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Sr. No.	Particulars
I.	The particulars of its organization, functions and duties;
II.	The powers and duties of its officers and employees;
III.	The procedure followed in decision making process, including channels of supervision and accountability;
IV.	The norms set by it for the discharge of its functions;
V.	The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions;
VI.	A statement of the categories of documents that are held by it or under its control;
VII.	The particulars of any arrangement that exists for consultation with, or representation by the members of the public in relation to the formulation of its policy or implementation thereof;
VIII.	A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public;
IX.	A directory of its officers and employees;
X.	The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations;
XI.	The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made;
XII.	The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes;
XIII.	Particulars of recipients of concessions, permits or authorizations granted by it;
XIV.	Details in respect of the information, available to or held by it, reduced in an electronic form;
XV.	The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use;
XVI.	The names, designation and other particulars of the Public Information Officers;
XVII.	Such other information as may be prescribed, and thereafter update these publications every year;

Manual -1
Section 4(1)(KH)(1)

Gujarat Energy Training and Research Institute is an autonomous institute promoted by Gujarat Urja Vikas Nigam Limited and its group companies and registered under Bombay Public Trust Act. This institute has been established with a view to provide a platform for continuous development of participants supported by research and documentation of best practices need in the modern era.

Under the **GETRI** there are other Training Institutes located near Corporate Offices of different Group Companies known as **Gujarat Energy Knowledge Centre** who are imparting training on different subjects of all power sector. These training institutes are located at Wanakbori Thermal Power Station, **GEKC** Baroda, Vallabh Vidhya nagar, Surat, Sabarmati, Mehsana, Rajkot, Jamangar, Porbandar

List of Promoter Companies of GETRI :

Gujarat Urja Vikas Nigam Limited (GUVNL- **Main Holding Company**), **Vadodara**
Gujarat State Electricity Corporation Limited (GSECL), **Vadodara**
Gujarat Energy Transmission Corporation Limited (GETCO), **vadodara.**
Dakshin Gujarat Vij Company Limited (DGVCL), **Nana Varachha road, Surat**
Madhya Gujarat Vij Company Limited (MGVCL), **Vadodara.**
Uttar Gujarat Vij Company Limited (UGVCL), **Mahesana**
Paschim Gujarat Vij Company Limited (PGVCL), **Rajkot**

- Vision** : Training For Excellence
- Mission** : To make organization a Learning organization which is resilient, adaptable and responsive.
- Goal** : Training with a view to continuously improve the levels of competencies and customer satisfaction.
- Purpose** : To align all employees with company's business needs by equipping them with competency in terms of skill, knowledge and attitude.

Achievements :

- a) Total No. of participants trained during the year 2005-06 : 17672
Total No. of participants trained during the year 2006-07 : 25208
Total No. of participants trained during the year 2007-08 : 26341
Total No. of participants trained during the year 2008-09 : 28859
- b) During the year Accreditation from PFC & USAID (Distribution Reforms, Upgradation & Management)

- c) GETRI has been granted accreditation for the period from August 2008 to July 2010 for a period of three years by the Central Electricity Authority, New Delhi (for Distribution & Transmission).
- d) Gujarat Energy Knowledge Centre (GEKC) Wanakbori has been granted accreditation for the period from 9.10.2009 to 8.1.2010 for a period two years for Generation Wing.
- e) GETRI has been imparted training to the (Vidyut Sahayak) Electrical Inspectors, Asstt. Electrical Inspectors, Electrical Inspectors, Dy. Electrical Inspectors of E&P Department, GoG, Gandhinagar including their staff.

Manual -2
Section 4(1)(KH)(2)

PATRON OF THE INSTITUTE :

The following shall be the Patron of the institute.

- | | | |
|---|---|---------------------|
| I. Minister In-charge of Energy Department
Govt. of Gujarat | : | Chief Patron |
| II. Principal Secretary, Energy &
Petrochemicals Deptt., Govt of Gujarat | : | Patron |

AUTHORITIES OF THE INSTITUTE:

The authorities of the institute shall be :

- I. The Governing Body
- II. The Executive Council
- III. Such other authorities as may be constituted by the Governing Body or the Executive Council.
- IV. The Director
- V. Such other Officers as may be appointed / deputed by the Governing body or the Executive Council from time to time.

