



प्रसार भारती
PRASAR BHARATI
भारत का सार्वजनिक प्रसारक
India's Public Service Broadcaster



राष्ट्रीय प्रसारण एवं मल्टीमीडिया अकादमी

NATIONAL ACADEMY OF BROADCASTING & MULTIMEDIA

आकाशवाणी एवं दूरदर्शन, किंग्सवे कैम्प, दिल्ली - 110009

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File No. NABM (P)/DEL/PT/2022-23

Dated: 28TH February, 2022

CIRCULAR

Subject : Inviting Nominations for Annual Training Calendar of NABMs & RABMs for the Programme & Administrative Courses proposed to be conducted during the Year 2022 -23

All Head of Stations/Head of the Programmes of AIR/DD are requested to download the “Combined Annual Training Calendar of Programme & Technical Division” for the year 2022-23, attached herewith and forward nominations for Programme and Administrative Courses scheduled from page no. 05 to 13 in the aforesaid combined ATC. The nominations may be submitted /forwarded in the requisite GOOGLE PROFORMA OF NOMINATIONS to be forwarded through e-mails/uploaded on PrasarNet separately for individual training course. Prescribed guidelines for nominations as mentioned in the calendar should be followed.

(Umashanker Singh)
Programme Executive
(Planning & Coordination)
For Addl.DG (Training)

1. All Heads of Office of AIR Stations/DD Kendras/Offices
2. All Heads of the Programme of AIR stations/DD/Kendras/Offices)
3. All Zonal ADGs (Content), AIR/DD- (North Zone/East Zone/NE Zone/West Zone/South Zone)
4. All Zonal ADGs (Admin), AIR/DD- (North Zone/East Zone/NE Zone/West Zone/South Zone)
5. PA to ADG (Training), Prasar Bharati, NABM Delhi
6. PA to DDG(PT), NABM, Delhi



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रेडियो कॉलोनी, किंग्सवे, दिल्ली-110 009
RADIO COLONY, KINGSWAY, DELHI-110 009

वार्षिक प्रशिक्षण कैलेंडर : 2022-23 (Annual Training Calendar 2022-23)

कार्यक्रम और तकनीकी प्रभाग
(Programme and Technical Division)



रा.प्र.म.अ: दिल्ली/NABM Delhi

रा.प्र.म.अ: भुवनेस्वर/NABM Bhubaneswar

क्षे.प्र.म.अ: शिल्लोंग/RABM Shillong



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N THIYAGARAJAN
ADDL. DIRECTOR GENERAL (TRAINING)

File No. NABM/DEL/PT/ATC/2022-23

Dated: 23RD February, 2021

Message

Dear all

It gives me immense pleasure to release the Annual Training Calendar (ATC) of National Academy of Broadcasting and Multimedia, Delhi and its regional academies for the year 2022-23, for imparting training on various areas of Programme, Engineering & Administrative field. The ATC of 2022-23 covers diverse subjects related to Planning, Production and Management of Radio & Television programmes and related administrative matters including technical subjects covering equipment- based training, so as to develop and explore innovative advances in a constantly shifting media landscape.

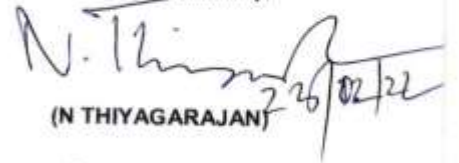
NABM recognizes that the officials of our organization at various levels in different units of Programme, Engineering & Administration Divisions are the greatest assets and success is achieved through trained and motivated employees who are performance-driven at all times. Towards fulfilling this need, NABM/ RABM has scheduled a range of training programmes that are tailor made to meet the professional as well as the individual training needs.

NABM is committed to actively assist, encourage, enhance and harness the professional/technical capabilities of our employees through these training programmes. This Calendar is a compilation of the training programs scheduled to be carried out throughout the year. These trainings are designed to empower the participants with confidence and to perform with a higher level of proficiency so that they can demonstrate their skills better and render adequate support in the relevant fields. The programs are multifold with various training modules covering all the areas appropriately. These training programs also provide a unique opportunity for understanding organization's expectations and challenges and to enhance individual's knowledge and professionals skills.

I congratulate the Central Training Cell of NABM Delhi and all training academies for their concerted efforts in formulating these excellent training modules and hope that you will find the learning from these sessions equally interesting and effective.

With regards,

Yours sincerely,


(N THIYAGARAJAN) 23/02/22

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**ANNUAL TRAINING CALENDAR
FOR
THE YEAR 2022-23**

(PROGRAMME DIVISION)

FOR

PROGRAMME AND ADMINISTRATIVE COURSES

**NABM DELHI
NABM BHUBANESWAR
RABM SHILLONG**



प्रसार भारती / PRASAR BHARATI

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ANNUAL TRAINING CALENDAR FOR THE YEAR 2022-23
(PROGRAMME DIVISION)

FOR
PROGRAMME AND ADMINISTRATIVE COURSES

NABM DELHI

SL. NO.	COURSE CODE	TITLE OF THE TRAINING PROGRAMME/WORKSHOP	LEVEL OF PARTICIPANTS	DURATION	PERIOD		# MODE OF TRAINING (VIRTUAL/CLASS ROOM/ VENUE)
					FROM	TO	
A. PROGRAMME MANAGEMENT (RADIO/RADIO & TV)							
1	D22-P01	E-PROGRAMME MANAGEMENT (STUDIO AUTOMATION//E-CUE SHEET GENERATION, E-ABS/E-PAYMENTS ETC.)	ADP/PEX/TREX/ ANNOUNCER (AIR)	05	18-04-2022	22-04-2022	Physical-Delhi
2	D22-P02	INTER-PERSONAL AND WORKPLACE STRESS MANAGEMENT	ALL OFFICERS/ STAFF (AIR/DD/PB)	03	17-05-2022	19-05-2022	Virtual/Physical - Ahmedabad
3	D22-P03	EMERGENCY & RISK COMMUNICATION MANAGEMENT (DISASTER/EMERGENCY SITUATION/HEALTH HAZARDS)	ALL PROGRAMME & TECHNICAL OFFICERS/STAFF (AIR/DD)	03	01-06-2022	03-06-2022	Virtual/Physical -Delhi (Coordinated with Bhubaneswar)
4	D22-P04	RADIO AGRI-VISION (FIRST) (STRATEGIC COMMUNICATION PLAN FOR COST EFFETIVE AGRICULTURE)	ADP/PEX/TREX/ ANNOUNCER/ PROD. ASSTT (AIR/DD)	05	11-07-2022	15-07-2022	Virtual/Physical - Bhopal
5	D22-P05	POLICY AND LEGAL ASPECTS OF CASUAL BOOKINGS/ASSIGNMENTS FOR PROGRAMME PURPOSE	ADP/PEX/TREX/ ANNOUNCER/ PROD. ASSTT(AIR/DD)	03	10-08-2022	12-08-2022	Virtual/Physical - Delhi
6	D22-P06	राजभाषा हिंदी प्रोत्साहन सम्बन्धी शासकीय नियमावली अनुपालन : हमारे कर्तव्य व दायित्व (OFFICIAL RULES RELATED TO HINDI PROMOTION: OUR DUTIES AND RESPONSIBILITIES FOR ITS COMPLIANCE)	ALL STAFF/OFFICERS (AIR/DD/PB)	02	12-09-2022	13-09-2022	Virtual/Physical - Delhi
7	D22-P07	DIGITAL TRANSFORMATION IN PROGRAMME PRODUCTIONS AND BROADCAST OF RADIO & TV	ADP/PEX/TREX/ ANNOUNCER/ PROD ASSTT (AIR/DD)	05	10-10-2022	14-10-2022	Virtual/Physical - Delhi
8	D22-P08	BROADCASTERS' RIGHTS UNDER IPR ACT	ADP/PEX/TREX/ ANNOUNCER/ PROD. ASSTT (AIR/DD)	03	09-11-2022	11-11-2022	Virtual/Physical - Delhi
B. PROGRAMME PRODUCTION							
9	D22-P09	SPORTS & NON-SPORTS RADIO COMMENTARIES	ADP/PEX/TREX/ ANNOUNCER (AIR)	03	06-04-2022	08-04-2022	Virtual/Physical - Delhi
10	D22-P10	GENDER SENSITIVE MEDIA -	ADP/PEX/TREX/	03	11-04-2022	13-04-2022	Virtual/Physical -

