

Data Collection for the Annual Report 2022 and Information for the Higher Education Management of the UGC 2022

Section I

I.1 Details of workshops/ training programmes/ field demonstrations/ media programmes/ Short Courses/ etc conducted during 2022

Dept./Div./Unit.	Category (Workshops/training programmes/field demonstrations/media programmes/Short Courses/etc.)	Title of the Programme	Number Participated	Target group	Date
SDC	Training Programme	Induction Programme for Academic Staff - 2022 - Batch - V	25	Academic Staff on Probation/ Unconfirmed	04.03.2022 (Commencement) 16.08.2022 (Certificate Awarding)
SDC	Coaching Seminar	Coaching Seminar to prepare for written examination for promotion of Management Assistant/Management Assistant (Shroff/Book Keeping/Store Keeping) from Grade III to Grade II - 2022	23	Non Academic Staff (Clerical & Allied)	19, 20, 26 & 27 February 2022 (04 Days)
SDC	Workshop	Capacity Development Programme for Administrative Staff of the South Eastern University of Sri Lanka	30	Administrative Staff	03.03.2022
SDC	Coaching Seminar	Coaching Seminar to prepare for Written Examination for Appointment of Primary Grades Employees to the post of Management Assistant Gr. III – 2021	17	Primary Level Employees (Non Academic Staff)	27.03.2022 and 02.04.2022 (02 Days)

SDC	Preparatory session	Preparatory session on tips for successfully facing the interview	10	Primary Level Employees (Non Academic Staff)	20.10.2022
SDC	Coaching Seminar	Coaching Seminar to prepare for written examination for Confirmation of Management Assistants, Grade III	27	Management Assistants, Grade III / Management Assistants, Grade III (Non Academic Staff)	27.11.2022