



प्रशिक्षण कार्यक्रम 2021-22

Calendar of Training Programmes 2021-22



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)

Poojappura Thiruvananthapuram-695012 Ph.Off.0471-2341326, 2340384
Email:icm-tvm@hotmail.com Website:icmtvm.com

LONG TERM PROGRAMMES

Sl. No	Name of the Programmes	Duration	Dates	Target Group/ Sector	Coordinator
1	Higher Diploma in Cooperative Management (HDCM) – 28th Session	52 weeks	03.08.21 to 29.07.22	Employees of Coop. Dept., Coop. Institutions and Private Candidates	Dr.A.S.Subramanian
2	Master of Business Administration (MBA) 2019-21	2 years	2020-2022	Private Candidates	Dr.V.Jayamohan Nair
3	Master of Business Administration (MBA) 2020-22	2 years	2021-2023	Private Candidates	Dr.V.Jayamohan Nair
4	Diploma in Management of Dairy Cooperatives (DMDC)	3 Months	01.06.21 to 27.08.21	Officers of Dept. of Dairy Development	Dr.A.S.Subramanian
5	Diploma in Industrial Cooperative Management (DICM)	3 Months	01.10.21 to 31.12.21	Secretary / staff of Industrial Coop. societies	Dr.A.K.Zakir Hussain
6	Diploma in Management of Computer Operations (DMCO)	3 Months	01.10.21 to 31.12.21	Inspectors and Auditors of Coop. Department and Directorate of Coop. Audit	Mr.R.K.Menon

SHORT TERM PROGRAMMES

	Sl. No	Name of the Programme	Duration	Target Groups	Co-ordinator
April 2021	1	Recent trends in Banking, Customer Service and Practical Banking	2 days (10-11)	For the employees of PACS	Dr.A.K.Zakir Hussain
	2	Professional Development Programme *	6 days* (19-24)	Supervisory Staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	Dr.A.S.Subramanian
	3	Gold Appraisal, Fake Note Detection and Documentation	2 days (21-22)	Staff of Service Coop. Banks	R.K.Menon
	4	Career Development Programme *	5 days (26-30)	Ministerial Staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	Dr.V.Jayamohan Nair
	5	Training on General Awareness	5 days (26-30)	Auditors of Directorate of Cooperative Audit	Dr.V.Jayamohan Nair
	6	Skill Development Programme *	3 days (27-29)	Sub staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	Dr.A.S.Subramanian
May 2021	7	Recent trends in Banking, Customer Service and Practical Banking	2 days (1-2)	For the employees of PACS	Dr.A.K.Zakir Hussain
	8	Leadership Development Programme (NABARD SOFTCOB assistance)	3 days (5-7)	Board of Directors of PACS	Dr.A.K.Zakir Hussain
	9	Technology Enabled Financial Inclusion (NABARD SOFTCOB assistance)	3 days (17-19)	Secretaries and Senior Staff of PACS	Mr.R.K.Menon
	10	BDP (NABARD SOFTCOB assistance)	3 days (18-20)	Secretaries and Senior Staff of PACS	Dr.A.K.Zakir Hussain
	11	Training on General Awareness	3 days (24-28)	Inspectors of Cooperative Department	Dr.V.Jayamohan Nair
	12	Cooperative law (on Enquiry, Inspection, Arbitration and Liquidation)	4 days (24-28)	JCI, SCI, IEO, AR, DR, ADIO of Directorate of Handloom and Textiles	Dr.A.S.Subramanian
June 2021	13	Career Development Programme *	5 days (1-5)	Ministerial Staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	Dr.V.Jayamohan Nair
	14	Induction Training - I	6 days (6-11)	Auditors of Directorate of Cooperative Audit	Dr.A.S.Subramanian
	15	Professional Development Programme *	6 days (7-12)	Supervisory Staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	Dr.A.S.Subramanian
	16	Recent trends in Banking, Customer Service and Practical Banking	2 days (12-13)	For the employees of PACS	Dr.A.K.Zakir Hussain
	17	Exposure programme on Management of Service Cooperative Banks	3 days (14-16)	Presidents/Directors/Secretaries/Senior Staff of Service Coop. Banks of Malabar Region	Dr.A.K.Zakir Hussain
	18	Project Formulation, Financial Scrutiny and Monitoring	5 days (14-18)	Inspectors of Cooperative Department	Dr.A.K.Zakir Hussain
	19	Business Development	2 days (17-18)	Presidents/Board of Directors/Secretaries of Multi-purpose societies, Agriculture Improvement societies and Welfare societies	Dr.V.Jayamohan Nair
	20	Career Development Programme *	5 days (21-25)	Ministerial Staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	Dr.V.Jayamohan Nair
	21	Induction Training - II	6 days (24-30)	Auditors of Directorate of Cooperative Audit	Dr.A.S.Subramanian
	22	Non Fund Business and Cross Selling (SOFTCOB assistance)	3 days (28-30)	Managers, Assistant Managers and Officers of Kerala State Cooperative Bank	Dr.A.K.Zakir Hussain
	23	Skill Development Programme *	3 days (28-30)	Sub staff of PACS/UCBs/Urban Credit Societies/ Employees Credit Societies	R.K.Menon
July 2021	24	Programme on TDS	2 days (1-2)	Managers, Assistant Managers and Staff dealing with tax matters of Kerala State Coop. Bank	Dr.A.K.Zakir Hussain
	25	Skill Development Programme *	3 days (5-7)	Sub staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	R.K.Menon
	26	Recent trends in Banking, Customer Service and Practical Banking	2 days (10-11)	For the employees of PACS	Dr.A.K.Zakir Hussain
	27	Career Development Programme *	5 days (5-9)	Ministerial Staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	Dr.A.S.Subramanian
	28	Gold Appraisal, Fake Note Detection and Documentation	2 days (12-13)	Staff of Employees cooperatives/other societies	R.K.Menon
	29	Training on General Awareness	6 days (12-16)	Auditors of Directorate of Cooperative Audit	Dr.V.Jayamohan Nair
	30	Gold Appraisal, Fake Note Detection and Documentation	2 days (14-15)	Employees of Women Cooperatives	R.K.Menon
	31	Training on General Awareness	5 days (26-30)	Auditors of KCMMF	Dr.V. Jayamohan Nair

