters for DISCOMS, Understanding of Income and Expenditure components, Controllable technical and commercial measures, CAPEX and OPEX requirements, Best Practices for improving baselines for DISCOMS, Average Cost of Supply (ACS) vs Average Revenue Realization (ARR), Analysis of Financial Statement for ARR filing, Commercial issues and regulatory practices to improve operational efficiency of DISCOMS			
17	<b>RECENT REGULATIONS IN GRID MANAGEMENT AND SECURITY ISSUES</b>	<b>19-22 Dec 2023/ 4 days</b>	<b>Sudhir Chopade</b>
Grid Operation, Regulations and guidelines role of SLDCs in stable operational, Optimal load forecasting & scheduling, RPC's, OCC and PCSC role s and responsibilities, Technical aspects in Transmission Congestion Management-TTC/ATC, Grid connectivity procedure LTOA, MTOA&STOA, GNA &TGNA regulations, ABT, DSM regulations 2022/23 & Case studies, POC, Grid security measures Islanding Cross border regulations, REMC Challenges in Grid balancing and operation, Grid Failures-Case studies - Role of Voltage stability-Reactive Power Management, Grid Ancillary services & Cyber security in SLDC			
18	<b>LABOUR LAWS - PROCEDURES IN DEALING WITH COURT CASES</b>	<b>02-05 Jan 2024/ 4 days</b>	<b>Dr. RM Nafi</b>
Basic Concepts Indian scenario, Importance of Law - Procedural practices; Jurisdiction of Courts; Hierarchy of Courts; Legal Terminology, etc. - Alternate Dispute Mechanism - Lok Adalats - Types of Writs - Labour Laws - ESI, EPF and Contract Labour Act, Employees' Compensation Act – RTI Act - Procedure in dealing the Court Cases & Pursuance Required, compliances, Forms and formats, dealing with special cases and Discussions			
19	<b>DESIGN, CONSTRUCTION &amp; QUALITY CONTROL OF EHV SUBSTATIONS &amp; LINES</b>	<b>29 Jan – 1 Feb 2024/ 4 days</b>	<b>Ramesh Betha</b>
Transmission Planning – Design of EHV Sub-station - Bus-Bar Arrangement - Foundation Laying & Erection of Sub-Station Structures - Salient Features & Erection of Power Transformer and Switchgears including Testing & Commissioning – Earthing of EHV Sub-Station – Protection Systems – Sub-Station Automation			
20	<b>UNDERGROUND CABLES –SELECTION, SIZING, LAYING, MONITORING &amp; FAULT DETECTION</b>	<b>6-9 Feb 2024/ 4 days</b>	<b>Himabindu</b>
Modern trends in Underground Cabling – Basic Concepts, Selection, Types and Design of Underground including Standards of Cables - Primary & Detailed Survey, Laying of Cable, Jointing, Testing and Commissioning - Fault Location of Cables - Maintenance & Trouble Shooting & Earthing of Underground Cables - Problems encountered during conversion of overhead lines to underground cables.			

## HOW TO REGISTER

1. The course fee for National Regular programme on **residential basis is Rs. 6500/day/ participant + 18% GST**. The course fee for **Non-Residential participant is Rs. 5500/day/ participant + 18% GST**.
2. Programmes are mainly residential and conducted at RECIPMT Campus, Shivarampally, Hyderabad.
3. A discount of 10% on above course fees is offered for participation up to 3 nominations per programme and a discount of 20 % offered for participation 4 and above nominations per programme. However, the discount will be offered on participation basis.
4. Residential course Fees includes **boarding and lodging at RECIPMT Hostel in addition to tuition fees, courseware & other facilities, field visit, etc.** whereas Non-Residential fee **excludes** Boarding and Lodging of the participants.
5. The participants have to make their own transport arrangements to reach RECIPMT Campus.
6. The Course fee may be paid in advance by banker's cheque or demand draft drawn in favour of "**REC Institute of Power Management and Training**" payable at Hyderabad. The course fees can also be paid by NEFT/RTGS. The Bank Details of RECIPMT are as follows:

