

ICM
KANNUR



प्रशिक्षण
कार्यक्रम
2023-24

CALENDAR OF TRAINING PROGRAMMES 2023-24

सहकारी प्रबन्ध संस्थान

Institute of Cooperative Management, Kannur

(An Institution of National Council for Cooperative Training (NCCT), New Delhi,
An Autonomous Society promoted by Ministry of Cooperation, Govt. of India)
An Institution accredited by C-PEC, Lucknow, BIRD Lucknow

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icm kannur



ICM KANNUR



वसुधैव कुटुम्बकम्

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SHORT TERM PROGRAMMES

Month	S.No.	Name of the Programme & Target Group <i>(Target Group given in Bracket)</i>	Date (Duration in days)	Programme Coordinator
APRIL 2023	1.	Professional Effectiveness <i>(Officers of Directorate of Coop. Audit)</i>	10-12 (3)	MVS
	2.	Skill Development Programme (Sub-Staff of Coop. Institutions)	18-20 (3)	GJ
	3.	Leadership Development <i>(BODs of SCBs)</i>	24-26 (3)	MVS
	4.	Gold Appraisal <i>(Employees of Coop. Institutions)</i>	27-28 (2)	RP
MAY 2023	5.	Induction Training <i>(Newly Recruited Employees of Coop. Institutions)</i>	02-04 (3)	AI
	6.	Project Formulation, Financial Scrutiny and Monitoring <i>(Inspectors of Coop. Dept.)</i>	03-06 (4)	VNB
	7.	Career Development Programme (Ministerial Staff of Credit Coop. Institutions)	08-12 (5)	RP
	8.	Professional Development Programme (Supervisory Staff of Credit Coop. Institutions)	15-20 (6)	GJ
	9.	Positive Thinking, Stress Management and Work life Balance <i>(Employees of Coop. Organizations)</i>	22-23 (2)	JPC
	10.	Professional Effectiveness <i>(Officers of Coop. Dept.)</i>	23-25 (3)	MVS
	11.	MS-Excel <i>(Secretaries of Fisheries Cooperatives)</i>	29-31 (3)	RP
JUNE 2023	12.	Management of AIF Activities for the Personnel of Cooperatives that availed the AIF Assistance <i>(Officers of Coops. availed the AIF Scheme)</i>	01-02 (2)	VNB
	13.	Induction Programme <i>(Newly Elected BODs of SCBs)</i>	05-07 (3)	MVS
	14.	Organizational Behavior and Interpersonal Relationship <i>(Employees of Miscellaneous Coops.i.e. Housing, Women, SC/ST etc.)</i>	08-09 (2)	JPC
	15.	Skill Development Programme (Sub-Staff of Coop. Institutions)	12-14 (3)	GJ
	16.	Management of the CAMIS and Team Audit for the Enhancement of the Co-operatives' Reputation <i>(Supervisory and Clerical cadre Employees of SCBs)</i>	15-16 (2)	VNB
	17.	Managerial Effectiveness <i>(Assistant Secretary/Chief Accountants/Br. Managers/Internal Auditors of UCBs/PACS)</i>	19-21 (3)	MVS
	18.	General Awareness on Co-operative Business Functioning and its Administration <i>(Newly Elected BODs of SCBs)</i>	22-23 (2)	AI
	19.	Recent Amendments to the KCS Act & Rules <i>(Elected BODs of Coops.)</i>	26-27 (2)	VNB
