



DELHI JAL BOARD  
GOVT. OF N.C.T. OF DELHI  
PROJECT DIRECTOR ( TRAINING )  
ROOM NO. 2, VARUNALAYA PHASE-I  
KAROL BAGH NEW DELHI:-110005  
bharatbhushandib@gmail.com.  
08826419692

No.DJB /P.D.(Trg) / F.1 /2013-2014 \_\_\_\_\_

85373

Date:- 22/07/2013

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**CIRCULAR**

**Subject: - Refresher courses to be sponsored by CPHEEO, Ministry of Urban Development, Govt. of India, during the year 2013-14.**

The CPHEEO, under the Ministry of Urban Development, Govt. of India, and every year conducts various refresher courses on water supply and sanitation. These courses are conducted through various PHE Departments / Water supply & Sewerage Boards of States and academic / research institutions.

CPHEEO have forwarded the calendar of various Refresher Courses for the year 2013-2014 which is enclosed. You are therefore, requested to propose suitable officer/ official one each for the proposed programme. It may kindly be ensured that the official who has undertaken similar or related course earlier is not to be nominated this time.

In order to avail the opportunities of these training programmes to develop necessary skills to the in service engineers and other related personals engaged in the sectoral activities. It is suggested that your office / division may nominate as many candidates as possible to undergo required training for the betterment of the sector programme. There is no course fee for these refresher courses and T.A. & D.A. has to be borne by the respective DDO concerned. The nomination of Contract Employees will not be entertained.

The Application on the enclosed prescribed proforma duly filled in the applicants and verified by the concerned DDO. It is requested that nominations of the candidates for various courses be sent to this office positively before 29/07/2013. Nominations which are received after 29<sup>th</sup> July 2013 will not be considered for any Refresher Courses.

Encl: As above.

EXECUTIVE ENGINEER (EDP)

DIARY No. 2252

DATE 25/7/13

All DDOs.

Copy to;

1. CEO, DJB for kind information please
2. Member (Admn)/ CVO / Member (Finance) Member (Water) / Member (Drainage) / for kind information please
3. Addl. CEO, DJB/ All Chief Engineers for kind information please
4. Director (A&P) / Director (Finance) Director (Rev.) / Joint Director (Vig.) for kind information please
5. All SEs, Joint Director (F&A)-I/II/III / Deputy Director (F&A)-I/II/III for kind information
6. EE(EDP) for uploading on the website of Delhi Jal Board.
7. Sr. Account Officer (F&G) AAO (F&G) for information please
7. Master File / office copy.

EE/EDP

Sanjay

(SANJAY GUPTA)  
PROJECT DIRECTOR ( TRG )

PROJECT DIRECTOR (TRG)

Sanjay

## Nomination Form

1. Employee Code No. : .....
2. Name of Applicant : .....
3. Father's/ Husband's name : .....
4. Designation : .....
5. Date of birth : .....
6. Date of Appointment. : .....
7. Date of Retirement : .....
8. Sex : Male / Female
9. Educational / Technical Qualification :-

S.No.	Edu./Tech. Qualification.	University / Board	Year of Passing.
1			
2			
3			
4			
5			

10. Present Job description : .....
11. Place of Posting : .....
- 12 Office Address : .....

Continued...2

13. Telephone Nos. : Cell.....

: Office :.....

: Resi. ....

14. E-mail I.D. No. if any :.....

15. Name of Training Programme along with Sr. No. for which applied:  
.....

*Detail of training programme already attended:-*

S.No.	Name of Training programme	Duration with Venue	Name of Organization/ Institution
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			

16. How the programme is likely to benefits the nominee as well as the organization (in 2 lines ).....  
.....  
.....

Signature of the Nominee

*Continued...*

**Verification by the DDO.**

It is Verified that the above information submitted by  
Sh..... s/o, w/o of Sh.....  
Designation .....has been checked from his / her service  
records / education & professional certificates etc. and found correct.

Signature of the DDO  
With Name Designation  
& Office Stamp.  
Cell No.....

Date : / / 2013

**To be filled in by the Controlling Authority**

The officer / official will be relieved for training, if selected and no case  
will be withdrawn in between from the course.

