



Government of West Bengal

DIRECTORATE OF ANIMAL RESOURCES & ANIMAL HEALTH

Prani Sampad Bhavan, 2nd & 3rd floor, LB-2, Sector-III, Salt Lake City, Kolkata-700 106.

Ph: 2335-1145 Fax: 2335-1187 Website: www.darahwb.org E-mail: dahvswb@darahwb.org

No. 1980(55)/ 5T-132/2019(P-I)

Dated Kolkata, the 18th March 2019

To

All Officers

Sub: Induction training programme for newly recruited Veterinary Officers of ARD Department to be held at AARM during 25.03.2019 to 24.04.2019

Sir,

An induction training programme for newly recruited Veterinary Officers of Animal Resources Development Department is going to be held during **25th March 2019 – 24th April 2019** at **AARM (Academy of Animal Resources Management), Simhat, Amtala, Barajaguli, Nadia.**

Kindly make it convenient to conduct session as per attached schedule. I would also request you to send the reading materials, etc. to the e-mail id- dahvswb@darahwb.org:-

Encl: Training Schedule

Yours Faithfully,

[Dr. Yograj Tamang]

Course Director

Additional Director, ARD, Admin

Dte. Of AR & AH

Dated Kolkata, the 18th March, 2019

No 1980(55)/5T-132/2019(P-I)

Copy forwarded for information and necessary action to:

- 1) The OSD&EO, Additional Secretary to the Govt. of WB, ARDD, In-charge of AARM & MD, WB MPF Ltd. Salt Lake, Kolkata-106.
- 2) The Director of Animal Husbandry and Veterinary Services, West Bengal.
- 3) The Additional Director, A.R.D., Haringhata Farm, P.O. Mohanpur, Dist. Nadia.
- 4) The Chief Executive Officer, Paschim Banga Go-Sampad Bikash Sanstha, Salt Lake, Kol-106
- 5) The Jt. Director , A.R.D. Institute of Animal Health & Veterinary Biologicals (R&T), Belgachia, Kolk-37
- 6) The Managing Director , WB Livestock Dev. Corporation Ltd. Salt Lake, Kol-106
- 7) The Jt. Director ,A.R.D. State Live Stock Farm, Kalyani, Nadia
- 8) The Deputy Director , A.R.D.& P.O. & Parisad Officer, Paschim Midnapur.
- 9) The Deputy Director A.R.D.&P.O.South 24 Parganas.

Course Director

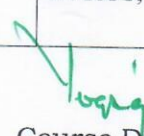
Additional Director, ARD, Admin

Dte. Of AR & AH

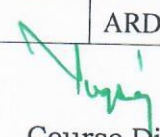
INDUCTION TRAININGSCHEDULE FOR NEWLY APPOINTED VETERINARYOFFICERS FROM 25.03.2019 TO 24.04.2019 IN THE DTE. OF AR & AH, GOVT. OF WEST BENGAL.(25.03.2019 & from 01.04.2019 to 24.04.2019)

Course outline, & Resource person (TABLE-I)

