



L.No. ALTTC-ALT/41(11)/7/2022-Skill Development

dated 23.01.2023

To

The Chief General Manager,
All Territorial Circles, BSNL.

Sub: Motivational training to 40,000 BSNL employees under "Customer/
Citizen Centricity Program".

Ref: This office Lr. No. ALTTC-ALT/41(11)/7/2022-Skill Development dated
20.12.2022.

With reference to the above cited letter, it is to intimate that the motivation training for 40,000 BSNL employees is to be conducted under Customer/ Citizen Centricity Program". A training plan has been prepared for the quarter 4 (Jan-March 2023) and enclosed with this letter.

For smooth conduction of training, roles and responsibilities of each stakeholder are given below:

Responsibilities of Circle SPOC

1. Coordinate with circle administration for nomination of BSNL staff.
2. Ensure infra like chairs, computer / laptop for trainer, internet connection in class room for trainers, projector, speakers, LED pointer for conduction of classes, arrangement of water, stationery and printouts / photocopies etc. as per the requirement of master trainers during training.
3. Nomination of participants in CTMS portal.
4. Persuasion with participants to attend the training on allotted schedule.
5. Boarding and lodging arrangement of master trainers.
6. Liaison with master trainer from training centre & BA administration for smooth conduction of training in BAs.
7. Coordinate with master trainers of their respective circles to utilize their services for conduction of training if required.

Responsibilities of Master trainer

1. Scheduling of course in CTMS before visiting the allotted BA.
2. Nomination/Registration of trainees and time table in CTMS before completion of batch.

3. Preparation of batch files which shall include list of registered participants, time table, attendance, feedback forms and evaluation summary.
4. Conduction of training at designated location as per schedule.
5. Coordination with Circle SPOC for photo copies / printouts required for training.
6. Coordination with Circle SPOC for boarding and lodging.

Responsibilities of Circle Master trainer

1. To assist the training center master trainer in batches allotted to him for conduction of training.
2. He should be with training centre master trainer at allotted places for entire time of conduction of batch.

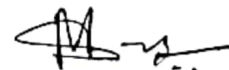
Responsibilities of training centre SPOC / Principal

1. Liaison with circle SPOC for nomination of BSNL employees as per allotment.
2. Liaison with circle SPOC for ensuring availability of adequate infra required for training.

As the project is being monitored by BSNL Corporate Office directly, circle administration is requested to ensure that all nominated staff should attend training and necessary arrangements are well in place for smooth conduction of training. Further, circles are requested to ensure the boarding and lodging of master trainers.

For any clarification in this regard, Smt Pratibha Gupta AGM (9412739329), Sh. Lalit Mishra SDE (9425801023) may be contacted on mobile or by mail on rollout.projectkarmyogi@gmail.com.

This has been issued with the approval of competent authority.



(Mohan Singh)

GM (Tech) AL TTC Ghaziabad

Encl: Training Plan for Q4 of FY 2022-2023.


Copy To:

1. The PS to CGM AL TTC, For kind information Please
2. The PGM BRBRAITT Jabalpur for kind information please.
3. The Sr.GM (North), AL TTC for kind information please
4. The GM (Training), BSNL CO for kind information please
5. Principals of ZTTCs / RTTCs

Name of Training centre

BRBRAITT Jabalpur

S No.	Circle	Name of BA were training is to be conducted.	Expected No. of Participants		To	From	Name of Master Trainer (Shri / Smt)	
			Exe	Non-Exe				
1	MP	Gwalior	50		30-01-2023	01-02-2023	Pankaj Rai	Prashant
2	MP	Gwalior	50		02-02-2023	04-02-2023	Pankaj Rai	Prashant
3	MP	Jabalpur	50		06-02-2023	08-02-2023	Sonu Gurnani	J K Bachani
4	MP	Jabalpur		50	13-02-2023	15-02-2023	Sonu Gurnani	J K Bachani
5	MP	Satna	50		02-02-2023	04-02-2023	Suresh Shau	Arun Shrama
6	MP	Satna		50	13-02-2023	15-02-2023	Suresh Shau	Arun Shrama
7	GUJ	Rajkot	50		20-02-2023	22-02-2023	Anurag Agarwal	K K Chourasia
8	GUJ	Rajkot		50	23-02-2023	25-02-2023	Anurag Agarwal	K K Chourasia
9	GUJ	Bhavnagar	50		13-03-2023	15-03-2023	Sujata Dhoery	Sudesh Bhagat
10	GUJ	Bhavnagar		50	16-03-2023	18-03-2023	Sujata Dhoery	Sudesh Bhagat
		Total	300	200				



