प्रसार भारती
PRASAR BHARATI
(भारत का लोक सेवा प्रसारक)
(India's Public Service Broadcaster)
राष्ट्रीय प्रसारण एवं मल्टीमीडिया अकादमी
NATIONAL ACADEMY OF BROADCASTING & MULTIMEDIA
Kingsway, Delhi – 110 009

अनुराधा अग्रवाल, भा. प्र. (अभि.) सेवा
ANURADHA AGARWAL, IB(E)S
अपर महानिदेशक (प्रशिक्षण)
ADDITIONAL DIRECTOR GENERAL (TRG.)

File No.TR-14014(1)/1/2022-TRAINING CELL(P)-NABM   Dated: 17th March, 2023

Message

Dear Sir/Madam

It gives me great pleasure to release the Combined Annual Training Calendars (ATC) of National Academy of Broadcasting and Multimedia, Delhi and its two other campuses located at Bhubaneswar and Shillong for the year 2023-24, for imparting training on various areas of Programme, Engineering, Administrative and Management field. The ATC covers diverse subjects related to Planning, Production and Management of Radio & Television programmes and related administrative matters so as to develop and explore innovative advances in a constantly shifting media landscape.

We recognize that personals of our organization at various level in different units of Programme, Engineering & Administration Divisions are the greatest assets and success is achieved through trained and motivated employees who are performance-driven at all times. Towards fulfilling this need, our NABM/ RABM has scheduled a range of training programmes that are tailor made to meet professional as well as individual training needs.

We are committed to actively assist, encourage and harness the professional/technical capabilities of our employees through these training programmes. This Calendar is a compilation of the training programs scheduled to be carried out round the year. The trainings are designed to empower the participants with positive confidence and higher level of proficiency so that they can demonstrate and render adequate support to field. The program is multifold with various training modules covering all the needs appropriately. This Capability and Capacity Development Trainings (CCDP) provides a unique opportunity for understanding organization best practices that would enhance individual knowledge and professionals skills. From this year as and special initiative NABM has started different modules of training on Community Radio Stations in collaboration with MIB and other Govt. organizations. NABM is being developed as a National Level Training Academy for CRS.

I congratulate the Central Training Cell and all training academies for their concerted efforts in formulating these excellent training modules and hope that you will find the learning from these sessions equally interesting and effective.

With regards,

Yours sincerely,

(ANURADHA AGARWAL)

प्रसार भारती/ **Prasar Bharati**

(भारत का लोक सेवा प्रसारक / **India's Public Service Broadcaster**)

राष्ट्रीय प्रसारण एवं मल्टीमीडिया अकादमी

National Academy of Broadcasting and   Multimedia

रेडियो कॉलोनी, किंग्सवे, दिल्ली-110-009

Radio Colony, Kingsway, Delhi-110-009

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संयुक्त वार्षिक प्रशिक्षण कैलेंडर:2023-24

(Combined Annual Training Calendar: 2023-24)

दिल्ली/भुवनेश्वर एवं शिलांग परिसर

(Delhi/Bhubaneswar/Shillong Campus)

कार्यक्रम /प्रशासनिक /तकनीकी प्रशिक्षण
(PROGRAMME /ADMINISTRATIVE/TECHNICAL TRAINING)

NABM
the Apex Training Body of Prasar Bharati
Centre of Excellence
for CAPACITY BUILDING & SKILL DEVELOPMENT IN BROADCAST MEDIA
A PRASAR BHARATI INITIATIVE

Prasar Bharati is up skilling and re skilling its employees through National Academy of Broadcasting and Multi Media. National Academy of Broadcasting and Multimedia is imparting various trainings on topics pertaining to program (content), Engineering, Administration and Management to the employees of Prasar Bharati. These training programs are at various levels ranging from induction/introductory courses to advanced levels for up skilling and refreshing the skills of Prasar Bharati Employees. NABM Delhi is a Premier National Level Academy for imparting training and skill development in the field of Broadcasting and Multimedia. It was established in 1948 as Staff Training Institute and has grown over the years emerging as a training hub even for broadcast professionals from other countries in Asia Pacific Region besides largely providing training to the Officers and staff of Prasar Bharati.

- ❖ At present NABM has three academies located at Delhi, Bhubaneswar and Shillong. While NABM Delhi is the main training academy with headquarters and NABM at Bhubaneshwar and RABM at Shillong also provide training and strengthens NABM Delhi.
- ❖ The all three academies are equipped with the state of the art Television and Radio Studio Set ups where actual Television and Radio Production could be demonstrated to the trainees. Various key concepts including lighting, audio, and camera control and post production could be explained for the benefit of broadcast trainees.
- ❖ Besides the studios the institute is also equipped with air conditioned class rooms, a computer centre and networking lab.
- ❖ To train the engineers besides studios, the institute is also equipped with Radio (AM-MW and FM) and Television transmitters. A DRM transmitter is also available.
- ❖ All the measuring equipment used in television and radio production and transmission including satellite broadcast are available to provide in depth training on technical aspects.
- ❖ With a Library and conference hall the training institute is complete in all respect for providing training on all program, engineering and administrative concepts.
- ❖ The Institute is spread over an area of 4.9 acres and also houses Hostel facility separately. The hostel has 128 Air Conditioned rooms of which 24 are double rooms.
- ❖ NABM, Bhubaneshwar is spread over an area of 10.05 acres. With 6 lecture halls including a conference room it can train multiple batches of officers and staff of Prasar Bharati.
- ❖ Like NABM Delhi, NABM, Bhubaneshwar is also equipped with TV and Radio studio, TV and Radio Transmitters, a computer lab, Library and Equipment for providing training on Editing, Computer Graphics, radio automation and satellite broadcasting. To better utilize the infrastructure, NABM Bhubaneshwar has leased out part of its administrative building to Press Information Bureau and Regional Outreach Bureau. At NABM, Bhubaneswar the hostel has 114 rooms all of which are air conditioned. 104 are single rooms and 10 are double rooms to accommodate the trainees.
- ❖ RABM, Shillong is a Regional training academies to provide training especially to the man power posted in the North Eastern Region. It was set up in the year 1973 with 2 class rooms and a hostel having 30 rooms.
- o **Key Training programs offered:-**All the three institutes offer training program on the following topics largely at varying levels.
- o **Programme:** Program staff are trained in all aspects concerning content creation and post production including, Single and Multiple Camera production, Post Production and Editing , Art of giving Radio Commentary, Production of Short Drama and feature for Radio, Voice culture. Of late, training on how effectively to handle social media and how to leverage it is also imparted
- o **Engineering**: The training on technical areas span from Studio lighting, Studio automation, measurements in various fields ranging from production to transmission, Air conditioning, Power supply gears, TV and Radio transmitters. Whenever any new equipment is inducted in the network, training is arranged on the same through the equipment manufacturers or their India representatives.
- o **Administration**: It covers, Procurement, use of GeM, Administrative rules and regulations, Disciplinary procedures, Right to Information, Handling of Court Cases, E-Office, E-CAS, systems and all Administrative/ HR/Financial Matters.
- o **International training:-** NABM also coordinates with Asia Pacific Broadcasting Union and Asia Pacific Institute for broadcasting development for organizing joint training programs, webinars. On request NABM also provide tailor made programs to the broadcast professionals from Asia Pacific Region.
- o **Training of outside persons: -** Students of Engineering Colleges and Media Institutes recognized by Government. These training programs are especially done during vacations, Staff and students of Poly techniques. The courses are designed with a vision to foster and   facilitate the attributes of the staff and   also to increase awareness about the challenges of changing times vis-à-vis

media/broadcasting. The Academy conducts about more than 200 courses every year and trains around 3000 engineering/programme/administrative personnel. Apart from this, the Academy collaborates with Asia Pacific Institute for Broadcasting Development (AIBD) and Asia Pacific Broadcasting Union (ABU) to organize trainings/workshops for the radio and   television engineering personnel of various countries in Asia Pacific region. The academy sometimes collaborates with organizations like-United Nations Children's Emergency Fund (UNICEF), Census of India and   National Institute of Disaster Management (NIDM) to train the Programme Personnel of AIR & DD. Annually, approx. 3300 persons (in service as well as outside candidates) are trained. In addition "Summer Training for Engineering Students", Practical training to Journalism and   Mass Communication students sponsored from various academic institute under the Practical Training Courses scheme of Prasar Bharati are also conducted. Recently various kind of courses like skill / re-skill / up-skill Broadcasters, Focus on Broadcasting, Multimedia and Social Media,Conducts Induction Courses for fresher's / promotes, Emerging as a Broadcast Training Hub for Asia-Pacific region, Equipped with State of the Art Television & Radio Labs have been organized.