Name of the Bank	<b>HDFC Bank Ltd.</b>
Account No.	<b>00210350000930</b>
IFS Code	<b>HDFC 0000021</b>
MICR No.	<b>500240002</b>
Branch & Address	<b>Lakdikapul Branch, Hyderabad</b>
PAN	<b>AAACR4512R</b>
GSTIN	<b>36AAACR4512R3Z0</b>

7. Names of the nominating officers may be sent to the **Director, REC Institute of Power Management & Training (RECIPMT)**, Shivarampally, Aramghar X Roads, NPA Post, Hyderabad – 500052 along with the course fee. The nominations may also be sent by E-mail: [recipmt@gmail.com](mailto:recipmt@gmail.com)/ [recipmt@recl.in](mailto:recipmt@recl.in).
8. **Bulk orders and customized requirements from utilities are welcome in advance. We will be happy to discuss requirements and offer special discounts for such requirements on annual basis to utilities through A MOU mechanism on receiving request from utilities. The details of Customized programs are given at Page – 10.**

## 2. REC SPONSORED PROGRAMS FOR POWER SECTOR EXECUTIVES

Every year, REC Ltd Sponsored free training programmes to its client organizations. These training programmes are coordinated by RECIPMT. Mainly these training programmes are aimed towards capacity building of executives of power sector on safety, efficiency improvement and awareness about new policy changes and regulations. This year following three (3) training programmes are proposed to be organized – 2 programs as Classroom Session at utility or at RECIPMT premises and 1 program as Webinar which will be free for clients of REC ltd. Allotment to utilities is done on the rational basis to all interested clients.

### 2.1. ELECTRICAL SAFETY PROGRAM FOR POWER UTILITIES – CLASSROOM MODE (For Middle and Junior Executives)

S. No	Name of the Program	Brief Contents	No. of Days
1	<b>ELECTRICAL SAFETY PRACTICES</b>	Safe working practices in Power Sector, <b>CEA Safety Regulations 2010</b> and its Amendments - <b>Safety Code</b> for erection, operation & maintenance of Electrical Installations - Causes and Prevention of Accidents - Safety Tools - Electrical Safety Practices, line clearances and permits - Importance of Earthing - Step Potential, Ground Potential raise, Touch Potential, Transfer Potential – Methods of measuring & reducing Earth Resistance, Fire Safety - Prevention of Fire in Electrical Substations - Safety Audit - First Aid Practices in cases of Electrical Accidents - CPR - Artificial Respiration, etc. – Case Studies	3

### 2.2. BEST PRACTICES FOR POWER UTILITIES – CLASSROOM MODE (for Senior and Middle Executives)

S. No.	Name of the Programme	Brief Contents	No. of Days
1	<b>BEST PRACTICES FOR POWER UTILITIES</b>	Adopting of Best practices from domestic and global experience towards improvement of efficiency & profitability, towards affordable, reliable and sustainable power supply, Future of Utilities with Reformative Measures advance practices and techno commercial measures to improve performance of utilities (For Transmission and Distribution Utilities)	3

### 3.3 TECHNO-COMMERCIAL IMPROVEMENT OF DISCOM'S PERFORMANCE (An online WEBINAR for Middle and Junior Executives)

S. No.	Name of the Programme	Brief Contents	No. of Days
1	<b>TECHNO-COMMERCIAL IMPROVEMENT OF DISCOM'S PERFORMANCE</b>	Aggregate Technical and Commercial (AT&C) Losses – Loss Reduction Techniques – Average Cost of Supply (ACS) vs Average Revenue Realization (ARR), Energy Accounting & Audit, Metering at all Levels – Smart Metering - Reliability of the System, Billing & Collection Efficiency, Analysis of Financial Statement for ARR filing, etc.	2

