



Chh. Shahu Institute of Business Education & Research (SIBER)

University Road, Kolhapur – 416 004 (MS)

An Autonomous Institute under UGC & Shivaji University Acts,
with CPE (College with Potential for Excellence) Status &
Accredited By NAAC

TO –

The manager H R / Q A / Management representative

Dear Sir/ Madam,

Warmest Greetings of the Season! SIBER is a well-known Institute, established in 1976, affiliated to Shivaji University, Kolhapur. In the year 1995, the Institute was granted Autonomy by the State Government. It offers several PG courses like MBA, MCA, MSW, MEM and M.Phil. as well as several PG Diplomas like DBM, PGDCA and PGDEM. The Institute provides excellent infrastructure facilities to its students with state-of-the-art computer Labs., wi-fi campus, Boys and Girls hostel on campus and an excellent library housing 70,000 titles and several national and international journals. SIBER has 60 full-time well-qualified and experienced faculty. The Institute has been accredited by NAAC and awarded B++ Grade. The M B A Programme is accredited by N B A.

SIBER has been also awarded with the College with Potential for Excellence (CPE) status by UGC, New Delhi.

Sir , recently we have started Training and consultancy cell to cater the needs of the various industries. I am enclosing herewith details of the training and consultancy activities. We are offering this at very reasonable charges. If you are interested in any of the activities kindly contact me so that we can proceed further.

Regards

Prof. R S PATIL

Training and Placement Officer, SIBER

TRAINING MODULE --- SIBER

Sr. no.	Training subject	Target participant	Mode of training	Language
1	Quality management system ISO 9001-2008 Awareness training	O/S/M/E	Class room	M
2	Environmental management system Awareness training	O/S/M/E	Class room	M
3	Detail training on ISO 9000 & ISO 14000	S/M/E	Class room	
4	ISO / T S 16949	S/M /E	Class room	
5	Internal auditors training for ISO / T S 16949, ISO 14000	M / E	Class room / Demo	
6	5 S	S/M /E	Class room / Demo	
7	KAIZEN	S/M /E	Class room / Demo	
8	Six sigma	M / E	Class room	
9	Total Quality Management	M / E	Class room	

O – OPERATOR , S – SUPERVISOR , M – MANAGER , E - EXECUTIVES

Note – M indicates training can also be given in Marathi, for other topics training will be in English or as suitable to employees

TRAINING MODULE --- SIBER

Sr. no.	Training subject	Target participant	Mode of training	Language
10	Failure mode and effects analysis (FMEA)	O/S/M/E	Class room	M
11	Advanced product quality planning (APQP)	O/S/M/E	Class room	M
12	Production part approval process (PPAP)	S/M/E	Class room	
13	Business communication	All employees	Class room / Audio / visuals	M
14	Personality development	All employees	Class room / Audio / visuals	M
15	Quality productivity improvement tools	All Employees	Class room / on job training	M
16	Statistical process control	S/M/E	Class room	
17	Six thinking hats	All Employees	Class room	

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TRAINING MODULE --- SIBER

Sr. no.	Training subject	Target participant	Mode of training	Language
18	Management Principles	M / E	Class room / Audio / visuals	
19	Leadership qualities	M / E	---- DO -----	
20	Group dynamic& team building	M / E	---- DO -----	
21	Business ethics	M / E	---- DO -----	
22	Basic concept of finance	M / E	---- DO ----- ---- DO -----	
23	Finance planning and analysis	M / E		
24	Cost control & analysis	M / E	---- DO -----	
25	Managerial effectiveness	M / E	---- DO -----	
26	CRM – process , CRM & Selling process	M / E	---- DO -----	
27	Supply chain Management	M / E	---- DO -----	

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CONSULTANCY MODULE – SIBER

Sr. no.	Topics
1	ISO 9000 / ISO 14000 System formulation and establishment
2	ISO / T S 16949 System formulation and establishment
3	Total quality Management project
4	Total productive Maintenance
5	Social accountability S A – 8000
6	5 S
7	Kaizen and SIX Sigma
8	Environmental projects
9	Carbon Credit Project
10	Market analysis and Market survey
11	SWOT Analysis
12	Business communication
13	Personality development
14	Performance appraisal
15	Time study and norm standardization/ Capacity estimation.
16	Quality – Productivity improvement projects.
17	Supplier quality system development , supplier audits
18	C M M I
19	E R P , S A P

We are also Providing guidelines and suggestion on following issues

1. Setting up of SSI unit. Formalities to be completed
2. Quality productivity improvement
3. Sick unit problems and remedial measures.
4. Customer complaint handling and customer satisfaction.
5. Worker absenteeism
6. More labour turnover.
7. Incentive schemes.
8. Delivery problems.
9. Other problems

For Above guidelines/ suggestions contact Training and Placement officer at SIBER on any Saturday between 2.00 P M to 5.00 P M (Charges Rs 100 / Session)

Prof. R. S. Patil

Training and placement officer

Shahu institute of business education and research (SIBER)

University road, Kolhapur.

Siber_placementcell@rediffmail.com , 98221 19020

