

**2020**

**NANDADEEP  
VALUERS  
FOUNDATION**

RVO RECOGNIZED BY IBBI  
CIN U91990MH2018NPL312685  
IBBI/RVO/2020/012



## **TRAINING POLICY**

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**Policy  
Manual  
Training****Sub: - Contents.****Doc.Ref: - PM-TP-01****Issue Date: - 25/5/2019****Rev.Status: - 00****Page No.: - 1/3**

Sr.No.	Description.	Doc.Ref.	Rev.Status.
01	Contents	PM-TP-01	00
02	Distribution list	PM-TP-02	00
03	Training Process	PM-TP-03	00



**Policy  
Manual  
Training  
Policy**
**Sub: - Distribution List.**
**Doc.Ref: - PM-TP-02**
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Sr.No.	Copy belongs to
01	Director
02	Administrator
03	Chairman and member Advisory Committee.
04	Chairman and member Membership Committee.
05	Chairman and member Monitoring Committee.
06	Chairman and member Grievances Redressal Committee.
07	Chairman and member Disciplinary Committee.
08	Chairman and member Training Committee.
09	Members of NVF.
10	Authority
11	Stakeholder /Members,

**Policy  
Manual  
Training  
Policy****Sub: - Training Process****Doc.Ref: - PM-TP-03****Issue Date: - 25/5/2019****Rev.Status: - 00****Page No.: - 3/3****Process of Training to Member.**

An individual applied for membership shall be trained for minimum 50 Hrs as per syllabus recommend by authorities.

NVF shall offer training vai online / classroom training.

Trainer shall be appointed by Training Committee. Trainer shall be from educational field and / or industry experienced person having adequate educational qualification and minimum 5 years' experience in teaching / field work.

Examination of members before training and after training shall be conducted to evaluate the effectiveness of the training given to members.

Feedback forms shall be given to members for evaluation of trainer and training.

Committee shall review feedback received.

Trainer obtaining less than 50% marks shall be trained by senior trainer to improve the training quality.

Attendance after/ during training shall be taken.

Certificate shall be issued to member after completion of 50 Hrs Training.