GETRI is having following staff on deputation and also through outsourcing in order to carry out training activities and over all administration of GETRI. Name of the Officers / employees working at GETRI are briefly narrated as under:

1) Shri V. I. Trivedi – Director – GETRI
Main duties:

To look after training activities of GEKCs and GETRI and over all administration for continual improvement of the performance of employees working in GUVNL and its group companies.

2) Shri K.R.Rana, DGM (HR&A), GETRI.

Duties

- i) To deliver lectures on important topics of H.R.
- ii) To supervise the work of Accounts staff in Accounts Department of GETRI.
- iii) Planning and preparation of Executive Council Meeting and Governing Board Meeting and preparing Minutes of the same from time to time.
- iv) Accreditation work of Wanakbori and GETRI from time to time from Central Electricity Authorities.
- v) To work as a Public Information Officer at GETRI and to look after all works related to RTI.
- vi) To ensure Publication of Annual report of GETRI from time to time.

- vii) To organize training programme for Electrical Inspectors and their staff of Government of Gujarat.
- viii) To deliver lecture on Soft skills.
- ix) To prepare Training Calendar and budget for GETRI and to assist GEKCs in preparing their Training Calendar.
- x) To ensure proper administration of GETRI.
- xi) To ensure upgradation of Training data and Website of GETRI from time to time.
- xii) To supervise I.T staff of GETRI and staff working in Library.
- xiii) To ensure timely publication the "Energynext" Magazine
- xiv) Look after the procedural aspects of selection of Faculties of GETRI.
- xv) To assist the selection committee for recruitment of Full time Faculties at GETRI.
- xvi) To ensure timely execution and evaluation of Training Calendar/Programme at GETRI.

**3) (Post Vacant), Personnel Officer
(Presently being performed by Shri K.R.Rana)**

Duties

- i) To ensure day to day maintenance of Hostel, Canteen and Infrastructure.
- ii) To ensure timely House keeping of GETRI and to assist DGM (HR&A) working at GETRI.

4) Shri L. K. Vasava, A.O.

Duties

- i) Preparation of Balance Sheet & Profit & Loss Account
- ii) Preparing Compliance of Internal / Statutory Auditors' remarks.
- iii) Correspondence with outside parties for Faculty fees/remuneration.
- iv) Monitoring of payment to Faculties / Taxation.
- v) Preparation of Cheques and making payment to the concerned party.
- vi) Preparation of Asset Register.
- vii) Preparation of Depreciation Register.
- viii) Preparation of all Provisional Entries.
- ix) Reconciliation with Promoter companies A/c.
- x) Filing of TDS returns & I.T. Returns
- xi) Correspondence with IT Deptt, /Banks
- xii) File return under The Bombay Public Trust Act.

5) Shri V.K.Amirneni, D.E.

Duties

- i) Processing external training.
- ii) Assist in internal training whenever required.
- iii) Compilation of all training Data including feedback report of each faculty and each programme (GETRI, External, LSTCs) for Class I to IV i.e. (a) Technical and (b) Non Technical company wise.

- iv) Assist in preparing annual training calendar.
- v) Processing procurement.
- vi) Arrangement of feedback analysis.
- vii) He will assist Shri K.R.Rana, DGM (HR&A).

6) Shri H.N.Shah D.E. FTF1 (DISCOM)

Duties

- i) Formulation of Course Contents for Induction Training to JE (VS) / Modifications if required and successful implementation of the IT Batches.
- ii) Delivering Lectures on DISCOM based technical topics during Induction Training of JE (VS).
- iii) Organize the field visits during the JE (VS) Induction Training.
- iv) Formulate entrance and final test papers and its evaluation.
- v) Preparation of Study materials for JE (VS) Induction Training.
- vi) Co-ordination / follow-up with the Faculties for delivery of lectures.
- vii) Follow-up with DISCOM nodal officers regarding nominations for the training programmes.
- viii) Devise short term training modules for DISCOM's Engineers and its successful implementation.
- ix) Co-ordination with GEKC regarding implementation of training programmes.
- x) Other Miscellaneous works as and when required,

7) Shri A.S.Mandlia D.E. FTF2 (DISCOM)

Duties

- i) Formulation of Course Contents for Induction Training to JE (VS) / Modifications if required and successful implementation of the IT Batches.
- ii) Delivering Lectures on DISCOM based technical topics during Induction Training of JE (VS).
- iii) Organize the field visits during the JE (VS) Induction Training.
- iv) Formulate entrance and final test papers and its evaluation.
- v) Preparation of Study materials for JE (VS) Induction Training.
- vi) Co-ordination / follow-up with the Faculties for delivery of lectures.
- vii) Follow-up with DISCOM nodal officers regarding nominations for the training programmes.
- viii) Devise short term training modules for DISCOM's Engineers and its successful implementation.

