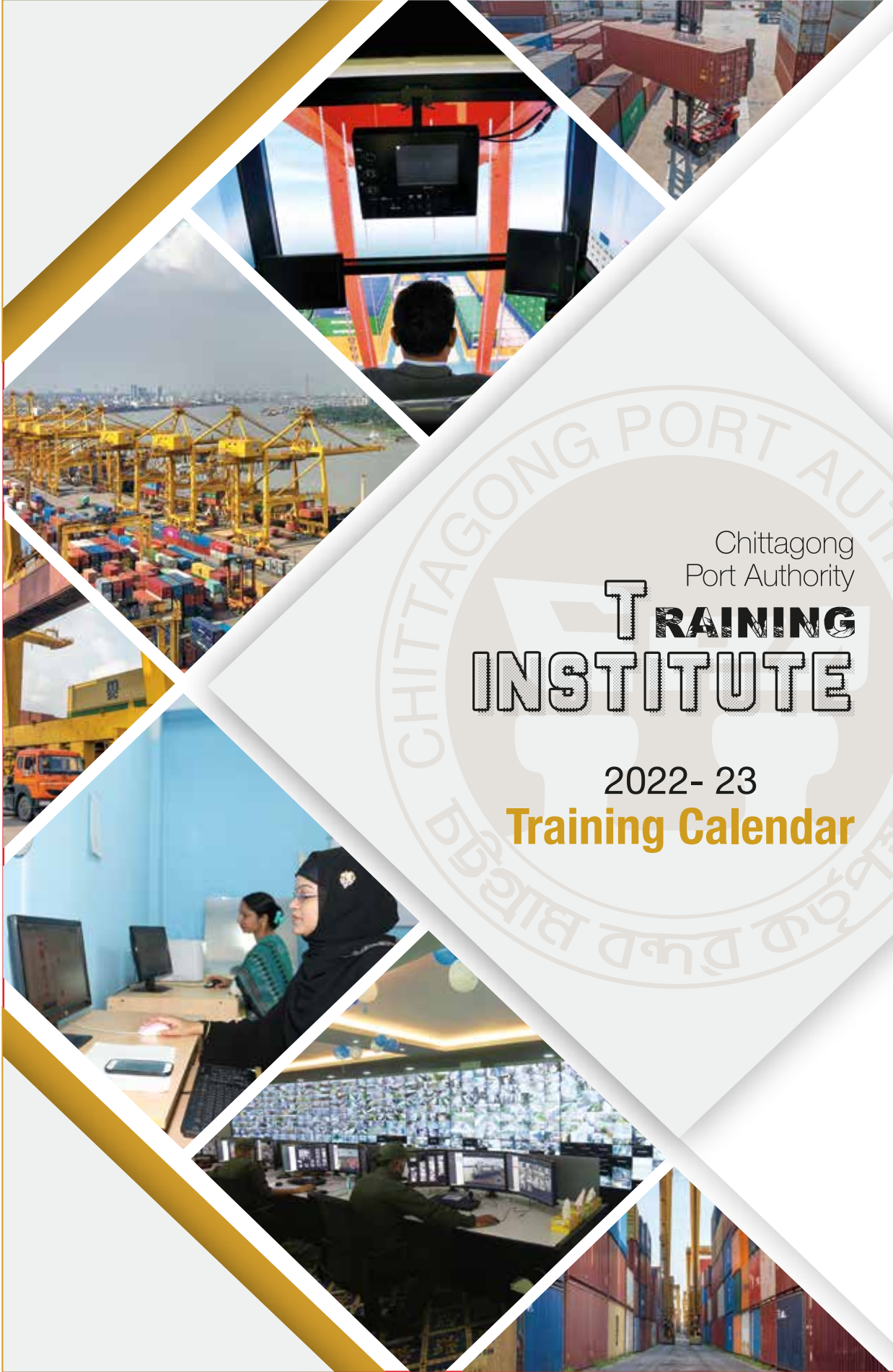


Chittagong
Port Authority

TRAINING INSTITUTE

2022- 23
Training Calendar

CHITTAGONG PORT AUTHORITY
TRAINING INSTITUTE

Training Calendar

2022-2023

HISTORICAL BACKGROUND OF CHITTAGONG PORT

The history of Chittagong Port dates back to the 4th century B.C. Chittagong was known in the 9th Century onwards to 15th century as SHETGANG, an Arabic word meaning 'Delta of the Ganges'. According to history, this old port had sufficient trade and was important enough to attract fleet form the Middle East Port, China and other South Eastern Countries. The Omani and Yemeni traders landed on the Port of Chittagong in the 9th century A.D. During the 16th century the Portuguese took great interest in the locality around Chittagong which was then popularly known as 'PORTE GRANDE'. The present location of the port was, however, established in the year 1887 and by 1910 four jetties were constructed to handle 0.5 million tons of cargo annually. At that time, the port was administered jointly by port Commissioners and Port Railway. To do away with the dual administration of port Railway and Port Commissioners, the Port trust was formed in July, 1960. The Liberation of Bangladesh in 1971 set a new trend in the external trade of Bangladesh and to cope with the rapid development and expansion of the Port, the government promulgated the Chittagong Port Authority Ordinance in 1976 and dissolved the port trust thus Chittagong Port Authority came in existence.