## **TERMS & CONDITIONS FOR CONDUCT OF REC SPONSORED FREE TRAINING PROGRAMME**

These training programme will be organised by REC Institute of Power Management and Training, Hyderabad under the Sponsorship of REC Ltd. For organising the above program, RECIPMT will providing the following support:

### **A. RECIPMT SCOPE**

1. RECIPMT will be depute the Faculties for the above program. However, if Faculties are arranged by the Utility, then **all related cost of faculties such as, Honorarium, Travel, Accommodation, etc. will be borne by RECIPMT as per the approved budget.**
2. As the training programmes are fully sponsored by **REC Ltd.** the **name of REC Ltd. with logo to be prominently mentioned on the Banner during the conduct of training programme** at the Venue/Training Hall provided by the Utility.
3. The Course Kit consists of a bag, reference/course material, scribbling pad, pen, etc. to be distributed to the participants in the classroom on the first day of the programme. **All expenses related to this for actual number of participants will be provided by RECIPMT with the limit of Rs. 1000/- per participant plus GST (subject to actuals.**
4. **Local support such as Pickup & Drop** from Airport/Railway/Bus station to **place of stay and place of stay/residence to training venue** to be arranged by the Utility for the Visiting Faculties.
5. Accomodation for visiting Facuties to be arranged in Utility Guest houses preferable. In case, Guest House is not available, you are requested to arrange the accommodation at nearby Hotel within ceiling of **Rs. 3000/- plus GST.** The charges for the Guest House/Hotel will be reimbursed by RECIPMT on production of GST invoice/bill in the name of RECIPMT, Hyderabad incorporating the **GSTIN 36AAACR4512R3Z0.**
6. Lunch, Two Times Tea ( i.e., Morning & Evening) is to be arranged by the Utility for the **actual number of participants plus 5 nos. for faculties and guest per day of each training batch.** The cost for "**LUNCH AND TWO TIME TEA**" will be borne by RECIPMT and **should be within Rs. 400/participant/day plus GST** (subject to actuals). There is no other reimbursement for food, such as, dinner or breakfast will be made separately other than the one stated above.
7. **One copy of the Course Material in Soft or Hard will be provided by RECIPMT, the same has to be printed and to be distributed among the participants before commencement of the program. The expenses will be met under the course kit.**
8. Soft copy of all presentations will be shared through internet link of drive to all the participants.



## **B. UTILITY SCOPE (Arrangements to be made by Utility)**

9. Training Venue with Audio-Visual Equipment, Slide Changer, Public Address System, etc. to be arranged by utility where training is to be conducted at its premises or at any location convenient to them at their own cost.
10. The Utility should arrange **25-30 participants** for each batch for conduct of the programme. The travel cost of the participants as well as their accommodation has to be borne by the Utility at the place of training.
11. Utility should send the list of participants in Excel format in advance, i.e., before commencement of the programme along with their contact details.
12. **Utility has to support in arranging course kits from local market from GST vendor for purchase of bags, print the reference/course material** well in advance and RECIPMT will bear all the expenses of Bags, Printing of Course Material within the amount of **Course Kit of Rs. 1000/- per participant plus GST (subject to actuals)** for the actual number of participants with one/two copies for record. **The first page only may be printed in colour.**
13. Utility has to support in making arrangements for printing of forms/formats/certificates required for the training programme and all expenses to be met under the course kit amount of **Rs. 1000/- per participant plus GST (subject to actuals).**
14. Arranging of Certificate, Certificate Folder, Banner & Photograph (No. of Participants + 3 Additional Photographs). One copy of the Group Photograph to be issued to each participant and another for Utility/RECIPMT and Coordinator's Record Purpose. **The cost for banner and photograph will be** within the amount earmarked for the **course kit.**
15. Utility may depute a **Coordinator/Officer for the programme and who will be the single contact point for smooth conduct of the programme.** The details of the Coordinator with designation and contact number may please be shared with RECIPMT.
16. **All the invoices/bills should be of GST invoice** and should bear the name of the Institute, i.e., **RECIPMT, Hyderabad (Telangana) and our GSTIN is 36AAACR4512R3Z0. Further, all the bills/invoices should be countersigned by the Utility Official/Coordinator deputed by the Utility.**

For any further clarification and information, please contact **Dr. R. Mohd. Nafi, General Manager & Program Coordinator in his mobile number 9441296670** or **Sudhir Chopade, General Manager & Program Coordinator** at his mobile number **7680883477** or by email to [recipmt@gmail.com](mailto:recipmt@gmail.com)/[recipmt@recl.in](mailto:recipmt@recl.in).

