

THE INSTITUTE OF ROAD TRANSPORT, TARAMANI, CHENNAI - 600 113.
CALENDAR TRAINING PROGRAMMES FOR THE YEAR 2022-2023.

1) TRAINING PROGRAMMES AT IRT, TARAMANI, CHENNAI.				
Sl. No.	Name of the Programme	Duration & Days	From	To
1	Critical Areas in Depot Management	2	07.04.22	08.04.22
2	Motor Accident Claim & Compensation	2	12.04.22	13.04.22
3	Pension & Retirement Benifits for employees	2	19.04.22	20.04.22
4	Defensive Driving Techniques	2	26.04.22	27.04.22
5	Commercial and Operation Managers Meet	1	29.04.22	
6	Public Relations for Traffic Supervisors	2	05.05.22	06.05.22
7	Personal Management & Industrial Relations	2	10.05.22	11.05.22
8	Public Relation and Revenue Generation	2	17.05.22	18.05.22
9	Accident Prevention Methods & Accident Investigation	2	24.05.22	25.05.22
10	Personal and Legal Managers Meet	1	01.06.22	
11	Right to Information Act, 2005	2	07.06.22	08.06.22
12	Latest Technical Aspects in BS III & IV Vehicles	2	14.06.22	15.06.22
13	Scrap & Disposal Management	2	21.06.22	22.06.22
14	Defensive Driving Techniques	2	23.06.22	24.06.22
15	Traffic & Operations Management	2	05.07.22	06.07.22
16	Work Life Balance	2	14.07.22	15.07.22
17	Public Relation and Revenue Generation	2	19.07.22	20.07.22
18	Spl prog Yoga	2	26.7.22	27.02.22
19	Accounts and Audit Managers Meet	1	27.07.22	
20	Training for Trainers	2	04.08.22	05.08.22
21	Fleet Maintenance for BS III – IV Vehicles	2	17.08.22	18.08.22
22	Defensive Driving Techniques	2	22.8.22	23.08.22
23	Prevention of Leakage of Revenue	2	25.08.22	26.08.22
24	Personality Development & Time Management	2	06.09.22	07.09.22
25	Routing & Scheduling for Bus Operations in STUs	2	13.09.22	14.09.22
26	Materials and Stores Managers Meet	1	19.09.22	
27	Public Relation and Revenue Generation	2	20.09.22	21.09.22
28	Ethics and Life style Management	2	27.09.22	28.09.22
29	Materials Management	2	13.10.22	14.10.22
30	Stress Management & Self Development	2	20.10.22	21.10.22
31	Domestic Enquiries and Disciplinary Procedures	2	27.10.22	28.10.22
32	Behavior Management & Emotional Intelligences	2	01.11.22	02.11.22
33	Leadership and Team work for Excellence	2	09.11.22	10.11.22
34	Defensive Driving Techniques	2	15.11.22	16.11.22
35	Total Quality Management		22.11.22	23.11.22
36	Works and Technical Managers Meet	1	21.11.22	
37	Effective Human Resource Management	2	01.12.22	02.11.22
38	Accident Investigation Management	2	13.12.22	14.12.22
39	Public Relation and Revenue Generation	2	20.12.22	21.12.22
40	TT Act & Purchase Management	2	27.12.22	28.12.22
41	Effective Office Administration & Management	2	03.01.23	04.01.23
42	Security Management	2	19.01.23	20.01.23
43	Defensive Driving Techniques	2	24.01.23	25.01.23
44	Spl prog Yoga	2	07.02.23	08.02.23
45	Public Relation and Revenue Generation		14.02.23	15.02.23

46	Motor Accident Claim & Compensation	2	21.02.23	22.02.23
47	Edp Managers Meet	1	02.03.23	
48	Office Procedures for Administrative Staff	2	07.03.23	08.03.23
49	Defensive Driving Techniques	2	14.03.23	15.03.23
50	Post Retirement Planing	2	21.03.23	22.03.23
Total		50		

2) BASIC COMPUTER TRAINING PROGRAMMES AT IRT POLYTECHNIC COLLEGES .

Sl. No.	Name of the Programme & Place	Duration	From	To
51	M.S.Word and M.S.Excel @ Bargur	2	MAY	
52	M.S.Word and M.S.Excel @ Chrompet	2	SEP	
53	M.S.Word and M.S.Excel @ Tirunelveli	2	SEP	
54	M.S.Word and M.S.Excel @ Bargur	2	DEC	
55	M.S.Word and M.S.Excel @ Chrompet	2	FEB	
56	M.S.Word and M.S.Excel @ Tirunelveli	2	APR	