



Bangladesh Power Development Board (BPDB)

Annual Training Program 2021-2022

Office of the General Manager (Training)

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Message From Chairman, Bangladesh Power Development Board



With the ever-growing economic and industrial development of Bangladesh, one of the prime challenge of BPDB to provide quality power supply to meet the increasing demand as electricity makes a huge contribution to our national economy. Therefore, the development of Human Resource is the prime need of the time. We are committed to create more effective, efficient, need-based, and target-oriented training program to develop skilled, motivated, and pro-active human resources so that affordable, reliable and quality energy to the nation can be ensured.

As electricity is the lifeline to economic and industrial growth, it plays a great role in the socio-economic development of a country. Power Generation Capacity has a massive impact on the growth rate of Gross Domestic Product (GDP). This year, we just have celebrated the 50th anniversary of our independence and the birth centennial (Mujib Borsho) of our great leader and Father of The Nation Bangabandhu Sheikh Mujibur Rahman. We have promised to maintain the accelerated development of the power sector to build a developed nation by 2041.

We have already met the target set by vision 2021 by covering more than 99% area of Bangladesh with electricity and we are keen to meet the future prospective goals "Vision 2041". As of April 2021, our maximum generation capacity has soared to 25,227 MW and many power generation units are yet to come into operation in the near future. We are also focusing on strengthening the distribution systems to deliver the increased demand. In order to maintain such a tremendous growth of power sector we need to form a very sound and skilled workforce.

Our Government has incorporated the mid-term goal; 8th Five-Year Plan with Sustainable Development Goals (SDG) promulgated by United Nations, to build a sustainable, clean and affordable Power Systems. Thus, to meet the future targets dealing with rapid technological advancements, it is imperative to create professionals with sound technical skills. So, there are no other alternatives than to provide advanced training facilities towards the employees to familiarize with the ever changing technological know-hows.

I am delighted that during the pandemic we were able to conduct training courses through virtual means. The efforts exerted by the training personnel associated with organizing and conducting these training programs was phenomenal. I also appreciate all the BPDB officers and staffs to get familiar with the new virtual means of training system. In FY 20-21 we have achieved the Man-Hour target despite the COVID-19 outbreak that pulled down our physical activities.

I firmly believe that the courses outlined by training wing on behalf of the Bangladesh Power Development Board will focus on the overall quality improvement of our Human Resources, enabling BPDB to make greater contributions to the social, economic and industrial advancement of the country.

Engr. Md. Belayet Hossain
Chairman
Bangladesh Power Development Board



Message From Member (Administration), Bangladesh Power Development Board



In a dynamic and fast-paced developing world, training and development is an indispensable function in any organization. Employees need to be trained on how to be good leaders, and training allows employees to acquire new skills, sharpen existing ones, and perform better, increase productivity. Since an organization is the sum total of what employees achieve individually, organizations should do everything in their power to ensure that employees perform at their peak. To keep pace with the modern technology and market trends, capacity building is an inevitable need for any organization.

The ultimate target for everyone at Bangladesh Power Development Board is to achieve the goals set in the “Vision 2021” to provide a consistent, reliable, and quality supply of power at an affordable rate. The training wing is working relentlessly to bring about the infrastructural and administrative upgrades. When we need a massive number of both technical and non-technical employees to work as one team to reach a singular objective, training is the only unifying exercise.

The Annual Training Program of BPDB for the year 2020-2021 acquaints its readers with the upcoming scheduled training sessions and technical services. The training programs are designed to upskill members of this organization from all respects, resulting in a collective boost in the quality of services. We are looking forward to take on greater technical and managerial challenges with the aid of our well-trained, skilled, and motivated human resources.

We are striving to perform at the highest efficiency rate possible in the interest of our country's prosperity for which, the steady production and distribution of power is pivotal. The Training Centers are intended to provide quality training on relevant topics, in an environment best suited for focusing and learning. The purpose of building superior residential and classroom facilities is to ensure that our employees focus only on learning and make the best possible utilization of these state-of-the-art facilities.

In this connection, it will be worth mentioning the efforts of our training department during this global COVID-19 pandemic. Though Novel Corona Virus pandemic has locked all the doors of markets, factories, offices, schools and universities and when people have been forced to stay inside their houses; other platforms have opened up hundreds of windows for learning and thus our training department has seized that opportunity by introducing online training for the first time and deliver it in such a larger scale which demands tremendous amount of passion and skills. I wholeheartedly appreciate everything you have done to this end and hope that you will keep up the good work with greater successes.

I would like to request our employees to expand their skill sets and enrich their quality as employees of this distinguished organization by taking the opportunities offered by BPDB and wish you all success in such training programs you undertake.

Sk Aktar Hossain

Joint Secretary of the Govt. of the People's Republic of Bangladesh &
Member, Finance and Admin (Addl Charge),
Bangladesh Power Development Board



Message From General Manager, Training



In the last few decades, the world has seen massive technological advancement with the up-gradation and modernization of existing technologies. To keep with such advancement and innovation of new technologies, the development of Human Resource is the prime need of the time. It is the firm intension of the training wing of BPDB to make the training program more effective, efficient and appropriate to develop the Human Resources to ensure quality and reliable electricity to the nation.

The UN General Assembly on Sustainable Development adopted Sustainable Development Goals (SDGs) for 2030 in which it promises to achieve “Affordable and Clean Energy” in its goal no. 7 and Bangladesh is very keen to fulfill certain goals on this indicator. In order to achieve such goals the Government of Peoples’ Republic of Bangladesh has undertaken several mid-term and long-term prospective plans to ensure quality service to its people by creating a highly qualified manpower in the power sector. As Bangladesh Power Development Board (BPDB) deals with the bulk power generation, it needs to provide quality power supply to its utility organizations and thus it is imperative for us to build skilled manpower to fulfill the targeted goals.

During the worldwide pandemic of COVID-19, the training directorates of BPDB have successfully fulfilled the targeted Man-Hour trainings set by Power Division to its officers and staffs through virtual medium and in future we are confident that we will be able to fulfill the targets as per requirements.

The training centers of BPDB are equipped with advanced computer labs along with high class residential facilities to ensure the positive outcome from each training program. We also have a very well designed curriculum on Power Plant Simulator, e-filing, e-gp, AutoCAD etc to keep the employees updated with the latest technical know-how as well as to improve their administrative skills. Along with highly technical issues, employees will be trained on various topics such as Leadership and Corporate culture, HRM, Integrity and Anti-corruption, TQM, Workplace etiquette manner etc.

I firmly believe that, the continuous and diligent efforts exerted by all the personnel involved in training directorates will make our objective a grand success and enhance skills among our employees.

Engr. Khandokar Mokammel Hossain
General Manager, Training
Bangladesh Power Development Board



Message From Director, Training & Career Development



Training and development refers to the formal, ongoing efforts that are made within organizations to improve the performance and self-fulfillment of its employees through a variety of educational methods and programs. Training provides the necessary guidance which is required for the development of human resources. It is an integral part to improve the human resources through the acquisition of advanced knowledge and skills as per the changing requirements. As BPDB is an organization filled with engineers and technical staff, an effective and solid training platform is needed to train its manpower to deal with the advanced technologies.

Training is an effective tool that can bring an employee into a position where they can do their job correctly, effectively, and conscientiously resulting in the development of the individual and advancement of the organization. Bangladesh Power Development Board has made the development of its human resource as one of its top priorities. To keep up with the modern technological advancements, we need advanced training facilities to create more informed, more skilled, and more adapted employees. We are relentlessly working to improve our employee's caliber.

The industrial and economic development of a country is largely dependent of its power sector. I believe that, we are working relentlessly to build well trained and skilled professionals, in order to ensure reliable, affordable, and quality power for the development of the country. I believe that, employees will fully utilize the facilities provided in these training sessions and become better versions of themselves, both as employees and as a human being.

I am pleased that during the global COVID-19 pandemic we were able to continue our training activities through online. In FY 20-21 we were successfully able to fulfill our yearly training target.

I fervently believe that, we will continue to organize effective, efficient, and need-based training programs for developing the capacity of the employees of the Bangladesh Power Development Board.

Engr. Md. Abdus Sattar Miah
Director, Training & Career Development
Bangladesh Power Development Board

Vision of BPDB

To deliver uninterrupted quality power.

সকলের নিকট নিরবচ্ছিন্ন মানসম্মত বিদ্যুৎ পৌঁছে দেয়া।

Mission of BPDB

To secure continuous growth of electricity for sustainable development and ensure customer satisfaction.

টেকসই উন্নয়ন ও গ্রাহকের সন্তুষ্টি নিশ্চিত করার লক্ষ্যে বিদ্যুতের অব্যাহত প্রবৃদ্ধি বজায় রাখা।

Objective of BPDB

- To be engaged in implementing the development program of the government in the power sector;
- To adopt modern technology and ensure optimum utilization of the primary and alternative source of fuel for sustainable development of power generation projects;
- To purchase power as a Single Buyer from power producers;
- To provide reliable power supply to customers enabling socio economic development;
- To promote a work culture, team spirit and inventiveness to overcome challenges;
- To promote ideas, talent and value systems for employees.

Short, Mid and Long Term Training Plans

Short Term Training Plan

1. Assess the needs of the training (Need based assessment) for different level of staffs and officers of BPDB and prepare the Annual Training Program Accordingly.
2. Provide technical, financial and administration training to all technical and non-technical staffs and arrange training program for entry level to Executive level or equivalent officers. Also to provide administrative and management training from SE/equivalent level to CE/equivalent level.
3. Provide training to newly recruited officers through basic training (foundation level) courses.
4. Arrange special training courses to achieve instant or emergency targets of BPDB.
5. Prepare internal expert trainer panel for power sector/BPDB's regular training programs.
6. Hire external resources person from different esteemed organizations on case to case basis depends on the content and requirements of the subject.
7. Increase the skills and capacity of officers/staffs in their workplace through on job training.
8. Evaluate the trainees before and after the training program and send the evaluation report to their head of department for their feedback.
9. Nominate and release the trainees through ERP software to ensure training for all.
10. Arrange technical seminar regularly to transfer latest technology, disseminate technical knowledge and experience to BPDB officers from esteemed native and foreign organization/working partners of BPDB.
11. Rearrange the honorarium level of resource persons by comparing to other Bangladeshi training centers/organizations.
12. Provide minimum man-hour training target for all employees given by the government.