		PROGRAMMING AND WORKPLACE CONCERNS	ANNOUNCER/ PROD ASSTT (AIR/DD)				Delhi
11	D22-P11	SOCIAL MEDIA PLATFORMS FOR CROSS MEDIA CAMPAIGN	ADP/PEX/TREX/ ANNOUNCER/ PROD ASSTT (AIR/DD)	02	04-05-2022	05-05-2022	Virtual/Physical - Delhi
12	D22-P12	RADIO ARCHIVING, DIGITIZATION & RE-PACKAGING	ADP/PEX/TREX/ ANNOUNCER (AIR)	03	27-06-2022	29-06-2022	Virtual/Physical - Delhi
13	D22-P13	PROTECTING ART-CULTURE & HERITAGE- INNOVATIVE RADIO PROGRAMING	ADP/PEX/TREX/ ANNOUNCER (AIR)	03	20-07-2022	22-07-2022	Virtual/Physical - Delhi
14	B22-P02	CHILDREN PROGRAMME IN THE DIGITAL AGE	PEX/TREX/ ANNOUNCER (AIR)	05	25-07-2022	29-07-2022	Virtual/Physical -Bhubaneswar (Coordinated with NABM BBSR)
15	D22-P14	COMMUNICATION FOR SELF RELIANT INDIA- STRATEGIC PROGRAMMING FOR SKILLED YOUTH	ADP/PEX/TREX/ ANNOUNCER/ PROD ASSTT (AIR/DD)	03	29-08-2022	31-08-2022	Virtual/Physical - Delhi
16	D22-P15	RADIO AGRI-VISION-(SECOND) (STRATEGIC COMMUNICATION PLAN FOR COST EFFETIVE AGRICULTURE)	ADP/PEX/TREX/ ANNOUNCER/PROD ASSTT (AIR/DD)	05	05-09-2022	09-09-2022	Virtual/Physical - Lucknow
17	D22-P16	ART OF RADIO WRITING IN CHANGED SCENARIO	ADP/PEX/TREX/ ANNOUNCER (AIR)	03	28-11-2022	30-11-2022	Virtual/Physical - Delhi
18	D22-P17	ART OF ANCHORING AND PRESENTATION IN RADIO	ADP/PEX/TREX/ ANNOUNCER (AIR)	05	05-12-2022	09-12-2022	Virtual/Physical - Delhi
19	D22-P18	SPECIAL WORKSHOP FOR VISUALLY CHALLENGED (AS PER DOPT'S GUIDELINES)	ADP/PEX/TREX/ ANNOUNCER (AIR)	03	03-01-2023	05-01-2023	Physical -Delhi
C. SPECIAL REGIONAL WORKSHOP ON "VOICE CULTURE AND LANGUAGE ARTICULATION"(Series of five studio based practical training in regional languages)							
20.	D22-P19	REGIONAL WORKSHOP ON "VOICE CULTURE AND LANGUAGE ARTICULATION" (NORTH ZONE)	ADP/PEX/TREX/ ANNOUNCER/ COMPERES (INCLUDING CASUALS) (AIR/DD)	05	TBD	TBD	Physical - Lucknow (in coordination with AIR Lucknow)
21.	D22-P20	REGIONAL WORKSHOP ON "VOICE CULTURE AND LANGUAGE ARTICULATION" (SOUTH ZONE)	ADP/PEX/TREX/ ANNOUNCER/ COMPERES (INCLUDING CASUALS) (AIR/DD)	05	TBD	TBD	Physical - Chennai (in coordination with AIR Chennai)
22.	D22-P21	REGIONAL WORKSHOP ON "VOICE CULTURE AND LANGUAGE ARTICULATION"(EAST ZONE)	ADP/PEX/TREX/ ANNOUNCER/ COMPERES (INCLUDING CASUALS) (AIR/DD)	05	TBD	TBD	Physical Kolkata (coordinated with NABM Bhubaneswar)
23.	D22-P22	REGIONAL WORKSHOP ON "VOICE CULTURE AND LANGUAGE ARTICULATION"(NE ZONE)	ADP/PEX/TREX/ ANNOUNCER/ COMPERES (INCLUDING CASUALS) (AIR/DD)	05	TBD	TBD	Physical - Guwahati (coordinated With RABM Shillong)
24.	D22-P23	REGIONAL WORKSHOP ON "VOICE CULTURE AND LANGUAGE ARTICULATION"(WEST ZONE)	ADP/PEX/TREX/ ANNOUNCER/ COMPERES (INCLUDING CASUALS) (AIR/DD)	05	TBD	TBD	Physical - Mumbai(In coordination with AIR Mumbai)
D. TELEVISION TRAINING PROGRAMMES							
25.	D22-P24	EFP/OB COVERAGES FOR DOORDARSHAN	PEX/TREX/PROD ASSTT/CAMERAMAN (DD)	02	04-04-2022	05-04-2022	Virtual/Physical - Delhi
26.	D22-P25	MONETIZING DEVELOPMENT COMMUNICATION FOR DOORDARSHAN	PEX/TREX/ PROD ASSTT/CAMERAMAN (DD)	03	25-05-2022	27-05-2022	Virtual/Physical - Delhi