### 3.1. IN-HOUSE TRAINING PROGRAMMES FOR REC EMPLOYEES AT RECIPMT CAMPUS

RECIPMT proposes to organize following training programmes for the Executives of REC Ltd. as classroom programs and open to all employees as per training need.

S. No	Name of the Programme	Brief Contents	No. of Days
1	<b>Project Appraisal &amp; Loan Documentation</b>	<b>Project Appraisal:</b> Entity Appraisal, DPR Analysis, Financial and Technical Project appraisal of T&D schemes, Generation, Renewable Projects & other new projects, etc. & Legal Due Diligence of Project. <b>Loan Documentation:</b> Sanction Letter; Loan documentation – Alternate securities, Loan agreement/ Bulk hypothecation deed/Tripartite Escrow Agreement/Bulk Guarantee deed/ Board resolutions and checklist for documentation; Procedure for hypothecation of assets – Types of mortgage, Due diligence verification of Escrow cover; Filing of charge/creation of charges with ROC, etc.	<b>04-06 Sep 2023/ 3 days</b>
2	<b>RDS Scheme and Smart Metering Technologies &amp; Applications</b>	Revamped Distribution Scheme, Smart Metering and Augmentation of Distribution Infrastructure, Regulations & Standards, Installation and System Integration (HES, MDM), Energy Management & Reduction of losses, Distribution Performance Matrix	<b>25-27 Sept 2023/ 3 days</b>
3	<b>ERP</b>	<b>Project Module</b> - Project Classifications, Billing Account, Workplan, Budget, creating a cashflow Budget, Generating Scheme Code, Appraisal Checklist (PO & CO) - <b>Claim Module</b> - Entering Claim, Claim Checklist, Viewing history of Claim Approval - <b>Loan Module</b> - Billing programme, Steps to upload Interest Circular, Update interest rate for Disbursement, Prepayment/Paying off a Loan - <b>AP module</b> - Creating Invoice- Matched/without matching to PO/Receipt, Prepayment, Payment Enquiry, Supplier Balance, Supplier Entry, make payment - <b>AR Module</b> - Create Transaction in Batches, Credit Memos, Receipt in batches, adjustment of Invoice, Creating GST invoice - <b>GL Module</b> - Journal Posting, Journal Inquiry, Journal Reversal, Account Enquiry, Budget Journal, Budget Enquiry, Actual Vs Budget Enquiry, Trial Balance & Reports	<b>04-06 Oct 2023/ 3 days</b>
4	<b>Finance for Non-Finance Executives</b>	Finance important Terms, Accounting and Budgeting, cashflow, Budgeting, Balance Sheet understanding, Ratios, Fund Raising and Disbursements, Risks and Risk Mitigation	<b>13-15 Dec 2023/ 3 days</b>
5	<b>Purchase Procedures and e-procurement through GeM</b>	Purchase Canons, REC Purchase Procedures – Tender Document Development - Vendor Rating and Vendor development – Contract Management and Managing Risk – e-procurement – GEM Portal – Hands on Experience on GEM portal & Tender Wizard	<b>01-03 Nov 2023/ 3 days</b>
6	<b>Advanced MS Excel &amp; PowerPoint</b>	<b>MS EXCEL:</b> Formatting worksheet, working with multiple worksheets, Various types of excel functions, excel validation (filters and grouping in excel), Pivot table, creating charts & graphs in excel <b>MS POWER POINT:</b> Slides & Layout, Text & Tables, Pictures & Graphics, Present slideshows, Animations. Business Presentation	<b>08-10 Jan 2024/ 3 days</b>

