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JNKVV

Guidelines 2011

**Training Services
Consultancy Services
Contract Research Services
Laboratory Services**



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SERVICES FOR HUMAN RESOURCE DEVELOPMENT

Training

JNKVV has generated know-how technology through mandated research programmes for transmission. The end users such as Departments of Agriculture, Horticulture, Agroforestry, Agricultural Engineering and Private sectors as well as Cultivators to speed up the programmes with appropriate inputs and techniques for achieving targeted outcome. Training is an important tool through which scientist effectively transfer the validated technology and develop inputs to the manpower (trainees).

I. Training Programmes at University level

University proposes the following training programmes in the fields of Agriculture, Agricultural Engineering and at the respective Colleges/Research Stations, where expertise is available in a particular field and also desired training facilities are available. A Course Coordinator for each training programme is nominated to announce the details of training programme for the invitation of the applications .

Norms and Procedures

Nominated Course Coordinator will prepare a brochure of the training programme providing title, objectives, content, to whom benefitting launched, eligibility conditions for admission, venue,

duration, arrangement for boarding and lodging, chargeable fee + service tax as applicable from time to time, method of depositing the fee and proforma for submitting application, last date for submission of application form, etc.

Course Coordinator shall thereafter circulate the brochure to concerned Departments of State/NGOs/ Universities/ Clients at least one month in advance of commencement of training, so as to obtain applications of trainees along with fee prior to conduct training

Course coordinator will endorse a copy of brochure to the Director Research Services or Officer In-charge, Consultancy Processing Cell (CPC), JNKVV, Jabalpur, for information.

Course coordinator will prepare a schedule of training programme showing topics and trainers and time table for each topic and submit the same to the Director Research Services or Officer In-charge, CPC for monitoring and suggestions prior to commencement of training programme.

Each trainer will develop training lecture notes and/or manual to his part of training and submit a copy to course coordinator and Officer In charge, Consultancy Processing Cell.

Course coordinator will select the suitable candidates for admission.