



CHENNAI METROWATER TRAINING CENTRE

Calendar of Training Programmes For the Year 2017 - 2018

CHENNAI METROWATER TRAINING CENTRE

Chennai Metropolitan Water Supply and Sewerage Board (CMWSSB) was established in 1978 under "The CMWSSB Act, 1978" for exclusively attending to the growing needs and for planned development and appropriate regulations of water supply and sewerage service in the Chennai Metropolitan Area with particular reference to the protection of Public Health and for all matters connected therewith or incidental thereto.

The Training Centre is one of the Department of CMWSSB and the objective is to enhance the knowledge, Skill and Attitude factors of the staff of all Departments in CMWSS Board.

Apart from conducting regular In-House and annual CPHEEO sponsored Refresher Courses, many special training programmes are conducted.

- Induction course to the newly recruited staff of CMWSS Board (as and when recruited)
- Special Practical field training programme to the Field workers emphasising the safe operational procedure of the machineries while working in the sewer system.

Field Visit / In Plant Training / Data collection / Project work for students of Educational Institution

Permission is accorded for Students / Faculty members of Educational Institutions / Universities who wish to visit the Board's Water & Sewage Treatment Plants and Desalination Plant on payment of Rs.25/- per head / plant / day subject to the minimum of Rs.1000/- per batch per plant (Restricted to 40 nos per batch).

Permission is also accorded for students of Educational Institutions / Universities who wish to attend In Plant training / Project work / Data collection at any of the Board's WTP/STP or at Administrative/ Finance / Technical wings at Head office on payment of Rs.200/- per head/day + applicable Service Tax.

For Further details please contact

TMT. S.JANAKI, B.E.,
DIRECTOR (TC)

**CHENNAI METROPOLITAN WATER SUPPLY AND SEWERAGE BOARD
TRAINING CENTRE**

NO.56, RAJI STREET, AYANAVARAM , CHENNAI-600023.

Phone : 044-26473326, 044-26442611

Fax : 044-26473326

Website : chennaietrowater.com

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MISSION

To be centre for excellence in providing support services to Water and Sanitation sector for efficient management, enhanced Consumer satisfaction and environmental conservation.

VISION

To be the First Choice of those who seek Professional Services, Technical Solutions, Human Resources and Systems Development.

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S.No.	Module Title	Code No.	Duration in Days	2017												2018		
				Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar			
TECHNICAL COURSES																		
I. Operation & Maintenance Module																		
1.	O&M Desalination Plants	TS 04	2		3-4				5-6									
2.	O&M Concepts and Principles	TS 01	1			6			1									
3.	Record Maintenance	TS 03	1	26				1										
4.	Concepts & Principles involved in rerouting for major works and Trenchless Technology	TS 02	1		11				4									
5.	Safety Practices in Handling Equipments	TT 01	1	8			4											
II. Water Quality Module																		
6.	Water Quality Assurance & Monitoring	TS 07	1		9		7		7									
7.	Rectification of Water Pollution	TS 14	1		24						6							
8.	Rain Water Harvesting	TS 08	1			8			8	13								
9.	Management of Monsoon / Drought	TS 09	1	24				2										
III. Water Supply & Sewage Disposal Module																		
10.	Planning & Design of Sewer & Water System	TS 15	1		16			4		9								
11.	Planning & Design on WTP / STP	TS 16	1			13			11	6								
12.	Safety Practices in Sewage and Septage Management	TS 12	1				11		13									
MANAGEMENT COURSES																		
IV. Project Management Module																		
13.	Materials Management	TM 01	1		18			7										
14.	Contracts Management	TM 02	1			15			15									
15.	Works Management System	TM 03	1				14			10								
16.	Integrated Project Management	TM 04	1					16		16								
17.	Procurement & Quality Testing	TM 05	1						18		13							
18.	Selection of Mechanical and Electrical Equipments for WSS/UGSS/DSP	TM 06	1						19	17								6
19.	Environmental Impact Assessment	TM 07	1			28			20	11								

TM - Technical Management GM - General Management TT - Technical Thozhilali TS - Technical Supervisor

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S.No.	Module Title	Code No.	Duration in Days	2017												2018		
				Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar			
V. Human Resource Development Module																		
20.	Human Resource Development	GM 01	1		23					21		7						
21.	Yoga & Stress Management	GM 02	1			19		8		3		5						
22.	Introduction to RTI Act	GM 03	2	20-21				17-18										
23.	Legal Issues & Handling Court Cases	GM 04	1				18		25		30							8
24.	Service Regulations of CMWSSB & Maintenance of Service Register	GM 05	1				17		26									
25.	Planning for Retirement	GM 06	1	19		29			27									
VI. Financial Management Module (using information Technology)																		
26.	Tax 1 (DT)	FM 12	1	17	5													
27.	Tax 2 (IDT)	FM 13	1		26	1	6	3		5	2							
28.	Audit	FM 14	1				13	10		12	9	7	4					
29.	Oracle Projects and General Ledger	FM 15	1				19			4			2	12				
30.	Oracle Inventory and Purchase	FM 16	1			21							28					
31.	Billing & Collection and Transactions	FM 17	1				20	29						3				
32.	Pay Roll, GPF and Pension	FM 18	1	25			21	30										
33.	Oracle Payables and Receivables	FM 19	1					21		19				30				
34.	Bank Reconciliation Statement	FM 11	1							20				22				
VII. Information Technology Module																		
35.	Concept of Information Technology	IT 01	1	27				22										
36.	New Water / Sewer Connections	IT 02	1		30									24				
37.	Complaints Monitoring	IT 03	1					23			14							
38.	MS Office Word & Excel	IT 10	1			23					16							
39.	MS Office Power Point and Website	IT 11	1					28										13
40.	Auto CAD	IT 09	5				24-28			23-27								12-16
CPHEEO - SPONSORED COURSES																		
1.	Corrosion Control	CP 01	5								22-28							
2.	Sewage Works Supervisors	CP 02	10									11-22						
3.	Care & Use of Chlorinators	CP 03	5											4-10				
4.	Filter Operation	CP 04	7															1-9
5.	Laying of Water Mains & Sewer Lines	CP 05	5															22-28

FM - Financial Management IT - Information Technology CP - CPHEEO Sponsored Courses