### 3.2. IN-HOUSE TRAINING PROGRAMMES FOR REC EMPLOYEES AT OFF CAMPUS

S. No.	Name of the Programme	Brief Contents	No. of Programmes	No. of Days
1	<b>Leadership and Communication skills</b>	Leadership Styles & Methods, Role of a leader in empowering people, Effective & Managerial Communication, building clarity and confidence, Transformational Leadership, how to become Super-effective team-player/team-leader in crises, overcome rejection, creating enthusiasm & motivation & Building result-oriented team, Managing Group Dynamics.	One Batch for Senior Level & One Batch for middle level Executives	3 days
2	<b>Financing of Infrastructure projects</b>	Introduction to Infrastructure financing, Practices in India & Global overview, Characteristics of Infrastructure Projects, Contributions to national growth, Limitations of Traditional Procurement Process, Need of Public Private Partnerships, Sources of Financing Infrastructure Projects- Public Finance, Private Finance, Financial Instruments for Funding Infrastructure Projects, Project Finance, Security Package, Preparing Financing Plan, Financial Modelling, Risks Associated with Various Infrastructure Projects- Risk Management, Risk Identification, Risk Assessment, Risk Allocation, Risk Mitigation. Case Studies and Discussions	One Batch for Senior Level & One Batch for middle level Executives	3 days
3	<b>Behaviour Skills &amp; Team Building</b>	Behavioural issues at workplace, Effective methodologies for improving behaviour, Productive interaction for better performance, Effective Communication skills, Group Dynamics & Team building, Conflict Resolution, Enhancing Leadership qualities, Values actualization, managing attitude towards work, building successful Teams, Managerial Communication, Building Effective Interpersonal Relations.	Two Programmes for Junior level Executives	3 days

#### 4. INTERNATIONAL TRAINING PROGRAMMES SPONSORED BY MINISTRY OF EXTERNAL AFFAIRS UNDER ITEC PROGRAM

Sl. No.	Mode of Training	Name of the Course	Date/ Duration (in weeks)	Course Coordinator
1	<b>Physical /Classroom</b>	Design, Construction and Operation of Distribution Systems	07 Aug – 25 Aug 2023/ 3 Weeks	Sudhir S Chopade
2	<b>Physical /Classroom</b>	Planning and Management of Power Transmission System	04 Sep – 22 Sept 2023/ 3 Weeks	Dr. R. Mohd. Nafi
3	<b>Physical /Classroom</b>	Certificate Course in Power Distribution Management	25 Sept – 13 Oct 2023/ 3 Weeks	Sudhir S Chopade
4	<b>Physical /Classroom</b>	Testing, Operation, Maintenance and Protections of EHV Substations and Lines	20 Nov – 08 Dec 2023/ 3 Weeks	Dr. R. Mohd. Nafi



**International Training Programme batch at RECIPMT Campus and during Field Visit**



## 5. CUSTOMIZED PROGRAMMES FOR POWER UTILITIES

RECIPMT also conducts Customized Training Programs on the subjects, based on the interest of the power utilities. RECIPMT also designs programmes on the specific requirement of the power utilities such as Induction training programs for newly recruited engineers or any task-based training programs such as, adoption of new technology, upgradation, etc. by entering into MoUs and conducts the same either at RECIPMT premises or at the premises of the utilities **at a special discounted rate based on number of participants and batches**. A list of sample training programs is attached herewith as below. Customized training programs may be combination of these indicated training modules or outside these areas also.