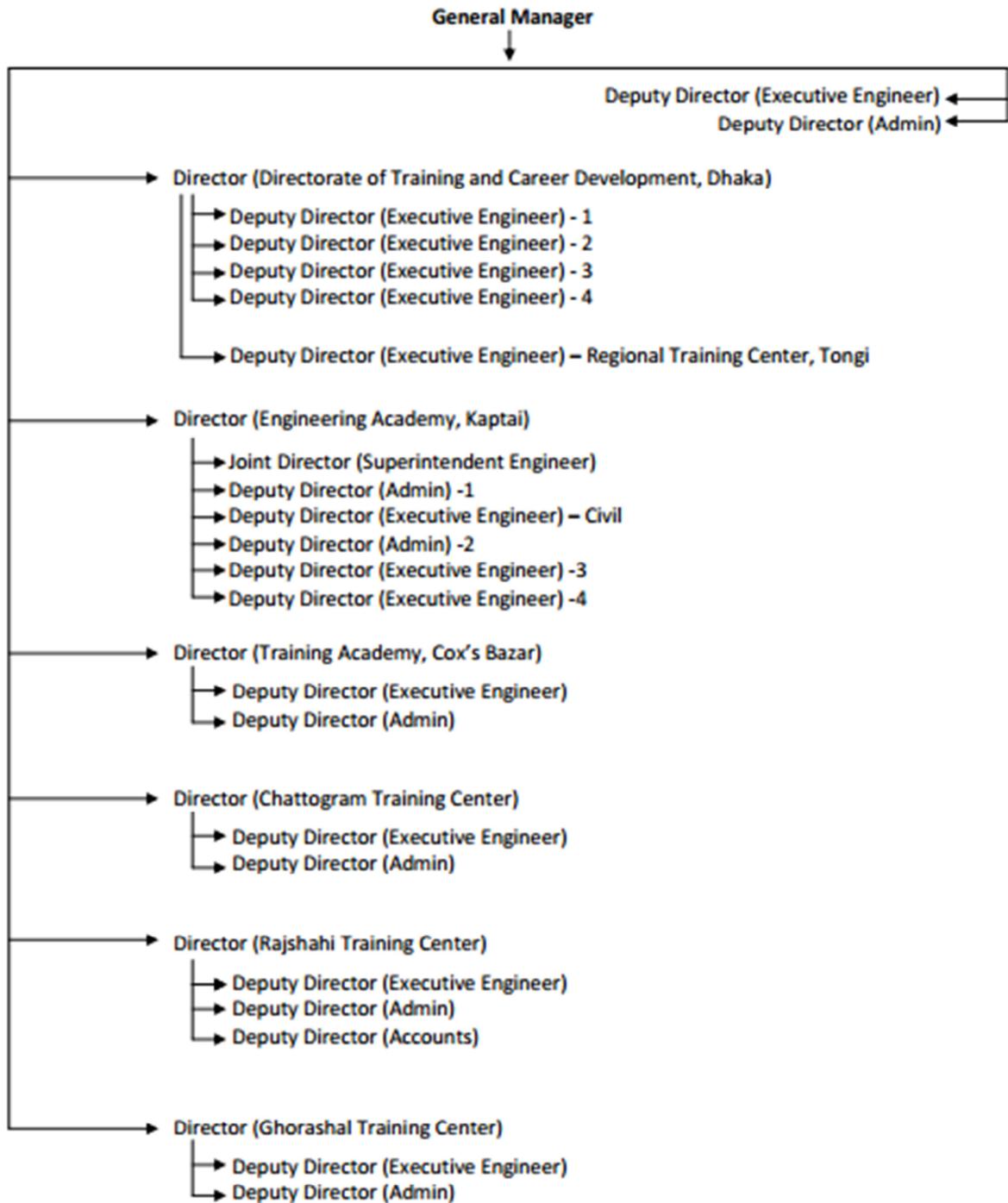
Mid Term Training Plan

1. Arrange advanced training courses where applicable to increase the expertise of the trainees who takes the basic training course. Trainees will be nominated for advanced course who will do well in the basic courses and good performance in next three months in the respective field.
2. Evaluate the trainees after completion of the training and get feedback from their head of offices whether the trainees can improve their skill in their workfield.
3. Provide training through Power Plant and Distribution Simulation software to make the Engineers of BPDB expert on operation and maintenance of Power Plant and Distribution installations.
4. Arrange TOT (Training of Trainers) courses regularly for our internal trainers and also send them to other training organization's TOT programs in home and abroad to increase their expertise.
5. Arrange Refresher's Training course for the trainees to exchange their experience which they achieved by applying their training knowledge in their workplace.

Long Term Training Plan

1. Step by step training convert BPDB's human resources to expert in their respective fields and subsequently.
2. Install modern equipped lab in BPDB's training centers to give technical trainings.
3. Provide foreign training to the officers of new power plant and distribution installations to operate and maintain the new machine or technology.
4. To develop the infrastructure of BPDB's training centers and modernize it by providing better logistic supports.

Organogram of Training Wing of BPDB



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 & BPPI. 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.



Welcoming Ceremony of Mr Khandokar Mokammel Hossain, GM Training, BPDB arranged by Directorate of Training & Career Development, BPDB, Dhaka



Award receiving Ceremony of National Integrity Strategy 2019-20 of BPDB. The Director, Directorate of Training & Career Development, BPDB, Dhaka, Mr Md. Abdus Sattar Miah is receiving the award from the Honorable Members of BPDB

Annual Training Schedule for 2021-22

Directorate of Training & Career Development

BPDB, Dhaka.

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	To
July-2021						
01	MA-26	Awareness Creation for some common diseases	10	Female Staff of BPDB	04.07.2021	13.07.2021
02	M-07	Communicative English & Developing Effective Communication Skill	11	Officer	05.07.2021	15.07.2021
03	T-03	Occupational Health And Safety, First Aid & Fire Fighting	10	Officers of BPDB	05.07.2021	14.07.2021
04	E-43	SWAT Analysis for Project Formulation, Implementation, Monitoring, Reporting, Evaluation and Closure (Advanced Course)	07	XEN, SE, CE (DPD/ PD)	26.07.2021	01.08.2021
August -2021						
05	F-02	Accounts And Financial Management	10	Staff of BPDB	01.08.2021	10.08.2021
06	M-17	Operation & Maintenance of Combined Cycle Power Plant	10	Technical Officer	02.08.2021	11.08.2021
07	MA-17	BPDB Employees Service Rules, Labour Law and Industrial Relationship	10	Officer	08.08.2021	18.08.2021
08	F-01	PPR-2008, PPA-2006 & Financial delegation Power-2018 of BPDB	10	UDA/SAA/ STENO /AA /LDA cum comp. opera./JAA/ store keeper/Technical Staff	22.08.2021	01.09.2021
09	M-04	Driving Risks, Awareness, Vehicle Act, Road Safety & Traffic Management	09	Drivers	23.08.2021	31.08.2021
10	T-05	Independent Power Producer (IPP) And PPA (Basic)	05	(Technical and Accounts Officer)	23.08.2021	29.08.2021
September-2021						
11	MA-23	Training For Doctors of BPDB For Career Development	09	(Doctors of BPDB)	01.09.2021	09.09.2021
12	MA-13	National Integrity Strategy, Anti Corruption, Etiquette & Manners, Professional Ethics and Organizational Behavior.	10	UDA/SAA/ STENO/AA /LDA cum comp. opera./JAA /Store keeper/Teacher	05.09.2021	14.09.2021
13	M-03	Office Administration & Record Keeping	10	Staff	06.09.2021	15.09.2021
14	E-08	Basic course on Transformer Relay Protection, Setting coordination, Fault Analysis And Power Transformer Commissioning	10	XEN/SDE/AE/SAE	19.09.2021	28.09.2021
15	MA-16	General Conduct and Discipline, Inquiry Procedure, Punishment and Appeal Rules & General Laws of Bangladesh	10	Staff of BPDB	20.09.2021	29.09.2021

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	To
16	E-31	Operation and Maintenance of Generator and Boiler and Their Auxiliaries	10	Staff of BPDB	21.09.2021	29.09.2021
October-2021						
17	MA-17	BPDB Employees Service Rules, Labor Law and Industrial Relationship	11	UDA/SAA/ STENO/AA /LDA cum comp. opera./JAA/ store keeper/Technical Staff	03.10.2021	12.10.2021
18	M-18	Training for Inquiry Officers	10	Officer	04.10.2021	13.10.2021
19	T-15	Basic Course on Pre-Payment Metering, bill preparation, customer service and behavior.	09	XEN/SDE/AE/SAE	06.10.2021	14.10.2021
20	T-13	Security , Fire fighting and safety procedure	10	Security Guard/Helper from Power Station & Distribution	17.10.2021	27.10.2021
21	E-37	Tariff Rule, COP and Electricity Act 2018 and Rules 2020	10	UDA/SAA/ STENO /AA/LDA/JAA & Related Staff	18.10.2021	28.10.2021
22	MA-12	Customer Service & Behavior	08	Staff	24.10.2021	31.10.2021
November-2021						
23	F-01	PPR-2008, PPA-2006 & Financial delegation Power-2018 of BPDB	10	Officer	01.11.2021	10.11.2021
24	M-07	Communicative English & Developing Effective Communication Skill	11	Officer	01.11.2021	11.11.2021
25	MA-30	Store Management, Inventory System, Custom Assessment, Goods Delivery Procedure, CD VAT, Tax &AIT	10	AE equivalent to XEN	07.11.2021	16.11.2021
26	MA-26	Awareness Creation for some common diseases	10	Female Staff of BPDB	14.11.2021	23.11.2021
27	T-03	Occupational Health And Safety, First Aid & Fire Fighting	10	Staffs of BPDB	21.11.2021	30.11.2021
28	M-24	Leadership, Good Governance and SDG	07	Officer(Technical/ Non-Technical)	22.11.2021	01.12.2021
December-2021						
29	MA-25	Training on Fire Detection and Protection System in KPI Power Plant of BPDB	10	Staff of Power Station	05.12.2021	14.12.2021
30	E-42	Training on Civil Engineering & Architecture	10	Technical Officers	06.12.2021	15.12.2021
31	MA-27	Awareness Course On ISO 9001 And ISO 45001 Standard Certification Practice Of BPDB	05	AE/Equivalent and Above (Technical and Non-Technical)	06.12.2021	12.12.2021
32	E-09	Applied course on Transformer Relay Protection, Setting coordination, Fault Analysis And Power Transformer Commissioning	10	XEN/SDE/AE/SAE	19.12.2021	28.12.2021
33	F-03	Auditing And Settlement Of Audit Objections	10	Staff	20.12.2021	29.12.2021
34	E-32	Energy Meter Installation For Electricity Connection, Testing And Consumer Oriented Service And Behavior	10	XEN/SDE/AE/SAE	21.12.2021	30.12.2021
January-2022						
35	T-14	Preparation of Tender Document (Local, International & EOI)/ Contract Document	10	Officer	02.01.2022	11.01.2022

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	To
36	M-09	Enhancing Academic and Professional development for School Teachers	10	School Teacher	03.01.2022	12.01.2022
37	MA-32	Training For Doctors of BPDB For Career Development (Advanced).	09	(Doctors of BPDB)	03.01.2022	11.01.2022
38	MA-26	Awareness Creation for some common diseases	10	Male Staffs of BPDB	16.01.2022	25.01.2022
39	F-09	Preparation of Budget and Financial Strategy	09	DD/XEN/Addl.Dir/ Director SE	19.01.2022	27.01.2022
40	MA-31	Special Course for Security Guard of BPDB	08	Security Guard	24.01.2022	31.01.2022
February-2022						
41	MA-17	BPDB Employees Service Rules, Labor Law and Industrial Relationship	10	UDA/SAA/ STENO /AA /LDA cum comp. opera./JAA/ store keeper/Technical Staff	01.02.2022	10.02.2022
42	M-17	Operation & Maintenance of Combined Cycle Power Plant	10	Technical Officer	01.02.2022	10.02.2022
43	T-16	Advanced Course on Pre-Payment Metering, customer service and behavior	09	XEN/SDE/AE/SAE	06.02.2022	14.02.2022
44	M-17	Pre-inspection and Post Shipment Inspection, Factory Witness and Acceptance Test	11	Technical Officer of BPDB	13.02.2022	22.02.2022
45	M-04	Driving Risks, Awareness, Vehicle Act, Road Safety & Traffic Management	10	Drivers	15.02.2022	24.02.2022
46	MA-24	Training for Medical Staff of BPDB	10	medical Staff of BPDB	22.02.2022	03.03.2022
March -2022						
47	M-03	Office Administration & Record Keeping	10	Staff	01.03.2022	10.03.2022
48	F-01	PPR-2008, PPA-2006 & Financial delegation Power-2018 of BPDB	10	UDA/SAA/ STENO /AA /LDA cum comp. opera./JAA/ store keeper/Technical Staff	06.03.2022	15.03.2022
49	T-03	Occupational Health And Safety, First Aid & Fire Fighting	09	Officers of BPDB	08.03.2022	16.03.2022
50	E-40	Basic course for Project Formulation, Implementation, Monitoring, Reporting, Evaluation and Closure.	10	AE to XEN, SE and Above	20.03.2022	29.03.2022
51	E-37	Tariff Rule, COP and Electricity Act 2018 and Rules 2020	10	UDA/SAA/ STENO /AA /LDA cum comp. opera./JAA/ store keeper/Technical Staff	22.03.2022	31.03.2022
52	E-26	Power generation & system Planning in BPDB	08	XEN/SDE/AE/SAE	23.03.2022	30.03.2022
April-2022						
53	MA-26	Awareness Creation for some common diseases	11	Female Officer of BPDB	03.04.2022	12.04.2022
54	E-11	Smart Grid, Smart Meter & GIS Mapping	10	XEN/SDE/ AE/SAE	04.04.2022	13.04.2022