	20.	GST & Income Tax <i>(Officers of Credit Coops.)</i>	29-30 (2)	AI
JULY 2023	21.	Customer Relationship Management <i>(Clerical Staff of UCB/PACS/Urban Societies)</i>	03-04 (2)	MVS
	22.	Enquiry, Arbitration and Liquidation <i>(DEO/ DFI of Dairy Dept.)</i>	03-04 (2)	GJ
	23.	Business Diversification & Project Preparation <i>(Asst. Secretary/ Managers/ Chief Accountants of PACS)</i>	05-07 (3)	VNB
	24.	Professional Development Programme (Supervisory Staff of Credit Coop. Institutions)	10-15 (6)	JPC
	25.	KCMMF Auditors Training <i>(MILMA Auditors)</i>	18-22(5)	VNB
	26.	Audit Classification and Funds Management <i>(Supervisory Staff of Credit Coops.)</i>	24-26 (3)	AI
AUGUST 2023	27.	Need for the Change in the Model Bye-Law of APCOS for the Promotion of Related Diversification <i>(BODs and Employees of Dairy Coops.)</i>	31 July– 1 Aug (2)	VNB
	28.	Management of MSC Adopted PACS <i>(Asst. Secretary/ Managers/ Chief Accountants of PACS)</i>	02-04 (3)	GJ
	29.	Career Development Programme (Ministerial Staff of Credit Coop. Institutions)	07-11 (5)	JPC
	30.	Induction Training <i>(Inspectors of Coop. Dept.)</i>	16-19 (4)	GJ
	31.	Core Banking and Cloud Computing <i>(Officers dealing with IT Matters of PACS)</i>	16-18 (3)	RP
	32.	Business Development, Diversification and Profit Planning for Loss Making Branches of SCBs <i>(Br. Managers of PACS)</i>	21-23 (3)	GJ
	33.	Advanced Ms-Excel Applications <i>(Auditors / Accountants of PACS)</i>	24-26 (3)	RP
	34.	Documentation and Management of Chitti Accounts <i>(Secretaries of Women and Misc. Coops.)</i>	24-26 (3)	AI
SEPT 2023	35.	Credit Appraisal <i>(Middle and Supervisory Staff of Credit Coops.)</i>	04-05 (2)	AI
	36.	Computer Applications and Internet Applications <i>(Employees of SCBs/Other Credit Coops.)</i>	07-08 (2)	RP
	37.	Professional Development Programme (Supervisory Staff of Credit Coop. Institutions)	11-16 (6)	JPC
	38.	Banking Law and Practical Banking <i>(Supervisory Staff of PACS)</i>	18-20 (3)	GJ
	39.	Co-operative Identity and Legal Frame Work <i>(CEOs of UCBs)</i>	28-29 (2)	AI
OCTOBER 2023	40.	Smart KYC and KCC <i>(Officers of SCBs)</i>	03-05 (3)	VNB
	41.	Induction Training <i>(Inspectors of Coop. Dept.)</i>	04-07 (4)	GJ
	42.	Career Development Programme (Ministerial Staff of Credit Coop. Institutions)	09-13 (5)	JPC
	43.	Information Technology & Cyber Security <i>(Credit Coop. Institutions)</i>	16-18 (3)	RP
	44.	Designing and Operationalizing a Capital Augmentation Programme for Primary Cooperatives <i>(BODs and Officers of PACS/Women Coops.)</i>	19-20 (2)	VNB
	45.	Skill Development Programme (Sub-Staff of Coop. Institutions)	25-27 (3)	JPC
	46.	I.T. Environment Auditing <i>(Auditors of Coop. Dept.)</i>	30 Oct – 2Nov (4)	RP

