

Cover Page Picture



Bangladesh Power Development Board (BPDB)

Annual Training Program

2022-2023

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Directorate of Training & Career Development, BPDB, Dhaka



Directorate of Training & Career Development, BPDB, Dhaka

The Directorate of Training & Career Development, Dhaka was established in 1968 under the then EPWAPDA. At present, the Regional Training Center (RTC) at Tongi remains under the jurisdiction of this office.

Apart from conducting scheduled training courses, the Directorate is also responsible for selecting nominees for all types of foreign training & seminar, training programs of Power Division, Planning Commission & BPMI. It also arranges training programs & seminars on different latest technologies both inside & outside of BPDB and conducts training programs and seminars for the officers of other utilities of the power sector as per their need.

The Directorate has a well-furnished seminar room with a seating capacity for 40 persons & a classroom with a seating capacity for 30 persons. It arranges different courses on Engineering, IT (Information Technology), Accounts, Management etc. Computer training is continuing from the year 2000. It has a well-furnished computer lab. The Directorate of Training & Career Development, Dhaka is always entrusted by the Board to organize need-based training like courses on Coal based power plant, Communicative English, e-GP, e-filing, ERP, Project Management, Innovation Initiative, APA & KPI, etc.



The Officials of Directorate of Training and Career Development, BPDB, Dhaka

Annual Training Schedule for 2022-23
Directorate of Training and Career Development, BPDB, Dhaka

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	From
July-2022						
1	T-35	Preparation of Tender Document (Local, International, EOI & RFP), Contract Document	09	Officers of BPDB	13.07.2022	21.07.2022
2	MA-25	The role of power sector in Sustainable and Environment friendly Development: Bangladesh Perspective.	09	XEN/DD/SDE/AE/AD	13.07.2022	21.07.2022
3	MA-13	Leadership, good governance and SDG (Batch-1)	10	AE/SDE/AD/Sr. AD	19.07.2022	28.07.2022
4	MA-10	Inquiry Procedure & Report Writing, Punishment and Appeal According to the Service Rules of BPDB	11	UDA/SAA/ STENO /AA/LDA/JAA & Staff as Computer Operator	25.07.2022	04.08.2022
5	T-39	Security of KPI, Firefighting and safety procedure	10	Security Guard/Helper	26.07.2022	04.08.2022
August-2022						
6	E-05	Power Plant Economics	10	XEN/SDE/AE/S AE	01.08.2022	10.08.2022
7	F-03	Accounts, Audit and Financial Activities of BPDB	11	UDA/SAA/ STENO /AA/LDA/JAA & Staff as Computer Operator	07.08.2022	17.08.2022
8	T-36	Public Procurement Rules (PPR)-2008, PPA-2006 & delegation of Financial Power-2018 of BPDB	11	Officers of BPDB	07.08.2022	17.08.2022
9	MA-03	Office Administration & Record Keeping.	10	UDA/LDA/AA/S AA/JAA	22.08.2022	31.08.2022
10	MA-01	BPDB Employees Service Rules, Labour Law and Industrial Relationship	10	(UDA/LDA/AA/SAA/JAA)	23.08.2022	01.09.2022
September 2022						
11	T-32	Security of KPI, Firefighting and safety procedure	10	Security Guard/Helper	04.09.2022	13.09.2022
12	T-39	Independent Power Producer (IPP) & Power Purchase Agreement (PPA)	10	XEN/SDE/AE /SAE	05.09.2022	14.09.2022
13	T-42	Driving Risks, Awareness, Vehicle Act. Road Safety & Traffic Management.	08	Drivers of BPDB	11.09.2022	18.09.2022
14	E-13	Training on Civil Engineering & Architecture	10	XEN/SDE/AE /SAE	19.09.2022	28.09.2022
15	T-30	SWOT Analysis for Project Formulation, Implementation, Monitoring, Reporting, Evaluation and Closure	10	XEN/SDE/AE /SAE	18.09.2022	27.09.2022
16	F-05	Basic Idea on TAX, AIT, CD-VAT and other Financial Activities	11	UDA/SAA/ STENO /AA/LDA/JAA & Staff as Computer Operator	26.09.2022	06.10.2022

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	From
October-2022						
17	MA-10	Inquiry Procedure & Report Writing, Punishment and Appeal According to the Service Rules of BPDB	07	Officers of BPDB	02.10.2022	08.10.2022
18	E-06	Smart Pre-Payment Metering, Computerized Billing System and Customer Service Excellence	09	XEN/SDE/AE /SAE	12.10.2022	20.10.2022
19	T-21	Power System Planning of BPDB	11	Officers BPDB	17.10.2022	27.10.2022
20	MA-09	Improving the Quality of Service and Skills of the Employees through Implementation of IMS in BPDB.	10	UDA/SAA/ STENO /AA/LDA cum comp. opera./JAA/ store keeper/ Equivalent Technical Staff up to Helper	18.10.2022	27.10.2022
21	MA-07	National Integrity Strategy (NIS), Anti-Corruption, Etiquette & Manner, Professional Ethics & Organizational Behavior	10	(MLSS, Helper, Technical Staffs) of BPDB	25.10.2022	03.11.2022
November-2022						
22	F-04	Auditing and Settlement of Audit Objections	10	UDA/SAA/ STENO /AA/LDA/JAA/S tore keeper	01.11.2022	10.11.2022
23	MA-17	Communicative English & Developing Effective Communication Skill	08	Officers BPDB	06.11.2022	13.11.2022
24	MA-26	International Procurement and Supply Chain Management	05	Officers of BPDB	13.11.2022	17.11.2022
25	MA-13	Leadership, good governance and SDG (Batch 2)	03	CE or equivalent to XEN or equivalent	27.11.2022	29.11.2022
26	MA-19	Awareness Creation for some common diseases	10	Female Staffs of BPDB	27.11.2022	06.12.2022
27	T-31	Implementation of Integrated Solid Waste Management and Conversion of Waste into Energy: Economic and Technical issues.	11	DD/XEN/SDE/ AE/AD/SAE	28.11.2022	08.12.2022
December-2022						
28	E-01	Relay & Protection, Fault Level Calculation, Setting, Coordination and DCS (Advanced-1)	10	XEN/SDE/AE /SAE	13.12.2022	22.12.2022
29	MA-06	Customer Service Excellence & Office Etiquette	11	Staff of BPDB	19.12.2022	29.12.2022
30	E-08	Power System Reliability, Load Forecasting and Economic Dispatch of Thermal Power Plants.	11	XEN/SDE/AE /SAE	18.12.2022	28.12.2022
January-2023						
31	T-41	Training for the Security Guard of BPDB	10	Security Guard	01.01.2023	10.01.2023

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	From
32	MA-07	National Integrity Strategy (NIS), Anti-Corruption, Etiquette & Manner, Professional Ethics & Organizational Behavior	10	(MLSS, Helper, Technical Staffs) of BPDB	02.01.2023	11.01.2023
33	T-37	Training for Doctors of BPDB For Professional Development	10	Doctors of BPDB	02.01.2023	11.01.2023
34	E-06	Smart Pre-Payment Metering, Computerized Billing System and Customer Service Excellence	08	XEN/SDE/AE/SAE	17.01.2023	24.01.2023
35	MA-20	Social Engineering and Social Media Offence, Defense and 4 th Industrial Revolution.	10	Officers of BPDB	24.01.2023	02.02.2023
36	E-12	Pre-Shipment Inspection and Post Landing Inspection, Factory Witness and Acceptance Test	08	XEN/SDE/AE	26.01.2023	02.02.2023
February-2023						
37	T-33	Enhancing Academic and Professional Development for School Teachers	09	School Teachers	01.02.2023	09.02.2023
38	MA-21	Stores Management, Inventory System, Customs Assessment, Goods Delivery Procedure, CD VAT, Tax & AIT	10	Officers of BPDB	05.02.2023	14.02.2023
39	T-40	Training for Medical Staff of BPDB	11	Medical Staff of BPDB	13.02.2023	23.02.2023
40	MA-01	BPDB Employees Service Rules, Labor Law and Industrial Relationship	10	(UDA/LDA/AA/SAA/JAA)	26.02.2023	07.03.2023
March-2023						
41	T-42	Driving Risks, Awareness, Vehicle Act., Road Safety & Traffic Management	09	Drivers of BPDB	01.03.2023	09.03.2023
42	T-27	Tariff Rule, COP and Electricity Act 2018 and Rules 2020	11	UDA/SAA/ STENO /AA/LDA/JAA & Staff as Computer Operator	05.03.2023	15.03.2023
43	T-36	Public Procurement Rules (PPR)-2008, PPA-2006 & delegation of Financial Power-2018 of BPDB	10	AA/SAA/JAA	14.03.2023	23.03.2023
44	E-05	Power Plant Economics	10	XEN/SDE/AE/SAE	14.03.2023	23.03.2023
45	T-34	Ensuring Sustainable Power Sector Through Energy Efficiency Development and Energy Conservation.	09	XEN/SDE/AE/SAE	28.03.2023	06.04.2023
April-2023						
46	T-41	Training for the Security Guard of BPDB	08	Security Guard	02.04.2023	09.04.2023
47	E-01	Relay & Protection, Fault Level Calculation, Setting, Coordination and DCS(Advanced-1)	10	XEN/SDE/AE/SAE	09.04.2023	18.04.2023

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	From
48	T-38	Occupational Health, Safety Environment and First Aid	11	UDA/SAA/ STENO /AA/LDA/JAA & Staff as Comp. Operator	24.04.2023	04.05.2023
May-2023						
49	MA-19	Awareness Creation of some common diseases	10	Male Officers of BPDB	02.05.2023	11.05.2023
50	MA-10	Inquiry Procedure & Report Writing, Punishment and Appeal According to the Service Rules of BPDB	10	UDA/LDA/JAA/ SAA or Equitant	07.05.2023	16.05.2023
51	T-33	Enhancing Academic and Professional Development for School Teachers	11	School Teachers	15.05.2023	25.05.2023
52	E-04	Solid Fuel coal; Types, Properties, Composition, Coal Management and Sub-Critical, Critical, Super Critical, Ultra-Super Critical Point of a Coal based Thermal Power Plant	06	SDE/AE/SAE	15.05.2023	20.05.2023
53	T-36	Public Procurement Rules (PPR)-2008, PPA-2006 & delegation of Financial Power-2018 of BPDB	10	AA/SAA/JAA	23.05.2023	01.06.2023
54	MA-13	Leadership, Good Governance and SDG (Batch 3)	10	AE/SDE/AD/ Sr. AD	28.05.2023	06.06.2023
55	MA-09	Improving the Quality of Service and Skills of the Employees through Implementation of IMS in BPDB.	10	Officers of BPDB	28.05.2023	06.06.2023
June-2023						
56	E-03	Fuel Management System of Power Plants	10	XEN/SDE/AE	04.06.2023	13.06.2023
57	F-03	Accounts, Audit & Financial Activities of BPDB	09	UDA/SAA/ STENO /AA /LDA cum comp op/JAA/store keeper/Eqv Tech Staff	13.06.2023	22.06.2023
58	T-39	Security of KPI, Firefighting and safety procedure	10	Staffs of BPDB	18.06.2023	27.06.2023
59	MA-06	Customer Service Excellence & Office Etiquette	10	Staffs of BPDB	19.06.2023	29.06.2023

Number of Targeted "On the Job Training (OJT)" for 2022-23: 35

Short Courses/Seminar/Workshop (On line /Off line):

