



## CHENNAI METROWATER TRAINING CENTRE

Chennai Metropolitan Water Supply and Sewerage Board (CMWSB) was established in 1978 under "The CMWSB Act, 1976" 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 Departments of CMWSB and the objective is to enhance the knowledge, Skill and Attitude factors of the staff of all Departments in CMWSB Board.

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

- Induction course to the newly recruited staff of CMWSB Board (as and when recruited)
- Special Practical Skill training programme to the Field workers emphasizing the safe operational procedure of the machinery 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 & Sewerage Treatment Plants and Oxidation Plant on payment basis.

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 basis with applicable Tax.

For Further details please contact

**Th. R. NARASIMHAN, B.E.,**  
DIRECTOR (TC)

CHENNAI METROPOLITAN WATER SUPPLY AND SEWERAGE BOARD  
TRAINING CENTRE  
NO.56, RAJI STREET, AVANAVARAM, CHENNAI-600023.

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## CHENNAI METROWATER TRAINING CENTRE

Calendar of Training Programmes  
For the Year 2018 - 2019



### 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.

## CHENNAI METROPOLITAN WATER SUPPLY AND SEWERAGE BOARD TRAINING CENTRE

NO. 56, RAJI STREET, AVANAVARAM, CHENNAI - 600 023.  
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## CHENNAI METROWATER TRAINING CENTRE

Calendar of Training Programmes for the Year 2018 - 2019

S. No.	Module Title	No. of Batches	Cohort No.	Duration in Days	2018												2019	
					Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
<b>TECHNICAL COURSES</b>																		
<b>I. Operation &amp; Maintenance Module</b>																		
1.	ODM Description Plans	4	TB 04	2	04	04	04	04	04	04	04	04	04	04	04	04	04	
2.	ODM Contracts and Progress	4	TB 01	1	18	18	18	17	20									
3.	Record Maintenance	2	TB 03	1	28													
4.	Concepts & Principles involved in remedial for major works and Treatment Technology	2	TB 02	1	11													
5.	Safety Practices in Handling Equipments	2	TB 01	1	8	4												
6.	Preventive Maintenance and Leak detection (Water)	4	TB 17	1	28			21	27	31								
7.	Maintenance of Pumping mains & Distribution system	4	TB 18	1	28			30	29					18				
8.	O & M of sewerage system	4	TB 19	1	30	29		31	28									
<b>II. Water Quality Module</b>																		
9.	Water Quality Assurance & Monitoring	3	TB 07	1	9	8		7										
10.	Rectification of Water Pollution	4	TB 14	1	13	24								8	19			
11.	Rain Water Harvesting	2	TB 08	1		21								8				
12.	Management of Monsoon / Drought	2	TB 09	1	24													
<b>III. Water Supply &amp; Sewerage Treatment Module</b>																		
13.	Planning & Design of Sewer & Water System	3	TB 15	1	15			26	18									
14.	Planning & Design of WTP/STP	3	TB 16	1				21	11	1								
15.	Safety Practices in Sewage and Storage Management	4	TB 12	1	17			18	18					27				
16.	Recycling & Reuse of grey water and sewage	4	TB 20	1				12	21	17				13				
<b>MANAGEMENT COURSES</b>																		
<b>IV. Project Management Module</b>																		
17.	Materials Management	2	TB 01	1	18			7										
18.	Contracts Management	2	TB 02	1				25	13									
19.	Integrated Project Management	2	TB 04	1				7	18									
20.	Procurement & Quality Testing	2	TB 05	1					20	13								
21.	Selection of Mechanical and Electrical Equipments for WSP/STP/STP	1	TB 06	2	14				21-28								6-7	
22.	Environmental Impact Assessment	1	TM07	1				28						15			13	
23.	Sustainable water Management	1	TB 09	1	19	14		18										
24.	Water Resource Management	2	TB 09	1	22	17		14										

TB - Technical Management; GM - General Management; TT - Technical Assistant; TS - Technical Supervisor

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					Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
<b>V. Human Resource Management Module</b>																		
25.	Human Resource Development	3	GM 01	1	17									18	7			
26.	Yoga & Stress Management	4	GM 02	1	23									8	1	5		
27.	Introduction to RTI Act	3	GM 03	2	18-11									13-14		14		
28.	Legal Issues & Handling Court Cases	4	GM 04	1										12		26	25	
29.	Service Regulations of CMWS&S & Maintenance of Service Register	2	GM 05	1										24	25			
30.	Planning for Retirement	3	GM 06	1	28									13		24		
<b>VI. Financial Management Module (using Information Technology)</b>																		
31.	DT-TDS Provisions	2	FM01	1	18	8												
32.	DT-GST Provisions	2	FM01	1		1										2		
33.	Pre-Audit of Bills/Payable	2	FM02	1											18		14	
34.	Oracle Projects and General Ledger	3	FM15	1	14										9		18	
35.	Oracle Inventory and Purchase	2	FM16	1										23		28		
36.	Budgeting and Funding	5	FM21	1	28									28	14			
37.	Accounting - Journal Ledger	2	FM24	1										5			12	
38.	Oracle Payables and Receivables	2	FM18	1										5			12	
39.	General Ledger	2	FM21	1										10		9		
<b>VII. Information Technology Module</b>																		
40.	Concept of Information Technology	3	IT 01	1	27									26				
41.	Online Registration of Water & Sewer applications and retrieval system in CMWS&S	4	IT 13	1	29	27								5			5	
42.	MS Office Word & Excel	3	IT 18	1										22			7	
43.	MS Office Power Point and Website	2	IT 11	1										18			18	
44.	Auto CAD	2	IT 09	2											23-24	24-25	16-17	
<b>CPHEEO - SPONSORED COURSES</b>																		
1.	Corrosion Control	1	CP 01	5											12-16			
2.	Sewer Works - Supervisors	1	CP 03	19												19-21		
3.	Care & Use of Chloramines	1	CP 02	5													24	
4.	Filter Operation	1	CP 04	7													28-31	
5.	Laying of Water Mains & Sewer Lines	1	CP 08	8													21-27	

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