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	To
55	F-02	Accounts and Financial Management	11	UDA/SAA/ STENO /AA /LDA cum comp. opera./JAA/ store keeper	04.04.2022	13.05.2022
56	MA-25	Training on Fire Detection and Protection System in KPI Power Plant of BPDB	10	Staff of Power Station	17.04.2022	26.04.2022
57	T-03	Occupational Health And Safety, First Aid & Fire Fighting	10	Staffs of BPDB	18.04.2022	27.04.2022
58	E-42	Training on Civil Engineering & Architecture	10	Technical Officers	19.04.2022	28.04.2022
May-2022						
59	MA-27	Awareness Course On ISO 9001 And ISO 45001 Standard Certification Practice Of BPDB	07	Staffs of BPDB	09.05.2021	17.05.2021
60	M-20	TOT Training	10	Officers of all Training Directorates of BPDB	10.05.2022	19.05.2022
61	M-09	Enhancing Academic and Professional development for School Teachers	12	School Teacher	15.05.2022	26.05.2022
62	MA-13	National Integrity Strategy, Anti Corruption, Etiquette & Manners, Professional Ethics and Organizational Behavior.	11	UDA/SAA/ STENO /AA /LDA cum comp. opera./JAA /Store keeper/Teacher	22.05.2022	01.06.2022
63	MA-16	General Conduct and Discipline, Inquiry Procedure, Punishment and Appeal Rules & General Laws of Bangladesh	10	Staff of BPDB	23.05.2022	01.06.2022
June-2022						
64	T-13	Security , Fire fighting and safety procedure	10	Security Guard/ Helper from Power Station & Distribution	05.06.2022	14.06.2022
65	T-03	Occupational Health And Safety, First Aid & Fire Fighting	10	UDA/SAA/ STENO /AA /LDA cum comp. opera./JAA/ store keeper/Technical Staff	06.06.2022	15.06.2022
66	M-18	Training for Inquiry Officers	10	Officer	06.06.2022	15.06.2022
67	F-03	Auditing And Settlement Of Audit Objections	10	Staff	19.06.2022	27.06.2022
68	E-41	Solid Fuel Coal: types, properties, Composition, construction, sub-critical, critical, super critical & ultra super critical point of a coal based Thermal Power Plant.	10	CE/Add. CE/SE/XEN/SDE/ AE/Chemist	21.06.2022	30.06.2022
69	MA-12	Customer Service & Behavior	09	Staff	21.06.2022	29.06.2022

Number of Targeted "On the Job Training (OJT)" for 2021-22: 20

WORKSHOP AND SEMINER

1. Behavior motivation and stress management and lifestyle modification
2. Seminar on women's day.
3. Quality power supply, obstacles and remedies.
4. Father of Nation Bangabondhu Sheikh Mujibur Rahman and his Leadership role for the independence of Bangladesh

Annual Training Schedule for 2021-22

Directorate of Training & Career Development, BPDB, Dhaka.

Training Course on Computer and IT

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	To
July-2021						
01.	IT-02	Electronic Government Procurement (e-GP), PPR-2008, PPA-2006 and Delegation of Financial Power-2018	10	Officer	06.07.2021	15.07.2021
02.	IT-09	Computer Training on MS office-Word, Excel and Power Point, BPDB Website.	10	UDA/LDA/AA/SAA/JAA and Staffs work as Computer Operator	25.07.2021	03.08.2021
August -2021						
03.	IT-10	Basic Course on AutoCAD for Engineers	10	XEN/DD/ SDE/AE /AD/SAE & equivalent	08.08.2021	18.08.2021
04.	IT-05	E-Filing, File Management & ERP for Development of Work Procedure & Services	10	Officer/Staff	23.08.2021	02.09.2021
September-2021						
05.	IT-06	Basic Idea on Computer Hardware, Hardware Maintenance and Troubleshooting	10	Officer	07.09.2021	16.09.2021
06.	IT-09	Computer Training on MS office-Word, Excel and Power Point, BPDB Website.	10	UDA/LDA/AA/SAA/JAA and Staffs work as Computer Operator	21.09.2021	30.09.2021
October-2021						
07.	IT-07	Computer Training on Internet Security, Cyber security, Cloud Storage System and Use of Virtual or online platform.	10	Officer	05.10.2021	14.10.2021
08.	IT-05	E-Filing, File Management & ERP for Development of Work Procedure & Services	10	Officer/Staff	18.10.2021	28.10.2028
November-2021						
09.	IT-06	Basic Idea on Computer Hardware, Hardware Maintenance and Troubleshooting	10	UDA/LDA/AA/SAA/JAA and Staffs work as Computer Operator	02.11.2021	11.11.2021
10.	IT-08	GIS Mapping & Distribution Analysis	10	Officer/XEN/DD/ SDE/AE /AD/SAE& equivalent	21.11.2021	30.11.2021
December-2021						
11.	IT-07	Computer Training on Internet Security, Cyber security, Cloud Storage System and Use of Virtual or online platform.	10	UDA/LDA/AA/SAA/JAA and Staffs work as Computer Operator	06.12.2021	15.12.2021
12.	IT-04	Advance Course on AutoCAD for Engineers	10	XEN/DD/ SDE/AE /AD/SAE& equivalent	21.12.2021	30.12.2021
January-2022						
13.	IT-06	Basic Idea on Computer Software, Software Installation & Troubleshooting.	10	UDA/LDA/AA/SAA/JAA and Staffs work as Computer Operator	04.01.2022	13.01.2022

Sl. No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	To
14.	IT-02	Electronic Government Procurement (e-GP), PPR-2008, PPA-2006 and Delegation of Financial Power-2018	10	Officer	24.01.2022	02.02.2022
February-2022						
15.	IT-09	Computer Training on MS office-Word, Excel and Power Point, BPDB Website.	10	Officer/Staff	07.02.2022	16.02.2022
16.	IT-05	E-Filing, File Management & ERP for Development of Work Procedure & Services	10	Officer	20.02.2022	02.03.2022
March -2022						
17.	IT-07	Computer Training on Internet Security, Cyber security, Cloud Storage System and Use of Virtual or online platform.	10	UDA/LDA/AA/SAA/JAA and Staffs work as Computer Operator	07.03.2022	16.03.2022
18.	IT-06	Basic Idea on Computer Software, Software Installation & Troubleshooting.	10	Officer	21.03.2022	30.03.2022
April-2022						
19.	IT-05	E-Filing, File Management & ERP for Development of Work Procedure & Services	10	Officer	03.04.2022	12.04.2022
20.	IT-09	Computer Training on MS office-Word, Excel and Power Point, BPDB Website.	10	UDA/LDA/AA/SAA/JAA and Staffs work as Computer Operator	19.04.2022	28.04.2022
May-2022						
21.	IT-03	Computer Training On Digital Platform (E-Payment System, Smart Metering, Snapshot Meter Reading System, Online Store Management) in BPDB	10	Officer	09.05.2022	18.05.2022
22.	IT-11	Basic Idea on Computer Hardware, Hardware Maintenance and Troubleshooting	10	UDA/LDA/AA/SAA/JAA and Staffs work as Computer Operator	24.05.2022	02.06.2022
June-2022						
23.	IT-09	Computer Training on MS office-Word, Excel and Power Point, BPDB Website.	10	UDA/LDA/AA/SAA/JAA and Staffs work as Computer Operator	07.06.2021	16.06.2022

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 staff of Engineering Academy, BPDB, Kaptai, Rangamati

Annual Training Schedule for 2021-22

Engineering Academy, BPDB

Kaptai, Rangamati

Sl. No.	Course code	Course Name	Duration (Day)	Target group (25 Persons)	Training Period	
					From	To
July -2021						
01	E-01	Induction Training Course for Assistant Engineers	30	AE	05.07.2021	05.08.2021
02	T-03	Occupational Health, Safety Environment, First Aid & Fire Fighting.	10	Officers of BPDB	06.07.2021	15.07.2021
03	E-33	Operation & Maintenance Of Power Plant Auxiliaries and BOP	10	Technical Officer	26.07.2021	04.08.2021
August -2021						
04	F-02	Accounts & Financial Management	10	Officer	07.08.2021	17.08.2021
05	E-01	Induction Training Course for Assistant Engineers	30	AE	08.08.2021	08.09.2021
06	MA-06	Store Purchase & Store Management	10	Technical /Store Officer	21.08.2021	31.08.2021
September-2021						
07	E- 25	Operation & Maintenance of HFO & Diesel Engine based Power Plant	10	Technical Officer/Chemist	02.09.2021	11.09.2021
08	E-02	Induction Training for Sub-Assistant Engineers	30	SAE.	12.09.2021	11.10.2021
09	MA-18	Office Administration, Personnel Management & e-filing	10	Officer	13.09.2021	22.09.2021
10	IT-02	Electronic Government Procurement (e-GP), PPR-2008, PPA-2006 and Deligation of Financial Power-2018	10	Technical /Accounts Officer	25.09.2021	04.10.2021
October- 2021						
11	E-18	Solid Fuel coal; types, properties, composition, construction, sub-critical, critical, super critical & ultra-super critical point of a Coal based Thermal Power Plant	9	XEN/SDE/AE/SAE	06.10.2021	14.10.2021
12	E-02	Induction Training for Sub-Assistant Engineers	30	SAE.	13.10.2021	11.11.2021
13	E-17	Operation & Maintenance of Steam Turbine Power Plants & its auxiliaries	10	Technical Officer	17.10.2021	26.10.2021
14	MA-19	Communicative English & Developing effective communication skills	10	Officer	28.10.2021	06.11.2021
November -2021						
15	MA-28	Strategic Human Resource Management and Office Administration for Senior Officers	5	SE equivalent and above (7+7=14 persons from BPDB & BWDB)	02.11.2021	07.11.2021
16	T-05	Independent Power Producer (IPP) and PPA	10	Technical and Accounts Officer	13.11.2021	22.11.2021
17	E-03	Distribution Orientation Course	10	Newly Recruited AE/SAE	14.11.2021	23.11.2021
18	F-02	Accounts & Financial Management	10	Officer	25.11.2021	05.12.2021
19	MA-28	Strategic Human Resource Management and Office Administration for Senior Officers	5	SE equivalent and above	29.11.2021	04.12.2021