1. LNG: A Promising Source of Fuel for Improving Energy Security
2. Seminar on Grid Integration of Renewable Energy Resources.
3. Short Course on Cross-Border Electricity Trade (CBET)
4. Short Course on Managerial Change for Better Public Service Delivery: South & South East Asia Experience.
5. Short Course on Adult learning & Participatory Teaching Methods
6. Short Course on Public Private Partnership Procurement (PPP) (SE and above)
7. Hazard Identification & Risk Assessment
8. Hydrogen Energy : Prospects & Challenges for Bangladesh
9. A short course on “Real Time (RT) Monitoring of System of Power Distribution Network”.
10. A short course on “Utilities Network Management System”
11. Integration of GIS with Electrical Power System Analysis Software (E-tap).
12. Corporate Management of BPDB (3 Days) (CE/Director/ SE/DD/XEN)
13. Vision 2041 & Development of Power Sector - a critical analysis on financial aspect.
(3 Days) (Officers of BPDB)
14. Basic Management & Human resource Management (HRM) vs. Human Resource Development (HRD) (27.12.2022 – 31.12.2022) (Mid-Level Officers) & (30.05.2023 – 03.06.2023) (Senior-Level Officers)
15. Effective Managerial Communication Skills, Inter-personal & intra-personal Communication skill development & Motivating people at workplace (31.01.2023 – 04.02.2023) (Senior-Level Officers)
16. Lifestyle, Motivation and Relaxation of Mental Stress (Higher Officials of BPDB) (01 day)
17. Stress Management & Meditation (Higher Officials of BPDB) (01 day)
18. Leadership Development (Higher Officials of BPDB) (02 days)
19. Company Law (Officials of BPDB) (01 day)
20. Contract Law (Officials of BPDB) (01 day)
21. Financial Statement Analysis (Higher Officials of BPDB) (01 day)
22. Advanced Management & Decision Making (SE Equivalent & Above) (Duration: 02 Days)
(01 day)
23. Soft skill, etiquette and rooming (Officials of BPDB) (01 day)
24. System loss analysis in distribution system and its remedies (Officials of BPDB) (01 day)
25. Volt-var optimization and demand forecasting (Officials of BPDB) (01 day)

DD-1: Security KPI, Fuel Management, PPR, PPA, Awareness, Solid Fuel coal, Relay & Protection, Pre-Shipment Inspection, BPDB Employees Service Rules, Smart Pre-Payment Metering, International Procurement, National Integrity Strategy (NIS), IPP and PPA, SWOT Analysis for Project, Tender Document, Stores management, Inventory System.

(Short Courses: Corporate Management of BPDB, Vision 2041 & Power Sector)

DD-2: Accounts & Financial Management, Audit & Settlement, Inquiry & Punishment Procedure, Power Quality, Occupational Health, Sustainable Power Sector, Tariff Rule, COP, Training for Medical Staff/Doctors, Social Engineering, Power System Reliability, Solid Waste Management, IMS in BPDB, TAX, AIT, CD-VAT, Power System Planning, Sustainable and Environment friendly Development: Bangladesh.

(Short Courses:LNG: A Promising Source of Fuel, Cross-Border Electricity Trade, Managerial Change for Better Public Service Delivery, Adult learning, Public Private Partnership Procurement, Hazard Identification, Hydrogen Energy, Real Time (RT) Monitoring of System, Utilities Network Management System, Integration of GIS with Electrical Power System)

DD-3: IT Related Courses.

(Short Courses: Management &HRM vs. HRD, Effective Managerial Communication Skills, Lifestyle, Motivation and Relaxation, Stress Management)

DD-4: Customer Service, Leadership, Security Guard, Power Plant Economics, Driving Risks, Awareness, Training for Medical Staff, Training for School Teachers, Electric Connection Procedure, Communicative English, Office Administration, Civil Engineering & Architecture.

(Short Courses: Managerial Change for Better Public Service Delivery, Leadership Development, Company Law, Contract Law).

Training Course on Information Technology (IT)

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	To
July-2022						
1	IT-07	Ethical hacking & cyber security in power sector, Policy and Operational Perspective	05	Engineers of BPDB	02.07.2022	06.07.2022
2	IT-01	Computer Training on MS office-Word, Excel and Power Point, BPDB Website.	10	UDA/LDA/AA/SAA, JAA and Staffs work as Computer Operator	18.07.2022	27.07.2022
August -2022						
3	IT-02	Computer Training on Internet Security, Cyber security, Cloud Storage System and Use of Virtual or online platform.	11	UDA/LDA/AA/SAA /JAA and Staffs work as Computer Operator	07.08.2022	17.08.2022
September-2022						
4	IT-05	E-Filing, File Management, ERP for Development of Work Procedure & Services as per Secretariat Instruction 2014	10	UDA/LDA/AA/SAA /JAA and Staffs work as Computer Operator	06.09.2022	15.09.2022
5	IT-08	Advance course on 3D modelling software (AutoCAD, Sketch Up & Lumion)	10	Engineers of BPDB	25.09.2022	04.10.2022
October-2022						
6	IT-03	Basic Idea on Computer Software, Software Installation & Troubleshooting.	11	UDA/LDA/AA/SAA /JAA and Staffs work as Computer Operator	11.10.2022	20.10.2022
November-2022						
7	IT-06	Electronic Government Procurement (e-GP), APA and Delegation of Financial Power-2018	10	UDA/LDA/AA/SAA /JAA and Staffs work as Computer Operator	07.11.2022	16.11.2022
8	IT-09	Smart Grid and GIS Mapping	10	Engineers of BPDB	28.11.2022	07.12.2022
December-2022						
9	IT-01	Computer Training on MS office-Word, Excel and Power Point, BPDB Website.	10	UDA/LDA/AA/SAA, JAA and Staffs work as Computer Operator	11.12.2022	20.12.2022

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	To
January-2023						
10	IT-05	E-Filing, File Management, ERP for Development of Work Procedure & Services as per Secretariat Instruction 2014	10	UDA/LDA/AA/SAA /JAA and Staffs work as Computer Operator	02.01.2023	11.01.2023
11	IT-04	Basic Idea on Computer Hardware, Hardware Installation & Troubleshooting.	10	UDA/LDA/AA/SAA /JAA and Staffs work as Computer Operator	16.01.2023	25.01.2023
February-2023						
12	IT-02	Computer Training on Internet Security, Cyber security, Cloud Storage System and Use of Virtual or online platform.	11	UDA/LDA/AA/SAA /JAA and Staffs work as Computer Operator	07.02.2023	16.02.2023
March -2023						
13	IT-05	E-Filing, File Management, ERP for Development of Work Procedure & Services as per Secretariat Instruction 2014	11	UDA/LDA/AA/SAA /JAA and Staffs work as Computer Operator	05.03.2023	15.03.2023
14	IT-04	Basic Idea on Computer Hardware, Hardware Installation & Troubleshooting.	10	Officers of BPDB	27.03.2023	05.04.2023
April-2023						
15	IT-10	Training on Digital Platform (E-Payment System, Prepayment Metering System, Smart Metering, Snapshot Meter Reading System, Online Store Management) in BPDB	11	Engineers of BPDB	24.04.2023	04.05.2023
May-2023						
16	IT-06	Electronic Government Procurement (e-GP), APA and Delegation of Financial Power-2018	10	Officers of BPDB	09.05.2023	18.05.2023
June-2023						
17	IT-03	Basic Idea on Computer Software, Software Installation & Troubleshooting.	10	UDA/LDA/AA/SAA /JAA and Staffs work as Computer Operator	06.06.2023	15.06.2023

Engineering Academy BPDB, Kaptai, Rangamati



Engineering Academy **BPDB, Kaptai, Rangamati**

Engineering Academy Kaptai was established in 1964 by the then East Pakistan Water & Power Development Authority. The main objective of the Academy is to conduct training for creating skilled manpower in Water & Power Development Board. Training is conducted in 2:1 ratio in respect of Power & Water Development Board since WAPDA is divided into two organizations as BPDB & BWDB. But the Administration of the Academy is controlled by BPDB.

It is located at Kaptai, a place of natural beauty of hills and lakes which is free from pollution. It's under the hilly district Rangamati. The Academy is 64 km away from Chittagong city.



Officers and Trainees of Engineering Academy, BPDB, Kaptai, Rangamati

Annual Training Schedule for 2022-23
Engineering Academy, BPDB
Kaptai, Rangamati

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group	Training Period	
					From	From
July-2022						
1	T-38	Occupational Health, Safety Environment and First Aid	9	Officers of BPDB (12 Persons)	13.07.2022	21.07.2022
2	T-02	Foundation Training for Sub-Assistant Engineers	30	SAE. (30 Persons)	16.07.2022	14.08.2022
3	E-06	Smart Pre-Payment Metering, Computerized Billing System and Customer Service Excellence	9	Technical Officers (12 Persons)	23.07.2022	31.07.2022
August-2022						
4	E-02	Relay & Protection, Fault Level Calculation, Setting, Coordination and DCS (Basic)	9	Technical Officer (12 Persons)	03.08.2022	11.08.2022
5	T-02	Foundation Training for Sub-Assistant Engineers	30	SAE. (30 Persons)	16.08.2022	14.09.2022
6	F-02	Accounts & Financial Management	9	Officers of BPDB (12 Persons)	19.08.2022	28.08.2022
7	T-11	Operation and Maintenance of Hydro Power Plant and its auxiliaries.	9	XEN/SDE/AE/SAE (12 Persons)	31.08.2022	07.09.2022
September 2022						
8	MA-22	Stores Purchase and Online Store Management	9	Technical /Store Officer (12 Persons)	10.09.2022	18.09.2022
9	T-02	Foundation Training for Sub-Assistant Engineers	30	SAE. (30 Persons)	17.09.2022	16.10.2022
10	T-10	Operation & Maintenance of HFO & Diesel Engine based Power Plant	8	Technical Officer/Chemist (12 Persons)	21.09.2022	29.09.2022
October-2022						
11	E-07	Renewable Energy, Net Metering and Green House Effect in Bangladesh & Global Aspect	9	Technical Officer (12 Persons)	02.10.2022	10.10.2022
12	T-06	Operation & Maintenance of Steam Turbine Power Plants and its auxiliaries	9	Technical Officer (12 Persons)	12.10.2022	20.10.2022
13	T-02	Foundation Training for Sub-Assistant Engineers	30	SAE. (30 Persons)	18.10.2022	16.11.2022
14	MA-17	Communicative English & Developing Effective Communication Skill	10	Officer (12 Persons)	23.10.2022	31.10.2022
November-2022						
15	E-09	Testing and Commissioning of both Power and Distribution Transformer	9	XEN/SDE/AE/SAE (12 Persons)	02.11.2022	10.11.2022
16	T-30	Independent Power Producer (IPP) & Power Purchase Agreement (PPA)	9	Technical and Accounts Officer (12 Persons)	14.11.2022	22.11.2022

