

External Training Programmes

Human Resource Development – Cooperative
Training & Development

Non-NDPI programmes

National Dairy Development Board



Training programmes at NDDB, Anand by Human Resource Development-Coops Group

NDDB offers training/orientation to milk producers, Board of Directors and procurement personnel of dairy cooperatives. Training is also imparted to the milk producers affiliated to New Generation Cooperatives.

The training modules focus on the functioning of village-level dairy institutions as viable, vibrant and sustainable entities which provide reasonable and remunerative returns to milk producers. The emphasis is on good governance and professional management at all levels of the value chain of the milk business.

- Training programmes include lecture sessions, games, field visits, demonstrations, educational films, interaction with milk producers and institutions.
- Custom-made modules in subjects/areas related to cooperative dairying are also offered on request. These are tailor-made to suit specific training needs, keeping in view the current situation in the dairy sector.
- Training/orientation programmes are also organised on request, for government and non-government organisations in India and abroad, for dairy development in a larger perspective.

Programmes

I. Board Orientation Programme for Cooperatives	
Participants & eligibility criterion	Elected directors of cooperative milk unions
Training Category	Board members
Training fee (per participant)	₹ 5159/- <i>(inclusive of tax, subject to change)</i>
Programme objectives	<p>To enable participants:</p> <ul style="list-style-type: none"> • Identify the challenges, including the growing competition, being faced by dairy cooperatives and formulate strategies to counter them. • Comprehend their roles and responsibilities and participate actively in board meetings for making policies to facilitate growth of their milk union to meet the long term objectives. • Recognise the importance of values in an economic enterprise and importance of good governance and professional management. • Identify the strengths and weaknesses of their milk union and formulate strategies to run their business profitably.
Focus area	<ul style="list-style-type: none"> • Better business by the milk union through good governance and a professional approach.

Brief description of course content	<p>Challenges faced by dairy cooperatives and strategies to overcome them. National Dairy Plan.</p> <p>Assessment of performance of the milk union. SWOT analysis.</p> <p>Importance of value-based institutions, vision and mission statement.</p> <p>Long-term objectives. Roles and responsibilities. Board-management relations.</p> <p>Trends in productivity enhancement in relation to NDP. Ration Balancing Programme. Quality assurance. Participation of women in dairy cooperatives.</p> <p>Relevant field visits like dairy cooperative, dairy, Analytical laboratory, etc.</p>
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II. Business appreciation programme for Procurement Personnel of Milk Unions	
Participants	Milk procurement personnel
Training Category	Executives
Training fee (per participant)	₹ 5576/- <i>(inclusive of tax, subject to change)</i>
Programme objectives	<p>To enable participants:</p> <ul style="list-style-type: none"> • Work as effective and efficient facilitators. • Achieve the desired key targets related to milk procurement and institutional development and facilitate member participation. • Exhibit a high professional commitment and initiative for development of cooperative milk business. • Understand the present scenario and developments in cooperative dairying and appreciate the need for cooperatives to be competitive.
Focus area	<ul style="list-style-type: none"> • Improve coverage and procurement • Improve quality of milk raw milk at milk reception dock
Brief description of course content	<p>Challenges faced by dairy cooperatives and strategies to overcome them. National Dairy Plan.</p> <p>Strategies to increase milk procurement – ‘depth’ and ‘spread’ concept. Recent trends in milk marketing. Importance of MIS.</p> <p>Standard operational costs in milk business. Quality assurance. Modern concepts in productivity enhancement.</p> <p>Achievement motivation. Importance of communication in extension. Importance of capacity building. Enhancing participation of women in dairy cooperatives.</p> <p>Relevant field visits like dairy cooperative, dairy, Analytical laboratory, etc.</p>