- o **Vision, Mission and Goal-**
- ❖ Aim to emerge as a Centre of Excellence in the Broadcast Sector in Asia Pacific Region.
- ❖ To Develop & Nurture the Broadcast Professionals for their Optimum Performance in the ever evolving Broadcasting Environment.
- ❖ Endeavour is to continuously focus on advanced digital production Techniques & broadcast technologies of Television & Radio.
- ❖ To mound raw recruits into broadcasting technology
- ❖ To upgrade the skills of personnel in tune with emerging technology and   trend in the field of broadcasting
- ❖ To bring out training related material
- ❖ To assist in career growth of the staff
- ❖ Apart from the main functions of imparting training, the academy Conducting Departmental Competitive Examinations, Direct Recruitment Examination, Preparing and updating Technical Manuals, Safety Manuals, Technical Monographs, as well as Publication of Newsletter, etc.

- o **Facilities Available:-**The Academy has modern infrastructure to impart the training to keep pace with rapid technological developments. Class rooms are equipped with latest audio/visual facilities. It also has Radio & TV studios with latest production and   post-production equipment, Measurement Lab, Computer Lab, Networking Lab, Radio & TV transmitters. It has a library with collection of over 12,000 books. It has excellent hostel facilities with 124 rooms. It also supervises the functions of NABM, Bhubaneswar, RABM, Shillong.
- o Radio studio &TV Studio, Transmitter, Fully air-conditioned automated with collection of more than 12000 books
- o Computer IT Lab/Computers with Internet/Wi-Fi facility /Advanced IT Lab, Server grade computers with high end Graphics card , Fully equipped laboratories: Digital Lab, Radio Lab, TV Lab & Antenna Lab, Air conditioning Lab, Class Rooms/ Conference Hall/ Auditorium, Air-conditioned classrooms with modern audio visual teaching aids.

- o **Faculty:-** The training is imparted by both in house faculties and outside experts from various Ministries and departments, especially on administrative matters. The subject experts from the Radio and Doordarshan field units are also engaged to train the staff. Retired broadcast professionals were also engaged to provide training.

- o **Hostel facilities at NABM, Delhi, Bhubaneswar and Shillong**:- NABM provides a well-equipped hostel facility, Comfortable stay facility, Clean/green surrounding, Hostel Ambiance, Hostel provides good ambiance for the trainees with Yoga facilities, Surrounded with trees and Well-maintained lawns, Lush green environment, Fresh air & peaceful surrounding. More than 200 Air-conditioned Rooms with Canteen facility, Yoga room, open Gym, Round the clock manned reception, Recreation room for trainees, Library, Internet / Wi-Fi are available at NABM, Delhi, Bhubaneswar and RABM, Shillong are available for departmental trainees and outside agencies and other visiting Govt. official subject to the availability on highly subsidised rates as per the approved rate card.

- o **The Studios**: - are equipped with multi track digital audio recording system and   play back facilities. Besides there is one 1 KW FM Transmitter and 1KW MW transmitter are in working condition for demostratation purpose. The TV studio is equipped with LED studio lighting systems with 3 Camera setup, digital vision mixer and   Blue ray disc recording facility is available at NABM, Bhubaneswar. Besides the ENG unit is equipped with HDCAM for outside recording along with two NEL edit suit with FCP &CS-6 software attached with makeup room facility. Beside there is 100 W TV transmitter and   PDA are available for demo purpose.

- ❖ **Computer lab**:-The lab is equipped with computer terminals connected with high speed inter net facilities for Web-bases training like PFMS, CAS/ABS/BATS/Cue sheet Generator, etc. training .Besides it is used for hardware and software training purpose also.
- ❖ **NETIA Lab.:-** The lab is equipped with 12 nos of latest computer terminals connected to Netia server for audio recording, play back and editing using Netia software.
- ❖ **NLE Lab.:-** The lab with computer terminals and server loaded with adobe-CS- 6 editing software can be utilized for individual hand s-on practice by trainees.
- ❖ **Satellite Lab.:-** The lab is equipped with uplink and down link training kit for demo. And model of satellite, satellite launch vehicle also available for trainees
- ❖ **Microwave Lab.:-** The lab is equipped with TWTA,-KLYSORON oscillator, and various type antenna for demo. Purpose.
- ❖ **DIGITAL PROCESSING LAB.:-** The lab is equipped with various training kit like microprocessor, digital communication kit pertaining to existing MW and FM transmitter at AIR.
- ❖ **POWER SUPPLY LAB.:-** The lab is equipped with AVR, UPS along with SMPS trainer kit for demo purpose.
- ❖ **CLASS ROOM FACILITIES: -** The academy classrooms with 42 seating capacity .All class room are Air conditioned provided with LCD projector, white board and audio facility and teaching aids.
- o **Faculty at NABM/RABM: -** NABM has excellent Broadcast Trainers and competent and experienced faculties, supported by field experts from Radio/TV.
- o **Training Infrastructure-** A/C Class rooms equipped with teaching gadgets, full power back up, Smart boards, Overhead Projectors, Microphones/speakers ,Modular seating ,Technical Facilities, Dedicated professionally equipped Radio & TV Studios ,Equipped with latest professional broadcast equipment, Production and Post-Production Facilities, Computer Centre, Networking lab, Lecture Rooms with modern Audio Visual aids and Internet access, Well-equipped laboratories with Trainer Kits and jigs, State of the art measurement facility for Antenna, RF cable and field strength
- o **Technical Facilities-** State of the art AM,FM and TV transmitters, Audio & Video labs equipped with demo-kits , Demo-kits for electronic circuits, digital systems, Demonstration of modulation techniques, Measuring Equipment for TV and Radio production, Transmission, satellite communication, Computer Labs, Office automation, Studio Automation, Multi track recording, Networking Server Administration, Computer Hardware, Basic Computer Courses.
- o **Training in real studio environment -** Studio-lighting, Audio Balancing, Vision-mixing, Video production, Post Production techniques, Television Production, Single Camera Exercise, Multi- Cam Studio Exercise, TV Post Production, Chroma facility for changing background, HD cameras, latest NLEs and Graphics sets for hands on practice on editing and graphic ,Training on field production equipment. The setup provides a full-fledged studio environment to trainees like, multipurpose studio, Recording Booth, Transmission Booth, Control Room, Studio Automation with NETIA, Digital Audio Studio, and Hands on training on Digital audio Studio setup , HiFi microphones, Audio Mixers, Audio balancing techniques, Audio production techniques, Playback & dubbing equipment, Transmission equipment, Radio Production, Trainees learn & practice on -Drama Production, Feature Production, News Production, Data journalism, Musical production, Multi-media production.
- o **Radio Transmitter-** One 1kW/10 kW MW terrestrial transmitters, Dummy loads for transmitters, Adjacent to the studio complex, Focus is on providing hands on practice.
- o **TV Transmitter**-500 W Digital-Ready Analog transmitter, Low Power Antennas, Site master for measuring, VSWR of Cable & Antenna, Filed strength, Spectrum Analyser, VM 700 for Video Measurement, Radio Studio.
- o **Library & Documentation Cell-** Fully computerized with Bar-coding facility Containing 14000+ Technical as well as Programme & other literary books, Technical Manuals, CDs & DVDs, films, English and Hindi literature, Novels by eminent authors , Journals and Magazines. Documentation Cell has been created for creation of Graphics, Drawings, Training Material, Certificates, handouts Television Studios.

PROGRAMME/MANAGEMENT/ADMINISTRATIVE COURSES

Sr. No.	Course Code	Title of the Training Workshop	Level Of Participants	Duration		Days	Venue of Workshop	Conducting Training Academy	In Coordination with
				From	To				
1.	B23AC01	Sexual Harassment and Gender Sensitivity	ANY STAFF (AIR/DD)	05-04-2023	06-04-2023	02	Bhubaneshwar	NABM Bhubaneswar	
2.	D23MC01	Orientation & Management Course for Cluster Head (Batch-I)	Cluster Head (AIR/DD/PB)	10-04-2023	12-04-2023	03	Delhi	NABM Delhi	
3.	S23AC01	Administrative and Financial Management for DDO	All Administrative Staff working in NE States	10-04-2023	14-04-2023	05	Shillong	RABM Shillong	Bhubaneswar
4.	D23PT01	Children's Story Telling Formats in TV	ADP, PEX, TREX/PA/GRAPHIC ARTISTS/CAMERAMAN (DD)	10-04-2023	11-04-2023	03	Delhi	NABM Delhi	
5.	B23PT01	Proposal formalities , Research and Skills for Television Documentary Production	ADP/PEX/TREX/ PA/GRAPHIC ARTIST/ CAMERAMAN (DD)	16-04-2023	20-04-2023	05	Bhubaneswar	NABM Bhubaneswar	NABM Delhi
6.	D23AC01	Administrative and Financial Management for DDO	HOO (DDG/DIRECTORS/ DY. DIRECTOR/ASSTT. DIRECTOR/SR. AO/AO/HC/ACCTT. (AIR/DD/PB)	17-04-2023	21-04-2023	05	Delhi	NABM Delhi	
7.	D23AC02	IPR Act in Broadcast Media	ADP/PEX/TREX (AIR/DD)/PB)	20-04-2023	21-04-2023	02	Delhi	NABM Delhi	
8.	D23AC03	Art of Office Management in Crisis	DDE/ PEX /AE/ AO /ARO (AIR/DD)	25-04-2023	26-04-2023	02	Delhi	NABM Delhi	
9.	D23AC04	Prasar Bharati Procurement Policy and GeM Procedures	All Programme /Admin/Technical Staff (AIR/DD)	27-04-2023	28-04-2023	02	Delhi	NABM Delhi	
10.	S23PC01	Creative Approach to Tourism: A Case Study of Hornbill Festival in NE States	ADP/PEX/TREXREX/PA/(AIR/DD)	01-05-2023	02-05-2023	02	Shillong	RABM Shillong	
11.	D23PT02	Data Visualization (Television)	NEWS EDITORS/ BESIDES GRAPHIC ARTISTS/ CONCERNED PRODUCERS(RNU,DD)	01-05-2023	03-05-2023	03	Delhi	NABM Delhi	
12.	B23AC02	Prasar Bharati Procurement Policy and GeM Procedures	All Programme /Admin/Technical Staff (AIR/DD)	08-05-2023	09-05-2023	02	Bhubaneswar	NABM Bhubaneswar	RABM Shillong