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group	Training Period	
					From	From
17	T-02	Foundation Training for Sub-Assistant Engineers	30	SAE. (30 Persons)	19.11.2022	18.12.2022
18	F-02	Accounts & Financial Management	9	Officers of BPDB (12 Persons)	26.11.2022	04.12.2022
December-2022						
19	E-12	Pre-Shipment Inspection, Factory Witness and Acceptance Test and Post Landing Inspection.	9	Technical Officer of BPDB (12 Persons)	07.12.2022	15.12.2022
20	T-02	Foundation Training for Sub-Assistant Engineers	30	SAE. (30 Persons)	20.12.2022	18.01.2023
21	T-33	Enhancing Academic and Professional Development for School Teachers	9	Head Master, Asst. Head Master & Asst. Teacher (12 Persons)	21.12.2022	29.12.2022
January-2023						
22	E-04	Solid Fuel (Coal) : Types, Properties, Composition, Coal Management and Sub-Critical, Critical, Super Critical, Ultra-Super Critical Point of a Coal based Thermal Power Plant	9	XEN/SDE/AE/SAE (12 Persons)	01.01.2023	09.01.2023
23	MA-13	Leadership, Good Governance and SDG	6	XEN, DD and Above (from BPDB & BWDB) (10 Persons each Board)	14.01.2023	19.01.2023
24	T-02	Foundation Training for Sub-Assistant Engineers	30	SAE. (30 Persons)	21.01.2023	19.02.2023
25	T-10	Operation & Maintenance of HFO & Diesel Engine based Power Plant	9	Technical Officer (12 Persons)	24.01.2023	01.02.2023
February-2023						
26	E-02	Relay & Protection, Fault Level Calculation, Setting, Coordination and DCS (Basic)	9	Technical Officer (12 Persons)	04.02.2023	12.02.2023
27	MA-04	Strategic Human Resource Management and Office Administration for Senior Officers	5	SE equivalent (12 Persons)	15.02.2023	20.02.2023
28	T-23	Power Plant Orientation Course	9	Newly recruited AE/SAE/Chemist (20 Persons)	26.02.2023	06.03.2023
March-2023						
29	MA-18	Training of Trainers (TOT)	8	1 st class Officer (from BPDB & BWDB) (10 Persons each Board)	08.03.2023	16.03.2023
30	MA-16	Strategies for implementing spirit of Liberation War and Life and Philosophy of the Father of the Nation Bangabandhu Sheikh Mujibur Rahman.	5	Officers of BPDB (20 Persons)	21.03.2023	25.03.2023
31	T-24	Operation and Maintenance of Power & Distribution	8	Technical Officer (20 Persons)	27.03.2023	02.04.2023

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group	Training Period	
					From	From
		Transformer and 33/11 KV Substation				
April-2023						
32	IT-05	E-Filing, File Management, ERP for Development of Work Procedure & Services as per Secretariat Instruction 2014	8	Officer (20 Persons)	03.04.2023	10.04.2023
33	E-07	Renewable Energy, Net Metering and Green House Effect in Bangladesh & Global Aspect	8	Technical Officer (20 Persons)	12.04.2023	19.04.2023
34	MA-01	BPDB Employees Service Rules, Labour Law and Industrial Relationship	9	Officers of BPDB (20 Persons)	29.04.2023	07.05.2023
May-2023						
35	T-30	Independent Power Producer (IPP) and Power Purchase Agreement (PPA)	9	Technical Officer & Accounts Officer (20 Persons)	02.05.2023	10.05.2023
36	T-35	Preparation of Tender Document (Local, International, EOI & RFP), Contract Document	9	Technical Officer (20 Persons)	09.05.2023	17.05.2023
37	MA-10	Inquiry Procedure & Report Writing, Punishment and Appeal According to the Service Rules of BPDB	6	Officers of BPDB (20 Persons)	13.05.2023	18.05.2023
38	T-03	Operation and Maintenance of Combined Cycle Power Plant and its auxiliaries.	9	AE/SAE/Chemist (20 Persons)	20.05.2023	28.05.2023
39	T-18	Operation & Maintenance of Power Plant Auxiliaries, BOP and Machine Alignment.	9	XEN/SDE/AE/SAE (20 Persons)	21.05.2023	29.05.2023
June-2023						
40	MA-02	Office Administration, Personnel Management and File Management as per Secretariat Instruction 2014	9	Officers of BPDB (20 Persons)	31.05.2023	08.06.2023
41	E-10	Sub-station Automation & SCADA System and their Protection	10	Technical Officer (20 Persons)	01.06.2023	10.06.2023
42	T-38	Occupational Health, Safety Environment and First Aid	9	Officers of BPDB (20 Persons)	12.06.2023	20.06.2023
43	MA-17	Communicative English & Developing Effective Communication Skill	9	Officers of BPDB (20 Persons)	13.06.2023	21.06.2023
44	IT -06	Electronic Government Procurement (e-GP), APA and Delegation of Financial Power-2018	8	Technical /Accounts Officer (20 Persons)	22.06.2023	29.06.2023
45	IT-05	e-Filing, File Management, ERP for Development of Work Procedure & Services as per Secretariat Instruction 2014	04	Officers of BPDB (20 Persons)	24.06.2023	27.06.2023

Number of Targeted "On the Job Training (OJT)" for 2022-23: 30

Annual Training Program for 2022-23 (BWDB)
Engineering Academy, BPDB
Kaptai, Rangamati

Sl. No.	Course Name	Duration (Day)	Target group (22 to 24 Persons)	Training Period	
				From	To
01	Foundation Training for Sub-Assistant Engineers	17	SAE	14/07/2022	30/07/2022
02	Office Administration, Disciplinary & Legal Matters	9	Officers of BWDB	01/08/2022	09/08/2022
03	Project Management (Preparation, Formulation of Project including all aspects of DPP)	8	AE/AD & Equivalent Officers	17/08/2022	24/08/2022
04	Foundation Training for Sub-Assistant Engineers	17	SAE	27/08/2022	13/09/2022
05	IWRM & Participatory water Management	6	Officers of BWDB	15/09/2022	20/09/2022
06	Foundation Training for Sub-Assistant Engineers	15	SAE	24/09/2022	11/10/2022
07	Foundation Training for Sub-Assistant Engineers	17	SAE.	15/10/2022	31/10/2022
08	Foundation Training for Assistant Engineers	24	AE.	05/11/2022	28/11/2022
09	Land related & Legal matters, Survey & Investigation	9	Officers of BWDB	30/11/2022	08/12/2022
10	Accounts, Audit & Financial Management (Including IBASS++)	8	Officers' of BWDB	11/12/2022	19/12/2022
11	Innovation in Citizen Service, Right to Information, GRS, APA, NIS & e-filling.	7	Officers' of BWDB	22/12/2022	28/12/2022
12	Project Management (Preparation, Formulation of Project including all aspects of DPP)	9	DD/XEN/SDE & Equivalent Officers	02/01/2023	10/01/2023
13	Leadership, Good Governance and SDG	6	XEN, DD and Above (from BPDB & BWDB)	14/01/2023	19/01/2023
14	Construction Management with Quality Assurance	8	SDE/AE/SAE	23/01/2023	30/01/2023
15	O & M of Irrigation Project & BWDB Completed Project	7	AE/SAE (Field oriented)	05.02.2023	11.02.2023
16	Accounts, Audit & Financial Management (Including IBASS++)	8	Officers' of BWDB	14.02.2023	22.02.2023
17	APA, NIS, Right to Information, GRS, e-filling, Disciplinary matters & Legal Matters.	9	Officers' of BWDB	25/02/2023	05/03/2023
18	Training of Trainers (TOT)	8	Above 9 grade Officer (from BPDB & BWDB)	08.03.2023	16.03.2023

Sl. No.	Course Name	Duration (Day)	Target group (22 to 24 Persons)	Training Period	
				From	To
19	Accounts, Audit & Financial Management (Including IBASS++)	9	Officers' of BWDB	19/03/2023	28/03/2023
20	Disaster Management, Participatory Water Management & Climate Change	6	Officers' of BWDB	03/05/2023	08/05/2023
21	Communicative English & Developing effective communication skills	9	Officers' of BWDB	14/05/2023	22/05/2023
22	Human Resource Management	8	DD/AO/AD (Equivalent Officers)	27/05/2023	03/06/2023
23	Innovation in Citizen Service, Right to Information, GRS, APA, NIS & e-filing.	9	Officers' of BWDB	11/06/2023	19/06/2023

Number of Targeted "On the Job Training (OJT)" for 2022-23: 15

Note :-

1. Foundation Training Course (if needed) will be implemented on priority basis and during the period schedule courses will be discarded.
2. Training schedule will be finalized by the Executive Committee of Engineering Academy.

Training Academy BPDB, Cox's Bazar



Training Academy **BPDB, Cox's Bazar**

Cox's Bazar Training Academy has been established under the Bangladesh Power Development Board in 2014. It is situated at Jhilanja, about 4 kilometers from Cox's Bazar sea beach, the longest natural sea beach in the world.

The main objective of the Training Academy is to impart training with a view to improve the professional skill of the BPDB's Personnel and to make them able to carry out their relevant functions effectively and efficiently. Training here is also enjoyable because of the location of the Academy and the vast natural beauty of the surroundings.



Officers and staff of Cox's Bazar Training Academy, BPDB, Cox's Bazar.

Annual Training Schedule for 2022-23
Cox's Bazar Training Academy
BPDB, Cox's Bazar

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	From
July-2022						
1	MA-03	Office Administration & Record Keeping	08	UDA/SAA/ STENO /AA /LDA cum comp. opera./JAA/ store keeper	14.07.2022	21.07.2022
2	MA-19	Awareness Creation for Some Common Diseases.	08	Office Attendant/Security Guard & Technical Staff of BPDB	16.07.2022	23.07.2022
3	T-33	Enhancing academic & professional development for school teachers	07	BPDB'S School Teacher	24.07.2022	30.07.2022
4	MA-10	Inquiry Procedure & Report Writing, Punishment and Appeal According to the Service Rules of BPDB	07	Officers of BPDB	25.07.2022	31.07.2022
August-2022						
5	F-03	Accounts, Audit & Financial Activities of BPDB	08	UDA/SAA/ STENO /AA /LDA cum comp. opera./JAA/ store keeper	01.08.2022	08.08.2022
6	MA-07	National Integrity Strategy (NIS), Anti-corruption, Etiquette & Manner, Professional Ethics and Organizational Behavior	09	Staff of BPDB	02.08.2022	10.08.2022
7	MA-24	Environmental Management System: Global aspect and ISO Standard.	10	Officers of BPDB	11.08.2022	20.08.2022
8	T-06	Operation & maintenance of Steam Turbine Power Plant and it's Auxiliaries	10	Related Technical Staff of BPDB	13.08.2022	22.08.2022
9	T-26	Electric Connection Procedure, Energy Meter Installation, Testing and Consumer Service Excellence	08	XEN/SDE/AE/SAE	23.08.2022	30.08.2022
September 2022						
10	F-04	Auditing and Settlement of Audit Objections	08	Officers of BPDB	01.09.2022	08.09.2022
11	T-10	Operation & maintenance of HFO & Diesel Engine Based Power Plant	08	Related Technical Staff	03.09.2022	10.09.2022
12	IT-05	E-Filing, File Management, ERP for Development of Work Procedure & Services as per Secretariat Instruction 2014	09	Officers of BPDB	11.09.2022	19.09.2022
13	T-26	Electric Connection Procedure, Energy Meter Installation, Testing and Consumer Service Excellence	09	Related Technical Staff	12.09.2022	20.09.2022
14	IT-07	Computer Training on Internet Security, Cyber security, Cloud	09	UDA/SAA/STENO/A A/LDA/JAA &	21.09.2022	29.09.2022

