

Report On
**Training Need Analysis of ACI Godrej Agrovat Private
Ltd.**

By
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19104093

An internship report submitted to the BBS Department in partial fulfillment of the
requirements for the degree of
Bachelor of Business Administration

BRAC Business School
BRAC University
April, 2024

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Declaration

It is hereby declared that

1. The internship report submitted is my/our own original work while completing degree at BRAC University.
2. The report does not contain material previously published or written by a third party, except where this is appropriately cited through full and accurate referencing.
3. The report does not contain material which has been accepted, or submitted, for any other degree or diploma at a university or other institution.
4. I/We have acknowledged all main sources of help.

Student's Full Name & Signature:

Tanrima Karim
19104093

Supervisor's Full Name & Signature:

Shihab Kabir Shuvo
Senior Lecturer, BRAC Business School
BRAC University

Letter of Transmittal

Shihab Kabir Shuvo

Senior Lecturer,

BRAC Business School

BRAC University

Kha-224 Merul Badda, Dhaka 1212. Bangladesh

Subject: Submission of Internship Report

Dear Sir,

This is my pleasure to display my entry level position provide details regarding ' Training and Development Procedure of ACI Godrej Agrovet Private Ltd', which I was appointed by your direction.

I have attempted my best to finish the report with the essential data and recommended proposition in a significant compact and comprehensive manner as possible.

I trust that the report will meet the desires.

Sincerely yours,

Tanrima Karim

19104093

BRAC Business School

BRAC University

Date: May 20, 2024

Non-Disclosure Agreement

This agreement is made and entered into by and between ACI Godrej Agrovat Private Ltd. and the undersigned student at BRAC University Tanrima Karim.

Student's Full Name & Signature:

.....
Tanrima Karim

Company Supervisor's Full Name & Signature:

.....

Wahida Akter

Sr. Executive – HR & Admin

Kaderia Tower, Ja-28/8/B, Mohakhali, C/A, Dhaka- 1212

Acknowledgement

At first, I would like to thank my internship supervisor, Shihab Kabir Shuvo sir, for his help and guidance regarding my internship.

Additionally, my special thanks to BRAC University, especially the BBS department, for their enthusiasm and endless support in all respects of the internship journey.

I am sincerely grateful to ACI Godrej Agrovat Private Ltd. for giving me the opportunity to take part in this internship, as well as my deepest gratitude to the HR team, where I received a warm welcome and got the chance to develop my knowledge, skills and abilities in a practical situation.

Executive Summary

ACI Godrej Agrovat Private Ltd. is one of the biggest agro-business in Bangladesh and currently leading the market in animal farming with evolving technologies. This report is about training need analysis of ACI Godrej Agrovat Private Ltd.

This report is made on the basis of practical knowledge, experience and personal observation throughout my internship duration. Based on the information I have received from my organization supervisor on the particular topic **Training Need Analysis**, I have prepared this report.

Every organization needs training to develop the employee as well as the organization. As a result, employee can get more connected with the vision, mission, goal of the company and get motivated and prepare themselves to take and maintain leadership roles.

Keywords: Agro-business; Training and Development; Innovative Technologies; Practical Knowledge;

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List of Acronyms

HRM	Human Resource Management
CIM	Computer Information Management
BBA	Bachelor of Business Administration
COC	Code of Conduct
R&D	Research & Development
POSH	Policy of Sexual Harassment
TMIS	Training Management Information System
T&D	Training & Development

Chapter 1

Overview of the Internship

1.1 Student Information

I am a student at BRAC University, enrolled in 2019. The student information given below

Name	Tanrima Karim
ID	19104093
Program	Bachelor of Business Administration (BBA)
Major	Human Resource Management (HRM)
Minor	Computer Information Management (CIM)

Table 1: Student Information

1.2 Internship Information

1.2.1 Organization Details

I have successfully completed my four months internship journey from ACI Godrej Agrovat Private Ltd. The address of the organization is (9th Floor), JA 28/8-B, Kaderia Tower, C/A Bir Uttam AK Khandakar Rd, Dhaka 1212. I was assigned Training & Development division under HR Department.

1.2.2 Supervisor's Information

I was placed under Wahida Akter who hold the position of Sr. Executive – HR & Admin of ACI Godrej Agrovat.

1.2.3 Job Scop

Description

As an intern the under **Training & Development** of HR department, I was instructed to research on trainings that the organization is going to organize in the near future for their employees. Apart from this, I was assigned several tasks that related to training.