27.	D22-P26	DIGITAL MARKETING SKILLS IN BROADCASTING	PEX/TREX/ PROD ASSTT / SALES EXECUTIVE OF SALES DIVISION (DD)	02	28-07-2022	29-07-2022	Virtual/Physical - Delhi
28.	D22-P27	PROPOSALS, RESEARCH AND SKILLS FOR TELEVISION DOCUMENTARY PRODUCTION	PEX/TREX/ PROD ASSTT /CAMERAMAN (DD)	03	24-08-2022	26-08-2022	Virtual/Physical - Delhi
29.	D22-P28	CHILDREN'S STORY TELLING FORMATS IN TELEVISION	ADP/PEX/TREX/ PROD ASSTT / GRAPHIC ARTISTS/ CAMERAMAN (DD)	02	28-09-2022	29-09-2022	Virtual/Physical - Delhi
30.	D22-P29	DATA VISUALIZATION IN TELEVISION	NEWS EDITORS/ AND CONCERNED OFFICIALS OF RNU'S, BESIDES GRAPHIC ARTISTS (DD)	03	21-11-2022	23-11-2022	Virtual/Physical - Delhi
31.	D22-P30	ENVIRONMENT CONSERVATION AND COUNTERING CLIMATE CHANGE THROUGH TELEVISION	PEX/TREX/ PROD ASSTT/CAMERAMAN (DD)	02	27-01-2023	28-01-2023	Virtual/Physical - Delhi
32.	D22-P31	OUTREACH PROGRAMS – REGIONAL FOLK MUSIC FESTIVALS BY CAPITAL DDK'S	PEX/TREX/ PROD ASSTT/CAMERAMAN (DD)	02	24-02-2023	25-02-2023	Virtual/Physical - Delhi
33.	D22-P32	MOTIVATING FARMERS FOR ADOPTING INNOVATION IN HORTICULTURE THROUGH TELEVISION	PEX/TREX/ PROD ASSTT/CAMERAMAN (priority to those in DD Kisan and KD (DD)	02	15-03-2023	16-03-2023	Virtual/Physical - Delhi
E. ADMINISTRATIVE TRAININGS							
34.	D22-A01	HANDLING COURT CASES	HOO/DDG/ DIRECTOR/DDA/AD/S AO/AO/AO/HC/ACCT T. (AIR/DD/PB)	02	14-04-2022	15-04-2022	Virtual/Physical - Delhi
35.	D22-A02	DISCIPLINARY PROCEDURES AND DEPARTMENTAL ENQUIRES	HOO/DDG/ DIRECTOR/DDA/AD/S AO/AO/PEX/AE (AIR/DD/PB)	04	09-05-2022	12-05-2022	Virtual/Physical - Delhi
36.	D22-A03	ADMINISTRATIVE, FINANCIAL AND CENTRAL ACCOUNTING SYSTEM (CAS) MANAGEMENT	ALL OFFICERS/STAFF (AIR/DD/PB)	05	20-06-2022	24-06-2022	Virtual/Physical - Delhi
37.	D22-A04	RIGHT TO INFORMATION ACT-2005- (FIRST)	ALL OFFICERS/STAFF (AIR/DD/PB)	02	07-07-2022	08-07-2022	Virtual/Physical - Delhi
38.	D22-A05	BHAVISHYA: PENSION AND OTHER POST- RETIREMENT BENEFITS	ALL OFFICERS/ STAFF (ESPECIALLY THOSE IN ADMINISTRATION/A CACCOUNTS) (AIR/DD/PB)	03	22-08-2022	24-08-2022	Virtual/Physical –Delhi (Coordinated with NABM BBSR RABM Shillong)
39.	D22-A06	ESTABLISHMENT RULES	ADMIN/PROG/ENG WING STAFF (AIR/DD/PB)	03	19-09-2022	21-09-2022	Virtual/Physical – Delhi
40.	D22-A07	GST, GEM, PFMS & NPS	ALL ADMINISTRATIVE STAFF (AIR/DD/PB)	03	01-11-2022	03-11-2022	Virtual/Physical –Delhi (Coordinated with NABM Bhubaneswar)
41.	D22-A08	PREVENTION OF SEXUAL HARASSMENT AT WORK PLACE	ALL OFFICERS/STAFF (AIR/DD/PB)	02	01-12-2022	02-12-2022	Virtual/Physical – Delhi
42.	D22-A09	RIGHT TO INFORMATION ACT-2005- (SECOND)	CPIO/FAAS/NODAL CPIOs IN DELHI/ ZONAL OFFICES/ NSD & DD NEWS/ CCW AND STAFF MEMBERS FROM PROG./ADMIN/TECH. WINGS (AIR/DD/PB)	02	29-12-2022	30-12-2022	Virtual/Physical – Delhi

Note:

- ❖ # Holding Classroom/Physical Trainings will depend upon Government instructions.

- ❖ Regional Workshops on 'Voice Culture and Language Articulation' shall be conducted in respective regional languages only at designated venue.
- ❖ Combined Nominations for courses will not be accepted. Therefore, Station/Kendras/Offices of AIR/DD/PB may forward their nominations for each course separately, as per circular of the respective Training Academies issued from time to time. In this regard, the separate intimation for each course will be uploaded on "Prasar Net".



सत्यमेव जयते

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NATIONAL ACADEMY OF BROADCASTING AND MULTIMEDIA

निकट ओमफेड स्क्वायर, भुवनेश्वर-751017

NEAR OMFED SQUARE, BHUBANESWAR-751 017

ANNUAL TRAINING CALENDAR FOR THE YEAR 2022-23

(PROGRAMME DIVISION)