CHITTAGONG PORT AUTHORITY TRAINING INSTITUTE (CPATI)

The Chittagong Port being the principal port of Bangladesh is the nerve center of trade and commerce through which 93% of total maritime trade of the country is handled. Keeping in view the handling of ever-increasing cargo and container at the port, it is necessary to upgrade operational efficiency by improving productivity and level of services.

In order to impart on-the-job training to all categories of port officials and port users, the Chittagong port Authority established a Training institute (CPATI) on 25 April, 1980. It is located in serene natural environment and lies at a distance of 5 (Five) Kilometers from the center of the city and adjacent to the port Administrative Building (PAB) and CPA Hospital. It has an aesthetic beauty with verdant surrounding that creates the perfect ambience for training discussion, reflection and introspection.

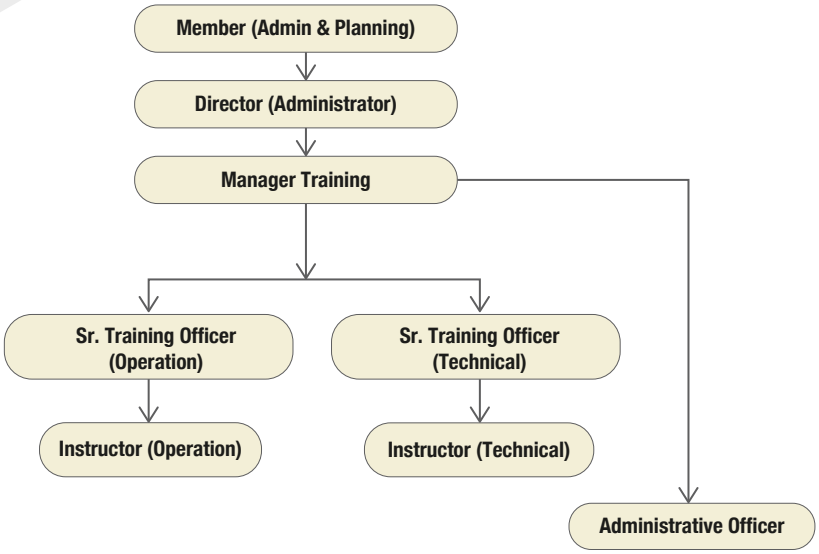
Since its inception, CPATI has been regarded as centre of excellence and offering fundamental skill building training as part of progressive development of human resources.

The institute is under the control of administration department, while the Training Institute is headed by Manager Training. He is assisted by Senior Training Officer (Technical), Senior Training Officer (Operation), Instructor (Technical), Instructor (Operation), Administrative Officer, Librarian and other staff.

CPATI has installed a combined simulator to train the container handling equipment operators and thus create a pool of skilled and efficient equipment operators. Training on combined/ integrated operations of straddle Carrier (SC), Rubber Tyred Gantry Crane (RTG) and Ship to Shore Gantry Crane (STS) are being provided through the simulator program. To cater for the demand of national and international market to develop skilled manpower, provisions have been made to extend the simulator training facilities to the public and private organizations.

CPATI has modern facilities to support its training activities. These include Air-conditioned Lecture Rooms, Computer Lab, Multimedia, Over Head Projector system and a library with numerous collection of books, periodicals, journals and magazines. There is an auditorium with 250 seats capacity with modern PA system.

CPA TRAINING INSTITUTE (ORGANIZATION CHART)



LIST OF OFFICERS AT TRAINING INSTITUTE

Hasina Arju
Manager Training
Tel: 031-726921
031-2522200
Ext. 5301

MD. Habibur Rasul
Sr. Training Officer (Operation)
Tel: 031-2522200
Ext: 5311

THE CPA BOARD

Rear Admiral M Shahjahan
NPP, BCGMS, ndc, psc
Chairman

Md. Zafar Alam
Joint Secretary
Member (Admin and Planning)

Md. Kamrul Ameen
Joint Secretary
Member (Finance)

Commodore Md. Mostafizur Rahman
(TAS), NGP, afwc, psc, BN
Member (Harbour and Marine)

Captain Mohammad Mahbubur Rahman
(E), psc, BN
Member (Engineering)

| GLIMPSES OF CPATI ACTIVITIES

Training Session

Courtesy present
giving after training

Photo session
after training

| GLIMPSES OF CPATI ACTIVITIES

Photo session after training

Training session

Training session

| GLIMPSES OF CPATI ACTIVITIES

Training session

Training session

Training session

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FLOW CHART OF TRAINING PROGRAM

July 2022- June 2023 (Tentative)