13.	D23AC05	Special Workshops on Pre-Retirement and Post Retirement Counselling and Life Management (Batch-I)	ALL AIR/DD /PB STAFF RETIRING WITHIN 1 YEARS.	09-05-2023	12-05-2023	04	Delhi	NABM Delhi	RABM Shillong
14.	D23MC02	Orientation & Management course for Cluster Head (Batch-II)	Cluster Head (AIR/DD/PB)	10-05-2023	12-05-2023	03	Delhi	NABM Delhi	
15.	B23PC02	E-Programme Management (E-Office/Library Automation/E- Cue Sheet / E-ABS/ E-CAS/ BATS)/E- IKMS, Etc.)	PEX/TREX/ANNOUNCER(AIR)	15-05-2023	19-05-2023	05	Bhubaneswar	NABM Bhubaneswar	
16.	D23PC03	Agri - Broadvision –I (Strategic Communication Plan for Cost Effective Agriculture -I	PEX/TREAX/ PROD.ASSTT. (AIR/DD)	15-05-2023	19-05-2023	05	Shimla	NABM Delhi	CPRI Shimla /AIR Shimla
17.	S23PR02	Using Social Media for Radio & TV	PEX/TREX/PROD ASST/ANNOUNCR (AIR)	17-05-2023	19-05-2023	03	Shillong	RABM Shillong	Shillong
18.	D23AC06	Administrative Vigilance	DDG/DE/DD/DDO//ADP/ADE/SAO/AO/SO/HC/ACCTT. (AIR/DD/PB)	22-05-2023	26-05-2023	04	Delhi	NABM Delhi	
19.	B23PR03	Radio Drama Production	PEX/TREX/ANNOUNCER (AIR)	22-05-2023	26-05-2023	05	Bhubaneswar	NABM Bhubaneswar	NABM Delhi
20.	D23AC07	Bhavishya : Pension and other Post Retirement Life Management	ALL OFFICER/STAFF OF ADMIN./PROG./TECH. WING (AIR/DD/PB)	29-05-2023	31-05-2023	03	Delhi	NABM Delhi	
21.	D23PR04	Regional Workshop On "VOICE CULTURE AND LANGUAGE ARTICULATION "(Hindi Language -I)	DEPARTMENTAL PROGMAMME PRESENTERS/ANNOUNCERS/NEWSREADERS (AIR)	29-05-2023	31-05-2023	03	Bhopal	NABM Delhi	AIR Bhopal
22.	D23MC03	Workplace Stress Management	ANY STAFF (AIR/DD)	01-06-2023	02-06-2023	02	Delhi	NABM Delhi	
23.	B23AC03	Administrative and Financial Management for DDO	HOO/DDG/DIRECTORS/ DY. DIRECTOR/ASSTT. DIRECTOR/SR. AO/AO/HC/ACCTT. (AIR/DD/PB)	05-06-2023	09-06-2023	05	Bhubaneswar	NABM Bhubaneswar	
24.	D23PT05	Monetizing Development Communication for TV	PEX, TREX/ PA , CAMERAMAN (DD)	12-06-2023	16-06-2023	05	Delhi	NABM Delhi	
25.	D23PR06	Regional Workshop on "VOICE CULTURE and LANGUAGE ARTICULATION "(Hindi Language-II)	PEX/TREX/ANNOUNCER (AIR)	12-06-2023	16-06-2023	05	Lucknow	NABM Delhi	
26.	D23MC04	Organizational Management in Changed Scenario	ADG/DDG (AIR/DD/PB)	21-06-2023	23-06-2023	02	Delhi	NABM Delhi	

27.	D23AC08	Management of Office Vehicle	OFFICER/STAFF OF ADMIN./PROG./ENGINEERING WING (AIR/DD/PB)	21-06-2023	23-06-2023	03	Delhi	NABM Delhi	
28.	S23PC03	Mobile Journalism (MOJO)	PEX/TREX/ANNOUNCER (AIR/DD)	21-06-2023	23-06-2023	03	Shillong	RABM Shillong	
29.	B23PC04	Radio Feature & Documentary	PEX/TREX/PROD ASST/ANNOUNCR/(AIR)	26-06-2023	28-06-2023	03	Bhubaneswar	NABM Bhubaneswar	
30.	D23MC05	Corporate Management	ADG/DDG/HEAD OF THE DIVISION) (AIR/DD/PB)	27-06-2023	28-06-2023	02	Delhi	NABM Delhi	
31.	S23MC01	Workplace Stress Management	ANY STAFF (AIR/DD)	27-06-2023	28-06-2023	02	Shillong	RABM Shillong	Bhubaneswar
32.	B23AC04	Administrative Vigilance	SAO/AO, SO/HC/ACCTT./ UDC/ASST.(AIR/DD/PB)	03-07-2023	06-07-2023	04	Bhubaneswar	NABM Bhubaneswar	Shillong
33.	D23PC07	Library Automation	PEX/TREX/ANNOUNCER/ LIA (AIR)	03-07-2023	06-07-2023	04	Delhi	NABM Delhi	Bhubaneswar/ Shillong
34.	S23PC04	OB & Backpack Technology in Radio/TV Broadcasting	PEX/EA/TREX/PROD ASST/ANNOUNCR/(AIR/DD)	03-07-2023	07-07-2023	05	Shillong	RABM Shillong	
35.	D23PR08	Regional Workshop On "VOICE CULTURE AND LANGUAGE ARTICULATION "(Hindi Language-III)	DEPARTMENTAL PROGMAMME PRESENTERS/ANNOUNCERS/NEWSREADERS (AIR)	10-07-2023	12-07-2023	03	Patna	NABM Delhi	AIR Patna
36.	D23PC09	Agri - Broadvision –II (Strategic Communication Plan for Cost Effective Agriculture –II	PEX/TREAX/ PROD.ASSTT. (AIR/DD)	10-07-2023	14-07-2023	05	CAU Imphal	NABM Delhi	CAU Imphal /RABM Shillong
37.	B23AC05	Fundamentals of Finance : GST, GEM and PFMS	OFFICER/STAFF HANDALING ACCOUNTS IN AIR/DD/DG,HQ/FIELD OFFICES (AIR/DD/PB)	18-07-2023	21-07-2023	04	Bhubaneswar	NABM Bhubaneswar	RABM Shillong
38.	D23AC09	Disciplinary Proceedings & Conduct Rule	ALL ADMIN STAFF (AIR/DD/PB)	26-07-2023	28-07-2023	03	Delhi	NABM Delhi	
39.	B23PR05	Regional Workshop On "VOICE CULTURE AND LANGUAGE ARTICULATION " (Bengali Language)	DEPARTMENTAL PROGMAMME PRESENTERS/ANNOUNCERS/NEWSREADERS (AIR)	26-07-2023	28-07-2023	03	Kolkata	NABM Bhubaneswar	AIR Kolkata
40.	S23PC05	Programme & Transmission Management During Disaster	ANY PROGRAMME & TECHNICAL STAFF (AIR/DD)	01-08-2023	03-08-2023	03	Shillong	RABM Shillong	Delhi
41.	D23PT10	Motivating Farmers for Adopting Innovation in Horticulture Through TV	PEX/TREX/PA/CAMERAMAN (DD) (PRIORITY TO THOSE IN DD KISAN)	07-08-2023	10-08-2023	04	Guwahati	NABM Delhi	Delhi