August 2021	32	New Business Models and Project Preparation	3 days (2-4)	Presidents and Secretaries of SC/ST Cooperatives	Dr.A.S.Subramanian
	33	Arbitration, Execution and Liquidation	2 days (5-6)	Dairy Extension Officers and Dairy Farm Instructors of Dept. of Dairy Development	Dr.A.S.Subramanian
	34	Induction programme	3 days (9-11)	Newly recruited Board of Directors of Service Coop. Banks	Dr.A.K.Zakir Hussain
	35	Professional Development Programme *	6 days (9-14)	Supervisory Staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	Dr.Jayamohan Nair
	36	Recent trends in Banking, Customer Service and Practical Banking	2 days (14-15)	For the employees of PACS	Dr.A.K.Zakir Hussain
September 2021	37	Efficient Management of Dairy Cooperatives and KCS Act/Rules	3 days (1-3)	Assistant Directors and Dairy Extension Officers of Dept. of Dairy Development	Dr.A.S.Subramanian
	38	Induction Training – I	6 days (5-11)	Inspectors of Cooperative Department	Dr.Jayamohan Nair
	39	Career Development Programme *	5 days (13-17)	Ministerial Staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	Dr.Jayamohan Nair
	40	Exposure Programme on Banking at Bangalore (in collaboration with RICM, Bangalore)	3 days (14-16)	Board of Directors and Secretaries of PACS of Kerala	Dr.A.K.Zakir Hussain
	41	Emerging Challenges in Kerala Cooperative Sector	3 days (22-24)	Board of Directors of PCARDBs	Dr.A.Subramanian
	42	Exposure Programme on Banking at Bangalore (in collaboration with RICM, Bangalore)	3 days (22-24)	Board of Directors and Secretaries of PACS of Kerala	Dr.A.K.Zakir Hussain
	43	Induction Training – II	6 days (24-30)	Inspectors of Cooperative Department	Dr.Jayamohan Nair
October 2021	44	Banking Law and Practice and Legal Aspects in Loan Proposals (SOFTCOB assistance)	3 days (4-6)	Officers of Kerala State Cooperative Bank and Malappuram DCB	Dr.A.K.Zakir Hussain
	45	Exposure Programme on Banking at ICMT (in collaboration with RICM, Bangalore)	3 days (7-9)	Board of Directors and Senior Officers of UCBs of Karnataka State	Dr.A.K.Zakir Hussain
	46	Marketing and Operations Management for Retailers and Technology Adoption	3 days (11-13)	Lower/Middle/Senior Staff of Kerala State Coop. Consumer Federation	Dr.A.S.Subramanian
	47	Skill Development Programme *	3 days (11-13)	Sub staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	Dr.Jayamohan Nair
	48	Exposure Programme on Banking at ICMT (in collaboration with RICM, Bangalore)	3 days (21-23)	Board of Directors and Senior Officers of DC-CBs of Karnataka State	Dr.A.K.Zakir Hussain
	49	Professional Development Programme *	6 days (25-30)	Supervisory Staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	R.K.Menon
	50	Leadership Development Programme at Hyderabad in Collaboration with ICMH	4 days (25-28)	Board of Directors of Service Coop. Banks	Dr.A.K..Zakir Hussain
November 2021	51	Information technology, data security and electronic payment systems	3 days (1-3)	Employees of PACS	R.K.Menon
	52	New Business Models and Project Preparation	3 days (1-3)	Presidents and Secretaries of SC/ST Cooperatives	Dr.A.S.Subramanian
	53	Induction Training – I	6 days (7-13)	Inspectors of Cooperative Department	Dr.Jayamohan Nair
	54	Career Development Programme at Thrissur (Non Residential) *	5 days (8-12)	Ministerial Staff of Credit Cooperatives of Thrissur District	Dr.A.K.Zakir Hussain
	55	Project Formulation, Financial Scrutiny and Monitoring	5 days (15-19)	Auditors of Directorate of Cooperative Audit	Dr.A.K.Zakir Hussain
	56	Training of Trainers (TOT)	3 days (22-24)	Faculty Members of Kerala State Coop. Union	R.K.Menon
	57	Induction Training – II	6 days (24-30)	Inspectors of Cooperative Department	Dr.Jayamohan Nair
December 2021	58	Fund Management and Profit Planning	3 days (1-3)	Secretaries and Presidents of Housing Cooperatives	Dr.A.K.Zakir Hussain
	59	Project Formulation, Financial Scrutiny and Monitoring	5 days (6-10)	Auditors of Directorate of Cooperative Audit	Dr.A.K.Zakir Hussain
	60	Career Development Programme at Palakkad (Non Residential) *	5 days (6-10)	Ministerial Staff of PACS/UCBs/Other Societies of Palakkad District	Dr.A.K.Zakir Hussain
	61	Enquiry, Inspection, Arbitration and Execution	3 days (13-15)	ARs/FDOs/SCIs of Fisheries Department	Dr.Jayamohan Nair
	62	Programme on Liquidation	2 days (16-17)	Officers of Coir Development Department	Dr.Jayamohan Nair
	63	Professional Development Programme at Thrissur (Non Residential) *	6 days (13-18)	Supervisory Staff of PACS/UCBs/Other Societies of Thrissur District	Dr.A.K.Zakir Hussain
	64	Skill Development Programme at Thrissur (Non Residential) *	3 days (20-22)	Sub Staff of Credit Cooperatives of Thrissur Dt.	Dr.A.K.Zakir Hussain
	65	Professional Development Programme *	6 days (20-25)	Supervisory Staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	Dr.A.S.Subramanian
	66	Career Development Programme *	5 days (27-31)	Ministerial Staff of PACS/UCBs/Urban Credit Societies/Employees Credit Societies	Dr.A.S.Subramanian
January 2022	67	Project Formulation, Financial Scrutiny and Monitoring	5 days (3-7)	Auditors of Directorate of Cooperative Audit	Dr.A.S.Subramanian
	68	Training on General Awareness	6 days (10-14)	Inspectors of Cooperative Department	Dr.Jayamohan Nair
	69	Business Development, Profit Planning and Diversification at Malappuram (SOFTCOB assistance)	3 days (4-6)	Secretaries and Board of Directors of PACS	Dr.A.K.Zakir Hussain
	70	Framing Turnaround Strategies (SOFTCOB assistance)	3 days (11-13)	Presidents and Secretaries of Loss Making PACS	Dr.A.K.Zakir Hussain
	71	Career Development Programme at Kollam District (Non Residential) *	5 days (17-21)	Ministerial Staff of Credit Cooperatives	Dr.A.K.Zakir Hussain
	72	Project Formulation, Financial Scrutiny and Monitoring	5 days (17-21)	Auditors of Directorate of Cooperative Audit	Dr.A.S.Subramanian

