



प्रेषक/ From:  
The Director  
Postal Training Centre,  
Vadodara 390 022

सेवा में/ To, By Regd./E-mail  
The Chief Postmasters General  
Chhatisgarh/Gujarat/Madhya  
Pradesh/ Maharashtra Circle  
Raipur/Ahmedabad/Bhopal/Mumbai

क्रम संख्या/ No. : S/Trg III/06/QC/2019-20

दिनांक/Date: 12/09/2019

विषय/Subject:- Quarterly Calendar for the 3<sup>rd</sup> Quarter of 2019-20.

संदर्भ/Reference:- Nil

Induction and In-service trainings are scheduled as under. *It is requested utilize 100% allotted seats. If any candidate produces unfit medical certificate or unable to attend training for any reason another candidate may be directed promptly, so as seats allotted can be utilized.*

General Instructions for the trainees are also enclosed herewith (Annexure) which may be given to all the candidates deputed for training along with training order.

1) Induction Training to Postal Assistant (Deptl) (Duration: 09 Weeks)

Period	CG		Guj		MH		MP		Total
	M	F	M	F	M	F	M	F	
04.11.2019 to 04.01.2020	02	00	07	00	23	00	06	00	38

2) Induction Training to Postal Assistant (Direct) (Duration: 08 Weeks)

Period	CG		Guj		MH		MP		Total
	M	F	M	F	M	F	M	F	
11.11.2019 to 04.01.2020	00	00	39	00	00	00	08	00	47

3) Assistants Development Programme for Postal Assistants (Duration: 02 weeks)

Period	CG		Guj		MH		MP		Total
	M	F	M	F	M	F	M	F	
04.11.2019 to 16.11.2019	01	01	06	02	09	03	06	02	30
18.11.2019 to 30.11.2019	01	01	06	02	09	03	06	02	30

Eligibility Criteria: PAs who have completed 7-14 years of service in PA cadre in the department and not undergone ADP-PA training previously.

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4) Supervisor Development Programme for Postal Assistants (Duration: 02 weeks)

Period	CG		Guj		MH		MP		Total
	M	F	M	F	M	F	M	F	
02.12.2019 to 13.12.2019	01	01	06	02	09	03	06	02	30
16.12.2019 to 28.12.2019	01	01	06	02	09	03	06	02	30

Eligibility Criteria: PAs who have completed 15-24 years of service in PA cadre in the department and not undergone SDP-PA training previously.

5) Assistants Development Programme for Sorting Assistants (Duration: 02 weeks)

Period	CG		Guj		MH		MP		Total
	M	F	M	F	M	F	M	F	
04.11.2019 to 16.11.2019	01	01	06	02	09	03	06	02	30
18.11.2019 to 30.11.2019	01	01	06	02	09	03	06	02	30

Eligibility Criteria: SAs who have completed 7-14 years of service in SA cadre in the department and not undergone ADP-SA training previously.

6) Supervisor Development Programme for Sorting Assistants (Duration: 02 weeks)

Period	CG		Guj		MH		MP		Total
	M	F	M	F	M	F	M	F	
07.10.2019 to 19.10.2019	01	01	06	02	09	03	06	02	30
02.12.2019 to 13.12.2019	01	01	06	02	09	03	06	02	30

Eligibility Criteria: SAs who have completed 15-24 years of service in SA cadre in the department and not undergone SDP-SA training previously.

7) Senior Supervisor Development Programme for Sorting Assistants (Duration: 02 weeks)

Period	CG		Guj		MH		MP		Total
	M	F	M	F	M	F	M	F	
16.12.2019 to 28.12.2019	01	01	06	02	09	03	06	02	30

Eligibility Criteria: SAs who have completed more than 25 years of service in SA cadre in the department and not undergone SSDP-SA training previously.