S. No.	Name of Technical Programme	Duration
1	Design & Construction of Distribution Substations & Lines	5 days
2	Technical Specifications, Construction Standards for Distribution Systems	5 days
3	Concept to Commissioning of Solar Power Projects	5 days
4	Technical Aspects for Non-Technical Executives	5 days
5	Testing, Commissioning & Construction of Distribution Sub-Station and Lines	4 days
6	Earthing Practices and Safety Measures in Electrical Installations	4 days
7	O & M of Distribution Sub-Station & Lines	4 days
8	Distribution Loss Reduction - Pilferage of Electricity – Issues, Challenges and Remedial Measures	4 days
9	Protection System in Distribution	3 days
10	Gas Insulated and Indoor Sub-stations	3 days
11	Operation, Maintenance and Protection Aspects of Distribution Transformers	3 days
12	Energy Audit & Technical Loss Reduction	3 days
13	Underground Cables – Design, Laying, Testing & Fault Detection	3 days
14	Latest Trends in Metering, Billing and Collection	3 days
15	Power Factor Improvement and Reactive Power Management	3 days
S. No.	Name of Non-Technical Programme	Duration
1	Ind AS (IFRS) Adoption in Power Sector	5 days
2	Finance for Non-Finance Executives	5 days
3	Best Practices in HR Management of Power Utilities	4 days
4	General Management & Leadership Skills	4 days
5	Open Access, Power Trading & ABT	3 days
6	Tariff Policy and Submission of ARR - Regulatory Compliance	3 days
7	Power Trading & Energy Exchange	3 days
8	Companies Act 2013 and Corporate Governance	3 days
9	Implementation of Goods and Services Tax (GST)	3 days
10	Power Purchase Agreement	3 days
11	Personality Development, Communication & Negotiation Skill	3 days
12	Motivation, Team Work & Stress Management	3 days

## RECIPMT CAMPUS

A beautiful and lush green campus of RECIPMT is spread over an area of around 14.3 acres fully equipped with facilities for meeting training needs of our valued Clients. It is located on the National Highway No.44, at Aramgarh X Roads, Shivarampally, Hyderabad which is about 16 Kms away from the new Rajiv Gandhi International Airport, Shamshabad.

**Landscape**



**Roof-Top Solar PV System**



## DEMONSTRATION FACILITIES

RECIPMT has developed an Energy Park equipped with 40kwp Rooftop Solar PV System, 1kwp Solar Street Lights, 5kwp Solar Water Pumping System and HVDS Resource Centre along with HVDS System for demonstration.

## RECREATION FACILITIES

Indoor games like Table Tennis, Chess and Caroms are available. Jogging Track of 1 km length, Badminton court and mini Gym are also available.



**Mini-Gym**



**Table Tennis**

## **CLASSROOMS**

State of the art class rooms with advanced training facilities are available. The Institute has latest teaching aids as well as full-fledged Computer lab and Wi-Fi facility. It also has an air-conditioned Conference Hall with a seating capacity of 70 members.



**Conference Hall**



**Classroom**



**Computer Lab**

## **LIBRARY**

RECIPMT Library is one of the specialized centers with about 5000 books and reference materials on the subjects like generation, transmission & distribution, energy efficiency and conservation, construction standards and specifications, management and information technology, electricity rules and laws, reforms and restructuring in power sector, etc. It subscribes to renowned journals on energy and power sector which caters to the information needs of the participants, in house faculty and guest faculties.

**Library**



**Reading Hall**



## **HOSTEL**

RECIPMT has got 36 air-conditioned rooms, 2 VIP Suites and air-conditioned dining hall. All the rooms are provided with solar hot water facility & Led TV. The Hostel is equipped with Wi-Fi facility.



