

TESTING, COMMISSIONING, MAINTENANCE & TROUBLESHOOTING OF SUB-STATION

Name of the Course	: Testing, Commissioning, Maintenance & Trouble shooting of Sub-Station.
Name of the Venue	: WZPDC Training Institute, Khulna.
Trainees	: XEN/SDE/AE/SAE
Duration	: 08/03/2022-16/03/2022 (XEN/SDE/AE) 07/11/2021-18/11/2021 (SAE) 22/05/2022-31/05/2022 (SAE)
Number of Participant	: 15/20/25

Objectives:

Our training program aims to offer increased knowledge of Sub-Station Equipments to ensure smooth operation without interruption and to train fast, efficient and professional reactions to different scenarios, avoidance and failure mitigation. A very "hands-on" approach is used to teach the concepts. Understanding is then reinforced with real world examples. Interaction is encouraged between participants and the presenters to underpin the learning objectives

Course Contents:

- Single line diagram study & Familiarization with Sub-Station Equipments. Preparation of Sub-Station maintenance plan & Record keeping procedure.
- Electrical safety and precautions related to operation and maintenance work.
- Battery and Battery Charger: Basic concept, Installation, Testing practices, Maintenance & troubleshooting
- Circuit Breakers:** Basic Concept, classification, Construction & operation mechanism, Name plate parameter identification, Control schematics, Installation, testing practices, Maintenance & troubleshooting (practical),
- Instrument Transformers:** Basic Concept, classification, Construction, Name plate parameter identification, Selection, Installation, Testing practices, Maintenance & troubleshooting.
- Surge Arresters:** Basic Concept, Construction and operation, Components, Testing practices, Maintenance & troubleshooting
- Power Transformers:** Basic Concept, Construction & operation, Name plate parameter identification, Transformer accessories, Site care, Oil refilling, testing, OLTC operation, Maintenance and troubleshooting.
- Sub-Station Grounding system:** Concept, Installation, Earthing conductor size selection, mesh design, Earth resistance calculation, GPR, Step Voltage, Touch Voltage, testing & maintenance guideline as per IEEE 80
- Voltage Feeder PCM panel:** Basic concepts on 11KV & 33 KV feeder PCM panel, Devices typically used for feeders PCM panel, Schematic Drawing study, Over current & Earth Fault protection, Trip Circuit Supervision Relay, Master Trip Relay, Integration of PCM panel with CB (practical).

- ❑ **Transformer Protection PCM panel:** Basic concepts on 33KV Transformer PCM Panel. Transformer Protection Philosophy, Selection Of Protection Scheme for Power and Distribution Transformer, Power Transformer Magnetizing Inrush Current concept, Schematic Drawing study, Transformer Differential Protection, Over current Protection, REF, Transformer Self Protection, OLTC operation procedure.
- ❑ Maintenance Procedure of 33KV & 11 KV Indoor AIS Switchgear, 11 KV Bus bar, Air conditioning system, Control room & Switch yard.
- ❑ Workshop on Sub-Station Maintenance: Visit to a 33/11KV Sub-Station and practical demonstration of 33/11 KV Sub-Station maintenance procedure.
- ❑ National Integrity Strategy (NIS).
- ❑ Complain Management System.

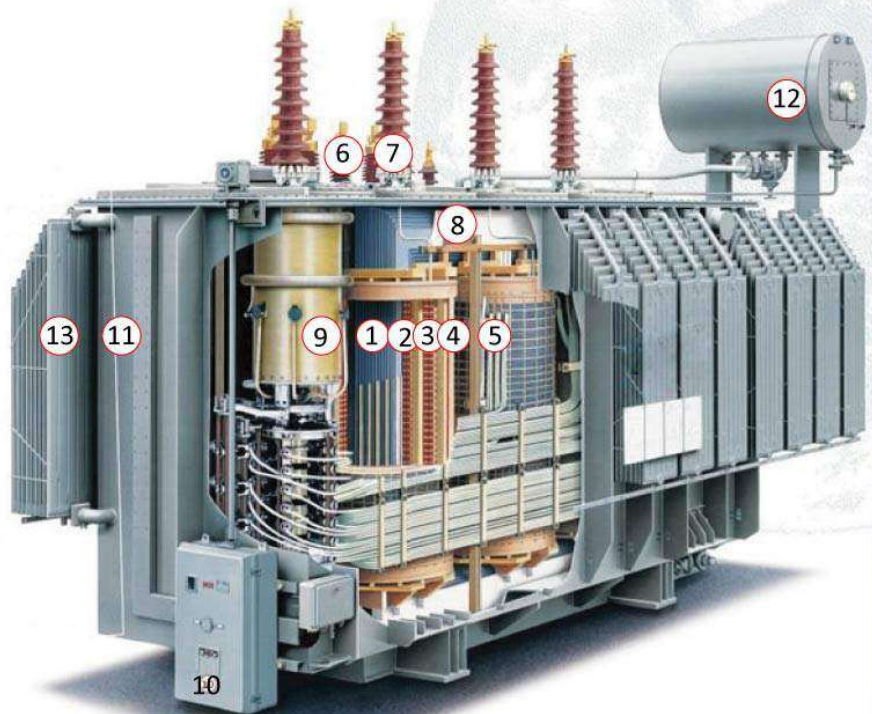
Training Procedure:

Theoretical lecture & Discussion in the class.
Multimedia presentation.
Practical Demonstration.
Group discussion.

Trainer Evaluation: By Trainee.

Trainee Evaluation: Written / Practical / Multimedia Presentation.

1. Three-limb core.
2. LV Winding.
3. HV Winding.
4. Tapped Winding.
5. Tap Leads.
6. LV Bushings.
7. HV Bushings.
8. Clamping Frame.
9. On-Load Tap Changer.
10. Motor Drive.
11. Tank.
12. Conservator.
13. Radiator.



ENERGY METER INSTALLATION, CONNECTION, TESTING & LOSS REDUCTION TECHNIQUE.

Name of the Course	: Energy Meter Installation, Connection, Testing & Loss Reduction Technique.
Name of the Venue	: WZPDC Training Institute, Khulna.
Trainees	: Foreman/Lineman/Helper
Duration	: 19/09/2021-23/09/2021 01/02/2022-10/02/2022 05/06/2022-09/06/2022
Number of Participant	: 15/20/25

Objectives:

To deliver knowledge & make them skilled on energy meter installation, connection, and testing & loss reduction technique. A very "hands-on" approach is used to teach the concepts. Understanding is then reinforced with real world examples. Interaction is encouraged between participants and the presenters to underpin the learning objectives.

Course Contents:

- Basic Theory (Voltage, Current & Power Vectors Phases, Capacitive & Inductive Load Real, Reactive & Apparent Power (Watts, Vars, VA)), Classification.
- Connection Diagram of 1-Phase Metering, 3-Phase Energy Meters, CT-PT operated Meter. Practical demonstration on 3-Phase & 1-Phase digital energy meter connection and site check technique at the consumer premises.
- Determination on proper meter sealing, neutral & Earthing of energy meter.
- Pilferage of electricity.
- Demonstration of error in energy meter due to circuit fault or faulty connection.
- Instrument Transformers Current & Voltage (CT's & PT's),
- CT & PT Testing Procedure (Terminal Marking, Insulation Resistance, Ratio).
- Application of Overall Multiplication Factor. Cross checking procedure of OMF.
- HT Service connection Procedure & Installation of HT metering Unit. (Determination).
- Testing Procedure of Energy Metering Unit.
- Definition of Technical and Non-Technical Loss.
- Causes of Technical Loss in Transmission, Sub-Station & Distribution line.
- Counter measures of Technical Loss in Transmission, Sub-Station & Distribution line.
- Causes of Non-Technical Loss.
- Counter measures of Non-Technical Loss.
- Identify the major area where loss optimization would be more efficient.
- Customer Service Excellence.

Training Procedure:

Theoretical lecture & Discussion in the class.
Practical Demonstration.
Multimedia presentation.
Group discussion.

Trainer Evaluation: By Trainee.

Trainee Evaluation: Written / Practical.

ENERGY METER INSTALLATION, CONNECTION, TESTING, DATA DOWNLOADING PROCEDURE, DATA ANALYSIS & NET METERING.

Name of the Course	: Energy Meter Installation, Connection, Testing (HT, LTI, LT, 33 KV Import Meter & 11 KV Feeder Meter), Data Downloading Procedure, Data Analysis and Net Metering.
Name of the Venue	: WZPDC Training Institute, Khulna.
Trainees	: XEN/SDE/AE
Duration	: 05/09/2021-09/09/2021
Number of Participant	: 15/20/25

Objectives:

To deliver knowledge and make them skilled on Installation, Connection, Operation and different types of Errors of Energy meter (HT, LTI, LT, 33 KV Import Meter, 11 KV Feeder Meter), data downloading procedure, analysis & net metering. A very "hands-on" approach is used to teach the concepts. Understanding is then reinforced with real world examples. Interaction is encouraged between participants and the presenters to underpin the learning objectives.

Course Contents:

- Basic Theory (Voltage, Current & Power Vectors Phases, Capacitive & Inductive Load, Real, Reactive & Apparent Power (Watts, Vars, VA)), Classification, Connection Diagram of 1-Phase Metering, 3-Phase Energy Meters, CT-PT operated Meter, and Fault Analysis of 3-Phase metering.
- Practical demonstration on Instrument Transformers Current & Voltage (CT's & PT's), CT & PT Accuracy Testing Procedure (Terminal Marking, Insulation Resistance, Ratio & Phase angle Error, Knee Point voltage as per IEC -60044-1 & 2 by ISA STS5000 Testing Bench (Practical). Application of Overall Multiplication Factor. Cross checking procedure of OMF.
- Practical demonstration on 3-Phase & 1-Phase digital energy meter connection and site check technique at the consumer premises. Determination on proper meter sealing, neutral & Earthing of energy meter. Pilferage of electricity. Demonstration of error in energy meter due to circuit fault or faulty connection.
- Workshop on CT-PT Operated 3 Phase, 4 wire meter: Practical connection procedure, Fault analysis and rectification (using vector diagram), Accuracy testing (IEC 62053-22) by ISA DRTS 64 Testing bench. Data Downloading Procedure from Meter by Software and Downloaded Data Analysis.
- Net Metering, Different types of Net metering Connection, Consumer, Application Eligibility, Consumer Classification & Load, Billing system for Net Metering, Application Procedure, Tariff Structure, Necessary Equipments for net metering with Protection, Net Metering System Checklist. Settlement Period. Definition of Roof and STC.
- Right to Information.