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	From
		Storage System and Use of Virtual or online platform		Equivalent.		
15	T-38	Occupational Health, Safety Environment and First Aid	09	Staff of BPDB	22.09.2022	29.09.2022
October-2022						
16	E-15	Maintenance of Gas & Steam Turbine, Compressor and its Auxiliaries and Turbine Alignment (Basic)	10	Power Plant Engineers (SAE, AE, SDE & XEN)	01.10.2022	10.10.2022
17	IT-05	E-Filing, File Management, ERP for Development of Work Procedure & Services as per Secretariat Instruction 2014	08	UDA/SAA/STENO/A A/LDA/JAA/Computer Operator & Equivalent.	03.10.2022	10.10.2022
18	F-02	Accounts and Financial Management	08	Officers of BPDB	12.10.2022	19.10.2022
19	T-24	Operation and Maintenance of Power & Distribution Transformer and 33/11 KV Substation	08	Related Technical Staff	13.10.2022	20.10.2022
20	MA-17	Communicative English & Developing Effective Communication Skill	09	Officers of BPDB	22.10.2022	30.10.2022
21	T-39	Security of KPI, Firefighting and safety procedure	08	Office Attendant/Driver/ Security Related Staff	24.10.2022	31.10.2022
November-2022						
22	E-07	Renewable Energy, Net Metering and Green House Effect in Bangladesh in Global Aspect	08	XEN/SDE/AE/SAE	01.11.2022	08.11.2022
23	T-26	Electric Connection Procedure, Energy Meter Installation, Testing and Consumer Service Excellence	08	Related Technical Staff of BPDB	02.11.2022	09.11.2022
24	MA-21	Stores Management, Inventory System, Customs Assessment, Goods Delivery Procedure, CD VAT, Tax & AIT	08	Officers of BPDB	10.11.2022	17.11.2022
25	MA-07	National Integrity Strategy (NIS), Anti-Corruption, Etiquette & Manner, Professional Ethics And Organizational Behavior	08	Office Attendant/Driver/ Security Guard	12.11.2022	19.11.2022
26	T-15	Operation and Maintenance of Generator and it's Auxiliaries	08	Related Technical Staff	20.11.2022	27.11.2022
27	T-24	Operation and Maintenance of Power & Distribution Transformer and 33/11 KV Substation	09	Technical Staff of BPDB	22.11.2022	30.11.2022
December-2022						
28	E-03	Fuel Management System of Power Plants	08	XEN/SDE/AE/SAE	01.12.2022	08.12.2022
29	T-13	Operation and Maintenance of Water Treatment Plant	08	Related Technical Staff of BPDB	03.12.2022	10.12.2022

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	From
30	T-26	Electric Connection Procedure, Energy Meter Installation, Testing and Consumer Service Excellence	08	XEN/SDE/AE/SAE	10.12.2022	17.12.2022
31	MA-01	BPDB Employee Service Rules, Labour Law and Industrial Relationship	09	Office Attendant/Driver/Security Guard/Technical Staff	12.12.2022	20.12.2022
32	IT-10	Training on Digital Platform (E-Payment System, Prepayment Metering System, Smart Metering, Snapshot Meter Reading System, Online Store Management) in BPDB	10	Officers of BPDB	19.12.2022	28.12.2022
33	T-25	Operation and Maintenance of 33 KV, 11 KV and 0.4 KV Distribution Line, Reduction of System Loss, Right of way and Public Motivation	10	Related Technical Staff of BPDB	22.12.2022	31.12.2022
January-2023						
34	IT -09	Smart grid and GIS Mapping	08	XEN/SDE/AE/SAE	01.01.2023	08.01.2023
35	T-12	Operation and Maintenance of Coal Power Plant and it's Auxiliaries	08	Related Technical Staff of BPDB	02.01.2023	09.01.2023
36	T-36	Public Procurement Rules (PPR)-2008, PPA-2006 & delegation of Financial Power-2018 of BPDB	10	Officers of BPDB	10.01.2023	19.01.2023
37	T-11	Operation and Maintenance of Hydro Power Plant and it's Auxiliaries	10	Related Technical staff of BPDB	11.01.2023	20.01.2023
38	MA-17	Communicative English & Developing effective communication skills	09	Officers of BPDB	22.01.2023	30.01.2023
39	MA-06	Customer Service Excellence & Office Etiquette	09	Staff of BPDB	23.01.2023	31.01.2023
February-2023						
40	T-24	Operation and Maintenance of Power & Distribution Transformer and 33/11 KV Substation	08	XEN/SDE/AE/SAE	01.02.2023	08.02.2023
41	T-18	Operation & Maintenance of Power Plant Auxiliaries, BOP and Machine Alignment.	08	Related Technical staff of BPDB	02.02.2023	09.02.2023
42	F-04	Auditing and Settlement of Audit Objections	08	Officers of BPDB	11.02.2023	18.02.2023
43	T-38	Occupational Health, Safety Environment and First Aid	08	Staff of BPDB	12.02.2023	19.02.2023
44	T-33	Enhancing Academic and Professional Development for School Teachers	08	BPDB's School Teacher	20.02.2023	27.02.2023
45	T-24	Operation and Maintenance of Power & Distribution Transformer and 33/11 KV Substation	07	Related Technical staff of BPDB	22.02.2023	28.02.2023

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	From
March-2023						
46	T-26	Electric Connection Procedure, Energy Meter Installation, Testing and Consumer Service Excellence	09	XEN/SDE/AE/SAE	01.03.2023	09.03.2023
47	T-10	Operation & maintenance of HFO & Diesel Engine Based Power Plant	09	Related Technical Staff of BPDB	02.03.2023	10.03.2023
48	IT-05	E-Filing, File Management, ERP for Development of Work Procedure & Services as per Secretariat Instruction 2014	08	Officers of BPDB	11.03.2023	18.03.2023
49	T-03	Operation & Maintenance of Combined Cycle Power Plant and Its Auxiliaries.	09	Related Technical Staff of BPDB	12.03.2022	20.03.2022
50	IT -06	Electronic Government Procurement (e-GP), APA and Delegation of Financial Power-2018	09	UDA/AA/SAA/JAA/LDA/Steno/Computer Operator	21.03.2023	29.03.2023
51	T-25	Operation and Maintenance of 33 KV, 11 KV and 0.4 KV Distribution Line, Reduction of System Loss, Right of way and Public Motivation	10	Staff of BPDB	22.03.2023	31.03.2023
April-2023						
52	T-27	Tariff Rule, COP and Electricity Act 2018 and Rules 2020	08	Officers of BPDB	01.04.2023	08.04.2023
53	T-39	Security of KPI, Firefighting and safety procedure	08	Office Attendant/Driver, Security Guard & Technical Staff.	02.04.2023	09.04.2023
54	T-06	Operation & maintenance of Steam Turbine Power Plant and it's Auxiliaries	09	Related Technical Staff of BPDB	10.04.2023	18.04.2023
55	IT -09	Smart grid and GIS Mapping	09	XEN/SDE/AE/SAE	11.04. 2023	19.04. 2023
May-2023						
56	MA-06	Customer Service Excellence & Office Etiquette	09	Officers of BPDB	02.05.2023	10.05.2023
57	E-06	Smart Pre-Payment Metering, Computerized Billing System and Customer Service Excellence	08	Related Technical Staff	04.05.2023	11.05.2023
58	MA-01	BPDB Employee Service Rules, Labour Law and Industrial Relationship	08	Staff of BPDB	13.05.2023	20.05.2023
59	MA-10	Inquiry Procedure & Report Writing, Punishment and Appeal According to the Service Rules of BPDB	08	Officers of BPDB	14.05.2023	21.05.2023
60	MA-15	Bangabandhu as a visionary and charismatic leader and his roles for the independence of Bangladesh	06	Officers of BPDB	23.05.2023	28.05.2023

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	From
61	T-08	Operation and Maintenance of Gas Turbine Power Plant and it's Auxiliaries	09	Related Technical staff of BPDB	22.05.2023	30.05.2023
June-2023						
62	MA-06	Customer Service Excellence & Office Etiquette	08	UDA/SAA/Steno/LD A/AA/JAA/ Comp. Operator	01.06.2023	08.06.2023
63	T-08	Operation & maintenance of Gas Turbine Power Plant and It's Auxiliaries	08	Related Technical Staff	03.06.2023	10.06.2023
64	IT-05	E-Filing, File Management, ERP for Development of Work Procedure & Services as per Secretariat Instruction 2014	08	Officers of BPDB	10.06.2023	17.06.2023
65	T-24	Operation and Maintenance of Power & Distribution Transformer and 33/11 KV Substation	08	Related Technical staff of BPDB	12.06.2023	19.06.2023
66	T-28	BPDB Tariff Rule & commercial operation procedure.	08	Officers of BPDB	19.06.2023	26.06.2023

Number of Targeted "On the Job Training (OJT)" for 2022-23: 25

Training Academy, BPDB, Khulshi, Chattogram



Training Academy

BPDB, Chattogram

Training Academy, BPDB, Chittagong was established in 1976, launching its first official activities as RTC, Ctg. at Rahmatgonj, M.M. Ali Road and last of all at biddyutbhaban, Chattogram. In December, 2014 it has started its operation as the Directorate of Chittagong Training Center.

Training Academy, BPDB, Chittagong, being situated at the confluence of hills and seas in the port city Chattogram, the commercial capital of Bangladesh carries an utmost importance for its geographical location.

The main objective of this Training Center is to conduct different training courses for both technical and non-technical officers and staffs for continuous development of manpower of Bangladesh Power Development Board. Focusing the objectives of Sustainable Development Goal (SDG) of 2030, this Training Center will be well equipped for super critical and ultra super critical thermal power plant and so the installation of a power plant simulator is under its planning. So, in near future Training Academy, BPDB, Chittagong will be the most modern Training Center for Mega Power Plants of Bangladesh.

Moreover, to meet the demand of skilled manpower in distribution zones various distribution field related courses are conducted here. In order to fill the gap of skilled manpower in the power sector Regular Electrical Trade Courses are also being introduced in this training Center on regular basis.

Training Academy, BPDB, Chittagong has been shifted to Khulshi at its own premises, a healthy and pollution free environment in 2005 near Foy's Lake which is rich in fascinating lakes, hillocks and beautiful natural sceneries.



