



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
खड़गपुर - ७२१ ३०२, भारत

Indian Institute of Technology Kharagpur
Kharagpur - 721 302, India



Dr. Bhargab Maitra

Dean (Students' Affairs) &
Professor, Civil Engineering Department

January 16, 2024

To
Shri Dibyendu Das, IAS
Director, Transport Directorate
Government of West Bengal, Paribahan Bhavan 2
Eastern Metropolitan Bypass, Sector C
Kolkata-700107

Subject: 1-Day Training Programme on Road Safety for Lead Agency and DRSC members of West Bengal as per the Directions of the Hon'ble Supreme Court Committee on Road Safety (SCCoRS) –Ref: 51/2014/CoRS (Vol-3) dated 8th November, 2021

Dear Sir,

As per recent discussion with the Add. Director & Ex-Officio Jt. Secretary, Transport Directorate, I am submitting this proposal for organizing 1-Day Training Programme on Road Safety for the Lead Agency and the DRSC members of West Bengal. IIT Kharagpur would be happy to organize the required 1-day training programs in different batches/phases to cover the LA members of the State and DRSC members in all the Districts of West Bengal. The estimated approximate number of participants is 350 as per the notified structure of the LA in the state and DRSC in various districts.

We shall provide all training materials prepared as per the SCCoRS guidelines in both hard copy and soft copy forms alongwith a Training Kit. We shall also provide participation certificate (issued by IIT Kharagpur) to all the registered participants of the proposed training program. A tentative structure of this 1-day training program is shown in **Annexure-I(A)**.

While preparing this proposal, it was felt necessary to split the training program in five batches/phases to limit the number of participant to about 80 so that adequate interactions can take place with the participants during each training session. Also, 5 training sessions spread across different geographical regions will make the participation easier considering their work load and travel logistics. The proposed tentative venues and dates for five training sessions are mentioned in **Annexure-I(B)**. It may be mentioned that the Training Session in Kolkata will include LA members as well as the DRSC members of the Presidency Division. Also, it is proposed to carry out the training session in Kolkata in March 2024 and complete the other sessions during April, 2024.

The total estimated cost for the training of 350 participants in 5 batches is estimated as INR. 12, 47, 500/- (inclusive of Institute overhead @25% of the basic fees). The GST, as applicable, should be paid separately as per rule. A tentative breakdown of this estimated budget is also mentioned in **Annexure-II**. We shall require the host districts to provide us a suitable venues and other logistic support for organizing the training sessions. Once the proposal is approved, we shall immediately schedule the dates for organizing various sessions based on discussion with you.

Submitted for your kind consideration and necessary approval.

(Bhargab Maitra)

Copy to : Mr. Abhik Kumar Das, WBCS, Add. Director & Ex-Officio Jt. Secretary, Transport Directorate, Government of West Bengal, Paribahan Bhavan 2, EM Bypass, Sector C, Kolkata-700107

Annexure-I

“1-Day Training Programme on Road Safety for Lead Agency and DRSC”

Organized by

Transport Department (Lead Agency), Govt. of West Bengal

in Technical Collaboration with

Indian Institute of Technology Kharagpur

(A) Tentative Program Schedule

Session	Topic	Duration
Inauguration and Opening Remarks		09:30 – 09:45
Session-I	Road Safety – An Overview	09:45 – 11:45
	Tea Break	
Session-II	Road Safety – Engineering Aspects	12:00 – 14:00
	Lunch Break	
Session-III	Road Safety – Enforcement Aspects	14:40 – 15:40
Session-IV	Road Safety – Emergency Care	15:40 – 16:40
	Tea Break	
Session-V	Road Safety – Education and Awareness	16:55 – 17:25
Session-VI	Supreme Court Guidelines and Role of Lead Agency	17:25 – 17:55
Closing Remarks		17:55 – 18:10

(B) Breakdown of the Division-Wise Training Program (5 batches)

Division	Covering Districts		Venue
Presidency and LA Members	<ul style="list-style-type: none">KolkataNorth-24 ParganasSouth-24 Parganas	<ul style="list-style-type: none">HowrahNadia	Kolkata
Medinipur	<ul style="list-style-type: none">East MedinipurWest MedinipurJhargram	<ul style="list-style-type: none">BankuraPurulia	Medinipur Town
Bardhaman	<ul style="list-style-type: none">Purba BardhamanPaschim Bardhaman	<ul style="list-style-type: none">BirbhumHooghly	Bardhaman Town
Malda	<ul style="list-style-type: none">MurshidabadMalda	<ul style="list-style-type: none">Uttar DinajpurDakshin Dinajpur	Malda Town
Jalpaiguri	<ul style="list-style-type: none">DarjeelingJalpaiguriKalimpong	<ul style="list-style-type: none">Cooch BeharAlipurduar	Siliguri


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Annexure-II

“1-Day Training Programme on Road Safety for Lead Agency and DRSC”

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Breakdown of the Estimated Budget

Sl. No.	Item	Amount (INR)
1	Preparation Training Material	60, 000
2	Training Material Kit for 350 Participants @ INR. 1600 per participant <ul style="list-style-type: none">• Hard Copy of all lecture materials in form of a Book: Coloured printing and soft-binding• Writing Notepad• Pen: 2 Nos.• Folder	5, 60, 000
3	Transportation for experts and support members (6 members) <u>Travel for Kolkata, Medinipur, and Bardhaman (Road):</u> <ul style="list-style-type: none">• Kharagpur-Kolkata: INR. 12,000• Kharagpur-Medinipur: 6,000• Kharagpur-Bardhaman: INR. 16,000 <u>Travel for Malda and Siliguri:</u> <ul style="list-style-type: none">• Road and Rail: Kharagpur-Malda (via Kolkata): @ INR. 18,000• Rail: Malda-Siliguri: @6,000• Road and Air: Siliguri-Kharagpur (via Kolkata): @ INR. 50,000	1, 08, 000
4	Honorarium <ul style="list-style-type: none">• Experts: @ INR. 10,000 per expert per day for 4 experts and 5 days• Support Staffs: @ INR. 4,000 per staff per day for 2 staffs and 5 days	2, 40, 000
5	Miscellaneous Expenses	30, 000
	Sub-total	9, 98, 000
6	Institute Overhead (@25%)	2, 49, 500
	Gross Total	12, 47, 500 *

** The GST should be paid separately as per rule*


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