



प्रशिक्षण कार्यक्रम 2023-24

Calendar of Training Programmes 2023-24



सहकारी प्रबंध संस्थान, तिरुवनन्तपुरम्

Institute of Cooperative Management

Thiruvananthapuram

(An Institution of National Council for Cooperative Training (NCCT), New Delhi,
An Autonomous Body Promoted by Ministry of Cooperation, Govt. of India, New Delhi
Accredited with 'A Grade' by C-PEC, NABARD)

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LONG TERM PROGRAMMES

Sl. No	Name of the Programme	Duration	Dates	Target Group	Coordinator
1	Higher Diploma in Cooperative Management – 31st Session	52 weeks	01.08.23 to 31.07.24	Employees of Coop. Dept., Coop. Institutions and Private Candidates	Dr.A.K.Zakir Hussain
2	Master of Business Administration 2021-23	2 years	2021-2023	Private Candidates	Dr.V.Jayamohan Nair
3	Master of Business Administration 2022-24	2 years	2022-2024	Private Candidates	Dr.V.Jayamohan Nair
4	Diploma in Management of Dairy Cooperatives	3 Months	01.01.24 to 22.03.24	Officers of Dairy Development Department	Dr.A.K. Zakir Hussain

SHORT TERM PROGRAMMES

	Sl.	Name of the Programme	Target Group	Duration	Dates	Co-ordinator
APRIL 2023	1	Programme on Gold Appraisal and Fake Note Detection	Staff of Service Coop. Banks, UCBs and other Coop. Societies	2 days	10-11	Mr.R.K.Menon
	2	Prog. On Professional Effectiveness	Auditors of Directorate of Cooperative Audit	3 days	10-12	Dr.A.K.Zakir Hussain
	3	Skill Development Programme (Offline Mode)*	Sub staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	3 days	17-19	Dr.V.Jayamohan Nair
	4	Programme on Accounting and Legal Aspects	Board of Directors and Staff of Fishery Cooperatives of Ernakulam District	1 day	19	Dr.V.Jayamohan Nair
	5	Professional Development Programme (Online Mode)*	Supervisory Staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	6 days	24-29	Dr.A.S.Subramanian
MAY 2023	6	Skill Development Programme (Online Mode)*	Sub staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	3 days	02-04	Dr.A.K.Zakir Hussain
	7	Project Formulation, Financial Scrutiny and Monitoring	Inspectors of Cooperative Department	4 days	03-06	Dr.V.Jayamohan Nair
	8	Career Development Programme (Offline Mode)*	Ministerial Staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	5 days	08-12	Dr.A.S.Subramanian
	9	Professional Development Programme (Offline Mode)*	Supervisory Staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	6 days	15-20	Dr.A.S.Subramanian
	10	Prog. On Professional Effectiveness	Inspectors of Cooperative Department	3 days	23-25	Dr.A.K.Zakir Hussain
	11	Programme on Income tax and GST	Secretaries and Senior Staff of Service Cooperative Banks	3 days	29-31	Dr.A.K.Zakir Hussain
JUNE 2023	12	Programme on Gold Appraisal and Fake Note Detection	Staff of Service Coop. Banks, UCBs and other Cooperative Societies	2 days	01-02	Mr.R.K.Menon
	13	Business Development, Profit Planning and Diversification (SOFTCOB assistance)	Secretaries and Board of Directors of PACS	3 days	01-03	Dr.A.K.Zakir Hussain
	14	Programme on framing Turnaround Strategies (SOFTCOB assistance)	Presidents and Secretaries of Loss Making PACS	3 days	05-07	Dr.A.K.Zakir Hussain
	15	Career Development Programme (Online Mode)*	Ministerial Staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	5 days	05-09	Dr.A.S.Subamanian
	16	Programme on Income tax and GST	Secretaries and Senior Staff of Service Cooperative Banks	3 days	12-14	Dr.A.K.Zakir Hussain
	17	Cooperative Awareness Programme on Enquiry, Inspection and Election Procedure	Inspectors of Directorate of Coir Development	3 days	15-17	Dr.A.S.Subamanian
	18	Professional Development Programme (Offline Mode)*	Supervisory Staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	6 days	19-24	Mr.R.K.Menon
	19	Programme on Gold Appraisal and Fake Note Detection	Staff of Service Coop. Banks, UCBs and other Cooperative Societies	2 days	26-27	Mr.R.K.Menon
	20	Programme on Customer Service	Staff dealing with Trading Activities of Service Cooperative Banks	2 days	29-30	Dr.A.S.Subamanian
JULY 2023	21	Career Development Programme (Offline Mode)*	Ministerial Staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	5 days	03-07	Dr.A.S.Subamanian
	22	Professional Development Programme (Offline Mode)*	Supervisory Staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	6 days	10-15	Mr.R.K.Menon
	23	Prog. On Professional Effectiveness	KCMMF (MILMA) Auditors of Cooperative Department	5 days	18-22	Dr.V.Jayamohan Nair
	24	Skill Development Programme (Offline Mode)*	Sub staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	3 days	19-21	Dr.A.S.Subamanian
	25	Programme on Technology Enabled Financial Inclusion (NABARD SOFTCOB assistance)	Secretaries and Senior Staff of PACS	3 days	20-22	Dr.A.K.Zakir Hussain
	26	Workshop on Scientific Bee Keeping	Farmers of Kerala	1 day	24	Mr.R.K.Menon
AUGUST 2023	27	Management Development Programme with emphasis on Profitability, Branch Viability and Business Development	Secretaries, Branch Managers and Senior Officers of Kerala SCARDB	3 days	01-03	Dr.V.Jayamohan Nair
	28	Developing PACS into Multipurpose Societies (SOFTCOB assistance)	Secretaries and Board of Directors of PACS	3 days	03-05	Dr.A.K.Zakir Hussain
	29	Programme on BDP (NABARD SOFTCOB assistance)	Secretaries and Senior Staff of PACS	3 days	07-09	Dr.A.K.Zakir Hussain
	30	Career Development Programme (Offline Mode) *	Ministerial Staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	5 days	07-11	Mr.R.K.Menon
	31	Skill Development Programme (Offline Mode)*	Sub staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	3 days	16-18	R.K.Menon
	32	Induction Programme	Inspectors of Cooperative Department	4 days	16-19	Dr.V.Jayamohan Nair
	33	Commodities Derivatives Awareness Programme (sponsored by SEBI)	Farmers/Merchants/Students/Investors of selected districts of Kerala	3 days	21-23	Dr.A.K.Zakir Hussain
	34	Professional Development Programme (Offline Mode)*	Supervisory Staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	6 days	21-26	Dr.V.Jayamohan Nair
	35	Programme on Cooperative Law with emphasis on Arbitration, Execution and Liquidation	Officers of Industries, Handloom and Coir Departments	3 days	22-24	Dr.V.Jayamohan Nair