Officers and Staff of Training Academy, BPDB, Chittagong

Annual Training Schedule for 2022-23
Training Academy, BPDB, Chittagong

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	From
July-2022						
1.	MA-19	Awareness Creation for Some Common Diseases	06	Officers of BPDB	02.07.2022	07.07.2022
2.	T-03	Operation and Maintenance of Combined Cycle Power Plant and it's auxiliaries	09	Technical Staff (P/S)	13.07.2022	21.07.2022
3.	T-26	Electricity Connection Procedure, Energy Meter Installation, Testing and Consumer Service Excellence	08	Technical Staff (Distribution)	16.07.2022	23.07.2022
4.	T-14	Operation & Maintenance of Generator, Boiler and Their Auxiliaries	10	Technical Staff (P/S)	19.07.2022	28.07.2022
5.	MA-01	BPDB Employees' Service Rules, Labour Law and Industrial Relationship	07	All Staff	25.07.2022	31.07.2022
August-2022						
6.	MA-17	Communicative English & Developing Effective Communication Skill	10	Officers of BPDB	01.08.2022	10.08.2022
7.	F-04	Auditing and Settlement of Audit Objections	10	AA/UDA/SAA /Steno/ LDA/JAA/ Equivalent	02.08.2022	11.08.2022
8.	MA-13	Leadership, Good Governance & SDG	05	Officers of BPDB	13.08.2022	17.08.2022
9.	E-25	Operation & Maintenance of Heavy furnace oil (HFO) and Diesel Engine Based Power Plant.	10	Technical Staff (P/S)	20.08.2022	29.08.2022
10.	T-39	Security of KPI, Firefighting and Safety Procedure	10	Security Guard/Staff	21.08.2022	30.08.2022
11.	T-40	Training for Medical Staff of BPDB	08	BPDB Medical Staff	24.08.2022	31.08.2022
September 2022						
12.	MA-02	Office Administration, Personnel Management and File Management as per Secretariat Instruction 2014	08	Officers of BPDB	01.09.2022	08.09.2022
13.	T-22	Training for Plant Operators of Power Station	09	Technical Operator & Attendants of (P/S)	03.09.2022	11.09.2022
14.	E-02	Relay & Protection, Fault Level Calculation, Setting, Coordination and DCS (Basic)	09	Technical Officers of BPDB	12.09.2022	20.09.2022
15.	T-24	Operation and Maintenance of Power & Distribution Transformer and 33/11 KV Substation	09	Technical Staff	14.09.2022	22.09.2022
16.	T-18	Operation & Maintenance of Power Plant Auxiliaries, BOP and Machine Alignment.	10	Technical Staff (P/S)	21.09.2022	28.09.2022

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	From
October-2022						
17.	E-06	Smart Pre-Payment Metering, Computerized Billing System and Customer Service Excellence	08	Technical Officers of BPDB	01.10.2022	08.10.2022
18.	MA-01	BPDB Employees' Service Rules, Labour Law and Industrial Relationship	09	All Staff	02.10.2022	10.10.2022
19.	T-08	Operation and Maintenance of Gas Turbine Power Plant And it's Auxiliaries	10	Technical Staff (P/S)	11.10.2022	20.10.2022
20.	E-07	Renewable Energy, Net Metering and Green House Effect in Bangladesh in Global Aspect	09	XEN/SDE/AE/SAE	22.10.2022	30.10.2022
21.	T-13	Operation & Maintenance of Water Treatment Plant	08	Technical Staff (P/S)	24.10.2022	31.10.2022
November-2022						
22.	T-09	Training for Switch Board Attendant (SBA)	09	SBA/CA (Distribution)	01.11.2022	09.11.2022
23.	MA-03	Office Administration & Record Keeping	09	AA/UDA/SAA/Steno/LDA/JAA/Equivalent	02.11.2022	10.11.2022
24.	T-25	Operation and Maintenance of 33 KV, 11 KV and 0.4 KV Distribution Lines, Reduction of System Loss, Right of way and Public Motivation	08	XEN/SDE/AE/SAE	13.11.2022	20.11.2022
25.	E-34	Operation & Maintenance of Hydro Power Plant and it's Auxiliaries	08	Technical Staff	14.11.2022	21.11.2022
26.	T-32	SWOT Analysis for Project Formulation, Implementation, Monitoring, Reporting , Evaluation and Closure	08	XEN/SDE/AE/SAE	22.11.2022	29.11.2022
27.	T-14	Operation & Maintenance of Generator, Boiler and Their Auxiliaries	08	Technical Staff (P/S)	23.11.2022	30.11.2022
December-2022						
28.	E-11	Distributed Control System (DCS) and I&C System in Power Plant	08	XEN/SDE/AE/SAE	01.12.2022	08.12.2022
29.	T-39	Security of KPI, Firefighting and Safety Procedure	09	Technical Staff (P/S)	03.12.2022	11.12.2022
30.	MA-23	Sustainable Development and Green Environment	10	Officers of BPDB	10.12.2022	19.12.2022
31.	T-33	Enhancing Academic and Professional Development for School Teachers	10	School Teachers of BPDB	12.12.2022	21.12.2022
32.	T-42	Driving Risk Awareness, Vehicle Act, Road Safety & Traffic Management	06	Drivers of BPDB	22.12.2022	27.12.2022
January-2023						
33.	E-02	Relay & Protection, Fault Level Calculation, Setting, Coordination and DCS (Basic)	10	XEN/SDE/AE/SAE	01.01.2023	10.01.2023

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	From
34.	T-18	Operation & Maintenance of Power Plant Auxiliaries, BOP and Machine Alignment.	10	Technical Staff (P/S)	02.01.2023	11.01.2023
35.	E-47	Basic Idea of Solar, Wind, Hydro, Coal and HFO Power Plant	08	Technical Officers of BPDB	12.01.2023	19.01.2023
36.	MA-10	Inquiry Procedure & Report Writing, Punishment and Appeal According to the Service Rules of BPDB	08	Officers of BPDB	23.01.2023	30.01.2023
February-2023						
37.	T-24	Operation and Maintenance of Power & Distribution Transformer and 33/11 KV Substation	08	Technical Staff (P/S)	01.02.2023	08.02.2023
38.	T-36	Public Procurement Rules (PPR)-2008, PPA-2006 & Delegation of Financial Power-2018 of BPDB	09	AA/SAA/JAA	05.02.2023	13.02.2023
39.	IT-05	e-Filing, File Management, ERP for Development of Work Procedure & Services as per Secretariat Instruction 2014	07	Officers of BPDB	12.02.2023	18.02.2023
40.	MA-19	Awareness Creation for Some Common Diseases	10	Staff	19.02.2023	28.02.2023
41.	MA-05	Annual Performance Agreement (APA) and National Integrity Strategy (NIS)	02	Officers of BPDB	26.02.2023	27.02.2023
March-2023						
42.	E-10	Sub-station Automation & SCADA System and their Protection	09	Technical Officers	01.03.2023	09.03.2023
43.	E-27	Waste to Energy and it's Environmental Impact	09	Technical Staff (P/S)	05.03.2023	13.03.2023
44.	MA-22	Stores Purchase and Online Store Management	09	Staff (Store)	12.03.2023	20.03.2023
45.	T-38	Occupational Health, Safety Environment and First Aid	09	Staff	14.03.2023	22.03.2023
46.	T-08	Mechanical and Electrical Maintenance of Power Station	07	Technical Staff (P/S)	23.03.2023	30.03.2023
April-2023						
47.	E-19	Operation and Maintenance of Coal Power Plant and it's auxiliaries	09	XEN/SDE/AE/SAE	02.04.2023	10.04.2023
48.	MA-03	Office Administration & Record Keeping	09	AA/UDA/SAA/LDA/JAA/Equivalent	03.04.2023	11.04.2023
49.	T-27	Tariff Rule, COP and Electricity Act 2018 and Rules 2020	07	Officers of BPDB	09.04.2023	15.04.2023
50.	T-03	Operation and Maintenance of Combined Cycle Power Plant and it's auxiliaries	08	Technical Staff (P/S)	12.04.2023	19.04.2023
51.	MA-10	Inquiry Procedure & Report Writing, Punishment and Appeal According to the Service Rules of BPDB	07	Staff	24.04.2023	30.04.2023
May-2023						

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	From
52.	IT -09	Smart Grid and GIS Mapping	09	XEN/SDE/AE/SAE	02.05.2023	10.05.2023
53.	T-10	Operation & Maintenance of HFO and Diesel Engine Based Power Plant.	09	Technical Staff (P/S)	03.05.2023	11.05.2023
54.	F-04	Auditing and Settlement of Audit Objections	08	Officers of BPDB	13.05.2023	21.05.2023
55.	T-38	Occupational Health, Safety Environment and First Aid	09	Staff	23.05.2023	30.05.2023
56.	T-16	Operation and Maintenance of Boiler and it's Auxiliaries	08	Technical Staff (P/S)	24.05.2023	31.05.2023
June-2023						
57.	F-01	Preparation of Budget and Financial Strategy	08	DD/XEN/ Addl Dir/Director/ SE	01.06.2023	08.06.2023
58.	T-15	Operation & Maintenance of Generator and it's Auxiliaries	09	Technical Staff (P/S)	03.06.2023	11.06.2023
59.	IT-05	e-Filing, File Management, ERP for Development of Work Procedure & Services as per Secretariat Instruction 2014	09	AA/UDA/SAA /Steno/LDA/JA A/ Equivalent	12.06.2023	20.06.2023
60.	E-06	Smart Pre-Payment Metering, Computerized Billing System and Customer Service Excellence	08	Staff (Distribution)	14.06.2023	21.06.2023
61.	T-13	Operation & Maintenance of Water Treatment Plant	07	Technical Staff (P/S)	22.06.2023	28.06.2023

**Target of “On the Job Training (OJT)” for the FY 2022-2023: 18 nos
Seminar on International Women’s Day**

Training Academy BPDB, Ghorashal, Narsingdi



Training Academy, BPDB, Ghorashal, Narsingdi

Training Academy, BPDB, Ghorashal is the famous one among all Training Centers of BPDB which started in 1977 and located within the compound of Ghorashal power station, Palash, Narsingdi and also located nearer to Ghorashal Urea fertilizer which is the famous fertilizer in Bangladesh. It is a modern & full placed Training Center, specialized for Power generation & general affairs training programme. There are three full furnished air conditioned officer's trainee hostels with cold and hot water facilities and one staff trainee hostel.

Apart from Mechanical, Electrical, Civil & Instrument Labs there is a high capacity Power plant simulator lab. To cope up with the demand of current age different new issues like Brief history of Bangladesh, The Constitution of the People's Republic of Bangladesh. National Integrity Strategy, Professional Ethics, Anti- Corruption, ERP, e-filing etc are included in training courses. This Training center conducted training programme as industrial training of different engineering universities.

Training Academy, BPDB, Ghorashal becomes a Center of excellence for developing patriotic, competent and professional personnel of power sector. Training Academy, BPDB, Ghorashal is committed to achieve the shared vision through developing competent and professional human resources by imparting quality training and development programmes. Training Academy, BPDB, Ghorashal demonstrate patriotism and ethics in it's activities and committed to achieving a diverse and highly professional workforce at all levels of the organization and to ensuring equity and equal opportunities for all irrespective of faith, creed, ethnicity, language, age, race, gender and physical infirmity.



