

ANNUAL REPORT

2016-2017

**BANGLADESH INSTITUTE OF MANAGEMENT
4,SOBHANBAG MIRPUR ROAD DHAKA-1207**

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BOARD OF GOVERNORS OF BANGLADESH INSTITUTE OF MANAGEMENT

Chairman:

Secretary Ministry of Industries,
Government of the People's Republic of Bangladesh

Members :

Director General Bangladesh Institute of Management

Dean Faculty of Mechanical Engineering,
Bangladesh University of Engineering and Technology

Additional/Joint Finance Division, Ministry of Finance,

*Secretary** Government of the People's Republic of Bangladesh

Chairman Bangladesh Chemical Industries Corporation (BCIC)

Chairman Bangladesh Jute Mills Corporation (BJMC)

Chairman Bangladesh Power Development Board (BPDB)

Chairman Bangladesh Steel & Engineering Corporation (BSEC)

Chairman Bangladesh Sugar & Food Industries Corporation (BSFIC)

Chairman Bangladesh Textile Mills Corporation (BTMC)

President Federation of Bangladesh Chamber of Commerce and Industry (FBCCI)

President Metropolitan Chamber of Commerce and Industry, Dhaka (MCCI)

President Bangladesh Employers' Association

Member Secretary :

*Faculty Member*** Bangladesh Institute of Management.

* Nominated by the Secretary, Finance Division

** Nominated by the Director General, BIM



Administrative
Building of BIM,
Dhaka Campus

BIM

A Brief Profile

The origin of what today is known as the Bangladesh Institute of Management (BIM) can be traced back to 1961 when its precursor, the Management Development Centre, East Pakistan, was established. It is the outcome of a tripartite project known as

'East Pakistan Management Development, Supervisory and Instructor Training Centre'. To establish this project, a plan of operation was signed by the then Government of Pakistan, the United Nations and ILO in 1960. The project came into being on 1-1-1961 under the administrative control of the Ministry of Health, Labour and Social Welfare (Labour and Social Welfare Division) of the then Central Government of Pakistan which was subsequently transferred to the Provincial Government of East Pakistan in December 1963.

In 1970, the East Pakistan Government Educational and Training Institutions Ordinance, 1961 (East Pakistan Ordinance No. XXVI of 1961) was made applicable for Management Development Centre with effect from 1-7-1970 thereby providing the centre with autonomous status.

In 1966, apart from offering short term, subject specific training programmes, a specialized, year-long Post Graduate Diploma in Personnel Management was introduced by the Centre.

After the liberation of the country in 1971, the institute was vested with the responsibility of building up human resources of the newly independent country. Between 1972—75, the public sector was the predominant sector of the economy and the majority of the clients of the institute were drawn from the public sector enterprises. The institute was further involved in providing training to the members of what was proposed to be the Industrial Management Service (IMS).

With gradual shift in development focus and liberalization of the economy from around 1975, there was distinct shift in focus of the activities of BIM. The client base also changed from a predominantly public sector to a mix of public and private sector. During the late 70's to mid 80's, the institute was recipient of major Technical Assistance Projects, which resulted in a major transformation of the institute. It became a hub of management training with participants being drawn from public, private and NGOs sectors. In the year 1981, another year long, Post Graduate Diploma in Industrial Management was introduced.

In the early 90's, the then Bangladesh Management Development Centre (BMDC) was faced with stiff competition in the field of short, subject specific training programmes. The number of participants per course was dwindling as were the number of courses.



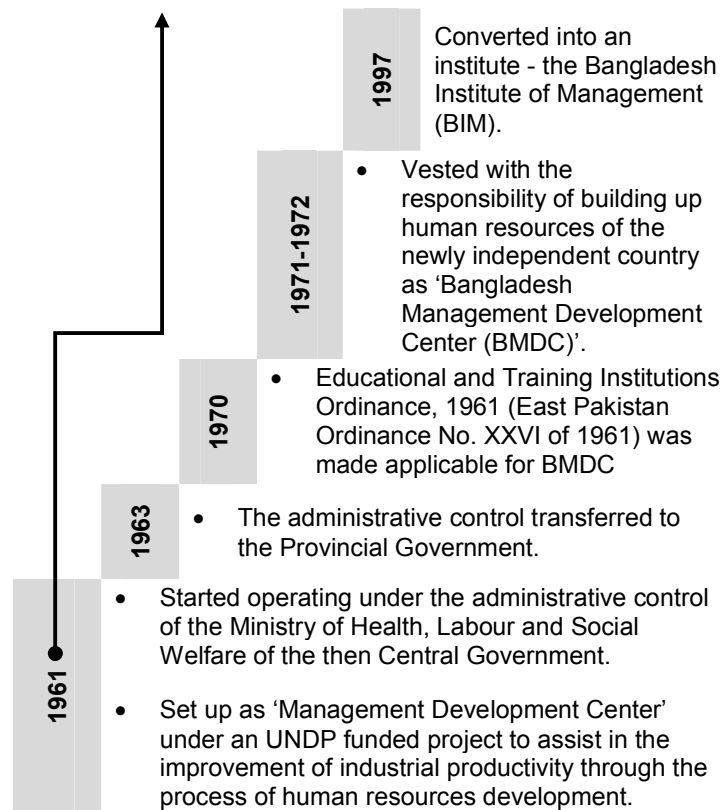
Vision & Mission Statement

“World-class organization for developing managerial capacity.”

Our mission is “Developing capacity of managers through training and consultancy services.”

Against this backdrop, the BMDC took a far-reaching strategic decision to introduce a number of year long, Post-Graduate Diploma (PGD) courses. Three such academic programmes—PGD in Marketing Management, PGD in Financial Management, PGD in Computer Science were introduced. Response to these new diploma programmes, particularly for computer science, was encouraging.

During late nineties, the BMDC started the process of restructuring itself so as to enable it to offer academic programmes designed to create professionals. It was in that light the Bangladesh Management Development Centre (BMDC) was converted into an institute—the Bangladesh Institute of Management (BIM) on August 04, 1997.



In 2008 considering the importance of RMG sector for the well being of Bangladesh economy , a 6 month long diploma in social compliance was introduced by the Institute.

The initiative is further enhanced by introducing another specialized Diploma in Productivity and Quality Management in the current year. Both the programmes were launched in cooperation with German International Cooperation (GIZ).

While Training Research and Consultancy are the three mandated activities of BIM; the major thrust during the last decade has been on training and Post Graduate Diploma Programs.

OUR OBJECTIVES

- ✓ To train and develop managers at all levels engaged in commercial, industrial and service organizations of private, public sector and NGO's.
- ✓ To help improve productivity in different sectors of the economy through Training, Research and Consultancy services.
- ✓ To carrpromoting exchange of knowledge and experience.