42.	D23PC11	E-Programme Management (E-Office/Library Automation/E- Cue Sheet / E-ABS/ E-CAS/ BATS)/E- IKMS, Etc.)	PEX/TREX/ANNOUNCER(AIR)	07-08-2023	11-08-2023	05	Delhi	NABM Delhi	Shillong
43.	D23PR12	Gender Mainstreaming in Broadcast Media	PEX/TREX/PROD ASST/ANNOUNCR(AIR)	16-08-2023	18-08-2023	03	Delhi	NABM Delhi	
44.	B23AC06	Art of Office Management in Crisis	DDE/ PEX /AE/ AO /ARO (AIR/DD)	17-08-2023	18-07-2023	02	Bhubaneswar	NABM Bhubaneswar	RABM Shillong
45.	D23PT13	Webinar on Environment Conservation and Countering Climate Change Through TV	ADP/PEX, TREX/PA/GRAPHIC ARTISTS/CAMERAMAN (DD)	17-08-2023	18-08-2023	02	Virtual	NABM Delhi	
46.	B23PR06	Gender Mainstreaming in Broadcast Media	PEX/TREX/PROD ASST/ANNOUNCR(AIR)	21-08-2023	23-08-2023	03	Bhubaneswar	NABM Bhubaneswar	RABM Shillong
47.	D23AC10	E- Procurement and Inventory Management	ALL PROGRAMME/ENGINEERING / ADMINISTRATIVE STAFF (AIR/DD)/PB	30-08-2023	31-08-2023	02	Delhi	NABM Delhi	
48.	D23PT14	Webinar on Outreach Programs – Regional Folk Festivals by Capital DDK's	ADP/PEX/TREX/ PA/GRAPHIC ARTISTS/CAMERAMAN (DD)	31-08-2023	31-08-2023	01	Delhi	NABM Delhi	
49.	D23MC06	Interpersonal Management	DDG/DE/DDE/DDPADP/ADEPEX/HO PHOE/HOO(AIR/DD/PB	04-09-2023	06-09-2023	03	Delhi	NABM Delhi	
50.	B23PC07	Broadcast Media for SELF RELIANT INDIA (Atmanirbhar Bharat) - Strategic Programming for Skilling Youth	PEX/TREX/ANNOUNCER/PROD. ASSTT. (AIR/DD)	04-09-2023	05-09-2023	02	Bhubaneswar	NABM Bhubaneswar	Shillong
51.	B23AC07	राजभाषा हिंदी प्रोत्साहन: शासकीय दिशा निर्देश और हमारे कर्तव्य	ALL STAFF INCLUDING RAJBHASHA STAFF (AIR/DD/PB)	14-09-2023	14-09-2023	01	Virtual	NABM Bhubaneswar	Rajbasha unit , NABM Delhi & Prasar Bharati
52.	D23AC11	राजभाषा हिंदी प्रोत्साहन: शासकीय दिशा निर्देश और हमारे कर्तव्य	PEX/TREX/PROD. ASST/ANNOUNCR (AIR)	14-09-2023	14-09-2023	01	Virtual	NABM Delhi	NABM Delhi & Shillong
53.	D23AC12	Training of Trainer's (ToT)- Administrative Trainings	Any Officer willing to act as Administrative Trainer (AIR/DD)	18-09-2023	22-09-2023	05	Delhi	NABM Delhi	
54.	S23PR06	Radio Drama Production	PEX/TREX/PROD. ASST/ANNOUNCR (AIR)	18-09-2023	22-09-2023	05	Shillong	RABM Shillong	

55.	B23PR08	Regional Workshop On "VOICE CULTURE AND LANGUAGE ARTICULATION " (Telgu Language)	DEPARTMENTAL PROGMAMME PRESENTERS/ANNOUNCERS/NEWSREADERS (AIR)	23-09-2023	25-09-2023	03	Hyderabad	NABM Bhubaneswar	AIR Hyderabad
56.	B23AC08	Handling RTI Matters	Any Admin staff /DE/ADP/ADE/AE/PEX AIR,DD	25-09-2023	26-09-2023	02	Bhubaneswar	NABM Bhubaneswar	RABM Shillong
57.	D23PR15	Regional Workshop On "VOICE CULTURE AND LANGUAGE ARTICULATION "(Malayalam Language)	DEPARTMENTAL PROGMAMME PRESENTERS/ANNOUNCERS/NEWSREADERS (AIR)	25-09-2023	27-09-2023	03	TVM	NABM Delhi	AIR TVM
58.	D23AC13	Ethics and Value in Administration	HOO, HOP/HOE/PEX, SR. AO/AO/HC/ACCTT./UDC(AIR/DD/PB)	05-10-2023	06-10-2023	02	Delhi	NABM Delhi	
59.	D23PC16	Programme Management in Crisis	PEX/TREX/PROD. ASST/ANNOUNCER (AIR)	09-10-2023	11-10-2023	03	Delhi	NABM Delhi	
60.	D23PR17	Radio Feature & Documentary	PEX/TREX, ANNOUNCER (AIR)	09-10-2023	13-10-2023	05	Delhi	NABM Delhi	RABM Shillong
61.	B23PR09	Regional Workshop On "VOICE CULTURE AND LANGUAGE ARTICULATION "(Tamil Language)	DEPARTMENTAL PROGMAMME PRESENTERS/ANNOUNCERS/NEWSREADERS (AIR)	11-10-2023	13-10-2023	03	Chennai	NABM Bhubaneswar	AIR Chennai
62.	B23PC10	Mobile Journalism (MOJO)	PEX/TREX/ANNOUNCER (AIR/DD)	18-10-2023	20-10-2023	03	Bhubaneswar	NABM Bhubaneswar	NABM Delhi
63.	S23PR07	Regional Workshop On "VOICE CULTURE and LANGUAGE ARTICULATION (NE States)	PEX/TREX/PROD ASST/ANNOUNCER/(AIR)	25-10-2023	27-10-2023	03	Shillong	RABM Shillong	
64.	B23PC11	e- Learning Tools and Technology	PEX/TREX/PROD. ASST/ANNOUNCER (AIR)	25-10-2023	27-10-2023	03	Bhubaneswar	NABM Bhubaneswar	Delhi
65.	D23AC14	e-Handling Reimbursement Claims and Bills	ADMINISTRATIVE STAFF AND INTERESTED PROG. /TECH. STAFF (AIR/DD)	26-10-2023	27-10-2023	02	Delhi	NABM Delhi	Shillong
66.	B23AC09	E- Procurement and Inventory Management	ALL PROGRAMME/ENGINEERING / ADMINISTRATIVE STAFF (AIR/DD)/PB)	02-11-2023	03-11-2023	02	Bhubaneswar	NABM Bhubaneswar	RABM Shillong
67.	D23PC18	Monetization of Public Service Broadcast : Challenges and Opportunities	ADP/PEX/TREX (AIR/DD)	06-11-2023	08-11-2023	03	Delhi	NABM Delhi	

68.	D23AC15	Fundamentals of Finance : GST, GEM and PFMS	OFFICER/STAFF HAND LING ACCOUNTS IN AIR/DD/DG,HQ/FIELD OFFICES (AIR/DD/PB)	14-11-2023	17-11-2023	04	Delhi	NABM Delhi	
69.	D23PT19	Sales & Marketing Skills in Broadcasting (TV)	PEX/ TREX/PA(DD)	20-11-2023	24-11-2023	05	Delhi	NABM Delhi	Shillong
70.	B23PC12	Application of Artificial Intelligence Tools and Technology in Programme Productions	DEPARTMENTAL PROGMAMME PRESENTERS/ANNOUNCERS/NEWSR EADERS (AIR/DD)	22-11-2023	24-11-2023	03	Bhubaneswar	NABM Bhubaneswar	NABM Delhi &RABM Shillong
71.	S23AC02	Sexual Harassment and Gender Sensitivity	ANY STAFF (AIR/DD)	28-11-2023	29-11-2023	02	Shillong	RABM Shillong	
72.	B23PC13	Using Social Media for Radio & TV	ALL GROUP B PROGRAMME / TECHNICAL STAFF ((AIR/DD)	28-11-2023	30-11-2023	03	Bhubaneswar	NABM Bhubaneswar	PBNS&DP
73.	D23PR20	Regional Workshop On "VOICE CULTURE AND LANGUAGE ARTICULATION " (Marathi Language)	DEPARTMENTAL PROGMAMME PRESENTERS/ANNOUNCERS/NEWSR EADERS (AIR)	28-11-2023	30-11-2023	03	Mumbai	NABM Delhi	AIR Mumbai
74.	D23PC21	Application of Artificial Intelligence Tools and Technology in Programme Production	PEX/AE/TRES/SEA/EA/ANNOUNCER /PROD.ASSTT. (AIR/DD)	06-12-2023	08-12-2023	03	Delhi	NABM Delhi	
75.	B23AC10	Special Workshops On Pre-Retirement and Post Retirement Counselling and Life Management) (Batch-II)	ALL AIR/DD /PB STAFF RETIRING WITHIN 1 YEARS. (AIR/DD/PB)	11-12-2023	14-12-2023	04	Bhubaneswar	NABM Bhubaneswar	Delhi
76.	D23PC22	Training of Trainer's (ToT)-Programme Management	Any Programme Officer willing to act as Programme Trainer (AIR/DD)	11-12-2023	15-12-2023	05	Delhi	NABM Delhi	
77.	D23PC23	Policy and Legal Aspects of Contractual and Casual Assignments	ADP/PEX/TREX (AIR/DD)	18-12-2023	19-12-2023	02	Delhi	NABM Delhi	
78.	B23AC11	e-Handling Reimbursement Claims and Bills	ADMINISTRATIVE STAFF AND INTERESTED PROG. /TECH. STAFF (AIR/DD)	26-12-2023	27-12-2023	02	Bhubaneswar	NABM Bhubaneswar	Delhi
79.	D23AC16	Handling Court Cases & Related Legal Aspects	HOO (DDG/DIRECTORS/ DY. DIRECTOR/ASSTT. DIRECTOR/SR. AO/AO/HC/ACCTT. (AIR/DD/PB)	26-12-2023	28-12-2023	03	Delhi	NABM Delhi	Shillong
80.	B23PC14	OB & Backpack Technology in Radio/TV Broadcasting	PEX/EA/TREX/PROD ASST/ANNOUNCER/(AIR/DD)	01-01-2024	05-01-2024	05	Bhubaneswar	NABM Bhubaneswar	NABM Delhi
81.	D23AC17	Handling RTI Matters	Any Admin staff /DE/ADP/ADE/AE/PEX AIR,DD	04-01-2024	05-01-2024	02	Delhi	NABM Delhi	Shillong