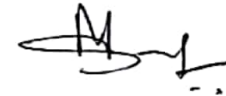
Name of Training centre		RGMTC Chennai						
S No.	Circle	Name of BA were training is to be conducted.	Expected No. of Participants		To	From	Name of Master Trainer (Shri / Smt)	
			Exe	Non-Exe				
1	TAMILNADU	Chennai	50		06.02.2023	08.02.2023	V.Sakthivel	A.Selvi
2	TAMILNADU	Chennai		40	13.02.2023	15.02.2023	G.Sasikumara	R.Subramaniam
3	TAMILNADU	Chennai		40	20.02.2023	22.02.2023	V.Sakthivel	A.Selvi
4	TAMILNADU	Chennai	50		27.02.2023	01.03.2023	G.Sasikumara	R.Subramaniam
5	TAMILNADU	Chennai		40	06.03.2023	08.03.2023	V.Sakthivel	A.Selvi
6	TAMILNADU	Chennai		40	13.03.2023	15.03.2023	G.Sasikumara	R.Subramaniam
7	TAMILNADU	Chennai	50		20.03.2023	22.03.2023	V.Sakthivel	A.Selvi
8	TAMILNADU	Chennai		40	27.03.2023	29.03.2023	G.Sasikumara	R.Subramaniam
		Total	150	200				



Name of Training Centre

RTTC Hyderabad

S No.	Circle	Name of BA were training is to be conducted.	Expected No. of Participants		To	From	Name of Master Trainer (Shri / Smt)	
			Exe	Non-Exe				
1	Telangana	Hyderabad TD BA	50		23/1/2023	25/1/23	VVV Satyanarayana	DeviPrasad
2	Telangana	Hyderabad TD BA		50	02-06-2023	02-08-2023	DeviPrasad	Krishna reddy
3	Telangana	Hyderabad TD BA	50		13/2/2023	15/2/2023	Krishna reddy	VVV Satyanarayana
4	AP	KURNOOL BA	50		20/2/2023	22/2/2023	VVV Satyanarayana	DeviPrasad
5	AP	KURNOOL BA		50	23/2/2023	25/2/2023	VVV Satyanarayana	DeviPrasad
6	Telangana	Hyderabad TD BA		50	03-06-2023	03-08-2023	DeviPrasad	Krishna reddy
7	AP	Vizayawada BA		50	13/3/2023	15/3/2023	VVV Satyanarayana	DeviPrasad
8	AP	Vizayawada BA		50	16/3/2023	18/3/2023	VVV Satyanarayana	DeviPrasad
9	Telangana	Hyderabad TD BA		50	23/3/2023	25/3/2023	VVV Satyanarayana	Krishna reddy
		Total	150	300				



Name of Training centre			RTTC Trivandrum					
S No.	Circle	Name of BA were training is to be conducted.	Expected No. of Participants		To	From	Name of Master Trainer (Shri / Smt)	
			Exe	Non-Exe				
1	KERALA	RTTCTVM		45	06-02-2023	08-02-2023	SREERAM.S	HAREESH.S.V
2	KERALA	KOLLAMBA		44	13/02/2023	15/02/2023	SREERAM.S	HAREESH.S.V
3	KERALA	KOLLAM BA	50		16/02/2023	18/02/2023	SREERAM.S	HAREESH.S.V
4	KERALA	KOLLAM BA		45	20/02/2023	22/02/2023	SREERAM.S	HAREESH.S.V
5	KERALA	RTTC TVM		51	23-02-2023	25-02-2023	SREERAM.S	HAREESH.S.V
6	KERALA	RTTC TVM	50		27/02/2023	01-03-2023	SREERAM.S	HAREESH.S.V
7	KERALA	THIRUVALLA		54	02-03-2023	04-03-2023	SREERAM.S	HAREESH.S.V
8	KERALA	THIRUVALLA	50		20/03/2023	22/03/2023	SREERAM.S	HAREESH.S.V
9	KERALA	THIRUVALLA	50		23/03/2023	25/03/2023	SREERAM.S	HAREESH.S.V
10	KERALA	RTTCTVM	50		20/03/2023	22/03/2023	SREERAM.S	HAREESH.S.V
11	KERALA	RTTCTVM	50		27/03/2023	29/03/2023	SREERAM.S	HAREESH.S.V
12	KERALA	KOTTAYAM		50	10-04-2023	12-04-2023	SREERAM.S	HAREESH.S.V
13	KERALA	KOTTAYAM		47	24/04/2023	26/04/2023	SREERAM.S	HAREESH.S.V
		Total	300	336				

