



CPCB – ETU
Format for Training need Identification

Name of the Division/ Laboratory/ Regional Directorate:

S.No.	Content	Description
1.	Preamble , Purpose & Scope of Training	
2.	Contents of the training /Agenda	
3.	Tentative number of target person to be trained	
4.	Expected outcome	
5.	Target Group/ Level of target group	
6.	Proceedings of the Day wise Training Programme (theory/ practical / field visit etc.)	
7.	Possible Best Institute suggested for Training with contact person details (Phone No, Fax, Email ID)	
8.	Any other supporting detail	

Date:

**Name & Sign of the Incharge,
Division/ Laboratory/ Regional Directorate**

A short note of the facility (Faculty/ Resource Persons/Experts with Educational Qualification & Experience the subject related to training & affiliation, Lecture hall , Laboratory/ Practical Demo facility,

**Preamble , Purpose & Scope of Training
The Overall Objective of the training program**

Contents of the training /Agenda

Expected outcome

Target Group

Proceedings of the Day wise /Second Session Training Programme

A short note of the facility (Faculty/ Resource Persons/Experts with Educational Qualification & Experience the subject related to training & affiliation, Lecture hall , Laboratory/ Practical Demo facility, Accommodation, Field Visit, Local Travel Conveyance etc)