NOVEMBER 2023	47.	Marketing of Financial Services (<i>President/Secretary of SCBs</i>)	01-03 (3)	GJ
	48.	KYC, Prevention of Money Laundering & Customer Protection (<i>Supervisory Staff of Credit Coops.</i>)	06-07 (2)	MVS
	49.	Gehan, Mortgage and its Documentation (<i>Asst. Secretary/ Managers/ Chief Accountants of PACS</i>)	08-10 (3)	AI
	50.	Professional Development Programme (<i>Supervisory Staff of Credit Coop. Institutions</i>)	13-18 (6)	GJ
	51.	Implementation of Common Software and Standardization of IT Application among SCBs (<i>Officers of PACS</i>)	20-21 (2)	RP
	52.	MOP, Etiquette and Work Life Balance (<i>Employees of Coop. Institutions</i>)	22-24 (3)	JPC
	53.	Products and Services to be introduced for the Transformation of the Co-operatives into Member-Centric Organizations (<i>Elected Functionaries and Officers of PACS</i>)	27-29 (3)	GJ
	54.	M.D.S and Accounting System (<i>Auditors of Coop. Dept.</i>)	29 Nov – 02 Dec (4)	AI
DECEMBER 2023	55.	Career Development Programme (<i>Ministerial Staff of Credit Coop. Institutions</i>)	04-08 (5)	JPC
	56.	Business Diversification & Project Preparation (<i>Secretaries of Women Coops.</i>)	11-13 (3)	GJ
	57.	Skill Development Programme (<i>Sr. Supdt./Jr. Supdt. of Dairy Dept.</i>)	11-13 (3)	MVS
	58.	NPA and Recovery Management (<i>Officers of Credit Coop. Institutions</i>)	14-16 (3)	AI
	59.	Digital Banking and Cashless Transaction (<i>President/Secretary of PACS</i>)	18-20 (3)	RP
	60.	Project Formulation, Financial Scrutiny and Monitoring (<i>Auditors of Coop. Dept.</i>)	20-23 (4)	VNB
	61.	Asset Liability Management (<i>Supervisory Staff of Credit Coops.</i>)	21-23 (3)	AI
	62.	Communication, Motivation and Time Management (<i>Employees of PACS</i>)	27-29 (3)	JPC
JANUARY 2024	63.	Management Development Programme (<i>Officers of Multi State Coop. Societies</i>)	03-05 (3)	MVS
	64.	Cyber Security Audit (<i>Auditors of Coop. Dept.</i>)	03-06 (4)	RP
	65.	Skill Development Programme (<i>Sub-Staff of Coop. Institutions</i>)	08-10 (3)	JPC
	66.	Branding for the Societies which are Running COOPMART (<i>Officers of PACS</i>)	11-12 (2)	MVS
	67.	Branch Profitability (<i>Br. Managers of KSCB/UCB</i>)	15-17 (3)	AI
	68.	Project Formulation, Financial Scrutiny and Monitoring (<i>Inspectors of Coop. Dept.</i>)	16-20 (5)	VNB
	69.	Induction Training (<i>Auditors of Coop. Dept.</i>)	22-25 (4)	GJ
	70.	Efficient Management of Dairy Cooperatives and KCS Act & Rules (<i>DEO of Dairy Dept.</i>)	23-25 (3)	VNB
FEBRUARY 2024	71.	Turn Around Strategies for Loss Making PACS (<i>President/Secretaries of Loss-Making PACS</i>)	29-31 (3)	AI
	72.	Women Empowerment (<i>Women Directors of PACS/Women Coops.</i>)	01-02 (2)	JPC
	73.	Do's and Don'ts of Board of Management and Board of Directors (<i>BODs & BOMs of KSCB/UCB</i>)	01-02 (2)	VNB
	74.	Career Development Programme (<i>Ministerial Staff of Credit Coop. Institutions</i>)	05-09 (5)	RP
	75.	Awareness Programme on Final Accounts, Statements, and their Interpretation (<i>Supervisory Staff of PACS</i>)	12-14 (3)	AI
	76.	Leadership Development (<i>Officers of Fisheries/Coir/Handloom Other Depts.</i>)	12-14 (3)	MVS
	77.	Turnaround Strategy for Fisheries Cooperatives (<i>BODs and Employees of Fisheries Coops.</i>)	19-21 (3)	VNB
	78.	Skill Development Programme (<i>Sub-Staff of Coop. Institutions</i>)	26-28 (3)	MVS
MAR 2024	79.	Closing Loopholes in the Preparation of Reports KCS Act 65, 66, 68, Preparation and Verification of Loan & Bond and Service Book (<i>Inspectors of Coop. Dept.</i>)	04-07 (4)	RP
	80.	Closing Loopholes in the Preparation of Reports KCS Act 65, 66, 68, Preparation and Verification of Loan & Bond and Service Book (<i>Inspectors of Coop. Dept.</i>)	13-16 (4)	MVS