III. Farmers Orientation Programme for Cooperatives	
Participants	Milk producers/MCM/DCS chairpersons
Training Category	Milk producer members of dairy cooperative societies
Training fee (per participant)	If participants arrive by bus: ₹ 730/- (<i>inclusive of tax, subject to change</i>) If participants arrive by train: ₹ 1436 (<i>inclusive of tax, subject to change</i>)
Programme objectives	To enable participants: <ul style="list-style-type: none"> • Appreciate the need for fair and transparent milk procurement operations, trained DCS staff and proactive management committee members. • Appreciate the value of member involvement and participation of women members at the DCS level for efficient operations. • Recognise the importance of proper breeding, feeding, health care and management of animals to enhance milk production. • Explain the clean milk production practices at farm and DCS levels.
Focus area	<ul style="list-style-type: none"> • Improve coverage and procurement. • Improve raw milk quality. • Increase animal productivity through proper breeding, nutrition and health management practices. • Enhance participation of women at the DCS level.
Brief description of course content	Brief about dairy cooperatives and role of NDDB. Animal health and productivity. Feed and fodder aspects. Clean milk production. Role of women in dairy cooperatives. Educational films. Relevant field visits like dairy cooperative, dairy, fodder farm, cattle feed factory, etc.

**Training Programmes under
National Dairy Plan I**

Sl No	Particulars	Details
1.	Programme Title	Orientation for Project coordinators on Progeny Testing programmes(Refresher)¹
2.	Programme objectives	This programme envisages to create awareness among the participants about the importance of field based Progeny Testing programme to enhance and sustain better productivity in milch animals and orient them in project concept, institutional arrangements, implementation and monitoring mechanism, accounting procedures etc.
3.	Focus Area	To enhance productivity in milch animals through genetic improvement and selection through effective implementation and monitoring of the PT programme
4.	Duration	3 days
5.	Target participants	Sr. Veterinary Officers engaged as Project Coordinators of Progeny Testing programmes approved under NDPI
6.	Brief description of course content	Basic of Genetics and Breeding. Implementation of a young bull programme/ Progeny Testing programme for developing countries: Performance recording / milk recording – Monitoring mechanism. INAPH- Information system for management of data. Standard recording and Supervision practices – Basic standards. Selection criteria for bull mothers and bulls for nominated service. Criteria for retrieving bull calves form nominated service and modus operandi. Field visit to the project area.

¹ Refresher training (for 2 days) would- cover similar topics along with some experience sharing and feedback from the project- only for those who have implemented a PT programme for at least 2 years

Sl No	Particulars	Details
1.	Programme Title	Orientation for District/ Area coordinators on Progeny Testing programmes (Refresher)²
2.	Programme objectives	This programme envisages to create awareness among the participants about the importance of field based Progeny Testing programme to enhance and sustain better productivity in milch animals and orient them in project concept, institutional arrangements, implementation and monitoring mechanism, accounting procedures etc.
3.	Focus Area	Effective implementation and monitoring of the PT programme
4.	Duration	7 days
5.	Target participants	Veterinary Officers of milk unions / Govt. Agencies / or other AI service providers engaged as District/ Area Coordinators for Progeny Testing programmes.
6.	Brief description of course content	Basic of Genetics and Breeding – terminologies, breeding policy, breeding schemes, breeding plans and breeding operations. Need for genetic improvement programmes to enhance the genetic potential of milch animals through generations. Implementation of a young bull programme, Progeny Testing programme for developing countries: Performance recording / milk recording – Why required; How to be done; Monitoring mechanism. INAPH- Information system for management of data, Sire evaluation methods and interpreting results. Standard recording and Supervision practices – Basic standards. Information system. Selection criteria for bull mothers and bulls for nominated service. Criteria for retrieving bull calves form nominated service and modus operandi-various tests to be done. Field visit to the project area.