1.3 Internship Outcomes

1.3.1 Contribution

Training Coordination

At the very beginning of my internship, I was instructed to make training content for the upcoming training in the fiscal year. Along with that, I arranged the training venue and look over all the preparations of trainings as well as prepare total cost per training.

Training Name	<i>Sales Leadership</i>
Training Type	<i>Leadership</i>
Business Location (Cost Centre)	<i>Aqua</i>
Department	<i>Sales & Marketing</i>
Training Days/ Hours	<i>8 Hours</i>
Participant number	<i>19</i>
Trainer Cost (if any)	<i>1,53,333.00</i>
Training Food Cost	<i>13,413</i>
Material Cost (Printing, Certificate)	<i>0</i>
Stationary Cost (Flip Chart, Marker, Chocolates)	<i>920</i>
Venue Cost	<i>9,200</i>
Total Cost	<i>176,866</i>

Table 2: Training Cost

Find out the training content

I was instructed to find out some of the training content that is going to be held in the remaining months of the year. I took help from several online training platforms like, bjobs, Coursera and Udemy to find out of the contents. It concludes the training materials, methodology of training and training objectives.

Prepared TMIS

I prepared the Training Management Information System (TMIS), a method for improving, organizing and managing the training activities. It helps in enhancing the efficiency and effectiveness of organizational training program, assuring that employees obtain the skills and knowledge.

Sl	Month	Employee ID	Employee Location	Designation	Department	Unit	Employee Type	Level	Training Topics/Subject	Training Hour	Training Start Date	Training End Date
1	May	1448	Aqua	Area Executive	Sales & Marketing	Aqua	Permanent	Level	Pond Ecosystem	8	21/05/2024	21/05/2024
2	May	1921	Aqua	Territory Executive	Sales & Marketing	Aqua	Permanent	Level	Pond Ecosystem	8	21/05/2024	21/05/2024
3	May	2021	Aqua	Territory Executive	Sales & Marketing	Aqua	Permanent	Level	Pond Ecosystem	8	21/05/2024	21/05/2024
4	May	1064	Aqua	Territory Executive	Sales & Marketing	Aqua	Permanent	Level	Pond Ecosystem	8	21/05/2024	21/05/2024
5	May	2209	Aqua	Territory Executive	Sales & Marketing	Aqua	Permanent	Level	Pond Ecosystem	8	21/05/2024	21/05/2024
6	May	1951	Aqua	Territory Executive	Sales & Marketing	Aqua	Permanent	Level	Pond Ecosystem	8	21/05/2024	21/05/2024
7	May	2214	Aqua	Territory Executive	Sales & Marketing	Aqua	Permanent	Level	Pond Ecosystem	8	21/05/2024	21/05/2024
8	May	1161	Aqua	Manager	Sales & Marketing	Aqua	Permanent	Level	Pond Ecosystem	8	21/05/2024	21/05/2024
9	May	1027	Aqua	Manager	Sales & Marketing	Aqua	Permanent	Level	Pond Ecosystem	8	21/05/2024	21/05/2024
10	May	2124	Aqua	Territory Executive	Sales & Marketing	Aqua	Permanent	Level	Pond Ecosystem	8	21/05/2024	21/05/2024
11	May	2151	Aqua	Territory Executive	Sales & Marketing	Aqua	Permanent	Level	Pond Ecosystem	8	21/05/2024	21/05/2024
12	May	1441	Aqua	Assistant Manager	Sales & Marketing	Aqua	Permanent	Level	Pond Ecosystem	8	21/05/2024	21/05/2024
13	May	2189	Aqua	Area Executive	Sales & Marketing	Aqua	Permanent	Level	Pond Ecosystem	8	21/05/2024	21/05/2024
14	May	2091	Aqua	Sr. Marketing Officer	Sales & Marketing	Aqua	Permanent	Level	Pond Ecosystem	8	21/05/2024	21/05/2024
15	May	1356	Aqua	Area Executive	Sales & Marketing	Aqua	Permanent	Level	Pond Ecosystem	8	21/05/2024	21/05/2024
16	May	2026	Aqua	Territory Executive	Sales & Marketing	Aqua	Permanent	Level	Pond Ecosystem	8	21/05/2024	21/05/2024
17	May	1958	Aqua	Territory Executive	Sales & Marketing	Aqua	Permanent	Level	Pond Ecosystem	8	21/05/2024	21/05/2024
18	May	1798	Aqua	Area Executive	Sales & Marketing	Aqua	Permanent	Level	Pond Ecosystem	8	21/05/2024	21/05/2024
19	May	1486	Aqua	Area Executive	Sales & Marketing	Aqua	Permanent	Level	Pond Ecosystem	8	21/05/2024	21/05/2024
20	May	2218	Aqua	Territory Executive	Sales & Marketing	Aqua	Permanent	Level	Pond Ecosystem	8	21/05/2024	21/05/2024
21	May	2051	Aqua	Territory Executive	Sales & Marketing	Aqua	Permanent	Level	Pond Ecosystem	8	21/05/2024	21/05/2024
22	May	1210	Aqua	Deputy Manager	Sales & Marketing	Aqua	Permanent	Level	Pond Ecosystem	8	21/05/2024	21/05/2024