Training Procedure:

Theoretical lecture & Discussion in the class.
Practical Demonstration.
Multimedia presentation.
Group discussion.

Trainer Evaluation: By Trainee.

Trainee Evaluation: Written / Practical / Multimedia Presentation.

DISTRIBUTION LINE, POWER & DISTRIBUTION TRANSFORMER, ENERGY METER, CUSTOMER SERVICE EXCELLENCE.

Name of the Course	: Distribution Line, Power & Distribution Transformer, Energy Meter, Customer Service Excellence.
Name of the Venue	: WZPDCL Training Institute, Khulna.
Trainees	: Foreman/Lineman/Helper
Duration	: 20/03/2022-24/03/2022 15/05/2022-19/05/2022
Number of Participant	: 15/20/25

Objectives:

To deliver knowledge & make them skilled on Operation and maintenance of Sub-Station Equipments, Power & Distribution Transformer, who are now serving in different offices of WZPDCL.

Course Contents:

- Single line diagram study.
- Sub-Station Equipments:**
 - Symbols:** Abbreviation and single line diagram.
 - Distribution Transformer:** Selection of fuse & MCCB for distribution transformer.
 - Basic Principal of transformer, installation, schedule maintenance, earthing, Transformer fault, detail repair procedure of transformer, preparation of bill of materials for repair.
 - Discussion on importance of Distribution Transformer earthing & load balancing.
 - Parallel operation of transformer & their loading.
 - General discussion on different tests (Open circuit / No load test, Oil test, Megar test etc).
 - CT & PT:** Types & classification, construction, Testing.
 - Lightning Arrester:** Working principle, construction.
 - Bus bar:** Introduction to various bus bar systems, protection, Maintenance.
 - System Grounding:** Introduction & Types, Materials used for grounding.
 - Power Supply System:** Transmission line & Distribution line, Discussion about Fuse, Circuit Breaker, Isolator, Relay and other Transformer protection Equipments.
- Numbering, operating principle, fault calculation, relay coordination, curve, CT, PT selection, relay testing.
- Shut Down and Clearance:** Process of shutdown, co-ordination with load Dispatch.
 - Energy Meter:** Classification & Type, Connection diagram, meter testing, meter testing with Meter Testing Equipments. CT, PT Matching, Indoor, Outdoor Meter, CT, PT Meter.
- Safety Practice.
- Customer Service Excellence.
- Complain Management System.

Training Procedure:

Theoretical lecture & Discussion in the class.
Practical Demonstration.
Multimedia presentation.
Group discussion.

Trainer Evaluation: By Trainee.

Trainee Evaluation: Written / Practical / Multimedia Presentation.

POWER DISTRIBUTION SYSTEM PROTECTION & SWITCHGEAR

Name of the Course	: Power Distribution System Protection & Switchgear.
Name of the Venue	: WZPDC Training Institute, Khulna.
Trainees	: SDE/AE
Duration	: 03/10/2021-14/10/2021 03/04/2022-13/04/2022
Number of Participant	: 15/20/25

Objectives:

The course will provide an insight to Protection philosophy, commissioning & maintenance of the associated Protective Gears and relevant coordination technique. A very "hands-on" approach is used to teach the concepts. Understanding is then reinforced with real world examples. Interaction is encouraged between participants and the presenters to underpin the learning objectives.

Course Contents:

- Philosophy of Power System Protection
- Protection concepts, Overview of Sub-Station equipment with Device numbering, main and backup protection, security and dependability, selectivity, Protection types: fuses, over current protection, differential protection.
- Instrument transformers & DC system: Current transformers, Voltage transformers, Battery and Battery Charger - its role in Protection System.
- Circuit Breaker: Basic concept, Types, Schematic Drawing study, Design aspect, Maintenance, Repair and Troubleshooting.
- High Voltage Feeder Protection: Protection concepts for power 11KV & 33 KV feeders, Protection equipment typically used for feeders, Schematic Drawing study of typical PCM panel, Over current & Earth Fault protection, setting guidelines. (2 Session) Practical demonstration of 33 KV feeder protection scheme.
- Transformer Protection: Transformer Protection Philosophy, Guidelines for protection of power transformers Selection of Protection Scheme for Power and Distribution Transformer, Power Transformer Magnetizing Inrush Current concept and importance on protection setting, Transformer Differential Protection, Over current Protection, REF, Over fluxing Protection, Transformer Self Protection.
- Field Visit: Visit to a 33/11 KV Sub-Station to demonstrate 33 KV feeder protection scheme & 33/11 KV Transformer Protection scheme.
- Power System Protection & relay coordination using simulation software:
 - Installation of software, Overview of system Elements, Familiarization with software interface, Drawing SLD of typical Sub-Station, Load flow study, Short circuit calculations
 - Relay Setting Calculation and Co-ordination, Critical Fault Clearing Time, Transformer Damage curve using simulation software as per IEEE-242: 2001 &
- Sub-Station Grounding system: Concept, Installation, Earthing conductor size selection, mesh design, Earth resistance calculation, GPR, Step Voltage, Touch Voltage, testing & maintenance guideline as per IEEE 80
- Over Voltage Protection, Lightning Arrester, Surge Diverter.
- Workshop on different types of Relays (Both 50/51 & 87) Practical connection, Configuration, Relay setting, troubleshooting:
 - Testing: Standards, Test plan development, Test equipment, practical testing by DRTS 64.
 - Relay setting management: Demonstration of setting software, Relay logic.

- Sub-Station Maintenance Procedure:
- Preparation of Sub-Station maintenance plan & Record keeping procedure, Safety Procedure.
- Maintenance Procedure of 33/11 KV Power Transformer, 33KV Circuit Breaker, Isolator, 33KV CT, PT & other 33 KV Equipments.
- Maintenance Procedure of 11 KV PCM Panel, switchgear & Bus bar.
- Maintenance Procedure of PCM Panel, DC System, Air conditioning system, Control room & Switch yard.
- Maintenance Procedure of Grounding system.
- e-Governance & Innovation in Power Sector.

Training Procedure:

Theoretical lecture & Discussion in the class.

Practical Demonstration.

Multimedia presentation.

Group discussion.

Trainer Evaluation: By Trainee.

Trainee Evaluation: Written / Practical / Multimedia Presentation.



33/11 KV Sub-Station.

SMART GRID, SMART PRE-PAYMENT METER & GIS MAPPING.

Name of the Course	: Smart Grid, Smart Meter & GIS Mapping.
Name of the Venue	: WZPDC Training Institute, Khulna.
Trainees	: XEN/SDE/AE
Duration	: 09/01/2022-13/01/2022
Number of Participant	: 15/20/25

Objectives:

The main objective of the programmers to apprise power utility professionals regarding philosophy, features and benefits of Smart Grids. The course will cover the changeover process during migration from Conventional Grid to Smart Grid. Relevant topics like, Fault location indication system, SCADA, ADMS, GIS mapping, Smart Prepayment System AMR/AMI for Smart Grid will also be covered in the course.

Course Contents:

- Overview of Smart Grid Technology, Features & Benefits of Smart Grid, Communication Technologies & Infrastructure.
- Introduction to Fault Passage Indicator (FPI), DCU & Fault location indication system software for Overhead lines.
- Introduction to SCADA & Sub-Station automation, Standards and Protocols.
- Introduction to GIS mapping & ADMS Technology.
- Smart Grid implementation models.
- Introduction to the Prepayment System.
- AMR/AMI and Smart Energy Meters.
- Operational Component of Prepayment System, Master Information Center (MIC), Utility Vending Stations (UVS), Utility Customization Center (UCC), Point of Sales (POS).
- Hardware used in Prepayment System.
- How Smart Card, Keypad and On-line meter works.
- Network design for prepayment system.
- Software System for Prepayment metering system.
- Vending.
- Load Management, Tariff Management, User Management, Log Management, Reporting.
- Future Technology of Prepayment System (Smart metering system).
- Complain Management System.

Training Procedure:

Theoretical lecture & Discussion in the class.
Practical Demonstration.
Multimedia presentation.
Group discussion.

Trainer Evaluation: By Trainee.

Trainee Evaluation: Written / Practical / Multimedia Presentation.

OCCUPATIONAL HEALTH, SAFETY ENVIRONMENT, FIRST AID AND DISASTER MANAGEMENT.

Name of the Course	: Occupational health, safety environment, first aid and disaster management.
Name of the Venue	: WZPDC Training Institute, Khulna.
Trainees	: Staff
Duration	: 26/12/2021-30/12/2021
Number of Participant	: 15/20/25

Objectives:

- To familiarize with Plants Health hazard.
- To familiarize with safety Practice and regulation.
- To Action to be taken in case of emergency.
- To familiarize with regulation and definition of material storage.
- To familiarize Classification of hazardous materials.

Course Contents:

- General safety rule and applicable clauses in the work area.
- Definition of open and confined area special measures for confined area.
- Classification of hazard, categories of hazard material, their storage location, Radiation & sound pollution, PPE and specific protective equipment, legal clauses and prevention.
- Procedure of permit seeking, receiving of permit and awarding of clearance for restoration of power, classification based on voltage level.
- Firefighting: Classification of fire and extinguisher, zone of application, use in the electrical fire.
- Refilling technique & principle of operation.
- Discussion on tags. Tag out and Lockout procedure special arrangement for acid, chemical and other material handling, classification of Hot and Cold job. Steps for Hot work, welding job at confined/open area.
- CO2 discharge system and safety arrangement for firefighting, fire sensor, flame and smoke detector in the firefighting system.
- Discussion on writing a report regarding health injuries.
- National Integrity Strategy (NIS).