FOR

PROGRAMME AND ADMINISTRATIVE COURSES

NABM BHUBANESWAR

Sl. No.	COURSE CODE	TITLE OF THE TRAINING PROGRAMME/WORKSHOP	LEVEL OF PARTICIPANTS	DURATION	PERIOD		# MODE OF TRAINING (VIRTUAL/ CLASSROOM/ VENUE)
					FROM	TO	
A. PROGRAMME MANAGEMENT & PRODUCTION (RADIO/RADIO & TV)							
1	B22-P01	INNOVATION IN YOUTH PROGRAMME	PEX/TREX/ ANNOUNCER(AIR)	05	09-05-2022	13-05-2022	Virtual/Physical - Bhubaneswar
2.	D22-P03	EMERGENCY & RISK COMMUNICATION MANAGEMENT (DISASTER/EMERGENCY SITUATION/HEALTH HAZARDS)	ALL PROGRAMME & TECHNICAL OFFICERS/STAFF (AIR/DD)	03	01-06-2022	03-06-2022	Virtual/Physical-Delhi (Coordinated with NABM Delhi)
3.	B22-P02	CHILDREN PROGRAMME IN THE DIGITAL AGE	PEX/TREX/ ANNOUNCER (AIR)	05	25-07-2022	29-07-2022	Virtual/Physical - Bhubaneswar (Coordinated with NABM Delhi)
4.	B22-P03	RADIO DRAMA PRODUCTION: NEW CHALLENGES	PEX/TREX/ ANNOUNCER (AIR)	05	12-09-2022	16-09-2022	Virtual/Physical - Bhubaneswar
5.	B22-P04	OUTSIDE BROADCAST : THE SUCCESS MANTRA OF BROADCASTING	PEX/TREX/ ANNOUNCER (AIR)	05	14-11-2022	18-11-2022	Virtual/Physical - Bhubaneswar
6.	B22-P05	NEW MEDIA TECHNOLOGY	PEX/TREX/ PROD ASSTT/AE/EA (AIR/ DD)	03	10-01-2023	12-01-2023	Virtual/Physical - Bhubaneswar
7.	B22-P06	RADIO PRESENTATION TECHNIQUES: WORKSHOPS FOR CASUAL ASSIGNEES	CASUAL ASSIGNEE AT STATION LEVEL (AIR)	02	11-03-2023	12-03-2023	Virtual/Physical - Bhubaneswar
8.	B22-P07	SPOKEN-WORDS PROGRAMMES: NEW STRATEGY	PEX/TREX/ ANNOUNCER (AIR)	05	04-07-2022	08-07-2022	Virtual/Physical - Bhubaneswar
9.	D22-P21	Regional workshop on "VOICE CULTURE AND LANGUAGE ARTICULATION"(East Zone)	ADP/PEX/TREX/ ANNOUNCER/ COMPERES (INCLUDING CASUALS) (AIR/DD)	05	TBD	TBD	Physical Kolkata (coordinated with NABM Delhi)
B. TELEVISION TRAINING PROGRAMMES							
10.	B22-P08	INTERACTIVE PROGRAMME/ REALITY SHOW FOR TV	ADP/PEX /TREX / PROD ASSTT (DD)	03	26-04-2022	28-04-2022	Virtual/Physical - Bhubaneswar
11.	B22-P09	TV DOCUMENTARY	ADP/PEX /TREX / PROD ASSTT (DD)	03	24-05-2022	26-05-2022	Virtual/Physical - Bhubaneswar
12.	B22-P10	NON-LINEAR EDITING	ADP/PEX /TREX / PROD ASSTT (DD)	03	21-06-2022	23-06-2022	Virtual/Physical - Bhubaneswar
13.	B22-P11	INNOVATION IN TV PRODUCTION	ADP/PEX /TREX /	03	23-08-2022	25-08-2022	Virtual/Physical -

		(CHILDREN, WOMEN & HEALTH)	PROD ASSTT (DD)				Bhubaneswar
14.	B22-P12	ART OF INTERVIEWING & SCRIPT WRITING FOR TV	ADP/PEX /TREX / PROD ASSTT (DD)	03	27-09-2022	29-09-2022	Virtual/Physical - Bhubaneswar
C. ADMINISTRATIVE TRAININGS							
15.	B22-A01	FINANCIAL MANAGEMENT, BUDGETING & E-ACCOUNTING	DDO/AO/ACCT/HC /UDC/LDC (AIR/DD)	03	05-04-2022	07-04-2022	Virtual/Physical - Bhubaneswar
16.	B22-A02	COURT CASES, RTI MATTERS & DISCIPLINARY PROCEEDINGS	ADP/PEX/ADMIN STAFF (AIR/DD)	03	01-06-2022	03-06-2022	Virtual/Physical - Bhubaneswar
17.	D22-A05	BHAVISHYA: PENSION AND OTHER POST- RETIREMENT BENEFITS	ALL OFFICERS/ STAFF (especially those in administration/accounts) (AIR/DD/PB)	03	22-08-2022	24-08-2022	Virtual/Physical - Delhi (Coordinated with NABM Delhi)
18.	D22-A07	GST, GEM, PFMS & NPS	ALL ADMINISTRATIVE STAFF (AIR/DD/PB)	03	01-11-2022	03-11-2022	Virtual/Physical - Delhi (Coordinated with NABM Delhi)
19.	B22-A03	INTERPERSONAL RELATIONS/ DEVELOPING POSITION WORK CULTURE & CONDUCT RULE	ADMIN STAFF/ STENO (AIR/DD)	03	06-12-2022	08-12-2022	Virtual/Physical - Bhubaneswar

Note:

- ❖ # holding Classroom/Physical Trainings will depend upon Government instructions.
- ❖ Regional Workshops on 'Voice Culture and Language Articulation' shall be conducted in respective regional languages only at designated venue.
- ❖ Combined Nominations for courses will not be accepted. Therefore, Station/Kendras/Offices of AIR/DD/PB may forward their nominations for each course separately, as per circular of the respective Training Academies issued from time to time. In this regard, the separate intimation for each course will be uploaded on "Prasar Net".

Annual Training Calendar 2022-23 (Prog. Tech.)



प्रसार भारती / PRASAR BHARATI

(भारत का लोक सेवा प्रसारक/INDIA'S PUBLIC SERVICE BROADCASTER)

राष्ट्रीय प्रसारण एवं मल्टीमीडिया अकादमी

REGIONAL ACADEMY OF BROADCASTING AND MULTIMEDIA

पोखेश, शिलांग/ POKHESH, SHILLONG

ANNUAL TRAINING CALENDAR FOR THE YEAR 2022-23

(PROGRAMME DIVISION)

FOR

PROGRAMME AND ADMINISTRATIVE COURSES

RABM SHILLONG

Sl. No.	COURSE CODE	TITLE OF THE TRAINING PROGRAMME/WORKSHOP	LEVEL OF PARTICIPANTS	DURATION	PERIOD		# MODE OF TRAINING (VIRTUAL/ CLASSROOM/ VENUE)
					FROM	TO	
1.	S22-P01	SPORTS COVERAGE AND MANAGEMENT-POST-PANDEMIC	AD/PEX/TREX/ PROD ASSTT /ACR (AIR/DD)	02	11-04-2022	12-04-2022	Virtual/Physical - Shillong
2.	S22-P02	DIGITAL CONVERGENCE IN ABS/TBS	AD/PEX/TREX/ PROD ASSTT /ACR/ADM STAFF (AIR/DD)	02	17-05-2022	18-05-2022	Virtual/Physical - Shillong
3.	S22-P03	MEDIA RESET AND PARADIGM SHIFT INTO THE NEW NORM	AD/PEX/TREX/ PROD ASSTT /ACR/ADM STAFF (AIR/DD)	02	15-06-2022	16-06-2022	Virtual/Physical - Shillong
4.	S22-P04	CORE COMPETENCY DEVELOPMENT PROGRAMME	AD(P)/PEX/HOO/HOP(AIR)	03	04-07-2022	06-07-2022	Virtual/Physical - Shillong
5.	S22-P05	PLANNING AND MANAGEMENT OF E-MARKETING(COMMERCIAL)	PEX(COMMERCIAL)(AIR)	02	24-08-2022	25-08-2022	Virtual/Physical - Shillong
6.	S22-P06	REVAMPING THE ART OF PRESENTATION VIS-À-VIS DIGITAL CONVERGENCE	ANNOUCERS/ CAS(AIR)	03	07-09-2022	09-09-2022	Virtual/Physical - Shillong
7.	S22-P07	POLICY, GUIDELINES AND APPLICATIONS OF SOCIAL MEDIA IN B'CASTING	AD/PEX/TREX/ ANNOUCER/ PROD ASSTT (AIR/DD)	02	20-10-2022	21-10-2022	Virtual/Physical - Shillong
8.	S22-P08	META DATA AND EFFECTIVE ARCHIVING	AD/PEX/TREX/ PROD ASSTT /LIA (AIR/DD)	02	09-11-2022	10-11-2022	Virtual/Physical - Shillong
9.	S22-P09	WORKSHOP ON MOJO(MOBILE JOURNALISM)	AD/PEX/TREX/ ANNOUCER(AIR)	02	13-12-2022	14-12-2022	Virtual/Physical - Shillong
10.	S22-P10	ESSENCE AND NUANCES OF CROSS-MEDIA PUBLICITY FOR SUSTAINABLE DEVELOPMENT	AD/PEX/TREX/ ANNOUCER(AIR/DD)	02	06-01-2023	07-01-2023	Virtual/Physical - Shillong
11.	D22-P22	Regional workshop on "VOICE CULTURE AND LANGUAGE ARTICULATION"(NE Zone)	ADP/PEX/TREX/ ANNOUCER/ COMPERES (INCLUDING CASUALS) (AIR/DD)	05	TBD	TBD	Physical Guwahati (coordinated With NABM Delhi)
A. ADMINISTRATIVE TRAININGS							