82.	D23PC24	Remote Radio/TV Programme Production Technologies	PEX/TREX/AE/SEA/EA (AIR/DD)	08-01-2024	10-01-2024	03	Delhi	NABM Delhi	
83.	D23PC25	Broadcast Media for SELF RELIANT INDIA (Atmanirbhar Bharat) - Strategic Programming for Skilling Youth	PEX/TREX/ANNOUNCER/PROD. ASSTT. (AIR/DD)	15-01-2024	16-01-2024	02	Delhi	NABM Delhi	
84.	D23PC26	Using Social Media for Radio & TV	ALL GROUP B PROGRAMME / TECHNICAL STAFF ((AIR/DD)	16-01-2024	18-01-2024	03	Delhi	NABM Delhi	PBNS&DP
85.	B23MC01	Workplace Stress Management	ANY STAFF (AIR/DD) (AIR/DD/PB)	30-01-2024	31-01-2024	02	Bhubaneswar	NABM Bhubaneswar	
86.	B23AC12	Prevention of Sexual Harassment at Workplace	HOO (DDG/DIRECTORS/ DY. DIRECTOR/ASSTT. DIRECTOR/SR. AO/AO/HC/ACCTT. (AIR/DD/PB)	01-02-2024	02-02-2024	02	Bhubaneswar	NABM Bhubaneswar	Shillong
87.	D23PC27	Programme & Transmission Management During Disaster	ANY PROGRAMME & TECHNICAL STAFF (AIR/DD)	05-02-2024	07-02-2024	03	Delhi	NABM Delhi	
88.	D23MC07	Leadership Skill Development	ALL SUPERVISORY STAFF(AIR/DD)	12-02-2024	13-02-2024	02	Delhi	NABM Delhi	Bhubaneswar/ Shillong
89.	B23PT15	Re- Modelling of TV Programme (Agriculture , Youth & Health)	ADP/PEX/TREX/ PA/GRAPHIC ARTIST/ CAMERAMAN (DD)	20-02-2024	24-02-2024	05	Bhubaneswar	NABM Bhubaneswar	
90.	B23PT16	Elements of TV Program Production	ADP/PEX/TREX/ PA/GRAPHIC ARTIST/ CAMERAMAN (DD)	27-02-2024	29-02-2024	03	Bhubaneswar	NABM Bhubaneswar	Delhi
91.	D23AC18	Legal Aspects Engaged with IT & Cyber Crime Department	ADP/PEX/TREX/PROD ASST/ANNOUNCER(AIR/DD)	06-03-2024	07-03-2024	02	Delhi	NABM Delhi	
92.	B23PC17	Programme & Transmission Management During Disaster	ANY PROGRAMME & TECHNICAL STAFF (AIR/DD)	06-03-2024	08-03-2024	03	Bhubaneswar	NABM Bhubaneswar	
93.	B23PT18	Multi Camera Production	ADP/PEX/TREX/ PA/GRAPHIC ARTIST/ CAMERAMAN (DD)	18-03-2024	20-03-2024	03	Bhubaneswar	NABM Bhubaneswar	
94.	B23PT19	Telefilm Production & Technique	ADP/PEX/TREX/ PA/GRAPHIC ARTIST/ CAMERAMAN (DD)	18-03-2024	22-03-2024	05	Bhubaneswar	NABM Bhubaneswar	
95.	D23PC28	Special Workshop for Visually Challenged for programme personal	ALL VISUALLY CHALLENGED STAFF (AIR/DD)	18-03-2024	22-03-2024	05	Delhi	NABM Delhi	
96.	B23AC13	Sexual Harassment and Gender Sensitivity	ANY STAFF (AIR/DD)	21-03-2024	22-03-2024	02	Bhubaneswar	NABM Bhubaneswar	RABM Shillong
97.	D23AC19	Sexual Harassment and Gender Sensitivity	ANY STAFF (AIR/DD)	21-03-2024	22-03-2024	02	Delhi	NABM Delhi	

98.	B23PC20	Programme Management in Crisis	PROGRAMME HEAD/PEX/TREX/PROD.ASSTT./ ANNOUNCER/LIA (AIR/DD)	27-03-2024	29-03-2024	03	Bhubaneswar	NABM Bhubaneswar	RABM Shillong
99.	D23PC29	e-learning tools and technology	ADP/PEX/TREX/PROD ASST/ANNOUNCER(AIR/DD)	29-03-2024	29-03-2024	01	Virtual	NABM Delhi	Bhubaneswar
100.	D23PC30	Sport & Non-Sports Commentaries	ADP/PEX/TREX/PROD ASST/ANNOUNCER(AIR/DD)	TBD	TBD	05	Shillong	RABM Shillong	NABM Delhi
101.	D23PC31	New Trends in Journalism for Asian Countries –I	NEWS PRESENTERS NEWSREADERS REPORTERS/NEWS EDITORS AND OTHER NEWS RELATED OFFICERS/STAFF	TBD	TBD	05	NABM Delhi	IR Division PB	With International Participation (Sponsored by MEA)
102.	D23PC32	New Trends in Journalism for Asian Countries -II	NEWS PRESENTERS NEWSREADERS /REPORTERS/NEWS EDITORS AND OTHER NEWS RELATED OFFICERS/STAFF	TBD	TBD	05	NABM Bhubaneswar	IR Division PB	With International Participation (Sponsored by MEA)
103.	D23PC33	New Trends in Journalism for Asian Countries -III	NEWS PRESENTERS / NEWSREADERS/ REPORTERS/NEWS EDITORS AND OTHER NEWS RELATED OFFICERS/STAFF	TBD	TBD	05	NABM Delhi	IR Division PB	With International Participation (Sponsored by MEA)
104.	D23PR21	Special workshop on Community Radio Stations - *Awareness for setting up CRSs (Batch-I)*	NOMINEES OF MIB	TBD	TBD	03	Delhi	NABM Delhi	MIB
105.	D23PR22	Special workshop on Community Radio Stations - *Upgradation of existing CRS (Batch-II)*	NOMINEES OF MIB	TBD	TBD	03	Bhubaneswar	NABM Bhubaneswar	MIB
106.	D23PR23	Special workshop on Community Radio Stations- *Upgradation of existing CRS (content generation, technology innovation and monetisation including success stories etc.) (Batch-III)*	PROGRAMME /TECHNICAL PERSONAL OF EXISTING CRS (KVK)	TBD	TBD	03	Delhi	NABM Delhi	MIB /ICAR
107.	D23PR24	Special workshop on Community Radio Stations- *Upgradation of existing CRS (content generation, technology innovation and*	PROGRAMME /TECHNICAL PERSONEL OF EXISTING CRS (OPEN TO ALL CRS)	TBD	TBD	03	Bhubaneswar	NABM Bhubaneswar	MIB

Sr. No.	Course Code	Title of the Training Workshop	Level Of Participants	From	To	Days	Venue Of Workshop	Conducted Academy	In Coordination With
		monetisation including success stories etc.) (Batch-IV)							
108.	D23PR25	Special workshop on Community Radio Stations- *Upgradation of existing CRS (content generation, technology innovation and monetisation including success stories etc.) (Batch-V)*	PROGRAMME /TECHNICAL PERSONAL OF EXISTING CRS (UNIVERSITIES/COLLEGE CAMPUSES)	TBD	TBD	03	Delhi	NABM Delhi	MIB / Universities/Colle ge
109.	D23PR26	Special workshop on Community Radio Stations- *Upgradation of existing CRS (content generation, technology innovation and monetisation including success stories etc.) (Batch-VI)*	Programme /Technical Personal of existing CRS (Open to all CRS)	TBD	TBD	03	Delhi	NABM Delhi	

Note: The training courses scheduled above at Sr. No. **19,28,31,45,46,49,54,62,64,85,90,94,99,101,102,103 are** also opened for overseas/outside in–country participants on payment basis. For which course fee may be obtained from NABM Delhi.