Administration and Organization

- The Board of Governors is the highest policy making body of BIM. The Board provides the policy framework for the Institute to operate and monitors its activities.
- The Board of Governors of BIM consists of members drawn from the government, business, trade associations, and academics. The Secretary, Ministry of Industries, Government of the People's Republic of Bangladesh is the Chairman of the Board.
- The Chief Executive of the Institute is the Director General, who is assisted by three Directors.
- The academic programs at BIM are grouped into ten specialized divisions. The divisions are as follows:
 1. Accounting and Financial Management,
 2. Computer Services,
 3. General Management,
 4. Marketing Management,
 5. Human Resource Management,
 6. Production Management,
 7. Productivity and Consultancy,
 8. Project and Social Service Sector,
 9. Research, Evaluation and publication, and
 10. TOT and Behavioral Management.
- In addition to this, there are six other sections namely Administration, Accounts, Audio Visual, Library, Maintenance and Reproduction.
- The BIM has two other campuses- at Chittagong and Khulna, headed by two Deputy Directors.



Training Activities

BIM offers two types of courses: Short courses of one to four weeks long and Diploma courses of six months to one-year duration.

a. Short Courses

During the course of the last decade, BIM has organized over 80 courses and seminars annually of varying duration ranging from one to four weeks, sometimes of longer duration for request programs.

Till the year ending June 2016, the total number of short courses organized by the institute has been 3,929 and the total number of executives trained numbered over 64,109.

b. Diploma Courses

Presently, BIM offers the following five post graduate diploma courses of one year each (i) Human Resource Management, (ii) Industrial Management, (iii) Marketing Management, (iv) Financial Management and (v) Computer Science.

Among the post graduate diploma courses mentioned above, the highest participation is observed in the discipline of Human Resource Management. The course has also been offered in Chittagong campus since 1985.

Apart from above Post-Graduate Diploma courses, BIM offers Diploma in “Social Compliance” and “Productivity & Quality Management” of six months duration.

Diploma Course

1966

• Number of Course(s)	01
• Number of Participants Enrolled	37

2016

Number of Course(s) Running	07
Number of Participants Enrolled	888

1966 to 2017

• Total Number of Participants Enrolled	14,799
• Total Number of Participants Graduated	9,385

Diploma Programs | Time-line

1966

Postgraduate Diploma in Personnel Management (PGDPM) was introduced.

1981

Post Graduate Diploma in Industrial Management (PGDIM) was introduced.

1994

Three academic programs - Post Graduate Diploma in Marketing Management, Post Graduate Diploma in Financial Management, Post Graduate Diploma in Computer Science were introduced.

2002

Post Graduate Diploma in Business Management was introduced in place of Post Graduate Diploma in Industrial Management.

2008

Diploma in Social Compliance was introduced in cooperation with German International Cooperation (GIZ).

2011

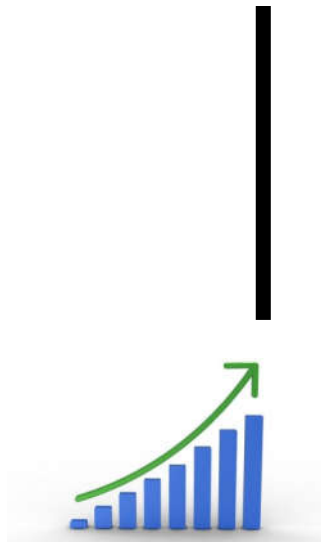
- Postgraduate Diploma in Personnel Management (PGDPM) was updated as Postgraduate Diploma in Human Resource Management (PGDHRM).
- Reintroduction of Post Graduate Diploma in Industrial Management (PGDIM).

2013

- Diploma in Productivity and Quality Management has been launched in cooperation with German International Cooperation (GIZ) on January 31, 2013.
- Post Graduate Diploma in Human Resource Management has been reintroduced in Khulna campus after an interval of six years.
- Online application and admission systems have been implemented in Postgraduate Diploma Programs.

2017

Post Graduate Diploma in five subjects started with 883 highest participants of till date.



Other Activities

a. Consultancy

BIM has multidisciplinary experience in consultancy services and has rendered services to various national and international agencies and organizations.

The clientele include among others, Ministry of Planning, Ministry of Finance, Bangladesh Freedom Fighters Welfare Trust (BFFWT), Skills & Training Enhancement Project (STEP) under the Ministry of Education (MOE), Upazila Governance Project (UZGP), under the Ministry of Local Government, Employment Generation Program for the Poorest (EGPP), a project under the Ministry of Disaster Management and Rehabilitation (MoDMR), Secondary Education Quality Access & Enhancement Project (SEQAEP), Bureau of Educational Information and Statistics (BANBEIS), Bangladesh Energy Regulatory Commission, Trading Corporation of Bangladesh, Power Development Board (PDB), Export Promotion Bureau (EPB), Bangladesh Chemical Industries Corporation (BCIC), Bangladesh Inland Water Transport Corporation (BIWTC), Civil Aviation Authority, Dhaka WASA, Bangladesh Steel and Engineering Corporation (BSEC), Bangladesh Textile Mills Corporation (BTMC), Bangladesh Jute Mills Corporation (BJMC), Office of the Registrar of Joint Stock Companies and Firms, Investment Corporation of Bangladesh (ICB), Chittagong Port Authority, United Nations Industrial Development Organization (UNIDO), Asian Development Bank (ADB), United Nations Population Fund (UNFPA) etc. In-house services are also provided to various organizations on need basis.

b. Research

BIM also undertakes research projects. Such research projects deal with Training and Management Development, Corporate Management, Incentive Schemes, Managerial Motivation, Quality Circles, Recruitment and Selection, Performance Appraisal etc.

c. Publication

“Management Development” a quarterly publication of Bangladesh Institute of Management always solicits articles on contemporary issues in the field of socio-economic, business management, human resource development etc. While articles that are based on empirical studies are preferred articles on innovative and creative approaches to business, socio-economic, business management, human resource development are always welcome.

Resources

a. Faculty

BIM can rightly boast of a multi-disciplinary faculty who bring with them not only academic distinction but also professional competence of a high degree. BIM has taken particular care to train up its faculty both at home and abroad so that they are able to discharge their duties to the best of their ability and to the complete satisfaction of their clientele. Most of the faculty members have had some experience in the industry which enables them to better empathies with the participants, who are mostly drawn from the trade and industry. This also adds to the effectiveness of the courses offered by BIM.

b. Library Facilities

The fully air-conditioned library at Dhaka has a rich collection of books on various aspects of management and modern business practices as well as a large number of national and international journals. Library facilities are available to all participants and other readers interested in management education. On 2013 an MoU has been signed between DIU & BIM, specially to use the digital library of DIU for the all participants and faculty of BIM.

c. Computer Labs

BIM has two computer labs equipped with the latest state of the art micro computers numbering over 100. The computer labs are suitably designed to provide conducive learning environment to the participants of computer related courses. Latest softwares are available for running database, spreadsheet and word-processing applications. A modern Computer lab facility is also available for the participants at the Chittagong Campuses.

d. Hostel Facilities

There are two hostels at Dhaka having a total of twenty-five twin beds, including ten air-conditioned rooms and dining facility for 100 individuals. BIM has similar, though smaller facilities in the other two major cities of Bangladesh—Chittagong and Khulna.

Technical Co-operation with International Agencies

The Institute has received assistance from a number of international institutions and agencies including the World Bank, USAID, UNDP, ITC/GATT/UNCTAD, UNIFEM and others. It has collaborated with agencies such as the ILO, ITC and UNICEF, IFAD, AARRO and with institutions such as the Asian Productivity Organization (APO), International Centre for Public Enterprises (ICPE), Asian Regional Training and Development Organization (ARTDO), Morocco, Malaysia and German International Cooperation (GIZ).



