

प्रमोद कुमार तिवारी, आई ए एस  
PRAMOD KUMAR TIWARI, IAS

महानिदेशक

Director General

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File No. 3189176/2023



भारतीय मानक ब्यूरो

(भारत सरकार)

मानक भवन, 9, बहादुरशाह ज़फर मार्ग,  
नई दिल्ली - 110 002

Bureau of Indian Standards

(Government of India)

Manak Bhawan, 9, Bahadur Shah Zafar Marg,  
New Delhi - 110 002

Ref: NITS/SGO/Trg./2023-24/01

Dear Sir,

Member (Adv)  
Pr. share with  
Min DG (NACIN)

12<sup>th</sup> May 2023

R/DG/NACIN

As you are aware, Bureau of Indian Standards (BIS) has taken several initiatives to create awareness about Indian Standards and promote their use in the planning and implementation of government programmes and schemes and has been successful in reaching out to a large section of the officials of Government of India. One of the important feedbacks from the Outreach Programmes is the need of Structured, Sector-Specific, residential training programmes for the officials of Government Departments.

2. Taking note of this feedback, BIS has prepared an Annual Action Calendar for the training of the officers of the Central Government Departments and the organisations attached to them at its National Institute of Training for Standardisation (NITS) located at Noida (Sector 62). A copy of the Annual Calendar for the Training Programmes is enclosed for ready reference. It may also be accessed at the Training Portal of eBIS ([www.manakonline.in](http://www.manakonline.in)).

3. NITS was set up in the year 1995 to meet the growing needs and expectations of the industry and various other stakeholders for training in the areas of Standardisation, Quality assurance, Management Systems, Conformity Assessment and Laboratory Management. It has a sprawling campus equipped with state-of-the-art training halls, auditorium and hostel facility, and has been conducting training programmes for the participants from within and outside the country. The institute has a strong team of qualified and experienced in-house faculty and experts drawn from eminent institutions and public sector.

4. It merits mention that for the training programmes included in the Annual Calendar, BIS does not charge any training fee and bears the expenses of lodging and boarding of the Central Government Departments deputed for training. Only the travel expenses are to be borne by the participants.

5. The officials nominated for a training programme can register themselves online by following the following steps:

Step 1: Open the browser and navigate to <https://www.manakonline.in>

Step 2: Click on Training Icon and then click on the login button placed at the top right (both for new users as well as for registered users).

Step 3: Click on Sign-up for new users and provide the necessary information for registering on the Training portal. If already registered, enter the credentials to login.

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Step 4: After logging into the portal, all the programmes will be displayed Program category-wise.

Step 5: Click on "Apply as Individual" or "Apply as Organization" as applicable against the Training Programme.

Step 6: Select whether accommodation offered by NITS is required.

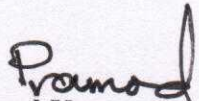
Step 7: Click on the 'submit'.

6. I would like to request you to make full use of this opportunity for the capacity-building of the senior officials of your ministry/department and organisation under its administrative control.

7. Any further query/clarification in this regard may be addressed to Dr. Shipra Sharma, Management Executive, NITS at email [nits@bis.gov.in](mailto:nits@bis.gov.in) or on mobile 9899121457.

With regards,

**Shri Vivek Johri**  
**Chairman**  
**Central Board of Indirect Taxes & Customs**  
**Department of Revenue**  
**Ministry of Finance**  
**Room No. 153, North Block,**  
**New Delhi-110001**

  
(Pramod Kumar Tiwari)

# ABOUT NITS

The National Institute of Training for Standardization (NITS) was set up in 1995 to meet the growing needs and expectations of the industry for quality training in the fields of standardization, quality assurance, management systems, certification, laboratory testing, etc.

Since then NITS has been organizing various types of training programmes for industry as well as for consumer bodies and common man. NITS has also been organizing various International Training Programmes for Developing Countries of Asia, Africa, Europe and Latin & South America. Keeping in view its expanding activities, NITS started functioning from its new premises in Noida from May 2003

NITS plays a significant role in national development efforts through Capacity Building for various stakeholders of Quality ecosystem viz, industry, consumers, government, PSUs, regulatory bodies, standard development organizations, laboratories, academia, technical experts engaged in standards formulation, conformity assessment etc.

Central govt departments being the key drivers of Planning, budgeting and investing on Schemes. It becomes important for its officers to be well versed in Indian Standards and Code of practices related to Capacity Building by mapping the Indian Standards with Schemes of ministries. National Institute of Training for Standardization (NITS), the training arm of BIS is conducting a two-days awareness training for capacity building of Central Ministry officers and PSUs at NITS, Noida.

## OBJECTIVES

- Sensitizing the officials about BIS activities
- Creating awareness amongst officials regarding sector specific standards

## COURSE STRUCTURE

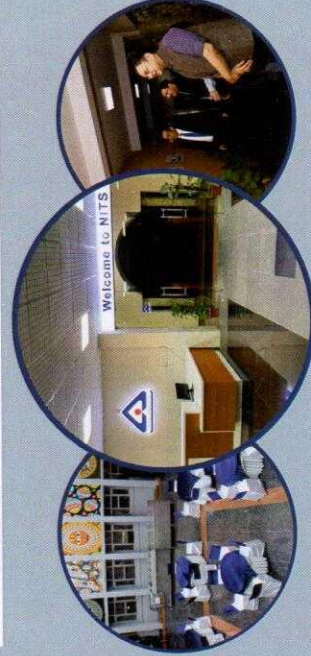
- Basic Concepts of Standardization - Aims, Principles, Levels of Standardization and Standards Eco-system and other relevant aspects
- An Overview of BIS Standardization Initiatives, SFM, SNAP & Strategic Roadmap
- Standardization cells - Purpose & Expectations
- Standards Formulation Process - Stages of Work and Stakeholders engagement