## FACULTY MEMBERS – INTERNAL

S. No.	Name with Designation	Specialization
1	TSC Bosh, Executive Director	DDUGJY, Rural Electrification, Quality Assurance, Monitoring and Evaluation, Distribution Management
2	RP Vaishnaw, Executive Director	Internal Auditing; Financing of Power Projects, Risk Management
3	Fuzail Ahmed, Executive Director	Project Monitoring and Power Plant Familiarization; O&M of Transmission System; Construction and Quality Control Mechanism
4	N. Venkatesan, Executive Director	23 years of experience in Project Formulation, Appraisal & Monitoring of Power Projects
5	Rajpal Singh, Director	39 years of experience in the Banking, Insurance and Indian power sector across diverse finance & accounting functions
6	Dr. R. Mohd. Nafi, General Manager	25 years of experience in Power Sector & Rural Electrification
7	Sudhir S Chopade, Faculty (GM)	20 years of experience in teaching and power plant training, Special interest includes Condition monitoring of HV equipment.
8	Hima Bindu, Chief Manager	13 years of experience in the areas of Financing of Power Projects, Utilities Reforms & Special Intervention.
9	Ramesh Betha, Deputy Manager	11 years in the areas of Power Generation includes testing, commissioning, maintenance, project appraisal and financing
10	Santosh Kumar Sahu, CGM	Power Generation, Transmission & Distribution Sector, Financing and Disaster Management, Ex-CEO of Facor Power and Ex-Director (Fin) of OHPC & GEDCO
11	Taruna Gupta, CGM	Investments, Merchant Banking, Resource Mobilization, Internal Audit, International Cooperation & Development, CSR
12	N.K. Maurya, CGM	Financial Accounting, Auditing, Cost Accounting, Cost Auditing, Internal Audit, CERC-Tariff Fixation related topics
13	P.S. Hariharan, CGM	Project Investigation and Appraisal - Project Financing - Generation projects
14	Saurabh Rastogi, CGM	Financing of Renewable Energy Projects (Wind Solar/Biomass/Small Hydro)
15	R Anbalagan, CGM	Entity Appraisal System for State and Private Sector Power Utilities - Critical Evaluation of Borrowers/Promoters
16	Tekkam Sridhar, Sr. GM	30 years of experience in the gamut of HR Practices in 4 CPSEs
17	D.B. Londhe, Sr GM	Hydroelectric Power Generation includes survey, investigation, construction, testing, commissioning, operation & maintenance
18	A. Veluchamy, Sr. GM	Project Financing, Project Appraisals, AT&C Loss Reduction, Infrastructure Project Management & Fixation of Tariff
19	Ch V Lakshmana Charyulu, GM	25 years of experience in project financing, appraisal, monitoring and financial analysis
20	Aparup Paul, Faculty (GM)	20 years of experience in the area of Production, O & M of Thermal Power Plants and Energy Conservation.



## FACULTY MEMBERS – EXTERNAL

In addition to in house faculties, RECIPMT has empaneled subject experts from different areas of power sector all over India. The list below is indicative and is not extensive.

