**TRAINING CALENDER SLOTS OF SAMETI, HP FOR THE**

**YEAR 2024-25**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sr. No. | Title of the Course | Dates of training | Duration(days) | Category of Participants  | No. of Participants |
| DEPARTMENT OF AGRICULTURE SPONSORED COURSES |
| 1 | Behaviour SkillsCommunication Skills | 4-6 April 202413-15 May 2024 | 3 days3 days | Extension Officers/ Ministerial StaffExtension Officers/ Ministerial Staff | 30 |
| 30 |
| 2 | Leadership Development Skills | 20-22 May 2024 | 3 days | Extension Officers | 30 |
| 3 | E-Goverance/ e- Office | 10-12 June 2024  | 3 days | Extension Officers/ Ministerial Staff | 30 |
| 4 | Office Procedure/ Record Keeping | 24-26 June 2024 | 3 days | Ministerial Staff | 30 |
| 5 | Conduct Rules and Financial Procedures | 1-3 July 2024 | 3 days |  Ministerial Staff (Agri) +Fisheries (Official) |  30 +10 |
| 40 |
| 6 | Basic Computer Course | 8-10 July 2024 | 3 days |  Ministerial Staff | 30 |
| 7 | Advance Computer CourseSustainable Development Goals | 22-24 July 202429-31 July 2024 | 3 days3 days | Ministerial StaffExtension Officers | 30 |
| 30 |
| 8 | Gender Sensitization | 5-7 August 2024 | 3 days | Extension Officers/ Ministerial Staff | 30 |
| 9 | Group Mobilization and Team Buildings | 29-31 August 2024 | 3 days | Extension Officers | 30 |
| 10 | Motivation and Decision-Making SkillsStress Management | 10-12 September 202416-18 September 2024 | 3 days3 days | Ministerial StaffExtension Officers/ Ministerial Staff +HDO/AHDO/HEO (Hort.) | 30 |
| 30 + 10 |
| 11 |  |  |  |  | 40 |
| 12 | Climate Change and Agriculture | 26-28 September 2024 | 3 days | Extension Officers (Agri.) + SMS/HDO/HEO (Horti.) | 30 + 12 |
| 13 | GEM -Portal/ e- Procurement and e- Tendering | 11-13 November 2024 | 3 days | Extension Officers (Agri.)+ Fisheries (Official) | 42 |
| 30 +10 |
| 14 | Project Management | 20-22 November 2024 | 3 days | Extension Officers | 40 |
| 30 |
| 15 | Digital Transfer of Subsidies | 3-5 December 2024 | 3 days | Extension Officers | 30 |
| 16 | Documentation of Success stories and process documentationWatershed Management | 6-8 January 202520-22 January 2025 | 3 days3 days | Extension OfficersExtension Officers | 30 |
| 30 |
| 17 | Behaviour SkillsCommunication Skills | 4-6 April 202413-15 May 2024 | 3 days3 days | Extension Officers/ Ministerial StaffExtension Officers/ Ministerial Staff | 30 |
| 30 |
| 18 | Leadership Development Skills | 20-22 May 2024 | 3 days | Extension Officers | 30 |
| 19 | E-Goverance/ e- Office | 10-12 June 2024  | 3 days | Extension Officers/ Ministerial Staff | 30 |
| SPNF/ ATMA/SPIU, PK3Y SPONSORED COURSES |
| 20 | Micro Planning for Cluster | 22-23 April 2024 |  2 days | BTM/ ATM | 35 |
| 21 | Agri preneurs and Agri Start ups | 6-7 May 2024 | 2 days | BTM/ ATM | 35 |
| 22 | Natural farming and its Scope | 28-29 June 2024 |  2 days | BTM/ ATM | 35 |
| 23 | Group mobilization, Team Building and farmer Field School | 2-3 August 2024 |  2 days | BTM/ ATM | 35 |
| 24 | Communication, Behavior Skill Development | 2-3 September 2024 |  2 days | BTM/ ATM | 35 |
| 25 | Millets and its Nutrition Value | 18-19 November 2024 |  2 days | BTM/ ATM | 35 |
| HPCDP JICA PHASE II SPONSORED COURSES  |
| 26 | Team Building, Leadership, Motivation/ Inspiration and Stress | 13-15 June 2024 | 3 Days |  | 30 |
| 27 | Market Led Extension | 23-25 September 2024 | 3 days |  | 30 |
| 28 | Food diversification/ Nutrition Improvement/ Gender Mainstreaming | 8-10 October 2024 | 3 days |  | 30 |