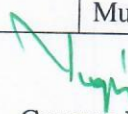
Date	Sl. No.	Code No.	Course details	Duration	Resource person
25.03.19	1.	1	Animal Resources Development Department, an overview	1.15 hrs.	Special Secretary, ARD
25.03.19	2.	2	Role of Veterinarian in poverty alleviation and sustainable development.	1.15 hrs.	DAH & VS, W.B.
26.03.19	3.	3-6	Administrative Procedure and Rules	1.15 x 4 = 5 hrs.	TABLE-II
27.03.19	4.	7-10	Administrative Procedure and Rules	1.15 x 4 = 5 hrs.	
28.03.19	5.	11-14	Service Rule, office procedure	1.15 x 4 = 5 hrs.	
29.03.19	6.	15-18	Service Rule, office procedure	1.15 x 4 = 5 hrs.	
30.03.19	7.	19-22	Accounts and Financial Rules.	1.15 x 4 = 5 hrs.	
01.04.19	8.	23	Achievement, Physical target & gap fulfilment. Objectives-short term & long term, planning, indexing.	1.15 hrs.	Dr. Nishith Panda, AD, ARD, Hq.
01.04.19	9.	24	Livestock and Poultry Population, Per capita availability of livestock products, current trend in livestock farming	1.15 hrs.	Dr. Samar Kr. Ghosh, AD, ARD, H/F
01.04.19	10.	25	Structure and function of Directorate of Animal resources & Animal Health	1.15 hrs.	Addl. Director, ARD (Admin)
01.04.19	11.	26	Duties and responsibilities of B.L.D.O. & V.O, Pharmacist & LDA, Office environment,	1.15 hrs.	Dr. AbidurRahaman, AD, ARD, AARM
02.04.19	12.	27	Investigation of notifiable diseases, post mortem, collection, preservation and despatch of samples with special reference to wild animal.	1.15 hrs.	Dr. Shivaji Bhattacharya, AD, ARD, IAH & VB
02.04.19	13.	28	Basics of Farm management. Keeping Records & Registers of Farms	1.15 hrs.	Dr. Madhumita Sengupta, AD, ARD
02.04.19	14.	29	Major Livestock Farms in West Bengal, past and present. Role in Livestock Development	1.15 hrs.	Sri RabindraNath Mandal, JD, ARD
02.04.19	15.	30	PaschimBanga Go-SampadBikashSanstha, objective and working .	1.15 hrs.	Dr. B.B. Roy, CEO, PBGSBS
03.04.19	16.	31	PaschimBanga Go-SampadBikashSanstha, achievements, future projects.	1.15 hrs	Dr. M. Choudhury, DPD, PBGSBS
03.04.19	17.	32	West Bengal Livestock Dev. Corporation (WBLDC) objective and working .	1.15 hrs.	MD, WBLDC
03.04.19	18.	33	West Bengal Livestock Dev. Corporation (WBLDC) achievements, future projects.	1.15.hrs.	Dr. Debraj Nandi, AD, ARD, WBLDC
03.04.19	19.	34	West Bengal Co-operative Milk Producers' Federation Ltd., objective and working.-P-I	1.15 hrs.	Jt. RCS,


 Course Director
 Additional Director, ARD, Admin
 Dte. Of AR &AH

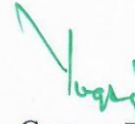
Date	Sl. No.	Code No.	Course details	Duration	Resource person
04.04.19	20.	35	Practical approach of co-operative formation. WBC acts and rules.	1.15 hrs.	Dr. Ambika Prasad Misra, MD, Sundarban. M U
04.04.19	21.	36	CSPCA/DSPCA, objective and working .	1.15 hrs.	Dr. Samir Sil, AD, ARD, CSPCA
04.04.19	22.	37	Cattle Licensing Acts and Rules, Livestock Import and quarantine Rules	1.15 hrs.	Dr. Samir Maity, AD, ARD, H/F
04.04.19	23.	38	Departmental Rules and acts, The Bengal Diseases of Animals Amendment Act 2008	1.15 hrs.	Dr. KeyaChanda, AD, ARD, AARM
05.04.19	24.	39	The Prevention and Control of Infectious and Contagious Diseases in Animals Act,2009 with rules and amendments.	1.15 hrs.	Dr. AbudurRahaman, AD, ARD, AARM
05.04.19	25.	40	The prevention of cruelty to animals act, 1960, The West Bengal Prevention of Cruelty to Draught and Pack Animals Rules 1965,	1.15 hrs.	Dr. Sayanti Das, VO, AARM, H / F
05.04.19	26.	41	Slaughter control Acts and Rules, Food Safety and Standard Acts.	1.15hrs.	Dr. Shyamal Kr. Das, AD, ARD, H/F
05.04.19	27.	42	Cattle and Dairy Development, marketing and economics. Challenges.	1.15 hrs.	Dr. AbudurRahaman, AD, ARD, AARM
08.04.19	28.	43	RastriyaGokul Mission ,	1.15 hrs.	Dr. Biplab Pal, I/C DPD, PBGSBS, H/F
08.04.19	29.	44	On-going Govt. schemes – Poultry Development, Poultry projects & Schemes, physical target and gap fulfilment.	1.15 hrs.	Dr. PuspenduPanja, AD, ARD, Hq.
08.04.19	30.	45	Incentive schemes for Poultry Development Sector	1.15 hrs.	Dr. PuspenduPanja, AD, ARD, Hq.
08.04.19	31.	46	Poultry Farm management, diversified Poultry Farming	1.15.hrs.	Dr. UtpalKarmakar, AD, ARD, H/F
09.04.19	32.	47	On-going Govt. schemes – Small Animal Development (Goatery, Piggery), preparation of model schemes, physical target and gap fulfilment.	1.15 hrs.	Dr. ArindamSamanta, AD, ARD, Hq.
09.04.19	33.	48	Small animals farming, ATMA, Convergence with other depatt. Schemes, MGNREGS etc.	1.15	Dr. Nishith Panda, AD, ARD, Hq.
09.04.19	34.	49	On-going Govt. schemes – National Livestock Mission, Dairy Entrepreneurship Development	1.15 hrs.	Dr. ArindamSamanta, AD, ARD, Hq.
09.04.19	35.	50	On-going Govt. schemes RKVY	1.15 hrs.	Dr. MihirBhadra, AD, ARD, Hq.
10.04.19	36.	51	On-going Govt. schemes – RIDF, Infrastructure Dev, Climate change, effect & mitigation.	1.15 hrs.	Dr. Subhas. Sarkar, AD, ARD, Hq.
10.04.19	37.	52	Feed and Fodder Development, ongoing schemes, gap fulfilment.	1.15 hrs.	Sri R. N. Mandal, I/C, Addl. Director, H/F
10.04.19	38.	53	Fodder Farm Management, Storage for future	1.15 hrs.	Dr. Surojit Dutta, AD, ARD, Hq.