- ix) Co-ordination with GEKC regarding implementation of training programmes.
- x) Other Miscellaneous works as and when required,

8) Shri M.S.Dave, Supdt. Acctt.

Duties

- i) Processing Bills for release of EMD and S/D for making payment and related correspondence.
- ii) Audit of payment of all Vouchers.
- iii) Acceptance of I.B.A. and related correspondence / maintenance of monthly expenditure of all GEKCs.
- iv) To supervise of the work carried out by Cashier and Jr.Asstt.

9) Smt. S.A. Shah, Sr. Assistant.

Duties

- i) To ensure proper and timely registrations for various Training Programmes.
- ii) To ensure distribution of evaluation form to the participants of various Training programmes and collecting the same to appraise the authority.
- iii) To maintain proper Muster roll and Leave record of all employees of GETRI.
- iv) To maintain relevant files of recruitment / selections of all contractual employees.

10) Shri N.H. CHAUHAN Sr. Assistant.

Duties

- i) To ensure distribution of stationery to the participants and staffs.
- ii) To ensure washing & iron of Bedclothes, towels and napkin etc. in the Hostel building
- iii) Maintenance of inward and outward Register.
- iv) Maintenance Internal (GETRI) file movement Register.

11) Smt. M.K. Ghetia Jr. Assistant.

Duties

- i) Library: - To look after the Library of GETRI i.e. issue of books & collecting the same, Registration and purchase of books and Magazines.
- ii) Inventory: - Record Maintain of all types of Assets.
- iii) Gymnasium: - To look after the registration of new participants for GYM.
- iv) To assist DGM (HR) to maintain the record/file related to Governing Body & Executive Council meetings.

12) Shri B. D. Pandya, Jr. I/O. Assistant.

Duties

- i) Maintenance & upkeeping I.T. Infrastructure
- ii) I.T related training
- iii) Updating GETRI Website
- iv) To assist Dy.G.M(HR&A) for preparing Training Calendar
- v) Booking of Infrastructure of GETRI.

13) Shri N.S. Patel, Sr. Assistant.

Duties

- i) Assisting for compilation, page setting and co-ordination with printers for printing of 'Energy Next' quarterly News Magazine of GETRI to editorial team.
- ii) Dispatch of Energy Next to GUVNL & its group company's Officers & officers and other Agencies /Institutions/ Faculty/Dignitaries.
- iii) Maintaining Training data of all GEKCs Corporate office, GETRI Internal and External at the end of each month.

14) Smt. S. J. Jadav, Jr. Assistant.

Duties

- i) Verifying the relevant documents attached with Invoice and carry out audit, arrange inside, outside and Voucher of work-order, supply of material, equipments etc.
- ii) Prepare EMD, S/D Register and maintain Suspense Register thereof.
- iii) Prepare Annual TDS Certificate – Form No.16 for Professional Fee payable to Faculties, Bill to Contractors and Consultants
- iv) Prepare Assets Register

15) Smt. Pratiksha M. Modi, Jr. Assistant (T)

Duties

- i) Gujarati and English Tying.
- ii) Maintain external training data of each programme.

Manual -3
Section 4(1)(KH)(3)

Gujarat Energy Training and Research Institute(GETRI, Gotri Road, Vadodara) has been promoted by Gujarat Urja Vikas Nigam GUVNL and its six subsidiary companies. Dedicated by Hon'ble Minister Energy & Petrochemicals, GoG Shri Saurabhbai Patel (Dalal), on 28th December, 2006.