Non-Technical Course for CPA Personnel

Sl. No.	Name of the course	Number of Course	Duration (Working Days)	Number of participants in each course
	General Course			
1	Foundation Course (officer)	02	10	20
2	Foundation Course (Staff)	12	15	40
3	Occupational Safety & First Aid (Staff)	01	05	20
4	Fire Fighting Course (Officer)	01	01	30
5	Fire Fighting Course (Staff)	08	05	30
6	Conduct and Discipline Course for CPA Officers.	01	01	25
	Operational Course			
7	ISPS Code	06	04	30
8	ISPS Code (Non-security Personnel)	01	02	30
9	Safety Induction Training (For Dock Workers)	06	01	100
	Financial			
10	Financial Rules & Regulations of CPA (Staff)	01	05	20
	Total	**39**		

July 2022- June 2023											
July	**Aug**	**Sep**	**Oct**	**Nov**	**Dec**	**Jan**	**Feb**	**Mar**	**Apr**	**May**	**June**
							05-16	12-23			
17—04	21—08		09-31	6-24	04-22	08-26	05-23	12-30	02-20	07-25	04-22
		11-29						05-09			
	21-25	18-22	16-20		18-22	22-26	19-23		09-13		
						05					
	22-25		23-26		04-07		05-08		09-12		12-15
26-27							12-13				
	21	04	16	03				02		04	
					11-15						

FLOW CHART OF TRAINING PROGRAM

July 2022- June 2023 (Tentative)

Technical Courses for CPA Personnel

Sl. No.	Name of the course	Number of Course	Duration (Working Days)	Number of participants in each course
1	E-filing System(For Officer)	02	05	25
2	E-filing System(For Staff)	06	05	25
3	VHF Radio Equipment Operation Course	01	03	20
4	Foundation Course For ECM Drivers	01	05	15
5	Advance Electrical maintenance Course	03	05	20
6	Advance Mechanical Maintenance course	01	05	20
7	Ship to Shore Gantry (STS) Operation by Simulator	04	10	8
8	Rubber Tyred Gantry (RTG) Operation by Simulator	04	10	8
9	Straddle Carrier (SC) Operation by Simulator	04	10	8
10	Workshop on Handling of Dangerous Goods	02	02	30
11	Container Terminal Management System	02	10	25
	Total	**30**		

July 2022- June 2023											
July	**Aug**	**Sep**	**Oct**	**Nov**	**Dec**	**Jan**	**Feb**	**Mar**	**Apr**	**May**	**June**
				6-10			5-9				
		04-08	23-27	13-17		08-12	19-23	12-16			
							14-16				
									2-6		
		11-15			11-15					14-18	
								19-23			
		04-15			11-22			05-16			11-22
	10-25		16-27	06-17						07-18	
		18-29				15-26	12-23		09-20		
									23-24	17-18	
		18-29									18-29

NON-TECHNICAL COURSE

FOUNDATION COURSE
(for Officers)

Objectives : The objectives of the course are to familiarize the participants with the management of CPA, service rule and other related rules of CPA, different aspects and procedures of personnel and office management, financial rules & regulations etc.

For whom : Officials of CPA (For Grade 09 and above)

Coverage :
Port Management
Service Rule 1991
Organogram of CPA
Functions of various Deptt.
Office Management
Leave rules
Financial & Audit rules of CPA
Delegation of Power
- PPR
- Store Management

Duration : 10 working days

Date (Tentative) : 5-16 February, 12-23 March, 2023

Number of course : 02 (Two)

Number of participants : 40 numbers (Each Course)

Teaching Methodology : Class Lecture and Group Discussion
Operational Area visit

Course Director :

Course Co-ordinator :

FOUNDATION COURSE
(for Staff)

Objectives : The objectives of the course are to familiarize the participants with the management of CPA, service rule and other related rules of CPA, different aspects and procedures of personnel and office management, financial rules & regulations etc.

For whom : Staff of CPA

Coverage :
Port Management
Service Rule 1991
Organogram of CPA
Functions of various Deptt.
Office Management
Leave rules
Financial & Audit rules of CPA
Delegation of Power
- PPR
- Store Management

Duration : 15 working days

Date (Tentative) : 17 July-4 August, 21 August-8 September, 11-29 September 11-31 October, 06-24 November, 04-222 December, 2022, 08-26 January, 03-23 February, 12-30 March, 02-20 April, 07-25 May, 04-22 June, 2023

Number of course : 12 (Twelve)

Number of participants : 40 numbers (Each Course)

Teaching Methodology : Class Lecture and Group Discussion

Operational Area visit

Course Director :

Course Co-ordinator :

OCCUPATIONAL SAFETY & FIRST AID

(for Staff)