Officers and staff of Training Academy, BPDB, Ghorashal

Annual Training Schedule for 2022-23
Training Academy, BPDB, Ghorashal

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	From
July-2022						
01	MA-18	Training of Trainers (TOT)	10	XEN/DD/SDE/AE/AD/Chemist.	15-07-2022	24-07-2022
02	T-02	Foundation Training for Sub-Assistant Engineers.	30	SAE (25 Persons)	18-07-2022	21-08-2022
03	IT-01	Computer Training on MS Office-Word, Excel and PowerPoint & BPDB Web site	10	Technical Staff /Non-Technical Staff	18-07-2022	27-07-2022
04	T-17	Operation & Maintenance of Substation and Evacuation Facilities of Power Station	10	SE/XEN/ SDE /AE/SAE	19-07-2022	28-07-2022
05	T-04	Operation of Combined Cycle Power Plant & its auxiliaries.	10	Technical Staff	24-07-2022	02-08-2022
August-2022						
06	T-36	Public Procurement Rules (PPR)-2008, PPA-2006 & Delegation of Financial Power-2018 of BPDB.	10	Officer's of BPDB	01-08-2022	10-08-2022
07	T-38	Occupational Health, Safety Environment, First Aid.	10	Technical Staff /Non-Technical Staff	02-08-2022	11-08-2022
08	T-02	Foundation Training for Sub-Assistant Engineers.	30	SAE (25 Persons)	24-08-2022	24-09-2022
09	T-08	Operation & Maintenance of Gas Turbine Power Plant & its auxiliaries.	10	Technical Staff	16-08-2022	25-08-2022
10	F-05	Basic Idea in TAX, AIT, CD-VAT & VAT and Other Financial Management.	10	XEN/DD/SDE/AE/AD/SAE	20-08-2022	29-08-2022
September 2022						
11	T-07	Operation of Steam Turbine Power Plant& its auxiliaries.	10	Technical Staff	04-09-2022	13-09-2022
12	T-20	Operation of Power Plant Simulator Gas Turbine.	10	XEN/DD/SDE/AE/AD/SAE	06-09-2022	15-09-2022
13	T-02	Foundation Training for Sub-Assistant Engineers.	30	SAE (25 Persons)	27-09-2022	27-10-2022
14	IT-01	Computer Training on MS Office-Word, Excel and Power Point & BPDB Web site	10	Technical Staff /Non-Technical Staff	13-09-2022	22-09-2022
15	T-38	Occupational Health, Safety Environment, First Aid.	10	Technical Staff /Non-Technical Staff	20-09-2022	29-09-2022
October-2022						
16	IT-05	E-Filing, File Management & ERP for Development of Work Procedure & Services as per Secretariat Instruction-2014.	10	Officer's of BPDB	02-10-2022	11-10-2022

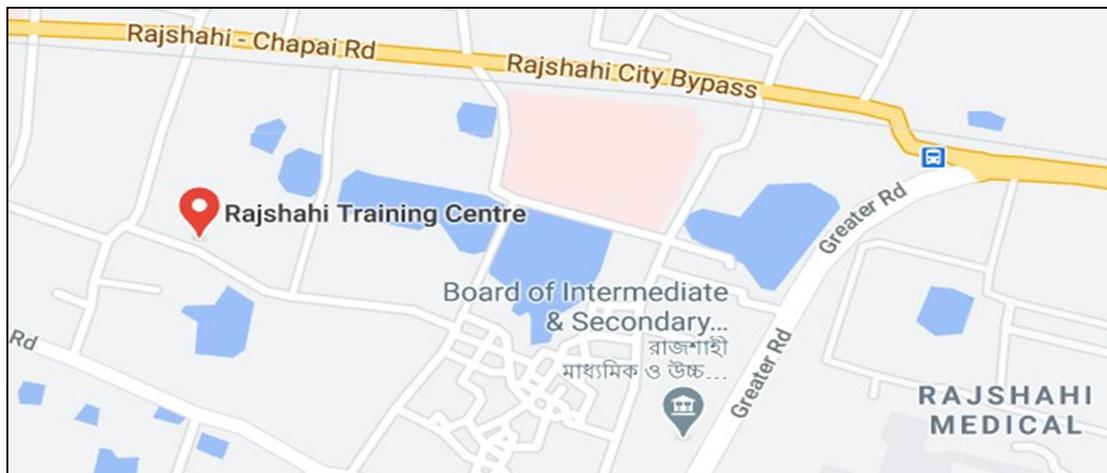
Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	From
17	E-07	Renewable Energy Net Metering and Green House Effect in Bangladesh in Global Aspect.	10	XEN/DD/SDE/AE/Chemist/AD/SAE	04-10-2022	13-10-2022
18	T-02	Foundation Training for Sub-Assistant Engineers.	30	SAE (25 Persons)	31-10-2022	30-11-2022
19	T-33	Enhancing Academic and professional development for School Teachers	10	School Teachers of BPDB.	17-10-2022	26-10-2022
20	T-39	Security of KPI, Fire fighting and Safety Procedure.	10	Officer's of BPDB.	23-10-2022	01-11-2022
November-2022						
21	T-15	Maintenance of Gas & Steam Turbines, Compressors and its auxiliaries(Basic Course)	10	Technical Staff	01-11-2022	10-11-2022
22	F-02	Basic Idea in TAX, VAT and Other Financial Management.	10	XEN/DD/SDE/AE/AD/SAE	06-11-2022	15-11-2022
23	T-05	Maintenance of Combined Cycle Power Plant & its auxiliaries.	10	Technical Staff	08-11-2022	17-11-2022
24	MA-01	BPDB Employees Service Rules, Labor Law and Industrial Relationship.	10	Non-Technical Staff	15-11-2022	24-11-2022
25	F-05	Basic Idea in TAX, VAT and Other Financial Activities.	10	Technical Staff Non-Technical Staff	21-11-2022	30-11-2022
December-2022						
26	T-02	Foundation Training for Sub-Assistant Engineers.	30	SAE (25 Persons)	03-12-2022	02-01-2023
27	T-19	Operation of Gas Turbine Power Plant& its auxiliaries.	10	Technical Staff	04-12-2022	13-12-2022
28	E-07	Renewable Energy Net Metering and Green House Effect in Bangladesh in Global Aspect.	10	XEN/DD/SDE/Sr. Chemist /AE /Chemist/ SAE	06-12-2022	15-12-2022
29	T-38	Occupational Health, Safety Environment, First Aid & Fire Fighting.	10	Technical Staff /Non-Technical Staff	13-12-2022	22-12-2022
30	T-20	Operation of Power Plant Simulator (Gas Turbine)	10	Technical Staff	26-12-2022	03-01-2023
January-2023						
31	IT-01	Computer Training on MS Office-Word, Excel and Power Point & BPDB Web site	10	XEN/DD/SDE/Sr. Chemist /AE/AD/Chemist/SAE	02-01-2023	11-01-2023
32	T-02	Foundation Training for Sub-Assistant Engineers.	30	SAE (25 Persons)	05-01-2023	05-02-2023
33	T-13	Operation & Maintenance of Water Treatment Plant.	10	Technical Staff	17-01-2023	26-01-2023
34	T-24	Operation & Maintenance of Power & distribution Transformer and 33/11kv Substation.	10	Technical Staff	22-01-2023	31-01-2023
35	T-22	Training for plant Operator of Power Station	10	Technical Operator and Attendants	24-1-2023	02-2-2023

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	From
February-2023						
36	T-05	Maintenance of Combined Cycle Power Plant & its auxiliaries.	10	Technical Staff	05-02-2023	14-02-2023
37	T-36	Public Procurement Rules (PPR)-2008 PPA-2006 & Delegation of Financial Power-2018 of BPDB.	10	Accounts related Non-Technical Staff	07-02-2023	16-02-2023
38	T-02	Foundation Training for Sub-Assistant Engineers.	30	SAE (25 Persons)	08-02-2023	09-03-2023
39	T-09	Operation of Gas Turbine Power Plant & its auxiliaries.	10	Technical Staff	18-02-2023	27-02-2023
40	T-17	Operation & Maintenance of Substation and Evacuation Facilities of Power Station.	10	SE/XEN/ SDE /AE/SAE	26-02-2023	07-03-2023
March-2023						
41	MA-17	Power Plant Switch Gear and Protection, Generator and & its auxiliaries and DCS (Basic Course)	10	Technical Staff	05-03-2023	14-03-2023
42	MA-08	Maintenance of Gas & Steam Turbines, Compressors and its auxiliaries (Advanced Course)	07	Technical Staff	14-03-2023	20-03-2023
43	T-02	Foundation Training for Sub-Assistant Engineers.	30	SAE (25 Persons)	12-03-2023	12-04-2023
44	MA-01	BPDB Employees Service Rules , Labour Law and Industrial Relationship.	10	Technical Staff /Non-Technical Staff	19-03-2023	28-03-2023
45	T-20	Operation of Power Plant Simulator (Gas Turbine)	10	Plant operator	21-03-2023	30-03-2023
April-2023						
46	T-12	Operation & Maintenance of Coal Power Plant & its auxiliaries.	10	Technical Staff	03-04-2023	12-04-2023
47	IT-05	E-Filing, File Management & ERP for Development of Work Procedure & Services as per Secretariat Instruction-2014.	10	Officer's of BPDB.	08-04-2023	17-04-2023
48	T-02	Foundation Training for Sub-Assistant Engineers.	30	SAE (25 Persons)	23-04-2023	24-05-2023
49	T-04	Operation of Combined Cycle Power Plant& its auxiliaries	10	XEN/DD/SDE/ Sr. Chemist /AE/AD/ Chemist/SAE.	24-04-2023	03-05-2023
50	T-16	Operation & Maintenance of Boiler and its auxiliaries.	09	Technical Staff	26-04-2023	04-05-2023
May-2023						
51	T-19	Operation of Power Plant Simulator (CCPP).	10	XEN/DD/SDE/ AE/SAE	07-05-2023	16-05-2023
52	T-36	Public Procurement Rules (PPR)-2008 PPA-2006 & Delegation of Financial Power-2018 of BPDB.	10	AA/SAA/JAA	14-05-2023	23-05-2023

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	From
53	T-19	Operation of Power Plant Simulator (CCPP).	10	Plant operator/ Technical Staff	22-05-2023	31-05-2023
54	T-24	Operation & Maintenance of Power & distribution Transformer and 33/11kv Substation.	10	Technical Staff	22-05-2023	31-05-2023
55	T-08	Power Plant Switch Gear and Protection, Generator and & its auxiliaries and DCS (Basic Course)	10	Technical Staff	23-05-2023	01-06-2023
June-2023						
56	T-05	Maintenance of Combined Cycle Power Plant & its auxiliaries.	10	Technical Staff	04-06-2023	13-06-2023
57	T-07	Operation of Steam Turbine Power Plant & its auxiliaries.	10	Technical Staff	05-06-2023	14-06-2023
58	T-19	Operation of Different Types of Power Plant Simulator (CCPP).	10	XEN/SDE/AE/S AE	06-06-2023	15-06-2023
59	MA-07	National integrity Strategy (NIS), Anti-Corruption, Etiquette and Manner, Professional Ethics & Organizational Behavior.	10	Technical / Non-Technical Staff	12-06-2023	21-06-2023
60	T-04	Operation of Combined Cycle Power Plant & its auxiliaries.	10	Technical Staff	13-06-2023	22-06-2023
Need Based Courses						
61	NB	Environment and Social Management System (ESMS) of Ghorashal Power Station	7	Officers of Ghorashal Power Station	22-08-2022	28-08-2022
62	NB	Environment and Social Management System (ESMS) of Ghorashal Power Station	7	Technical Staff of Ghorashal Power Station	02-10-2022	08-10-2022

Number of Targeted On the job training (OJT) for 2022-2023: 30Nos.

Training Academy, BPDB, Rajshahi



Training Academy, BPDB, Rajshahi

Bangladesh Power Development Board (BPDB) is the largest Organization of Bangladesh in Power Sector. It has some training center. Rajshahi Training Center is one of the most important training Center in BPDB. However not only does it conduct training, the training academy conducts training as well as regularly participates in all government activities. It is situated at Laxmipur, Baganpara area of Rajshahi metropolitan city which is located on the north side of the river “Padma”. Rajshahi is famous for “Rajshahi Silk,” it also the location of “Barendra Museum” which is known for it’s collection of local Sculpture and other artifacts dating from medieval times. Training Academy,

BPDB, Rajshahi is a modern training center that have air-conditioned class room, related laboratories, a gorgeous- conference room with multimedia and digital conferencing system, a prepared hostel that is provided with furniture for the trainees and a beautiful Mujib Corner here in memory of Bangabandhu Sheikh MujiburRahman. There is also a well decorated campus which is beautified by a flower garden, a nice pond and also a mango yard.