² Refresher training (for 2 days) would- cover similar topics along with some experience sharing and feedback from the project- only for those who have implemented a PT programme for at least 2 years

Sl No	Particulars	Details
1.	Programme Title	Orientation for calf rearing station in charge on Progeny Testing (Refresher) ³
2.	Programme objectives	This programme envisages to create awareness among the participants about the importance of field based Progeny Testing programme to enhance and sustain better productivity in milch animals and orient them in project concept, institutional arrangements, implementation and monitoring mechanism, basic calf rearing and quarantine practices etc.
3.	Focus Area	Rearing of healthy, disease free bulls for distribution to semen stations
4.	Duration	4 days
5.	Target participants	Veterinary Officer engaged as Calf Rearing Station in-charge for rearing of bull calves that are produced through a PT programme
6.	Brief description of course content	Basic of Genetics and Breeding – terminologies, breeding policy, breeding schemes, breeding plans and breeding operations Need for genetic improvement programmes to enhance the genetic potential of milch animals through generations. Implementation of a young bull programme, Progeny Testing programme for developing countries: INAPH- Information system for management of data, Criteria for retrieving bull calves form nominated service, their rearing and distribution-modus operandi, various testing protocols, forwarding samples for various tests. Management of young calves. Testing, Deworming and vaccination of young calves

³ Refresher training (for 2 days) would- cover similar topics along with some experience sharing and feedback from the project- only for those who have implemented a PT programme for at least 2 years

Sl No	Particulars	Details
1.	Programme Title	Orientation for AI officers on Progeny Testing programmes (Refresher)⁴
2.	Programme objectives	This programme envisages to create awareness among the participants about the importance of field based Progeny Testing programme to enhance and sustain better productivity in milch animals and orient them in project concept, institutional arrangements, implementation and monitoring mechanism etc
3.	Focus Area	Efficient and timely distribution of AI related inputs in Progeny Testing area
4.	Duration	2 days
5.	Target participants	Veterinary Officers of milk unions / Govt. Agencies / other AI Service providers who are in-charge of supply of AI inputs to the Progeny Testing Programme area.
6.	Brief description of course content	Basic of Genetics and Breeding – terminologies, breeding policy, breeding schemes, breeding plans and breeding operations Need for genetic improvement programmes to enhance the genetic potential of milch animals through generations. Implementation of a young bull programme, Progeny Testing programme for developing countries: coordination of Test insemination and nominated AI in the PT area. Monitoring of an AI programme

⁴ Refresher training (for 2 days) would- cover similar topics along with some experience sharing and feedback from the project- only for those who have implemented a PT programme for at least 2 years.

Sl No	Particulars	Details
1.	Programme Title	Orientation for Project coordinators on Indigenous Breed Development programmes (Refresher) ⁵
2.	Programme objectives	This programme envisages to create awareness among the participants about the importance of conservation and development of indigenous cattle breeds in their native breeding tract and orient them in project concept, institutional arrangements, implementation and monitoring mechanism, accounting procedures etc.
3.	Focus Area	To enhance productivity of indigenous cattle through genetic improvement (pedigree selection)
4.	Duration	4 days
5.	Target participants	Project Managers of IBD projects who are responsible for implementation of Breed Development Programs
6.	Brief description of course content	Importance of Indigenous cattle breeds for sustainable dairy production Indian dairy breeds of cattle and buffaloes- characteristics and distribution In-situ and ex-situ conservation methods Community participation in conservation programs and liaison with line agencies Basics of animal breeding, selection within breed and straight breeding Breeding design for pedigree selection, performance recording, bull production, procurement and rearing, selection of elite animals, protocols for bull production, information system for data management, program monitoring Establishment of village breeding centres (AI and natural service units), SOPs to be followed, procurement and supply logistics Problem analysis and identification of intervention strategies for overall project improvement

⁵ Refresher training (for 2 days) would- cover similar topics along with some experience sharing and feedback from the project- only for those who have implemented a breed development programme for at least 2 years

1.1.1. **Orientation for District coordinators on Indigenous Breed Development programmes**