Complete Address of the Controlling  
Authority with Telephone Number  
and Fax Number if any

Signature  
Name Designation  
(of the Controlling Authority)  
With office Seal

Date : / / 2013

Subject :- Refresher Course to be conducted by CPHEEO, GOI during the year 2013-2014

S.No	Course Title	Location	Name of Institute	Participant Level	Probable Month in which the Course to be conducted	Duration
1	Water Works Supervisors Course	Palasuni Bhubaneswar	P.H. Department	Foremen, JE (E&M)	November	4 Weeks
2	Water Supply System Management	Nasik Road	R&TC,MJP	Jr.Engneers /AE s/ Ex, Engineers	September	10 days
3	Pipe & Conduits.	Nasik Road	R&TC,MJP	Jr. Engineers/ Assst. Engineers	September	12 days
4	Pipe & Conduits.	Mumbai	CTI & RC MCGB	Jr. Engineers/ Assst. Engineers	December	9 days.
5	New Development in Water Treatment	Kolkata	CPHEEO	AE/EE/SE's	January	10 days
6	Structural Design on Water Treatment Plant and other Related Structure	Nagpur	V.N.I.T.	AE/EE/SE's	November	1 Weeks
7	Waste Stabilization Pond Practices	Kolkata	AIHH & PH	AE/EE/SE's	January	1 Weeks
8	Filter Operation	Nasik Rod	R&TC,MJP	Asstt. Filter Supervisors/ Filter Supervisor / Assst. Chemist working Plant.	February	10 days
9	Filter Operation	Chennai	CMWSS Board	Asstt. Filter Supervisors/ Filter Supervisor / Assst. Chemist working Plant.	February	12 days
10	Care & use of chlorinators	Mumbai	CTI & RC MCGB	Chlorine Operator working in Plant / Assst. Chemist	January	1 Weeks

*Signature*

11	Care & use of chlorinators	Chennai	CMWSS Board	Chlorine Operator working in Plant / Asstt. Chemist	January	1 Weeks
12	Water Analysis	Kolkata	AIIH & PH	Lab. Tech, Asstt. Chemist, Asstt. Bacteriologist, Chemist and Bacteriologist	November	4 Weeks
13	Waste water Analysis	Kolkata	AIIH & PH	Lab. Tech, Asstt. Chemist, Asstt. Bacteriologist, Chemist and Bacteriologist	February	4 Weeks
14	Water & waste Water Analysis	Jaipur	P.H. E. Department	Lab. Tech, Asstt. Chemist, Asstt. Bacteriologist, Chemist and Bacteriologist	February	4 Weeks
15	Chemical Analysis of Water	Chennai	TWAD Bd.	Lab. Tech, Asstt. Chemist and Chemist	February	7 days
16	Solid Waste Management	Kolkata	AIIH & PH	Asstt. Engineers / Jr. Engineers	February	10 days
17	Solid Waste Management	Bhopal	AIISSG	Asstt. Engineers / Jr. Engineers	December	1 Weeks
18	Solid Waste Management	Allahabad	MNNIT	Asstt. Engineers / Jr. Engineers	February	1 Weeks
19	Preventive Maintenance and leak Detection in Water Distribution system	Nasik Road	R&T.C. MJP	JE/AE/EE's	January	10 days
20	Preventive Maintenance and leak Detection in Water Distribution system	Mumbai	C.T.I.&R.C. M.C.G.M.	JE/AE/EE's	February	1 Weeks
21	Preventive Maintenance and leak Detection in Water Distribution system	Chennai	TWAD Bd.	JE/AE/EE's	October	1 Weeks

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22	Preventive Maintenance and leak Detection in Water Distribution system	Chennai	TWAD Bd.	JE/AE/EE's	November	1 Weeks
23	Total Quality Management Batch-1	Thiruvananthapuram	Kerala Water Authority	JDs /ACs/ EE's / CWA / Dy. Directors-Fin / Sr. AO ACWA, Bacteriologist and Chemist	September	1 Weeks
24	Total Quality Management Batch-2	Thiruvananthapuram	Kerala Water Authority	JDs /ACs/ EE's / CWA / Dy. Directors-Fin / Sr. AO ACWA, Bacteriologist and Chemist	January	1 Weeks
25	Computer Aided Design of pipelines and pipe network for water supply and Sewage systems.	Nagpur	V.N.I.T.	AE/EE/SE/Chief Engineers	November	1 Weeks
26	Computer Application in PHE structure Design	Indore	S.G.S.I.T & S	AEs/ JE's	February	1 Weeks
27	Sewage Works Supervisors Course	Chennai	C.M.W.S.S. Board	Foremen's, / Junior Engineers	December	2 weeks
28	Rainwater Harvesting	Kolkata	I.P.H.E	JE (Civil) & Above.	September	1 Weeks
29	Sewer Cleaning and Maintenance.	Mumbai	C.T.I.&R.C. M.C.G.M.	ASI/ SI /JE(Sewer) /	November	9 days.
30	Computer Application for water Distribution System Management and Water Treatment Plant Design.	Mysore	S.J.C.E.	JE(Civil) & Above.	October	9 days.
31	Computer Aided Design of Water Supply & Sewer Network	New Delhi	AILL.SG	Asstt. Engineers & above	October	10 days

