

No. NPTI/ HLTC/16th LLMT_Switch Yard Training/2017-18/

Dated: 05/01/ 2018

To

As per The Address List Enclosed

Sub: **16th - Four weeks Switch Yard Maintenance training Programme using Live Line Maintenance Techniques from 12.03.2018 to 06.04.2018-Reg.**

Sir,

We are glad to inform that the “16th Four weeks Switch Yard Maintenance training Programme using Live Line Maintenance Techniques” is scheduled to be conducted from **12.03.2018 to 06.04.2018**. The course profile and other details are enclosed as Annexure I. The training programme offers direct benefit to the organizations involved in maintenance of Switch yards/Sub Stations by reducing the number and duration of shutdowns. Learning the **Switch Yard Maintenance Programme using Live Line Maintenance Techniques** is essential in order to exploit the full potential of LLMT and it can increase the scope of Maintenance activities in Switch Yards. The salient features of the course are given in **Annexure-I**

Name of the Course	Switch Yard Maintenance Training Programme using Live Line Maintenance Techniques
Course Duration	Four weeks- 12.03.2018 to 06.04.2018
Course Fee	₹1,26,432/-(Rupees One Lakh Twenty Six Thousand Four Hundred and Thirty Two Only - This includes Service tax of ₹18,432/-)
Eligibility	The sponsored candidates shall be: a) In the level of Engineers, Supervisors and linemen who were trained in LLMT using HSM or LLMT using BHM and engaged in operation and maintenance of EHV lines/switch yards b) Sound in health and physically fit. c) Willing to Execute an Indemnity Bond

In this programme, the trainees shall be trained to work adopting “Hot Stick Method and Bare Hand Method” of LLMT on energized Switch Yards up to 400 KV. The nominated participants shall be physically fit, capable of working on the transmission towers and Switch Yards as well as be conversant with the maintenance of power lines. Considering the risk involved, it is appreciated that all the nominees shall be provided with adequate insurance cover for the period of training by the sponsoring authority. The sponsoring organization is also advised to provide safety shoes and sun protective glasses to the trainees considering the nature of work involved during the training. The nominations along with full particulars of trainees duly filled in the enclosed Nomination Form (**Annexure II**) shall be sent to us well before the commencement date but latest by **5/03/2018**.

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The trainees shall sign an Indemnity Bond on non-judicial stamp paper of (not less than) **Rs.50/-** at the time of joining the training course. A copy of the Blank Indemnity Bond is enclosed (Annexure – III) for your information and reference, which may please be duly completed in all respects and sent to this office before commencement of the course. No trainee who has not executed the Indemnity Bond will be allowed to participate in the training. The blank indemnity bond enclosed as **Annexure-III** may be made use of.

The training programme is residential in nature and as far as possible the Hot Line Training Centre will make arrangements for the comfortable stay in the well-furnished Hostel inside HLTC Campus. Transport facility will be provided to the place of training and back to hostel.

As we normally accommodate around 25 trainees per course, nominations are accepted on first come first served basis. Hence it is absolutely essential that the nominations be sent so as to reach us at the earliest but NOT later than **05/03/2018**. The sponsoring authorities are advised to obtain written confirmation from this office before deputing the trainees to HLTC for the said training.

The course fee of **₹1,26,432/- (Rupees One Lakh Twenty Six Thousand Four Hundred and Thirty Two Only)** - This includes Service tax of ₹18,432/- includes training fee, boarding & lodging charges, and service tax etc. & shall be payable by the sponsoring authorities to Hot Line Training Centre in advance. This payment is to be made by **Demand Draft preferably on State Bank Of India** drawn in favour of “**DIRECTOR, HOT LINE TRAINING CENTRE, BANGALORE**”. In case the nominated participants attending the course are not bringing the demand draft with them, it can be sent by **Speed Post or by Registered Post** beforehand along with nomination. **The Course fee can also be sent by E-Transfer, for which the details of Bank are enclosed here with.**

All other expenses in respect of the sponsored trainees, such as Pay, DA, TA, Special / Hot Line Allowance, etc. shall be borne by the sponsoring authority and such payments are to be made directly to the trainees and NOT through this office.

