

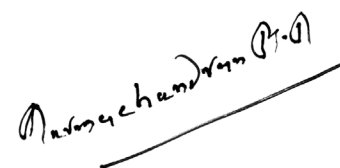
Director's Report

Agricultural Cooperative Staff Training Institutes (ACSTIs) was initially set up under the World Bank project which was subsequently managed by the State Cooperative Banks for the purpose of training of personnel in financial cooperatives with the financial support of National Bank for Agriculture and Rural Development (NABARD). Bankers Institute of Rural Development (BIRD), Lucknow was assigned the responsibility of professionalization of ACSTIs and later on in 2008, NABARD established the Center for Professional Excellence in Cooperatives (C-PEC). C-PEC organizes various items of work pertaining to professionalization in cooperative training System that includes the accreditation of training institutions (CTIs), standardization of training programmes in CTIs, Certificate course for professionals of cooperative credit institutions as also the conduct of various conferences, seminars, workshops and various training programmes. ACSTI Trivandrum is one of the 14 ACSTIs set up in the country for imparting training in the cooperative credit structure.

Agricultural Cooperative Staff Training Institute Trivandrum is completing its 25 years of service on March 23rd 2017. ACSTI Trivandrum has already trained more than 35,000 trainees from the three tier cooperative credit structure of Kerala in the last 25 years which includes the directors and employees of Kerala State Cooperative Bank, District Cooperative Banks and Primary Agricultural Credit Societies (PACS). During the last 25 years, the institute has grown from strength to strength and is now recognized as one of the pioneer learning institute in the three tier co-operative structure. CPEC Lucknow has rated our institute for the first time in 2013. With the assistance of, C-PEC our institute was able to streamline the operations by following their directions. Also, our institute has received reaccreditation during 2016 with a better rating. On the occasion of the silver Jubilee, the institute has also completed the renovation work of the hostels, staff quarters and the administrative building and is one of the well managed training centers in the Cooperative sector in the country.

For the academic year 2017-18, the institute has classified the various training programmes in to three channels for the benefit of the employees of the Kerala State Cooperative bank (KSCB)/District Cooperative Bank (DCBS), Primary Agricultural Credit Societies (PACS) and Cooperative Department of Government of Kerala. We propose to conduct a total of 109 Programmes consisting of 47 programs for KSCB/DCBs 38 programmes for PACS and 24 Government programmes. Our focus areas for the academic year 2017-18 is on Modern Banking Technology, Digital Financial Literacy, Project appraisal, Legal aspects of documentation and Corporate Governance. It is expected that the management of the three tier cooperative structure would depute their employees to this training centre on a regular basis.

On behalf of the institute, faculty and staff, I express my sincere thanks for the support and guidance extended to the institute by the ACSTI standing committee, Syllabus committee, C-PEC, NABARD, KSCB, All DCBs, PACS, and the office of the RCS



M.R. Karmachandran
Director

Thiruvananthapuram
01.03.2017

Annual Training Programmes for KSCB/DCBs 2017 – 2018

Sl.No	Course Name	No. of Prog	Duration	2017												2018			Remarks
				Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar				
BANKING OPERATIONS																			
1	Programme on General Banking	3	5 Days	17-21				07-11						04-08				Promotion/Increment RCS / C-PEC Approved	
	Target Group – Assistants / Clerks																		
2	Programme on General Banking and Business Development	3	5 Days	22-26				21-25						26-30				Promotion/Increment RCS / C-PEC Approved	
	Target Group – Accountants																		
3	General Banking Programme For Co-operatives (GBPS)	1	2 Weeks	12-23														C – PEC Approved	
	Target Group – Branch Managers & Above																		
4	Programme on Modern Banking Technology	2	3 Days	29-31				25-27										Standing Committee Approved	
	Target Group – Middle Level Officers																		
5	Programme on PMLA and KYC	3	3 Days	1-3				25-27										C – PEC Approved	
	Target Group – All Categories																		
HUMAN RESOURCES DEVELOPMENT																			
6	Programme on Self Development	2	3 Days	08-10				29-31									12-14	C – PEC Approved	
	Target Group – Sub Staff																		
7	Programme on Leadership Challenges, Team Building and Stress Management	2	3 Days	27-29										27-29				Standing Committee Approved	
	Target Group – Senior Officers																		
BUSINESS DEVELOPMENT PLANNING																			
8	Programme on Business Development & Profit Planning	2	3 Days	28-30													08-10	C – PEC Approved	
	Target Group – Branch Managers																		
FINANCIAL AND INVESTMENT MANAGEMENT																			
9	Programme on Understanding Banks Financials	3	6 Days	15-20				24-29									15-20	Promotion/Increment RCS / C-PEC Approved	
	Target Group – Senior Officers / Branch Managers																		
10	Programme on Financial Statement Analysis	2	3 Days	20-22										20-22				Standing Committee Approved	
	Target Group – Senior Executives																		