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32	Computer Application for Water Distribution system Management	Chennai	Anna University	Asstt. Engineers & above	February	10 days
33	Computer Application for Water Distribution system Management	Mumbai	AILLSG	Asstt. Engineers/ Jr. Engineers	February	10 days
34	Computer Aided Design of water and Waste water treatment Plants	Allahabad	MNNIT	Asstt. Engineers/ Jr. Engineers	November	1 Weeks
35	Laying of water Mains & Sewer Lines	Chennai	CMWSS Board	Ex. Engineers / Assistant Engineers/ Jr. Engineers	February	1 Weeks
36	Ground Water	Kolkata	I.P.H.E.	AE / EE (Civil)	February	1 Weeks
37	Treatment of Arsenic Iron & Fluoride in Drinking Water	Kolkata	I.P.H.E.	Jr. Engineers/ Asstt. Engineers / Ex. Engineers	February	1 Weeks
38	Operation and Maintenance of water Supply and Sanitation projects	Kolkata	I.P.H.E.	Jr. Engineers/ Asstt. Engineers / Ex. Engineers	November	10 days
39	Water Quality Surveillance	Mysore	S.J.C.E.	ACWA/Bacteriologist/Chemist	November	12 days
40	Positive Preventive Maintenance of Water supply and Sewerage system	Bhopal	AILLSG	ACWA/ CWA/ Chemist/Bacteriologist	January	10 days
41	Pumping & Non Pumping Mains for Water supply system- design operation Maintenance	Bhopal	AILLSG	Asstt. Engineers / Jr. Engineers	December	1 Weeks



42	Total Quality Management in Water Supply system	Bhopal	AILLSG	ACWA/Bacteriologist/Chemist /Asstt. Chemist/Asstt. Bacteriologist/ab. Tech.	November	1 Weeks
43	Water supply from Ground Water sources Quantity / Quality and groundwater recharge.	Bhopal	AILLSG	Assistant Engineers / Junior Engineer	October	1 Weeks
44	Preparation of water supply projects.	Bhopal	AILLSG	Assistant Engineers & above	September	1 Weeks
45	Tender & Contract	Bhopal	AILLSG	AES , Account Officers , AAOs	January	1 Weeks
46	Low Cost Sanitation composing and wastewater treatment	Kolkata	IPHE	Junior Engineers / Assistant Engineers / Ex. Engineers	September	1 Weeks
47	Governance of Urban Water supply and Sanitation	Allahabad	MNNIT	Ex. Engineers & AC s/ DDS	December	1 Weeks
48	Recent Water and Treatment Technology and Surveillance	Allahabad	MNNIT	Ex. Engineers & above	January	1 Weeks
49	Chemical Analysis of sewage	Chennai	TWAD Board	Lab. Tech /Asstt. Chemist/Chemist/ACWA	October	7 days
50	Bacteriological and Biological Examination of water	Chennai	TWAD Board	Lab. Tech./Asstt Bacteriologist/ Bacteriologist /ACWA	February	5 days
51	Water Quality Management	Chennai	TWAD Board	Lab. Tech, Asstt. Chemist, Asstt. Bacteriologist, Chemist/ Bacteriologist/ ACWA	January	5 days

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52	Testing of Chemical required for Water treatment.	Chennai	TWAD Board	Lab. Tech./Asstt Chemist/ Chemist / ACWA	January	4 days
53	Recent development in water treatment Technology	Chennai	TWAD Board	AE / EE / SE/ Chief Engineers	November	10 days.

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28/11/2015