The administrative structure of **GETRI** for taking decisions relating to training is shown as under:-

1) Governing Board :

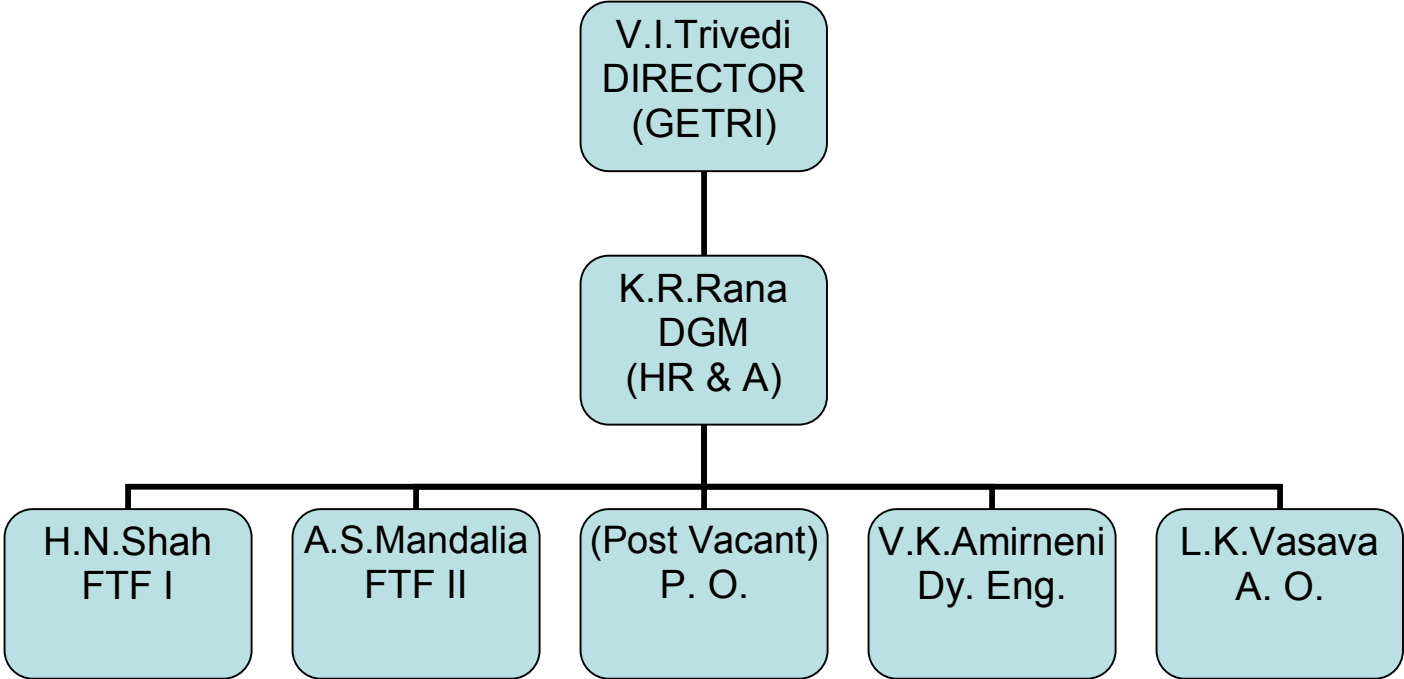
Chairman, GUVNL is the Chairman of the Governing Board of GETRI. Chairman and Managing Directors of group companies of GUVNL are the Members of Governing Board of GETRI. Dy. Secretary, EPD, GoG, Gandhinagar is the Nominated Member of GoG, G.M(F&A) GUVNL is Member, Sr.CGM(F&A) GSECL, Invitee Member and Director-GETRI is Member Secretary for policy making authority of GETRI.

2) Executive Council :

M.D, GUVNL is the Chairman of the Executive Council of GETRI. Director(T), GUVNL, V.P(Co-Ord),GUVNL, E.D(F&C), GUVNL, E.D,GSECL, C.Es working at Corporate offices of group companies, are Members. G.M(F&A) GUVNL, Legal Adviser are the Invitee Members & Director-GETRI is Member Secretary of the Executive Council meeting of GETRI.