12.	D22-A05	BHAVISHYA: PENSION AND OTHER POST- RETIREMENT BENEFITS	ALL OFFICERS/ STAFF (especially those in administration/accounts) (AIR/DD/PB)	03	22-08-2022	24-08-2022	Virtual/Physical – Delhi (Coordinated with NABM Delhi)
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Note:

- ❖ # holding Classroom/Physical Trainings will depend upon Government instructions.
- ❖ Regional Workshops on 'Voice Culture and Language Articulation' shall be conducted in respective regional languages only at designated venue.
- ❖ Combined Nominations for courses will not be accepted. Therefore, Station/Kendras/Offices of AIR/DD/PB may forward their nominations for each course separately, as per circular of the respective Training Academies issued from time to time. In this regard, the separate intimation for each course will be uploaded on "Prasar Net".

Annual Training Calendar 2022-23 (Prog.+ Tech.)

**INSTRUCTIONS FOR NOMINATIONS
FOR
PROGRAMME AND ADMINISTRATIVE TRAININGS**

1. The following guidelines may be adhered to while nominating personnel for training. it should be ensured by the station that:
2. Everyone at the Station should get a chance for training. An officer should not be nominated for more than three courses in a year.
3. Nominations should be forwarded/ submitted by the AIR Stations & DD Kendras to NABM Delhi or its academies at Bhubaneswar and Shillong as case may be.
4. Preference may be given to the official of the younger age group and woman official.
5. Every nomination should be forwarded by the HoE/Hop as the case may be. In case of HoP or HoE nomination should be directly sent to NABM or its academies with a copy to their Zonal ADG (Programme or Engineering, as case may be.
6. Nomination duly filled in prescribed format should reach (preferably by E- mail) to the concerned NABM or its academies before stipulated dates.
7. Normally Nomination of an official who is under difficult station tenure posting should not be forwarded before completion of his/her tenure.
8. In case a person, not from the designated cadre, is required to be sent on training it should be clearly justified by the HoE/HoP.
9. In case a particular person is very importantly required to undergo the particular training it should be specifically mentioned in the nomination letter.
10. **No restrictions in frequency/number / tenure for nominations of any officer, in case of online/ virtual mode of training.**
11. **GOOGLE FORM SHALL BE PROVIDED FOR INDIVIDUAL WORKSHOP IN DUE COURSE OF TIME SEPARATELY.**

THE JURISDICTION OD ZONES/STATES FOR NOMINATIONS FOR PROGRAMME AND ADMINISTRATIVE TRAININGS		
Training Academies	Jurisdiction for nominations	
NABM, Delhi	All India jurisdiction for all cadres	
NABM, Bhubaneswar	Programme Trainings	All India jurisdiction for all cadres
	Administrative Trainings	Odisha, Bengal, Madhya Pradesh, Jharkhand, Chhattisgarh, Andhra Pradesh, Telangana, Karnataka, Kerala, Tamil Nadu, Puducherry, Lakshadweep, Andaman & Nicobar
RABM, Shillong	Programme Courses	Assam, Arunachal Pradesh, Manipur, Meghalaya, Mizoram, Nagaland, Tripura, Sikkim, In case of dearth of Nominations the same may be solicited from following three states ,Bengal, Bihar & Jharkhand
	Administrative Courses	Assam, Arunachal Pradesh, Manipur, Meghalaya, Mizoram, Nagaland, Tripura, Sikkim

**ANNUAL TRAINING CALENDAR
FOR
THE YEAR 2022-23**

(TECHNICAL DIVISION)

FOR

TECHNICAL COURSES

**NABM DELHI
NABM BHUBANESWAR
RABM SHILLONG**



प्रसार भारती / PRASAR BHARATI

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NATIONAL ACADEMY OF BROADCASTING AND MULTIMEDIA

रेडियो कॉलोनी, किंग्सवे, दिल्ली-110 009

RADIO COLONY, KINGSWAY, DELHI-110 009

ANNUAL TRAINING CALENDAR FOR THE YEAR 2022-23
(TECHNICAL DIVISION)