Feb 2022	73	How to do the existing business better in the post reform scenario (SOFTCOB assistance)	3 days (1-3)	Secretaries and Board of Directors of PACS	Dr.A.K.Zakir Hussain
	74	Induction Training – I	6 days (6-12)	Auditors of Directorate of Cooperative Audit	Dr.A.S.Subramanian
	75	Project Preparation, Loan Documentation and Appraisal of Projects (SOFTCOB assistance)	3 days (7-9)	Secretaries/Managers/Senior Staff of Service Coop. Banks	Dr.A.K.Zakir Hussain
	76	Leadership Development Programme under SOFTCOB Assistance (Spon by NABARD)	3 days (14-16)	Board of Directors of PACS	Dr.A.K.Zakir Hussain
	77	Induction Training – II	6 days (22-28)	Auditors of Directorate of Cooperative Audit	Dr.A.S.Subramanian
March 2022	78	Developing PACS into Multipurpose Societies (SOFTCOB assistance)	3 days (1-3)	Secretaries and Board of Directors of PACS	Dr.A.K.Zakir Hussain
	79	Self sustenance through improved Governance and Management of Resources (SOFTCOB assistance)	2 days (7-8)	Board of Directors of PACS	Dr.A.K.Zakir Hussain
	80	Project Formulation, Financial Scrutiny and Monitoring	5 days (7-11)	Auditors of Directorate of Cooperative Audit	Dr.A.S.Subramanian