BIM Library



Participants in the
Computer Lab., BIM

Physical Facility

The main campus of BIM is located on five acres of land at 4 Sobhanbag, Mirpur Road, in the centre of Dhanmondi, Dhaka.

There are sixteen fully equipped, air-conditioned classrooms, five of which are of international standard. 360 participants can be accommodated at a time.

There are two auditoriums— one with a seating capacity of 100 and the other with a capacity of 250 persons.

Short Courses|2016-2017

Table No. 01
Number of Short Courses Offered & Organized
for the Period 2016 - 2017

SL. No.	Name of Division	No. of Course Held		Total
		Regular*	Special*	
1.	Accounting and Financial Management	18	23	41
2.	Computer Services	2	2	4
3.	General Management	10	1	11
4.	Marketing Management	6		6
5.	Human Resource Management	12	5	17
6.	Production Management	3	0	3
7.	Productivity and Consultancy	2	0	2
8.	Project and Social Service	4	7	11
9.	Research and Publication	3	6	9
10.	TOT and Behavioral Management	4	0	4
11.	Chittagong Campus	3	1	4
12.	Khulna Campus	0	0	0
Grand total		68	44	113

'Scheduled Course(s)' refers to the courses that are offered in the annual program; 'Regular Course(s)' refers to the accomplishment of a scheduled course; 'Special Course(s)' are the courses that are offered by BIM outside of the scheduled course.

✓ Short courses have been the focal activity of BIM for the Year under review.

✓ A total of 113 courses were conducted in the year 2016-2017.

Special Courses|2016-2017

Table No. 02
Number of Short Courses Offered & Organized
for the Period 2016 - 2017

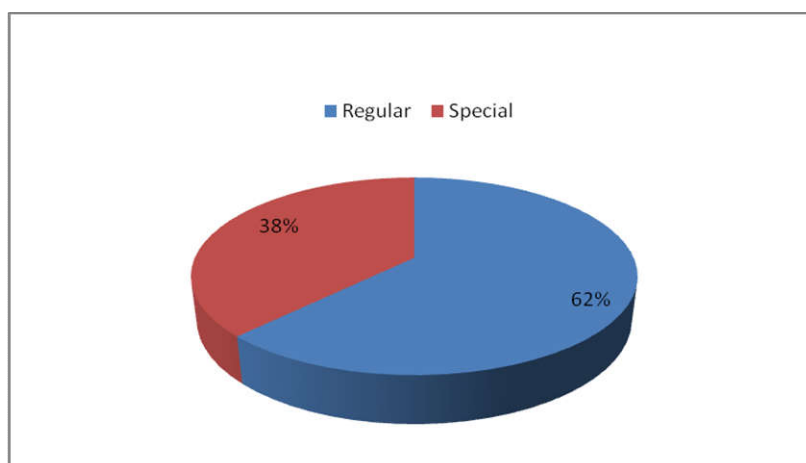
S/N	Title of the Special Course (s)	Contact Week (s)	No.of Course
1	সরকারি চাকরির অভ্যাবশ্যকীয় নিয়মাবলী	1	4
2	Cyber Security Awareness Workshop for Managers	1	1
3	Cyber Security Awareness Workshop for IT Professionals	1	1
4	Project Management with M.S - Project	1	1
5	Accounting Software Tally. ERP 9	2	6
6	e - Governance and ICT Infrastructure for Implementation of Digital bangladesh	2	1
7	Data Entry, Analysis and Reporting with SPSS	1	1
8	সরকারি অফিস পরিচালনার নিয়মাবলী	1	5
9	Logistic Management	1	1
10	Child Protection	1	1
11	সরকারি কর্মকর্তাদের জন্য অনুসরণীয় শিষ্টাচার, ম্যানার ও প্রটোকল	1	1
12	পেনশন ও আর্থিক বিধিবিধান	1	2
13	Sourcing & Procurement Strategies	1	1
14	সরকারি কর্মকর্তাদের জন্য অনুসরণীয় শিষ্টাচার, ম্যানার ও প্রটোকল	1	2
15	TOT on Sustainability of Supply Chain – Application of Climate Expert Approach	1	1
16	সু-শাসন বাস্তবায়নে করণীয় ৪ জাতীয় শুদ্ধাচার কৌশল, অভিযোগ প্রতিকার ব্যবস্থা তথ্য অধিকার, বার্ষিক কর্মসম্পাদন চুক্তি ও পাবলিক সার্ভিস ইনোভেশন	1	3
17	Project Proposal Preparation using the Logical Framework Approach	1	1
18	Day-long training on VAT	1	1
19	Online Office Management	2	2
20	Advanced Human Resource Management	1	1
21	Marketing and Sales Management	1	1
22	Cyber Security Awareness Workshop	1	1
23	Microsoft Excel Macros & VBA Fundamentals	1	1
24	Professional Income Tax	1	1
25	Online Office Management	2	1
26	টেকসই উন্নয়ন লক্ষ্যমাত্রা	1	1
27	জাতীয় শুদ্ধাচার কৌশল বাস্তবায়ন	1	1
28	নাগরিক সেবায় উদ্ভাবন	1	1

Contact Weeks|2016-2017

Table No. 03
Contact Weeks of the Courses by Divisions/Campuses held
in 2016 – 2017

SL. No.	Name of Division	No. of Contact Weeks		
		Regular	Special	Total
1.	Accounting & Financial Management	23	26	49
2.	Computer Services	2	2	4
3.	General Management	10	1	11
4.	Marketing Management	10	0	10
5.	Human Resource Management	15	5	20
6.	Production Management	5	0	5
7.	Productivity and Consultancy	3	0	3
8.	Project and Social Sector	6	11	17
9.	Research and Publication	3	6	9
10.	TOT and Behavioral Management	6	0	6
11.	Chittagong Campus	3	1	4
12.	Khulna Campus	0	0	0
	Total	86	52	138

Graph No. 01
Contact Weeks of the Courses held in 2016– 2017

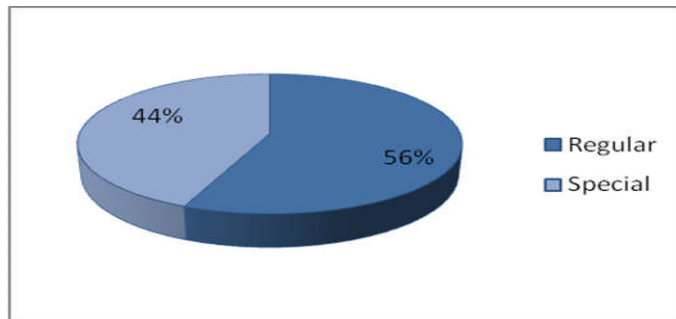


Participants in Short Courses|2016 -2017

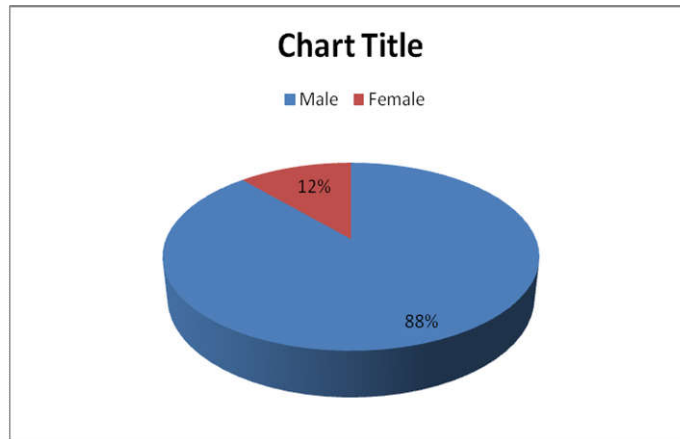
Table No. 04
Participants by Type of Courses, 2016-2017