The trainees nominated for the course may be made aware of the contents of this circular especially Annexure IV & V.

Thanking you,

Yours faithfully,

-sd-

(K.S.Venu Babu)

Dy. Director & Head of Institute

E-Mail:hltc_npti@vsnl.net

Note: This circular can also be downloaded from our official website www.hltc.in.

Enclosures:

1. Course Outline and other informations
2. Nomination form
3. Specimen Indemnity Bond
4. Instructions for Trainees.
5. Check list for trainees
6. Bank details for effecting e-transfer

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**16th - Four weeks Switch Yard Maintenance training Programme using Live Line
Maintenance Techniques from 12.03.2018 to 06.04.2018
COURSE OUTLINE AND OTHER INFORMATION**

The fast developing Power System Network calls for least interruption in Power Supply and increased system security. Efficient operation and maintenance of existing and expanding Power System networks, which play a vital role in shaping the economy any country, necessitated adoption of specialized techniques for the maintenance of power transmission and distribution lines.

The Hot Line Training Centre was established at Bangalore to impart specialized training in Live Line Maintenance Techniques (LLMT) using Hot Stick Method (HSM) up to 220 KV to the personnel of the State Electricity Boards / Supply Undertakings all over India and Abroad. The fast growing power Transmission lines has made it imperative to upgrade the Live Line Maintenance Technology to train the personnel working on 400 KV lines as well. The course on Switch Yard Maintenance training Programme using Live Line Maintenance Techniques is well designed and planned to meet the needs of the power systems owned and operated by various power utilities in the country.

1. OBJECTIVE

The Training Programme has been organized with the following objectives:

- ❖ To Provide in-depth approach and technical know-how for live line maintenance of Switch Yards
- ❖ To highlight the importance of maintenance of EHV Switch Yards using Hot Stick and Bare Hand Methods.

2. COURSE OUTLINE

- ❖ Brief revision on LLMT using HSM
- ❖ Introduction to maintenance of Switch Yards using Hot Stick and Bare Hand Techniques
- ❖ Additional Safety aspects and requirements
- ❖ Practical oriented Operation covering various Gantry/Bay of different configurations
- ❖ Hands-on training on 220kV/400 kv Live Switch Yards
- ❖ Field training on testing of insulators
- ❖ Study Tours to Certain Important substations and / transmission line locations.

Major time will be devoted to impart training on 220kV dummy Switch Yard as well as on Live Switch yards of KPTCL (66kV to 220kV) / POWERGRID (400kV) dealing with practical aspects of maintenance.

3. PERIOD: 4 weeks, from 12.03.2018 to 06.04.2018

4. ELIGIBILITY

- a) **The nominated trainees should have undergone LLMT training using HSM or LLMT using BHM**
- b) The course is open to the Engineering Executives and Supervisory Staff as well as Linemen of Power utilities engaged in maintenance of EHV power lines.
- c) It is preferred that at least one of the nominees should be in the rank of Assistant Engineer/Junior Engineer, or Supervisor/Foreman and the other nominees may be in the level of Lineman/Asst. Lineman.
- d) The nominated trainees should be knowledgeable in English / Hindi or regional language and should have adequate transmission line field experience.
- e) Only sponsored trainees shall be admitted to the course.
- f) The trainees should be in good health. We suggest that they should be subjected to Medical examination to ensure physical fitness.