3) Director (GETRI)

The Administrative head of GETRI is directly responsible to Chairman Executive Council. Two senior level Officers, Two full Time Faculties, one Personnel Officer, One Accounts Officer and One Deputy Engineer along with the support staff are assisting to the Dy. GMs and The Directors. The Administrative hierarchy shown as under:



Manual -4
Section 4(1)(KH)(4)

GETRI is an autonomous body promoted by **Gujarat Urja Vikas Nigam Ltd.** and its six group companies in order to provide training to all employees working in power sector. The institute is governed by the Memorandum of Association and the provisions of the **Bombay Public Trust Act**. The employees working at GETRI are on deputation to GUVNL and posted at GETRI from different group companies. The services of employees are governed by General standing orders, Manuals and Circulars issued by the GUVNL from time to time

Manual -5
Section 4(1)(KH)(5)

GETRI has got its own Memorandum of Association. The Governing Board meeting of GETRI is generally called every after six months & Executive Council meeting of GETRI is generally called at every quarter. The employees working at GETRI are on deputation from different group companies of GUVNL and they are governed by the Service Regulations, GSO and manuals adopted by GUVNL and its six subsidiary Companies.

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Section 4(1)(KH)(6)

Statement showing the important documents of GETRI.

Index No. 1

Sr. No.	Name of document	Controlling authority of documents
1)	General Standing Orders.	HR Department, GUVNL.
2)	Establishment Manual.	HR Department, GUVNL.
3)	Memorandum of Association.	With GETRI.
4)	Registration of GETRI under Bombay Public Trust Act and Co-operative Society Act.	With GETRI.

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Section 4(1)(KH)(7)

GETRI has been promoted by **GUVNL** and its group companies and organizing training programmes of various natures in consultation with Departmental Heads of respective group companies. These training programmes are organized at GETRI in consultation with HODs and the Training Calendar is also prepared in consultation with Members of E.C.

Manual -8
Section 4(1)(KH)(8)

GETRI has got following policy making authorities: -

1) Governing Board of GETRI consists of following members

Sr. No.	Name	Designation
1	Shri D. J. Pandiyan IAS Chairman - GUVNL, GSECL, GETCO.	Chairman G.B.
2	Shri L. Chuaungo IAS Chairman - DGVCL, MGVCL Managing Director - GUVNL	Member
3	Shri V.S.Gadhavi IAS Chairman, PGVCL	Member
4	Shri S. B. Raval IAS Managing Director, PGVCL	Member
5	Shri Guruprasad Mohapatra IAS Chairman, UGVCL	Member
6	Shri A. K. Verma IFS Managing Director, UGVCL	Member
7	Shri P.H.Rana Managing Director, GSECL	Member
8	Shri S. K. Negi Managing Director, GETCO	Member
9	Shri G. K. Sinha IFS Managing Director, DGVCL	Member
10	Managing Director, MGVCL	Member (Post Vacant)
11	Senior Chief General Manager (F&A), GSECL	Invitee Member (Post Vacant)
12	Shri K.M. Shringarpure General Manager (F&A), GUVNL	Invitee Member
13	Shri V. I. Trivedi, Director, GETRI	Member Secretary
14	Ms. Shobhana Desai Joint Secretary, EPD, GoG, Gandhinagar (Government Nominated Member)	Invitee member

2) Executive Council of GETRI consists of following members

Sr. No.	Name & Designation	Designation
1	Shri L. Chuaungo ^{IAS} Managing Director, GUVNL	Chairman
2	Shri P.H. Rana Director (Tech.), GUVNL	Member
3	Shri Dinesh Patel ^{GAS} VP (Co-ord.), GUVNL	Member
4	Shri B.N.Chudasma, ED (Gen.), GSECL	Member
5	Shri S. B. Khayalia, ED(F&A), GUVNL	Member
6	Shri R.J. Thacker (TR) Chief Engineer, GETCO	Member
7	Shri N.D. Patel Addl. Chief Engineer, DGVCL	Member
8	Shri R.O. Gandhi Chief Engineer, MGVCL	Member
9	Shri M.B. Jadeja Chief Engineer, PGVCL	Member
10	Shri M.G. Patel Chief Engineer, UGVCL	Member
11	General Manager (F&A), GSECL	Invitee Member (Post Vacant)
12	Shri K.M. Shringarpure General Manager (F&A), GUVNL	Invitee Member
13	Shri A.A. Jose Legal Advisor, GUVNL	Invitee Member
14	Shri V. I. Trivedi Director, GETRI	Member Secretary

Thus, Director in consultation with Chairman, Executive Council and HODs organizing the training activities for the employees of Transmission, Distribution & Generation and for other disciplines also.