Sl. No	Particulars	Details
1.	Programme Title	Orientation for District coordinators on Indigenous Breed Development programmes (Refresher) ⁶
2.	Programme objectives	This programme envisages to create awareness among the participants about the importance of conservation and development of indigenous cattle breeds in their native breeding tract and orient them in project concept, institutional arrangements, implementation and monitoring mechanism, accounting procedures etc
3.	Focus Area	Effective implementation and monitoring of the programme
4.	Duration	5 days
5.	Target participants	District Coordinators of IBD projects who are responsible for implementation of Breed Development Programs
6.	Brief description of course content	Importance of Indigenous cattle breeds for sustainable dairy production Indian dairy breeds of cattle and buffaloes- characteristics and distribution In-situ and ex-situ conservation methods Community participation in conservation programs Basics of animal breeding, selection within breed and straight breeding Breeding design for pedigree selection, performance recording, bull production, procurement and rearing, selection of elite animals, protocols for bull production, information system for data management, program monitoring Establishment of village breeding centres (AI and natural service units), SOPs to be followed, procurement and supply logistics Analysis and identification of intervention strategies for improvement of production environment and marketing Basics of reproduction, tackling infertility problems and organizing extension camps

⁶ Refresher training (for 2 days) would- cover similar topics along with some experience sharing and feedback from the project- only for those who have implemented a breed development programme for at least 2 years

1.2. Animal Nutrition

1.2.1. Training of Technical Officers /Trainers/Animal Nutritionists on Ration Balancing Programme (RBP)

Sl No	Particular	Descriptions
1	Programme Title	Training of Technical Officers /Trainers/Animal Nutritionists on Ration Balancing Programme (RBP)
2	Programme Objectives	To orient the participants on RBP and to acquire knowledge of scientific animal feeding & management for improving productivity and reproduction efficiency.
3	Focus Area	To optimize nutrients supply through balanced ration, using locally available feed resources.
4	Duration	5 working days.
5	Target Participants	Technical Officers /Trainers/Animal Nutritionists. ⁷
6	Brief description of course content	<p>Day-1: Basic aspects of Animal Nutrition; Chemical composition of commonly available feeds and fodder; Nutrients requirement for different categories of animals; Different aspects of feeding and management of animals, including de-worming; Significance of area specific mineral mixture in improving productivity; Bypass protein and bypass fat supplements for increasing milk production; Different types of feeds for different categories of animals, including milk replacer and calf starter for young calves; Crop residues management; Importance of green fodder for dairy animals and use of certified/truthfully labelled fodder seeds for enhanced green fodder. Possibilities of methane emission reduction through balanced feeding.</p> <p>Day-2: Introduction on RBP; Brief on RBP software and its deployment; Demonstration of RBP software through laptops/net books; Roles & responsibilities of agency, Technical Officers, Animal Nutritionists, Trainers, Supervisors, Sahayaks/Local Resource Persons; Selection of animals for RBP; Demonstration of ear tagging, measurement of body weight, feeds and fodder; Implementation of ration balancing programme & its monitoring.</p> <p>Day- 3 to 5: Practice on RBP software.</p>

⁷ Basic training of Technical Officers, Trainers & Animal Nutritionists on RBP will be common for Existing Cooperatives and Producer Companies.

1.2.2. **Refresher Training of Technical Officers /Animal Nutritionists on Ration Balancing Programme (RBP)**

Sl No	Particular	Details
1	Programme Title	Refresher Training of Technical Officers /Animal Nutritionists on Ration Balancing Programme (RBP)
2	Programme Objectives	To discuss the problems faced during RBP implementation in field and recap the latest technology in the field of Animal Nutrition.
3	Focus Area	To optimize nutrients supply through balanced ration, using locally available feed resources and to improve coverage of animals under RBP.
4	Duration	2 working days (need based).
5	Target Participants	Technical Officers/ Animal Nutritionists.
6	Brief description of course content	<p>Day-1: Discussions on the problems faced by Technical Officers/Animal Nutritionists during RBP implementation in field.</p> <p>Day-2: Practice on RBP software, specific to requirements.</p>

1.2.3. **Training of Supervisors/Local Resource Persons/Sahayaks on implementation of Ration Balancing Programme (RBP)**

