

TRAINING CALENDAR 2016-2017

S. No.	2016-2017	APRIL	MAY	JUNE	JULY	AUG	SEP	OCT'	NOV	DEC	JAN'17	FEB'17	MAR'17
FUNCTIONAL PROGRAMME													
1.	Human Resource Management and Development			06-10									
2.	EPFO and Social Security		16-18	22-24									
3.	Financial Management & Investments					16-18				19-21			
4.	Compliance Management & Labour Laws- A Kaleidoscope											15-17	
5.	Natural Justice & Quasi Judicial Proceedings				27-29				16-18				
6.	Good Governance Principals				14-15								
7.	Computer Training				21-22	10-12							
8.	Computerization	Two slots to be fixed as per requirement of IS Division											
9.	Recovery Management						14-16						
10.	Refresher course for directly recruited APFCs		02-13								9-20	6-17	
Total Number of Trainings in a Month		01	03	04	03	06	06	04	05	03	04	04	01

15 Functional Programmes

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MANAGEMENT DEVELOPMENT PROGRAMME													
1.	Faculty Development Programme for Zonal Training Institutes											22-24	
2.	Ethics and Values in Governance						21-23	05-07		07-09			
3.	Soft Skills								23-25				
4.	Outbound Training Programme- Attitude for Altitude	Will be decided later											
5.	Lifestyle Management												15-17
6.	General Management & CRM for EPF Nepal					01-05			07-11				
7.	Body & Soul			01-03				19-21			18-20		

11 Management Development Programmes

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WORKSHOPS/SEMINARS													
1.	Workshop on Citizen centric service delivery	28-29											
2.	Workshop on International Workers for Establishments								04				
3.	Workshop for Unexempted Establishments						29-30						
4.	Gender Sensitization											15-17	
5.	Workshop on Right to Information Act										05-06		
6.	Workshop for Exempted Establishments			15-16				27-28			24-25		
7.	Workshop on Compliance Management		26-27										
8.	Workshop on Good Governance						07-08						

10 Workshops/Seminars

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DEPARTMENT OF PERSONNEL & TRAINING SPONSORED TRAINING FOR TRAINER PROGRAMME													
1.	Direct Trainers Skills (DTS) (1)					01-05							
2.	Design of Training (DOT) (1)					08-12							
3.	Experiential Learning Tools (ELT) (1)							24-28					
4.	Evaluation of Training (EOT) (1)						05-09						
5.	Mentoring Skills (1)						28-30						
6.	Facilitation Skills (1)								16-18				
7.	Systematic Approach to Training (SAT) (1)					22-24							
8.	Training Needs Analysis (TNA) (1)								28-09				

8 DoP&T programmes

AS PER TRAINING CALENDAR (TOTAL)

(36 TRAINING PROGRAMMES)

DoP&T SPONSORED PROGRAMME

(08 PROGRAMMES)

TOTAL = 44 PROGRAMMES