Type of Course	No. of Participants		
	Male	Female	Total
Regular	1003	161	1164
Special	822	80	902
Total	1825	241	2066

Graph No. 02
Percentage of participants by Type of Courses, 2016 - 2017



Graph No. 03
Percentage of Participants by Sex, 2016- 2017



Diploma Programmes|2017

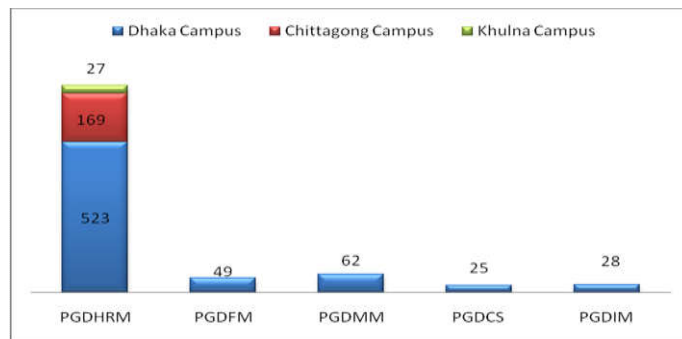
Table No. 5
Enrollment in the Post-Graduate Diploma Courses, 2017

Name of Diploma Course	Enrollment (2017)
• Post Graduate Diploma in Human Resource Management (PGDHRM) (Dhaka Campus)	523
• Post Graduate Diploma in Financial Management (PGDFM)	49
• Post Graduate Diploma in Marketing Management (PGDMM)	62
• Post Graduate Diploma in Computer Science (PGDCS)	25
• Post Graduate Diploma in Industrial Management (PGDIM)	28
• Post Graduate Diploma in Human Resource Management (PGDHRM) (Chittagong Campus)	169
• Post Graduate Diploma in Human Resource Management (PGDHRM) (Khulna Campus)*	27
Total	883

During the year 2016-2017, the five Post-Graduate Diploma Programmes were run as usual.

Table No. 06 shows the number of participants enrolled in the Post Graduate Diploma programs during the academic year of 2017.

Figure No. 04
Enrollment in the Post-Graduate Diploma Courses, 2017



In 2013, the 6 month Diploma in Social Compliance was also run as usual. In addition, a new program, first time in Bangladesh, “Diploma in Productivity and Quality Management” was introduced. Both the programs were initiated in cooperation with German International Cooperation (GIZ).

During the year, the number of students enrolled in Diploma in “Social Compliance” and “Productivity & Quality Management” are 46 and 17 respectively.

Major Consultancy Works|2016-2017

BIM is engaged in providing various consultancy services such as assist in recruitment process, feasibility study, capacity building, development of training manuals, etc for several years.

During the year of 2016-2017, BIM successfully arranged and conducted recruitment tests for different organizations where over 3800 applicants contested for different positions. The organizations are as follows:

- Bangladesh Railway.
- Energy Regulatory Authority.
- Department of National Savings..
- Rajdhani Unnayan Karttripakkha.

Employee Development|2016 -2017

BIM firmly believes that employee development activities help in the growth and development of employees, who are the true assets of an organization.

The fund available with BIM has for developing its employees is very limited. BIM has to depend largely upon the opportunities that the Ministry of Industries provides through making available the different short training courses. During the year under review, BIM has been fortunate enough to avail international training programmes through the courtesy of the Ministry. A detail list of faculty members who have participated in the various training programmes both at home and abroad is presented below.

Table No. 6
List of Faculty Members participated in Course/Seminar//Workshop
During the Year 2016-2017

S/N	Name of the Faculty Member	No. of Participants	Course/Seminar/ Workshop	Venue, Duration
1	Senior Management Counselor	1	National e – GP Organization Admin Training	CPTU, Dhaka 18 July, 2016
2	Senior Management Counselor, Maintainance in Charge	2	National e – GP Portal Procuring Entity User Training	CPTU, Dhaka 4-6 October, 2016
3	Associate Management Counselor	1	Data Entry, Analysis and Reporting with SPSS	BIM, Dhaka 21 -22, October 2016
4	Research Officer	1	Supply Chain Management	BIM, Dhaka 20 -30 November, 2016
5	All faculty Members of BIM	26	Capacity Development and Digital Office Managementgt	BIM, Dhaka 28 February – 09 May 2017
6	Senior Management Counselor, Management Counselor, Associate Management Counselor, Research Officer	10	ToT on Sustainability of Supply Chain: Application of Climate Expert Approach	BIM, Dhaka 27 February, 2017
7	Management Counselor, Research Officer	2	Certificate course on HRM	BIM, Dhaka 05 – 16 February, 2017
8	Associate Management Counselor	1	Project Proposal Preparation Using the Logical Framework Approach	BIM, Dhaka 13 – 15, March 2017
9	Associate Management Counselor	1	Online Office Mngement	BIM, Dhaka 16 -27 April, 2017
10	Management Counselor Associate Management Counselor	4	Human Resource Strategies and Policies	BIM, Dhaka 19 -20,May 2017
11	All Faculty Member, SAO, ACO	23	Public Service Innovation	BIM, Dhaka 20 -21 June, 2017
12	Stenographer, LDA come Computer Operator, Telephone Operator	29	National Integrity Strategy	BIM, Dhaka 19 June, 2017



Mr. Md. Mosharaf Hossain Bhuiyan ,
NDC, Secretary, Ministry of
Industries and Mohammad.Atwar
Rahman, Director General, BIM at
the opening Ceremony of
Foundation Course for the
Engineers and Officers of BCIC.

MoU Signing Ceremony between
Universiapolis - International
University of Agadir, Kingdom of
Morocco and Bangladesh Institute
of Management, Bangladesh.



Dr. Shahjahan Mahmood, Chairman,
Telecommunication Regulatory
Commission and Mohammad Atwar
Rahman, Director General, BIM at
certificate giving ceremony of
Leadership Development for the
First Line Managers of the Robi
Axiata Ltd.