**16th - Four weeks Switch Yard Maintenance training Programme using Live Line
Maintenance Techniques from 12.03.2018 to 06.04.2018**

NOMINATION FORM

(TO BE FURNISHED BY THE SPONSORING DEPARTMENT)

01. Name of the candidate (in block letters) :
02. Father's name :
03. Date of birth :
04. Designation & office address :
05. Residential address for future communication :
06. Details of Educational /Technical Qualification:
07. Whether the candidate has working knowledge :
of English/Hindi to understand the lectures and
instructions
8. To Complete the arduous training Programme whether the candidate has: -
a) Physical fitness to climb and Work on towers :
b) Good eye sight & hearing :
c) Free from Height phobia & colour blindness :
d) Free from Heart ailments & Arthritis Epilepsy etc. :
9. Number of years the Candidate had worked in overhead EHV lines
a)Construction, erection, stringing, testing etc. :
b)Maintenance and repairs of overhead :
10. Whether the candidate has high degree of
manual skill and even temperament
which are the essential requirements for
Hot Line Trainees. :
11. Whether the Indemnity Bond before executed :
12. Details of LLMT training programme using HSM from-----to----- up to
220 kv undergone by him (or) LLMT training programme using BHM from-----to
----- up to 400 kv undergone by him. (Enclose a Xerox Copy of Certificate)

The information furnished above is true to the best of my knowledge and belief.

**SIGNATURE OF THE SPONSORING AUTHORITY
WITH NAME, DESIGNATION AND ADDRESS :**

Date : OFFICE SEAL:

INDEMNITY BOND *

THIS DEED MADE ON THIS _____ day of _____ 2018 by _____ (Name of the Trainee with address) do hereby hold and firmly bound to National Power Training Institute (NPTI) and its officials or any person employed by NPTI who have agreed to give me training in the fundamental of routine line maintenance, and thereafter in repairs, maintenance and operation of the overhead transmission and distribution lines and equipment when they are energized, here-in-after referred to as “ **The Live Line Training** ” by the Hot Line Training Centre at Bangalore. Now, the above written bond/obligation’s condition is that I hereby undertake to receive such training at my own risk and responsibility and agree and declare that the NPTI and its officials or any person employed by NPTI shall not be liable for damage sustained in the event of my death or in the event of my being wounded or for any other bodily injury suffered by me or for damage to my property and during my training period and whether arising by accident or by reasons of any acts of NPTI or persons employed by NPTI and I hereby further undertake to indemnify and keep the NPTI indemnified against all liability in respect thereof.

IN WITNESS WHEREOF both the Parties viz. National Power Training Institute (HLTC), Bangalore represented by its Director and the Trainee, (Shri _____) have signed on this the _____ day of _____ 2018.

Dy. Director & Head of Institute
National Power Training Institute
Hot Line Training Centre
Bangalore.
(For and on behalf of the
National Power Training Institute)

Signature of the trainee

Signature of the Authority /
Controlling Officer.
(For and on behalf of the
Sponsoring Utility/Organization)

IN THE PRESENCE OF

- 1.
- 2.

IN THE PRESENCE OF

- 1.
- 2.

- **To be furnished in Non-Judicial Stamp Paper of not less than Rs. 50/-**

INSTRUCTIONS FOR TRAINEES

I. ATTENDANCE:

As the training in Live Line Maintenance Techniques on Switch Yard Maintenance is highly comprehensive and intensive, the attendance of the trainees for the complete course is compulsory and no leave of any kind will be sanctioned to the trainees during the course of training. It is advisable to sponsor only such candidates who will be punctual and regular in attendance. Absence by candidates will be viewed seriously and HLTC will not be in a position to issue Course Certificates in such cases.

II. INDEMINITY BOND:

The trainees shall sign an Indemnity Bond on stamp paper at the time of joining the training course. No trainee will be allowed to take up training course without signing the bond.

III. INSURANCE COVERAGE:

Trainees are advised to bring insurance cover at the time of joining the course.

IV. ACCOMMODATION:

A well-furnished Hostel is available in the HLTC campus for the trainees. As the course is fully residential, the boarding and lodging are provided by HLTC. As far as possible the Hot Line Training Centre will make arrangements for the comfortable stay of the trainees.

V. PHOTOGRAPHS:

Trainees have to bring One Stamp size and Two pass port size colour photographs duly attested on the back of the photograph by the sponsoring organization at the time of reporting for training course.