Sl.No	Course Name	No. of Prog	Duration	2017												2018			Remarks
				Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar				
11	Programme on Investment Management	2	3 Days															Standing Committee Approved	
	Target Group - Senior Executives									23-25							05-17	C – PEC Approved	
12	Standardized Banking Programme For Cooperatives (SBPC)	1	12 Days															C – PEC Approved	
	Target Group – Officers																	C – PEC Approved	
13	Internal Checks And Controls	1	3 Days															C – PEC Approved	
	Target Group – System Auditors																	C – PEC Approved	
INDUCTION PROGRAMME																			
14	Induction Programme	2	6 Days															C – PEC Approved	
	Target Group – Newly Recruited Clerks																	C – PEC Approved	
IT / COMPUTER PROGRAMME																			
15	Programme on Computer Proficiency	6	3 Days															C – PEC Approved	
	Target Group - All Categories of Staff																	C – PEC Approved	
ASSET LIABILITY MANAGEMENT																			
16	Programme on ALM, IRAC Norms & Risk Management	1	3 Days															SC Approved / C – PEC Approved	
	Target Group – Middle Level Officers																	C – PEC Approved	
LOANING OPERATIONS																			
17	Appraisal of Gold Ornaments And Detection of Fake Currency Notes	5	3 Days															C – PEC Approved	
	Target Group – All Categories of Staff																	C – PEC Approved	
18	Programme on Project Appraisal And Loan Documentation - Farm Sector	1	5 Days															C – PEC Approved	
	Target Group – Branch Managers / Asst. Managers																	C – PEC Approved	
19	Programme on Project Appraisal And Loan Documentation - Non Farm Sector	1	5 Days															C – PEC Approved	
	Target Group – Branch Managers / Asst. Managers																	C – PEC Approved	
20	Programme on NPA and Recovery Management	2	3 Days															C – PEC Approved	
	Target Group – Branch Managers / Asst. Managers																	C – PEC Approved	
GOOD GOVERNANCE																			
21	Corporate Governance For Financial Cooperatives	1	3 Days															C – PEC Approved	
	Target Group – Board Members																	C – PEC Approved	

Annual Training Programmes for PACS 2017 – 2018

Sl.No	Course Name	No of Progs	Duration	2017												2018			Remarks
				April	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar				
BANKING OPERATIONS																			
1	Programme on General Banking	4	5 Days	17-21			10-14					04-08	02-06				Promotion / Increment RCS / C-PEC Approved		
	Target Group – Clerks																		
2	Programme on General Banking and Business Development	4	5 Days			05-09	07-11			09-13			08-12				Promotion/Increment RCS / C-PEC Approved		
	Target Group – Middle Level Officers (Accountants/Head Clerks)																		
HUMAN RESOURCES DEVELOPMENT																			
3	Programme on Self Development	5	3 Days	10-12		01-03			13-15			06-08	22-24				Promotion / Increment RCS / C-PEC Approved		
	Target Group – Sub Staff																		
BUSINESS DEVELOPMENT PLANNING																			
4	Programme on “How to do the existing business in the post reform scenario”	2	4 Days				02-05					21-24					C – PEC Approved		
	Target Group – Secretaries/Assistant Secretaries																		
5	Business Development Planning and Diversification of PACS Business	1	4 Days							03-06							C – PEC Approved		
	Target Group – Secretaries																		
6	Revival of loss making PACS	1	4 Days												06-09		C – PEC Approved		
	Target Group – Secretaries																		
FINANCIAL AND INVESTMENT MANAGEMENT																			
7	Programme on Understanding Financials	4	6 Days	15-20			31-05			13-18			15-20				Promotion / Increment RCS / C-PEC Approved		
	Target Group – Asst. Secretary/ Branch Managers/ Chief Accountants																		

Sl.No	Course Name	No of Progs	Duration	2017												2018			Remarks
				April	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar				
INDUCTION PROGRAMME																			
8	Induction Programme	2	6 Days			12-17					30-04							C – PEC Approved	
	<i>Target Group – Newly Recruited Clerks</i>																		
IT / COMPUTER																			
9	Programme on Computer Proficiency	6	3 Days		02-04		19-21	17-19	18-20	25-27		14-16	29-31					C – PEC Approved	
	<i>Target Group – All Categories of Staff</i>																		
LOANING OPERATIONS																			
10	Appraisal of Gold Ornaments and Detection of Fake Currency Notes	5	3 Days		10-12		27-29			19-21		19-21			02-04			C – PEC Approved	
	<i>Target Group – All Categories of Staff</i>																		
GOOD GOVERNANCE																			
11	Corporate Governance for Financial Cooperatives	1	3 Days									11-13						C – PEC Approved	
	<i>Target Group – Secretaries</i>																		
12	Management Development Programme	2	4 Days			19-22									13-16			Standing Committee Approved	
	<i>Target Group – Directors</i>																		

