

Hydrology and Water Management Institute, Bikaner

Training Calendar for the Induction Course for newly appointed Junior Engineers (February 2022) (Online Courses)

S.No	Title of The Course	Scheme	From	To	Duration of Course in Days	Duration of Course in Hours	Level of Participants	No. Of Participants						Venue	Name of C.C.	Team Member
								CE IGNP Bkn	CE(N) HMG	CE (CAD) Bkn	ACE IGNP JSLR	ACE NCP	ACE(VR) Bkn			
1	IFMS	Regular	07-02-22	11-02-22	5 days	1.5 hours	Newly appointed Junior Engineers	10	5	5	5	5	-	Online	Sh. Harjinder Pal Singh AD(WR)	Smt Monika Shri Amit
2	Advance Excel	Regular	14-02-22	18-02-22	5 days	1.5 hours	Newly appointed Assistant Engineers & Junior Engineers	-	-	-	-	-	30	Online	Sh Lalit Mohan Dadhich DD(WR)	Smt Monika Shri Amit
3	Pension Rules / TA Rules/ Rajasthan Lok Seva Guarantee d Delivery Act-2011-Part-I,II/ RTI Act-2005 Part-I,II	Regular	21-02-22	25-02-22	5 days	1.5 hours	Newly appointed Junior Engineers	10	5	5	5	5	-	Online	Sh. R.P. Bhadu DD(PHE)	Smt Monika Shri Amit


Joint Director
HWMI, Bikaner


ACE & Director
HWMI, Bikaner

Hydrology and Water Management Institute, Bikaner
Training Calendar for the Induction Course for newly appointed Junior Engineers (February 2022)
(Online Courses)

S.No	Title of The Course	Date	Topics to be Covered	Training Time	Duration in Hours	Name of Speakers
1	IFMS	07-02-22	Pay Manager	11.00 AM to 12.30 PM	1.5	Sh. Vivek Acharya, AAO, M.b-8562835164
		08-02-22	E-Grass Module	11.00 AM to 12.30 PM	1.5	Sh. Vivek Acharya, AAO, M.b-8562835164
		09-02-22	Wam Module	11.00 AM to 12.30 PM	1.5	Sh. Vivek Acharya, AAO, M.b-8562835164
		10-02-22	Budget Module	11.00 AM to 12.30 PM	1.5	Sh. Vivek Acharya, AAO, M.b-8562835164
		11-02-22	Sampark Portal	11.00 AM to 12.30 PM	1.5	Sh. Tanveer Khan Programmer, HCM, RIPA 9660281326
2	Advance Excel	14-02-2022	Introduction to MS Excel, Working with Electronic Worksheet Preparing, Saving, Closing, Opening, Basic Fromula and Functions, Formatting, Alignment, Editing Worksheet	11.00 AM to 12.30 PM	1.5	Sh. Tanveer Khan Programmer, HCM, RIPA 9660281326
		15-02-2022	Page Setup, Formulas, Conditional Functions, Calculating Subtotals	11.00 AM to 12.30 PM	1.5	
		16-02-2022	What if Analysis using Goal seek, Arranging data using Filters Macro Function, Data Filtering, Sorting and Validation, Data Tools	11.00 AM to 12.30 PM	1.5	
		17-02-2022	Working With Charts, Pivot Tables, Pprotect Workbook and sheets and Data	11.00 AM to 12.30 PM	1.5	
		18-02-2022	Exporting data to Word & other software, Working with Multiple sheets, Vlookup Function Working with Absolute Addressing	11.00 AM to 12.30 PM	1.5	

3	Pension Rules / TA Rules/ Rajasthan Lok Seva Guaranteed Delivery Act-2011-Part-I,II/ RTI Act-2005 Part-I,II	21-02-22	Rajasthan Pension Rules	11.00 AM to 12.30 PM	1.5	Shri Vimal Suthar Dy.Dir 9460200004
		22-02-22	National Pension Scheme	11.00 AM to 12.30 PM	1.5	Shri Vimal Suthar Dy.Dir 9460200004
		23-02-22	TA Rules	2.30 PM to 4.00 PM	1.5	Sh Surendra Goswami, AAO(Retd.) M.b-9414230138
		24-02-22	Rajasthan Lok Seva Guaranteed Delivery Act-2011-Part-I,II	2.30 PM to 4.00 PM	1.5	Sh. Ajay Chopra, JD (Retd.) M.b-9413134235
		25-02-22	RTI Act-2005 Part-I,II	2.30 PM to 4.00 PM	1.5	Sh. Ajay Chopra, JD (Retd.) M.b-9413134235


Joint Director
HWMI, Bikaner


ACE & Director
HWMI, Bikaner