Training Procedure:

Theoretical lecture & Discussion in the class.
Practical Demonstration.
Multimedia presentation.
Group discussion.

Trainer Evaluation: By Trainee.

Trainee Evaluation: Written / Practical / Multimedia Presentation.

ORIENTATION COURSE FOR TECHNICAL OFFICER

Name of the Course	: Orientation Course for Technical Officer
Name of the Venue	: WZPDC Training Institute, Khulna.
Trainees	: Newly recruited Technical employee
Duration	:
Number of Participant	:

Objectives:

- To get basic idea of overall activities of WZPDCL.
- To acquaint with the Service rules, financial activities & other laws related to office functionalities.
- To acquaint with the technical & administrative activities related to distribution offices.
- To know about Operation and maintenance of Sub-Station Equipments, Power & Distribution Transformer.
- To know about energy meter (HT, LTI, LT, 33 KV Import Meter, 11 KV Feeder Meter, Prepaid Meter), Net Metering. Data Downloading Procedure from Meter by Smart Tools Software and Procedure. Downloaded Data Analysis in case of Technical Officer.

Course Contents:

- Introduction to Organogram in WZPDCL.
- Discussion on service rules of WZPDCL.
- Discussion about TQM.
- Discussion on Financial rules of WZPDCL.
- Commercial Operation Procedure (COP).
- Audit.
- Discussion on Human Resource Development, Human Recourse Management & Planning.
- Discussion on Operation & Maintenance of Sub-station. Sub-station Equipments such as CT & PT: Types & classification, construction, Testing, Maintenance Procedure.
- **Circuit Breaker & Isolators:** Types & classifications.
- Operation/principle/maintenance/Difference between circuit breaker & isolator.
- **Lightning Arrester:** Working principle, construction.
- **Bus bar:** Introduction to various bus bar systems, protection, Maintenance.
- System Grounding: Introduction & Materials used for grounding.
- Discussion on Battery & Battery Charger.
- **Symbols:** Abbreviation and single line diagram.
- **Transformer:** Types, Basic principle, Installation, Operation, Maintenance. Transformer Protection. Transformer oil characteristics & oil testing.
- **Power Supply System:** Transmission line & Distribution line, Discussion about Relay, Very High Frequency (VHF) Carrier Communication.
- Discussion on line hardware, conductor, cable, pole, Insulator & fitting.
- Bill of materials for LT & HT line, new connection & procedure for load approval.

- Discussion on digital single & three phase energy meter, Classification & Type, connection diagram, meter testing, Pilferage of electricity and protection. And also 33 KV Import Meter, 11 KV Feeder Meter, Prepaid Meter, Net Metering.
- Customer Service:** Dealings with the consumer/Public relation.
- Tree Trimming:** Process/Right of ways/Line patrolling/Safety practice.
- Solar Energy:** Discussion about solar module, solar panel.
- Capacity Building for Power Distribution Employees.
- e-Governance & Innovation in Power Sector.

Training Procedure:

Theoretical lecture & Discussion in the class.
Practical Demonstration.
Multimedia presentation.
Group discussion.

Trainer Evaluation: By Trainee.

Trainee Evaluation: Written / Practical / Multimedia Presentation.



Newly Constructed 33/11 KV Sub-Station Control Room, Jhinaidah.

ORIENTATION COURSE FOR GENERAL OFFICER

Name of the Course	: Orientation Course for General Officer.
Name of the Venue	: WZPDC Training Institute, Khulna.
Trainees	: Newly recruited General employee
Duration	:
Number of Participant	:

Objectives:

- ▶ To get basic idea of overall activities of WZPDCL.
- ▶ To acquaint with the Service rules, financial activities & other laws related to office functionalities.
- ▶ To acquaint with the technical & administrative activities related to distribution offices.
- ▶ To Give knowledge about Service Rules.

Course Contents:

- ▶ Introduction to Organogram in WZPDCL.
- ▶ Discussion on service rules of WZPDCL.
- ▶ Discussion about TQM.
- ▶ Discussion on Financial rules of WZPDCL.
- ▶ Commercial Operation Procedure (COP).
- ▶ Financial Delegation Power of WZPDCL.
- ▶ TA, DA, CPF, Gratuity rules of WZPDCL.
- ▶ Insurance Rules of WZPDCL.
- ▶ Audit.
- ▶ Discussion on Human Resource Development, Human Recourse Management & Planning.
- ▶ Customer Service: Dealings with the consumer/Public relation.
- ▶ e-Governance & Innovation in Power Sector.

Training Procedure:

Theoretical lecture & Discussion in the class.
Practical Demonstration.
Multimedia presentation.
Group discussion.

Trainer Evaluation: By Trainee.

Trainee Evaluation: Written / Practical / Multimedia Presentation.

CONSUMER ELECTRICIAN TRADE COURSE

Name of the Course	: Consumer Electrician Trade Course.
Name of the Venue	: WZPDC Training Institute, Khulna.
Trainees	: From Society Who Dropped from Academic Education.
Duration	: 2 Month (360 Hours) (Per Batch)
Number of Participant	: 30 Persons Per Batch

Objectives:

To celebrate the birth anniversary of "Father of the Nation Bangabandhu Sheikh Mujibur Rahman" and "Mujib Year" declare "Year of Service" under the guidance of the Power Division to create skilled manpower in electrical work. The duration of each "Consumer Electrician Trade Course" is 2 month. The trainees for "Consumer Electrician Trade Course" are collected out from the WZPDCL who are dropped from academic Education.

Course Contents:

- Basic Idea on Power Generation, Transmission & Distribution System in Bangladesh.
- Basic English Course on listening, Writing & Speaking.
- Basic Idea on Electric Current, Voltage, Resistance & Energy.
- Conductor, semi-conductor, Insulator, Inductor, Capacitor.
- Electric House Wiring, Industrial Wiring.
- Electric Circuit Breaker.
- Energy Meter.
- Basic Idea on Refrigeration, Elevator, Lift.
- Single Phase, Three Phase Pump Connection.
- Fire Fighting & Safety Procedure.

4 Years Planning of Consumer Electrician Trade Course

FY	July	August	September	October	November	December	January	February	March	April	May	June
2021-2022		05.07.2021-05.09.2021		15.09.2021-15.11.2021		25.11.2021-25.01.2022		03.02.2022-03.04.2022		16.04.2022-20.06.2022		
2022-2023		05.07.2022-05.09.2022		15.09.2022-15.11.2022		25.11.2022-25.01.2023		03.02.2023-03.04.2023		16.04.2023-20.06.2023		
2023-2024		20.07.2023-20.09.2023			01.10.2023-01.12.2023		06.12.2023-06.02.2024		15.02.2024-15.04.2024		25.04.2024-25.06.2024	
2024-2025		05.07.2024-05.09.2024		15.09.2024-15.11.2024		25.11.2024-25.01.2025		03.02.2025-03.04.2025		16.04.2025-20.06.2025		

Training Procedure:

- Theoretical lecture & Discussion in the class.
- Practical Demonstration.
- Multimedia presentation.
- Group discussion.

Trainer Evaluation: By Trainee.

Trainee Evaluation: Written/ Practical.



Chapter-4

Overview of WZPDC Training Institute.



Targeted Training Programs of WZPDCL During 2021-2022

Total Employee of WZPDCL = 1699 nos.
 Targeted Training man hour 60 per employee
 Required Total Training (man-hour) = 1699 X 60 = 1,01,940
 Number of In-house Training Course for FY 2021-2022= 33
 Required Days for In-house Training = 191 Days
 Number of Participant each Training Course = 20 Man (Minimum)
 Hours per day of In-house Training = 6 hours
 Total In-house Man-hour = 20x191x6= 22,920 Man-hour
 In-house Training per Employee (Average) = 22,920/1699= 13.49 ~ 13 hour
 In house Training = 1699 X 13= 22,087 Man-hour
 On the job training = 1699 X 47= 79,853 Man-hour
 Total man hour = In house + O J T = 1,01,940 Man-hour (Target)
 Total Employee of WZPDCL Last Year (2020-21) = 1786 nos
 Targeted Man Hours, Last Year (2020-21) = 89,300
 Targeted Training per employee 50 hour
 Achieved Training per employee 65.32 hour

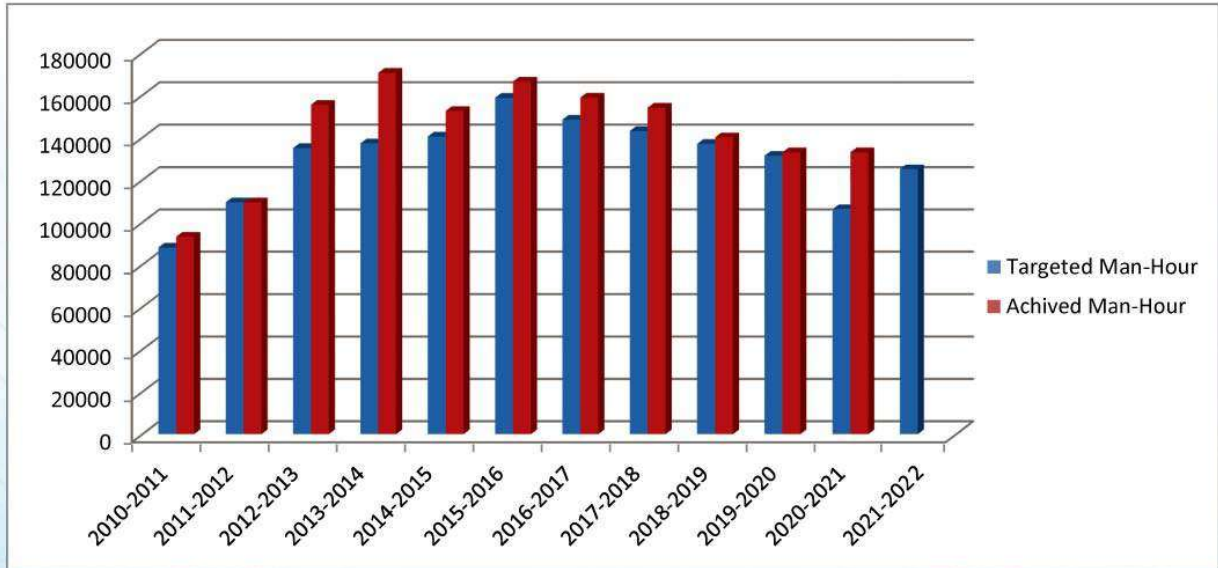
Achived Man Hours = 1,13,267.5
Achivement in % = 130.64