Sl. No.	Course code	Course Name	Duration (Day)	Target group (25 Persons)	Training Period	
					From	To
December- 2021						
20	F-06	Financial Analysis for Decision Making	9	Officer	07.12.2021	15.12.2021
21	MA-08	Leadership, Good Governance and SDG	5	XEN, DD and Above (from BPDB & BWDB)	12.12.2021	18.12.2021
22	F-01	Training course on PPR-2008, PPA-2006 & Delegation of Financial Power -2018	9	Officer	21.12.2021	29.12.2021
23	E-18	Solid Fuel coal; types, properties, composition, construction, sub-critical, critical, super critical & ultra-super critical point of a Coal based Thermal Power Plant	9	XEN/SDE/AE/SAE	22.12.2021	30.12.2021
January-2022						
24	E-01	Induction Training Course for Assistant Engineers	30	AE	02.01.2022	31.01.2022
25	MA-18	Office Administration, Personnel Management & e-filing	10	Officer	03.01.2022	12.01.2022
26	E-21	Design , manufacturing and testing and commissioning of transformer both power and distribution transformer	10	XEN/SDE/AE/SAE	15.01.2022	24.01.2022
27	E- 25	Operation & Maintenance of HFO & Diesel Engine based Power Plant	10	Technical Officer	29.01.2022	07.02.2022
February-2022						
28	E-02	Induction Training for Sub-Assistant Engineers	30	SAE.	01.02.2022	02.03.2022
29	E-10	Relay and Protection, DCS System (Advanced)	9	Technical Officer	09.02.2022	17.02.2022
30	MA-20	Training of Trainers (TOT)	10	1 st class Officers (from BPDB & BWDB)	19.02.2022	28.02.2022
March-2022						
31	T-04	Preparation of Tender Document, Contract Agreement & Financial Management	10	Technical Officer & Accounts Officer	05.03.2022	14.03.2022
32	E-04	Power Plant Orientation Course	10	Newly recruited AE/SAE/Chemist	06.03.2022	15.03.2022
33	IT-05	E-Filing, File Management & ERP for Development of Work Procedure & Services	9	Officer	16.03.2022	24.03.2022
34	IT-02	Electronic Government Procurement (e-GP), PPR-2008, PPA-2006 & Delegation of Financial Power -2018	10	Technical Officer & Accounts Officer	20.03.2022	29.03.2022
35	MA-17	BPDB Employees Service Rules, Labour Law and Industrial Relationship	10	Officer	27.03.2022	05.04.2022
April-2022						
36	E-23	Renewable Energy and greenhouse effect in Bangladesh in global aspect.	10	Technical Officer	02.04.2022	11.04.2022
37	E-17	Operation and Maintenance of Steam Turbine Power Plant& its auxiliaries.	10	AE/SAE/Chemist	07.04.2022	16.04.2022
38	T-05	Independent Power Producer (IPP) and PPA	10	Technical Officer & Accounts Officer	18.04.2022	27.04.2022
39	E-13	Operation and Maintenance of Combined Cycle Power Plant & its auxiliaries.	10	AE/SAE/Chemist	19.04.2022	28.04.2022

Sl. No.	Course code	Course Name	Duration (Day)	Target group (25 Persons)	Training Period	
					From	To
May-2022						
40	T-04	Preparation of Tender Document, Contract Agreement & Financial Management	10	Technical Officer	09.05.2022	18.05.2022
41	MA-06	Store Purchase & Store Management	9	Technical /Store Officer	11.05.2022	19.05.2022
42	MA-16	Inquiry Procedure, Punishment and Appeal Procedure according to Service Rules of BPDB	9	Officer	21.05.2022	29.05.2022
43	E-33	Operation and Maintenance of Power Plant auxiliaries and BOP.	9	Technical Officer	22.05.2022	30.05.2022
June-2022						
44	MA-18	Office Administration, Personnel Management & e-filing.	9	Officers of BPDB	01.06.2022	09.06.2022
45	E-16	Operation and Maintenance of Gas Turbine Power Plant & its auxiliaries.	10	Technical Officer	04.06.2022	13.06.2022
46	T-03	Occupational Health, Safety Environment, First Aid & Fire Fighting.	10	Officers of BPDB	14.06.2022	23.06.2022
47	MA-19	Communicative English & Developing effective communication skills	10	Officers of BPDB	19.06.2022	28.06.2022

Number of Targeted "On the Job Training (OJT)" for 2021-22: 30

Note :- 1. Induction 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.

Annual Training Program for 2021-22 (BWDB)

Engineering Academy, BPDB

Kaptai, Rangamati

Sl. No.	Name of Course	Duration (Day)	Target group (20 Persons)	Training Period	
				From	To
01	Foundation Training	21	Newly recruited AD.	07.07.2021	29.07.2021
02	e-filing, Right to Information, GRS, Disciplinary & Legal matters, APA & NIS.	7	Officers' of BWDB	02.08.2021	09.08.2021
03	Foundation Training	30	Newly recruited AE.	12.08.2021	14.09.2021
04	e-gp & PPR-2008	7	Officers' of BWDB (Procurement related person)	19.09.2021	26.09.2021
05	Foundation Training	30	Newly recruited AE.	29.09.2021	30.10.2021
06	Strategic Human Resource Management and Office Administration for Senior Officers	5	SE equivalent and above (from BPDB, BWDB)	02.11.2021	07.11.2021
07	Foundation Training	30	Newly recruited AE.	10.11.2021	09.12.2021
08	Leadership, Good Governance and SDG	5	XEN, DD and Above (from BPDB & BWDB)	12.12.2021	18.12.2021
09	Project Management (Preparation, Formulation of Project including all aspects of DPP)	7	XEN/DD/SDE/AE (Project related equivalent Officers)	13.12.2021	20.12.2021
10	Foundation Training	21	Newly recruited SAE.	26.12.2021	16.01.2022
11	Construction Management with quality assurance	7	AE/SAE	19.01.2022	26.01.2022
12	Foundation Training	21	Newly recruited SAE.	30.01.2022	20.02.2022
13	Training of Trainers (TOT)	10	1 st class Officer (from BPDB & BWDB)	19.02.2022	28.02.2022
14	Land related matters, GIS, Survey & Investigation	7	SDE/AE (Equivalent)	24.02.2022	03.03.2022
15	Foundation Training	21	Newly recruited SAE.	08.03.2022	28.03.2022

Sl. No.	Name of Course	Duration (Day)	Target group (20 Persons)	Training Period	
				From	To
16	O & M of Irrigation Project & BWDB Completed Project	7	AE/SAE (Field oriented)	03.04.2022	11.04.2022
17	Accounts & Financial Management	7	Officers' of BWDB	17.04.2022	24.04.2022
18	Foundation Training	21	Newly recruited SAE.	10.05.2021	31.05.2021
19	Disaster Management	7	Officers' of BWDB	05.06.2022	12.06.2022
20	Strategic Human Resource Management	7	Officers' of BWDB	15.06.2022	22.06.2022

Number of Targeted "On the Job Training (OJT)" for 2021-22: 15

- Note:
1. Foundation Training Course will be implemented on priority basis if needed.
 2. Training schedule will be finalized by the Executive Committee of Engineering Academy.

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 2021-22

Cox's Bazar Training Academy

BPDB, Cox's Bazar

Sl No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	To
July-2021						
01	MA-29	International Procurement and Supply Chain Management	08	Officers of BPDB	01.07.2021	08.07.2021
02	E-14	Operation & Maintenance of Combined Cycle Power Plant and Its Auxiliaries.	08	Related Technical Staff of BPDB	02.07.2021	09.07.2021
03	MA-04	Sustainable Development and Green Environment.	08	Officers of BPDB	10.07.2021	17.07.2021
04	MA-26	Awareness Creation for Some Common Diseases.	08	Office Attendant/Security Guard & Technical Staff of BPDB	10.07.2021	17.07.2021
05	MA-21	Enhancing academic & professional development for school teachers	07	BPDB'S School Teacher	25.07.2021	31.07.2021
06	MA-16	Inquiry Procedure, Punishment and Appeal Procedure According to Service Rules 1982 of BPDB	07	Staff of BPDB	25.07.2021	31.07.2021
August-2021						
07	E-40	Basic Course on Project Formulation, implementation, monitoring, reporting and evaluation.	08	Officers of BPDB	01.08.2021	08.08.2021
08	E-31	Operation & maintenance of Generator and Boiler and Their Auxiliaries	08	Related Technical Staff of BPDB	02.08.2021	09.08.2021
09	MA-01	Environmental Management System: Global aspect and ISO Standard.	08	Officers of BPDB	10.08.2021	17.08.2021
10	E-16	Operation & maintenance of Gas Turbine Power Plant and Boiler & It's Auxiliaries	08	Related Technical Staff	11.08.2021	18.08.2021
11	IT-01	Computer Training on MS office Word, Excel and Power Point, Internet Security, Cloud Storage System, BPDB Website, and Use of Virtual or online platform	10	UDA/ AA/SAA/Steno/LDA/JAA	21.08.2021	30.08.2021
12	MA-13	National Integrity Strategy (NIS), Anti-corruption, Etiquette & Manner, Professional Ethics and Organizational Behavior	10	Staff of BPDB	22.08.2021	31.08.2021
September 2021						
13	T-05	Independent Power Producer (IPP) and PPA	08	Officers of BPDB	01.09.2021	08.09.2021
14	E-25	Operation & maintenance of HFO & Diesel Engine Based Power Plant	08	Related Technical Staff	02.09.2021	09.09.2021
15	IT-05	E-Filing, File Management & ERP for Development of Work Procedure & Services	09	Officers of BPDB	11.09.2021	19.09.2021
16	E-17	Operation & maintenance of Steam Turbine Power Plant & it's Auxiliaries	09	Related Technical Staff of BPDB	12.09.2021	20.09.2021
17	IT-06	Basic Idea of Computer Hardware, Maintenance and Troubleshooting, Internet Security, Uses of Google drive, Dropbox etc	09	UDA/SAA/STENO/AA/LDA/JAA & Equivalent.	21.09.2021	29.09.2021
18	T-03	Occupational Health and Safety, First Aid & Firefighting	09	Staff of BPDB	22.09.2021	30.09.2021

Sl No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	To
October-2021						
19	E-24	Design, Operation and Maintenance of Solar Power Plant and Its Auxiliaries.	09	XEN/SDE/AE/SAE	01.10.2021	09.10.2021
20	T-08	Mechanical and Electrical Maintenance of Power Station	09	Related Technical Staff	02.10.2021	10.10.2021
21	F-02	Accounts and Financial Management	07	Officers of BPDB	11.10.2021	17.10.2021
22	E-39	Operation & maintenance of Transformer & it's Auxiliaries in Power Plant	07	Related Technical Staff	12.10.2021	18.10.2021
23	IT-05	E-Filing, File Management & ERP for Development of Work Procedure & Services	09	UDA/SAA/STENO/AA/LDA/JAA /Computer Operator & Equivalent.	21.10.2021	29.10.2021
24	T-13	Security, Firefighting & Safety procedure	09	Office Attendant/Driver/ Security Related Staff	22.10.2021	30.10.2021
November-2021						
25	E-23	Renewable energy and Green House Effect in Bangladesh in Global Aspect	08	XEN/SDE/AE/SAE	01.11.2021	08.11.2021
26	E-32	Energy Meter Installation for Electricity Connection, Testing and Consumer Oriented Service and Behavior	08	Related Technical Staff of BPDB	02.11.2021	09.11.2021
27	MA-30	Procurement, Store Management, Inventory System, Custom Assessment, Goods Delivery Procedure, CD VAT, Tax & AIT	09	Officers of BPDB	10.11.2021	18.11.2021
28	MA-13	National Integrity Strategy (NIS), Anti-Corruption, Etiquette & Manner, Professional Ethics And Organizational Behavior	10	Office Attendant/Driver/ Security Guard	11.11.2021	20.11.2021
29	MA-02	Energy Efficiency and Rebound Effect in Energy Economics	09	Officers of BPDB	21.11.2021	29.11.2021
30	E-06	Operation and Maintenance of 33/11 KV Substation, Transformer Both Power and Distribution	09	Technical Staff of BPDB.	22.11.2021	30.11.2021
December-2021						
31	MA-03	Fuel Management System of Power Plants	08	XEN/SDE/AE/SAE	01.12.2021	08.12.2021
32	E-38	Operation and Maintenance of Water Treatment Plant	08	Related Technical Staff of BPDB	02.12.2021	09.12.2021
33	MA-08	Leadership, Good Governance and SDG	09	Officers of BPDB	11.12.2021	19.12.2021
34	MA-17	BPDB Employee Service Rules, Labour Law and Industrial Relationship	09	Office Attendant/Driver/Security Guard/Technical Staff	12.12.2021	20.12.2021
35	IT-03	Computer Training on Digital Platform (E-Payment System, Smart Metering, Snapshot Meter Reading System, Online Store Management) in BPDB	10	Officers of BPDB	21.12.2021	30.12.2021
36	E-20	Operation and maintenance of 33/11KV Distribution Substation and 33 KV, 11 KV and 0.4 KV Line, 11/0.4 KV Distribution Transformer and their protection.	10	Related Technical Staff of BPDB	22.12.2021	31.12.2021