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Section 4(1)(KH)(9)

Officers and Staff working at GETRI are brought on deputation from GUVNL and its group companies. Their names and designations are shown as under:

Sr.No.	Name of Officer/ employee	Designation
1	Shri V. I. Trivedi	Director
2	Shri K.R.Rana	DGM(HR&A)
3	Post vacant	Personnel Officer
4	Shri L.K.Vasava	Accounts Officer
5	Shri V.K.Amirneni	Dy.Engr.(Trg)
6	Shri H.N.Shah	Dy.Engr (FTF)
7	Shri A.S.Mandaliya	Dy.Engr (FTF)
8	Shri M.S.Dave	Superintendent (Acctt.)
9	Shri B.D.Pandya	Jr. I/O Asstt.
10	Shri N.H.Chauhan	Sr.Asstt
11	Smt.S.A.Shah	Sr.Asstt.
12	Shri N.S.Patel	Sr.Asstt.
13	Smt.M.K.Ghetia	Jr.Asstt.
14	Smt.S.J.Jadav	Jr.Asstt.
15	Smt.P.M.Modi	Jr.Asstt.(T)
16	Shri V.C.Thakor	Peon
17	Shri V.K.Prajapati	Peon

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Section 4(1)(KH)(10)

Pay scale of each employee of GETRI

Sr.No.	Name of Officer/ employee	Designation	Pay Scale
1	Shri V. I. Trivedi	Director	
2	Shri K.R.Rana	DGM(HR&A)	41200 - 70270
3	Post Vacant	Personnel Officer	27000 - 44710
4	Shri L.K.Vasava	Accounts Officer	21900 - 43350
5	Shri V.K.Amirneni	Dy.Engr.(Trg)	21200 - 42000
6	Shri H.N.Shah	Dy.Engr (FTF)	21200 - 42000
7	Shri A.S.Mandaliya	Dy.Engr (FTF)	21200 - 42000
8	Shri M.S.Dave	Supedt.(Acctt.)	17300 - 38610
9	Shri B.D.Pandya	Jr. I/O Asstt.	13600 - 31300
10	Shri N.H.Chauhan	Sr.Asstt	13600 - 31300
11	Smt.S.A.Shah	Sr.Asstt.	13600 - 31300
12	Shri N.S.Patel	Sr.Asstt.	11300 - 22470
13	Smt.M.K.Ghetia	Jr.Asstt.	13600 - 31300
14	Smt.S.J.Jadav	Jr.Asstt.	13600 - 31300
15	Smt.P.M.Modi	Jr.Asstt.(T)	11300 - 22470
16	Shri V.C.Thakor	Peon	8800 - 20940
17	Shri V.K.Prajapati	Peon	8100 - 19870

Manual -11
Section 4(1)(KH)(11)

The budget for the year 2009-10 of GETRI duly approved by Executive Council is separately attached herewith effective from 1st April 2009 to 31st March, 2010.

[Budget for the year 2009-10](#)

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Section 4(1)(KH)(12)

Revenue expenditure of GETRI is carried out as per the Budget approved for the year 2009-2010. Similarly revenue expenditure of all GEKCs' all carried out with help of nearby circle and thereafter, the concerned GEKCs submits monthly IBAs to the GETRI and GETRI in turn makes necessary adjustments. Moreover, interests received from corpus fund of Rs. 5 Carors are being utilized for the purpose of the training activities. Capital expenditure of GEKCs is proportionately incurred by respective GEKCs after getting necessary approval from GETRI. As far as purchase of any article for GETRI is concerned the requirement is sent to GUVNL and GUVNL in turn provides articles to the GETRI after following the due procedure of GUVNL.

Payment to the In-house faculties is being made from GETRI as per prescribed rules. Where as payment to the external faculties are also being made from GETRI as per the terms and conditions mentioned in their order.

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Section 4(1)(KH)(13)

Nil details.