On the Job Training Places & Target (2021-2022) WZPDCL

Sl. No.	Training Place	Total person to be Trained	On Job Training hour = Targeted Trg. (-) Av. In House Trg. ie (60-13)=47	Total man Hours / Year	Man-hour / Month
1	Head Quarter	78	47	3666	305.5
2	Project	41	47	1927	160.6
3	WZPDC Training Institute	13	47	611	50.9
4	Khulna O & M Circle & its Jurisdiction and RAO	381	47	17907	1492.3
5	Jashore O & M Circle & its Jurisdiction, ZRS and RAO	224	47	10528	877.3
6	Faridpur O & M Circle & its Jurisdiction and RAO	282	47	13254	1104.5
7	Barisal O & M Circle & its	293	47	13771	1147.6
8	Kushtia O & M Circle & its Jurisdiction and RAO	276	47	12972	1081.0
9	Patuakhali O & M Circle & its Jurisdiction	111	47	5217	434.8
	Total	1699	423	79853	6654.5

FISCAL YEAR WISE TRAINING PROGRESS WZPDC Training Institute, WZPDCL, KHULNA.

SL No.	Financial Year	Total Employee to be Trained	Targeted manhours	Achieved manhour	Achievement (%)
1.	2010-2011	2201	88040	93162	105.80
2.	2011-2012	2188	109400	109400	100.00
3.	2012-2013	2250	135000	155420	115.13
4.	2013-2014	2287	137220	170561	124.00
5.	2014-2015	2341	140460	152516	108.58
6.	2015-2016	2268	158760	166426	104.83
7.	2016-2017	2121	148470	158813	107.00
8.	2017-2018	2044	143080	154093	107.70
9.	2018-2019	1957	136990	140071	102.25
10.	2019-2020	1877	131390	133001	101.22
11.	2020-2021	1786	89300	1,13,267.5	130.64
12.	2021-2022	1734	1,01,940		



WZPDC Training Institute, Khulna. Training Flow Chart 2021-2022

Subject	July 2021	Aug. 2021	Sept. 2021	Oct. 2021	Nov. 2021	Dec. 2021	Jan. 2022	Feb. 2022	Mar. 2022	Apr. 2022	May 2022	Jun. 2022
Basic Idea on Computer Hardware, Trouble Shooting & Maintenance. MS Word, Excel, Power point, Internet & E-mail.					07-11							
Downloading power Interruptions data from on-line energy meter via remote communication & Preparing SAIDI-SAIFI report.	27-28											
Auto CAD						19-23						
Online MOD, E-Filing, New Connection & Customer Service Excellence.					28-30			22-24				
Electronic Government Procurement (e-GP).	11-15							13-17				
Accounts & Financial Management. Delegation of Financial Power. Auditing Settlement of Audit Objection. Basic Idea on TAX, CD-Vat, VAT and Financial Matter.				24-28								
Project Management & Legal Procedure of Land acquisition.								27-31				
Interpersonal Communication & Personnel Management.		24-26										
Human Relation, Company Service Rules, Etiquette & Manner.		08-12	12-16				16-20					
Human Relation, Motivation, Manner, Ethics & Etiquette.												19-23
Operation & Maintenance of Substation, Substation Equipment's, Power & Distribution Transformer.					21-25	05-09	23-27					
Testing, Commissioning, Maintenance & Troubleshooting of Substation.					07-18			08-16			22-31	
Energy Meter Installation, Connection, Testing & Loss Reduction Technique.			19-23					01-10				05-09
Energy Meter Installation, Connection, Testing (HT, LTI, LT, 33 KV Import Meter & 11 KV Feeder Meter), Data Downloading Procedure, Data Analysis and Net Metering.			05-09									
Distribution Line, Power & Distribution Transformer, Energy Meter & Customer Service Excellence.								20-24			15-19	
Power Distribution System Protection & Switchgear				03-14						03-13		
Smart Grid, Smart Prepayment Meter & GIS Mapping.							09-13					
Occupational Health, Safety Environment, First Aid & Disaster management.						26-30						
Security Training Course.									17-21			12-16

ON JOB TRAINING (OJT) PROGRAM (CIRCLE WISE):- 2021-2022

Name of O&M Circle: Khulna, Jashore, Kushtia, Faridpur, Barishal & Patuakhali.

Sl. No.	Month	Subject
1.	July - 21	Office Administration, Office management, Office Environment, Good Governance, Leadership, Team Building, TQM, KAIZEN. Manners and Etiquette. Customer Service Excellence. National Integrity Strategy. Sustainable Development Goals (SDGs), e-Governance & Innovation in power sector. Right to Information. Complain Management System. Annual Performance Agreement (APA).
2.	Aug - 21	Electricity Act 2018, rule No. 7. Illegal electricity consumption and penal code. Financial management, Financial Delegation of Power of WZPDCL. Public Procurement rules (PPR-2008) and Tender. Customer Service Excellence. National Integrity Strategy. Sustainable Development Goals (SDGs), e-Governance & Innovation in power sector. Right to Information. Complain Management System. Annual Performance Agreement (APA).
3.	Sep - 21	New Service connection (1-Phase & 3-Phase), Online new Connection. Load clearance, Meter test in spot, Meter reading collection procedure, Meter earthing (Practical). Pre-paid Meter Supervision. Customer Service Excellence. National Integrity Strategy. Sustainable Development Goals (SDGs), e-Governance & Innovation in power sector. Right to Information. Complain Management System. Annual Performance Agreement (APA).
4.	Oct - 21	Line Maintenance (33/11/0.4KV). Sub-Station & Power Transformer Maintenance. Tree Trimming, Preparation of Sub-Station Maintenance Schedule. Customer Service Excellence. National Integrity Strategy. Sustainable Development Goals (SDGs), e-Governance & Innovation in power sector. Right to Information. Complain Management System. Annual Performance Agreement (APA).
5.	Nov -21	Leadership & Supervision, Customer Service excellence, Employee Engagement. National Integrity Strategy. Sustainable Development Goals (SDGs), e-Governance & Innovation in power sector. Right to Information. Complain Management System. Annual Performance Agreement (APA).
6.	Dec - 21	Transformer Megger test, Preparation of test result sheet, Routine check as per schedule, Earthing test of transformer, Transformer load balancing (Practical). Customer Service Excellence. National Integrity Strategy. Sustainable Development Goals (SDGs), e-Governance & Innovation in power sector. Right to Information. Complain Management System. Annual Performance Agreement (APA).
7.	Jan -22	COP (Part 1 to 4) Its application, Data collection & Preparation of MOD. Writing of Note sheet, Various Application. Motor Vehicle Maintenance, Logbook writing, Natural disaster management, Fire fighting, Social responsibility & Safety practice. Customer Service Excellence. National Integrity Strategy. Sustainable Development Goals (SDGs), e-Governance & Innovation in power sector. Right to Information. Complain Management System. Annual Performance Agreement (APA).
8.	Feb - 22	Office Administration, Accountability and Delegation, Time Management/ Productivity, TQM, KAIZEN. Customer Service Excellence. National Integrity Strategy. Sustainable Development Goals (SDGs), e-Governance & Innovation in power sector. Right to Information. Complain Management System. Annual Performance Agreement (APA).
9.	Mar - 22	Electricity Act 2018, rule No. 7. Illegal electricity consumption and penal code. Financial management, Financial Delegation of Power of WZPDCL. Public Procurement rules (PPR-2008) and Tender. Customer Service Excellence. National Integrity Strategy. Sustainable Development Goals (SDGs), e-Governance & Innovation in power sector. Right to Information. Complain Management System. Annual Performance Agreement (APA).
10.	Apr - 22	New Service connection (1-Phase & 3-Phase), Online new Connection. Load clearance, Meter test in spot, Meter reading collection procedure, Meter earthing (Practical). Pre-paid Meter Supervision. Customer Service Excellence. National Integrity Strategy. Sustainable Development Goals (SDGs), e-Governance & Innovation in power sector. Right to Information. Complain Management System. Annual Performance Agreement (APA).
11.	May - 22	Line Maintenance (33/11/0.4KV). Sub-Station & Power Transformer Maintenance. Tree Trimming, Preparation of Sub-Station Maintenance Schedule. Customer Service Excellence. National Integrity Strategy. Sustainable Development Goals (SDGs), e-Governance & Innovation in power sector. Right to Information. Complain Management System. Annual Performance Agreement (APA).
12.	Jun - 22	Transformer Megger test, Preparation of test result sheet, Routine check as per schedule, Earthing test of transformer, Transformer load balancing (Practical). Customer Service Excellence. National Integrity Strategy. Sustainable Development Goals (SDGs), e-Governance & Innovation in power sector. Right to Information. Complain Management System. Annual Performance Agreement (APA).

WZPDC Training Institute, Khulna.