Sl No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	To
January-2022						
37	E-27	Waste to Energy and It's Environmental Impact	08	XEN/SDE/AE/SAE	01.01.2022	08.01.2022
38	E-19	Operation and Maintenance of Coal Power Plant & It's Auxiliaries	08	Related Technical Staff of BPDB	02.01.2022	09.01.2022
39	MA-04	Sustainable Development and Green Environment	10	Officers of BPDB	10.01.2022	19.01.2022
40	E-34	Operation and Maintenance of Hydro Power Plant and it's Auxiliaries	10	Related Technical staff of BPDB	11.01.2022	20.01.2022
41	MA-19	Communicative English & Developing effective communication skills	09	Officers of BPDB	22.01.2022	30.01.2022
42	MA-12	Customer Service and Behavior	09	Staff of BPDB	23.01.2022	31.01.2022
February-2022						
43	E-11	Smart Grid, Smart Prepayment Meter, GIS Mapping	08	XEX/SDE/AE/SAE	01.02.2022	08.02.2022
44	E-33	Operation and Maintenance of Power Plant Auxiliaries and BOP	08	Related Technical staff of BPDB	02.02.2022	09.02.2022
45	F-03	Auditing and Settlement of Audit Objections	08	Officers of BPDB	10.02.2022	17.02.2022
46	T-03	Occupational Health and Safety, First Aid & Firefighting	08	Staff of BPDB	12.02.2022	19.02.2022
47	MA-21	Enhancing Academic & Professional Qualification of Teachers	08	BPDB's School Teacher	20.02.2022	27.02.2022
48	E-39	Operation & maintenance of Transformer & it's Auxiliaries in Power Plant	07	Related Technical staff of BPDB	22.02.2022	28.02.2022
March-2022						
49	MA-05	Disaster Management and Case Study in Respect to Bangladesh	09	Officers of BPDB	01.03.2022	09.03.2022
50	E-25	Operation & maintenance of HFO & Diesel Engine Based Power Plant	09	Related Technical Staff of BPDB	02.03.2022	10.03.2022
51	IT-05	E-Filing, File Management & ERP for Development of Work Procedure & Services	09	Officers of BPDB	12.03.2022	20.03.2022
52	E-29	Operation and Maintenance of Boiler and it's Auxiliaries	09	Related Technical Staff of BPDB	13.03.2022	21.03.2022
53	IT-02	Electronic Government Procurement (e-GP), PPR-2005, PPA-2006 and Delegation of Financial Power-2018	09	UDA/AA/SAA/JAA/LDA/Steno/Computer Operator	22.03.2022	30.03.2022
54	MA-13	National integrity strategy (NIS), Anti-corruption, etiquette & manner, Professional Ethics and Organizational behavior	09	Staff of BPDB.	23.03.2022	31.03.2022
April-2022						
55	T-02	Electricity Act, Case Filing & Reporting	08	Officers of BPDB	02.04.2022	09.04.2022
56	T-13	Security, Firefighting & safety Procedure	08	Office Attendant/ Driver, Security Guard & Technical Staff.	03.04.2022	10.04.2022
57	E-27	Waste to Energy and It's Environmental Impact	08	Officers of BPDB	11.04.2022	18.04.2022

Sl No.	Course Code	Course Name	Duration (Day)	Target Group (25 Persons)	Training Period	
					From	To
58	E-30	Operation and Maintenance of Generator and it's Auxiliaries	08	Related Technical Staff	12.04.2022	19.04.2022
59	MA-12	Customer Service and Behavior	09	UDA/AA/SAA/JAA/LDA/Computer Operator.	20.04.2022	28.04.2022
60	MA-16	Inquiry Procedure, Punishment and Appeal Procedure According to Service Rules 1982 of BPDB	10	Staff of BPDB	21.04.2022	30.04.2022
May-2022						
61	MA-05	Disaster Management and Case Study in Respect to Bangladesh	08	Officers of BPDB.	11.05.2022	18.05.2022
62	MA-17	BPDB Employee Service Rules, Labour Law and Industrial Relationship	08	Staff of BPDB.	12.05.2022	19.05.2022
63	MA-04	Sustainable Development and Green Environment	10	Officers of BPDB.	21.05.2022	30.05.2022
64	E-16	Operation and Maintenance of Gas Turbine Power Plant and it's Auxiliaries	10	Related Technical staff of BPDB	22.05.2022	31.05.2022
June-2022						
65	MA-12	Customer Service and Behavior	08	Officers of BPDB.	01.06.2022	08.06.2022
66	E-19	Operation and Maintenance of Coal Power Plant & It's Auxiliaries	08	Related Technical staff of BPDB	02.06.2022	09.06.2022
67	IT-05	E-Filing, File Management & ERP for Development of Work Procedure & Services	08	Officers of BPDB	11.06.2022	18.06.2022
68	E-39	Operation & maintenance of Transformer & it's Auxiliaries in Power Plant	08	Related Technical staff of BPDB	12.06.2022	19.06.2022
69	T-01	BPDB Tariff rule & commercial operation procedure.	10	UDA/SAA/Steno/LDA/AA/JAA/ Comp. Operator	20.06.2022	29.06.2022
70	T-03	Occupational Health and Safety, First Aid & Firefighting	10	Staff of BPDB.	21.06.2022	30.06.2022

Number of Targeted "On the Job Training (OJT)" for 2021-22: 25

Chittagong Training Center BPDB, Chattogram

Chittagong Training Center (CTC) 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.

CTC, 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 CTC 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.

Chittagong Training Center 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 Chittagong Training Center, BPDB, Khulshi, Chattogram

Annual Training Schedule for 2021-22

Chittagong Training Center

BPDB, Khulshi, Chattogram

Sl. No.	Course code	Course name	Duration (Day)	Target group (25 Persons)	Training Period	
					From	To
July-2021						
1.	MA-17	BPDB Employees Service Rules, Labour Law and Industrial Relationship	08	All Staff	01.07.2021	08.07.2021
2.	MA-18	Office Administration & Personnel Management	09	Officer	03.07.2021	11.07.2021
3.	T-08	Mechanical and Electrical Maintenance of Power Station	08	Technical Staff (P/S)	10.07.2021	17.07.2021
4.	MA-26	Awareness Creation for Some Common Diseases	07	Officer	12.07.2021	18.07.2021
5.	MA-08	Leadership, Good Governance and SDG	04	Officer	26.07.2021	29.07.2021
August-2021						
6.	E-08	Relay and Protection, Fault Level Calculation, Setting and Co-ordination (Basic course)	10	Technical Officer	01.08.2021	10.08.2021
7.	T-13	Security, Fire Fighting and Safety Procedure	10	Security Guard/Staff	02.08.2021	11.08.2021
8.	E-13	Maintenance of Combined Cycle Power Plant	10	Technical Staff (P/S)	14.08.2021	23.08.2021
9.	F-03	Auditing and settlement of Audit Objections	10	AA/UDA/SAA/Steno/LDA/JAA/Equivalent	16.08.2021	25.08.2021
10.	IT-05	E-Filing, File Management & ERP for Development of Work Procedure & Services	09	Officer	21.08.2021	29.08.2021
September-2021						
11.	E-23	Renewable Energy and Green House Effect in Bangladesh in Global Aspect.	10	XEN/SDE/AE/SAE	04.09.2021	13.09.2021
12.	E-38	Operation and Maintenance of Water Treatment Plant	09	Technical Staff of P/S	12.09.2021	20.09.2021
13.	MA-12	Customer Service and Behavior	09	Staff (Distribution)	14.09.2021	22.09.2021
14.	T-10	Training for Plant Operator of Power Station	08	Technical Operator and Attendants of P/S	21.09.2021	28.09.2021
15.	E-06	Operation and Maintenance of 33/11 KV Substation, Transformer Both Power and Distribution	08	Technical Staff	23.09.2021	30.09.2021
October-2021						
16.	MA-04	Sustainable Development and Green Environment	10	Officer	02.10.2021	11.10.2021
17.	T-13	Security, Fire Fighting and Safety Procedure	10	Security Guard/Staff	03.10.2021	12.10.2021
18.	E-35	Applied course on Transformer Relay Protection, Setting Co-ordination and Fault Level Analysis(Advanced Course)	09	XEN/SDE/AE/SAE	17.10.2021	25.10.2021
19.	E-25	Operation & Maintenance of HFO & Diesel Engine Based Power Plant	08	Technical Staff of P/S	23.10.2021	30.10.2021
20.	E-16	Operation and Maintenance of Gas Turbine Power Plant & it's Auxiliaries.	08	Technical Staff of P/S	24.10.2021	31.10.2021
21.	T-17	APA and NIS	02	Officer	27.10.2021	28.10.2021

Sl. No.	Course code	Course name	Duration (Day)	Target group (25 Persons)	Training Period	
					From	To
November-2021						
22.	E-20	Operation and Maintenance of 33/11 KV Distribution Substation and 33 KV, 11 KV and 0.4 KV Distribution Line, 11/0.4 KV Distribution Transformer and Their Protection	10	XEN/SDE/AE/SAE	01.11.2021	10.11.2021
23.	MA-26	Awareness Creation for Some Common Diseases	09	All Staff	02.11.2021	10.11.2021
24.	E-32	Energy Meter Installation for Electricity Connection, Testing and Consumer Oriented Service and Behavior	09	Technical Staff from Distribution Utilities	14.11.2021	22.11.2021
25.	MA-17	BPDB Employees Service Rules, Labour Law and Industrial Relationship	07	Officer	23.11.2021	29.11.2021
26.	MA-16	Inquiry Procedure, Punishment and Appeal Procedure According to Service Rules 1982 of BPDB	07	Staff	24.11.2021	30.11.2021
December-2021						
27.	MA-14	Office Administration & Record keeping	09	AA/UDA/SAA/Steno/LDA/JAA/Equivalent	01.12.2021	09.12.2021
28.	MA-17	BPDB Employees Service Rules, Labour Law and Industrial Relationship	09	All Staff	12.12.2021	20.12.2021
29.	E-13	Maintenance of Combined Cycle Power Plant	10	Technical Staff of P/S	13.12.2021	22.12.2021
30.	MA-24	Training for Medical Staff of BPDB	09	BPDB medical staff	19.12.2021	28.12.2021
31.	E-06	Operation and Maintenance of 33/11 KV Substation, Transformer Both Power and Distribution	09	Technical Officer	21.12.2021	29.12.2021
January-2022						
32.	E-31	Operation and Maintenance of Generator and Boiler and Their Auxiliaries	09	Technical Staff of P/S	02.01.2022	10.01.2022
33.	E-15	Distributed Control System (DCS) and I & C system in power plant.	09	Technical Officer	03.01.2022	11.01.2022
34.	E-33	Operation and Maintenance of Power Plant Auxiliaries and BOP	09	Technical Staff of P/S	12.01.2022	20.01.2022
35.	MA-24	Enhancing Academic and Professional Development for School Teachers	10	School Teachers of BPDB	15.01.2022	24.01.2022
36.	T-08	Mechanical and Electrical Maintenance of Power Station	08	Technical Staff of P/S	22.01.2022	29.01.2022
37.	T-12	Driving Risk Awareness, Vehicle Act, Road Safety & Traffic Management.	07	Drivers of BPDB	25.01.2022	31.01.2022
February-2022						
38.	T-03	Occupational Health and Safety, First Aid & Firefighting	09	All Staff	01.02.2022	09.02.2022
39.	IT-05	E-Filing, File Management & ERP for Development of Work Procedure & Services	09	AA/UDA/SAA/Steno/LDA/JAA/Equivalent	02.02.2022	10.02.2022
40.	T-07	Computerized Billing System and Pre-Payment Metering, Bill Preparation, Customer Service and Behavior	09	Technical Staff from Distribution Utilities	12.02.2022	20.02.2022
41.	E-07	Substation Automation, SCADA and Protection	10	Technical Officer	13.02.2022	22.02.2022
42.	E-31	Operation & Maintenance of Generator and Boiler and Their Auxiliaries	10	Technical Staff	19.02.2022	28.02.2022
March-2022						
43.	MA-19	Communicative English & Developing Effective Communication Skills	10	Officer	01.03.2022	10.03.2022
44.	F-03	Auditing and settlement of Audit Objections	09	AA/UDA/SAA/Steno/LDA/JAA/Equivalent	13.03.2022	21.03.2022