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Section 4(1)(KH)(14)

The Training Calendar of the GETRI for the year 2009-10 has been placed on the Website of GETRI i.e. www.getri.org. The functions and the responsibilities of the officers and employees of GETRI are also placed on pro-active disclosure under the RTI Act, 2005. The Budget for the year 2009-10 duly approved is placed on Website as approval to disclosure under the RTI Act, 2005.

Experience faculties are being invited in order to deliver the lecture keeping in mind ability to trained, their presentation skill, knowledge etc.

Quarterly "Energy Next" Magazine is being publish from GETRI and also placed on Website.

The name of APIO, PIO and Appellate authority of GETRI is also placed on the Website of GETRI under Pro-active disclosure under RTI Act, 2005.

The names of the Members of the Executive Council and Governing Body are also placed on the Website of GETRI under Pro-active disclosure under RTI Act, 2005.

Manual -15
Section 4(1)(KH)(15)

The following facilities are available at GETRI for the participants:-

- 1) GETRI has got Library facility and the same is opened for the participants during the office hours i.e. from 10.30 A.M to 6.10 P.M.
- 2) GETRI is publishing “Energy Next” Magazine quarterly. So far GETRI has published four issues.
- 3) GETRI has got Gymnasium facilities for physical exercise. The said facility is being availed by the participants as and when required.
- 4) GETRI has got the Computer Lab. having 26 Computers with Internet facility and the same facility is being used by participants who come to attend the training programme for Computer Awareness / e-Urja.
- 5) GETRI has got Module Room wherein different Modules are kept and demonstrated for the purpose of learning.
- 6) GETRI has got Dining facility – Tea, Breakfast, Lunch & Dinner has been served to the participants.
- 7) GETRI has got recreation space wherein the TV, DVD, Carom-board etc. are available for entertainment of participants who come to GETRI to get training
- 8) GETRI has got residential facilities of about 39 rooms having double occupancy. Out of these 39 rooms, 8 rooms are covered with A.C facilities.
- 9) GETRI has got 3 Class-rooms with A.C. having capacity of 35 plus in each class room.
- 10) GETRI has got an A.C Auditorium Hall with 100 plus participants.

Manual -16
Section 4(1)(KH)(16)

Information regarding Appellate Authority / Public Information Officer and Asstt. Public Information Officer is shown as under:

Appellate Authority	Public Information Officer	Assistant Public Information Officer
Shri V. I. Trivedi Director Gujarat Energy Training & Research Institute., Nr, Beside 132KV Gotri S/s, Gotri Road, Vadodara 390021, GUJARAT	Shri K. R. Rana, Dy. GM (HR&A) Gujarat Energy Training & Research Institute., Nr, Beside 132KV Gotri S/s, Gotri Road, Vadodara 390021, GUJARAT	Shri Vijay Amirneni Dy. Engineer (Trg.) Gujarat Energy Training & Research Institute., Nr, Beside 132KV Gotri S/s, Gotri Road, Vadodara 390021, GUJARAT
(0265) 2338091, 2322631 (PBX)	(0265) 2338091, 2322631 (PBX)	(0265) 2338091, 2322631 (PBX)

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Section 4(1)(KH)(17)

Such other information as may be prescribed, and thereafter update these publications every year.

- ❖ GETRI has trained 28201(with 54672 mandays training) employees of GUVNL and its group companies during 2008-09 against its target of 25000.
- ❖ Wanakbori TPS Training Centre has been accredited by Central Electricity Authority, New Delhi for a period of two years w.e.f. August, 2008.
- ❖ GETRI has obtained accreditation from Central Electricity Authority, New Delhi for a period of three years w.e.f. from 9 January, 2009.
- ❖ GETRI has obtained recognition from Gujarat University, Ahmedabad for commencing Post Graduation Diploma course in:
 - A) Power Management
 - B) Value Added Tax and Central Excise (Part-time)
- ❖ The process of obtaining ISO Certification for GETRI has been started. We have crossed half way in the process; Certificate will be obtained in the near future.
- ❖ GETRI has conducted seven special batches for the staff of Chief Electrical Inspectorate, GoG.

For the F.Y. 2009-10, 0.85% of Annual Salary Wage Bill of GUVNL and its group companies has been allotted as training fund towards GETRI. The GETRI is thus managing the training activities for the Officers and employees of GUVNL and group companies from the fund allocated by them as well as the interest from the corpus fund.