Objectives	:	First Aid is an emergency care or treatment given to any casualty or any disease condition on the spot & without delay. After successful completion of the course the participants will be able to manage the patient until such time when a doctor is available in case of bleeding, burn, shock, drowning, heat injury, cold injury, chest pain, poisoning etc. Besides, it will also helps to create awareness on occupational hazards/ accidents particularly in port operational area.
For whom	:	Staff of CPA(Traffic, Hydrography, Marine, Stores, Engineering and Marine Workshop) MPA, BR, BSC, Customs, ICD/Off Docks, Berth Operator, Shipping Agent etc.
Coverage	:	Importance of First Aid. The value of First Aid training. General principles in First Aid. First Aid Tools Rescue. Cardio-pulmonary resuscitation (CPR). Chemical-induced disturbances of consciousness, convulsion . Chemical-induced Bleeding, Burning shock, drowning, heat injury, chest injury. Poisoning. Occupational Hazards/ Accidents/ Diseases in port operational area.
Duration	:	05 working days.
Date (Tentative)	:	05-09 March, 2023
Number of course	:	01 (One)
Number of participants	:	20 Nos. (Each Course)
Teaching Methodology	:	Class Lecture and Discussion Practical.
Course Director	:	
Course Co-ordinator	:	

FIRE FIGHTING

(for Officer)

Objectives	:	The objectives of the course are to familiarize the participants with the classification and cause of fire, acknowledged them with the first hand knowledge on how to prevent, control fire and use of fire extinguisher including other modern equipment and appliances.
For whom	:	Staff of CPA, Berth Operator, ICD/Off Docks etc.
Coverage	:	Classification of fire. Causes of fire at key/vulnerable points. Preventive measures. Immediate action on fire hazard. Precautionary measures on fire hazard. Fire fighting appliances/equipment . Uses of fire extinguisher. Emergency rescue Evacuation.
Duration	:	05 working days
Date (Tentative)	:	18-22 September, 2023
Number of course	:	01 (One)
Number of participants	:	30 numbers
Teaching Methodology	:	Class Lecture and Discussion Drill & Exercise.
Course Director	:	
Course Coordinator	:	

FIRE FIGHTING

(for Staff)

Objectives	:	The objectives of the course are to familiarize the participants with the classification and cause of fire, acknowledged them with the first hand knowledge on how to prevent, control fire and use of fire extinguisher including other modern equipment and appliances.
For whom	:	Staff of CPA, Berth Operator, ICD/Off Docks etc.
Coverage	:	Classification of fire. Causes of fire at key/vulnerable points. Preventive measures. Immediate action on fire hazard. Precautionary measures on fire hazard. Fire fighting appliances/equipment . Uses of fire extinguisher. Emergency rescue Evacuation.
Duration	:	05 working days
Date (Tentative)	:	21-25 July, 16-20 October, 20-24 November, 18-22 December, 2022, 22-26 January, 19-23 February, 9-13 April, 2023
Number of course	:	08 (Eight)
Number of participants	:	30 numbers
Teaching Methodology	:	Class Lecture and Discussion Drill & Exercise.
Course Director	:	
Course Coordinator	:	

CONDUCT AND DISCIPLINE COURSE FOR CPA OFFICERS

Objectives	:	To increase participants knowledge and skill with regards to the theoretical and practical aspects of conduct and discipline.
Course Containts	:	The Government Servants(Conduct) Rules, 1979, The Government Servants (Discipline and Appeal) Rules, 1985, The public Employees (Ounctual Attendance) Ordinance, 1982, National Integrity Strategy(NIS).
For Whom	:	CPA Officers
Duration	:	01 days
Date (Tentative)	:	05 January, 2023
Number of Participant	:	25
Number of Course	:	01
Training Methodology	:	Class room lecture and discussion, Case Study.
Evaluation	:	Exercise, .Class Attendance.
Course Director	:	
Course Co-ordinator	:	

ISPS CODE

Objectives	:	The course intends to revision of the security related rules and regulations in general and ISPS Code in particular.
For whom	:	Officials of all departments of CPA & stake holders (C&F Agent, Customs, Shipping Lines, ICD, Trucker etc.)
Coverage	:	KPI Regulation 2013 ISPS Code The Chittagong Port Entry into Protected area Act 1948, Rules 1968
Duration	:	4 (Four) Working days
Date (Tentative)	:	22-25 August, 23-26 October, 04-07 December, 2022, 05-08 February, 09-12 April, 12-15 June, 2023
Number of course	:	06 (Six)
Number of participants	:	30 (Each Course)
Teaching Methodology	:	Class Lecture and Discussion
Course Director	:	
Course Co-ordinator	:	

ISPS CODE
(NON-SECURITY PERSONNEL)

Objectives	:	The course intends to revision of the security related rules and regulations in general and ISPS Code in particular.
For whom	:	Officials of all departments of CPA & stake holders (C&F Agent, Customs, Shipping Lines, ICD, Trucker etc.)
Coverage	:	KPI Regulation 2013 ISPS Code The Chittagong Port Entry into Protected area Act 1948, Rules 1968
Duration	:	02 (Two) Working days
Date (Tentative)	:	26-27 July'22 12-13 February'23
Number of course	:	02 (Two)
Number of participants	:	50 (fifty) Each Course
Teaching Methodology	:	Class Lecture and Discussion
Course Director	:	
Course Co-ordinator	:	

SAFETY INDUCTION COURSE

(for Dock Workers)