ON JOB TRAINING (OJT) PROGRAM, FY: 2021 - 2022 (CIRCLE WISE)

SL.	Month	Subject	Name of Circle					
			H/Q Khulna	Jashore	Kushtia	Faridpur	Barishal	Patuakhali
1.	July - 21	Office Administration, Office management, Office Environment, Good Governance, Leadership, Team Building. TQM, KAIZEN. Manners and Etiquette. Customer Service Excellence. National Integrity Strategy. Sustainable Development Goals (SDGs), e-Governance & Innovation in power sector. Right to Information. Complain Management System. Annual Performance Agreement (APA).	01/07/21 18/07/21	04/07/21 25/07/21	05/07/21 26/07/21	06/07/21 27/07/21	08/07/21 29/07/21	08/07/21 29/07/21
2.	Aug - 21	Electricity Act 2018, rule No. 7. Illegal electricity consumption and penal code. Financial management, Financial Delegation of Power of WZPDCL. Public Procurement rules (PPR-2008) and Tender. Customer Service Excellence. National Integrity Strategy. Sustainable Development Goals (SDGs), e-Governance & Innovation in power sector. Right to Information. Complain Management System. Annual Performance Agreement (APA).	03/08/21 29/08/21	08/08/21 22/08/21	09/08/21 23/08/21	10/08/21 24/08/21	11/08/21 25/08/21	12/08/21 26/08/21
3.	Sep - 21	New Service connection (1-Phase & 3-Phase), Online new Connection. Load clearance, Meter test in spot, Meter reading collection procedure, Meter earthing (Practical). Pre-paid Meter Supervision. Customer Service Excellence. National Integrity Strategy. Sustainable Development Goals (SDGs), e-Governance & Innovation in power sector. Right to Information. Complain Management System. Annual Performance Agreement (APA).	12/09/21 28/09/21	05/09/21 19/09/21	06/09/21 22/09/21	07/09/21 21/09/21	08/09/21 22/09/21	09/09/21 23/09/21
4.	Oct - 21	Line Maintenance (33/11/0.4KV). Sub-Station & Power Transformer Maintenance. Tree Trimming, Preparation of Sub-Station Maintenance Schedule. Customer Service Excellence. National Integrity Strategy. Sustainable Development Goals (SDGs), e-Governance & Innovation in power sector. Right to Information. Complain Management System. Annual Performance Agreement (APA).	06/10/21 21/10/21	10/10/21 24/10/21	11/10/21 25/10/21	12/10/21 26/10/21	13/10/21 27/10/21	14/10/21 28/10/21
5.	Nov -21	Leadership & Supervision, Customer Service excellence, Time Management/ Productivity. National Integrity Strategy. Sustainable Development Goals (SDGs), e-Governance & Innovation in power sector. Right to Information. Complain Management System. Annual Performance Agreement (APA).	04/11/21 28/11/21	07/11/21 21/11/21	08/11/21 22/11/21	09/11/21 23/11/21	10/11/21 24/11/21	11/11/21 25/11/21
6.	Dec - 21	Transformer Megger test, Preparation of test result sheet, Routine check as per schedule, Earthing test of transformer, Transformer load balancing (Practical). Customer Service Excellence. National Integrity Strategy. Sustainable Development Goals (SDGs) & Energy Sector in Bangladesh. Innovation in power sector. e-Governance. Right to Information. Complain Management System. Annual Performance Agreement (APA).	02/12/21 26/12/21	05/12/21 19/12/21	06/12/21 20/12/21	07/12/21 21/12/21	08/12/21 22/12/21	09/12/21 23/12/21

WZPDC Training Institute, Khulna.

ON JOB TRAINING (OJT) PROGRAM, FY: 2021 - 2022 (CIRCLE WISE)

SL.	Month	Subject	Name of Circle					
			H/Q Khulna	Jashore	Kushtia	Faridpur	Barishal	Patuakhali
7.	Jan - 22	COP (Part 1 to 4) Its application, Data collection & Preparation of MOD. Writing of Note sheet, Various Application. Motor Vehicle Maintenance, Logbook writing, Natural disaster management, Fire fighting, Social responsibility & Safety practice. Customer Service Excellence. National Integrity Strategy. Sustainable Development Goals (SDGs), e-Governance & Innovation in power sector. Right to Information. Complain Management System. Annual Performance Agreement (APA).	04/01/22 20/01/22	09/01/22 23/01/22	10/01/22 24/01/22	11/01/22 25/01/22	12/01/22 26/01/22	13/01/22 27/01/22
8.	Feb - 22	Office Administration, Accountability and Delegation, Time Management/ Productivity, TQM, KAIZEN. Customer Service Excellence. National Integrity Strategy. Sustainable Development Goals (SDGs), e-Governance & Innovation in power sector. Right to Information. Complain Management System. Annual Performance Agreement (APA).	01/02/22 20/02/22	06/02/22 27/02/22	07/02/22 28/02/22	08/02/22 22/02/22	09/02/22 23/02/22	10/02/22 24/02/22
9.	Mar - 22	Electricity Act 2018, rule No. 7. Illegal electricity consumption and penal code. Financial management, Financial Delegation of Power of WZPDCL. Public Procurement rules (PPR-2008) and Tender. Customer Service Excellence. National Integrity Strategy. Sustainable Development Goals (SDGs), e-Governance & Innovation in power sector. Right to Information. Complain Management System. Annual Performance Agreement (APA).	02/03/22 16/03/22	06/03/22 20/03/22	08/03/22 21/03/22	09/03/22 22/03/22	02/03/22 30/03/22	03/03/22 31/03/22
10.	Apr - 22	New Service connection (1-Phase & 3-Phase), Online new Connection. Load clearance, Meter test in spot, Meter reading collection procedure, Meter earthing (Practical). Pre-paid Meter Supervision. Customer Service Excellence. National Integrity Strategy. Sustainable Development Goals (SDGs), e-Governance & Innovation in power sector. Right to Information. Complain Management System. Annual Performance Agreement (APA).	05/04/22 19/04/22	03/04/22 17/04/22	04/04/22 18/04/22	12/04/22 26/04/22	06/04/22 27/04/22	07/04/22 28/04/22
11.	May - 22	Line Maintenance (33/11/0.4KV). Sub-Station & Power Transformer Maintenance. Tree Trimming, Preparation of Sub-Station Maintenance Schedule. Customer Service Excellence. National Integrity Strategy. Sustainable Development Goals (SDGs), e-Governance & Innovation in power sector. Right to Information. Complain Management System. Annual Performance Agreement (APA).	11/05/22	15/05/22	16/05/22	17/05/22	18/05/22	19/05/22
12.	Jun - 22	Transformer Megger test, Preparation of test result sheet, Routine check as per schedule, Earthing test of transformer, Transformer load balancing (Practical). Customer Service Excellence. National Integrity Strategy. Sustainable Development Goals (SDGs), e-Governance & Innovation in power sector. Right to Information. Complain Management System. Annual Performance Agreement (APA).	02/06/22 26/06/22	05/06/22 19/06/22	06/06/22 20/06/22	07/06/22 21/06/22	08/06/22 22/06/22	09/06/22 23/06/22



West Zone Power Distribution Company Ltd.

Internal Resource Persons (In House & On Job Training)

WZPDCL Training Institute, WZPDCL, Khulna.

SL.	Name	Designation	Present Office	Contact No.	Mail address	Subjects
1.	Engr. Md. Azharul Islam	Managing Director	H/Q	01713001424	md@wzpdcl.gov.bd wzpdcl.md@gmail.com	Accounts & Finance. Budget, Commercial Operation.
2.	Mr. R. K. Debnath, FCMA	Executive Director (Finance)	H/Q	01713001426	ed.finance@wzpdcl.gov.bd ratanwzpdcl@gmail.com	Accounts & Finance. Budget, Commercial Operation.
3.	Engr. Md. Abu Hasan	Executive Director (Engg.) (A.C)	H/Q	01713001425	ed.engineering@wzpdcl.gov.bd wzpdcl.ede@gmail.com	Power & Distribution Transformer, Energy Meter. Customer care. National Integrity Strategy (NIS), e-Governance & Innovation in power Sector, Sustainable Development Goals (SDGs).
4.	Engr. Md. Abu Hasan	Chief Engineer (O & M, S&D)	H/Q	01711297968	ce@wzpdcl.gov.bd wzpdcl.ce@gmail.com	Power & Distribution Transformer, Energy Meter. Customer care. National Integrity Strategy (NIS), e-Governance & Innovation in power Sector, Sustainable Development Goals (SDGs).
5.	Engr. Md. Mostafizur Rahman	Chief Engineer (Energy, System Control & Services)	H/Q	01713850211	ce.escs@wzpdcl.gov.bd wzce.escs@gmail.com	System Loss, SAIDI, SAIFI, Project Management, Project work & Development. Complain management system, Customer service excellence.
6.	Mr. A N M Mostafizur Rahman	General Manager	H/Q	01700710000	gm.accounts@wzpdcl.gov.bd mostafiz1963@gmail.com	Accounts & Finance. Budget, Commercial Operation.
7.	Mr. Abdul Motaleb	Company Secretary	H/Q	01714023405	motalebku@gmail.com	Company Affairs, National Integrity Strategy (NIS).
8.	Mr. Md. Alamgir Kabir	DGM	H/Q	01700709703	dgm.hrm@wzpdcl.gov.bd dgmhmadmn_wzpdcl@yahoo.com	Office Administration & Management. Service Rule. Right to information.
9.	Engr. Md. Ikhtiar Hossain	SE	O & M Circle, Jashore.	01711298373	se.jashore@wzpdcl.gov.bd wzse.jessore@gmail.com	Power & Distribution Transformer, Energy Meter. National Integrity Strategy (NIS), eOGovernance & Innovation in Power Sector, Right to information.
10.	Engr. Md. Abdul Mozid	PD	SPDSP	01713012160	pd.spdsp@wzpdcl.gov.bd wzpd.spdsp@gmail.com	Project work & Developments.
11.	Engr. Md. Saifuzzaman	SE	P & D	01700709718	se.planning@wzpdcl.gov.bd wzpdcl.planning@gmail.com	Project Management, Project work & Development. Sustainable Development Goals (SDGs), e-Governance & Innovation in Power sector.
12.	Engr. Md. Saifuzzaman	SE	System Control & Protection	01700709718	se.protection@wzpdcl.gov.bd wzse.protection@gmail.com	System Protection & Control.
13.	Engr. A. T. M. Tariqul Islam	SE	O & M Circle, Patuakhali.	01713850219	se.patuakhali@wzpdcl.gov.bd wzse.patuakhali@gmail.com	Power & Distribution Transformer, Energy Meter. Complain Management System, Customer Service Excellence.
14.	Engr. Md. Roknuzzaman	SE	H/Q	01713850214	se.commercial@wzpdcl.gov.bd wzse.com@gmail.com	Energy Import & Sells, SAIDI, SAIFI, System Loss Calculation, MOD.
15.	Engr. Md. Shafiqul Islam	PD	H/Q	01700709730	pd.eapdsp@wzpdcl.gov.bd wzeapdsp@gmail.com	Project work & Developments. Sustainable Development Goals (SDGs).
16.	Mr. Md. Moklesur Rahman	DGM	H/Q	01700709701	dgm.finance@wzpdcl.gov.bd wzpdcl.com@gmail.com	Accounts & Finance. Budget, Commercial Operation.
17.	Engr. Md. Shahidul Alam	SE	O & M Circle, Faridpur.	01711430895	se.faridpur@wzpdcl.gov.bd wzse.faridpur@gmail.com	Power & Distribution Transformer, Energy Meter. Right to information, e-Governance & innovation in Power sector.
18.	Engr. Zahan-E-Shabnam	SE	O & M Circle, Kushtia.	01711431410	se.kushtia@wzpdcl.gov.bd wzse.kushtia@gmail.com	Power & Distribution Transformer, Energy Meter. National Integrity Strategy (NIS).