TECHNICAL COURSES

Sr. No.	Course Code	Title of the Training Workshop	Level Of Participants	From	To	Days	Venue Of Workshop	Conducted Academy	In Coordination With
1.	D23TC01	Technology awareness for all	ALL CADRE (AIR/DD)	05.04.2023	06.04.2023	02	Online	NABM Delhi	
2.	D23TC02	Training on different aspects of e-office/e-mail	ALL CADRE (AIR/DD)	10.04.2023	12.04.2023	03	Online	NABM Delhi	
3.	B23TR01	Training on AEQ Digital Audio Console	AE/SEA/EA/SR.TECH/TECH(AIR)	10.04.2023	14.04.2023	05	Bhubaneswar	NABM,BBSR	
4.	D23TC03	Air Conditioning Systems, Concept & Maintenance Technique -Advance Module	EA/SR. TECH./TECH.(AIR/DD)	10.04.2023	21.04.2023	10	Delhi	NABM Delhi	
5.	D23TT01	TV Studio Lighting	AE/SEA/EA/SR.TECH/TECH (DD)	10.04.2023	14.04.2023	05	Delhi	NABM Delhi	
6.	D23TC04	Modern Soldering Techniques, Cables & Connectors	SR. TECH./TECH.(AIR/DD)	17.04.2023	21.04.2023	05	Delhi	NABM Delhi	

7.	B23TR02	FM Transmitter -DBE	AE/SEA/EA/SR.TECH/TECH(AIR)	24.04.2023	27.04.2023	04	AIR, Puri	NABM,BBSR	
8.	S23TR01	**Captive Earth Station - DSNG Van**	TECH TO AE (AIR)	24.04.2023	28.04.2023	05	Shillong	RABM Shillong	
9.	D23TR01	Basic Course on AIR Studio Operation & Maintenance	SEA/EA/SR.TECH/TECH. (AIR)	24.04.2023	28.04.2023	05	Delhi	NABM Delhi	
10.	B23TO01	Summer Training on Broadcast Technology for students of Engineering Degree/Diploma Courses	STUDENTS PERUSING ENGINEERING DEGREE/DIPLOMA COURSES	01.05.2023	28.05.2023	20	Bhubaneswar	NABM,BBSR	
11.	D23TT02	CasparCG Modules for TV Studio Applications	AE/SEA/EA(DD)	08.05.2023	12.05.2023	05	Online	NABM Delhi	
12.	D23TC05	Computer Hardware & Network Maintenance	EA/SR. TECH./TECH.(AIR/DD)	08.05.2023	12.05.2023	05	Delhi	NABM Delhi	
13.	D23TC06	Orientation Course for Assistant Director (Engineering)	**ADE (AIR/DD)**	08.05.2023	12.05.2023	05	Delhi	NABM Delhi	
14.	B23TR01	Training on different aspects of e-office/e-mail	AE/SEA/EA/ADM IN. & PROG. STAFF(AIR/DD)	10.05.2023	10.05.2023	01	Online	NABM,BBSR	
15.	D23TR02	Training on AEQ Digital Audio Console	AE/SEA/EA(AIR)	15.05.2023	19.05.2023	05	Delhi	NABM Delhi	
16.	B23TR03	Radio Studio Automation -AXEL	AE/SEA/EA/SR.TECH/TECH(AIR)	15.05.2023	19.05.2023	05	Bhubaneswar	NABM,BBSR	
17.	D23TT03	Operation & Maintenance of TV studios	AE/SEA/EA (DD)	22.05.2023	26.05.2023	05	Delhi	NABM Delhi	
18.	D23TC07	Broadcasting Acts, Policies, Rules and Regulations	GROUP A & GROUP B OFFICERS IN ALL CADRE	22.05.2023	24.05.2023	03	Delhi	NABM Delhi	
19.	S23TC01	**Introduction of GeM portal, E Procurement and E-auction**	ALL CADRE(AIR/DD)	23.05.2023	25.05.2023	03	Shillong	RABM Shillong	
20.	D23TC08	Repair and Maintenance of LED/LCD TVs	EA/SR. TECH./TECH.(AIR &DD)	05.06.2023	09.06.2023	05	Delhi	NABM Delhi	
21.	D23TC09	Microsoft Office Modules, Email & Internet applications	OPEN FOR ALL UPTO GR. B (AIR/DD)	05.06.2023	09.06.2023	05	Delhi	NABM Delhi	
22.	B23TC02	Training on GeM & Purchase procedure	ALL INVOLVED IN PROCUREMENT	05.06.2023	09.06.2023	05	Bhubaneswar	NABM,BBSR	
23.	D23TR03	FM Transmitter -DBE	AE/SEA/EA (AIR)	12.06.2023	16.06.2023	05	Delhi	NABM Delhi	

24.	S23TT01	**Video Server - Fundamental, Operation and Maintenance**	AE/SEA/EA(DD)	19.06.2023	23.06.2023	05	Shillong	RABM Shillong	
25.	D23TO01	Summer Training on Broadcast Technology for students of Engineering Degree/Diploma Courses	STUDENTS PERUSING ENGINEERING DEGREE/DIPLOMA COURSES	19.06.2023	14.07.2023	20	Delhi	NABM Delhi	
26.	D23TC10	Audio Video Compression/ Modulation	AE/SEA/EA (AIR/DD)	26.06.2023	28.06.2023	03	Delhi	NABM Delhi	
27.	B23TR04	Studio Transmitter Microwave Link	AE/SEA/EA/SR.TECH/TECH(AIR)	26.06.2023	28.06.2023	03	Bhubaneswar	NABM,BBSR	
28.	D23TC11	Air Conditioning Systems, Concept & Maintenance Technique - Basic Module	EA/SR TECH/TECH (AIR/DD)	03.07.2023	07.07.2023	**05**	Delhi	NABM Delhi	
29.	D23TC12	Microsoft Office Modules, Email & Internet applications	OPEN TO ALL UP TO GR. B(AIR/DD)	03.07.2023	07.07.2023	05	Delhi	NABM Delhi	
30.	D23TT04	NLE Adobe CC	AE/SEA/EA (DD)	03.07.2023	14.07.2023	10	Delhi	NABM Delhi	
31.	B23TR05	Workshop on 300 KW Thomcast Transmitter	AE/SEA/EA/SR.TECH/TECH(AIR)	10.07.2023	14.07.2023	05	AIR,Cuttack	NABM,BBSR	
32.	D23TC13	Computer Networking & Server Administration	AE/SEA/EA (AIR/DD)	17.07.2023	21.07.2023	05	Delhi	NABM Delhi	
33.	S23TC02	**E-Office file,Tour,Leave management**	ALL CADRE(AIR/DD)	18.07.2023	20.07.2023	03	Shillong	RABM Shillong	
34.	B23TC03	Basic Computer Course for MTS	MTS(AIR/DD)	24.07.2023	28.07.2023	05	Bhubaneswar	NABM,BBSR	
35.	D23TR04	Radio Studio Automation -AXEL	AE/SEA/EA (AIR)	24.07.2023	28.07.2023	05	Delhi	NABM Delhi	
36.	D23TC14	Vigilance and Disciplinary Process and Proceeding	GROUP A OFFICERS(AIR/DD)	24.07.2023	28.07.2023	05	Delhi	NABM Delhi	
37.	D23TT05	Handling of Cameras and its Operations	SEA/EA/SR.TECH/TECH (DD)	07.08.2023	11.08.2023	05	Delhi	NABM Delhi	
38.	B23TC04	Computer Networking & Server Administration	AE/SEA/EA (AIR/DD)	07.08.2023	11.08.2023	05	Bhubaneswar	NABM,BBSR	
39.	D23TC15	Work Shop on SMPS,AVR, UPS, Battery Maintenance	SEA/EA/SR TECH/TECH (AIR/DD)	07.08.2023	11.08.2023	05	Delhi	NABM Delhi	