LONG TERM PROGRAMMES

Sl. No.	Name of the Programme & Target Group	Duration	Date	Programme Coordinator
1	Higher Diploma in Cooperative Management – 34th Session- 2022-23 (<i>Employees of Coop. Dept., Coop. Institutions and Private Candidates</i>)	52 Weeks	Continue up to Aug,2023	AI
2	Higher Diploma in Cooperative Management – 35th Session – 2023-24 (<i>Employees of Coop. Dept., Coop. Institutions and Private Candidates</i>)	52 Weeks	01.8.2023 to 31.7.2024	AI
3	Master of Business Administration 18th Batch 2021-23 (<i>Private Candidates</i>)	2 years	Will continue up to July 2023	GJ
4	Master of Business Administration 19th Batch 2022-24 (<i>Private Candidates</i>)	2 years	Will continue up to July,2024	GJ
5	Master of Business Administration 20th Batch 2023-25 (<i>Private Candidates</i>)	2 years	Will be decided by Kannur University	GJ
6	Diploma in Management of Dairy Cooperatives (DEO / DFI of Dairy Devpt. Dept.)	3 months	May-July 2023	VNB

NB: PDP, CDP & SDP, marked in bold are PROMOTION and INCREMENT based programmes as per Rule 185(1) of KCS Act.
MVS – Mr.M.V.Sasikumar, **VNB** – Mr. V.N. Babu, **GJ** – Mrs.G. Jeyanthi, **RP** – Mr.R.Pandian, **AI** – Mr.Abhilash.I, **JPC** - Mrs. Jyothi P C



ICM, Kannur - Institute of Cooperative Management, Kannur (ICMK) (An Institution of National Council for Cooperative Training (NCCT), New Delhi, an Autonomous Society promoted by Ministry of Cooperation, Govt. of India) was established in 1992 aiming to fulfill the multifaceted HRD needs of Cooperative Institutions, Cooperative Departments and Allied Agencies. ICMK runs three streams of programmes such as MDPs, Sectoral Diploma, HDCM and MBA.

MDP

The core activity of the Institute is to design and conduct the short duration Management Development Programmes as well as Skill Development Training Programmes. Every year, the Institute conducts 90-100 programmes on topics such as Cooperative Management/Law, Managerial Effectiveness, Funds Management, Customer Service, Project Preparation, Banking Law, Tax Law, Detection of fake currency, Gold Appraisal etc. On an average, we train 4000 officials every year.

HIGHER DIPLOMA IN COOPERATIVE MANAGEMENT

To improve the managerial skill and sharpen the analytical and decision making capacity of the managers/ potential managers of Cooperatives, ICMK conducts **HIGHER DIPLOMA IN COOPERATIVE MANAGEMENT (HDCM)** with a duration of 52 weeks. The methodology of the programme includes Class room Lecture, Case Analysis, Role Play, Group Assignments, Debates, Paper Presentation in Seminars, Group Discussions, Project Preparation, Computing and Study visits. This programme is recognized by the Govt. of Kerala as well as the Govt. of other States for Employment in Cooperative Organisations and Department. The **35th batch of HDCM will commence on 01st August 2023**. Graduates in any subject can apply for this course.

MASTER OF BUSINESS ADMINISTRATION

ICM, Kannur, catering to the Management Development and Training requirements of the cooperative sector, started MBA in 2004-05 academic year as a joint venture with Kannur University. So far 17 batches of MBA have been passed out. This course has got excellent response from the students community and the students have come out with flying colours by winning many ranks in the University examinations. The Alumni of the Institute are placed in many leading Domestic and Multinational Organizations.

ICMK Campus

The institute is located 20 KMs away from Kannur city, on the way to the famous pilgrim centre, Parassinikadavu. The campus covers Administrative block which consists of Class Rooms, Library, Computer Lab, Faculty Rooms, Office Room, Board Room, Seminar Hall etc and Hostel Block.

Library

An excellent library with around 6500 books and 80 journals on Management and related disciplines.

Computer Lab

Well furnished lab with internet and WIFI facility.

Hostel

Well furnished hostel with mess facility is another infrastructure.

Faculty

ICM Kannur has an eminent team of Faculty from the academic and professional fields. The Faculty team comprises of internal and, visiting Faculty from many prestigious Management Institutes all over the country and Guest Speakers from various fields. The Faculty at the Institute is individually committed in developing the next generation of business leaders who regularly undergo Professional Development Programme for updation.

DIRECTOR I/c

Sri.M.V.Sasikumar
MA, M.Phil; FDPM (IIMA), MBA, CTFC

FACULTY

Sri.V.N.Babu
B.Sc (Cooperation & Banking), PGDBA, PGDHRM, FDPM (IIMA), CTFC
Sri.R.Pandian, B.Sc, M.C.A; DHMS
Smt. G. Jeyanthi, M.Sc, M.Phil, CTFC, PGDCBM

Contract Faculty

Sri.Abhilash Iringakkaran, M.Com, MA (Psy), MBA & UGC NET
Smt.Jyothi P.C, BBA, MBA