Objective	:	To Increase the Safety culture of the dock-workers at the Chattogram port.
For Whom	:	All categories of blue color officials employed by the Berth Operators (Supervisor, Lashing men, Hatch Men, Crane/equipment operator, Tally Clerk etc.)
Course Contents	:	What is safety/ safety culture and importance of having same. List of Risk items when working in a port environment Basic safety training, items and use of PPE Interactive questions and Answers
Duration :	:	01 (One) Day
Date (Tentative)	:	21 August, 04 September, 16 October, 03 November, 2022, 02 March, 04 May, 2023
Number of Course	:	06 (Six)
Number of Participates	:	100 (Each Course)
Teaching Hethodology	:	Lecture, Multimedia, Presentation, Video Show, Displays, Posters etc.
Course Director	:	
Course Co-ordinator	:	

FINANCIAL RULES AND REGULATIONS OF CPA

(for Staff)

Objectives : To improve participants knowledge and skill about the basic matters and rules & regulations related to financial management of CPA.

For Whom : Staff (Class III) - All Departments of CPA.

Course Contents :
- Important aspects of Financial Rules
- Budget Estimate & approval procedure
- Rules relating to TA & DA
- Salary & allowances
- Pension & Gratuity Rules,
- Imprest
- General Provident Fund, Benevolent Fund and Group Insurance Rules etc.
- Auditing System Raising of Audit Objection and its Disposal.

Duration : 05(Five) Days

Date (Tentative) : 11-15 December, 2022

Number of Courses : 01(One)

Number of Participants : 20 (Twenty)

Teaching Methodology : Class lecture (Multimedia Presentation)

Group Exercise
Case study

Course Director :

Course Co-ordinator :

CHATTOGRAM PORT AUTHORITY (CPA) FIREFIGHTING TRAINGING

❖ **Course Synopsis** The Synopsis of the course is stated in table below:

- Duration of course - 02 weeks
- Days per week for instruction - 05 days
- Periods per day - 06 periods
- Total period per week - 30 periods
- Total periods available for instruction - 60 periods

CHATTOGRAM PORT AUTHORITY (CPA) FIREFIGHTING TRAINGING (DURATION: 01 WEEK)

Ser	Topics	Allocation of Periods			Remarks
		Theory	Practical	Total	
1.	Fire Fighting Theory	14	14	28	
2.	Fire Fighting Organization	02	12	12	
3.	Personnel Protection in Fire	01	04	04	
4.	Local Authority Fire Brigade (LAFB)	01	-	01	
5.	Electricity	02	03	05	
6.	Chemical Fire	02	-	05	
7.	First Aid	02	03	05	
	Total	**24**	**36**	**60**	

TECHNICAL COURSES

COURSE ON e-FILING SYSTEM

(for Officers)

Objective	:	Ensuring convenience to citizens through faster movement of files and documents through different layers of CPA offices, improving service delivery and ensuring accountability.
For Whom	:	For Officer
Course Contents	:	• Dak Upload, Application Trucking, Memo print, Registration Book, Maintain of draft dak. • Dak forward, Dak Trucking, settlement of dak. • Preparation of Nothi, Types of Nothi, Approved the nothi, Edit previous Nothi, To write paragraph. Submit the dak • Attached document with note sheet. • Prepare draft letter, Edit letter & circulation of letter • IDash Board, Mobile Apps.
Duration	:	05 (Five) Working days
Date (Tentative)	:	6-10 November, 2022, 05-09 February, 2023
Number of Courses	:	2 (Two)
Number of Participant	:	25 (Twenty Five) in each course
Teaching Methodology	:	• Class Lecture and Discussion • Practical Demonstration • Individual & Group Exercise
Facilities	:	Multimedia & OHP presentation system
Course Fee	:	Tk. 700/- (Seven Thousand) per participant.
Course Director	:	
Course Co-ordinator	:	

COURSE ON e-FILING SYSTEM
(for Staff)

Objective	:	Ensuring convenience to citizens through faster movement of files and documents through different layers of CPA offices, improving service delivery and ensuring accountability.
For Whom	:	For Staff .
Course Contents	:	• Dak Upload, Application Trucking, Memo print, Registration Book, Maintain of draft dak. • Dak forward, Dak Trucking, settlement of dak. • Preparation of Nothi, Types of Nothi, Approved the nothi, Edit previous Nothi, To write paragraph. Submit the dak • Attached document with note sheet. • Prepare draft letter, Edit letter & circulation of letter • Dash Board, Mobile Apps.
Duration	:	05 (Five) Working days
Date (Tentative)	:	4-8 September, 23-27 October, 13-17 November, 2022, 08-12 January, 19-23 February, 12-16 March, 2023
Number of Courses	:	06 (Six)
Number of Participant	:	25 (Twenty Five) in each course
Teaching Methodology	:	• Class Lecture and Discussion • Practical Demonstration • Individual & Group Exercise
Facilities	:	Multimedia & OHP presentation system
Course Fee	:	Tk. 700/- (Seven Thousand) per participant.
Course Director	:	
Course Co-ordinator	:	

FOUNDATION COURSE FOR ECM DRIVERS

Objective : To impart a thorough general knowledge and technical competence in all aspects of the functioning, repair maintenance of motor vehicles and various cargo handling equipment.

