



National Productivity Council

**5-Day  
Intensive Preparatory Training Course  
For  
Energy Managers & Energy Auditors**

PROGRAMME CODE: (T2425BBR01)

*2-6 September 2024  
(Bhubaneswar)*



## 1. ABOUT NPC

National Productivity Council (NPC) is an autonomous organization under the Department of Promotion of Industry and Internal Trade, Ministry of Commerce & Industry, Government of India. The present expertise available in NPC has a resource base of professionals from fields such as Economics, Industrial Engineering, Human Resource Management, Energy, Environment, IT, Project Monitoring and Evaluation, Research Studies and Baseline Surveys. In addition, services of external professionals and subject matter specialists are also sought on need basis, depending upon the nature and scope of work. NPC extends services from its headquarter at New Delhi and 12 regional offices across the country manned by more than 100 full time professionals. NPC has professionals from diverse fields to provide Consultancy, Capacity Building and Project Monitoring Unit (PMU) services to various organisations including Central Government Ministries and State Governments.

## 2. PROGRAMME THEME

As per the Energy Conservation Act 2001, it is mandatory for all the Designated Consumers (DC's) to get energy audit conducted by an Accredited Energy Auditor and to designate or appoint a certified Energy Manager. The Act also specified that the essential qualification for a certified Energy Manager and Certified Energy Auditor would be the passing of a National level Certification Examination for Energy Managers and Energy Auditors. This year the certification examination is scheduled during September 28-29, 2024 (Saturday & Sunday). Consequently, NPC is providing 5-Day Intensive Preparatory Training Course for Energy Managers & Energy Auditors.

## 3. LEARNING OBJECTIVES

The 5 day intensive courses would aim to focus on providing sufficient inputs and knowledge to enable the participants to review and prepare for various topics/issues of concern.

The courses have been specially designed to also cater to the needs of those professionals who wish to improve their capabilities in selected areas/modules for the 24th National Certification Examination for Energy Managers and Energy Auditors.

## 1. BROAD PROGRAMME COVERAGE

The programmes would cover four modules mentioned below in accordance with the requirement.

Module No.	Name of the Paper	Date
1.	General Aspects of Energy Management & Energy Audit	02/09/24
2.	Energy Efficiency in Thermal Utilities	03/09/24
3.	Energy Efficiency in Electrical Utilities	04/09/24
4.	Energy Performance Assessment for Equipment & Utility Systems	05/09/24 & 06/09/24

## 2. METHODOLOGY

The course comprises detailed discussion of the chapters of each module through presentations, Exercises, Case studies, quiz, etc.

## 3. PARTICIPANTS' PROFILE

Officials from Central & State Government Departments, Academic Institutions, Public Sector Undertakings, Private Sector Units, Co-operative Sector Organizations, Financial Institutions, NBFCs, Corporations, Labor Unions/Associations.

## 4. FACULTY

The faculty for the training programme will comprise of senior NPC Experts & other renowned and experienced Trainers from the respective field.

## 5. PROGRAMME FEE & VENUE

<b>Programme Code</b>	T2425BBR01	
<b>Program Venue</b>	Bhubaneswar	
<b>Programme Fee</b>	Residential Participants ₹ <u>NA</u> /- + 18% GST	Non-Residential Participants ₹ 15,000 /- + 18% GST

## 6. PAYMENT DETAILS

Programme fee inclusive of GST to be paid in advance and proof of payment to be attached along with application form.

- **ECS Payment Details:** State Bank of India, Orissa University Agriculture and Tech Campus Siripur, Bhubaneswar
- Branch; A/cNo. 40020636385, IFSC Code. SBIN0003341
- DD/Cheque should be drawn in the name of NATIONAL PRODUCTIVITY COUNCIL payable at BHUBANESWAR
- NPC'S PAN No: AAATN0402F, NPC'S GSTIN: 21AAATN0402F3ZG

*As per GOI notification No. 9/2017-Integrated Tax (Rate) dated 28.06.17, Sr. No. 75, Heading 9992 (at page no. 19 of the notification) No GST is applicable where Services provided to the Central Government, State Government, UT Administration under any training programme for which total expenditure is borne by the Central Government, State Government, UT Administration.*