SECRETARIAL STAFF

Sri. Ramachandran M. (Office Supdt. on contract)
Smt. P. Preethi (Library & Information Assistant)
Smt. Prabhavathi R. (Jr. Stenographer)
Smt. Sherli K.P. (LDC / Accountant I/c)
Sri.C. Santhoshan (MTS)
Smt. Sheena K.A (MTS)
Sri. E. P. Shyamjith (MTS)
Sri. E.P. Rajeevan (MTS)
Sri. Vijesh. P (MTS)
Sri. E.P. Deepeshkumar, LDC on contract
Smt. M. Jijitha, LDC on contract
Smt. Swapna P.P, MTS on contract

Highlights

- ACCREDITATION : By CPEC (BIRD, LUCKNOW)
- TARGETS : Crossing every year and especially Record Breaking year in 2022-23
- SECTORAL DIPLOMA : Diploma in Management of Dairy Cooperatives
- COLLABORATION : With Kannur University, NABARD, SEBI, MANAGE, KVK, Kudumbasree, etc.
- WORKSHOP : Team Audit and Agricultural Infrastructure Fund (AIF)
- SEMINAR : Taluk wise Cooperative Awareness Programmes in 7 Northern Districts of Kerala
- AGRICULTURE DEVELOPMENT : Consultancy Services – AIF Assistance
- MARKETING CAMPAIGN : “Earn While Learning Programme” by the students of HDCM 33rd batch
- SENSITIZATION PROGRAMMES : Conducted 21 programmes for various target groups.

2022-23 Record Breaking Number

NO. OF PROGRAMMES		NO. OF TRAINEES	
PLANNED	ACHIEVED	PLANNED	ACHIEVED
83	182	2130	14118

PROFORMA B SUMMARY OF CALENDAR OF TRAINING PROGRAMMES FOR THE YEAR 2023-2024

Sl.No.	Sector	Number of Programmes	Capacity
I -1	Professional Courses MBA	1	50
II -1	Diploma Programmes HDCM (R)	1	50
2	Diploma in Management of Dairy Cooperatives	1	30
III	Short Term Programmes		
1	General Coop. Management	11	275
2	Cooperative Credit and Banking	31	775
3	Urban Coop. banking	2	50
4	Long term finance	1	25
5	Micro finance / SHGs	-	-
6	Coop. marketing and processing	1	25
7	Consumers coop. management	-	-
8	Industrial Coop. Management	-	-
9	Handloom Coop. Management	-	-
10	Coop. Accounts, Audit and Statistics	10	250
11	Fishery Coop. Management	1	25
12	Dairy Cooperatives	3	75
13	Housing Cooperatives	-	-
14	Sugar Cooperatives	-	-
15	HRD / OB/Communication	4	100
16	Leadership Development	2	50
17	Coop. Law, Practice and Allied Law	3	75
18	Coop. Education and training	-	-
19	Computer	8	200
20	Other sectors	2	50
21	SC/ST	1	25
	Total of Short Term Programmes	80	2000



Chairman, Indian Coffee Workers' Cooperative Society hoisting the flag as part of Cooperative Week Celebration

PHOTO GALLERY



Sri V N Vasavan, Hon'ble Minister for Co-operation, Govt. of Kerala inaugurating one day programme for the Presidents of PACS PCARDBS & Urban Coop. Societies



Sri. V N Vasavan, Hon'ble Min. for Coopn, GoK receiving Concept Note on Local Devpt. & Coops from Sri M V Sasikumar, Director



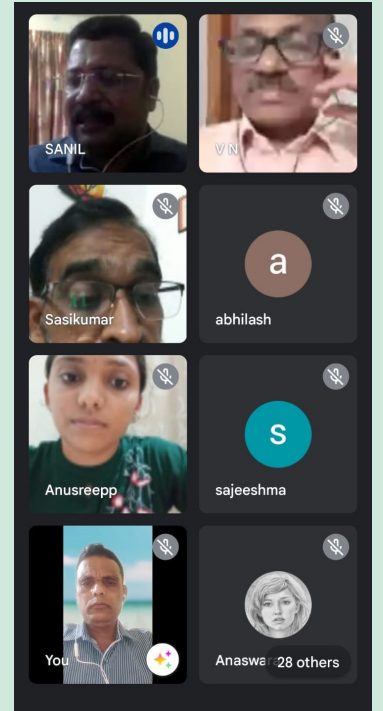
HDCM 34th Batch students with IFFCO officials as part of Observation Study Tour