40.	B23TR06	Radio Studio Automation - Netia	AE/SEA/EA/ SR.TECH/TECH(AIR)	21.08.2023	25.08.2023	05	Bhubaneswar	NABM,BBSR	
41.	D23TC16	Audio, Video and RF Measurement	AE/SEA/EA (AIR/DD)	21.08.2023	25.08.2023	05	Delhi	NABM Delhi	
42.	S23TT02	**Operation and Maintenance of Studer Digital Audio Console**	TECH TO AE(DD)	21.08.2023	25.08.2023	05	Shillong	RABM Shillong	
43.	D23TR05	Audio Post Production tools and Technique -SOUND FORGE Audio Studio/Adobe Audition	PEX,TREX,PROG. ASTT, EA,SEA (AIR)	21.08.2023	25.08.2023	05	Delhi	NABM Delhi	
44.	D23TC17	Basic Computer Course for MTS	MTS (AIR/DD)	04.09.2023	06.09.2023	03	Delhi	NABM Delhi	
45.	D23TC18	Common RF Transmission Systems	AE/SEA/EA/SR.TECH/TECH (AIR/DD)	04.09.2023	06.09.2023	**03**	Delhi	NABM Delhi	
46.	D23TC19	Awareness of Latest Trends in Broadcasting	ADE & ABOVE (AIR/DD)	11.09.2023	12.09.2023	02	Offline/ Online	NABM Delhi	
47.	B23TR07	Operation and Maintenance of Studer Digital Audio Console	AE/SEA/EA/ SR.TECH/TECH(AIR)	11.09.2023	15.09.2023	05	Bhubaneswar	NABM,BBSR	
48.	D23TR06	Operation and Maintenance of Studer Digital Audio Console	AE/SEA/EA/SR.TECH/TECH (AIR)	11.09.2023	15.09.2023	05	Delhi	NABM Delhi	
49.	D23TC20	Air Conditioning Systems, Concept & Maintenance Technique - Basic Module	EA/SR TECH/TECH(AIR/DD)	11.09.2023	15.09.2023	05	Delhi	NABM Delhi	
50.	D23TC21	Computer Networking & Server Administration	AE/SEA/EA (AIR/DD)	18.09.2023	22.09.2023	05	Delhi	NABM Delhi	
51.	S23TT03	**NLE Adobe CC**	PEX/TREX/PA(DD)	18.09.2023	22.09.2023	05	Shillong	RABM Shillong	NABM Delhi
52.	D23TR07	Audio Analyser - Prism Sound DScope	AE/SEA/EA (AIR)	25.09.2023	27.09.2023	**03**	Delhi	NABM Delhi	
53.	D23TC22	Broadcasting Acts, Policies, Rules and Regulations	GROUP A & GROUP B OFFICERS IN ALL CADRE	25.09.2023	27.09.2023	03	Bhubaneswar	NABM Delhi	
54.	D23TC23	Mobile App Development	EA/SEA (AIR/DD)	03.10.2023	06.10.2023	04	Delhi	NABM Delhi	
55.	D23TR08	Radio Studio Automation - Netia	AE/SEA/EA(AIR)	03.10.2023	06.10.2023	04	Delhi	NABM Delhi	

56.	D23TT06	React CasparCG Application for TV Studio	AE/SEA/EA(DD)	03.10.2023	06.10.2023	04	Online	NABM Delhi	
57.	D23TC24	Earth Station in AIR and Doordarshan	AE/SEA/EA(AIR/DD)	09.10.2023	13.10.2023	05	Delhi	NABM Delhi	
58.	S23TC03	**Refresher Course**	TECH/SRTECH(AIR/DD)	09.10.2023	20.10.2023	10	Shillong	RABM Shillong	
59.	B23TR08	FM Transmitter -RVR	AE/SEA/EA/ SR.TECH/TECH(AIR)	09.10.2023	13.10.2023	05	Bhubaneswar	NABM,BBSR	
60.	D23TC25	Electrical fundamentals ,new Electricity rules and Power Management including Solar Power Generation	ADE/AE/SEA/EA(AIR/DD)	16.10.2023	20.10.2023	05	Delhi	NABM Delhi	
61.	D23TR09	DRM Transmitter	AE/SEA/EA(AIR)	30.10.2023	03.11.2023	05	Delhi	NABM Delhi	
62.	D23TC26	Broadcasting Acts, Policies, Rules and Regulations	GROUP A & GROUP B OFFICERS IN ALL CADRE	06.11.2023	08.11.2023	03	Shillong	NABM Delhi	
63.	D23TC27	Microsoft Office Modules, Email & Internet applications	OPEN TO ALL UP TO GR. B(AIR/DD)	06.11.2023	10.11.2023	05	online	NABM Delhi	
64.	B23TR09	Workshop on 100 KW Nautel Transmitter	AE/SEA/EA/ SR.TECH/TECH(AIR)	06.11.2023	10.11.2023	05	AIR, Sambalpur	NABM,BBSR	
65.	B23TR10	Training on Impedance Matching	AE/SEA/EA/ SR.TECH/TECH(AIR)	20.11.2023	24.11.2023	05	Bhubaneswar	NABM,BBSR	
66.	D23TT07	Use of new software tools for TV production(Zoom,Vmix etc)	AE/SEA/EA(DD)	20.11.2023	21.11.2023	02	Online/Offline	NABM Delhi	
67.	D23TC28	Computer Hardware & Network Maintenance	EA/SR. TECH./TECH.(AIR/DD)	20.11.2023	24.11.2023	05	Delhi	NABM Delhi	
68.	S23TC04	**Work Shop on SMPS,AVR, UPS, Battery Maintenance**	TECH TO SEA(AIR/DD)	20.11.2023	24.11.2023	05	TBD	RABM Shillong	NABM Delhi
69.	D23TR10	Audio Processor and Analyser	AE/SEA/EA(AIR)	04.12.2023	08.12.2023	05	Delhi	NABM Delhi	
70.	D23TT08	Operation & Maintenance of TV studios	AE/SEA/EA(DD)	04.12.2023	08.12.2023	05	Delhi	NABM Delhi	
71.	B23TC05	Air Conditioning Systems, Concept & Maintenance Technique - Basic Module	EA/SR TECH/TECH(AIR/DD)	04.12.2023	08.12.2023	05	Bhubaneswar	NABM,BBSR	

72.	D23TC29	Audio Video Compression/ Modulation	ADE AND ABOVE (AIR/DD)	11.12.2023	13.12.2023	03	Delhi	NABM Delhi	
73.	B23TT01	NLE Adobe CC	AE/SEA/EA (DD)	11.12.2023	22.12.2023	10	Bhubaneswar	NABM,BBSR	
74.	D23TR11	FM Transmitter -RVR	AE/SEA/EA(AIR)	11.12.2023	15.12.2023	05	Delhi	NABM Delhi	
75.	S23TC05	Earth Station in AIR and Doordarshan	AE/SEA/EA((AIR/DD)	11.12.2023	15.12.2023	05	Shillong	RABM Shillong	NABM Delhi
76.	D23TT09	In house CasparCG Based News Room Computer System	AE/SEA/EA(DD)	18.12.2023	22.12.2023	05	Online	NABM Delhi	
77.	B23TR11	Workshop on 20 KW FM DBE Make Transmitter	AE/SEA/EA/ SR.TECH/TECH(AIR)	18.12.2023	22.12.2023	05	AIR, Kolkata	NABM,BBSR	
78.	D23TC30	Social Media in Broadcasting	AE/SEA/EA(AIR/DD)	26.12.2023	28.12.2023	03	Online	NABM Delhi	
79.	D23TC31	Technology awareness for all	ALL CADRE (AIR/DD)	04.01.2024	05.01.2024	02	Online	NABM Delhi	
80.	D23TR12	FM Transmitter - R&S	AE/SEA/EA(AIR)	08.01.2024	12.01.2024	05	Delhi	NABM Delhi	
81.	B23TC06	Audio, Video and RF Measurement	AE/SEA/EA(AIR/DD)	08.01.2024	12.01.2024	05	Bhubaneswar	NABM,BBSR	
82.	D23TC32	Modern Soldering Techniques, Cables & Connectors	SR. TECH./TECH.(AIR/DD)	08.01.2024	12.01.2024	05	Delhi	NABM Delhi	
83.	D23TR13	Studio Transmitter Microwave Link	AE/SEA/AE/SR.TECH/TECH(AIR)	15.01.2024	19.01.2024	**05**	Delhi	NABM Delhi	
84.	S23TC06	**Workshop on Diesel Generator & Fire fighting**	TECH TO SEA(AIR/DD)	15.01.2024	19.01.2024	05	TBD	RABM Shillong	
85.	D23TT10	Training on 3D Graphics	AE/SEA/EA(DD)	29.01.2024	09.02.2024	10	Delhi	NABM Delhi	
86.	D23TR14	Radio Studio Automation -AXEL	AE/SEA/EA(AIR)	29.01.2024	02.02.2024	05	Delhi	NABM Delhi	
87.	D23TC33	Social Media in Broadcasting	AE/SEA/EA(AIR/DD)	05.02.2024	09.02.2024	05	Online	NABM Delhi	
88.	B23TR12	Workshop on DRM Nautel Transmitter	AE/SEA/EA/ SR.TECH/TECH(AIR)	05.02.2024	09.02.2024	05	AIR,Siliguri	NABM,BBSR	
89.	D23TT11	Workshop on File Based Workflow in TV Studios	AE/SEA/EA(DD)	05.02.2024	09.02.2024	05	Chennai	NABM Delhi	