(Handwritten Signature)

Name of Training centre

ZTTC Guwahati

S No.	Circle	Name of BA were training is to be conducted.	Expected No. of Participants		To	From	Name of Master Trainer (Shri / Smt)
			Exe	Non-Exe			
1	Assam Circle	KAMRUP	34		30/01/2023	01/02/2023	J Kakati S Basu & J C Mondal
2	Assam Circle	KAMRUP		34	02/02/2023	04/02/2023	S Basu , J kakati & J C Mondal
3	Assam Circle	KAMRUP	33		06/02/2023	08/02/2023	B Bhaumik S Medhi & J C Mondal
4	Assam Circle	KAMRUP		35	13/02/2023	15/02/2023	S Basu J Kakati & J C Mondal
5	Assam Circle	CO Guwahati	33		16/02/2023	18/02/2023	B Bhaumik, S Medhi & J C Mondal
6	Assam Circle	CO Guwahati		33	20/02/2023	22/02/2023	B Bhaumik S Medhi & J C Mondal
7	Assam Circle	CO Guwahati	33		23/02/2023	25/02/2023	J Kakati S Basu & J C Mondal
8	Assam Circle	CO Guwahati	33		27/02/2023	01/03/2023	B Bhaumik S Medhi & J C Mondal
9	Assam Circle	CO Guwahati		33	02/03/2023	04/03/2023	J Kakati S. Basu & J C Mondal
		Total	166	135			



Name of Training centre		ZTTC Mysuru		From	To	Name of Master Trainer (Shri / Smt)		
S No.	Circle	Name of BA where training is to be conducted.	Expected No. of Participants					
			Exe	Non-Exe				
1	Karnataka	Mysuru	40		06.02.2023	08.02.2023	D Manjunatha	KVS Sanjay Kumar
2	Karnataka	Mysuru		40	13.02.2023	15.02.2023	Sunitha Niranjana	B Krishna
3	Karnataka	Mysuru		40	20.02.2023	22.02.2023	D Manjunatha	KVS Sanjay Kumar
4	Karnataka	Mysuru	40		27.02.2023	01.03.2023	Sunitha Niranjana	B Krishna
5	Karnataka	Mysuru		40	06.03.2023	08.03.2023	D Manjunatha	KVS Sanjay Kumar
6	Karnataka	Mysuru		40	13.03.2023	15.03.2023	Sunitha Niranjana	B Krishna
7	Karnataka	Mysuru		40	23.03.2023	25.03.2023	D Manjunatha	KVS Sanjay Kumar
8	Karnataka	Mysuru		40	27.03.2023	29.03.2023	Sunitha Niranjana	B Krishna