The training center planned training on distribution, office management and administration, E-gp& e-Filing and ERP, financial procedure, power plant etc. Also here, training is given to the trainees of other organizations in power sector and various universities. All the officers and staffs of this training center extend a sincere hand of cooperation to the trainees while conducting the training. The most important aspect of this training center is the best opportunity to demonstrate practically due to it’s location. There is also the availability of experienced trainers from BPDB and other organizations. Rajshahi Training Center starts it’s journey from 1975 named as “Regional Training Center” (RTC) with an aim of giving training to officers and staffs of BPDB in order to improve their skills, capabilities and knowledge of them for doing the job. The training will give the trainees a greater understanding of their responsibilities within their role and in turn build their confidence. This confidence will enhance their overall performances and this can only be beneficial for BPDB. Training Academy, BPDB, Rajshahi is working relentlessly and tirelessly to meet the challenges of the future in the power sector and the vision of the People’s Republic of Bangladesh.



Officers and staff of Training Academy, BPDB, Rajshahi

Annual Training Schedule for 2022-23
Training Academy, BPDB, Rajshahi

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	From
July-2022						
1	T-26	Electric Connection Procedure, Energy Meter Installation, Testing and Consumer Service Excellence.	10	All Technical Staff of Power Plant.	16.07.2022	25.07.2022
2	MA-03	Office Administration & Record Keeping.	10	UDA/SAA/ST ENO/AA/LDA / JAA/ Equivalent	17.07.2022	26.07.2022
3	T-14	Operation & Maintenance of Generator and Boiler and their Auxiliaries.	10	Technical Officer	18.07.2022	27.07.2022
4	F-04	Auditing and settlement of Audit Objections.	10	Staff Of BPDB	26.07.2022	04.08.2022
5	T-24	Operation and Maintenance of Power & Distribution Transformer and 33/11 KV Substation.	10	All Technical Staff of Power Plant.	28.07.2022	06.08.2022
August-2022						
6	T-06	ERP (Enterprise Recourse Planning), e-filing and Salary Automation through ERP and APA.	10	Staff Of BPDB	02.08.2022	11.08.2022
7	T-03	Operation & Maintenance of Combined Cycle Power Plant and its Auxiliaries.	09	XEN/SDE/AE /SAE	06.08.2022	14.08.2022
8	T-25	Operation and Maintenance of 33 KV, 11 KV and 0.4 KV Distribution Line, Reduction of System Loss, Right of way and Public Motivation	10	Technical Operator and Attendants	07.08.2022	16.08.2022
9	T-36	Public Procurement Rules (PPR)-2008, PPA-2006 & delegation of Financial Power-2018 of BPDB.	10	SAA/AA/JAA	16.08.2022	25.08.2022
10	T-27	Tariff Rule, COP and Electricity Act 2018 and Rules 2020.	09	Officer Of BPDB	17.08.2022	25.08.2022
11	T-12	Operation & Maintenance of Coal Power Plant & its Auxiliaries.	10	Technical Staff of Power Plant	22.08.2022	31.08.2022
12	MA-16	Strategies for implementing spirit of Liberation War and Life and Philosophy of the Father of the Nation Bangabandhu Sheikh Mujibur Rahman.	05	Staff of BPDB	27.08.2022	31.08.2022
September 2022						
13	MA-03	Office Administration & Record Keeping.	10	UDA/SAA/ST ENO/AA/LDA /JAA/Euqv.	03.09.2022	12.09.2022
14	T-10	Operation & Maintenance of HFO & Diesel Engine based Power Plant.	10	Technical Staff	05.09.2022	14.09.2022

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	From
15	T-18	Operation & Maintenance of Power Plant Auxiliaries, BOP and Machine Alignment.	10	XEN/SDE/AE/SAE	06.09.2022	15.09.2022
16	T-38	Occupational Health, Safety Environment and First Aid.	10	Staff Of BPDB	13.09.2022	22.09.2022
17	T-26	Electric Connection Procedure, Energy Meter Installation, Testing and Consumer Service Excellence.	10	Sales & Distribution related staff	17.09.2022	26.09.2022
18	MA-22	Store Purchase and Online Store Management.	10	Technical Officer and Store Officer	18.09.2022	27.09.2022
19	T-29	Training for Switch Board Attendant.	08	Staff Of BPDB	24.09.2022	02.10.2022
October-2022						
20.	T-03	Operation & Maintenance of Combined Cycle Power Plant and its Auxiliaries.	10	Technical Staff of Power Plant	01.10.2022	10.10.2022
21	T-25	Operation and Maintenance of 33 KV, 11 KV and 0.4 KV Distribution Line, Reduction of System Loss, Right of way and Public Motivation.	10	Technical Staff	03.10.2022	12.10.2022
22	MA-10	Inquiry Procedure & Report Writing, Punishment and Appeal According to the Service Rules of BPDB.	10	Officers Of BPDB	08.10.2022	17.10.2022
23	F-03	Accounts, Audit and Financial Activities of BPDB.	10	UDA/SAA/ST ENO/AA/LDA/JAA/Equivalent	15.10.2022	24.10.2022
24	T-27	Tariff Rule, COP and Electricity Act 2018 and Rules 2020.	08	Staff of BPDB	18.10.2022	25.10.2022
25	E-02	Relay & Protection, Fault Level Calculation, Setting, Coordination and DCS (Basic).	10	XEN/SDE/AE/SAE	20.10.2022	29.10.2022
November-2022						
27	T-16	Operation & Maintenance of Boiler and its Auxiliaries.	10	Technical Staff	01.11.2022	10.11.2022
28	IT-05	E-Filing, File Management, ERP for Development of Work Procedure & Services as per Secretariat Instruction 2014.	10	Officers Of BPDB	03.11.2022	12.11.2022
29	T-24	Operation and Maintenance of Power & Distribution Transformer and 33/11 KV Substation.	10	Technical staff	05.11.2022	14.11.2022
30	T-10	Operation & Maintenance of HFO & Diesel Engine based Power Plant.	10	Staff Of BPDB	13.11.2022	22.11.2022
31	T-28	BPDB Tariff Rule & Commercial Operation Procedure.	10	Technical Staff	15.11.2022	24.11.2022
32	F-04	Auditing and settlement of Audit Objections.	10	Officers of BPDB	20.11.2022	29.11.2022

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	From
33	T-29	Training for Switch Board Attendant.	08	SBA/CA (Distribution)	21.11.2022	28.11.2022
December-2022						
34	T-26	Electric Connection Procedure, Energy Meter Installation, Testing and Consumer Service Excellence.	10	Sales & Distribution related technical staff	03.12.2022	12.12.2022
35	T-37	Training For Doctors of BPDB For Professional Development.	10	Doctors of BPDB	04.12.2022	13.12.2022
36	T-36	Public Procurement Rules (PPR)-2008, PPA-2006 & delegation of Financial Power-2018 of BPDB.	10	AA/SAA/JAA	06.12.2022	15.12.2022
37	T-22	Training for plant Operator of Power Station.	10	Technical Operator and Attendants	13.12.2022	22.12.2022
38	E-09	Testing and Commissioning of both Power and Distribution Transformer.	10	XEN/SDE/AE /SAE	17.12.2022	26.12.2022
39	T-28	BPDB Tariff rule & Commercial Operation Procedure.	10	Technical Staff	19.12.2022	28.12.2022
40	MA-01	BPDB Employees Service Rules, Labour Law and Industrial Relationship.	07	Officers of BPDB	27.12.2022	02.01.2023
January-2023						
41	T-03	Operation & Maintenance of Combined Cycle Power Plant and its Auxiliaries.	10	All Technical Staff of Power Plant.	01.01.2023	10.01.2023
42	F-03	Accounts, Audit and Financial Activities of BPDB.	10	UDA/SAA/ST ENO/AA/LDA /JAA	02.01.2023	11.01.2023
43	E-06	Smart Pre-Payment Metering, Computerized Billing System and Customer Service Excellence.	08	Officer Of BPDB	05.01.2023	12.01.2023
44	MA-03	Office Administration & Record Keeping.	10	Staff Of BPDB	14.01.2023	23.01.2023
45	T-25	Operation and Maintenance of 33 KV, 11 KV and 0.4 KV Distribution Line, Reduction of System Loss, Right of way and Public Motivation.	10	Technical Staff	15.01.2023	24.01.2023

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	From
46	T-12	Operation & Maintenance of Coal Power Plants and its Auxiliaries.	10	Technical Officer	16.01.2023	25.01.2023
47	T-29	Training for Switch Board Attendant.	08	SBA/CA (Distribution)	24.01.2023	31.01.2023
February-2023						
48	MA-07	National Integrity Strategy (NIS), Anti-corruption, Etiquette & Manner, Professional Ethics and Organizational Behavior.	08	Staff Of BPDB	01.02.2023	08.02.2023
49	T-22	Training for plant Operator of Power Station.	10	Technical Operator and Attendants	02.02.2023	11.02.2023
50	T-28	BPDB Tariff rule & Commercial Operation Procedure.	10	Officers Of BPDB	04.02.2023	13.02.2023
51	T-25	Operation and Maintenance of 33 KV, 11 KV and 0.4 KV Distribution Line, Reduction of System Loss, Right of way and Public Motivation.	10	Technical Staff	09.02.2023	18.02.2023
52	T-24	Operation and Maintenance of Power & Distribution Transformer and 33/11 KV Substation.	10	Technical Staff	14.02.2023	23.02.2023
53	MA-18	Office Administration, Personnel Management & E-Filing.	10	Officers of BPDB	19.02.2023	28.02.2023
54	MA-14	Bangladesh: History, Society, Culture and Liberation War.	05	Staff Of BPDB	25.02.2023	01.03.2023
March-2023						
55	T-10	Operation & Maintenance of HFO & Diesel Engine based Power Plant.	10	Technical Staff	02.03.2023	11.03.2023
56	T-12	Operation & Maintenance of Coal Power Plant and its Auxiliaries.	10	Technical Staff of Power Plant	04.03.2023	13.03.2023
57	MA-10	Inquiry Procedure & Report Writing, Punishment and Appeal According to the Service Rules of BPDB.	10	Officer of BPDB	05.03.2023	14.03.2023
58	T-26	Electric Connection Procedure, Energy Meter Installation, Testing and Consumer Service Excellence	10	Sales & Distribution related staff	12.03.2023	21.03.2023
59	T-03	Operation & Maintenance of Combined Cycle Power Plant and its Auxiliaries.	10	Technical Staff	18.03.2023	27.03.2023
60	MA-12	Next Generation Information and Knowledge Dissemination to Realize the Agenda 2030 for Sustainable Development.	07	Officers of BPDB	22.03.2023	28.03.2023

