



Building Capacity, Driving Performance: APEPDCL's Training Story

Empowering Employees for Excellence

APEPDCL Training & Capacity Building Policy:

The APEPDCL Training & Capacity Building Policy aims to empower employees with the necessary knowledge, skills, and positive attitudes to enhance individual and organizational performance, ultimately driving employee and customer satisfaction.

Key Objectives of the Policy

- Develop a responsive, efficient, and transparent system for inclusive growth
- Equip employees with knowledge, skills, and positive attitudes for good governance & customer satisfaction
- Link career progression to capacity building and foster a culture of innovation
- Identify and bridge competency gaps through effective training
- Collaborate with other organizations for optimal use of training resources

Details of Various Trainings

- Entry Level or Induction Training
- Mid-Career Training
- Short Term Thematic training
- Customized Training
- Workshops/Seminars/Conferences
- Mandatory trainings
- Supportive trainings
- Promotional Trainings

Policy Applicability

- This policy applies to all personnel belonging to all groups viz. Engineering, accounts, P&G, and O&M staff except to those employees who are on deputation to APEPDCL from some other organizations & outsourced staff

Effective Date

- This policy comes into effect from 1st April 2024

Key guiding principles

- Training for All, Training – an investment, Top Management Commitment, Training Need Analysis and Comprehensive Training Plan, Creation of Training Infrastructure, Education upgradation plan, Management Development Programs, Training Budget, Effective Delivery of Trainings

Training Intervention Areas

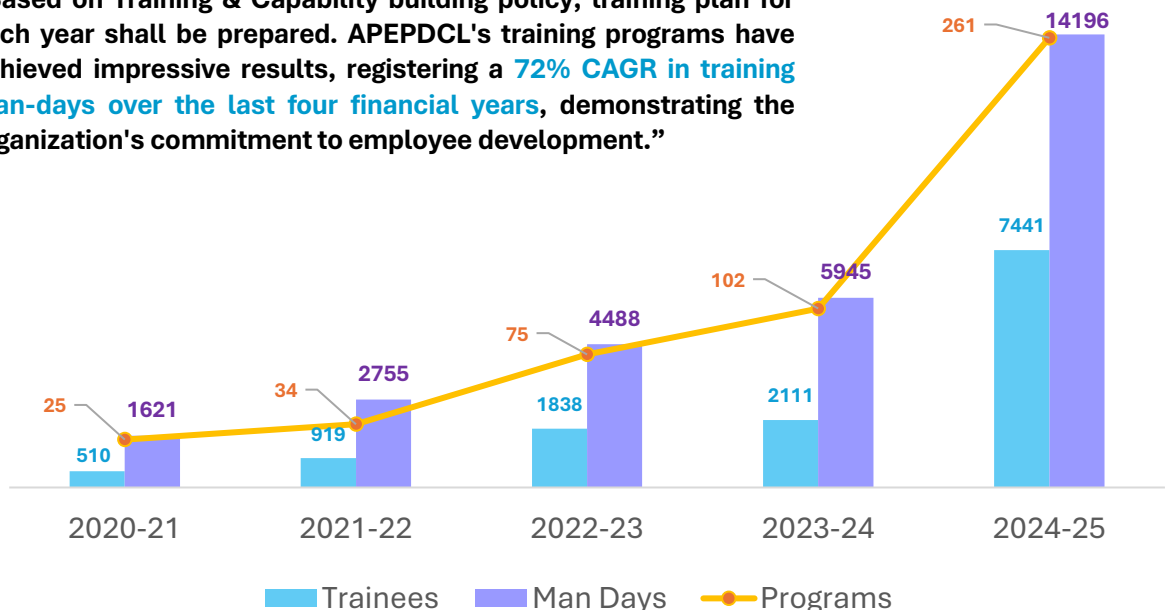
- Technical Knowledge and skill upgradation
- Safety and Security
- Managerial Capacity Building
- Work ethics, Attitudinal change and customer orientation
- Critical Emergency Management and Disaster Management
- Regulations and guidelines