90.	D23TC34	Computer Networking & Server Administration	AE/SEA/EA(AIR/DD)	12.02.2024	16.02.2024	05	Delhi	NABM Delhi	
91.	D23TR15	DRM Transmitter	AE/SEA/EA(AIR)	19.02.2024	23.02.2024	05	Delhi	NABM Delhi	
92.	S23TC07	**Information and awareness on social media and cyber security**	ALL CADRE(AIR/DD)	19.02.2024	23.02.2024	05	TBD	RABM Shillong	
93.	D23TC35	Microsoft Office Modules, Email & Internet applications	OPEN TO ALL UPTO GR. B(AIR/DD)	26.02.2024	01.03.2024	05	Delhi	NABM Delhi	
94.	D23TC36	Audio, Video and RF Measurement	AE/SEA/EA(AIR/DD)	26.02.2024	01.03.2024	05	Delhi	NABM Delhi	
95.	D23TT12	TV Studio Lighting	AE/SEA/EA/SR.TECH/TECH (DD)	04.03.2024	08.03.2024	05	Delhi	NABM Delhi	
96.	B23TC07	Earth Station in AIR and Doordarshan	AE/SEA/EA(AIR/DD)	11.03.2024	15.03.2024	05	Bhubaneswar	NABM,BBSR	
97.	S23TT04	**TV Studio Lighting**	AE/SEA/EA/SR.TECH/TECH (DD)	11.03.2024	15.03.2024	05	Shillong	RABM Shillong	
98.	D23TC37	Air Conditioning Systems, Concept & Maintenance Technique - Basic Module	EA/SR. TECH./TECH.(AIR/DD)	18.03.2024	22.03.2024	05	Delhi	NABM Delhi	
99.	D23TT13	Handling of Cameras and its Operations	SEA/EA/SR.TECH/TECH(DD)	18.03.2024	22.03.2024	05	Delhi	NABM Delhi	
100.	D23TC38	Awareness of latest trends in Broadcasting	ADE & ABOVE (AIR/DD)	27.03.2024	28.03.2024	02	Offline/ Online	NABM Delhi	
101.	D23TC39	Executive Development Programme	DE/DDE/ADE (AIR/DD)	TBD	TBD	05	TBD	NABM Delhi	
102.	D23TC40	Executive Development Programme	DDG AND ABOVE (AIR/DD)	TBD	TBD	05	Delhi	NABM Delhi	
103.	D23TC41	Public Procurement at NIFM	ALL OFFICERS INVOLVED IN PROCUREMENT (AIR/DD)	TBD	TBD	04	TBD	NABM Delhi	
104.	D23TC42	Satellite Communication at Master Control Facility (MCF)	DDE AND ABOVE (AIR/DD)	TBD	TBD	05	Hassan	NABM Delhi	Hassan
105.	D23TC43	Basic Computer Course for MTS	MTS (AIR/DD)	TBD	TBD		Shillong	NABM Delhi	

TERMS AND CONDITIONS OF TRAINING ACTIVITIES AND COMMON GUIDELINES FOR NOMINATIONS FOR PROGRAMME /ADMINISTRATIVE & TECHNICAL TRAINING

A. SPECIAL REMARKS

- ❖ Some courses are likely to be merged with similar subjects based on various criteria /requirements.
- ❖ The Schedule is a tentative projection and would be subject to availability of faculty/resource persons, fulfilment of minimum nominations required and other administrative constraints. Besides, some scheduled courses may have to be substituted with demand based course requirements. The target set for NABM for 2023-24 is at least 100 courses of Programme /Technical /Management and Administration. However, efforts will be made for higher achievement.
- ❖ Above training courses are tentative in terms of number and subject, which have been planned keeping in view functional requirement of department i.e. manpower working in AIR/DD/PBS. However they are variable depending upon sanctioned or even a reasonable strength of training faculties in place, number of nominations received for particular training in view of cost benefit principle, availability of domain experts, funds under the respective heads etc.
- ❖ The above scheduled courses may be substituted or dropped, if demand based courses are received from the authorities from time to time.
- ❖ In case of number of nominations being less than 15 for any particular training, the same shall be cancelled/ rescheduled at a later date. However, in case of RABM Shillong, the limit is reduced to 10 nominations.

B. COMMON GUIDELINES FOR NOMINATIONS FOR PROGRAMME ADMINISTRATIVE & TECHNICAL TRAINING COURSES

following nomination related guidelines shall be adhered to while nominating personnel for training. It should be ensured by the station that:

- ❖ Officials retiring within one year from service need not to be nominated for any training except for workshops on special subjects scheduled or to be scheduled which may be communicated separately before each workshop.
- ❖ Normally Nomination of an official who is under difficult station tenure posting should not be forwarded before completion of his/her tenure. However, NABM Delhi may relax this provision keeping in view the functional requirement of desired skill for relevant personnel.
- ❖ In order to streamline need based programme production and management courses, those with younger and less than 10 years of service may be preferred for programme production & presentation courses while those with greater length of service shall be preferred for programme management training and supervisory courses.
- ❖ Nominations should be forwarded by the AIR Stations & DD Kendras to NABM Delhi or its academies at Bhubaneswar & Shillong, as case may.
- ❖ Every nomination should be submitted with the approval of Head of the Office through GOOGLE FORM ONLY. Direct Nomination shall not be accepted from the nominee himself/herself except in special cases with approval from competent authority in NABM.
- ❖ In case a person, not from the designated cadre, is required to be sent on training it should be clearly justified by the HoE/HoP as case may be.
- ❖ In case a particular person is very importantly required to undergo the particular training it should be specifically mentioned & enclosed a signed copy in GOOGLE FORM.
- ❖ Each personnel should get chance for the training in accordance with these guidelines.
- ❖ Combined Nominations for courses will not be accepted. Therefore, Station/Kendras/Offices of AIR/DD/PB may forward their nominations for each course separately, as per circular of the respective Training Academies issued from time to time.
- ❖ Concerned academies should follow existing zonal jurisdiction for seeking nominations as mentioned in the ATC.

Academies	Jurisdiction	
NABM, Delhi	All India jurisdiction for all cadres	
NABM, Bhubaneswar	For all kind of courses	Odisha, W. Bengal, Madhya Pradesh, Jharkhand, Chhattisgarh, Andhra Pradesh, Telangana, Karnataka, Kerala, Tamil Nadu, Puducherry, Lakshadweep, Andaman & Nicobar. Jurisdiction may be relaxed in the special cases with the approval ADG (Trg).
RABM, Shillong	For all kind of courses	Assam, Arunachal Pradesh, Manipur, Meghalaya, Mizoram, Nagaland, Tripura, Sikkim, In case of dearth of Nominations the same may be solicited from following three states, W. Bengal, Bihar & Jharkhand

CONTACT DETAILS
NATIONAL ACADEMY OF BROADCASTING AND MULTIMEDIA: DELHI
Radio Colony, Kingsway Camp, Delhi-110 009
Telephone No. : 011-27601093/2765170/ 27602015
<u>E-mail for training related matters:</u>
nabmctc.pt@prasarbharati.gov.in /nabmpdelhi@gmail.com (for Programme/Management /Administrative Training)
nabmctc.tt@prasarbharati.gov.in (for Technical Training)
Website: prasarbharati.gov.in/nabm

NABM : BHUBANESWAR AND   RABM : SHILLONG

National Academy of Broadcasting and Multimedia: Bhubaneswar Contact : 0674 2300586 Fax 0674 2303 157/0674 2301517 Fax 0674 2301 518 E-Mail: ddgnabm@gmail.com/ nabm.bbsr@gmail.com	Regional Academy of Broadcasting and Multimedia, Shillong Contact : 0364 2535 851, Fax 0364 2222 781/ 0364 2224443E- Mail:trainingshillong@gmail.com/rabmairdd.shillong@gmail.com

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राष्ट्रीय प्रसारण एवं मल्टीमीडिया अकादमी
(NATIONAL ACADEMY OF BROADCASTING AND   MULTIMEDIA)
रेडियो कॉलोनी, किंग्सवे, दिल्ली-110 009
(RADIO COLONY, KINGSWAY, DELHI-110 009)
NABM
the Apex Training Body of Prasar Bharati
Centre of Excellence
for CAPACITY BUILDING & SKILL DEVELOPMENT IN BROADCAST MEDIA
A PRASAR BHARATI INITIATIVE