NABM DELHI

SL.NO.	COURSES (ONLINE)	VENUE	SESSION	CADRE	DURATION	AIR/DD	SCHEDULE
COURSE (APR-JUN) Q1							
1.	E-Office (ONLINE)		224071	PEX/TREX/AE/SEA/EA	03 days	AIR/DD	04-06 April, 2022
2.	E-CAS (ONLINE)		224072	PEX/TREX/AE/SEA/EA	02 days	AIR/DD	07-08 April, 2022
3.	Stores & Auction Procedures		224073	DDE/ADE/AE	03 days	AIR/DD	11-13 April, 2022
4.	App Development in IOS and Android Platform-Level 1		224074	SEA/EA	1 week	AIR/DD	18-22 April, 2022
5.	Modern Soldering Techniques, cables & connectors(Offline)	Delhi	224075	Sr. Tech/Tech.	1 Week	AIR/DD	25-29 April, 2022
6.	Technical Aspect of News on AIR Platform		224076	AE/SEA/EA	01 day	AIR/DD	6-May-22
7.	FM(RVR) Transmitter		224077	AE/SEA/EA	1 Week	AIR	09-13 May, 2022
8.	Orientation Course for SEA/EA(analog Tx. Closure)		224078	SEA/EA	03 Weeks	AIR/DD	09-27 May, 2022
9.	Social Media in Broadcasting		224079	AE/SEA/EA	04 days	AIR/DD	17-20 May, 2022
10.	Training on Excel/Power point/MS word/Email & Internet applications		224080	Open for all upto Gr.B	1 Week	AIR/DD	23-27 May, 2022
11.	CASPARCG Graphics with React Caspar Client		224081	AE/SEA/EA	1 Week	DD	30 May-03 June, 2022
12.	Mosley Repair Workshop		224082	AE/SEA/EA	1 Week	AIR	06-10 June, 2022
13.	Executive Development Program(offline)	UAA Nainital	224083	DDG/Dir/DD/AD of Engg & Prog	1 Week	AIR/DD	13-17 June, 2022
14.	Modern Trends in Broadcasting		224084	ADE/DDE/DE/DDG	1 Week	AIR/DD	13-17 June, 2022
15.	Summer Training on Broadcast Technology for students of Engg. Colleges		224085	Engg. Students	4 Weeks	Other	13 June-08 July, 2022
16.	Disciplinary proceedings		224086	ADE/DDE/DE	1 Week	AIR/DD	20-24 June, 2022
17.	App Development in IOS and Android Platform-Level 2		224087	SEA/EA	1 week	AIR/DD	20-24 June, 2022
18.	Studio XD Camcorder		224088	AE/SEA/EA	1 Week	DD	27 June-01 July, 2022
COURSES (JUL-SEP) Q2							
1.	E-Office (Online)		224089	PEX/TREX/AE/SEA/EA	03 days	AIR/DD	04-06 July, 2022
2.	E-CAS (Online)		224090	PEX/TREX/AE/SEA/EA	02 days	AIR/DD	07-08 July, 2022
3.	TV Studio Lighting(Offline)	Delhi	224091	AE/SEA/EA	1 Week	DD	11-15 July, 2022
4.	Audio Console AEQ		224092	AE/SEA/EA	1 Weeks	AIR	18-22 July, 2022
5.	Administrative Course (Online)		224093	HOO/DDO	1 Weeks	AIR/DD	01-05 August, 2022
6.	App Development in IOS and Android Platform-Level 3		224094	SEA/EA	1 week	AIR/DD	01-05 August, 2022

7.	Webinar on HD recording in studio and management of related issues		224095	AE/SEA/EA	01 day	DD	8-Aug-22
8.	Stores & Auction Procedures		224096	DDE/ADE/AE	03 days	AIR/DD	10-12 August, 2022
9.	Training on 3D Graphics		224097	AE/SEA/EA	03 days	DD	16-18 August, 2022
10.	NLE Adobe CS- 6		224098	PEX/TREX/PA/SEA/EA	1 week	DD	22-26 August, 2022
11.	Computer Hardware, Software and Network Maintenance		224099	EA/Sr.tech/tech	1 Week	AIR/DD	22-26 August, 2022
12.	Orientation Course for Sr. Tech./Tech.(analog Tx. Closure)		224100	Sr.Tech./Tech.	03 Weeks	AIR/DD	22 August-09 Sept. 2022
13.	IN house News NRCS system (Caspar CG Based)		224101	AE/SEA/EA	1 Week	DD	12-16 September, 2022
14.	Radio Studio Automation (AXEL)		224102	AE/SEA/EA	1 Weeks	AIR	12-16 September, 2022
15.	Virtual Studio(Offline)	Delhi	224103	AE/SEA/EA	1 Week	DD	26-30 September, 2022
16.	AIR Conditioning System/Air Conditioning Plant: Concepts and maintenance techniques		224104	SEA/EA/Sr.Tech/Tech	2 Weeks	AIR/DD	19-30 September, 2022
COURSES (OCT-DEC) Q3							
1.	E-Office (Online)		224105	PEX/TREX/AE/SEA/EA	02 days	AIR/DD	06-07 October, 2022
2.	E-CAS (Online)		224106	PEX/TREX/AE/SEA/EA	01 day	AIR/DD	10-Oct-22
3.	Repair and Maintenance of LED/LCD TVs		224107	SEA/EA/Sr.Tech	1 Week	DD	10-14 October,2022
4.	FM (DBE) Transmitter		224108	AE/SEA/EA	1 Week	AIR	10-14 October,2022
5.	Training on Excel/Power point/MS word/Email & Internet applications		224109	Open for all upto Gr.B	1 Week	AIR/DD	17-21 October, 2022
6.	Radio Studio Automation (AXEL)		224110	AE/SEA/EA	1 Weeks	AIR	17-21 October, 2022
7.	Workshop on File Based Workflow in TV Studios		224111	AE/SEA/EA	1 Week	DD	31 Oct.-04 Nov. 2022
8.	Stores & Auction Procedures		224112	DDE/ADE/AE	03 days	AIR/DD	02-04 November, 2022
9.	Social Media in Broadcasting		224113	AE/SEA/EA	04 days	AIR/DD	07-10 November, 2022
10.	Workshop on DVB-T2 Transmitter		224114	AE/SEA/EA	2 Weeks	DD	07-18 November, 2022
11.	AIR Conditioning System/Air Conditioning Plant: Concepts and maintenance techniques	Delhi	224115	SEA/EA/Sr.Tech/Tech	2 Weeks	AIR/DD	07-18 November, 2022
12.	Audio Console AEQ		224116	AE/SEA/EA	03/05 days	AIR	21-25 November, 2022
13.	Development of CASPARCG modules for TV Studio applications		224117	AE/SEA/EA	1 Week	DD	21-25 November, 2022
14.	Orientation course for SEA/EA (Analog Tx. Closure)		224118	EA/SEA	03 Weeks	AIR/DD	05-23 December, 2022
15.	Electrical fundamentals ,new Electricity rules and Power Management		224119	AE/SEA/EA	03 days	AIR/DD/CW	12-14 December, 2022
16.	Satellite Communication at MCF ISRO(Offline)	Hassan	224120	DDG/DE/DDE/ADE	1 Week	AIR/DD	TBD
17.	Computer Networking & Server Administration (Offline)	Delhi	224121	AE/SEA/EA	2 Weeks	AIR/DD	12-23 December, 2022
COURSES (JAN-MAR) Q4							
1.	E-Office (ONLINE)		234122	PEX/TREX/AE/SEA/EA	2 days	AIR/DD	04-05 January, 2023
2.	E-CAS (ONLINE)		234123	PEX/TREX/AE/SEA/EA	01 day	AIR/DD	6-Jan-23
3.	One day remote monitoring workshop		234124	AE/SEA/EA	01 day	AIR	5-Jan-23
4.	TV Measurement(offline)	Delhi	234125	AE/SEA/EA	1 Weeks	DD	09-13 January, 2023
5.	Repair and Maintenance of LED/LCD TVs		234126	Sr.Tech/Tech	1 Week	DD	09-13 January, 2023
6.	Administrative Course		234127	HOO/DDO	1 Weeks	AIR/DD	16-20 January, 2023