SEPTEMBER 2023	36	Management Development Programme with emphasis on KSR. Accounting, Management, and IT	Staff of Kerala Cooperative SC/ST Federation	2 days	04-05	Dr.V.Jayamohan Nair
	37	Programme on Project Management – Identification, Formulation, Implementation and Monitoring	Presidents and Secretaries of SC/ST Cooperatives and Officers of SC/ST Federation	3 days	07-09	Dr.V.Jayamohan Nair
	38	Business Development, Profit Planning and Diversification (SOFTCOB assistance)	Secretaries and Board of Directors of PACS	3 days	11-13	Dr.A.K.Zakir Hussain
	39	Career Development Programme (Offline Mode) *	Ministerial Staff of PACS/UCBs/Urban Credit Societies/ Employees Credit Societies	5 days	11-15	Dr.V.Jayamohan Nair
	40	Business Development, Profit Planning and Diversification (SOFTCOB assistance)	Secretaries and Board of Directors of PACS	3 days	14-16	Dr.A.K.Zakir Hussain
	41	Skill Development Programme (Offline Mode)*	Sub staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	3 days	18-20	Mr.R.K.Menon
	42	Leadership Development Programme	Board of Directors of Labour Cooperatives	3 days	18-20	Dr.V.Jayamohan Nair
	43	Programme on role of Cooperatives in Agriculture Infrastructure Fund (sponsored by Agriculture Dept.)	Presidents/Secretaries of PACS	2 days	25-26	Mr.R.K.Menon
OCTOBER 2023	44	Leadership Development Programme (NABARD SOFTCOB assistance)	Board of Directors of PACS	3 days	04-06	Dr.A.K.Zakir Hussain
	45	Induction Programme	Inspectors of Cooperative Department	4 days	04-07	Dr.V.Jayamohan Nair
	46	Career Development Programme (Online Mode) *	Ministerial Staff of PACS/UCBs/Urban Credit Societies/ Employees Credit Societies	5 days	09-13	Dr.V.Jayamohan Nair
	47	How to do the existing business better in the post reform scenario (SOFTCOB assistance)	Secretaries and Board of Directors of PACS	3 days	12-14	Dr.A.K.Zakir Hussain
	48	Professional Development Programme (Offline Mode)*	Supervisory Staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	6 days	16-21	Dr.V.Jayamohan Nair
	49	Leadership Development Programme under SOFTCOB Assistance (Spon by NABARD)	Board of Directors of PACS	3 days	18-20	Dr.A.K.Zakir Hussain
	50	Skill Development Programme (Online Mode)*	Sub staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	3 days	25-27	Mr.R.K.Menon
51	Programme on Auditing in IT Environment	Auditors of Directorate of Cooperative Audit	4 days	30.10.23 to 02.11.23	Mr.R.K.Menon	
NOVEMBER 2023	52	How to do the existing business better in the post reform scenario (SOFTCOB assistance)	Secretaries and Board of Directors of PACS	3 days	01-03	Dr.A.K.Zakir Hussain
	53	Skill Development Programme (Offline Mode)*	Sub staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	3 days	01-03	Mr.R.K.Menon
	54	Profit on Business Development, Fund Management and Profit Planning	Presidents and Secretaries of Housing Societies and Officers of Kerala Coop. Housing Federation	3 days	06-08	Dr.A.K.Zakir Hussain
	55	Career Development Programme (Online Mode) *	Ministerial Staff of PACS/UCBs/Other Societies	5 days	06-10	Dr.V.Jayamohan Nair
	56	Professional Development Programme (Online Mode)*	Supervisory Staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	6 days *	13-18	Dr.V.Jayamohan Nair
	57	Programme on Business Development	Board of Directors and Secretaries of Youth Cooperatives	3 days	20-22	Dr.V.Jayamohan Nair
	58	Awareness Programme on Cooperative Law with emphasis on Inquiry, Inspection, Arbitration and Liquidation	Officers of Fisheries Department	3 days	23-25	Mr.R.K.Menon
	59	Programme on Inquiry, Arbitration and Liquidation	Dairy Extension Officers and Dairy Farm Inspectors of Dairy Development Department	2 days	27-28	Mr.R.K.Menon
60	Programme on Operation of MDS and Accounting System	Auditors of Directorate of Cooperative Audit	4 days	29.11.23 to 02.12.23	Dr.V.Jayamohan Nair	
DECEMBER 2023	61	Programme on Efficient Management of Dairy Coops.	Dairy Extension Officers of Dairy Development Dept.	2 days	04-05	Mr.R.K.Menon
	62	Professional Development Programme (Offline Mode)*	Supervisory Staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	6 days *	11-16	Dr.V.Jayamohan Nair
	63	Programme on Arbitration, Execution and Liquidation	Officers of Industries Department	3 days	18-20	Dr.V.Jayamohan Nair
	64	Programme on Project Preparation, Loan Documentation and Appraisal of Projects (SOFTCOB Assistance)	Secretaries, Managers and Senior Staff of PACS	3 days	19-21	Dr.A.K.Zakir Hussain
	65	Programme on Project Formulation, Financial Scrutiny and Monitoring	Auditors of Directorate of Cooperative Audit	4 days	20-23	Dr.V.Jayamohan Nair
	66	Skill Development Programme (Offline Mode)*	Sub staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	3 days	21-23	Mr.R.K.Menon
	67	Career Development Programme (Offline Mode) *	Ministerial Staff of PACS/UCBs/Other Societies	5 days	26-30	Dr.V.Jayamohan Nair
JANUARY 2024	68	Leadership Development Programme	Board of Directors of Hospital Cooperatives	3 days	03-05	Mr.R.K.Menon
	69	Programme on Cyber Security Audit	Auditors of Directorate of Cooperative Audit	4 days	03-06	Mr.R.K.Menon
	70	Programme on Ms-Excel	Officers of Fisheries/Coir/Dairy Development Depts.	5 days	08-12	Mr.R.K.Menon
	71	Professional Development Programme (Online Mode)*	Supervisory Staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	6 days *	15-20	Dr.V.Jayamohan Nair
	72	Programme on Project Formulation, Financial Scrutiny and Monitoring	Auditors of Directorate of Cooperative Audit	5 days	16-20	Dr.A.K.Zakir Hussain
	73	Induction Programme	Auditors of Directorate of Cooperative Audit	4 days	22-25	Dr.V.Jayamohan Nair