Sl. No.	Course code	Course name	Duration (Day)	Target group (25 Persons)	Training Period	
					From	To
45.	T-03	Occupational Health and Safety, First Aid & Fire fighting	09	All Staff	14.03.2022	22.03.2022
46.	E-38	Operation and Maintenance of Water Treatment Plant	08	Technical Staff	23.03.2022	30.03.2022
47.	E-16	Operation and Maintenance of Gas Turbine Power Plant & it's Auxiliaries.	08	Technical Staff	24.03.2022	31.03.2022
April-2022						
48.	E-29	Operation and Maintenance of Boiler and it's Auxiliaries	10	Technical Staff of P/S	03.04.2022	12.04.2022
49.	F-09	Preparation of Budget and Financial Strategy	10	DD/XEN/AddlDir/Director/SE	04.04.2022	13.04.2022
50.	E-14	Operation and Maintenance of Combined Cycle Power Plant & it's Auxiliaries.	10	Technical staff of P/S	17.04.2022	26.04.2022
51.	E-30	Operation and Maintenance of Generator and it's Auxiliaries	10	Technical Staff	18.04.2022	27.04.2022
52.	T-17	APA and NIS	02	Officer	27.04.2022	28.04.2022
May-2022						
53.	E-11	Smart Grid, Smart Prepayment Meter, GIS Mapping	10	XEN/SDE/AE/SAE	08.05.2022	17.05.2022
54.	MA-24	Training for Medical Staff of BPDB	10	BPDB medical staff	09.05.2022	18.05.2022
55.	MA-06	Store Purchase & Store Management	10	Staff (Store)	21.05.2022	30.05.2022
56.	T-07	Computerized Billing System and Pre-Payment Metering, Bill Preparation, Customer Service and Behavior	10	Staff	22.05.2022	31.05.2022
June-2022						
57.	E-25	Operation & Maintenance of HFO & Diesel Engine Based Power Plant	09	Technical Staff of P/S	01.06.2022	09.06.2022
58.	E-18	Solid Fuel Coal; Types, Properties, composition, Construction, Sub-Critical, Critical, Super Critical & Ultra Super Critical Point of a Coal Based Thermal Power Plant	09	XEN/SDE/ AE/ SAE	04.06.2022	12.06.2022
59.	MA-16	Inquiry Procedure, Punishment and Appeal Procedure According to Service Rules 1982 of BPDB	09	Staff	11.06.2022	19.06.2022
60.	MA-26	Awareness Creation for Some Common Diseases	09	All Staff	13.06.2022	21.06.2022
61.	E-30	Operation and Maintenance of Generator and it's Auxiliaries	10	Technical Staff	20.06.2022	29.06.2022
62.	E-34	Operation and Maintenance of Hydro Power Plant and it's Auxiliaries	09	Staff	22.06.2022	30.06.2022

Number of Targeted "On the Job Training (OJT)" for 2021-22: 18 (Depends upon the Pandemic Situation in Bangladesh)

Ghorashal Training Center

BPDB, Palash, Narsingdi

Ghorashal Training Center (GTC) 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.

GTC becomes a Center of excellence for developing patriotic, competent and professional personnel of power sector. GTC is committed to achieve the shared vision through developing competent and professional human resources by imparting quality training and development programmes. GTC demonstrate patriotism and ethics in its 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 Ghorashal Training Center, BPDB, Palash, Narsingdi.

Annual Training Schedule for 2021-22

Ghorashal Training Center

BPDB, Palash, Narsingdi

Sl. No.	Course code	Course name	Duration (Day)	Target group (25 Persons)	Training Period	
					From	To
July-2021						
01	M-20	Training of Trainers (TOT)	10	XEN/DD/SDE/AE/AD/ Chemist.	01-7-2021	10-7-2021
02	E-29	Maintenance of Boiler and their auxiliaries.	10	Technical Staff	04-7-2021	13-7-2021
03	IT-01	Computer Training on MS Word, MS Excel, Internet Cloud Storage, BPDB Web site & Virtual or Online System.	10	Technical Staff/ Non-Technical Staff	05-7-2021	14-7-2021
04	E-05	Operation & Maintenance of Substation and Evacuation Facilities of Power Station and Power Transformer Commissioning	10	SE/XEN/ SDE /AE/SAE	06-7-2021	15-7-2021
05	E-12	Operation of Combined Cycle Power Plant& its auxiliaries.	10	Technical Staff	26-7-2021	05-8-2021
August 2021						
06	F-01	Public Procurement Rules-2008, PPA-2006 & Delegation of Financial Power-2018 of BPDB.	10	XEN/DD/SDE/AEAD/ Chemist/ SAE	02-8-2021	11-8-2021
07	E-22	Operation of Power Plant Simulator Gas Turbine.	10	XEN/DD/SDE/AE/AD/SAE	03-8-2021	12-8-2021
08	E-16	Operation & Maintenance of Gas Turbine Power Plant & its auxiliaries.	10	Technical Staff	16-8-2021	25-8-2021
09	F-07	Basic Idea in TAX, AIT, CD-VAT & VAT and Other Financial Management.	10	XEN/DD/SDE/AE/AD/SAE	17-8-2021	26-8-2021
10	E-30	Operation & Maintenance of Generator and Boiler & its auxiliaries	10	Technical officer of BPDB	22-8-2021	31-8-2021
September-2021						
11	E-17	Operation of Steam Turbine Power Plant & its auxiliaries.	10	Technical Staff	05-9-2021	14-9-2021
12	T-03	Occupational Health, Safety Environment, First Aid & Fire Fighting.	10	Technical Staff/ Non-Technical Staff	06-9-2021	15-9-2021
13	T-13	Security, Firefighting and Safety Procedure	10	Security Guard	12-9-2021	21-9-2021
14	IT-01	Computer Training on MS Word, MS Excel, Internet Cloud Storage, BPDB Web site & Virtual or Online System.	10	Technical Staff / Non-Technical Staff	13-9-2021	22-9-2021
15	T-03	Occupational Health, Safety Environment, First Aid & Fire Fighting.	10	Technical Staff / Non-Technical Staff	20-9-2021	29-9-2021
October-2021						
16	IT-05	E-Filing, File Management & ERP for Development of Work Procedure & Services	10	Officer's of BPDB.	02-10-2021	11-10-2021
17	MA-21	Enhancing academic and professional development for School Teachers.	10	School Teachers of BPDB.	19-10-2021	28-10-2021
18	E-252	Operation of Power Plant Simulator (GT).	10	XEN/DD/SDE/ Sr. Chemist /AE /Chemist/ SAE	06-10-2021	15-10-2021
19	M-13	National integrity Strategy, Anti-Corruption and Professional Ethics.	10	Security/ MLSS/ Helper/Equivalent	20-10-2021	29-10-2021
20	T-13	Security, Firefighting and Safety Procedure	10	Officer's of BPDB.	21-10-2021	30-10-2021

November-2021						
21	E-30	Operation & Maintenance of Generator and its auxiliaries.	10	Technical Staff	01-11-2021	10-11-2021
22	F-07	Basic Idea in TAX, AIT, CD-VAT & VAT and Other Financial Management.	10	XEN/DD/SDE/AE /AD/SAE	02-11-2021	11-11-2021
23	E-13	Maintenance of Combined Cycle Power Plant& its auxiliaries.	10	Technical Staff	08-11-2021	17-11-2021
24	M-27	BPDB Employees Service Rules, Labor Law and Industrial Relationship.	10	Non-Technical Staff	15-11-2021	24-11-2021
25	F-07	Basic Idea in TAX, AIT, CD-VAT & VAT and Other Financial Management.	10	Technical Staff / Non-Technical Staff	21-11-2021	30-11-2021
December-2021						
26	E-17	Operation of Gas Turbine Power Plant & its auxiliaries.	10	Technical Staff	05-12-2021	14-12-2021
27	E-47	Basic idea of Solar, Wind, Hydro, Coal, HFO Power plant.	10	XEN/DD/SDE/ Sr. Chemist /AE /Chemist/ SAE	06-12-2021	15-12-2021
28	T-03	Occupational Health, Safety Environment, First Aid & Fire Fighting.	10	Technical Staff / Non-Technical Staff	13-12-2021	22-12-2021
29	T-03	Occupational Health, Safety Environment, First Aid & Fire Fighting.	10	XEN/DD/SDE/AE/ Chemist/AD/SAE	20-12-2021	29-12-2021
30	IT-05	E-Filing, File Management & ERP for Development of Work Procedure & Services	10	Officer's of BPDB.	21-12-2021	30-12-2021
January-2022						
31	E-29	Operation of Boiler and their auxiliaries.	10	Technical Staff	02-1-2022	11-1-2022
32	IT-01	Computer Training on MS office- Word, Excel and PowerPoint, Internet Security, Cloud Storage System, BPDB Website via virtual or online platform	10	XEN/DD/SDE/ Sr. Chemist /AE/AD/Chemist/S AE	03-1-2022	12-1-2022
33	E-12	Operation of Combined Cycle Power Plant& its auxiliaries.	10	Technical Staff	17-01-2022	26-01-2022
34	E-22	Operation of Power Plant Simulator (CCPP/GT).	10	Plant operator	20-1-2022	29-1-2022
35	T-10	Training for plant Operator of Power Station	10	Technical Operator and Attendants	25-1-2022	03-2-2022
February-2022						
36	E-13	Maintenance of Combined Cycle Power Plant& its auxiliaries.	10	Technical Staff	01-2-2022	10-2-2022
37	IT-01	Computer Training on MS Word, MS Excel, Internet Cloud Storage, BPDB Web site & Virtual or Online System.	10	Technical Staff / Non-Technical Staff	03-2-2022	12-2-2022
38	F- 01	Public Procurement Rules-2008, PPA-2006 & Delegation of Financial Power-2018 of BPDB.	10	Accounts related Non-Technical Staff	08-2-2022	17-2-2022
39	E-16	Operation of Gas Turbine Power Plant& its auxiliaries.	10	Technical Staff	18-2-2021	27-2-2022
40	E-05	Operation & Maintenance of Substation and Evacuation Facilities of Power Station and Power Transformer Commissioning	10	SE/XEN/ SDE /AE/SAE	22-2-2021	03-3-2022
March-2022						
41	E-17	Operation & Maintenance of Steam Turbine Power Plant& its auxiliaries.	10	Technical Staff	01-3-2022	10-3-2022
42	T-03	Occupational Health, Safety Environment, First Aid & Fire Fighting.	10	Technical Staff / Non-Technical Staff	03-3-2022	13-3-2022
43	E-30	Operation & Maintenance of Generator and Boiler & its auxiliaries	10	Technical officer of BPDB	14-3-2022	23-4-2022