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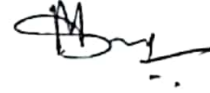
Name of Training Centre			ZTTC Kalyani					
S No.	Circle	Name of BA where training is to be conducted.	Expected No. of Participants		From	To	Name of Master Trainers (Shri / Smt)	
			Exe	Non-Exe				
1	CTD	CO CTD (Venue ZTTC Kalyani)		40	30-Jan-23	01-Feb-23	Dipak Bal	Sanjib Ghosh
2	CTD	CO CTD (Venue ZTTC Kalyani)		40	02-Feb-23	04-Feb-23	Ashit Biswas	Pintu Basak
3	CTD	CO CTD (Venue ZTTC Kalyani)		40	07-Feb-23	09-Feb-23	Ashit Biswas	Dipak Bal
4	CTD	CO CTD (Venue ZTTC Kalyani)		40	13-Feb-23	15-Feb-23	Ashit Biswas	Pintu Basak
5	CTD	CO CTD (Venue ZTTC Kalyani)		40	16-Feb-23	18-Feb-23	Pintu Basak	Sanjib Ghosh
6	CTD	CO CTD (Venue ZTTC Kalyani)	40		20-Feb-23	22-Feb-23	Ashit Biswas	Sanjib Ghosh
7	CTD	CO CTD (Venue ZTTC Kalyani)	40		23-Feb-23	25-Feb-23	Pintu Basak	Sanjib Ghosh
8	CTD	CO CTD (Venue ZTTC Kalyani)	40		27-Feb-23	01-Mar-23	Ashit Biswas	Sanjib Ghosh
9	CTD	CO CTD (Venue ZTTC Kalyani)	40		02-Mar-23	04-Mar-23	Ashit Biswas	Dipak Bal
10	CTD	CO CTD (Venue ZTTC Kalyani)		40	13-Mar-23	15-Mar-23	Dipak Bal	Pintu Basak
11	CTD	CO CTD (Venue ZTTC Kalyani)		40	16-Mar-23	18-Mar-23	Ashit Biswas	Dipak Bal
12	CTD	CO CTD (Venue ZTTC Kalyani)		40	20-Mar-23	22-Mar-23	Pintu Basak	Sanjib Ghosh
13	CTD	CO CTD (Venue ZTTC Kalyani)		40	23-Mar-23	25-Mar-23	Dipak Bal	Sanjib Ghosh
		Total	160	360				



Name of Training centre

ZTTC Pune

S No.	Circle	Name of BA were training is to be conducted.	Expected No. of Participants		From	To	Name of Master Trainer (Shri / Smt)	
			Exe	Non-Exe				
1	MH	Pune	50		07-02-2023	09-02-2023	Sanjay Thakare	Nagesh Bamane
2	MH	Kolhapur	50		27-02-2023	01-03-2023	Nilesh Wankhede	Nitin Bavaskar
3	MH	Kolhapur	50		02-03-2023	04-03-2023	Nilesh Wankhede	Nitin Bavaskar
4	MH	Pune	50		13-03-2023	15-03-2023	Sanjay Thakare	Nagesh Bamane
5	MH	Pune	50		16-03-2023	18-03-2023	Nilesh Wankhede	Nitin Bavaskar
6	MH	Kolhapur		50	24-04-2023	26-04-2023	Sanjay Thakare	Nagesh Bamane
7	MH	kolhapur		50	27-04-2023	29-04-2023	Sanjay Thakare	Nagesh Bamane
Total			250	100				