| 29 | Collaboration with Extension Officers for O&M activities and Gender Mainstreaming | 21-22 October 2024 | 2 days |  | 30 |
| DEPARTMENT OF HORTICULTURE SPONSORED COURSES |
| 30 | Office Procedure/ Record Keeping | 20-22 August 2024 | 3 Days | SMS&HDO +Fisheries (Official) | 10 +15 |
|  |  |  |  |  | 25 |
| 31 | Stress Management | 16-18 September 2024 | 3 days | Extension Officers/ Ministerial Staff (Agri.) +HDO/AHDO/HEO (Hort.) | 30 + 10 |
|  |  |  |  |  | 40 |
| 32 | Climate Change and Agriculture | 26-28 September 2024 | 3 days | Extension Officers (Agri.) + SMS/HDO/HEO (Horti.) | 30 + 12 |
|  |  |  |  |  | 42 |
| 33 | Digital Transfer of Subsidies | 24-26 October 2024 | 3 Days | HDO/HEO +Fisheries (Officials) | 12 +15 |
|  |  |  |  |  | 27 |
| 34 | e- Governance/ E- Office | 4-6 November 2024 | 3 Days | Ministrial Staff + Fisheries (Official) | 15 +15 |
|  |  |  |  |  | 30 |
| 35 | Sustainability Issues- IPM and Bio Control | 25-27 November 2024 | 3 Days | DDH & SMS | 10 |
| 36 | INM and Organic Farming Management | 28-30 November 2024 | 3 Days | SMS&HDO | 10 |
| 37 | Women Empowerment and Entrepreneurial Skills | 9-10 December 2024 | 3 Days | HDO/AHDO& HEO | 10 |
| 38 | Quality Control of Inputs | 4-6 February 2025 | 3 Days | SMS&HDO | 12 |
| 39 | Farmer Producer Company (FPO) Implications & Opportunities | 3-5 March 2025 | 3 Days | DDH/SMS | 12 |
| EEI NELOKHERI (HARYANA) SPONSORED COURSE |
| 40 | Extension Tools and Techniques for effective technology transfer | 4-6 July 2024 | 3 Days | SMS/ADO/HDO/VO | 30 |
| MANAGE SPONSORED COURSE |
| 41 | Leadership Skill and Management | 7-9 May 2024 | 3 Days | SMS/ADO/VO/HDO/AEO |  |
| 42 | Integrated farming and Agri Business Enterprises | 23-25 July 2024 |  |  |  |
| 43 | Digital Agriculture and Drone in Agriculture | 5-7 November 2024 |  |  |  |
| 44 | Natural Farming and Sustainable Agriculture | 19-21 February 2025 |  |  |  |
| DEPARTMENT OF FISHERIES SPONSORED COURSE |
| 45 | Conduct Rules and Financial Procedures | 1-3 July 2024 | 3 days |  Ministerial Staff (Agri) +Fisheries (Official) |  30 + 10 |
|  |  |  |  |  |  40 |
| 46 | Office Procedure/ Record Keeping | 20-22 August 2024 | 3 Days | SMS&HDO +Fisheries (Official) |  10 +15 |
|  |  |  |  |  | 25 |
| 47 | Digital Transfer of Subsidies | 24-26 October 2024 | 3 Days | HDO/HEO +Fisheries (Officials) |  12 + 15 |
|  |  |  |  |  | 27 |
| 48 | e- Governance/ E- Office | 4-6 November 2024 | 3 Days | Ministrial Staff + Fisheries (Official) |  15 +15 |
|  |  |  |  |  | 30 |
| 49 | GEM- Portal/ e- Procurement and e- tendering | 11-13 November 2024 | 3 days | Extension Officers (Agri.)+ Fisheries (Official) | 30 +10 |
|  |  |  |  |  | 40 |
| AYUSH DEPARTMENT |
| 50 | RTI Act | 1-2 May 2024 | 2 days | SDAMO/ AMO | 42 |
| 51 | Disciplinary Proceeding/ Conduct Rules | 28-30 May 2024 | 3 days |  | 30 |
| 52 | GeM/ e -procurement and e- tendering | 1-3 August 2024 | 3days |  | 30 |
|  | **PGDAEM Course** | **---------**  | **5 days** |  **PGDAEM Candidate** |  |

**Note: -**

**(1) Training programmes for 2 Nos. of DAESI Batches sponsored by MANAGE Hyderabad and covering 80 Input dealers of different district to develop Para Extension Workers to mitigate deficit of human resources in Agri. Department will be organized by SAMETI, Mashobra during the year 2024-25.**

**(2) 5 Nos. of STRY Training Programme in collaboration with MANAGE Hyderabad to be organized in the year 2024-25 and covering 110 rural youth under skill training in different districts.**