FEB 2024	74	Leadership Development Programme (NABARD SOFT-COB assistance)	Board of Directors of PACS	3 days	05-07	Dr.A.K.Zakir Hussain
	75	Career Development Programme (Offline Mode) *	Ministerial Staff of PACS/UCBs/Other Societies	5 days	19-23	Dr.V.Jayamohan Nair
	76	Leadership Development Programme	Board of Directors of Women Cooperatives	3 days	26-28	Dr.A.K.Zakir Hussain
MARCH 2024	77	Programme on closing loopholes in the preparation of reports under 65,66,68 of KCS Act, Verification of Loan, Bond and Service Book	Inspectors of Cooperative Audit	4 days	04-07	Mr.R.K.Menon
	78	Farmers Awareness Programme (sponsored by WDRA)	Farmers of selected taluk of Kerala	1 day	08	Dr.V.Jayamohan Nair
	79	Programme on closing loopholes in the preparation of reports under 65,66,68 of KCS Act, Verification of Loan, Bond and Service Book	Inspectors of Cooperative Audit	4 days	13-16	Mr.R.K.Menon
	80	Business Development, Profit Planning & Diversification(SOFTCOB assistance)	Secretaries and Board of Directors of PACS	3 days	18-20	Dr.A.K.Zakir Hussain