SL.	Name	Designation	Present Office	Contact No.	Mail address	Subjects
19.	Engr. Md. Arifur Rahaman	PD	Eupdsp	01700709729	pd.eupdsp@wzpdcl.gov.bd	Project work & Developments. Sustainable Development Goals (SDGs).
20.	Mr. Sachindra Nath Halder	DGM	H/Q	01700709705	dgm.accounts@wzpdcl.gov.bd sacinwz@gmail.com	DPP, PPA-2006, PPR-2008, Tender.
21.	Mr. Md. Azizur Rahman	DGM	H/Q	01700709706	dgm.audit@wzpdcl.gov.bd wzpdcl.audit@gmail.com aziz429@gmail.com	Audit.
22.	Engr. Shahin Akter Pervin	SE (Incharge)	O & M, Circle Khulna.	01711297974	se.khulna@wzpdcl.gov.bd wzse.khulna@gmail.com	Power & Distribution Transformer, Energy Meter. Renewable energy, Complain Management System, National Integrity Strategy (NIS).
23.	Engr. Amulla Kumar Sarkar	SE (Incharge)	O & M Circle Barishal.	01713850218	se.baarishal@wzpdcl.gov.bd wzse.barisal@gmail.com	Power & Distribution Transformer, Energy Meter. National Integrity Strategy (NIS), Customer Service Excellence.
24.	Mr. Md. Nazmul Huda	Manager (Admin)	HQ	01700709709	manager.admin@wzpdcl.gov.bd nazmulwzpdcl@gmail.com	Office Administration, Management. Right to information.
25.	Engr. Md. Rakib Uddin	XEN	DD-1, SPDSP	01700709720 01700709721	wzpdcl.spdsp@gmail.com xen1.spdsp@gmail.com	Project work, Distribution Line, Power & Distribution Transformer. Sustainable Development Goals (SDGs). Innovation in power sector.
26.	Engr. Md. Mahmudul Haque	XEN	S&D-1, Khulna.	01711297972	xen.wzpdcl1@wzpdcl.gov.bd wz.khulna1@gmail.com	Battery, DC System. Distribution line, Power & Distribution Transformer.
27.	Engr. Md. Jahangir Hossain	XEN	S&D-2, Khulna.	01711297971	xen.wzpdcl2@wzpdcl.gov.bd wz.khulna2@gmail.com	Distribution line, Power & Distribution Transformer.
28.	Engr. Md. Mamunur Rahman	XEN	S&D-4, Khulna.	01711297970	xen.wzpdcl4@wzpdcl.gov.bd wz.khulna4@gmail.com	Distribution line, Power & Distribution Transformer.
29.	Engr. Md. Habibur Rahman	XEN	WZPDC Training Institute	01700709719	xen.wti@wzpdcl.gov.bd wzpdcl.dtc@gmail.com	Distribution line, Power & Distribution Transformer.
30.	Engr. Md. Tofazzel Hossain	XEN	S&D, Patuakhali	01700709977	xen.patuakhali@wzpdcl.gov.bd z.patuakhali601@gmail.com	New Connection, Distribution Line. Power & Distribution Transformer.
31.	Engr. Paritosh Chandra Sarkar	XEN	EAPDSP, Barishal.	01779116875	div4.eapdsp@wzpdcl.gov.bd	Project work, Distribution Line, Power & Distribution Transformer. Sustainable Development Goals (SDGs). Innovation in power sector.
32.	Engr. Monjul Kumar Sarnokar	XEN	S&D, Bagerhat	01700709773	xen.bagerhat@wzpdcl.gov.bd xen.wzbagerhat@gmail.com	New Connection, Distribution Line. Power & Distribution Transformer.
33.	Engr. Mohammad Shahidul Islam	XEN	S&D-1, Jashore.	01711298372	xen.jashore1@wzpdcl.gov.bd wz.jessore1@gmail.com	New Connection, Distribution Line. Power & Distribution Transformer.
34.	Engr. Md. Amzad Hossain	XEN	S & D-1, Barisal	01713850220	xen.barishal1@wzpdcl.gov.bd wz.barisal1@gmail.com	New Connection, Distribution Line, Power & Distribution Transformer.
35.	Engr. Md. Rashedul Islam Chowdhury	XEN	S & D Jhenaidah.	01711423522	xen.jhenaidah@wzpdcl.gov.bd wz.jhenaidah@gmail.com	New Connection, Distribution Line. Distribution line, Power & Distribution Transformer.
36.	Engr. Md. Abdul Aziz	XEN	Meherpur ESU	01700709876	xen.meherpur@wzpdcl.gov.bd wz.meherpur@gmail.com	Power & Distribution Transformer, Energy Meter.
37.	Engr. G. M. Mahmud Prodan	XEN	ZRS, Jashore	01712083551	xen.zrs-jashore@wzpdcl.gov.bd gmprohdan76@gmail.com	Power & Distribution Transformer Repairing.
38.	Mr. Abul Kashem Mollik	Manager	H/Q	01700709707	manager.commercial@wzpdcl.gov.bd wzpdcl.com@gmail.com	Accounts, Commercial Operation, MOD, APA, TQM, KAIZEN.
39.	Engr. Md. Ruhul Amin	XEN (Asst. Chief)	HQ	01711297969	xen.tech@wzpdcl.gov.bd ramin.wzpdcl@gmail.com	Bill of Material, APA.
40.	Engr. Md. Mosharraf Hossain	XEN	H/Q	01700709716	xen.ict@wzpdcl.gov.bd hossain55@gmail.com	E-Filing, Online New Connection, Paperless Complain Management, e-GP, MS Word, MS Excel, Internet, email. Online MOD. Innovation in power sector.