 Course Director
 Additional Director, ARD, Admin
 Dte. Of AR &AH

Date	Sl. No.	Code No.	Course details	Duration	Resource person
10.04.19	39.	54	Departmental Budget Receipts & Expenditure, Plan proposals, preparation of budget.	1.15 hrs.	Sri. Anupam Das, AD, ARD,(Hq.)
11.04.19	40.	55	Purchase of stores, Tender, Quotation, EOI, GEM & GST Rules	1.15 hrs.	Sri Goutam Sen Admn. Officer
11.04.19	41.	56	Sample Survey, Census, Livestock population as per Livestock census 2012	1.15 hrs.	Sri ShyamalKr..Saha, DDARD, Stat., Hq
11.04.19	42.	57	Working with Panchayati Raj System, co-ordination.	1.15 hrs.	Dr. KeyaChanda, AD, ARD, AARM
11.04.19	43.	58	Legislations & Jurisprudence in Veterinary Practices,	1.15 hrs.	Dr. Sujit Das, VO, I/C, DI Lab, H/F
12.04.19	44.	59	Role of Financial institutions in livestock development.sectors insurance.	1.15 hrs.	Guest Faculty, DDM, NABARD
12.04.19	45.	60	Dairy, Goatery& Poultry Schemes for bank finance. Subsidy.	1.15 hrs.	Guest Faculty, DDM, NABARD
12.04.19	46.	61	Reproductive disorders, A.I.,current scenario and management, Embryo transfer.	1.15 hrs.	Dr. Utpal Banerjee, AD, ARD, ET Lab.
12.04.19	47.	62	Livestock Products processing & marketing.	1.15 hrs.	Dr. Shyamal Kr. Das, AD, ARD, H/F
16.04.19	48.	63	Wildlife Management & Protocol (i)	1.15 hrs.	Dr. PraloyMondal, AD, ARD, IAH&VB
16.04.19	49.	64	Wildlife Management & Protocol (ii)	1.15 hrs.	Dr. Shivaji Bhattacharya, AD, ARD, IAH & VB
16.04.19	50.	65	Production of vaccine & antigens, Preparation of vaccine diluents and use.	1.15 hrs.	Jt. Director, ARD, IAH & VB, Kolkata
16.04.19	51.	66	Keeping Records, Monthly/Weekly Report Return, Livestock Health & Disease Control	1.15 hrs.	Dr. S.C. Khan, AD, ARD, Hq.
19.04.19	52.	67	Computerized data filling and updating such as e-PBGSBS, INAPH, HRMS, SAR etc.	1.15 hrs.	Dr. T. Chakraborty, AD, ARD, HQ.
19.04.19	53.	68	Records and Registers of BLDO and Animal Health Centres, workflow of recording cases.	1.15 hrs.	Dr. SuvenduHaldar, AD, ARD Hq.
19.04.19	54.	69	National Action Plan for Control and Containment of Avian Influenza	1.15 hrs.	Dr. Saikat Pal, AD, ARD, (IAH&VSc).
19.04.19	55.	70	Disease Surveillance and Monitoring, Disease reporting, Disease Investigation Exercise.	1.15 hrs.	Dr. Arnab Das, AD, ARD, IAH & VB
22.04.19	56.	71	Prevention, Control and eradication of economically important diseases, vaccination protocol & target.	1.15 hrs.	Dr. S.C. Khan, AD, ARD, Hq.
22.04.19	57.	72	Bio security& Biomedical Waste management	1.15 hrs.	Dr. Sayanti Das, VO, AARM
22.04.19	58.	73	Disaster Management.	1.15 hrs.	Dr. Jaydeep Mukherjee, AD,