Annual Training Programmes for Employees of Cooperative Department Kerala 2017 – 2018

Sl.No.	Course Name	Target Group	No. of Prog.	Duration	2017												2018			
					April	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	May				
1	Programme on Inquiry, Inspection and Surcharge	Officers / Inspectors	6	03 days	✓		✓		✓									✓		
2	Programme on Arbitration, Execution and Liquidation	Officers / Inspectors	4	03 days		✓				✓										
3	Programme on Registration, Amendment of Bye-law, Election and Supersession of Committee	Officers / Inspectors	2	03 days															✓	
4	Programme on SPARK	Employees/ Inspectors	3	03 days		✓			✓											
5	Orientation Programme	Newly Recruited Inspectors	2	03 days						✓									✓	
6	Programme on Audit for Junior Auditors	Officers/Auditors	3	03 days		✓													✓	
7	Programme on Admin Audit	Officers/Auditors	3	03 days	✓				✓											
8	Programme on SPARK	Officers/Auditors	3	03 days						✓										
9	Induction Programme For Junior Auditors	Auditors	2	03 days					✓											✓
10	Programme on Time and Stress Management	Officers	1	03 days							✓									
11	Training Programme on computer based auditing	Auditors	4	03 days		✓			✓											✓
12	Orientation Programme	Newly Recruited Auditors	2	03 days						✓										
13	Orientation Programme on Arbitration /Execution	A&E Inspectors / Sale Officers	2	03 days																✓
14	Training Programme on Enhancing managerial efficiency	AD,AR,JD & JR	1	03 days																✓
15	Computer Training on MS Excel	Class IV Employees	2	03 days		✓														
16	Training Programme on RTI & RTS	Employees/Officers	1	03 days																✓
17	Training Programme on recent amendments in KCS Act	Employees/Officers	2	03 days							✓									

✓ Indicates month when training held.

NOMINATION FORM

Course on

Dates of the Course

Name of Course Co-ordinator:

1. Name of the Society / Bank

2. Full postal address of Society / Bank

.....

.....

3. Contact details

Office Telephone Number with STD Code :

Fax No

E-mail of bank

4. Details of the officer(s)/staff nominated for the course:

Name	Qualification	Designation	Address	Phone/Mobile

5. Participation fee @ Rs...../- per participant

DD/Cheque for Rs...../- (Full amount) :

DD/Cheque No.....dated..... drawn on (Place)

Or deposit to our C/A No.001102000000309 with Kerala State Co-op. Bank Ltd., HO Br.,
Thiruvananthapuram - IFSC:IBKL046KS01

transaction Ref: No.....

(Signature)

..... (Name)

.....(Designation)

Date:

APPLY ONLINE

You can directly go to our website <http://www.acstikerala.com>
 On clicking 'Online Registration' button the following screen would appear.

About ACSTI	Standing Committee	Vision and Mission	Facilities	Faculty	Careers	Consultancy Cell	Contact Us
-------------	--------------------	--------------------	------------	---------	---------	------------------	------------

ONLINE REGISTRATION

Annual Training Programmes for

Please select an area

Fill up the specific inputs i.e,

- (1) Annual Training Programme
 - (2) Please Select an Area & then click 'Go' button
- Select the Date in Schedule fields & then click 'Apply Now' button

About ACSTI	Standing Committee	Vision and Mission	Facilities	Faculty	Careers	Consultancy Cell	Contact Us
-------------	--------------------	--------------------	------------	---------	---------	------------------	------------

ONLINE REGISTRATION

Annual Training Programmes for

Please select an area

#	Title	Target Group	Duration (Days)	Schedule	Course Coordinators	Remarks	
1.	Programme on General Banking	Assistants/Clerks	5	<input type="text" value="-Select-"/>	Nishanth S	Promotion/Increment Programme RCS/CPEC Approved	<input type="button" value="Apply Now"/>
2.	Programme on General Banking and Business Development	Accountants	5		Nishanth S	Promotion/Increment Programme RCS/CPEC Approved	<input type="button" value="Apply Now"/>
3.	General Banking Programme for Co-operatives (GBPS)	Branch Managers & above	14		Nishanth S	CPEC Approved	<input type="button" value="Apply Now"/>
4.	Modern Banking	Middle Level Officers	2		B Rajan	SC Approved	<input type="button" value="Apply Now"/>

Enter all required fields in Application Form & then click 'submit' button.
 A confirmation email will be sent to your given email address.

In case you do not receive a confirmation email, you may contact -0471 6455515 during office hours.