SL.	Name	Designation	Present Office	Contact No.	Mail address	Subjects
41	Engr. Md. Sabukta gin	XEN	S & D Madaripur.	01700709900	xen.madaripur@wzpdcl.gov.bd wz.madaripur@gmail.com	New Connection, Distribution Line, Power & Distribution Transformer.
42	Engr. Md. Moin Uddin	XEN	S & D, Chuadanga	01700709864	xen.chuadanga@wzpdcl.gov.bd wz.chuadanga@gmail.com	New Connection, Distribution Line, Power & Distribution Transformer.
43	Engr. Md. Murshid Alam	XEN	S&D-2, Faridpur	01700709893	xen.faridpur2@wzpdcl.gov.bd wz.faridpur2@gmail.com	New Connection, Distribution Line, Power & Distribution Transformer.
44	Engr. Md. Mamun-ur-Rashaid	XEN	Bhola ESU	01700709988	xen.bhola@wzpdcl.gov.bd wz.bhola@gmail.com	Distribution line, Power & Distribution Transformer.
45	Engr. Md. Zia-ul-Haq	XEN	Satkhira ESU	01700709808	xen.satkhira@wzpdcl.gov.bd wz.satkhira@gmail.com	Distribution line, Power & Distribution Transformer, New Connection.
46	Engr. S. M. Monim	XEN	Gopalganj ESU	01700709916	xen.gopalganj@wzpdcl.gov.bd wz.gopalganj@gmail.com	New Connection, Distribution line, Power & Distribution Transformer.
47	Engr. Md. Khalidul Hasan Khan	XEN	Pirojpur ESU	01700709959	xen.pirojpur@wzpdcl.gov.bd wz.pirojpur@gmail.com	New Connection, Distribution line, Power & Distribution Transformer.
48	Engr. Md. Shafiqul Islam	XEN	EUPDSP	01717515021	xen1@eaupdsp@wzpdcl.gov.bd mshiee@gmail.com eauptsp@gmail.com	Distribution Line, Sustainable Development Goals (SDGs), Innovation in power sector.
49	Engr. Debashis Pal	XEN	System Protection & Control	01313720399	xen.scp@wzpdcl.gov.bd dkp_eee@yahoo.com	Substation, Power & Distribution Transformer, System Protection, Battery. Energy Metering, Net Metering.
50	Engr. Md. Rakibul Islam	XEN	Smart Prepaid Metering Project	01700709723	dpl.sppmp@wzpdcl.gov.bd rakibislam04@gmail.com	Smart Prepayment Metering.
51	Engr. Md. Aminur Rahman	XEN	Rajbari ESU	01700709906	xen.rajbari@wzpdcl.gov.bd wz.rajbari@gmail.com	Distribution line, Power & Distribution Transformer.
52	Mr. Md. Rezaul Haq	Manager	RAO, Khulna	01700709731	rao.khulna@wzpdcl.gov.bd raokhulnawz@gmail.com	CPF, GPF, TA Bill, Income TAX, etc.
53	Mr. Md. Rezaul Karim	Manager	RAO, Jashore.	01700709819	rao.jashore@wzpdcl.gov.bd wzrao.jessore@gmail.com	Pay fixation, TA Rule and preparation of TA Bill. Income Tax, Gratuity, CPF, MOD, COP.
54	Engr. Palash Kumar Gosh	XEN (Incharge)	S&D-3, Khulna.	01711297973	xen.khulna3@wzpdcl.gov.bd wz.khulna3@gmail.com	Distribution line, Power & Distribution Transformer.
55	Engr. Md. Monjurul Islam	XEN (Incharge)	Magura, ESU	01700709802	xen.magura@wzpdcl.gov.bd magura.esu@gmail.com	New Connection, Distribution line, Power & Distribution Transformer.
56	Engr. Pronob Kumar debnath	XEN (Incharge)	S&D-1, Kushtia.	01700709821	xen.kushtia1@wzpdcl.gov.bd wz.kushtia1@gmail.com	New Connection, Distribution line, Power & Distribution Transformer.
57	Engr. Anupom Chakraborty	XEN (Incharge)	S&D-2, Kushtia.	01700709834	xen.kushtia2@wzpdcl.gov.bd wz.kushtia2@gmail.com	New Connection, Distribution line, Power & Distribution Transformer.
58	Engr. Md. Abdur Rahim	XEN (Incharge)	S&D, Jhalokathi	01700709964	xen.jhalokathi@wzpdcl.gov.bd wz.jhalokathi@gmail.com	New Connection, Distribution Line. Power & Distribution Transformer.
59	Engr. K.M. Aminur Rahman	XEN (Incharge)	S&D, Shariatpur	01700709921	xen.shariatpur@wzpdcl.gov.bd wz.shariatpur@gmail.com	New Connection, Distribution line, Power & Distribution Transformer.
60	Engr. Md. Faruq Hossain	XEN (Incharge)	S&D-2, Barisal	01713850221	xen.barisal2@wzpdcl.gov.bd wz.barisal2@gmail.com	New Connection, Distribution line, Power & Distribution Transformer.
61	Engr. Din Mohammad Mohim	XEN (Incharge)	S&D-2, Jashore.	01711298374	xen.jashore2@wzpdcl.gov.bd wz.jessore2@gmail.com	New Connection, Distribution line, Power & Distribution Transformer.
62	Engr. Md. Motiur Rahman	XEN (Incharge)	S&D-1, Faridpur.	01700709884	xen.faridpur1@wzpdcl.gov.bd wz.jessore2@gmail.com	New Connection, Distribution line, Power & Distribution Transformer.
63	Mr. Topon Kumar Datta	Manager (Incharge)	RAO, Barishal	01713580222	rao.barishal@wzpdcl.gov.bd wzrao.barisal@gmail.com	Pay fixation, TA Rule and preparation of TA Bill. Income Tax, Gratuity, CPF, MOD, COP.
64	Mr. Aminul Islam	Manager (Incharge)	RAO, Kushtia	01700709882	rao.kushtia@wzpdcl.gov.bd wzpdclrao.kushtia@gmail.com	Pay fixation, TA Rule and preparation of TA Bill. Income Tax, Gratuity, CPF, MOD, COP.
65	Engr. Md. Mehedi Hasan	SDE	EAPDSP, HQ	01717488614	mehedi.wz@gmail.com	PPA-2006, PPR-2008, e-GP, Project work & Development
66	Engr. Kollayan Kumar Debnath	SDE	System Protection & Control	01714556987	kalyan.kuet04@gmail.com	Auto CAD, Sub-station Equipment, System Protection.
67	Engr. Sadia Tabassum	SDE	MIS, HQ	01713850207	engr.stabassum07@gmail.com	MS office, Internet, E-mail.
68	Engr. Md. Nazrul Islam	SDE	ICT	01713850205	nazrul.iba@gmail.com	MS office, Internet, E-mail, e-Filing.
69	Engr. Md. Mizanur Rahman	SDE	Prepaid Meter	01721429935	mizan074017@gmail.com	Smart Prepayment Metering.

SL.	Name	Designation	Present Office	Contact No.	Mail address	Subjects
70	Engr. Shoyaib Hossain	SDE	S&D-4, Khulna.	01700709764	sh0605006@gmail.com	Electrical appliances, Hand Tools, Soft Skill, Safety Procedure. Electrician Trade Course.
71	Engr. S.M. Omar Faruque Mamun	SDE	Procurement, HQ	01746027255	manager.procurement@wzpdcl.gov.bd engg.mamun89@gmail.com	ERP, PPR, Procurement Procedure, Store Software (WZPDCL), Financial Delegation, Electrician Trade Course.
72	Engr. Md. Motiur Rahman	SDE	System Protection & Control	01713580202	motiur.grs@gmail.com	Substation, Power & Distribution Transformer, System Protection. Energy Metering, Net Metering. Innovation in Power Sector. Electrician Trade Course.
73	Engr. Md. Khoshrul Islam		WZPDC Training Institute	01713850217	khoshrul.mech@yahoo.com	Auto CAD, e-filing.
74	Engr. Nurunnahar Nupur	AE	P&D, HQ	01719729007	nupur0517@gmail.com	Auto CAD.
75	Engr. Faria Haque Pushpo	AE	P&D, HQ	01713850203	fariahaque.p@gmail.com	Hand Tools, Safety Procedure. Electrician Trade Course.
76	Engr. Robiul Islam	AE	P&D, HQ	017410254465	islamr38@gmail.com	Discussion about civil estimate, measurement, land survey, PDB Rate Schedule etc.
77	Mr. Md. Mominur Rahman	AM	H/Q	01713850208	-	Security System.
78	Mr. Kazi Tauhid Imran	SAE	WZPDC TI	01917711356	tauhid.imran@gmail.com	Computer, Digital filing, Internet.

External Resource Persons

West Zone Power Distribution Company Limited, Khulna.

Sl. no	Name	Designation	Present Office	Contact No.	Subjects
1.	Mr. Md. Habibur Rahman	Secretary	Power Division	01313083902	National Integrity Strategy, APA.
2.	Mr. Selim Abed	Additional Secretary & Chairman, WZPDCL	Power Division	01712001232	National Integrity Strategy, APA
3.	Mr. Abul Khayer Md. Aminur Rahman	Additional Secretary	Power Division	01557359777	National Integrity Strategy, APA
4.	Mr. Md. Khairul Kabir Menon	Joint Secretary	Power Division	01712016528	Motivation, Leadership, Manners and Etiquette including dining table manners, Customer Service Excellence.
5.	Dr. Kh. Mahid Uddin	Deputy Inspector General	Khulna Range	01713374091	National Integrity Strategy, Anti-Corruption, Etiquette, Ethics, Organizational Behavior.
6.	Engr. Md. Alamgir Hossain	XEN	Bangladesh Development Board.	01811959575	PPA-2006, PPR-2008, e-GP
7.	Mr. Md. Abdullah-Al-Mamun	Add. Chief Metropolitan Magistrate.	Biddut Court, Khulna.	01712515718	Electricity Act.
8.	Md. Ariful Islam Munna	Director	Computer Gates, Khulna.	01711982583 01935782426	Computer Billing
9.	Mr. Md. Kamal Uddin Bhuyan	DD	Fire Service & Civil Defense. Khulna.	01730009100	Fire Protection System.
10.	Mr. Rashedul Hasan	Instructor	Fire Service & Civil Defense. Khulna.	01915983548	Fire Protection System.
11.	Engr. Vobosindhu Biswas	Instructor	Khulna Polytechnic Institute.	01714481985	Electrical Trade Course
12.	Soumendro Dhali	Instructor	UCEP, Khulna.	01673380317	Electrical Trade Course
13.	Md. Aminul Islam	Instructor	UCEP, Khulna.	01716561871	Electrical Trade Course

... অবিরাম বিদ্যুৎ ⚡

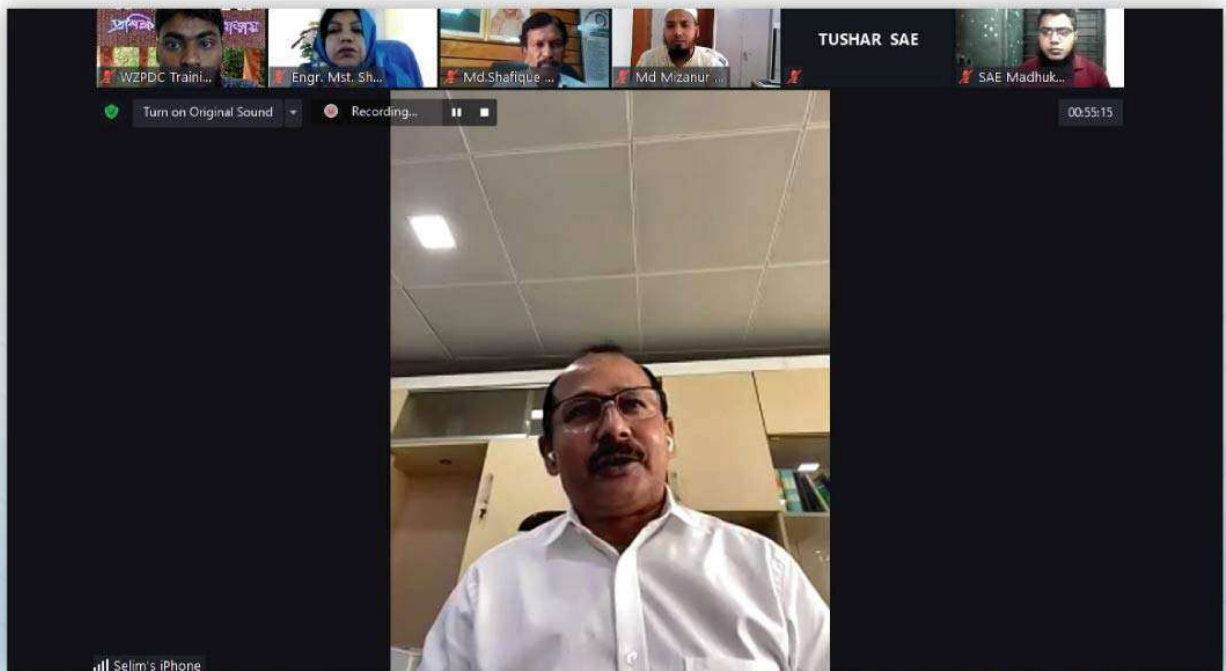
Photo Gallery



WZPDC TRAINING INSTITUTE



Mr. Md. Habibur Rahman, Secretary, Power Division talking about Annual Performance Agreement (APA) in training Class through Zoom App.