Coop. Awareness Programme at Koyilandy



Gold Appraisal Practical Session



Inauguration of International Coop. Day (ONLINE) by Dr.Sanil S K, MD, MARKETFED



Dairy Diploma - a session in progress



LDP at Gandhinagar



Inauguration of SOFTCOB Programme by Sri.Jishimon, DDM, NABARD



LDP in collaboration with VAMNICOM,Pune

PHOTO GALLERY



Mrs. Madhavi Thumboli (Chief Manager IFFCO) interacting with HDCM 34 Batch at IFFCO HQ., New Delhi.



Participants of Coop Awareness Progm at Kuthuparamba



Participants of Coop. Awareness Progm at Tirurangadi



Programme for the employees of Maloth SCB



Chairman, Kerala Dinesh Beedi in the Valedictory function of Marketing Campaign by HDCM students



Programme Advisory Committee Meeting



Coop. Awareness Programme at Kasaragod



Programme on MoP and Service Delivery for the Officers of RCS Office



Coop. Awareness Programme for Fisheries Coops.



Sensitization programme for Pappinisseri Coop. Rural Bank



Smt. Ambili R, Registrar of Fisheries Coop. Societies inaugurating the MDP for Fisheries Coops.



Sensitization programme at Neerikode SCB



One day Seminar on Creation of Reserve for Secretaries of PACS at Kozhikode



PHOTO GALLERY



Programme on Professional Effectiveness for the Employees of Kannur Town SCB



RCS presiding the Workshop on Agriculture Infrastructure Fund (AIF) at Kannur



SAMANWAYA - A Cultural Fest - Sri. Kanhangad Ramachandran, Famous singer is being honoured



Thyassur Jilla Sahakarana Padana Paripadi



Taking Pledge as part of Constitution Day



Workshop on Excel for MBA students

Facilities



HDCM CLASS ROOM



MBA CLASS ROOM



STP CLASS ROOM



LIBRARY



COMPUTER LAB



VIDEO CONFERENCING ROOM



SMART CLASS ROOM



SEMINAR HALL



BOARD ROOM



TRAINING HALL



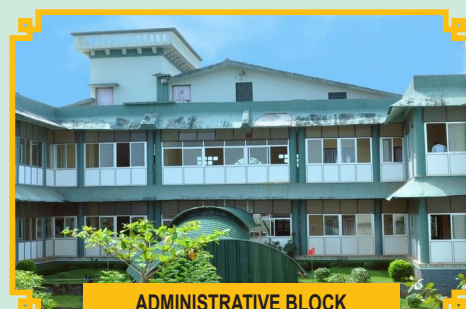
DINING HALL



RECREATION HALL



ICM CAMPUS



ADMINISTRATIVE BLOCK



HOSTEL



INSTITUTE OF COOPERATIVE MANAGEMENT, KANNUR

(An Institution of National Council for Cooperative Training New Delhi)



NOMINATION FORM

The Director
Institute of Cooperative Management
Parassinikkadavu
Kannur – 670 563