For whom : ECM Drivers .

Course Contents :
- Duties and Responsibilities of ECM Drivers.
- Measuring Tools and Hand Tools.
- Lubricants and Lubrications.
- General idea on equipment components.
- Engine components & trouble shooting.
- Hydraulic system & trouble shooting.
- Transmission system & trouble shooting.
- Operational procedures.
- Operation of switches and control.
- Check point.
- Various Cargo Handling equipment and its operation.
- Loading and Unloading procedures.
- Traffic Rules and signals.
- Preventive maintenance.
- Engine Overhauling (sequence of dismantling, sequence
- of re-assembling and trail run procedure).
- Safety Rules and Personal Protective Equipment.

Duration : 05 (Five) working days.

Date (Tentative) : 02-06 April, 2023.

Number of Courses : 01(One) .

Number of Participant : 15 (Fifteen)

Teaching Methodology :
- Class Lecture and Discussion
- Practical Demonstration.
- Individual & Group Exercise.

Facilities : Multimedia & OHP presentation system.

Course Fee : Tk. 1500/- (One Thousand Five Hundred) per participant.

Course Director :

Course Co-ordinator :

VHF RADIO EQUIPMENT OPERATION COURSE

Objectives : At the end of the course the participants will acquire knowledge for developing communication skill in conversation, maintenance & servicing of the VHF equipment effectively.

For whom : Employees of Marine , Security, Traffic, Medical, Electrical & Mechanical, Hydrography, Marine engineering Department dealing with radio communication.

Course contents :

- Classification of Radio Waves, Radio waves and its transmission and reception, Frequency, Time period, Amplitude, Modulation, Demodulation, Side Bands, Channel Distress Frequency, Distress Signal.
- Different types of Radio communication, Radio Telegraphy , Radio Telephony, Simplex & Duplex, RPTR.
- Radio Transmitter and Radio receiver, Operation procedure of VHF equipment.
- Radio communication and its characteristics, Effective Communication and Barriers of Communication.
- Radio Communication network of Chittagong Port .
- Phonetic Alphabet and speaking procedure.
- Volume Squalach, Dual watch, Base, Mobile , Handy Talkie Antenna.
- Battery charging & its maintenance.
- Stand by Battery & instant supply.
- Super heterodyne Radio receiver and its application in Radio Communication.

Duration : 03 (Three) working days.

Date (Tentative) : 14-16 February, 2023

Number of Courses : 01 (One).

Number of Participant : 20 (Twenty)

Teaching Methodology :

- Class Lectures and Discussion
- Practical Demonstration.
- Individual & Group Exercise.

Facilities : Multimedia & OHP presentation system.

Course Fee : Tk. 700/- (One Thousand Five Hundred) per participant.

Course Director :

Course Co-ordinator :

ADVANCE ELECTRICAL MAINTENANCE COURSE

Objectives : At the end of course the participants will be able to, understand electricity and its uses, identify electrical machines and their components, maintenance functions of the electrical installations of Chittagong Port Authority.

For whom : Mistry ,Skilled I & II of electrical personnel.

Course Contents :
- Electricity. Maintenance and its functions.
- Different types of maintenance.
- Maintenance of electrical installations of CPA.
- principles of generation of electricity.
- Tool used for maintenance work.
- ohm's law, Kirchhoff's law, electrical circuits and wiring.
- switch gears, common electrical faults.
- Safety practices.
- Benefits of maintenance.

Duration : 05 (Five) working days.

Number of Course : 03

Date (Tentative) : 11-15 September, 11-15 December, 2022, 14-18 May, 2023

Number of Participant : 20 (Twenty) .

Teaching Methodology :
- Class Lecture and Discussion
- Practical Demonstration.
- Individual & Group Exercise.

Facilities : Multimedia & OHP presentation system.

Course Fee : Tk. 700/- (Seven Hundred) per participant.

Course Director :

Course Coordinator :

ADVANCE MECHANICAL MAINTENANCE COURSE

Objective	:	To impart a sound understanding of the construction and functioning of mobile plant and equipment and competence in maintenance under skilled supervision.
For Whom	:	Mechanic Grade I, II, III and Mechanical khalashi of mechanical workshop of CPA, MPA and ICD/Off dock.
Course Contents	:	• Hand Tools • Measuring Tools • Lubricants & Lubrication. • Engine • Preventative Maintenance • Auto Electricity • Welding • Safety Procedure • House Keeping • Engine Overhauling (Practical)
Duration	:	05 (Five) Working days
Date (Tentative)	:	19-23 March, 2023
Number of Courses	:	01 (one)
Number of Participant	:	20 (Twenty)
Teaching Methodology	:	• Class Lecture and Discussion • Practical Demonstration • Individual & Group Exercise
Facilities	:	Multimedia & OHP presentation system
Course Fee	:	Tk. 700/- (Seven Thousand) per participant.