* 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, Ahmadabad

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 participants.

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 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 and Branch Manager, Chief Accountants, Internal Auditors), Career Development Programme (for Senior Clerks, Accountants and Junior Clerks) and Skill Development Programmes 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 Facilities are also provided to the participants.

Audio- Visual Aids: The Institute has Audio- Visual Aids such as Multimedia Projectors, OHPs Projector 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 in our 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

R.K. Menon
M.CM, FDP(IIMA), CTFC

DEPUTY DIRECTOR

Dr.A.S. Subramanian
M.Com, Ph.d, FDP (IIMA), CTFC

FACULTY

Dr.V. Jayamohan Nair
MSW, PGDHRD, DIT HDCM, LLB, FDP(IIMA), Ph.D. CTFC.

Dr.A.K. Zakir Hussain
Mcom, Mphil, ICWAI(Inter), DBIM, MBA, CTFC, Phd

CONTRACT FACULTY

Dr. Ram Krishnan S.
B.Tech, M.B.A., Ph.d
Laxmi Sureshbabu
B.Tech, M.B.A

SECRETARIAL STAFF

Gigimol George (Librarian),
Pravin Kumar, LDC
Siva Kumar P. (MTS),
K. Gopi (MTS)
Sruthi. L.S. (MTS)

CONTRACT STAFF

Francelet.G.D., Anila P. Nair,
(LDC/Course Assistant)
N. Bhaskaran Nair (Driver)
Suresh K. (OS I/C)