 Course Director
 Additional Director, ARD, Admin
 Dte. Of AR &AH

Date	Sl. No.	Code No.	Course details	Duration	Resource person
22.04.19	59.	74	Store Management Information Network System (SMIS)	1.15 hrs.	Dr. N. Nag & B. Banerjee
23.04.19	60.	75	Participatory planning, basic concepts, execution plan	1.15 hrs.	Dr. Amitendu De, AD, ARD
23.04.19	61.	76	Extension, Education & Campaign	1.15 hrs.	Dr. Prabal Kanti Das, AD, ARD, Hq.
23.04.19	62.	77	Animal Welfare, Rules & Organizations,	1.15 hrs.	Dr. Tapas Roy, AD, ARD, Hq.
23.04.19	63.	78	Special Remedial class (Depatt. Exam)	1.15 hrs.	Dr. Samik Kr. Pal, AD, ARD, Mid.(W)
24.04.19	64.	79	West Bengal Health Scheme	1.15 hrs.	Dr. Anup Kr. Samanta AD, ARD, Hq.
24.04.19	65.	80	Evaluation and Feed back	1.15 hrs.	Dr. KeyaChanda, AD, ARD, AARM




Course Director
Additional Director, ARD, Admin
Dte. Of AR &AH

Training schedule for residential training of newly appointed Veterinary officers from 26.03.2019 to 30.04.2019 in the Dte. of AR & AH, Govt. of West Bengal. (TABLE-II)

Sl.no.	Date	Time	Course Details	Section	Name of the Resource Person	Mail.id	Phone no.	Vehicle required or not required
01.	26.03.19	10.30a.m.-1.45am	WB Co-operative M/Fed. Ltd. Objectives & working P-I	Section-A	Sri Tapas Kar, Manager Quality Assurance		9153558297	Vehicle required or not required
		12.00 -1.15p.m.	-do- P-II	Section-A	-do-			
		02.15 p.m.-.30p.m.	Training & Development	Section-A	Dr. Arabinda Ghosh, OSD & EO, Addl. Sect. to the Govt. of WB, ARDD, & M.D, West Bengal Co-operative Milk Producers Federation Ltd. Saltlake, Kolkata	Ghosharabinda@gmail.com	9073901144	NR
02.	27.03.19	03.45p.m.-.00p.m.	Communication Skill	-do-	-do-			
		10.30a.m.-1.45am	From conflict to collaboration - Session -I	-do-	Sri Rahul Samanta Joint Commissioner of Excise, Barasat, North 24 Parganas,	-do-		
		12.00 -1.15p.m.	-do- Session -II	-do-	-do-			
03.	28.03.19	02.15 p.m.-.30p.m.	Training & Development	-do-	Dr. Arabinda Ghosh, OSD & EO, Addl. Sect. to the Govt. of WB, ARDD, & M.D, West Bengal Co-operative Milk Producers Federation Ltd. Salt Lake, Kolkata	-do-	9073901144	-do-
		12.00 -1.15p.m.	Preservation & construction of service book & office procedure	-do-	-do-			
		03.45p.m.-.00p.m.	Communication Skill	-do-	-do-			
04.	29.03.19	10.30a.m.-1.45am	W.B. Service Rule Part-I & Part-II	-do-	Sri Basudeblahiri Ex. Deputy Secretary, Finance Department	basu.lahiri@gmail.com	9231580477	Required
		02.15 p.m.-.30p.m.	Leadership Session -I	Section-B	Sri Rahul Samanta, Joint Commissioner of Excise, Barasat, North 24 Parganas,	getsamanta@gmail.com	9432958828	Not required
		03.45p.m.-.00p.m.	Leadership Session -II	Section-B	-do-	-do-		
		12.00 -1.15p.m.	W.B. Service Rule Part-I & Part-II	Section-A	Sri Basudeblahiri Ex. Deputy Secretary, Finance Department	basu.lahiri@gmail.com	9231580477	Required
		02.15 p.m.-.30p.m.	Preservation & construction of service book & office procedure	Section-A	-do-	-do-		
		03.45p.m.-.00p.m.	Transactional Analysis	Section-A	Smt. Garigi Ghosh, Associate Professor, NDM, ATI, Salt Lake, Kolkata	wbati.org	9831080704	Not required
			Transactional Analysis	Section-A	-do-	-do-		