Course Co-ordinator

Course Director

WORKSHOP ON HANDLING OF DANGEROUS GOODS

Objective : To enhance the safe transport of dangerous goods while facilitating the free unrestricted movement of goods.

For Whom : Staff & Officers of Traffic and Security Department.

Contents :

- Over view of IMDG Code, Dangerous goods declaration,
- Classify dangerous goods and Identify PSNs of dangerous goods,
- Pack dangerous Goods in packages,
- Mark, label or placard Dangerous Goods,
- Pack and unpack cargo transport units,
- Storage and handling of Dangerous goods at port,
- Prepare transport documents for Dangerous Goods,
- Offer Dangerous goods for transport,
- Accept Dangerous Goods in Transport,
- Handle Dangerous Goods in Transport,
- Prepare Dangerous Goods loading and Stowage plans,
- Load and unload Dangerous Goods into or from ships,
- Recommendations on the safe Transport of dangerous cargoes.
- Emergency Response plan & MFAG

Duration : 02 Working days.

Date : 23-24 April, 17-18 May, 2023

Number of Courses : 02 (Two)

Number of Participants : 30 (Thirty)

Course Director :

Course Coordinator :

COURSE ON SHIP TO SHORE GANTRY CRANE (STS) OPERATION BY SIMULATOR

Objectives : To gain understanding of safe operation of STS equipment and handling of containers, to have necessary knowledge of handling of containers, to have necessary knowledge of system, components, functions, to have knowledge of common faults of the real equipment that can be happened during operation through simulation.

For whom : Junior Operator, Sr. Operator, Master Operator, Gantry Master, ECM Operator of CPA & MPA, ICD/Off Dock Operator and Others who are interested and eligible.

Course Contents :

Simulator Overview
Student station-
Main display
Audio(Volume)
Motion System
Retractable Stairs
Seat control
Control Consoles for STS
Touch Screen display(STS)
Intercom
Motion Control

Instructor Operator Station(IOS)-
IOS Display & Mimic Panel
SID(Situation Display) & Controls(Joystick)
Student Camera
Intercom
Motion Emergency stop.
System Startup Procedure-
Initial Startup
Verification of Visual Startup

Troubleshooting locked systems
Starting and Shutting down Visual Display.
IOS Launcher
Twin-Lift Controls
Auto Park
Trim controls
Introduction to Scenario Design.
Creating a Scenario-
Opening the Scenario Editor
Simulated Training Arena.

Loads & Traffic Toolbar.
Scenario Creation Cursor.
Placing the crane.

Container Tab-

Adding a container stack
Modifying a Container stack
Configuring Containers
Adding faults
Changing Weights/Balances.
Adding Vehicles
Adding Waypoints
Cargo list
Container Ship Configuration
General cargo and general cargo ships & feeder ship.

Scenario Building for STS
Advanced scenario Building for STS
Scenario Editing for STS
Weather Condition for STS
Practice, Practice & Practice.

Duration	:	10 (ten) days
Number of Course	:	04 (Four). per Year
Date (Tentative)	:	04-15 September, 11-22 December, 2022 05-16 March, 11-22 June, 2023
Number of Participants	:	08, per Course
Qualification	:	(i) SSC/Equivalent with basic Computer knowledge. (ii) Candidate should not have height phobia. (iii) Height minimum 5'-4'', Chest mini 30" (Normal) 32"(expansion) with sound health and eye vision.
Teaching Methodology	:	Class Lecture and Discussion Practical Demonstrations Individual Exercise.
Evaluation	:	Practical Test (For 30 Min) 100 Marks.
Course Fee	:	Free for CPA Participants. Tk. 10,000/-(Ten Thousand) per participant for other Participants.
Course Director	:	
Course Co-ordinator	:	

COURSE ON RUBBER TYRED GANTRY CRANE (RTG) OPERATION BY SIMULATOR

Objectives : To gain understanding of safe operation of RTG equipment and handling of containers, to have necessary knowledge of handling of containers, to have necessary knowledge of system, components, functions, to have knowledge of common faults of the real equipment that can be happened during operation through simulation.

For whom : Junior Operator, Sr. Operator, Master Operator, Gantry Master, ECM Operator of CPA & MPA, ICD/Off Dock Operator and Others who are interested and eligible.

Course Contents :

Simulator Overview
Student station-
Main display
Audio(Volume)
Motion System
Retractable Stairs
Seat control
Control Consoles for RTG
Move Order(RTG)
Intercom
Motion Control

Instructor Operator Station(IOS)-

IOS Display & Mimic Panel
SID(Situation Display) & Controls(Joystick)
Student Camera
Intercom
Motion Emergency stop.
System Startup Procedure-
Initial Startup
Verification of Visual Startup

Troubleshooting locked systems
Starting and Shutting down Visual Display.
IOS Launcher
Twin-Lift Controls
Auto Park
Trim controls
Introduction to Scenario Design.
Creating a Scenario-
Opening the Scenario Editor
Simulated Training Arena.