**Comparison Between 2015 -2016 & 2016-2017
Short Courses**

Table No. 7

Number of Short Courses: 2015-2016 & 2016-2017

Sl. No.	Name of the Division	Number of Short Courses	
		2015-16	2016-17
1.	Accounting and Financial Management	107	41
2.	Computer Services	4	4
3.	General Management	34	11
4.	Marketing Management	5	6
5.	Human Recourse Management	99	17
6.	Production Management	30	3
7.	Productivity and Consultancy	4	2
8.	Project and Social Service	7	11
9.	Research and Publication	12	9
10.	TOT and Behavioral Management	3	4
11.	Chittagong Campus	0	4
12.	Khulna Campus	0	0
	Total	305	113

**Comparison Between 2015-2016 & 2016-2017
Diploma Courses**

Table No. 8

Enrollment in the Post-Graduate Diploma Courses

Name of the Post Graduate Diploma Course	Enrollment	
	2016	2017
▪ Human Resource Management (HRM) (Dhaka Campus)	530	523
▪ Financial Management (DFM)	61	49
▪ Marketing Management (DMM)	42	62
▪ Computer Science (CS)	29	25
▪ Industrial Management (DIM)	39	28
▪ Human Resource Management (HRM) (Chittagong Campus)	146	169
▪ Human Resource Management (HRM) (Khulna Campus)	41	27
Total	888	883

Comparison Between 2015-2016 & 2016-2017 Income and Expenditure

Income of BIM

Sl. No.	Head	2015-2016	2016-2017
1.	Government Grant	64,019,000.00	86,150,000.00
2.	Course Fee	9,571,011.00	10252452.00
3.	Consultancy	6,492,225.25	64087218.00
4.	Hall Rent	1,394,700.00	968950.00
5.	Hostel Rent	305816.50	760179.00
6.	Miscellaneous	537741.00	449084.00
	Total	82320493.75	162,667,883.00

Expenditure of BIM

Sl. No.	Economic Code	Heads of Expenditure	2015-2016	2016-2017
1	4501	Officer's Salary	20,908,198.56	20,480,749.67
		Sub-Total	20,908,198.56	20,480,749.67
2	4601	Employee Salary	14,951,258.92	15,668,270.10
		Sub-Total	14,951,258.92	15,668,270.10
3	4701	Dearness Allowances	1,588,254.40	-
4	4705	House Rent	4,253,028.33	7,009,863.11
5	4713	Festival Bonus	5,522,715.00	1,957,740.00
	4714	New-year Allowance	553,658.00	5,447,230.00
6	4717	Medical Allowances	936,165.33	504,842.00
7	4725	Washing Charge	41,400.00	1,889,182.97
8	4733	Entertainment	16,500.00	52,963.71
9	4755	Tiffin	139,597.00	16,800.00
10	4765	Transport (Conveyance)	72,900.00	152,522.68
11	4773	Education Allowances	187,500.00	115,045.16
12	4795	Other Allowance	331,142.00	509,954.84
		Sub-Total	13,642,860.06	427,170.61
13	4801	Travel Allowances	227,224.00	301,850.00
15	4805	Overtime	468,507.00	800,000.00
16	4810	Municipality Tax	115,200.00	115,200.00
17	4811	Land Tax	51,254.00	21,000.00
18	4815	Postal Cost	51,434.00	85,578.00
19	4816	Telephone/Telegram	375,658.00	312,593.00
20	4819	WASA	850,192.00	983,102.00
21	4821	Electricity	1,997,424.00	2,188,346.00
22	4822	GAS & Fuel	447,253.00	478,269.00
23	4823	Petrol Lubricant	699,456.00	730,227.00
24	4824	Insurance/Bank Charges	283,668.00	482,832.00
25	4827	Printing and Binding	293,385.00	245,000.00
26	4828	Stationery, Seal & Stamp	549,012.00	592,741.00
27	4829	Research	396,250.00	486,500.00
28	4831	Book, Journal	41,217.00	37,788.00
29	4833	Circulation & Advertisement	783,778.75	883,561.00
30	4836	Uniform	121,352.00	120,100.00

31	4840	Training Cost	4,496,293.00	7,468,182.00
33	4851	Wages (Labour)	47,500.00	56,300.00
34	4871	Bed	72,935.00	18,150.00
35	4874	Consultancy	39,993,884.00	39,184,972.00
36	4877	Vehicle Maintenance of Designated Officers	668,250.00	639,000.00
37	4882	Legal Expenditure	155,000.00	-
38	4883	Honorarium/ Fee/	100,000.00	118,300.00
40	4890	Ceremonial Festival	23,000.00	129,880.00
41	4899	Other expenditure	564,499.00	693,379.00
		Sub-Total	53,873,625.75	57,172,850.00
43	4901	Vehicle	448,899.00	521,747.00
45	4906	Furniture	9,450.00	23,200.00
47	4911	Computer/Office Fixture	140,390.00	102,300.00
48	4916	Machine & Tools	323,144.00	209,190.00
49	4921	Office Building	1,471,025.00	1,992,180.00
50	4926	Residential Building	1,146,781.00	2,557,680.00
51	4991	Other Maintenance & Preservation	452,282.00	245,029.00
		Sub-Total	3,991,971.00	5,651,326.00
52	5311	Contributory Provident Fund	1,668,244.40	2,988,277.58
53		Sub-Total	1,668,244.40	2,988,277.58
55	6311	Gratuity	7,050,179.00	19,800,000.00
		Sub-Total	7,050,179.00	19,800,000.00
56	6815	Computer Equipment Purchase	984,590.00	1,804,275.00
57	6821	Furniture Purchase	410,794.00	840,941.00
58	6827	Solar Panel	823,000.00	1,124,300.00
		Sub-Total	3,368,292.00	3,769,516.00
		Total	119,454,629.69	143,614,304.43

S.L No	Course Name	Time	Venue	Course Coordinator	No. of Participants
1	Financial Management for Executives	July 24 – 28 2016	BIM, Dhaka	M. Amenoor	13
2	Internal Audit on HR	July 29 – 30 2016	BIM, Dhaka	Md. Manzur Hossain	25
3	সরকারি চাকরির অত্যাৱশ্যকীয় নিয়মাবলী	July 29 – 30 2016	BIM, Dhaka	M. Amenoor	21
4	Accounting Software Tally. ERP 9	August 05, 06, 12 & 13, 2016	BIM, Dhaka	Tanvir Hossain	22
5	Human Resource Management For Executives	August 07-18 2016	BIM, Dhaka	Mohammad Mainul Islam	9
6	Bangladesh Labor Act 2006 And Bangladesh Labor Rules 2015	August 07-11 2016	BIM, Dhaka	Akhund A. Shamsul Alam	18
7	Cyber Security Awareness Workshop for Managers	August 12-13 2016	BIM, Dhaka	S. M. Ariful Islam	22
8	Cyber Security Awareness Workshop for IT Professionals	August 12-13 2016	BIM, Dhaka	S. M. Ariful Islam	12
9	Basic Management & Human Resource Development	August 21-25 2016	BIM, Dhaka	Md. Zafar Ali	12
10	Practical Income Tax & VAT Management	August 21 - September 01, 2016	BIM, Dhaka	Md. Manzur Hossain	30
11	Marketing Research for Effective Decision Making	September 04 - 08 2016	BIM, Dhaka	Dr. Uttam Kumar Datta	12
12	Managing Human Resources In Organization	September 25 - 29 2016	BIM, Dhaka	Mamun Muztaba	14
13	Developing Management Skills	September 26 - 27 2016	BIM, Dhaka	Mohammad Nazmi Newaz	10
14	Training Of Trainers (TOT)	October 02 - 13 2016	BIM, Dhaka	Md. Mahbub ul Alam	15
15	Effective Budget & Budgetary Control	October 02 - 16, 2016	BIM, Dhaka	M. Amenoor	14
16	Project Management: Principles, Tools & Techniques	October 03 - 05 2016	BIM, Dhaka	Mohammad Sayeedur Rahman	12
17	Bangladesh Labor Act 2006 and Labor Rules 2015	October 09 – 13 2016	BIM, Dhaka	Mohammad Mainul Islam	14
18	Effective Business Communication	October 21 - 22 2016	BIM, Dhaka	Md. Rajibul Haque	22
19	Human Resources Management: Principles & Practices	October 23 - 27 2016	BIM, Dhaka	Md. Zafar Ali	22
20	Project Monitoring and Evaluation	October 24 – 26 2016	BIM, Dhaka	Aklima Zaman	12
21	Public Procurement Processing And Approval Procedure	October 25 - 27 2016	BIM, Dhaka	Eng. Mehboob Hasan Kallol	23
22	Project management with M.S - Project	October 07 - 08 2016	BIM, Dhaka	Mohammad Sayeedur Rahman	12
23	Accounting Software Tally. ERP 9	October 07, 08, 14, 15, 2016	BIM, Dhaka	Tanvir Hossain	16
24	e - Governance and ICT Infrastructure for Implementation of Digital Bangladesh	October 16 - 27 2016	BIM, Dhaka	S. M. Ariful Islam	24