Mr. Selim Abed, Additional Secretary, Power Division and Chairman, WZPDCL talking about National Integrity Strategy (NIS) in training class through Zoom App.



Mr. Abul Khayer Md. Aminur Rahman, Additional Secretary, Power Division talking about Annual Performance Agreement (APA) in training Class through Zoom App.



Mr. Mohammad Hossain, DG, Power Cell, talking about Annual Performance Agreement (APA) in training Class through Zoom App.



Mr. Ratan Kumar Debnath FCMA, Managing Director (A.C) talking about National Integrity Strategy (NIS) through Zoom App.



Engr. Md. Abu Hasan, Executive Director (Engg.) talking about SAIDI, SAIFI through Zoom App.



Engr. Md. Mostafizur Rahman, Chief Engineer (ESCS) talking about System Loss reduction through Zoom App.



Md. Ahsanur Rahman Hasib, Deputy Secretary, Power Division and Director WZPDCL talking about Annual Performance Agreement (APA) in training Class through Zoom App.



Contract Signing Ceremony of Model Sub-Station for WZPDCL Training Institute.



Professor M. Shamsul Alam, Energy Advisor for Consumers Association of Bangladesh (CAB), Visits WZPDCL Training Institute, Khulna.



Newly Appointed Sub-Assistant Engineers at the closing Ceremony of Induction Training.



Tour at Kuakata.



Prize Giving Ceremony of Badminton Turnament, WZPDC Training Institute.



17th March, 2021; Mujib100 years Celebration, WZPDC Training Institute.



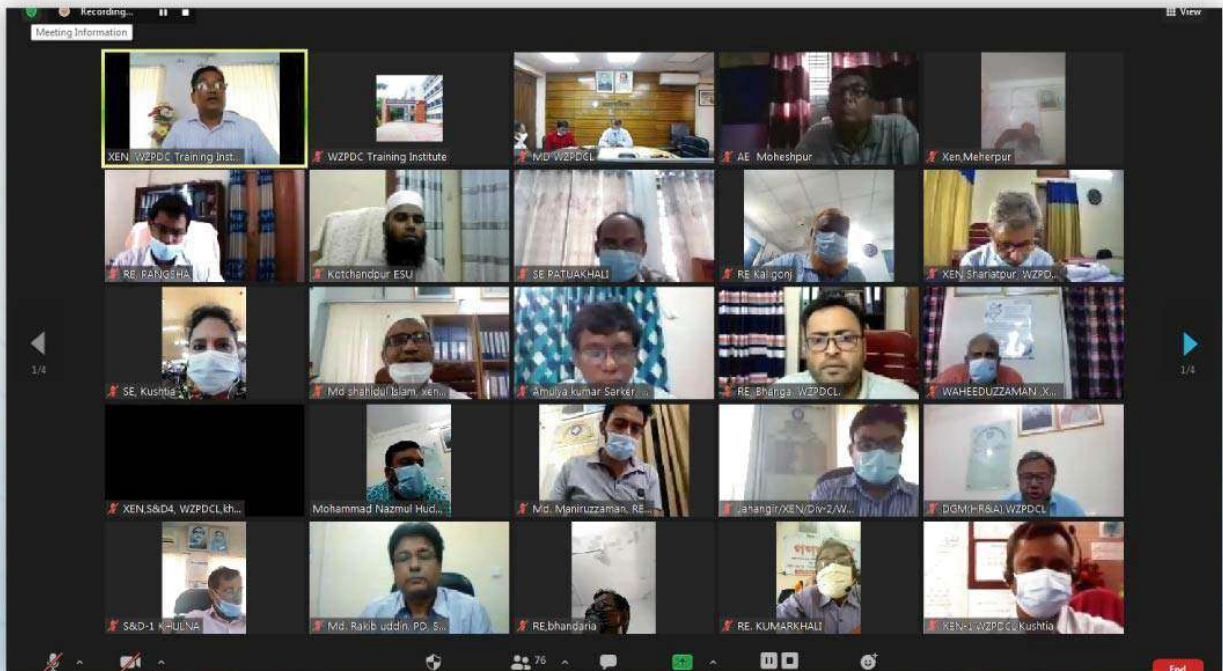
Photo Session of newly appointed Sub-Assistant Engineers after Induction Training.



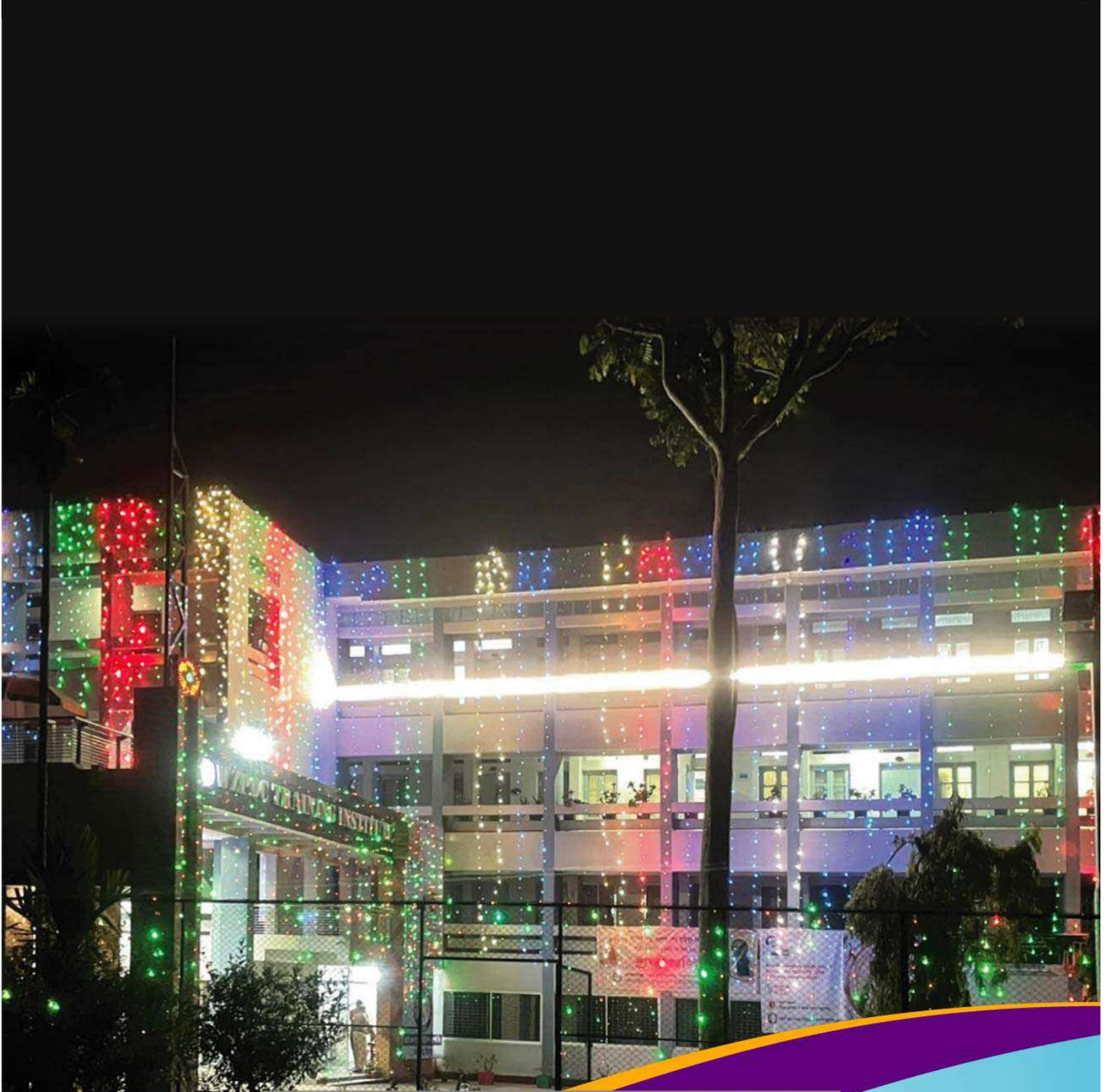
Photo Session of Trainees (SAE) after Training Course.



Online Training Class on "Downloading power Interruptions data from on-line energy meter via remote communication & preparing SAIDI-SAIFI report" through Zoom App.



Online Training Class on Annual Performance Agreement (APA) through Zoom App.



WZPDC Training Institute

Goalkhali, BGB Gate, Kabir Bottala, Khulna-9000.

Phone : +88 (0) 041-760948, E-mail : wzpdcl.dtc@gmail.com



WEST ZONE POWER DISTRIBUTION COMPANY LIMITED

(An Enterprise of Bangladesh Power Development Board)

মু: গ্নোরি, খুলনা ০১৭১১২৯৬৬১৯