44	M-27	BPDB Employees Service Rules ,Labour Law and Industrial Relationship.	10	Technical Staff / Non-Technical Staff	20-3-2022	29-3-2022
45	E-22	Operation of Power Plant Simulator (GT).	10	Plant operator	21-3-2022	30-3-2022
April-2022						
46	E-19	Operation & Maintenance of Coal Power Plant& its auxiliaries.	10	Technical Staff	03-4-2022	12-4-2022
47	IT-05	E-Filing, File Management & ERP for Development of Work Procedure & Services	10	Officer's of BPDB.	04-4-2022	13-4-2022
48	IT-01	Computer Training on MS Word, MS Excel, Internet Cloud Storage, BPDB Web site & Virtual or Online System.	10	Technical Staff / Non-Technical Staff	12-4-2022	21-4-2022
49	E-12	Operation of Combined Cycle Power Plant& its auxiliaries.	10	XEN/DD/SDE/ Sr. Chemist/AE/AD/C hemist/SAE.	19-4-2022	28-4-2022
50	E-30	Operation & Maintenance of Generator and its auxiliaries.	10	Technical Staff	20-4-2022	29-4-2022
May -2022						
51	E-06	Operation & Maintenance of 33/11kv Substation, Transformer both power and distribution.	10	Technical Staff	09-5-2022	18-5-2022
52	E-22	Operation of Power Plant Simulator (ST).	10	XEN/DD/SDE/AE/ SAE	10-5-2022	19-5-2022
53	F-01	Public Procurement Rules-2008, PPA-2006& Delegation of Financial Power-2018 of BPDB.	10	Accounts related Non-Technical Staff	15-5-2022	24-5-2022
54	E-06	Operation & Maintenance of 33/11kv Substation, Transformer both power and distribution.	10	Technical Staff	22-5-2022	31-5-2022
55	E-17	Operation & maintenance of Gas Turbine Power Plant& its auxiliaries.	10	Technical Staff	24-5-2022	02-6-2022
June - 2022						
56	E-13	Maintenance of Combined Cycle Power Plant& its auxiliaries.	10	Technical Staff	05-6-2022	14-6-2022
57	E-22	Operation of Different Types of Power Plant Simulator (CCPP/GT).	10	XEN/SDE/AE/SAE	06-6-2022	15-6-2022
58	M-28	National integrity Strategy, Anti-Corruption and Professional Ethics.	10	Technical / Non-Technical Staff	12-6-2022	21-6-2022
59	E-13	Operation of Combined Cycle Power Plant	10	Technical Staff	20-6-2022	29-6-2022
60	E-31	Operation of Steam Turbine Power Plant & its auxiliaries.	10	Technical Staff	21-6-2022	30-6-2022

Number of Targeted "On the Job Training (OJT)" for 2021-22: 24 Nos. (16 for Ghorashal Power Station and 8 for other offices)

Rajshahi Training Center

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 Center 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. Rajshahi Training Center 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 Mujibur Rahman. 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. Rajshahi Training Center 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.



Annual Training Schedule for 2021-22

Rajshahi Training Center

BPDB, Rajshahi

Sl. No.	Course code	Course name	Duration (Day)	Target group (25 Persons)	Training Period	
					From	To
July-2021						
01	E-25	Operation & Maintenance of HFO & Diesel Engine based Power Plant	10	XEN/SDE/AE/SAE	01.07.2021	10.07.2021
02	F-02	Accounts & Financial Management.	10	UDA/SAA/STENO/A A/LDA/JAA/ Equivalent	03.07.2021	12.07.2021
03	T-09	Training for Switch Board Attendant	8	SBA/CA (Distribution)	04.07.2021	11.07.2021
04	MA-13	National Integrity Strategy (NIS), Anti-corruption, Etiquette & Manner, Professional Ethics and Organizational Behavior.	5	Officers of BPDB	11.07.2021	15.07.2021
05	MA-17	BPDB Employees Service Rules, Labor Law and Industrial Relationship.	7	Staff	25.07.2021	31.07.2021
06	E-20	Operation & Maintenance of 33/11 KV Distribution Substation and 33 KV, 11 KV and 0.4 KV Distribution Line, 11/0.4 KV Distribution Transformer and their protection.	10	XEN/SDE/AE/SAE	26.07.2021	04.08.2021
07	MA-25	Training on Fire Detection and Protection system in KPI Power Plant of BPDB	3	Staff (Power Station)	27.07.2021	29.07.2021
August-2021						
08	E-14	Operation & Maintenance of Combined Cycle Power Plant & its Auxiliaries	10	All Technical Staff of Power Plant.	01.08.2021	10.08.2021
09	MA-26	Awareness Creation for some Common Diseases.	10	Staff Of BPDB	02.08.2021	11.08.2021
10	E-06	Operation & Maintenance of 33/11kv Substation, Transformer both Power & Distribution	10	XEN/SDE/AE/SAE	05.08.2021	14.08.2021
11	F-01	Training course on PPR – 2008, PPA - 2006 & financial delegation power-2018 of BPDB.	10	Staff Of BPDB	16.08.2021	25.08.2021
12	E-19	Operation & Maintenance of Coal Power Plant & its Auxiliaries.	10	Technical Staff of Power Plant	17.08.2021	26.08.2021
13	T-02	Electricity Act, Case Filing & Reporting.	10	Officer Of BPDB	22.08.2021	31.08.2021
September-2021						
14	T-03	Occupational health and safety, First aid & Fire fighting.	10	Staff Of BPDB	02.09.2021	11.09.2021
15	E-33	Operation and Maintenance of Power Plant Auxiliaries and BOP.	10	XEN/SDE/AE/SAE	04.09.2021	13.09.2021
16	E-25	Operation & Maintenance of HFO & Diesel Engine based Power Plant (Basic).	10	Technical Staff	05.09.2021	14.09.2021
17	MA-14	Office Administration & Record Keeping.	10	UDA/SAA/STENO/A A/LDA/JAA/ Equivalent	13.09.2021	22.09.2021
18	MA-06	Store Purchase & Store Management.	10	Technical Officer and Store Officer	16.09.2021	25.09.2021
19	E-32	Energy Meter Installation for electricity Connection, Testing & Consumer Oriented service and behaviour.	10	Sales & Distribution related technical staff	20.09.2021	29.09.2021
20	MA-11	Strategies for implementing spirit of Liberation War and Life and Philosophy of the Father of the Nation Bangabandhu Sheikh Mujibur Rahman.	05	Officer of BPDB	26.09.2021	30.09.2021

Sl. No.	Course code	Course name	Duration (Day)	Target group (25 Persons)	Training Period	
					From	To
October-2021						
21	E-14	Operation & Maintenance of Combined Cycle Power Plant & its Auxiliaries.	10	All Technical Staff of Power Plant.	02.10.2021	11.10.2021
22	MA-26	Awareness Creation for some Common Diseases.	10	Officers Of BPDB	04.10.2021	13.10.2021
23	E-37	Tariff Rule, COP and Electricity Act 2018 and Rules 2020	7	Staff of BPDB	06.10.2021	12.10.2021
24	T-10	Training for plant Operator of Power Station.	10	Technical Operator and Attendants	14.10.2021	23.10.2021
25	F-02	Accounts & Financial Management.	10	UDA/SAA/STENO/AA/LDA/JAA/Equivalent	17.10.2021	26.10.2021
26	E-08	Relay and Protection, Fault Level Calculation, Setting and Co-ordination (Basic).	10	XEN/SDE/AE/SAE	21.10.2021	30.10.2021
27	MA-12	Customer Service & Behavior.	05	Staff (Distribution)	24.10.2021	28.10.2021
November-2021						
28	IT-05	E-Filing, File Management & ERP for Development of Work Procedure & Services	10	Officers Of BPDB	01.11.2021	10.11.2021
29	E-29	Operation & Maintenance of Boiler and its Auxiliaries	10	Technical Staff	02.11.2022	11.11.2022
30	E-06	Operation & Maintenance of 33/11kv Substation, Transformer both Power & Distribution (Basic).	10	Technical staff	04.11.2021	13.11.2021
31	MA-13	National Integrity Strategy (NIS), Anti-corruption, Etiquette & Manner, Professional Ethics and Organizational Behavior.	5	Staff Of BPDB	14.11.2021	18.11.2021
32	E-25	Operation & Maintenance of HFO & Diesel Engine based Power Plant.	10	Technical Staff	16.11.2021	25.11.2021
33	F-03	Auditing and settlement of Audit Objections.	10	Officers of BPDB	20.11.2021	29.11.2021
34	E-19	Operation & Maintenance of Coal Power Plant & its Auxiliaries	10	Technical Staff of Power Plant	21.11.2021	30.11.2021
December-2021						
35	T-09	Training for Switch Board Attendant.	8	SBA/CA (Distribution)	01.12.2021	08.12.2021
36	E-44	Design, manufacturing, testing and commissioning of transformer both power and distribution transformer (Advanced).	10	XEN/SDE/AE/SAE	02.12.2021	11.12.2021
37	MA-16	Inquiry Procedure, Punishment and Appeal Procedure According to Service Rules of BPDB.	10	Staff Of BPDB	04.12.2021	13.12.2021
38	F-01	Training course on PPR – 2008, PPA - 2006 & financial delegation power-2018 of BPDB.	10	Staff Of BPDB	14.12.2021	23.12.2021
39	E-45	Operation & Maintenance of HFO & Diesel Engine based Power Plant (Advanced).	10	All Technical Staff of Power Plant.	19.12.2021	28.12.2021
40	MA-25	Training on Fire Detection and Protection system in KPI Power Plant of BPDB	3	Staff (Power Station)	20.12.2021	22.12.2021

Sl. No.	Course code	Course name	Duration (Day)	Target group (25 Persons)	Training Period	
					From	To
41	MA-11	Strategies for implementing spirit of Liberation War and Life and Philosophy of the Father of the Nation Bangabandhu Sheikh Mujibur Rahman.	5	All Officers Of BPDB	26.12.2021	30.12.2021
January-2022						
42	T-03	Occupational health and safety, First aid & Fire fighting.	10	Staff Of BPDB	01.01.2022	10.01.2022
43	E-14	Operation & Maintenance of Combined Cycle Power Plant & its Auxiliaries.	10	All Technical Staff of Power Plant.	02.01.2022	11.01.2022
44	F-02	Accounts & Financial Management.	10	UDA/SAA/STENO/A A/LDA/JAA	13.01.2022	22.01.2022
45	MA-06	Store Purchase & Store Management.	10	Technical Officer and Store Officer	15.01.2022	24.01.2022
46	E-29	Operation & Maintenance of Boiler and its Auxiliaries	10	Technical Staff	17.01.2022	26.01.2022
47	T-07	Computerized Billing System and Pre-Payment Metering, bill preparation, customer service and behavior.	7	Staff Of BPDB	25.01.2022	31.01.2022
February-2022						
48	T-01	BPDB Tariff Rule & Commercial Operation Procedure.	10	Staff Of BPDB	01.02.2022	10.02.2022
49	MA-10	Bangladesh: History, Society, Culture and Liberation War.	5	Officers of BPDB	03.02.2022	07.02.2022
50	E-33	Operation and Maintenance of Power Plant Auxiliaries and BOP.	10	Technical Staff	05.02.2022	14.02.2022
51	MA-13	National Integrity Strategy (NIS), Anti-corruption, Etiquette & Manner, Professional Ethics and Organizational Behavior.	5	Staff of BPDB	13.02.2022	17.02.2022
52	E-06	Operation and Maintenance of 33/11 KV Substation, Transformer both power and distribution.	10	Technical Staff	15.02.2022	24.02.2022
53	E-46	Operation & Maintenance of Coal Power Plants & its Auxiliaries (Advanced).	10	Technical Officer	19.02.2022	28.02.2022
March-2022						
54	E-32	Energy Meter Installation for electricity Connection, Testing& Consumer Oriented service and behaviour.	10	Sales & Distribution related technical staff	01.03.2022	10.03.2022
55	MA-14	Office Administration & Record keeping.	10	UDA/SAA/STENO/A A/LDA/JAA	03.03.2022	12.03.2022
56	E-08	Relay and Protection, Fault Level Calculation, Setting and Co-ordination (Basic).	10	XEN/SDE/AE/SAE	05.03.2022	14.03.2022
57	E-29	Operation & Maintenance of Boiler and its Auxiliaries	10	Technical Staff	13.03.2022	22.03.2022
58	E-14	Operation & Maintenance of Combined Cycle Power Plant & its Auxiliaries.	10	Technical Staff	20.03.2022	29.03.2022
59	MA-17	BPDB Employees Service Rules, Labor Law and Industrial Relationship.	7	Officers of BPDB	21.03.2022	27.03.2022
April-2022						
60	T-01	BPDB Tariff rule & Commercial Operation Procedure.	10	Officers Of BPDB	02.04.2022	11.04.2022