25	Total Quality Management (TQM)	October 16 - 27 2016	BIM, Dhaka	Eng. A. N. M. Shahidullah	12
26	Effective Leadership In Change Management	October 17 2016	BIM, Dhaka	Mohammad Nazmi Newaz	12
27	Data Entry, Analysis and Reporting with SPSS	October 21 - 22 2016	BIM, Dhaka	Mohammad Sayeedur Rahman	10
28	সরকারি অফিস পরিচালনার নিয়মাবলী	October 21 - 22 2016	BIM, Dhaka	M. Amenoor	14
29	সরকারি চাকরির অত্যাৱশ্যকীয় নিয়মাবলী	October 28 - 29 2016	BIM, Dhaka	M. Amenoor	14
30	Management For New Managers	November 06 – 10 2016	BIM, Dhaka	Lamia Farha	20
31	Basic Human Resource Management	November 13 - 17 2016	BIM, Dhaka	Mohammad Mainul Islam	18
32	Purchase and Store Management	November 13 - 24 2016	BIM, Dhaka	Eng. A. N. M. Shahidullah	24
33	Financial Management for Executives	November 13 - 17 2016	BIM, Dhaka	M. Amenoor	18
34	Synergy In Team Building	November 14 - 15 2016	BIM, Dhaka	Mohammad Nazmi Newaz	12
35	Social Compliance in Relation to Bangladesh Labour Act 2006	November 20 - 24 2016	BIM, Dhaka	Akhand A. Shamsul Alam	14
36	Supply Chain Management	November 20 - 30, 2016	BIM, Dhaka	Mohammad Sayeedur Rahman	25
37	Public Procurement Management	November 20 - December 01 2016	BIM, Dhaka	Md. Aminul Islam	26
38	জাতীয় শুদ্ধাচার কৌশল	November 24 2016	BIM, Dhaka	Mamun Muztaba	64
39	Analyzing Competitors and Selecting Competitive Strategy in Marketing	November 25 - 26, 2016	BIM, Dhaka	Dr. Uttam Kumar Datta	9
40	Supply Chain Management	November 05 - 10 2016	BIM, Dhaka	Eng. Md. Tariqul Islam	28
41	Online Office Management	November 13 - 24 2016	BIM, Dhaka	S. M. Ariful Islam	19
42	Logistic Management	November 01 - 03 2016	BIM, Dhaka	Mohammad Sayeedur Rahman	5
43	Child Protection	November 28 - 30 2016	BIM, Dhaka	Aklima Zaman	14
44	সরকারি কর্মকর্তাদের জন্য অনুসরণীয় শিষ্টাচার, ম্যানার ও প্রটোকল	November 04 - 05 2016	BIM, Dhaka	M. Amenoor	16
45	পেনশন ও আর্থিক বিধিবিধান	November 11 - 12 2016	BIM, Dhaka	M. Amenoor	14
46	সরকারি অফিস পরিচালনার নিয়মাবলী	November 18 - 19 2016	BIM, Dhaka	M. Amenoor	15
47	সরকারি চাকরির অত্যাৱশ্যকীয় নিয়মাবলী	November 26 2016	BIM, Dhaka	M. Amenoor	30
48	সরকারি চাকরির অত্যাৱশ্যকীয় নিয়মাবলী	November 26 2016	BIM, Dhaka	M. Amenoor	40
49	Sourcing & Procurement Strategies	December 04 - 06 2016	BIM, Dhaka	Mohammad Nazmi Newaz	12
50	Accounting Software Tally. ERP9	December 02 - 10 2016	BIM, Dhaka	Tanvir Hossain	15
51	Office Management with Computer Application	December 04 - 08 2016	BIM, Dhaka	Lamia Farha	10
52	সরকারি কর্মকর্তাদের জন্য অনুসরণীয় শিষ্টাচার, ম্যানার ও প্রটোকল	December 9 2016	BIM, Dhaka	M. Amenoor	13
53	পেনশন ও আর্থিক বিধিবিধান	December 09 - 10 2016	BIM, Dhaka	M. Amenoor	27
54	Cyber Security Awareness Workshop	December 11 - 13 2016	BIM, Dhaka	S. M. Ariful Islam	16