Intended Outcomes

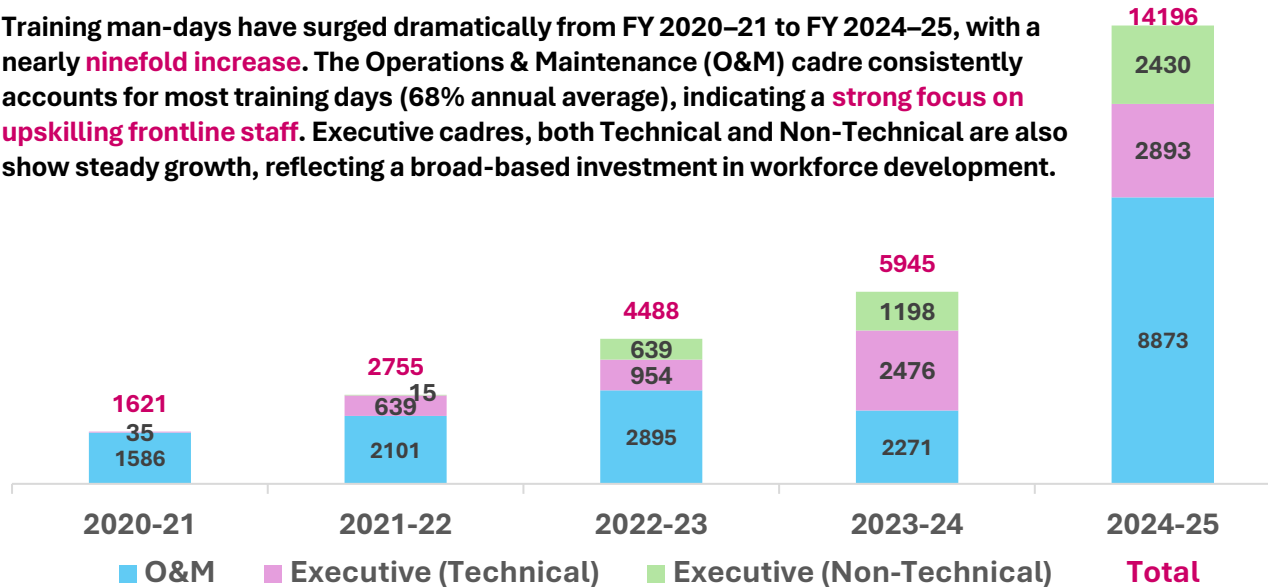
- Ensure new employees have a clear understanding of their roles and responsibilities
- Managers to effectively exercise their delegated authorities
- Achieve professional standards in specialized domains
- Develop future leaders through corporate leadership development programs
- Enhance employee knowledge, skills, and competencies
- Align learning with organizational objectives and priorities
- Foster innovation and continuous improvement through best practices
- Improve organizational performance, employee satisfaction, and customer satisfaction
- Equip employees to meet evolving organizational and market needs.



“Based on Training & Capability building policy, training plan for each year shall be prepared. APEPDCL's training programs have achieved impressive results, registering a **72% CAGR in training man-days over the last four financial years**, demonstrating the organization's commitment to employee development.”



Training man-days have surged dramatically from FY 2020–21 to FY 2024–25, with a nearly **ninefold increase**. The Operations & Maintenance (O&M) cadre consistently accounts for most training days (68% annual average), indicating a **strong focus on upskilling frontline staff**. Executive cadres, both Technical and Non-Technical are also show steady growth, reflecting a broad-based investment in workforce development.



Program wise Training Man-days:

APEPDCL's training initiatives saw significant growth from FY 2020-21 to FY 2024-25. Key highlights include:

- Refresher programs: 8-fold increase from 1,621 to 13,156 man-days
- Induction training: Introduced in FY 2023-24 with 670 man-days, stabilizing at 681 man-days in FY 2024-25
- Management training: 226 man-days in FY 2022-23, rising to 429 in FY 2023-24, and then 359 in FY 2024-25

Budget:

APEPDCL's budget spent on training human capital has grown at 54% cumulative annual growth rate from INR 22.46 Lakh in FY 20-21 to INR 125 Lakh in FY24-25

Proposed Programs under Training Plan for FY 2025-26:

S.No.	Type of Program	No.of Programs	Training Days	No. of Participants	Man-Days	Budget (INR)
1	Paid Programs - Outstation	14	46	48	152	23,20,000
2	Paid Programs - Customized	8	24	200	600	35,13,800
3	Corporate Level Programs					
	a) Induction	2	12	50	300	3,22,150
	b) Promotional	2	8	50	200	2,25,350
	c) Mandatory	57	167	1,425	4,175	49,46,275
	d) IT	8	16	200	400	5,14,200
	e) Management	6	12	150	300	3,85,650
	d) O&M	42	168	1,260	5,040	48,40,500
4	Division Level Programs	180	180	5,400	5,400	55,71,000
Total		319	633	8,783	16,567	2,26,38,925