Sl No	Particular	Details
1	Programme Title	Training of Supervisors/Local Resource Persons / Sahayaks on implementation of Ration Balancing Programme (RBP)
2	Programme objectives	To orient the participants on implementation of RBP and to acquire basic knowledge of feeding and management of dairy animals.
3	Focus area	To optimize nutrients supply through balanced ration, using locally available feed resources.
4	Duration	15 days (7 days class room & 7 days field demonstration).
5	Target participants	Supervisors/Local Resource Persons / Sahayaks.
6	Brief description of course content	<p>1. Class room session:</p> <p>Day-1: Basic aspects of feeding and management of animals; Significance of area specific mineral mixture, bypass protein and fat supplements for enhancing productivity; Importance of feeding green fodder to animals.</p> <p>Day-2: Brief introduction on RBP; Demonstration of RBP software; Roles & responsibilities of Supervisors/Local Resource Persons / Sahayaks; Implementation of ration balancing programme.</p> <p>Days 3-7: Practice on RBP software.</p> <p>2. Field demonstrations:</p> <p>Day-1: Demonstration of ear tagging, measurement of body weight, feeds and fodder etc.; Selection of animals for RBP and demonstration of ration balancing at farmers' doorstep; Discussions on the difficulties faced during RBP implementation in field and likely the solution.</p> <p>Day 2 to 7: Practice on RBP software at farmers' doorstep, in presence of Trainers/Technical Officers/Animal Nutritionists.</p>

1.2.4. **Training on Fodder Production & Conservation**

Sl No	Particulars	Details
1.	Programme Title	Training on Fodder Production & Conservation
2.	Programme objectives	To realize the participants, need of enhancing production & availability of green fodder for economic milk production by introducing improved varieties of forages, utilizing existing natural resources and sustainable technologies in future. To propagate fodder conservation practices for minimizing fodder wastages and enhancing its utilization efficiency.
3.	Focus Area	To ensure adoption /cultivation of latest high yielding and nutritive varieties of fodder crops among dairy farmers in order to increase green availability in the country.
4.	Duration	5 days.
5.	Target participants	Agricultural officers, Field Veterinarians and others officers involved in extension of fodder development.
6.	Brief description of course content	Introduction – Importance of feeding green fodder to livestock, Demand vs. availability Year –round green fodder production technology and commercial fodder production Development and management of forage crop & grasses and Silvi-pasture suiting to different agro-climatic zones Conservation of fodder as hay and silage Strategies and fodder interventions required to improve fodder availability Enrichment & densification of crop residues

1.2.5. **Advanced training on Fodder seed production technologies**

Sl No	Particulars	Details
1.	Programme Title	Advanced training on Fodder seed production technologies
2.	Programme objectives	To realize the participants about the role of certified/truthfully labelled seeds of improved high yielding varieties of fodder crops in enhancing productivity of green fodder. To enhance production of quality seeds of improved varieties of fodder crops.
3.	Focus Area	To ensure availability of certified/ truthfully labelled seeds in required quantity to the dairy farmers.
4.	Duration	5 days
5.	Target participants	Agricultural / Fodder officers involved in production, processing, certification and marketing of quality fodder seeds.
6.	Brief description of course content	Importance of forages and role of quality seeds in enhancing fodder production Demand vs. availability of fodder seeds, problems & prospects of forage seed production Procedure of seed production, certification, field & laboratory standards of fodder crops Infrastructure, seed processing, packing & labeling Fodder seed marketing

1.3. Dairy Cooperatives

1.3.1. Board of Director Orientation Programme

Sl No	Particulars	Details
1.	Programme Title	Board of Director Orientation Programme
2.	Programme objectives	Participants will be able to Describe role & responsibilities of a BoD Identify strengths and weakness of their milk union business Show more concern & meaningful participation during the discussions in board meetings for the growth of milk union. Demonstrate systemic approach in solving problems and taking decisions based on policy formulation
3.	Focus Area	Improving governance and professional management of milk producers institutions
4.	Duration	3 days
5.	Target participants	Board of Directors of milk unions
6.	Brief description of course content	Status of coop. dairy industry in India, duties and responsibilities of BoDs, Co-op legislation including Union bye-laws, Board management relations, preparation of mission statement and long-term objectives, recent trends in marketing, quality, productivity enhancement, business, etc., presentation on Union performance during past 4-5 years, SWOT analysis, financial analysis, field visits.