Sir,

Sub: **Nominations for Programme on**

Dates: (.....) - **Reg.**

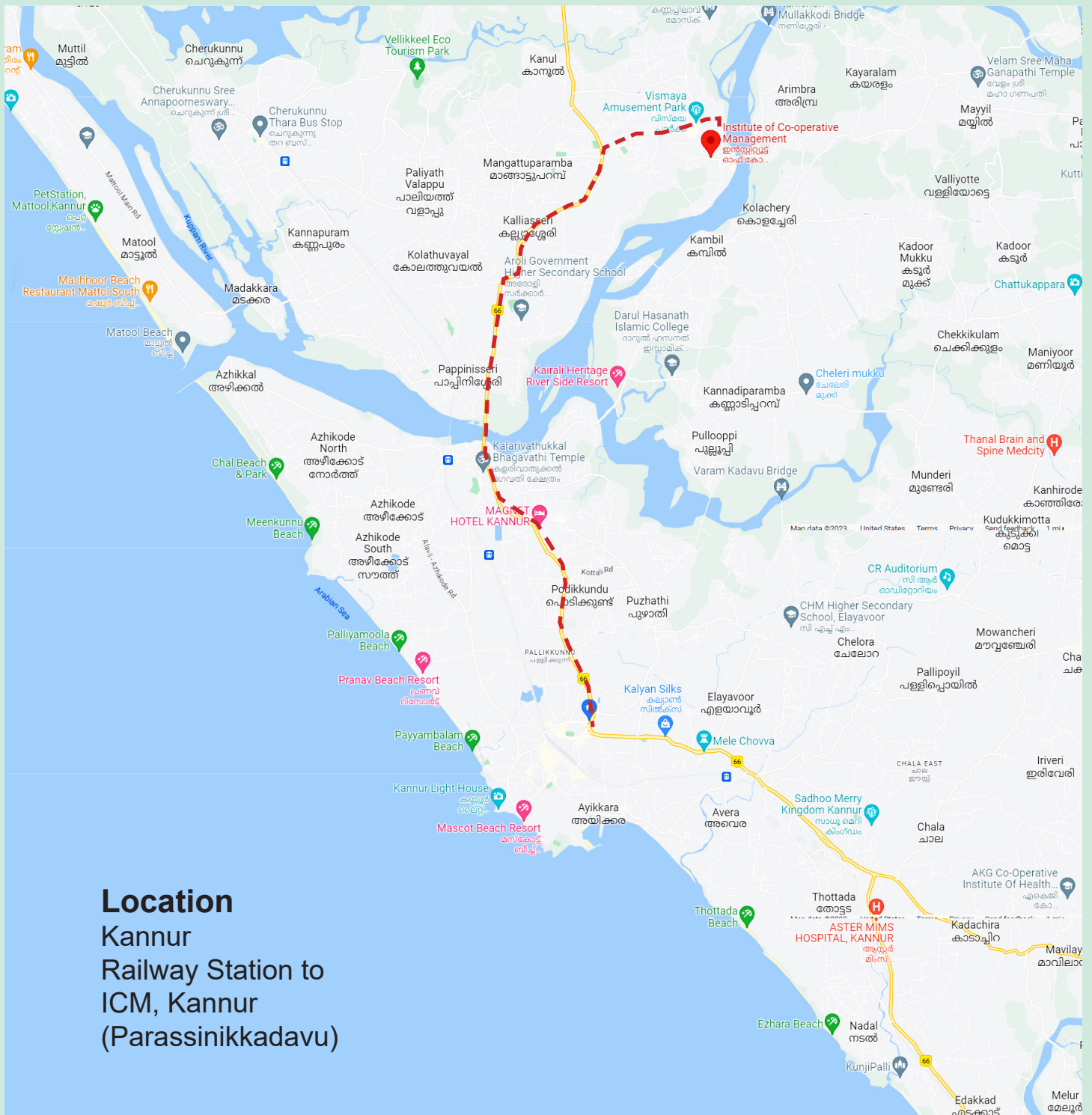
In response to your announcement letter, we are sending the nominations of the following persons of our Organisation.

I	Name & Designation	Whats App Mobile No.	Adhar No.
	1)		
	2)		
	3)		
	4)		
II	Name of the Institution		
III	Full Postal Address of the Institution		
IV	GST Number		
V	E mail ID of the Institution		
VI	Phone No. with STD Code		
	District with Pin Code		

Date:

Place:

Seal and Signature of
the Sponsoring Authority



Location

Kannur

Railway Station to

ICM, Kannur

(Parassinikkadavu)

Coopbiz Solutions

The consultancy cell of ICM, Kannur

For your varied managerial issues, make use of our services. Your queries may be addressed to
The Chief Consultant, Coopbiz Solutions, Institute of Cooperative Management
Parassinikkadavu P.O, Kannur, Kerala – 670 563

TOURIST SPOTS IN KANNUR



DHARMADAM ISLAND



EZHIMALA



MADAYIPARA



MUTHAPPAN TEMPLE



MUZHAPPILANGAD DRIVE IN BEACH



PAITHALMALA



PARSSINIKKADAVU
SNAKE PARK - KANNUR



PAYYAMBALAM BEACH



ST ANGELO FORT



RAJARAJESWARA TEMPLE



VISMAYA PARK



VAYALAPRA FLOATING PARK



PALAKKAYAM THATTU



ARALAM WILDLIFE SANCTUARY