8) CSI Refresher Training to Sorting Assistant (Duration 01 week)

Period	CG		Guj		MH		MP		Total
	M	F	M	F	M	F	M	F	
21.10.2019 to 26.10.2019	00	00	12	04	16	04	10	04	50
04.11.2019 to 08.11.2019	00	00	06	02	08	02	05	02	25
11.11.2019 to 16.11.2019	00	00	06	02	08	02	05	02	25
18.11.2019 to 23.11.2019	00	00	06	02	08	02	05	02	25
25.11.2019 to 30.11.2019	00	00	06	02	08	02	05	02	25
02.12.2019 to 07.12.2019	00	00	06	02	08	02	05	02	25
09.12.2019 to 13.12.2019	00	00	06	02	08	02	05	02	25
16.12.2019 to 21.12.2019	00	00	06	02	08	02	05	02	25
23.12.2019 to 28.12.2019	00	00	06	02	08	02	05	02	25
30.12.2019 to 04.01.2020	00	00	12	04	16	04	10	04	50

9) CSI Refresher Training to Postal Assistant (Duration 01 Week)

Period	CG		Guj		MH		MP		Total
	M	F	M	F	M	F	M	F	
14.10.2019 to 19.10.2019	02	01	30	10	35	05	32	10	125
21.10.2019 to 26.10.2019	02	01	30	10	35	05	32	10	125
04.11.2019 to 08.11.2019	02	00	15	05	28	03	18	04	75
11.11.2019 to 16.11.2019	01	00	12	04	12	04	13	04	50
18.11.2019 to 23.11.2019	01	00	12	04	12	04	13	04	50
25.11.2019 to 30.11.2019	01	00	12	04	12	04	13	04	50
02.12.2019 to 07.12.2019	01	00	12	04	12	04	13	04	50
09.12.2019 to 13.12.2019	01	00	12	04	12	04	13	04	50
16.12.2019 to 21.12.2019	01	00	12	04	12	04	13	04	50
23.12.2019 to 28.12.2019	01	00	12	04	12	04	13	04	50
30.12.2019 to 04.01.2020	01	00	12	04	12	04	13	04	50

10) CSI Inspection Questionnaire Training to IP/ASPO (Duration 01 Week)

Period	CG	Guj	MH	MP	Total
14.10.2019 to 19.10.2019	02	08	08	07	25
21.10.2019 to 26.10.2019	04	16	16	14	50
04.11.2019 to 08.11.2019	04	16	16	14	50
11.11.2019 to 16.11.2019	04	16	16	14	50
18.11.2019 to 23.11.2019	04	16	16	14	50
25.11.2019 to 30.11.2019	04	16	16	14	50

11) Training of IO/PO to IP/ASP (Duration 05 days)

Period	CG	Guj	MH	MP	Total
21.10.2019 to 25.10.2019	02	08	12	08	30

Eligibility Criteria: IPOs who have not undergone IO/PO training.

12) CBS Refresher Training to Postal Assistant (Duration 01 Week)

Period	CG		Guj		MH		MP		Total
	M	F	M	F	M	F	M	F	
02.12.2019 to 07.12.2019	02	00	12	03	13	03	13	04	50
09.12.2019 to 13.12.2019	02	00	12	03	13	03	13	04	50
16.12.2019 to 21.12.2019	02	00	12	03	13	03	13	04	50
23.12.2019 to 28.12.2019	02	00	12	03	13	03	13	04	50
30.12.2019 to 04.01.2020	02	00	12	03	13	03	13	04	50

*K R RAVAL*

(K R RAVAL)  
Dy. Director

डाक प्रशिक्षण केंद्र/Postal Training Centre  
पी.&टी. कॉलोनी, वडोदरा- 390022.  
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Copy for information and necessary action to:

1. The Dy. Director General (Trg.), Postal Directorate, New Delhi 110 001.
2. The Director, PTC, Mysore/Guwahati/Madurai/Saharanpur/Darbhanga.
3. The Asst. Director (Admin), Postal Training Centre, Vadodara for necessary Action.
4. The Director, CEPT Mysore to upload the calendar on India Post Website.