Name of Training Centre : ALTTC Ghaziabad

Sl No	Start Date	End Date	Name of Master trainer (Shri / Smt)		Name of Circle	Name of BA	No of participants	
							Executve	Nonexecutive
1	02.02.2023	04.02.2023	Neeraj Gupta	Ravi Kumar	Haryana	Sonipat		36
2	20.02.2023	22.02.2023	Anand Kumar	Naresh Singh	Haryana	FARIDABAD		43
3	23.03.2023	25.03.2023	Neeraj Gupta	Ravi Kumar	Haryana	KARNAL	41	
4	27.03.2023	29.03.2023	Neeraj Gupta	Ravi Kumar	Haryana	KARNAL		42
5	23.03.2023	25.03.2023	Sanjay Kumar	Rajesh Kumar	UP East	Ayodhya	43	
6	27.03.2023	29.03.2023	Sanjay Kumar	Rajesh Kumar	UP East	Ayodhya		46
7	16.02.2023	18.02.2023	Nikunj Goel	Sagar Kashyap	UP East	LUCKNOW	35	
8	20.02.2023	22.02.2023	Nikunj Goel	Sagar Kashyap	UP East	LUCKNOW	35	
9	20.03.2023	22.03.2023	Rajesh Kumar Sharma	Ashok Kumar Sharma	UP East	PRAYAGRAJ		35
10	16.03.2023	18.03.2023	Rajesh Kumar Sharma	Ashok Kumar Sharma	UP East	PRAYAGRAJ	33	
11	20.03.2023	22.03.2023	Md Asad Ansari	Ravi Kumar	UP East	SITAPUR	30	
12	23.03.2023	25.03.2023	Md Asad Ansari	Ravi Kumar	UP East	SITAPUR	28	
13	27.03.2023	29.03.2023	Md Asad Ansari	Naresh Singh	UP East	SITAPUR		33
14	27.02.2023	01.03.2023	Sandeep Singh	Rajesh Kumar	UP East	VARANASI	33	
15	02.03.2023	04.03.2023	Sandeep Singh	Rajesh Kumar	UP East	VARANASI		32
16	13.03.2023	15.03.2023	Sagar Kashyap	Ajay Kumar	UP East	VARANASI	33	
17	16.03.2023	18.03.2023	Sagar Kashyap	Ajay Kumar	UP East	VARANASI		32
18	20.03.2023	22.03.2023	NPS Chauhan	Naresh Singh	UP East	KANPUR	26	
19	23.03.2023	25.03.2023	NPS Chauhan	Naresh Singh	UP East	KANPUR	26	
20	27.03.2023	29.03.2023	NPS Chauhan	Deepak Kumar	UP East	KANPUR	26	
21	31.03.2023	03.04.2023	NPS Chauhan	Deepak Kumar	UP East	KANPUR	28	
22	20.03.2023	22.03.2023	KKS Yadav	S. K. Srivastava	Himachal	SHIMLA		31
23	23.03.2023	25.03.2023	KKS Yadav	S. K. Srivastava	Himachal	SHIMLA		31
24	23.03.2023	25.03.2023	Brij Bhushan	Amit Garg	Himachal	Solan	30	
25	27.03.2023	29.03.2023	Brij Bhushan	Amit Garg	Himachal	Solan		32
26	20.03.2023	22.03.2023	A K Jha	Tarun Karnik	Himachal	DHARAMSHALA	31	
27	23.03.2023	25.03.2023	A K Jha	Tarun Karnik	Himachal	DHARAMSHALA		31
28	13.03.2023	15.03.2023	MPS Tomar	Deepak Kumar	Punjab	AMRITSAR	52	
29	16.03.2023	18.03.2023	MPS Tomar	Deepak Kumar	Punjab	AMRITSAR		54
30	27.03.2023	29.03.2023	R K Gangwar	Nikunj Goel	Punjab	AMRITSAR		54
31	08.02.2023	10.02.2023	Nitin Kr. Garg	Ajay Kumar	Punjab	CHANDIGARH	45	
32	13.02.2023	15.02.2023	Nitin Kr. Garg	Ajay Kumar	Punjab	CHANDIGARH		50
33	20.02.2023	22.02.2023	Vibha Srivastav	Gagan Agrawal	UP West	Tejgarhi Meerut	35	
34	23.02.2023	25.02.2023	Vibha Srivastav	Gagan Agrawal	UP West	Tejgarhi Meerut	35	
35	02.02.2023	04.02.2023	Sanjay Kumar	Sandeep Singh	UP West	AGRA	32	
36	06.02.2023	08.02.2023	Sanjay Kumar	Sandeep Singh	UP West	AGRA	32	
37	16.02.2023	18.02.2023	Gagan Agrawal	VIJAYAKUMAR	UP West	Main TE Barailly	30	
38	08.02.2023	10.02.2023	Gagan Agrawal	VIJAYAKUMAR	UP West	Main TE Barailly	30	
39	13.02.2023	15.02.2023	Gagan Agrawal	VIJAYAKUMAR	UP West	Main TE Barailly		30
40	02.02.2023	04.02.2023	Gagan Agrawal	VIJAYAKUMAR	UP West	Main TE Barailly		30
41	23.03.2023	25.03.2023	Dhiraj Kumar	Manoj Kumar Phadwas	Bihar	Circle Office, Patna	45	
42	27.03.2023	29.03.2023	Dhiraj Kumar	Manoj Kumar Phadwas	Bihar	Circle Office, Patna		50
43	02.02.2023	04.02.2023	Rajesh Kumar Sharma	Aadesh Jain	Rajasthan	Jaipur	40	
44	06.02.2023	08.02.2023	Rajesh Kumar Sharma	Aadesh Jain	Rajasthan	Jaipur		36
						Total	854	728