VI. SAFETY SHOES & SAFETY GLASSES:

As the nature of training demands regular climbing and working on the towers, the trainees need to be equipped with a pair of good quality **SAFETY SHOES** with thick rubber soles for providing electrical insulation, be sturdy, robust and secure for withstanding mechanical stresses. Non-availability of safety shoes will result in trainees not being able to take up hands-on training on towers. It is advised that the sponsoring authority shall ensure providing their trainees with Sun protective Glasses (for protecting eyes from ultra violet rays) before sending them for the training course.

VII. HOW TO REACH:

The nominated candidates may be directed to alight at Bangalore City Railway Station/city Bus Stand. The institute is about 35 km from there. It is situated next to 220 kv Sub Station of Karnataka Power Transmission Corporation Ltd (KPTCL) and 400 kv Sub-station of POWERGRID on Kanakapura Road (National Highway 209) and opposite to Acharya Patasala College (APS) of Engineering campus. Buses are available from Krishna Rajendra (K.R.) Market which is about 3 Km from City Railway station/City Bus stand. The Route Nos. From KR Market are 211, 211D, 211E, 211G, 211N, 213, 213A, 213B, 213K, 213F/A and busses from **KR Market to Harohalli, Majestic to Harohalli (Big Trunk Busses), MKT5H,KBS** etc. For any assistance, they may contact this office on **Phone Nos: 080-28432212 & 080-28432053, Telefax: 080-2843596** between 10:00 hrs to 17:30 hrs (Monday to Friday).

CHECK LIST FOR TRAINEES

All the trainees nominated for attending the LLMT course on Switch Yard Maintenance Techniques at HLTC should check for the following items before proceeding to HLTC, Bangalore.

1. RELIEVING ORDER FROM RESPECTIVE DEPARTMENTS FOR ATTENDING TRAINING COURSE AT HLTC.
2. NOMINATION FORM OF TRAINEE DULY COUNTERSIGNED BY CONTROLLING OFFICER
3. INDEMNITY BOND DULY SIGNED BY THE TRAINEE AND COUNTER SIGNED BY THE CONTROLLING OFFICER.
4. **DEMAND DRAFT ₹1,26,432/-(Rupees One Lakh Twenty Six Thousand Four Hundred And Thirty Two Only - This includes Service tax of ₹18,432/-) PER TRAINEE, DRAWN IN FAVOUR OF “**DIRECTOR, HOT LINE TRAINING CENTRE, BANGALORE**” preferably on **State Bank Of India**. The Course fee can also be sent by **E-Transfer**.**
5. SAFETY SHOES ARE TO BE PROVIDED BY THE SPONSORING ORGANISATION.

For any other queries and clarifications you may please contact:

Shri. S.Prakash,
Asst. Director & Course Director,
Land Line No:080-28432212
Mob : 09964560111.

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Bank Account Details

For making electronic transfer of funds (E-transfer):

1	Name of the Beneficiary	Director, Hot Line Training Centre, Bangalore-560 116
2	Name of the Bank & Branch	State Bank of India, Banashankari II Stage Branch
3	Address of the Branch	422,9 th Main Road, Banashankari II Stage, Bangalore-70
4	Branch Code	06767
5	RTGS ,NEFT IFSC Code	SBIN0006767
6	Bank contact number	080-2671 8342
7	Account No.	10031210270
8	MICR No.	560002008
9	SWIFT CODE	SBIN BB 423 10031210270
10	TAN No.	BLRH 01519A
11	PAN No.	AAALN 0083C
12	Service taxCode (Registration Number)	AAALN 0083 CSD 006

NPTI is exempted from deduction of Income Tax at source under section No.10(23C) (ii a b) of Income tax Act 1961 vide letter No.ACIR/R-1/Fbd/03-04/5001 dated 27.10.2003 and hence no deduction of tax at source be made from course fee paid to this Institute

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Drawing and Disbursing Officer