1.3.2. **Training of Field Supervisors on Producer Relationship Management**

Sl No	Particulars	Details
1.	Programme Title	Training of Field Supervisors on Producer Relationship Management
2.	Programme objectives	Work as effective & efficient facilitators Help in achieving desired key targets related to milk procurement, institutional development and facilitate active participation.
3.	Focus Area	Improving participation by the milk producers and strengthening of village level producers institution
4.	Duration	5 days
5.	Target participants	Field supervisors
6.	Brief description of course content	Anand Pattern and/or complimentary cooperative strategy, Cooperative principles / Mutual Assistance principle and values, organizing and functioning of a milk producer institution, strengthening institutional structure, milk pricing, communication, participatory skills, production enhancement activities, women participation etc.

1.3.3. **Business Appreciation Programme for existing milk procurement staff**

Sl No	Particulars	Details
1	Programme Title	Business Appreciation Programme for existing milk procurement staff
2	Participants	Milk procurement personnel – Managers and field supervisors
3	Programme objectives	To enable participants: Work as effective and efficient facilitators Achieve the desired key targets related to milk procurement and institutional development and facilitate member participation Exhibit a high professional commitment and initiate for development of cooperative milk business Describe the present scenario and developments in cooperative dairying and appreciate the need for cooperatives to be competitive.
4	Focus Area	Improve coverage and procurement Ensuring fair and transparent milk procurement system Improve quality of raw milk at milk reception dock
5	Duration	5 days
6	Brief description of course content	Challenges faced by dairy cooperatives and strategies to overcome them. NDSP. Quality assurance, legal reform in cooperatives, Heat stress management in milch animals. Breeding for augmenting milk production. Fodder Production & Conservation. Values in collective action. Communication & Extension in field work, Grievances Redressal, Capacity building, Animal health management. Presentation on Ration Balancing and demonstration. Understanding key operational costs and its implication on producer milk price. Achievement Motivation. Role of women in dairy cooperatives and ways to promote their participation. Visits to: a village DCS, Amul dairy and museum, IDMC Ltd., and fodder demonstration farm.

1.3.4. **Trainers Training Programme**

Sl. No	Particulars	Details
1.	Programme Title	Trainers Training Programme
2.	Programme objectives	Able to coordinate a training programme effectively Facilitate a training session as per need
3.	Focus Area	Train facilitators for enhancing capacity of village functionaries of milk producers institutions and milk producers
4.	Duration	5 days
5.	Target participants	Faculty of UTCs
6.	Brief description of course content	Various Training methodology, lesson planning on a given topic, facilitate a session, practicing lectures based on training techniques, programme feedback etc

1.3.5. **Farmers Induction / Orientation Programme**

Sl No	Particulars	Details
1.	Programme Title	Farmers Induction / Orientation Programme
2.	Participants	Milk producers/MCM/DCS chairpersons
3.	Programme objectives	<p>Participants will able to:</p> <p>Appreciate the need for fair and transparent milk procurement operations, trained DCS staff and proactive management committee members.</p> <p>Value member involvement and participation of women members at the DCS level for efficient operations.</p> <p>Describe proper breeding, feeding, health care and management of animals to enhance milk production.</p> <p>Adopt clean milk production practices at farm and DCS level.</p>
4.	Focus Area	<p>Improve participation and procurement</p> <p>Improve raw milk quality</p> <p>Awareness about improved animal management practices.</p> <p>Enhance participation of women at the DCS level.</p>
5.	Duration	2 days
6.	Brief description of course content	<p>Brief about dairy cooperatives and role of NDDB; Animal health and productivity; Feed and fodder aspects; Clean milk production; Role of women in dairy cooperatives; Values and principles of cooperation; Educational films.</p> <p>Visits to: Villages to study the functioning of a DCS; Demonstration of AI and to interact with milk producer; Amul dairy and museum; fodder demonstration farm and Cattle Feed Plant.</p>