



State Institute of Urban Development

ATI Campus, Lalitha Mahal Road, Mysuru-570 011.

Ph: +91-821-2520163, 2520116, Fax: +91-821-2520164

E-mail: directorsiud@gmail.com, Website: www.siudmysore.gov.in

Training Schedule on

Foundation cum Job Course for newly appointed Junior Engineers of Urban Local Bodies

FIRST WEEK IMPLEMENTED SCHEDULE

Course Director : **Sri H Ramesha**
Faculty/AEE, SIUD, Mysuru.
Mob: 9481169733,
Email:hebbale@gmail.com

Course Assistant : **Sri Vijesh K**

Venue : Nethravathi Hostel, SIUD, Mysuru.

Timings:

Morning Exercises : 06.00 am to 7.00 am

Recap session : 09.15 am to 09.30 am

Fore Noon I : 09.30 am to 11.30 am

Fore Noon II : 11.45 am to 01.45 pm

After Noon I : 02.30 pm to 05.45 pm

Break:

Coffee / Tea : 11.30 am to 11.45 am

Lunch : 01.45 pm to 02.30 pm

Coffee /Tea : 04.00 pm to 04.15 pm

*Sessions will continue until the activities of the day are completed.

Aim of training:

Capacity building on broad issues on Urban functionary, Administrative & Technical aspects, Leadership & Team work skills, Delegation of powers, Enhancing monitoring & management skills, Adaptation of innovative culture through the advanced/recent concepts with e-Governance initiatives for better delivery of services to the public through ULBs.

Objectives :

At the end of the training, the participants will be able to

- ✓ Describe the 74th CAA, Urban Governance & Municipal Reforms in Karnataka
- ✓ List out the roles and responsibilities of Municipal Functionaries
- ✓ Describe the government policies and schemes
- ✓ Describe stages in Formulation, Preparation of detailed project, Appraisal, Implementation, Execution, Monitoring & Evaluation of Projects
- ✓ Explain Tendering, award, agreement & Contract Management under KTPP Act & e-procurement, Public Private Partnership (PPP) model
- ✓ Explain the important sections of service matters, KCSR, KFC, CCA etc;
- ✓ Explain important RTI, SAKALA & Citizen Charter
- ✓ Explain the Team concept, overcome stress management, leadership quality, change in work culture, Personality development, management, communication skill etc;
- ✓ Describe Monitoring & Management of Urban Local Body properties
- ✓ Describe office procedures and file management
- ✓ Explain application of Remote sensing, GPS & GIS in ULB services with application of Information Technology and E-Governance in various fields
- ✓ Explain the design & safety concepts of civil structures in ULBs.
- ✓ Describe Innovations & advancements in civil structure building practices, best practices/case studies/field exposure.
- ✓ Narrate about sustainability in planning, implementation, development & maintenance of civil structures.
- ✓ Explain challenges in efficient O & M of civil structures.
- ✓ Describe about quality aspects involved in civil construction materials prior to construction, considerations & precautions to be taken, field/site tests etc;
- ✓ Describe the role of ULBs in preparation of base map and master plan
- ✓ Explain the importance of Zonal regulations and building byelaws
- ✓ Describe the strategies involved in Integrated approach (convergence) of projects
- ✓ Explain the process involved in development permissions
- ✓ List out the innovations of best practices during field visits to various projects.

Target Group:

Junior Engineers of Urban Local Bodies (ULBs)

Methods:

- Session with power point presentations
- Group Discussions and interactions with resource persons
- Technical Field visits
- Best practice presentations
- Short Film/video clippings Screening
- Questions and Answer with interactions
- Hands on exercises with softwares
- Demonstrations
- Group exercises
- Group PPTs presentations

Duration of the training programme: **45 Days**

Process:

- The resource person will handle the session through PPT with examples, Short Film/video clippings Screening etc; After the presentation, interactive sessions, Group Discussions to be held with the participants along with resource persons.
- Hands on exercises with basics of computers, NUDI software, GIS softwares , E-procurement, programming through MS excel etc;
- Group exercises will be carried out as per requirements
- Surveying practice with advanced instruments along with demonstrations
- Exposure to various field visits such as water supply schemes, STP plant, UGD O&M works, road & fly over construction activities, SWM, GPS enabled Control room, green buildings, GIS & automated Control room at Infosys, advance quality control laboratories etc;
- Weekly test with feedback will be obtained from participants at the end of every week.

Methods

- PPT
- Case studies with best practices presentations
- Interactions & Discussions

Training Aids

- White board
- Computer
- Maps
- LCD projector
- White board
- GIS software
- EYPO net software for water supply distribution network analysis
- NUDI software, basics of MS office
- Field visit

Supporting Materials

1. Soft copies of reading materials on KCSR, office procedure etc;
2. Soft copies of **IRC, IS** publications, **NBC** codes etc;
3. Soft copies of CPHEO manual by MoUD, GoI
4. Software on GIS, Nudi,
5. Presentations of all PPTs of resource persons
6. Hard copy of the Civil Engineering technical data hand book published by Karnataka Engineers Association, Bangalore.
7. KARNATAKA MUNICIPALITIES ACT-1964, Land Use Planning in Urban Areas, Office management, Office managementppt, OPERATION AND MAINTENANCE OF BUILDINGS, RTI, KTPP, PPP, Project management, Public & office management skills, Ready reckoners for engineers, Urban transport etc;
8. Any other.