

**POST GRADUATE DIPLOMA IN
COOPERATIVE
BUSINESS MANAGEMENT
(PGDCBM) - 48th Batch
(July 2014 to March 2015)**



**Vaikunth Mehta
National Institute of Cooperative Management
(VAMNICOM)**

Pune University Road, PUNE 411 007 – India

Visit us at www.vamnicom.gov.in

ABOUT VAMNICOM

VAMNICOM is located in Pune, a historic city, which is the cultural capital of the State of Maharashtra and educational centre of India. The city presents a fine blend of academics and industry. VAMNICOM is 100% Government grants-in-aid institution under Ministry of Agriculture and Cooperation, Government of India. It is conceived as an intellectual nerve centre for the Cooperative Movement. Dr Chandra Pal Singh Yadav, President, National Cooperative Union of India (NCUI), is the Chairman of the Managing Committee of VAMNICOM. Shri Sanjeeb Patjoshi, IPS is the present Director of VAMNICOM.

VAMNICOM associates with various International Agencies / Organisations like the International Cooperative Alliance (ICA), International Labour Organisation (ILO), Food and Agricultural Organisation (FAO), the Asia Pacific Rural & Agricultural Credit Association (APRACA), etc. VAMNICOM conducts exchange programmes in collaboration with the Department of International, Technical & Economic Cooperation (ITEC), Ministry of External Affairs and offers training programmes for senior executives from Cooperatives of the developing countries. Also it conducts collaborative programmes with National Institute for Cooperative Development (NICD), Sri Lanka. The Institute has also signed Memorandum of Understanding with Cooperative College of Malaysia (CCM) for collaborative training, Research and Consultancy activities. The Institute has also been an active promoter in the establishment of Centre for International Cooperation and Training in Agricultural Banking (CICTAB) which is engaged in organising training programmes in the field of Agricultural / Rural Banking to professionals from SAARC countries.

MISSION

The mission of VAMNICOM is to facilitate building cadres of professional managers to man key positions in the ever growing number of co-operatives through management development, training, education, research and consultancy.

OBJECTIVES OF VAMNICOM

- * To improve the decision making skills and administrative competence of practicing managers in the co-operative sector.
- * To provide educational facilities in management through Post-graduate Diploma in Co-operative Business Management, Agri Business Management and Diploma in Management of Computer operations.
- * To carry out research and disseminate the findings through Publications.
- * To Assist Co-operative Organisations in solving their Management problems by providing consultancy services.
- * To participate and contribute in the formulation of public policy on co-operatives.

ABOUT THE PGDCBM PROGRAMME

Post-Graduate Diploma in Cooperative Business Management (PGDCBM) is the core programme of the institute designed for officers of co-operatives and cooperative departments and allied sectors.

PROGRAMME OBJECTIVES

- 1) To impart the latest management concepts, techniques and practices to the participants through various teaching techniques.
- 2) To infuse and inculcate professional skills and attitude in participants to manage cooperatives effectively through practical exercises, and
- 3) To expose the participants to the actual functioning of co-operatives through field visits to cooperative institutions.

TARGET GROUP

It is open to managers/executives /Board directors working in co-operative institutions, departmental officers, administrators and trainers working in co-operative training institutions etc., within in India, SAARC countries and from other Asia and African countries.

ELIGIBILITY

The participants sponsored for the programme should have at least a bachelor degree with minimum three years experience in managerial capacity in cooperative organisations/Government Departments. Participant should be preferably below 45 years of age (relaxable upto 5 years in deserving cases for ladies and for SC/ST/OBC persons as per Government rules) and should have knowledge of spoken and written English.

DURATION

This is a 36 weeks residential programme organised in three terms, which commences in July 2014 and continue upto March 2015. [Exact commencement date in July 2014 will be notified later]

STUDY VISITS

The participants will undertake 2 weeks study visit to successful co-operatives and submit a detailed report of their observation and also make presentation. The observation study visit may be arranged to successful Cooperatives in Sri Lanka also. Participants interested to join this study visit must have valid passport with sufficient validity period of minimum 2 years as per visa rules of Sri Lanka. VAMNICOM has standing memorandum of understanding with National Institute of Cooperative Development (NICD) Sri Lanka for student exchange programme.

ORGANISATIONAL INTERNSHIP AND PROJECT WORK

In the third term of the Programme, participants will be doing internship in their Organisation for 10 weeks. During the organisational internship, the participants have to undertake a project study of their area of interest and specialisation in order to study and evaluate the modern management practices in cooperative organisations and suggest

measures for improvement. The final project report, prepared under the guidance of a faculty member, is to be submitted in the third term for evaluation and viva-voce.

NOMINATIONS

Nominations may be sent in the enclosed proforma to the Director, VAMNICOM, Pune 411 007, Maharashtra. Foreign participants shall send the nominations through their respective Governments to our Institute directly and also to the Ministry of External Affairs, Government of India Embassy/High Commission located in their respective countries. Last date for receipt of nomination at VAMNICOM is 20/6/2014.

PROGRAMME FEE

For participants of India and CICTAB member institutions in SAARC countries - Residential Rs. 40,000/- - Non Residential Rs. 30,000/-. The Course fee covers stay in Non Ac single room in the Hostel, boarding facilities, at Rs. 750/- per month, study material and study visits (local and outstation) for residential participants. For non-residential participants hostel facilities are not available.

For participants from other countries, the fee for the programme is US \$ equivalent to INR 2 lakhs.

The fee may be paid by demand draft to the Director, VAMNICOM, Pune or by NEFT to -V.M. NATIONAL INSTITUTE OF COOPERATIVE MANAGEMENT,

A/C No. : 110 200 100 001 763
IFSC CODE : SRCB 0000110
NAME OF THE BANK : SARASWAT COOPERATIVE BANK
NAME OF THE BRANCH : VAMNICOM BRANCH

FOR FURTHER INFORMATION CONTACT

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(see details under Long Duration Programmes)

CURRICULUM

TERM-I (12 Weeks)

- 1) Managerial Economics
- 2) Rural Economics
- 3) Management
- 4) Cooperation
- 5) Cooperative Law, Allied Laws and Administration
- 6) Management Accounting and Audit
- 7) Computer Awareness and Applications - I

TERM - II (12 Weeks)

- 1) Financial Management
- 2) Marketing Management
- 3) Production and Materials Management
- 4) Human Resource Management
- 5) Project Planning & Quantitative Techniques
- 6) Strategic Management
- 7) Computer Awareness and Applications - II
- 8) Sectoral Specialisation (any one subject)**
 - a) Cooperative Credit and Banking
 - b) Cooperative Marketing
 - c) Cooperative Processing
 - d) Consumer Cooperation
 - c) Cooperative Law

TERM – III (12 Weeks)

- 1) Organisational internship and Preparation of Project Report
- 2) Project Report Presentation and Viva-Voce