Name of Guest Faculty	Specialization
SK Deo	Thermal Power Generation
C Sriprakash	Operation & Maintenance of Thermal Power Plants
B. Jagadish Prasad	Design of Hydro Power Plants
SV Ramana	Operation, Maintenance & Protection in Hydro Power Stations
KV Nageshwar Rao	R & M of Thermal Power Plants
K Venkata Rao	Operation of Thermal Power Plants and Trouble Shooting Aspects
RV Ramana Rao	CEA's safety regulations, Earthing Practices, Safety Management Systems
Anil Patil	Transmission Systems Design, O&M And Regulatory Issues
S H Waikar	Power Transformer Specification - O & M and Condition Monitoring
S Ganesh Babu	Sub-Station O&M, & Distribution Automation, Safety, Accident Prevention, work permit systems, Factories Act & Site Emergency Plans
G Mahesh Kumar	Power Transformers, Technical Loss Reduction & Power Factor Improvement
L Parthasarathi	Generation and Transmission Planning & Load Flow Studies
Dr. HS Kalsi	Circuit Breaker technologies & Erection and Testing
C Venkateswarulu	Protection System in Generation and Transmission
M Srinivasulu	Hot line Maintenance of Transmission Lines & Sub-Stations
P Gopalakrishna	Sub-station Automation and Protection of Transmission lines
G Satyanarayana	Design, Erection and Commissioning of Gas Power Stations
S C Satyanarayana	O&M Shunt Reactors and Serious Capacitors
Y Pandhari Pande	Power Transformer Protection and Motor & Generator Protection
P Suryaprakash	Transmission Tower Design and Testing
P Srinivasa Rao	EHV Underground cables
Dr. G Mohan Rao	Gas Insulated Sub-stations
N Vijay Kumar	EHT Lines - Survey, Erection, Testing and Commissioning
K Murali Krishna	Transmission Lines & Sub-Stations
V Balaji	Billing and Settlement Code of Open Access & ABT – Payment Mechanism
B Neelakantam	Transformer & Bus-Bar Protection & Fault Level Calculation
Ch Narasimha Murthy	Technical Specification, Construction Standards and Load Forecasting
V Sudhakar	Load Forecast Techniques & Distribution System Planning
L Radha Krishna	Energy Accounting & Audit and GIS and GPS Application in Distribution
P Narender Kumar	SCADA, Protection Aspects, Technical Loss Reduction, Sub-station Equipment
E M Chakravarthy	Metering Technologies, Protection in Distribution & SCADA
S Subramanian	Safety Aspects in Distribution & Transmission & Technical Loss Reduction
Uma Rani	Transmission Systems & Smart Meters
S Sunil Kumar	AT&C Losses, Metering Technologies, Billing and Collection
Atanu Das Gupta	SCADA, Automation & Smart Grid, GIS & GPS Applications in Distribution
B Muralidhar Rao	CEA Regulations on Safety, Safety Code & Audit
Antaryami Sahoo	Regulatory practices, Techno commercial issues and dealing legal matters
N Ramchander	Solar Power Invertors & PV Systems
Guruswami Revana	Bio-Mass, Geo-Thermal, Tidal & Wind Power Generation
DK Astik	Ind AS Accounting Standards and IFRS
DV Someswara Rao	PPA, Competitive Bidding & Generation Tariff
K Hariprasad	Preparation of Annual Revenue Requirements & Retail Tariff Fixation
C Jagadesh Reddy	Capital Budgeting, Project Appraisal & Risk Analysis and Cost Management
N Chandu Kumar	Budgeting, Strategic Financial Management and Financial Appraisal
KS Srinivas	EPF, ESI, Employee Compensation and Contract Labour Act
Dr. AS Kumar	Customer Relation Management & Communication & Presentation Skill
Dr. Sanjeev Rao	Best HR Practices, Leadership Skills and Team Building
C Vijayakumar	Motivating Self, Employee Motivation and Morale Development
K Srinivas	Time Management, Leadership Qualities, Positive Thinking & Attitude
Satya Duvvuri	Design Thinking, Soft skills, interpersonal relations, conflict resolutions
D Murlidhar	Communication Skills, Leadership and Behavioral skills
G. Shankar	Power Distribution Sector and ICT Applications & Customer Management



**CMD Visit to RECIPMT**



**Off-campus Training for REC Employees by Mr. Shiv Khera at Kodaikanal.**



**Off-campus Training for REC Employees at Kodaikanal**



**In-House Training on ERP for REC Employees at RECIPMT Campus**



**REC Sponsored Best Practices in Power Transmission for MSPCL at Manipur.**



**REC Sponsored Safety Program for TSTRANSCO at RECIPMT Campus**





**Classroom Session of International Training Program**



**HR Workshop for Power Utilities conducted at RECIPMT Campus**



**REC Sponsored Safety Program for APCPDCL at Vijayawada**



**REC Sponsored Safety Program for HESCOM at Hubli**



**REC Sponsored Safety Program for TSGENCO at RECIPMT Campus**



**Flag Hosting at RECIPMT Campus on Independence Day**



**FOR FURTHER INFORMATION, PLEASE CONTACT**

**RAJ PAL SINGH**

**DIRECTOR**



**आर ई सी इंस्टीट्यूट ऑफ पावर मैनेजमेंट अँड ट्रेनिंग**

**R E C INSTITUTE OF POWER MANAGEMENT AND TRAINING**

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