	(ONLINE)						
7.	Orientation Course for Sr. Tech./Tech.(analog Tx. Closure)		234128	Sr. Tech./Tech.	03 Weeks	AIR/DD	30 Jan-17 Feb., 2023
8.	FM Transmitter (R &S)		234129	AE/SEA/EA	1 week	AIR	23-27 January, 2023
9.	AIR Conditioning System/Air Conditioning Plant: Concepts and maintenance techniques		234130	Sr.Tech/Tech	2 Weeks	AIR/DD	30 January-10 February, 2023
10.	Disciplinary proceedings		234131	HOO/DDO	03 days	AIR/DD	01-03 February, 2023
11.	Radio Measurement(Offline)	Delhi	234132	AE/SEA/EA	1 Weeks	AIR	06-10 February, 2023
12.	Orientation Course for AE		234133	AE	2 Week	AIR/DD	13 Feb-24 February, 2023
13.	Modern Soldering Techniques, cables & connectors(Offline)	Delhi	234134	Sr.Tech/Tech	1 Weeks	AIR/DD	13-17 February, 2023
14.	DRM Transmitter(Nautel) Workshop(Offline)	Delhi	234135	AE/SEA/EA	1 Week	AIR	20-24 February, 2023
15.	Computer Hardware, Software and Network Maintenance		234136	EA/Sr.tech/Tech	1 Week	AIR/DD	20-24 February, 2023
16.	Earth Station in AIR and Doordarshan		234137	AE/SEA/EA	1 Weeks	AIR/DD	27 February - 03 March,2023
17.	Netia Radio Automation		234138	AE/SEA/EA	1 Weeks	AIR	06-10 March, 2023
18.	Stores & Auction Procedures		234139	DDE/ADE/AE	03 days	AIR/DD	08-10 March, 2023
19.	Hitachi Studio Camera (SK-HD 1000)		234140	AE/SEA/EA	1 Week	DD	13-17 March, 2023
20.	Management Development Program(Offline)	MDI Gurgaon	234141	ADG/DDG Engg./Program	1 week	AIR/DD	TBD

Note:-

1. The mandatory courses to be done online have been marked as online. Mandatory courses to be conducted Offline have been marked as Offline.
2. Other courses have been planned offline subject to the instructions issued by the Govt. of India.
3. Training calendar is planned keeping in mind full faculty strength at NABM on higher side to maximize the output.
4. Training courses have been planned on higher side to maximize the output/efficiency.



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NATIONAL ACADEMY OF BROADCASTING AND MULTIMEDIA

निकट ओमफेड स्क्वायर, भुवनेश्वर-751017

NEAR OMFED SQUARE, BHUBANESWAR-751 017

**ANNUAL TRAINING CALENDAR FOR THE YEAR 2022-23
(TECHNICAL DIVISION)**

NABM BHUBANESWAR

APRIL 2022						
Sl. No.	Course No.	Subject	Level	Period	Duration	Zone
1.	B2223001	Training on AEQ Digital Audio Console(AIR)	AE/SEA/EA/Sr.Tech/Tech	04-08 April	5 Days	EZ/SZ
2.	B2223002	Refresher Course for the Staff of LPT on the working of Doordarshan	AE/SEA/EA/Sr.Tech/Tech	12-16 April	5 Days	EZ/SZ
3.	B2223003	Training on 5 KW FM (AIR) DBE-Make Transmitter	AE/SEA/EA/Sr.Tech/Tech	19-23 April	5 Days	All zones*
MAY 2022						
1.	B2223004	Summer Vacation Training for Degree Engineering Students	Degree Engineering	02-31 May	1 Month	All zones
2.	B2223005	Training on " e-Office"	AE/SEA/EA/Administrative & Programme staff	09-10 May	2 Days	EZ/SZ
3.	B2223006	Training on " AXEL Software"	AE/SEA/EA/Sr.Tech/Tech	17-21 May	5 Days	All zones*
JUNE 2022						
1.	B2223007	Training on Orban Make Digital Audio Processor	AE/SEA/EA/Sr.Tech/Tech	06-07 June	2 Days	All zones
2.	B2223008	Training on GeM & Purchase procedure (AIR & DD)	AE/SEA/EA/Administrative & Programme staff	13-17 June	5 Days	All zones
3.	B2223009	Training on TV Studio Lighting (DD)	AE/SEA/EA/Sr.Tech/Tech	21-25 June	5 Days	EZ/SZ
JULY 2022						
1.	B2223010	Training on " e-Accounts "	AE/SEA/EA/Administrative & Programme staff	04-06 July	3 Days	EZ/SZ
2.	B2223011	Training on Studio Transmitter Link	AE/SEA/EA/Sr.Tech/Tech	11-15 July	5 Days	All zones
3.	B2223012	Training on Captive Earth Station & DTH (AIR & DD)	AE/SEA/EA/Sr.Tech/Tech	23-27 July	5 Days	All zones*
AUGUST 2022						
1.	B2223013	Training on 300 KW Thomcast Transmitter(AIR)	AE/SEA/EA/Sr.Tech/Tech	08-12 August	5 Days	All zones
2.	B2223014	Basic Course in Computer application for MTS	MTS	16-19 August	4 Days	All zones
3.	B2223015	Training on Computer Networking & Server Administration for Broadcast Engineering	AE/SEA/EA/Sr.Tech/Tech	22-26 August	5 Days	All zones*
SEPTEMBER 2022						
1.	B2223016	Training on Antenna, Feeder line & Impedance Matching(AIR)	AE/SEA/EA/Sr.Tech/Tech	05-08 Sept.	4 Days	All zones
2.	B2223017	Training on NETIA Software User module (AIR)	AE/SEA/EA/Sr.Tech/Tech	13-17 Sept.	5 Days	All zones
OCTOBER 2022						
1.	B2223018	Training on Computer Hardware, Software & Networking maintenance (AIR & DD)	AE/SEA/EA/Sr.Tech/Tech	03-07 Oct.	5 Days	All zones*
2.	B2223019	Training on Studer Digital Audio Console(AIR)	AE/SEA/EA/Sr.Tech/Tech	10-14 Oct	5 Days	All zones*