Sl. No.	Course code	Course name	Duration (Day)	Target group (25 Persons)	Training Period	
					From	To
61	T-09	Training for Switch Board Attendant.	8	SBA/CA (Distribution)	03.04.2022	10.04.2022
62	E-06	Operation and Maintenance of 33/11 KV Substation, Transformer both power and distribution.	10	Technical Staff	04.04.2022	13.04.2022
63	T-03	Occupational health and safety, First aid & Fire fighting.	10	Staff Of BPDB	12.04.2022	21.04.2022
64	E-14	Operation and Maintenance of Combined Cycle Power Plant.	10	(XEN/DD/SDE/AE/A D/ Chemist/ Store Officer/ SAE	16.04.2022	25.04.2022
65	E-25	Operation & Maintenance of HFO & Diesel Engine based Power Plant.	10	Technical Staff	17.04.2022	26.04.2022
May-2022						
66	E-46	Operation & Maintenance of Coal Power Plants & its Auxiliaries (Advance).	10	Technical Staff of Power Plant	08.05.2022	17.05.2022
67	T-10	Training for plant Operator of Power Station.	10	Technical Operator and Attendants	09.05.2022	18.05.2022
68	F-01	Training course on PPR – 2008, PPA - 2006 & financial delegation power-2018 of BPDB.	10	Officers Of BPDB	10.05.2022	19.05.2022
69	E-14	Operation & Maintenance of Combined Cycle Power Plant & its Auxiliaries.	10	All Technical Staff of Power Plant.	21.05.2022	30.05.2022
70	F-02	Accounts & Financial Management.	10	Officers Of BPDB	22.05.2022	31.05.2022
71	MA-17	BPDB Employees Service Rules, Labor Law and Industrial Relationship.	7	Staff of BPDB	23.05.2022	29.05.2022
June-2022						
72	E-06	Operation and Maintenance of 33/11 KV Substation, Transformer both power and distribution.	10	Technical Staff	02.06.2022	11.06.2022
73	E-45	Operation & Maintenance of HFO & Diesel Engine based Power Plant (Advance).	10	Technical Officers/Chemist	04.06.2022	13.06.2022
74	MA-14	Office Administration & Record keeping.	10	UDA/SAA/STENO/A A/LDA/JAA	06.06.2022	15.06.2022
75	E-13	Maintenance of Combined Cycle Power Plant.	10	Technical Staff	12.06.2022	21.06.2022
76	E-33	Operation and Maintenance of Power Plant Auxiliaries and BOP.	10	Technical Staff	16.06.2022	25.06.2022
77	T-03	Occupational health and safety, First aid & Fire fighting.	10	Officers Of BPDB	18.06.2022	27.06.2022

Number of Targeted "On the Job Training (OJT)" for 2021-22: 24

Regional Training Center, BPDB, Tongi, Gazipur

Regional Training Center, 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.

RTC, 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 Regional Training Center, BPDB, Tongi, Gazipur.

Annual Training Schedule for 2021-22

Regional Training Center

BPDB, Tongi, Gazipur

Sl No	Course Code	Name of the Course	Duration (Days)	Target Group (25 Persons)	Course Schedule	
					From	To
July-2021						
1	E-16	Operation and Maintenance of Gas Turbine Power Plant & its auxiliaries.	10	Technical Staff	03.07.2021	12.07.2021
2	E-15	Advanced Course on Distributed control system (DCS) and I & C system in Power Plant.	10	XEN/SDE/AE/SAE	04.07.2021	13.07.2021
3.	MA-17	BPDB Employees Service Rules, Labour Law and Industrial Relationship	10	UDA/LDA /related Staff	06.07.2021	15.07.2021
August-2021						
4.	E-14	Operation & Maintenance of Combined Cycle Power plant.	10	SBU Related XEN/SDE/AE/SAE	01.08.2021	10.08.2021
5.	F-03	Auditing & Settlement of Audit Objection	10	AA/UDA/LDA /SAA/JAA/related Staff	03.08.2021	12.08.2021
6.	MA-14	Office Administration & Record keeping	10	Staff	09.08.2021	18.08.2021
7.	T-09	Switch board Attendant Course.	10	CA/SBA/ Related Technical Staff	16.08.2021	26.08.2021
8.	MA-12	Customer Service and Behavior	10	Officer	22.08.2021	31.08.2021
September-2021						
9.	T-17	APA and NIS	02	Officer	01.09.2021	02.09.2021
10.	F-01	PPR-2008,PPA-2006 & Delegation of Financial Power 2018 of BPDB.	10	Assistant Accountant/ SAA/JAA	04.09.2021	13.09.2021
11.	E-39	Operation & Maintenance of Transformer & its Auxiliaries in Power Plant.	10	Technical Staff	05.09.2021	14.09.2021
12.	T-03	Occupational health and safety, First aid & Fire fighting	10	Staff	12.09.2021	21.09.2021
13.	T-02	Electricity act, Case Filing & Reporting	10	Officer	18.09.2021	27.09.2021
October-2021						
14.	T-07	Computerized Billing System and Pre-Payment Metering, bill preparation, customer service and behavior.	10	Meter Inspector/Meter Reader/Billing Staff/ SAA/JAA	02.10.2021	11.10.2021
15.	E-32	Energy Meter Installation for Electricity Connection, Testing and consumer-oriented service and behavior.	10	Staff (Meter Reader)- Distribution	04.10.2021	13.10.2021
16.	E-16	Operation and Maintenance of Gas Turbine Power Plant & its auxiliaries.	10	Technical Staff	12.10.2021	21.10.2021
17.	F-03	Auditing and settlement of Audit Objections	10	Officer	16.10.2021	25.10.2021
18.	MA-17	BPDB Employees Service Rules, Labour Law and Industrial Relationship	09	Staff	23.10.2021	31.10.2021
November-2021						
19.	IT-02	Electronic Government Procurement (e-GP), PPR-2008, PPA-2006 and Delegation of Financial Power-2018	10	(Technical/Accounts Officers)	01.11.2021	10.11.2021
20.	E-14	Operation & Maintenance of Combined Cycle Power plant & its auxiliaries..	10	Technical Staff	02.11.2021	11.11.2021

Sl No	Course Code	Name of the Course	Duration (Days)	Target Group (25 Persons)	Course Schedule	
					From	To
21.	T-17	APA and NIS	02	Officer	07.11.2021	08.11.2021
22.	MA-12	Customer Service and Behavior	10	Staff	13.11.2021	22.11.2021
23.	MA-14	Office Administration & Record keeping	10	Staff	16.11.2021	25.11.2021
December-2021						
24.	T-01	BPDB Tariff rule & Commercial Operation Procedure	10	Staff	04.12.2021	13.12.2021
25.	E-17	Advanced Course on Operation & Maintenance of Steam Turbine	10	SBU Related XEN/SDE/AE/SAE	05.12.2021	14.12.2021
26.	F-01	PPR-2008,PPA-2006 & Delegation of Financial Power 2018 of BPDB.	10	Assistant Accountant/ SAA/JAA	06.12.2021	15.12.21
27.	T-13	Security, Fire fighting and Safety Procedure	10	Security Guard/Staff	18.12.2021	27.12.2021
28.	E-11	Smart Grid, Smart Prepayment Meter, GIS Mapping	10	Sales/Distribution & Commercial line staff	21.12.2021	30.12.201
January/2022						
29.	E-39	Operation & Maintenance of Transformer & its Auxiliaries in Power Plant.	10	Technical Staff	02.01.2022	11.01.2022
30.	E-07	Sub-Station Automation, SCADA System and Protection	10	Technical officer of BPDB	04.01.2022	13.01.2022
31.	MA-17	BPDB Employees Service Rules, Labour Law and Industrial Relationship	10	UDA/LDA /related Staff	15.01.2022	24.01.2022
32.	IT-05	E-Filing, File Management & ERP for Development of Work Procedure & Services	10	Officer	18.01.2022	27.01.2022
33.	E-19	Operation and maintenance of Coal power plants & its auxiliaries	10	Technical Staff	22.01.2022	31.01.2022
February/2022						
34.	E-17	Operation & Maintenance of Steam Turbine	10	Technical Staff	01.02.2022	10.02.2022
35.		Relay and Protection, fault level calculation, Setting and Co-ordination (Advance course)	10	(Technical Officer)- Distribution/Power Station	05.02.2022	14.02.2022
36.	F-02	Accounts and Financial Management	10	Staff	08.02.2022	17.02.2022
37.	T-07	Computerized Billing System and Pre-Payment Metering, bill preparation, customer service and behavior.	8	Meter Inspector/Meter Reader/Billing Staff/SAA/JAA	19.02.2022	26.02.2022
38.	MA-26	Awareness Creation for some common diseases	7	Staff	22.02.2022	28.02.2022
March/2022						
39.	E-14	Operation & Maintenance of Combined Cycle Power plant.	10	Technical Staff	05.03.2022	14.03.2022
40.	T-09	Switch board Attendant Course.	10	CA/SBA/ Related Technical Staff	07.03.2022	16.03.2022
41.	T-04	Preparation of Tender Document, Contract agreement & Financial Management.	10	Officer	15.03.2022	24.03.2022
42.	MA-14	Office Administration & Record keeping	10	Staff	22.03.2022	31.03.2022
April/2022						
43.	E-16	Advanced Course on Operation and Maintenance of Gas Turbine Power Plant Auxiliaries	10	Officer	03.04.2022	12.04.2022

Sl No	Course Code	Name of the Course	Duration (Days)	Target Group (25 Persons)	Course Schedule	
					From	To
44.	E-11	Smart Grid, Smart Prepayment Meter, GIS Mapping	10	Sales/Distribution & Commercial line staff	04.04.2022	13.04.2022
45.	T-01	BPDB Tariff rule & Commercial Operation Procedure	10	Staff	16.04.2022	25.04.2022
46.	T-03	Occupational health and safety, First aid & Fire fighting	10	Staff	17.04.2022	26.04.2022
May/2022						
47.	E-17	Operation & Maintenance of Steam Turbine	10	Technical Staff	15.05.2022	24.05.2022
48.	IT-05	E-Filing, File Management & ERP for Development of Work Procedure & Services	10	Officer	16.05.2022	25.05.2022
49.	E-32	Energy Meter Installation for Electricity Connection, Testing and consumer-oriented service and behavior.	10	Staff (Meter Reader)- Distribution	22.05.2022	31.05.2022
50.	F-03	Auditing & Settlement of Audit Objection	10	AA/UDA/LDA /SAA/JAA/related Staff	28.05.2022	06.06.2022
June/2022						
51.	E-26	Power Generation and System Planning in BPDB	10	Officer	04.06.2022	13.06.2022
52.	T-17	APA and NIS	02	Officer	05.06.2022	06.06.2022
53.	F-01	PPR-2008,PPA-2006 & Delegation of Financial Power 2018 of BPDB.	10	Assistant Accountant/ SAA/JAA	07.06.2022	16.06.2022
54.	T-13	Security, Fire fighting and Safety Procedure	10	Security Guard/Staff	13.06.2022	22.06.2022
55.	E-16	Operation and Maintenance of Gas Turbine Power Plant & its auxiliaries.	10	Technical Staff	21.06.2022	30.06.2022

Number of Targeted "On the Job Training (OJT)" for FY 2021-22: 25

Addresses of Academy & Training Center

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