



BRANCH : DIRECTOR GENERAL OF  
AUDIT (ENVIRONMENT &  
SCIENTIFIC DEPARTMENTS), NEW  
DELHI AT KOLKATA

Local Audit Party : ITAP-2  
Auditee Unit Name : Solar Energy Power Corporation of India Limited, Delhi  
Dated : 24-Sep-24

Audit requisition reference : #34 (AREQ-562379)

Subject: Training Plan and Training Status

1. Please provide information regarding each set of users those are trained at various stages to take the ERP implementation forward during the period from November 2020 to May 2024 in the following proforma:

2. The Assessment Reports/Feedback Reports along with Attendance Sheets in respect of each training conducted above may also please be provided.

S Sl. No.	Description	User's name	Designation	Id no.	Department	Module Name wherever applicable	Duration of training
1.	ERP Overview						
2.	Standard Functionality						
3.	Configured ERP Solution						
4.	Level 2 Training						
5.	Self Service Functionality						
6.	Technical Training						
7.	Access and Authorisation Training						
8.	OEM Level Technical Training						
9.	Global Certification Level Training						

To,  
Solar Energy Power Corporation of India Limited, Delhi