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	From
61	T-24	Operation and Maintenance of Power & Distribution Transformer and 33/11 KV Substation.	10	Technical Staff	30.03.2023	08.04.2023
April-2023						
62	MA-03	Office Administration & Record keeping.	10	UDA/SAA/ST ENO/AA/LDA/JAA	03.04.2023	12.04.2023
63	T-25	Operation and Maintenance of 33 KV, 11 KV and 0.4 KV Distribution Line, Reduction of System Loss, Right of way and Public Motivation	10	Technical Operator and Attendants	09.04.2023	18.04.2023
64	T-36	Public Procurement Rules (PPR)-2008, PPA-2006 & delegation of Financial Power-2018 of BPDB.	10	AA/SAA/JAA	27.04.2023	06.05.2023
65	T-28	BPDB Tariff Rule & Commercial Operation Procedure.	10	Staff Of BPDB	29.04.2023	08.05.2023
May-2023						
66	MA-10	Inquiry Procedure & Report Writing, Punishment and Appeal According to the Service Rules of BPDB.	10	Officer of BPDB	02.05.2023	11.05.2023
67	T-05	Maintenance of Combined Cycle Power Plant and its auxiliaries.	10	Technical Staff	09.05.2023	18.05.2023
68	T-25	Operation and Maintenance of 33 KV, 11 KV and 0.4 KV Distribution Line, Reduction of System Loss, Right of way and Public Motivation.	10	Staff of BPDB	14.05.2023	23.05.2023
69	T-18	Operation & Maintenance of Power Plant Auxiliaries, BOP and Machine Alignment.	10	Officers Of BPDB	16.05.2023	25.05.2023
70	T-24	Operation and Maintenance of Power & Distribution Transformer and 33/11 KV Substation.	10	Staff of BPDB	20.05.2023	29.05.2023
71	MA-01	BPDB Employees Service Rules, Labour Law and Industrial Relationship.	07	Staff of BPDB	24.05.2023	30.05.2023
June-2023						
72	MA-03	Office Administration & Record keeping.	10	Staff of BPDB	01.06.2023	10.06.2023
73	T-36	Public Procurement Rules (PPR)-2008, PPA-2006 & delegation of Financial Power-2018 of BPDB.	10	Officer of BPDB	03.06.2023	12.06.2023
74	T-26	Electric Connection Procedure, Energy Meter Installation, Testing and Consumer Service Excellence.	10	Technical Staff of BPDB	04.06.2023	13.06.2023
75	T-03	Operation and Maintenance of Combined Cycle Power Plant and its auxiliaries.	10	Technical Staff	11.06.2023	20.06.2023

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	From
76	T-29	Training for Switch Board Attendant.	08	SBA/CA (Distribution)	14.06.2023	21.06.2023
77	T-10	Operation & Maintenance of HFO & Diesel Engine based Power Plant.	10	Technical Officers/ Chemist	15.06.2023	24.06.2023
78	MA-07	National Integrity Strategy (NIS), Anti-corruption, Etiquette & Manner, Professional Ethics and Organizational Behavior.	08	Staff Of BPDB	20.06.2023	27.06.2023

Number of Targeted "On the Job Training (OJT)" for 2022-23: 30.

Training Academy, BPDB, Tongi



Training Academy, BPDB, Tongi, Gazipur

Training Academy, BPDB, Tongi is one of the most important training institutions under the Bangladesh Power Development Board. It is situated at Tongi. Adjacent to this training center, there exist two offices of BPDB, one named CERS (Central Equipment Repair Shop) & the other one is CSD (Central Stores depot). Within the short periphery of the center, Tongi 80 MW Gas Turbine Power Plant & Tongi 230/132/33 KV Grid Substation & ZRS (Zonal Repairing Shop), the three other important installations are located. So, RTC, Tongi has been playing a very distinctive role in imparting technical as well as management, environment, occupational health-related training to the officers & staff of BPDB.

Training Academy, BPDB, Tongi being located adjacent to Dhaka, has the best available opportunity to provide skilled Engineer & experienced Trainer from BPDB Head office & another scope to demonstrate practical repairing & testing works of Power & Distribution transformers, Calibration & testing of Energy Meter at CERS, PDB. Moreover, trainees can easily visit nearby 80 MW Power Plant & 230/132/33 KV high voltages Sub-station with an objective of practical observation of the technical activities going on there.

At present, this Training Center has 4 (Four) air-conditioned classrooms equipped with multimedia projectors & audio sound system. Hostel, dining & library facilities are also available here.



Officers and staff of Training Academy, BPDB, Tongi

Annual Training Schedule for 2022-23
Training Academy, BPDB, Tongi

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	From
July-2022						
1	T-08	Operation & Maintenance of Gas Turbine Power Plant and it's Auxiliaries.	10	Technical Staff	17.07.2022	26.07.2022
2	T-25	Operation and Maintenance of 33 KV, 11 KV and 0.4 KV Distribution Line, Reduction of System Loss, Right of way and Public Motivation	10	Technical Staff	18.07.2022	27.07.2022
3	IT-11	ERP (Enterprise Resource Planning) and Salary Automation through ERP, e-filing and APA	10	Officer	19.07.2022	28.07.2022
August-2022						
4	T-43	Operation and Maintenance of Power Transformer	10	Technical Staff	01.08.2022	10.08.2022
5	E-14	Switchgear and Protection, Generator and its Auxiliaries and DCS (Basic)	10	Power Plant Engineers (XEN/SDE/AE /SAE)	02.08.2022	11.08.2022
6	T-38	Occupational Health, Safety Environment and First Aid	10	Staff	16.08.2022	25.08.2022
7	F-04	Auditing and settlement of Audit Objections	10	AA/UDA/LDA /SAA/JAA/ related Staff	21.08.2022	30.08.2022
September 2022						
8	MA-07	National Integrity Strategy (NIS), Anti-corruption, Etiquette & Manner, Professional Ethics and Organizational Behavior.	03	Officer	05.09.2022	07.09.2022
9	MA-01	BPDB Employees Service Rules, Labour Law and Industrial Relationship	10	Staff	06.09.2022	15.09.2022
10	E-11	Distributed Control System (DCS) and I & C system in power plant.	10	XEN/SDE/AE/ SAE	18.09.2022	27.09.2022
11	T-08	Operation & Maintenance of Gas Turbine Power Plant and it's Auxiliaries.	10	Technical Staff	20.09.2022	29.09.2022
October-2022						
12	MA-03	Office Administration & Record keeping	10	UDA/LDA /related Staff	03.10.2022	13.10.2022
13	T-06	Operation & Maintenance of Steam Turbine Power Plants and its auxiliaries	10	Technical Staff	10.10.2022	19.10.2022

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	From
14	E-15	Maintenance of Gas & Steam Turbine, Compressor and its Auxiliaries and Turbine Alignment (Basic)	10	Power Plant Engineers (XEN/SDE/AE /SAE)	16.10.2022	25.10.2022
15	T-36	Public Procurement Rules (PPR)-2008, PPA-2006 & Delegation of Financial Power-2018 of BPDB.	10	Assistant Accountant/ SAA/JAA	18.10.2022	27.10.2022
November-2022						
16	IT -06	Electronic Government Procurement (e-GP), APA and Delegation of Financial Power-2018	10	(Technical/Accounts Officers)	01.11.2022	10.11.2022
17	T-08	Operation and Maintenance of Gas Turbine Power Plant and it's Auxiliaries.	10	Technical Staff	06.11.2022	15.11.2022
18	T-44	Operation and Maintenance of Distribution Transformer	10	Technical Staff	13.11.2022	22.11.2022
19	MA-06	Customer Service Excellence & Office Etiquette	10	Staff	20.11.2022	29.11.2022
December-2022						
20	MA-03	Office Administration & Record keeping	10	UDA/LDA /related Staff	04.12.2022	13.12.2022
21	T-27	Tariff Rule, COP and Electricity Act 2018 and Rules 2020	10	Officer	05.12.2022	14.12.2022
22	T-39	Security of KPI, Firefighting and safety procedure	10	Security Guard/Staff	12.12.2022	21.12.2022
23	IT -09	Smart Grid and GIS Mapping	10	XEN/SDE/AE/ SAE	18.12.2022	27.12.2022
January-2023						
24	T-25	Operation and Maintenance of 33 KV, 11 KV and 0.4 KV Distribution Line, Reduction of System Loss, Right of way and Public Motivation	10	Technical Staff	02.01.2023	11.01.2023
25	E-10	Sub-station Automation & SCADA System and their Protection	10	Technical officer of BPDB	03.01.2023	12.01.2023
26	T-03	Operation & Maintenance of Combined Cycle Power Plant and it's Auxiliaries	10	Technical Staff	15.01.2023	24.01.2023
27	IT -11	ERP (Enterprise Resource Planning) and Salary Automation through ERP, e-filing and APA	10	Staff	16.01.2023	25.01.2023
28	T-26	Electric Connection Procedure, Energy Meter Installation, Testing and Consumer Service Excellence	10	Technical Staff	22.01.2023	31.01.2023

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	From
February-2023						
29	T-08	Operation and Maintenance of Gas Turbine Power Plant and it's Auxiliaries.	10	Technical Staff	05.02.2023	14.02.2023
30	E-02	Relay & Protection, Fault Level Calculation, Setting, Coordination and DCS (Basic)	10	(Technical Officer)- Distribution/ Power Station	06.02.2023	15.02.2023
31	MA-19	Awareness Creation for Some Common Diseases	10	Officer /Staff (Female)	13.02.2023	23.02.2023
32	T-43	Operation and Maintenance of Power Transformer	10	Technical Staff	19.02.2023	28.02.2023
March-2023						
33	MA-01	BPDB Employees Service Rules, Labour Law and Industrial Relationship	10	Staff	06.03.2023	15.03.2023
34	MA-02	Office Administration, Personnel Management and File Management as per Secretariat Instruction 2014	10	Officer	07.03.2023	16.03.2023
35	E-06	Smart Pre-Payment Metering, Computerized Billing System and Customer Service Excellence	10	Technical Officers	19.03.2023	28.03.2023
36	T-06	Operation & Maintenance of Steam Turbine Power Plants and its auxiliaries	10	Technical Staff	21.03.2023	30.03.2023
April-2023						
37	MA-07	National Integrity Strategy (NIS), Anti-corruption, Etiquette & Manner, Professional Ethics and Organizational Behavior.	03	Staff	01.04.2023	03.04.2023
38	T-08	Operation & Maintenance of Gas Turbine Power Plant and its auxiliaries.	10	Officer	02.04.2023	11.04.2023
39	T-38	Occupational Health, Safety Environment and First Aid	10	Staff	03.04.2023	12.04.2023
40	T-36	Public Procurement Rules (PPR)-2008, PPA-2006 & Delegation of Financial Power-2018 of BPDB.	10	Assistant Accountant/ SAA/JAA	04.04.2023	13.04.2023
May-2023						
41	T-12	Operation & Maintenance of Coal Power Plant and its auxiliaries.	10	Technical Staff	02.05.2023	11.05.2023
42	T-03	Operation & Maintenance of Combined Cycle Power Plant and Its Auxiliaries.	10	XEN/SDE/AE/ SAE	07.05.2023	16.05.2023

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	From
43	T-44	Operation and Maintenance of Distribution Transformer	10	Technical Staff	21.05.2023	30.05.2023
44	MA-01	BPDB Employees Service Rules, Labour Law and Industrial Relationship	10	Staff	22.05.2023	31.05.2023
June-2023						
45	T-12	Operation & Maintenance of Coal Power Plant and its Auxiliaries.	10	XEN/SDE/AE/SAE	05.06.2023	14.06.2023
46	T-39	Security of KPI, Firefighting and safety procedure	10	Security Guard/Staff	06.06.2023	15.06.2023
47	T-03	Operation & Maintenance of Combined Cycle Power plant and its auxiliaries	10	Technical Staff	11.06.2023	20.06.2023
48	MA-19	Awareness Creation for Some Common Diseases	10	Officer (Male)	13.06.2023	22.06.2023

Number of Targeted "On the Job Training (OJT)" for FY 2022-23: 15