NOVEMBER 2022						
1.	B2223020	Training on " AXEL Software"	AE/SEA/EA/Sr.Tech/Tech	07-11 Nov.	5 Days	All zones*
2.	B2223021	Training on PFMS, GeM(AIR & DD)	AE/SEA/EA/Administrative & Programme staff	14-18 Nov	5 Days	All zones
3.	B2223022	Training on 10 KW RVR-Make FM Transmitter(AIR)	AE/SEA/EA/Sr.Tech/Tech	21-25 Nov	5 Days	All zones*
DECEMBER 2022						
1.	B2223023	Training on AEQ Digital Audio Console(AIR)	AE/SEA/EA/Sr.Tech/Tech	05-09 Dec.	5 Days	All zones*
2.	B2223024	Training on 100 KW Nautel Transmitter(AIR)	AE/SEA/EA/Sr.Tech/Tech	12-16 Dec.	5 Days	All zones*
3.	B2223025	Refresher Course for the Staff of LPT on the working of Doordarshan	AE/SEA/EA/Sr.Tech/Tech	20-24 Dec.	5 Days	All zones*
JANUARY 2023						
1.	B2223026	Training on Impedance Matching	AE/SEA/EA/Sr.Tech/Tech	03-06 Jan.	4 Days	All zones
2.	B2223027	Training on Management Course (AIR/DD)	ADE/DDG/DE/DDE	17-21 Jan.	5 Days	All zones
FEBRUARY 2023						
1.	B2223029	Training on DVB-T2 Transmitter (DD)	AE/SEA/EA/Sr.Tech/Tech	06-10 Feb.	5 Days	EZ/SZ
2.	B2223030	Training on Open Mode Transmission System	AE/SEA/EA/Sr.Tech/Tech	20-22 Feb.	3 Days	All zones
MARCH 2023						
1.	B2223031	Training on 10 KW DBE-FM Transmitter (AIR)	AE/SEA/EA/Sr.Tech/Tech	01-03 March	3 Days	All zones*
2.	B2223032	Training on NETIA Software user module(AIR)	AE/SEA/EA/Sr.Tech/Tech	13-17 March	5 Days	EZ/SZ

(*)Indicates training will be conducted for all Zones in ONLINE mode. For OFFLINE mode this training will be conducted for SZ/EZ only.



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ANNUAL TRAINING CALENDAR FOR THE YEAR 2022-23
(TECHNICAL DIVISION)

RABM SHILLONG

QTR.1 (APRIL 2022 – JUNE 2022)							
S.No.	COURSES	VENUE	SESSION	CADRE	DURATION	AIR/DD	DATE
1	Captive Earth Station and DSNG Van	RABM Shillong	21SH05	AE/SEA/EA/Sr.Tech/Tech.	1 Week	AIR/DD	2022 April 26-29
2	Introduction of GEM portal, E-Procurement, E-auction etc.	RABM Shillong	21SH06	All cadre of Admin./Acctt./Prog. & Engg.	3 days	AIR/DD	2022 May 23-26
3	O&M of STUDER Digital Audio Console & Phone-in-	Guwahati	21SH07	AE/SEA/EA	1 Week	AIR	2022 June 20-24
QTR.2 (JULY 2022 – SEPTEMBER 2022)							
1	E-Office file, Tour Leave management	RABM Shillong	21SH09	All cadre of Admin/Acct/Prog & Engg	3 days	AIR/DD	2022 July 26-28
2	NETIA Automation Software User Module inAIR Studio.	RABM Shillong	20SH11	AE/PEX/TREX/ RNU Officials SEA/EA/Sr.Tech/Tech	1 Week	AIR	2022 Aug 22-25
3	Computer Networking and Server Administration of Netia	To be decided	21SH12	AE/SEA/EA	1 Week	AIR	2022 Sept 26-29
QTR.3 (OCTOBER 2022 – DECEMBER 2022)							
1	Refresher Course for Tech./Sr.Tech	RABM Shillong	21SH13	Sr.Tech./Tech	2 Week	AIR/DD	2022 Oct 18-29
2	Workshop on SMPS,AVR, UPS, Battery maintenance	To be decided		Sea/EA/Sr.Tech/Tech	2 Days	AIR/DD	2022 Nov 21-24
3	Operation & Maintenance cum Workshop onXD CAM. & NX CAM.	RABM Shillong	21SH14	AE/SEA/EA	1 Week	DD	2022 Dec, 12-14
QTR.4 (JANUARY 2023 – MARCH 2023)							
1	Workshop on Diesel Generator/Fire fighting	To be decided	22SH01	SEA /EA/Sr.Tech/Tech	1 Week	AIR/DD	2023 January 17-21
2	Information and awareness on social media& cyber security	RABM Shillong	22SH02	All cadre of Admin./Acctt./Prog. & Engg	1 Week	AIR	2023 Feb 14-18
3	TV Post Production Techniques	Shillong/ Guwahati	22SH03	AE/SEA/EA/ Sr.Tech/Tech	1 Week	DD	2023 March 14-18

**INSTRUCTIONS FOR NOMINATIONS
FOR
TECHNICAL COURSES**

The following guidelines may be adhered to while nominating personnel for training. it should be ensured by the station that:

1. Everyone at the Station should get a chance for training. An officer may not be nominated for more than three courses in a year.
2. Nominations should be forwarded/ submitted by the AIR Stations & DD Kendras to NABM Delhi or its academies at Bhubaneswar and Shillong as case may be.
3. Preference may be given to the official of the younger age group and woman official.
4. Every nomination must be forwarded by the HoE/Hop as the case may be. In case of HoP or HoE, nomination can be directly sent to NABM or its academies with a copy to their Zonal ADG (Programme or Engineering, as case may be.
5. Nomination duly filled in prescribed format should reach (preferably by E- mail) to the concerned academies before stipulated dates.
6. Normally nomination of an official who is under difficult station tenure posting should not be forwarded before completion of his/her tenure.
7. In case a person, not from the designated cadre, is required to be sent on training, it should be clearly justified by the concerned HoE/HoP, as case may be.
8. In case a particular person is very importantly required to undergo the particular training it should be specifically mentioned in the nomination letter.
9. Stations may be ensured before sending nomination that the nominated officials has more than two years of remaining service.
10. **“GOOGLE FORM” SHALL BE PROVIDED FOR INDIVIDUAL WORKSHOP IN DUE COURSE OF TIME SEPARATELY.**

JURISDICTION FOR ZONES FOR NOMINATIONS FOR TECHNICAL TRAININGS	
Training Academies	Jurisdiction for nominations
NABM, Delhi	All India jurisdiction for all cadres for offline/online training
NABM, Bhubaneswar	All India jurisdiction for all cadres for online training Offline training for (EZ/SZ)
RABM, Shillong	All India jurisdiction for all cadres for online/offline training for (NEZ)

ADDRESS OF TRAINING ACADEMIES

NATIONAL ACADEMY OF BROADCASTING AND MULTIMEDIA: DELHI
Radio Colony, Kingsway Camp
Delhi-110 009

Website: prasarbharati.gov.in/nabm

PROGRAMME DIVISION

Telephone No. : 011-27601093/2765170/ 27602015

E-mail: nabmctc.pt@prasarbharati.gov.in

TECHNICAL DIVISION

Telephone No. :

011- 27606566/ 27606567/27601565/27604794/27602994/27606889

E-mail: nabmctc.tt@prasarbharati.gov.in

NABM Bhubaneswar and RABM Shillong

**National Academy of Broadcasting and
Multimedia: Bhubaneswar**

Chandrasekharpur, Near Omfed square
Contact : 0674 2300586 Fax 0674 2303 157
0674 2301517 Fax 0674 2301 518
E-Mail: [ddgnabm@gmail.com/](mailto:ddgnabm@gmail.com)
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**Regional Academy of Broadcasting and
Multimedia: Shillong**

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