05.	30.04.19	10.30a.m.-1.45am	An overview on a function and responsibilities of DDO and on retirement benefit of Government employees.	Section-A	Sri SibsanekarBanik, Additional Pay & Accounts Officer, Kolkata, Pay & Account -II	sibsanekar.banik40@gm ail.com	8910799431	required
		12.00Noon-1.15p.m.	-do-	Section-A	-do-	-do-	-do-	-do-
		02.15 p.m.-3.30p.m.	Outlook on WB Treasury Rule & Financial Rule & purchase Rule.	Section-A	-do-	-do-	-do-	-do-
		03.45p.m.-5.00p.m.	-do-	Section-A	-do-	-do-	-do-	-do-



 Course Director
 Additional Director, ARD, Admin
 Dte. Of AR & AH

**INDUCTION TRAINING PROGRAMME FOR NEWLY APPOINTED VETERINARY OFFICERS (35 officers) IN THE DTE. OF AR & AH,
GOVT. OF WEST BENGAL AT AARM. Schedule of classes: From 25.03.2019 to 24.04.2019**

Day/ date	7.00 AM	8AM- 10 AM	10.30AM- 11.45AM	11.45AM- 12.00 PM	12.00PM- 01.15 PM	1.15PM- 2.15PM	2.15PM- 3.30PM	3.30PM- 3.45PM	3.45PM- 5.00 PM	
			Class-I Code	Tea break	Class-II Code	Lunch break	Class-3 Code	Tea break	Class-4 Code	
25.03.19	Reporting & Break Fast		Inauguration				Code-1	Tea break	Code-2	
26.03.19	BREAK FAST		Code-3	Tea break	Code-4	Lunch break	Code-5		Code-6	
27.03.19			Code-7		Code-8		Code-9		Code-10	
28.03.19			Code-11		Code-12		Code-13		Code-14	
29.03.19			Code-15		Code-16		Code-17		Code-18	
30.03.19			Code-19		Code-20		Code-21		Code-22	
31.03.19	SUNDAY									
01.04.19	BREAK FAST	Practical in Farm	Code-23	Tea break	Code-24	Lunch break	Code-25	Tea break	Code-26	
02.04.19			Code-27		Code-28		Code-29		Code-30	
03.04.19			Code-31		Code-32		Code-33		Code-34	
04.04.19			Code-35		Code-36		Code-37		Code-38	
05.04.19			Code-39		Code-40		Code-41		Code-42	
06.04.19	BREAK FAST		Presentation					Presentation		
07.04.19	SUNDAY									
08.04.19	Holiday									
09.04.19	BREAK FAST	Practical in Farm	Code-43	Tea break	Code-44	Lunch break	Code-45	Tea break	Code-46	
10.04.19			Code-47		Code-48		Code-49		Code-50	
11.04.19			Code-51		Code-52		Code-53		Code-54	
12.04.19			Code-55		Code-56		Code-57		Code-58	
13.04.19			Code-59		Code-60		Code-61		Code-62	
14.04.19	BREAK FAST		Presentation					Presentation		
15.04.19	SUNDAY									
16.04.19	Holiday									
17.04.19	BREAK FAST	Practical	Code-63	Tea break	Code-64	Lunch	Code-65	Tea break	Code-66	
18.04.19			Visit to Bhagirathi Milk Union & Milk Producers' Co-operative Society, Berhampur Murshidabad							
19.04.19		Visit to Institute of Animal Health & veterinary Biologicals, Kolkata								
			Practical	Code-67	Tea break	Code-68	Lunch	Code-69	Tea break	Code-70
20.04.19	BREAK FAST		Presentation			Lunch	Presentation			
21.04.19	SUNDAY									
22.04.19	BREAK FAST	Practical	Code-71	Tea break	Code-72	Lunch	Code-73	Tea break	Code-74	
23.04.19			Code-75		Code-76		Code-77		Code-78	
24.04.19	Break- fast	Practical	Code-79		Code-80		Valedictory session			

Practical classes at different sections in Haringhata Farm. 07 trainee officers per group. Guide-Officers of section:

Days	Time	Group	Cattle Section	Poultry Section	Fodder Section	Pig breeding Farm	BMF& FSBS
Mon	08.00 AM to 10.00 AM	1-5	Group-1	Group-2	Group-3	Group-4	Group-5
Tue		1-5	Group-2	Group-3	Group-4	Group-5	Group-1
Wed		1-5	Group-3	Group-4	Group-5	Group-1	Group-2
Thu		1-5	Group-4	Group-5	Group-1	Group-2	Group-3
Fri		1-5	Group-5	Group-1	Group-2	Group-3	Group-4


 Course Director
 Additional Director, ARD, Admin
 Dte. Of AR & AH