

Government College of Engineering and  
Research, Awasari (Kh), Tal-  
Ambegaon Dist – Pune.

## REGISTRATION FORM

One Week STTP  
for technical supporting staff  
on

**Developing Basic Competencies in  
Laboratory Management**

**During 9<sup>th</sup> – 13<sup>th</sup> Jan. 2017 under TEQIP**

Name: -----  
Designation: -----  
Institute: -----  
Gender: Male / Female

Postal Address: -----  
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Email Id: -----  
Telephone No. -----  
Mobile No. -----  
Experience (Years): -----

Payment details: DD No. -----

Name of Bank and Branch: -----

DD to be in favor of Principal, Government College of  
Engineering and Research, Awasari (Kh)

Accommodation Required Yes / No

Signature of Applicant -----

Signature of Sponsoring Authority (With date and seal)

(Photocopies of registration form are acceptable)

## CHIEF PATRON

**Dr. S. K. Mahajan**

(State Project Advisor, TEQIP-II)  
Director, Technical Education,  
Maharashtra State, Mumbai

## PATRON

**Dr. Suresh Yavalkar,**

I/C Joint Director

and Project Coordinator,

State Project Facilitation Unit-TEQIP  
Directorate of Technical Education,  
Maharashtra State, Mumbai

**Dr. D. R. Nandanwar**

I/C Joint Director

Technical Education, Regional Office, Pune

## CONVENER

**Dr. A. S. Pant**

Principal

Government College of Engineering & Research,  
Awasari (Kh).

## COURSE COORDINATOR

**Prof. S. V. Joshi**

Head, Department of Mechanical Engineering  
Govt. College of Engg. & Research, Awasari

## COURSE CO-COORDINATOR

**Dr.S. V. Karmare & Prof. A. S. Mane**

Govt. College of Engg. & Research, Awasari

## ORGANIZING COMMITTEE

Dr. D.R. Pangavhane

Dr. S. U.Ghumbre

Dr. W. N. Deulkar

Prof. K .H. Kowdiki

Prof. G. R. Phulay

Dr. U. S. Kakade

Prof. S.R. Kewate



One Week STTP  
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## ORGANIZED BY

Mechanical and Electronics &  
Telecommunication Engineering Department  
Government College of Engineering and  
Research, Awasari(Kh),  
Tal- Ambegaon, Dist- Pune, 412 405.

## ABOUT THE COLLEGE:-



Government College of Engineering & Research, Awasari (Kh), Tal- Ambegaon, Dist - Pune, is established in August 2009 by Government of Maharashtra and is approved by All India Council for Technical Education, New Delhi and is affiliated to Savitribai Phule Pune University. College campus is located in hilly and a very picturesque location. It is at a distance of 65 km from Pune off Pune-Nashik Highway, about 30 km from Shivneri fort, Ozar and Lenyadri and 03 km from Manchar.

## INTRODUCTION:-

In technical education sector teachers, technical supporting staff and equipment play an important role. Technical Supporting staff is the backbone of the laboratories. On one side, we always look for resources and talk about resource crunch. On other side, knowingly or unknowingly lot of wastage of resources takes place. Therefore, resources need to be optimally utilized and that applies for human resources as well. Engineering colleges/ Polytechnics are undergoing tremendous changes in the era of globalization and technology explosion. On one hand there is pressure on the institutions to perform better and take steps so that maximum employment of their pass outs is assured. At the same time, there is also a need to enhance effectiveness and efficiency in using institutional resources to make the activities cost effective. There is also pressure on the institutions to become autonomous and self sustained in their activities. Any technical supporting staff carry out variety of roles and responsibilities in laboratory instructions as well in management. Therefore, there is need to sharpen their basic competency in these areas. Keeping this in mind, Directorate of Technical Education, Maharashtra State, Mumbai has organized

One Week STTP for technical supporting staff on **Developing Basic Competencies in Laboratory Management** during 9<sup>th</sup>– 13<sup>th</sup> Jan. 2017, at Government College of Engineering & Research, Awasari (Kh).

## OBJECTIVES OF THE COURSE:-

**The course aims at making the technical supporting staff aware of -**

- Duties and responsibilities of supporting staff.
- Documentation and record keeping, DSR maintenance
- Planning and Maintenance of the laboratory.
- Development of basic laboratory skills.

## OUTCOMES OF THE COURSE:-

After attending the programme, participants will be able to

- Explain the purpose of laboratory experiments.
- Plan laboratory experiments.
- Write and maintain laboratory records.
- Develop laboratory instruction sheets,
- Carry out operation and maintenance of equipment.
- Become aware of their duties and responsibilities.

## VENUE:-

Government College of Engineering & Research, Awasari (Kh). Tal- Ambegaon, Dist.-Pune

## IMPORTANT DATES:-

Last date for receiving the registration form with registration fee:-

**5<sup>th</sup> Jan. 2017.**

**(Scan copy of registration form with copy of DD will also be accepted)**

Confirmation of selection for course by Email:

**6<sup>th</sup> Jan, 2017.**

## ELIGIBILITY:-

Laboratory assistants, Technicians, Workshop instructors & other technical supporting staff from TEQIP supported Government, Government aided and Unaided Polytechnics and Engineering degree Institutes.

## REGISTRATION FEE:-

**Rs. 1000/-** per participant.

Registration fees will have to be paid by Demand Draft of Nationalized Bank in favor of **Principal, Govt. College of Engineering and Research, Awasari (Kh)** payable at Manchar, Tal -Ambegaon, Dist - Pune. No fees shall be payable by staff members from TEQIP / Govt. Institutes.

Payment of Registration Fee can also be made by NEFT / RTGS as per details below -

Principal, Govt. College of Engineering, Awasari Kh  
Account No. 60101223448

Bank of Maharashtra, Manchar Branch,  
IFSC Code – MAHB0000112

## Travel Allowance, Lodging and Boarding:

No TA/ DA will be paid from this institute. Accommodation, if required will be provided in institute hostel on specific request. Breakfast, Lunch and Dinner during the course will be provided by the Institute.

## ADDRESS FOR CORRESPONDANCE:-

### COORDINATOR

**Prof. S. V. Joshi**

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Research, Awasari (Kh), Tal- Ambegaon,

Dist : Pune - 412405, (M.S),

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