സെന്റർ ഫോർ മാനേജ്മെന്റ് ഡെവലപ്മെന്റ്
(ഒരു കേരള സർക്കാർ സ്വയംഭരണ സ്ഥാപനം)
തൈക്കാട്, തിരുവനന്തപുരം – 695 014, കേരളം

CENTRE FOR MANAGEMENT DEVELOPMENT
(An autonomous institution sponsored by the Government of Kerala)

No. CMD/382/2019   September 18, 2019

The Director
IMPACT Kerala Limited,
Directorate of Urban Affairs,
First floor, Swaraj Bhavan, Nanthancode, Kowdiar PO,
Thiruvananthapuram, Kerala – 695003

Dear Sir,

Sub: **KIIFB – SPV Capacity Building Training Programme on WBS & Network Techniques and MSP for specific projects-Part 1**

Centre for Management Development (CMD) is conducting a two-day Training Programme for officials from your division implementing projects under KIIFB. The training mainly aims at developing a basic idea on Work Breakdown Structures, Network Techniques and Microsoft Project Software (MSP) for the projects being funded by KIIFB.

The programme is scheduled for 2 days between dates **30th September & 1st October, 2019** at **Centre for Management Development**, Thycaud, Thiruvananthapuram. Kindly arrange the officials nominated by you as listed below to attend the training programme.

Sl. No.	Name	Designation
1	Shri. Abdul Malik .K.V	Project Director
2	Smt. Sumitha G K	Project Manager (Structural Engg)
3	Smt. Souda.K.C	Assistant Engineer
4	Smt. Sini P	Asst. Exe.Engineer
5	Shri. Jayadas D	Asst. Engineer
6	Shri. Biju R	Asst. Exe.Engineer

The detailed schedule is given below:

SPV Capacity Building Training Sessions-Curriculum

Programme on WBS & Network Techniques and MSP for specific projects (SPV wise)

30.09.2019 (Day 1)	9.45 am to 11.30 am	Session 1	Introduction to PM
	11.45 am to 1.15 pm	Session 2	Initializing a Project
	2.00 pm to 3.30 pm	Session 3	MSP- Creating Task- Based Schedules
	3.45 pm to 5.15 pm	Session 4	Managing Resources and Allocations
01.10.2019 (Day 2)	9.45 am to 5.15 pm	Session 1-4	Case studies and Working Examples: Creating and Resourcing a project

Thank you.

Yours sincerely,

Dr. A. Satheesan
Professor

For enquiries please contact: Ms. Nimmy Elsa (Ph: 7012158667, 0471-2320101 Ext-232)

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