55	Accounting Software Tally. ERP9	December 09 - 17 2016	BIM, Dhaka	Tanvir Hossain	25
56	Professional Income Tax & VAT Management	December 18 - 22 2016	BIM, Dhaka	Tanvir Hossain	34
57	সরকারি কর্মকর্তাদের জন্য অনুসরণীয় শিষ্টাচার, ম্যানার ও প্রটোকল	December 22 2016	BIM, Dhaka	M. Amenoor	18
58	Time Management	December 23 2016	BIM, Dhaka	Dr. Parveen Ahmad	16
59	Bangladesh Labor Act 2006 And Bangladesh Labor Rules 2015	January 08 - 12 2017	BIM, Dhaka	Akhand A. Shamsul Alam	18
60	Effective Budget & Budgetary Control	January 08 - 12, 2017	BIM, Dhaka	M. Amenoor	18
61	Financial Statement Analysis for Decision Making	January 15 - 26 2017	BIM, Dhaka	Md. Rajibul Haque	16
62	PPR 2008 And Public Procurement Management	January 17 - 28 2017	BIM, Dhaka	Eng. Md. Mehboob Hasan Kallol	16
63	Organizational Development & Training Management	January 22 - 26 2017	BIM, Dhaka	Md. Robiul Islam Khan	9
64	Leadership Development	February 05 - 09 2017	BIM, Dhaka	Lamia Farha	11
65	Certificate Course on Human Resource Management	February 05 - 16 2017	BIM, Dhaka	Shaikh Sajiur Rhaman	18
66	সরকারি অফিস পরিচালনার নিয়মাবলী	February 17 - 18 2017	BIM, Dhaka	M. Amenoor	32
67	Brand Management & Setting the Products in a Competitive Market	February 12 - 23, 2017	BIM, Dhaka	Dr. Uttam Kumar Datta	9
68	Spread Sheet Analysis with MS-Excel	February 19 - 22 2017	BIM, Dhaka	Farkhunda Dorin	17
69	Accounting Software Tally. ERP9	February 17 - 25 2017	BIM, Dhaka	Tanvir Hossain	24
70	Supply Chain Management	February 11 - 15 2017	BIM, Dhaka	Eng. Md. Tariqul Islam	24
71	Social Compliance In Relation To Bangladesh Labour Act 2006	February 05 - 09, 2017	Chittagong Campus	Akhand A. Shamsul Alam	10
72	Financial management for Non - Profit Organization	February 19 - March 02, 2017	BIM, Dhaka	Tanvir Hossain	8
73	TOT on Sustainability of Supply Chain – Application of Climate Expert Approach	February 27, 2017	BIM, Dhaka	Aklima Zaman	14
74	Marketing & Salesmanship	February 26 - March 03, 2017	BIM, Dhaka	Nirjhar Mazumder	19
75	সু-শাসন বাস্তবায়নে করণীয় ও জাতীয় শুদ্ধাচার কৌশল, অভিযোগ প্রতিকার ব্যবস্থা, তথ্য অধিকার, বার্ষিক কর্মসম্পাদন চুক্তি ও পাবলিক সার্ভিস ইনোভেশন	March 03 - 04, 2017	BIM, Dhaka	Mamun Muztaba	27
76	Effective Team Building	March 07 - 09, 2017	BIM, Dhaka	Lamia Farha	8
77	Computer Application in Financial Management	March 11, 2017	BIM, Dhaka	Md. Rajibul Haque	15
78	Project Proposal Preparation using the Logical Framework Approach	March 13 - 15 2017	BIM, Dhaka	Aklima Zaman	15
79	Day-long training on VAT	March 18 2017	BIM, Dhaka	Tanvir Hossain	15
80	ToT	March 12 - 23 2017	BIM, Dhaka	Md. Mahbub ul Alam	25
81	Investment Analysis & Portfolio Management	March 19 - 23 2017	BIM, Dhaka	Md. Rajibul Haque	15
82	Internal Audit	March 26 - April 06, 2017	BIM, Dhaka	Md. Manzur Hossain	34
83	সু-শাসন বাস্তবায়নে করণীয় ও জাতীয় শুদ্ধাচার কৌশল, অভিযোগ প্রতিকার ব্যবস্থা, তথ্য অধিকার, বার্ষিক কর্মসম্পাদন চুক্তি ও পাবলিক সার্ভিস ইনোভেশন	April 07- 08 2017	BIM, Dhaka	Mamun Muztaba	32

84	Accounting Software Tally. ERP9	April 07- 15 2017	BIM, Dhaka	Tanvir Hossain	23
85	Implementing ISO 9001 Quality Management System	April 09- 13 2017	BIM, Dhaka	Eng. A. N. M. Shahidullah	13
86	Human Resource Management for New HR Professionals	April 09- 20 2017	BIM, Dhaka	Mohammad Mainul Islam	22
87	সরকারি চাকরির অত্যাবশ্যকীয় নিয়মাবলী	April 21- 22 2017	BIM, Dhaka	M.Amenoor	11
88	সু-শাসন বাস্তবায়নে করণীয় ৪ জাতীয় শুদ্ধাচার কৌশল, অভিযোগ প্রতিকার ব্যবস্থা, তথ্য অধিকার, বার্ষিক কর্মসম্পাদন চুক্তি ও পাবলিক সার্ভিস ইনোভেশন	April 21- 22 2017	BIM, Dhaka	Mamun Muztaba	27
89	Spread Sheet Analysis with MS-Excel	April 09- 12 2017	BIM, Dhaka	Farkhunda Dorin	9
90	Organizational Development & Training Management	April 23- 27 2017	BIM, Dhaka	Rabiul Islam Khan	10
91	Online Office Management	April 16- 27 2017	BIM, Dhaka	S. M. Ariful Islam	35
92	Feasibility Study for Investment Project	April 23- 27 2017	BIM, Dhaka	Tanvir Hossain	21
93	সরকারি অফিস পরিচালনার নিয়মাবলী	April 28- 29 2017	BIM, Dhaka	M.Amenoor	30
94	Online Office Management	April 30 - May 11 2017	BIM, Dhaka	S. M. Ariful Islam	33
95	Brand Management : Incredible Brand Building Strategy	May 07 – 11 2017	BIM, Dhaka	Nirjhar Mazumder	13
96	PPR 2008 And Contract Management	May 12 -13 2017	BIM, Dhaka	Md. Aminul Islam	21
97	Advanced Human Resource Management	May 14 -16 2017	BIM, Dhaka	Shaikh Sajur Rhaman	23
98	Management Information Systems (MIS)	May 14 -18 2017	BIM, Dhaka	Mohammad Nazmi Newaz	8
99	Marketing and Sales Management	May 19 -20, 2017	Chittagong Campus	Nirjhar Mazumder	18
100	সরকারি অফিস পরিচালনার নিয়মাবলী	May 26 – 27 2017	BIM, Dhaka	M. Amenoor	10
101	Marketing and Salesmanship	May 14 – 25 2017	BIM, Dhaka	Nirjhar Mazumder	11
102	PPR 2008 and Annual Procurement Planning	May 21 – 23 2017	BIM, Dhaka	Eng. Md. Mehboob Hasan Kallol	20
103	Cyber Security Awareness Workshop	May 19 – 20 2017	BIM, Dhaka	S. M. Ariful Islam	23
104	Microsoft Excel Macros & VBA Fundamentals	May 20 2017	BIM, Dhaka	Farkhunda Dorin	9
105	Human Resource Strategies and Policies	May 19 – 20 2017	BIM, Dhaka	Mohammad Nazmi Newaz	10
106	Professional Income Tax	May 19 – 20 2017	BIM, Dhaka	Tanvir Hossain	21
107	Online Office Management	May 30 - June 12, 2017	BIM, Dhaka	S. M. Ariful Islam	14
108	Accounting Software Tally. ERP 9	June 02 – 10 2017	BIM, Dhaka	Tanvir Hossain	23
109	সরকারি চাকরির অত্যাবশ্যকীয় নিয়মাবলী	June 09 – 10 2017	BIM, Dhaka	M. Amenoor	14
110	Accounting Software Tally. ERP 9	June 13 – 17 2017	BIM, Dhaka	Tanvir Hossain	17
111	টেকসই উন্নয়ন লক্ষ্যমাত্রা	June 18 2017	BIM, Dhaka	Md. Rajibul Haque	11
112	জাতীয় শুদ্ধাচার কৌশল বাস্তবায়ন	June 19 2017	BIM, Dhaka	Mamun Muztaba	29
113	নাগরিক সেবায় উদ্ভাবন	June 20 – 21 2017	BIM, Dhaka	Farkhunda Dorin	23

SHORT COURSES
(1961-1962 - 2016-2017)