- Structure and Composition of Technical Committees
- Function of Technical Committees and Participation in sectional committee meetings
- Review of standards - Revision, Amendment, Reaffirmation, Withdrawals, supersession, Concurrent running
- Action Research Based Approach for review of standards
- Role in carrying out review and revision of standards
- Standardization Portal: Features and Role of Standardization cell Members
  - (Proposals for new subjects, submission of comments, accessing documents, ARPs etc.)
  - Experience Sharing of Good practices by Standardization cells
  - Hands on workshop on Standards Formulation
  - Role of Standards w.r.t SDGs & Climate Change
  - Department related standards
  - Conformity Assessment Schemes and QCO

## Department-Wise Schedule of Training

| S.No. | Name of Department                                      | Dates for Capacity Building Programme |                |
|-------|---|---------------------------------------|----------------|
|       |   | Phase 1                               | Phase 2        |
| 1     | Agriculture Research & Education                        | 26-27 June 2023                       | 4-5 Oct 2023   |
| 2     | Agriculture & Farmers Welfare                           | 6-7 July 2023                         | 26-27 Oct 2023 |
| 3     | Power   | 25-26 July 2023                       | 29-30 Nov 2023 |
| 4     | Road Transport & Highways                               | 8-9 Aug 2023                          | 7-8 Dec 2023   |
| 5     | Railways  | 22-23 Aug. 2023                       | 4-5 Jan 2024   |
| 6     | Labour & Employment                                     | 4-5 Sept 2023                         | 11-12 Jan 2024 |
| 7     | Drinking Water & Sanitation                             | 14-15 Sept 2023                       | 30-31 Jan 2024 |
| 8     | Water Resources, River Development & Ganga Rejuvenation | 28-29 Sept 2023                       | 7-8 Feb 2024   |
| 9     | Housing & Urban Affair                                  | 10-11 Oct 2023                        | 22-23 Feb 2024 |
| 10    | Defence   | 19-20 Oct 2023                        | 28-29 Feb 2024 |
| 11    | Defence Production                                      | 7-8 Nov 2023                          | 6-7 Mar 2024   |
| 12    | Chemicals & Petrochemicals                              | 22-23 Nov 2023                        | 13-14 Mar 2024 |
| 13    | Fertilizers   | 12-13 Dec 2023                        | 21-22 Mar 2024 |
| 14    | Department of Revenue (CBIC)                            | 21-22 Dec 2023                        | 27-28 Mar 2024 |



### Fees, Course Duration & Venue

- The Course is free of cost.
- The duration is 2 day at NITS, Noida.
- Hostel Facilities at NITS may be availed for free of cost
- Transportation to be borne by the participants

### Procedure To Apply

The Application has to be made through BIS "Training Portal" as explained below

Step 1: Open the browser and navigate to <https://www.manakonline.in>

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Step 7: Click on the 'submit'.

### For any further queries, you may contact:

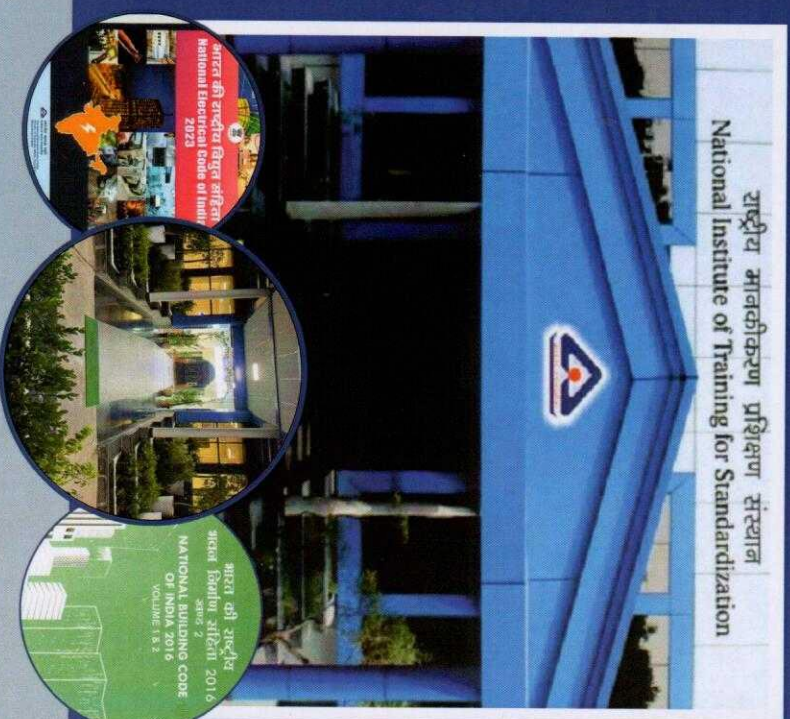
Dr. Shipra Sharma, Course Coordinator, [nits@bis.gov.in](mailto:nits@bis.gov.in),

Contact Number: 9899121457



## BUREAU OF INDIAN STANDARDS

राष्ट्रीय मानकीकरण प्रशिक्षण संस्थान  
National Institute of Training for Standardization



## CAPACITY BUILDING PROGRAMME

FOR OFFICIALS OF CENTRAL GOVERNMENT DEPARTMENTS AND PSUs

WELCOME AT NITS

A-20&21, Institutional Area, Sector 62,  
Noida (UP)-201309  
[www.bis.gov.in](http://www.bis.gov.in)