## **HOW TO APPLY**

- Please apply in prescribed application format enclosed with this brochure. Nominations may be sent to the following address:
- **Last date** for Receiving of nominations: (**August 20, 2024**)
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Sh. Shivansh Aaditty, Asst. Director  
The Training Coordinator  
National Productivity Council,  
A/7, Suryanagar  
Bhubaneswar– 751003, Odisha  
Phone: 0674- 2397381, 2397380, +91 6396550589  
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Visit us at - <https://www.npcindia.gov.in>

Sh. Avijit Nayak,  
Regional Director  
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**NATIONAL PRODUCTIVITY COUNCIL**  
**5-6 Institutional Area, Lodhi Road, New Delhi – 110003**

**APPLICATION FORM FOR NOMINATIONS**

Title of Programme: **Preparatory Training Course For Energy Managers & Energy Auditors**

Programme Code: **T2425BBR01**

Programme Duration: **2-6 September 2024**

Venue/ Location: **Bhubaneswar**

**Participation on Residential Basis**

**Details of Nominated Participants:**

S. No	Name of Delegate	Designation	Mobile No.	Email ID	Participant Organisation Address (kindly provide full address of correspondence)
1					
2					
3					
4					
5					

**Details of Nominating Authority:**

S. No	Name of Nominating Authority	Designation	Mobile No.	Email ID	Nominating Authority Organization Address (kindly provide full address of correspondence)
1					

Select, if Organization is GST Exempted  **OR** Select, if Organization is Not GST Exempted

**SELF DECLARATION ON GST EXEMPTION (OPTIONAL)**

*As per GST notification No. 9/2017-Integrated Tax (Rate) dated 28.06.17, Sr. No. 75, Heading 9992 (at page no. 19 of the notification) No GST is applicable where Services provided to the Central Government, State Government, UT Administration under any training programme for which total expenditure is borne by the Central Government, State Government, UT Administration.*

- I/We hereby declare that we meet all the conditions stipulated in the aforementioned GST notifications and qualify for exemption from GST payment for the training program mentioned above.
- I/We acknowledge that any breaches or non-compliance with the specified conditions may result in the collection of GST, interest, and penalty amounts by NPC on behalf of the GST department at a later stage whenever the GST department raises the same to NPC.
- I/We also declare that it is the responsibility of the participant organization to verify their eligibility to avail the benefit, and NPC is not responsible for checking the eligibility. \*I certify that the above information is correct

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ and Place: \_\_\_\_\_

For Organisation who are Not Exempted and having GST registration GST No. (Mandatory) \_\_\_\_\_  
(Kindly provide the GST number of organisation on which GST Invoice to be raised)  
Organisation PAN No. (Optional) \_\_\_\_\_  
Organisation TAN No. (Mandatory on TDS deduction)) \_\_\_\_\_

**DECLARATION**

\*I certify that the above information is correct

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ and Place: \_\_\_\_\_

## GENERAL INSTRUCTIONS

- ❖ Due to limited number of seats, it is recommended to send the nominations as per attached format at the earliest, for ensuring the availability. Acceptance of the nominations is subject to the seat availability and receipt of programme fee latest by the last date for nominations.
- ❖ Each participant should carry their ID cards and necessary letters / orders issued by their department for attending the training program.
- ❖ The Non-Residential programme fee covers the professional fee towards training, lunch and refreshments during the training program. The fee once deposited is non-refundable, however, substitutions are allowed.
- ❖ NPC shall not bear any charges towards participants' to & fro travel from their residence / place of stay and the training program venue. All participants shall make their own arrangement to reach the venue on time as per the programme schedule.
- ❖ Participants are requested to assure their health and safety during the training period and NPC will not be liable for medical expenses incurred by the participants during the program.
- ❖ NPC will not provide boarding and lodging before and after the dates of programme. Participants planning to stay longer than the scheduled duration should arrange the same at their own cost.
- ❖ Settlement of additional bills: The hotel will be instructed to open separate folio for each participant. Participants may directly settle their additional dues regarding family member, laundry, telephone, mini bar, room service, overstay etc. with the hotel before checkout.
- ❖ The participants shall be awarded Certificate of Participation on successful completion of programme.
- ❖ Any other terms and conditions apply as may be notified by NPC at any point of time.
- ❖ Referring to GST guidelines, you are requested to confirm the applicability of GST payment for your department.