* Promotion/Increment Programmes under Rule 185(1) of KCS Act/Rules

ICM, TVM: Institute of Cooperative Management is functioning as a unit of National Council for Cooperative Training (NCCT) New Delhi, an autonomous society promoted by Ministry of Cooperation, Government of India. The Institute was established in 19th October 1976 and it is functioning with the objective of infusing professionalism in the Management of Cooperatives. The Institute caters to the training requirements of the Executives of Cooperative enterprises and the officers of Government Departments concerned with development of cooperatives.

Faculty: Eminent and well experienced faculty members, among most of them are trained by Indian Institute of Management, Ahmedabad.

Library: The Institute has prestigious library with more than 15500 Books in the areas of Management in general and the functional areas of management in particular. It also subscribes regularly more than 100 National and International Journals and Periodicals.

Hostel Facilities: Well-furnished hostel with mess facilities for both men & women. The total capacity of the Hostel accommodation is 120.

Management Development Programme : The Institute conducts need based Training programme in different functional areas of Management on topics such as Customer Service, Funds Management, Cooperative Law, Banking, Detection of fake currency, Gold appraisal, Digital Banking and Taxation etc. As per the KCS Rule 185 (1) for getting promotion and earning annual grade increment the Institute conducts professional Development Programme (For Assistant Secretaries, Branch Manager, Chief Accountants and Internal Auditors), Career Development Programme (for Senior Clerks, Accountants and Junior Clerks) and Skill Development Programme for sub staff of PACS, UCBs and other societies .

Computer Lab: An excellent computer lab with more than 30 systems connected by LAN. High Speed Broadband Internet Facility is also provided to the participants.

Audio- Visual Aids: The Institute has Audio- Visual Aids such as Multimedia Projectors, OHPs etc.

Video Conferencing : The Institute has a well-equipped Video Conferencing Room with a capacity to accommodate 12-15 participants at a time.



HDCM: Higher Diploma in Cooperative Management Programme (52 weeks) is the Core programme of the Institute, which is recognized by the Govt. of Kerala as well as the Kerala PSC for employment in Cooperative organisations and Departments.

MBA : Since 2003 the Institute conducts MBA Programme and it is functioning as an extension centre of University of Kerala. The Institute provides extensive infrastructure facilities and gives more emphasis on building total professionalism among the students.

Demo Project on Agri & Allied Activities : Institute is maintaining Demo projects on Mushroom Cultivation, Bee keeping, Aquaculture and Organic Vegetable Cultivation in the campus.

DIRECTOR

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M.CM, FDP(IIMA), CTFC

DEPUTY DIRECTOR

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M.Com, Ph.d, FDP (IIMA), CTFC

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MSW, MBA, DIT HDCM, LLB, FDP(IIMA), Phd. CTFC.
Dr.A.K. Zakir Hussain
M.Com, M. Phil, ICWAI(Inter), DBIM, MBA, CTFC, Phd.

CONTRACT FACULTY

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B.Tech, M.B.A., Ph.d
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B.Tech, M.B.A, HDCM

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