Year	No. of Courses	No. of Participants
1961-1962	11	151
1962-1963	22	491
1963-1964	28	526
1964-1965	14	221
1965-1966	24	370
1966-1967	23	487
1967-1968	21	347
1968-1969	31	506
1969-1970	34	325
1970-1971	22	387
1971-1972	20	332
1972-1973	36	565
1973-1974	12	216
1974-1975	11	330
1975-1976	18	535
1976-1977	24	440
1977-1978	44	768
1978-1979	56	1222
1979-1980	66	1353
1980-1981	54	1696
1981-1982	109	1793
1982-1983	91	1425
1983-1984	99	1651
1984-1985	79	1351
1985-1986	78	1042
1986-1987	119	1260
1987-1988	103	1199
1988-1989	117	1364
1989-1990	74	825
1990-1991	33	450
1991-1992	88	1058
1992-1993	74	890
1993-1994	50	618
1994-1995	56	771
1995-1996	78	1023
1996-1997	76	1006
1997-1998	71	846
1998-1999	76	803

Year	No. of Courses	No. of Participants
1999-2000	106	1190
2000-2001	114	1649
2001-2002	100	1272
2002-2003	84	1122
2003-2004	81	1051
2004-2005	86	1042
2005-2006	88	1264
2006-2007	68	817
2007-2008	71	1052
2008-2009	42	971
2009-2010	37	529
2010-2011	105	1583
2011-2012	59	925
2012-2013	68	1302
2013-2014	113	2458
2014-2015	137	3084
2015-2016	112	1,890
2016 - 17	113	2,066

**POST GRADUATE DIPLOMA IN PERSONNEL MANAGEMENT
(1966-67 TO 2010)**

Year	Participants Enrolled	Participants Graduated
1966-67	37	29
1967-68	39	24
1968-69	27	12
1969-70	31	22
1970-71	35	18
1971-72	24	11
1972-73	34	17
1973-74	45	17
1974-75	45	38
1975-76	60	38
1976-77	53	37
1977-78	49	33
1978-79	76	37
1979-80	50	33
1980-81	48	32
1981-82	60	42
1982-83	55	48
1983-84	54	44
1984-85	54	42
1985-86	90	65
1986-87	96	74
1987-88	95	61
1988-89	101	56
1989-90	103	70
1990-91*	-	15
1991-92	104	76
1992-93	103	70
1993-94	106	76
1994-95	102	72
1995-96	165	117
1996-97	180	120
1997-98	208	128
1998-99	212	126
1999-2000	214	137
2000-2001	196	97
2001-2002	232	143
2002-2003	190	90
2004	223	148
2005	262	193
2006	375	261
2007	396	276
2008	378	245
2009	370	271
2010	346	291

* During the year 1990-91, Post Graduate Diploma in Management (PGDM) was offered instead of two individual traditional courses (PGDPM and PGDIM). A total of 30 participants were admitted in the course and after completion of the 1st part, 15 participants did their specialization in Personnel Management.

** In 2011, Post Graduate Diploma in Personnel Management (PGDPM) was updated as Post Graduate Diploma in Human Resource Management (PGDHRM).

ANNEXURE- 04**POST GRADUATE DIPLOMA IN Human Resource Management
(2011- 2016)**

Year	Participants Enrolled	Participants Graduated
2011	381	312
2012	499	425
2013	596	470
2014	642	470
2015	681	544
2016	888	616
2017	883	-

ANNEXURE - 05**POST GRADUATE DIPLOMA IN INDUSTRIAL MANAGEMENT
(1980-81 TO 2001-02 & 2014-2015)**

Year	Participants Enrolled	Participants Graduated
1980-81	39	27
1981-82	36	24
1982-83	49	33
1983-84	45	31
1984-85	51	37
1985-86	47	34
1986-87	51	28
1987-88	52	34
1988-89	70	41
1989-90	60	36
1990-91*	-	13
1991-92	46	16
1992-93	52	18
1993-94	45	15
1994-95	55	15
1995-96	30	8
1996-97	27	13
1997-98	41	15
1998-99	22	13
1999-2000	14	10
2000-2001	16	10
2001-2002	8	5
2012	32	24
2013	42	26
2014	45	27
2015	36	24
2016	39	32
2017	28	-

ANNEXURE - 06**POST GRADUATE DIPLOMA IN BUSINESS MANAGEMENT
(2002-03 TO 2011)**

Year	Participants Enrolled	Participants Graduated
2002-2003	25	10
2004	17	6
2005	20	13
2006	20	7
2007	24	19
2008	25	16
2009	25	16
2010	24	10
2011	13	4

ANNEXURE - 07**POST GRADUATE DIPLOMA IN MARKETING MANAGEMENT
(1994 - 95 to 2016)**

Year	Participants Enrolled	Participants Graduated
1994-95	60	40
1995-96	60	25
1996-97	72	45
1997-98	73	44
1998-99	74	32
1999-2000	45	24
2000-2001	52	36
2001-2002	57	35
2002-2003	34	20
2004	22	8
2005	27	13
2006	24	16
2007	29	17
2008	28	13
2009	16	13
2010	21	14
2011	18	9
2012	41	29
2013	57	38
2014	56	34
2015	46	38
2016	42	32
2017	49	-

ANNEXURE - 08**POST GRADUATE DIPLOMA IN FINANCIAL MANAGEMENT
(1994-95 TO 2016)**

Year	Participants Enrolled	Participants Graduated
1994-95	60	39
1995-96	60	28
1996-97	65	21
1997-98	71	32
1998-99	62	33
1999-2000	45	31
2000-2001	43	25
2001-2002	54	32
2002-2003	24	19
2004	31	21
2005	41	27
2006	38	25
2007	51	35
2008	52	38
2009	57	28
2010	52	24
2011	31	19
2012	57	32
2013	77	43
2014	91	21
2015	65	31
2016	61	53
2017	62	-

ANNEXURE - 09**POST GRADUATE DIPLOMA IN COMPUTER SCIENCE
(1994-95 TO 2016)**

Year	Participants Enrolled	Participants Graduated
1994-95	97	63
1995-96	78	56
1996-97	88	47
1997-98	82	66
1998-99	80	51
1999-2000	69	46
2000-2001	80	57
2001-2002	73	39
2002-2003	50	28
2004	22	11
2005	27	23
2006	24	17

2007	29	17
2008	28	24
2009	16	20
2010	21	19
2011	18	21
2012	41	33
2013	31	24
2014	33	23
2015	23	17
2016	29	23
2017	25	-

ANNEXURE - 10	DIPLOMA IN SOCIAL COMPLIANCE (2008-2016)
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Year	Participants Enrolled	Participants Graduated
2008	32	25
2009	32	31
2010	32	28
2011	64	56
2012	33	29
2013	34	30
2014(1st Batch)	44	36
2014(2nd Batch)	44	36
2015	45	39
2016	46	40
2017	46	-

ANNEXURE - 11	DIPLOMA IN Productivity & Quality Management (2013-2016)
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Year	Participants Enrolled	Participants Graduated
2013	14	11
2014 (1st Batch)	15	10
2014(2nd Batch)	19	14
2015	13	11
2016	17	14
2017	17	-

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