Training and Authorization policies

Training will be based on first come first basis. It is in a sequence based on training request date.

1.Trainee must ensure her/his availability for two consecutive weeks on training days, before putting Authorization request.

2. SO/CSO will approve the training request and will assign a date for an overview session as well as for the Authorization test. Trainee should go through the training video and reading material before coming for Overview session.

3. AU will be assigned for training and hands on sessions. Training will be conducted on flexible dates with mutual understanding of AU and Trainee. AU must book the slot for training using Equipment Usage-Training Request ID of the trainee. It is Trainee's responsibility to co-ordinate with AU and complete the training and Authorization test within two weeks from date of approval of training request.

4. AU must be available for 2 training sessions and 2 hands on sessions.