Loads & Traffic Toolbar.
Scenario Creation Cursor.
Placing the crane.
Container Tab-
Adding a container stack
Modifying a Container stack
Configuring Containers
Adding faults
Changing Weights/Balances.
Adding Vehicles
Adding Waypoints
Cargo list
Container Ship Configuration
General cargo and general cargo ships & feeder ship.
Scenario Building for RTG
Advanced scenario Building for RTG
Scenario Editing for RTG
Weather Condition for RTG
Practice, Practice & Practice.

Duration	:	10 (ten) days
Number of Course	:	04 (Four).
Date (Tentative)	:	10-25 August, 16-27 October, 06-17 November, 2022 07-18 May, 2023
Number of Participants	:	08 per Course
Qualification	:	(i) SSC/Equivalent with basic Computer knowledge. (ii) Candidate should not have height phobia. (iii) Height minimum 5'-4'', Chest mini 30"(Normal) 32"(expansion) with sound health and eye vision.
Teaching Methodology	:	Class Lecture and Discussion Practical Demonstrations Individual Exercise.
Evaluation	:	Practical Test (For 30 Min) 100 Marks.
Course Fee	:	Free for CPA Participants. Tk. 10,000/-(Ten Thousand) per participant for other Participants.
Course Director	:	
Course Co-ordinator	:	

COURSE ON STRADDLE CARRIER (SC) OPERATION BY SIMULATOR

Objectives : To gain understanding of safe operation of SC equipment and handling of containers, to have necessary knowledge of handling of containers, to have necessary knowledge of system, components, functions, to have knowledge of common faults of the real equipment that can be happened during operation through simulation.

For whom : Junior Operator, Sr. Operator, Master Operator, Gantry Master, ECM Operator of CPA & MPA, ICD/Off Dock Operator and Others who are interested and eligible.

Course Contents :

Simulator Overview
Student station-
Main display
Audio(Volume)
Motion System
Retractable Stairs
Seat control
Control Consoles for SC
Intercom
Motion Control

Instructor Operator Station(IOS)-

IOS Display & Mimic Panel
SID(Situation Display) & Controls(Joystick)
Student Camera
Intercom
Motion Emergency stop.
System Startup Procedure-
Initial Startup
Verification of Visual Startup

Troubleshooting locked systems
Starting and Shutting down Visual Display.
IOS Launcher
Twin-Lift Controls
Auto Park
Trim controls
Introduction to Scenario Design.
Creating a Scenario-
Opening the Scenario Editor
Simulated Training Arena.
Loads & Traffic Toolbar.

Scenario Creation Cursor.
Placing the crane.
Container Tab-
Adding a container stack
Modifying a Container stack
Configuring Containers
Adding faults
Changing Weights/Balances.
Adding Vehicles
Adding Waypoints
Cargo list
Container Ship Configuration
General cargo and general cargo ships & feeder ship.
Scenario Building for SC.
Advanced scenario Building for SC.
Scenario Editing for SC.
Weather Condition for SC.
Practice, Practice & Practice.

Duration	:	10 (ten) days
Number of Course	:	04 (Four).
Date (Tentative)	:	18-29 September, 2022, 15-26 January, 12-23 February, 09-20 April, 2023
Number of Participants	:	08
Qualification	:	(i) SSC/Equivalent with basic Computer knowledge. (ii) Candidate should not have height phobia. (iii) Height minimum 5'-4'', Chest mini 30"(Normal) 32"(expansion) with sound health and eye vision.
Teaching Methodology	:	Class Lecture and Discussion Practical Demonstrations Individual Exercise.
Evaluation	:	Practical Test (For 30 Min) 100 Marks.
Course Fee	:	Free for CPA Participants. Tk. 10,000/-(Ten Thousand) per participant for other Participants.
Course Director	:	
Course Co-ordinator	:	

CONDUCTED COURSES SINCE 1980 AT CPA TRAINING INSTITUTE

Year	No. Of Courses	No. Of Participants
1980	03	64
1981	13	308
1982	12	221
1983	03	66
1984	04	73
1985	06	112
1986	06	112
1987	07	139
1988	21	363
1989	23	292
1990	24	402
1991	25	339
1992	20	252
1993	16	190
1994	26	200
1995	27	280
1996-1997	29	260
1997-1998	33	400
1998-1999	32	324
1999-2000	33	373
2000-2001	31	429
2001-2002	39	439
2002-2003	43	529
2003-2004	61	1296
2004-2005	66	1038
2005-2006	34	488
2006-2007	10	196
2007-2008	28	360
2008-2009	26	433
2009-2010	20	283
2010-2011	12	127
2011-2012	11	190
2012-2013	25	335
2013-2014	09	277
2014-2015	30	421
2015-2016	26	712
2016-2017	73	2507
2017-2018	33	793
2018-2019	47	2367
2019-2020	40	2876
2020 -2021	54	2084
2021-2022		

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