Table 3: TMIS

Prepared participant list

Before every training it is necessary to make a participant list for that particular training to ensure that all the trainees are present at the venue.

SL	ID	Department	Division	Name	Designation	Email	Signature
1	1775	Finance & Accounts,	Head Office	Md. Ali Gauhar	Sr. Officer-Acc	ali.gauhar@acigodrej.com	
2	1783	Finance & Accounts,	Head Office	Md. Qumruzz	Jr. Executive-	md.qumruzzaman@acigodrej.com	
3	1142	Finance & Accounts,	Head Office	Maksudul Hasan	Assistant Manager-A	maksudul.hasan@acigodrej.com	
4	1039	Finance & Accounts,	Head Office	MD. Abu Sayed	Jr. Executive-	abu.sayed@acigodrej.com	
5	1055	Finance & Accounts,	Head Office	MD. Mahmud	Executive-Accounts	mahmud.hasan@acigodrej.com	
6	2046	Commercial & Supply	Head Office	Mohammad	Deputy Manager-S	nazmul.haque@acigodrej.com	
7	1465	Commercial & Supply	Head Office	Md. Shifur	Sr. Executive-	shifur.rashid@acigodrej.com	
8	1455	Commercial & Supply	Head Office	Mohammad	Sr. Executive-	muktadir.chowdhury@acigodrej.com	
9	1585	Commercial & Supply	Head Office	Md. Majharul	Sr. Executive-L	majharul.haque@acigodrej.com	
10	1149	Commercial & Supply	Head Office	M. M. Asifur	Assistant Manager-C	asifur.rahman@acigodrej.com	
11	1427	Commercial & Supply	Head Office	M. A. Hannan	Assistant Manager-C	ma.hannan@acigodrej.com	

Table 4: Participant List

Prepared questions

I got the chance to make test questions for a few trainings like, Code of Conduct (COC) and Anti-sexual Harassment Policy (POSH) as the test result is going to be the proof of the succession of required trainings.

Script checking

Once the training exam is done, I check all the scripts and make records to evaluate the improvement of pre-training test and post-training tests.

1.3.2 Benefits

This opportunity was undoubtedly beneficial for me as I gained broad understanding about a crucial division of HR department during my internship journey. I was able to learn and observe in person how it performs in developing skills and promoting growths inside the organization. Throughout the entire time, I have experienced the regular business activities as well as the

business culture, obstacles, difficulties in business sector. Some experience and outcomes that

I have learned so far as below-

- Learn the ability to deal with pressure and working under stressful circumstances
- Maintain ethical and professional conduct with others in the work place
- Learn more about growths and goals of the company
- Gain knowledge and experience of working in an organization
- Maintain organizational culture and protocol accordingly
- Learn more about training and development activities

1.3.3 Difficulties

- Duration of Internship allowed minimum exposure to the training program
- Lack of opportunities in terms of observing on the job training
- Limited instructions about the analysis and less information or articles regarding this topic
- Since I have done my internship in HR department, most of the data is confidential to share with in there.

Chapter 2

2.1 Introduction

ACI Godrej Agrovvet Private Ltd. hopes to improve the quality of life of Bangladeshi farmers. The company has already built strong connections with the farmers by achieving an excellent track record all over the country. With the help of advanced **Research and Development (R&D)** from Godrej Agrovvet Ltd., to fulfill the nutritional need, the company combats the offering high-quality feed to the farmers for better efficiency of the animals. In order to educate the farmers regarding advanced agriculture methods, ACI Godrej Agrovvet Private Ltd. is interacting with them by emphasizing that it is a customer-centric business.

In the year 2004, ACI Limited, Dhaka, an acknowledged corporation in Bangladesh, and Godrej Agrovvet Limited, a well-known subsidiary of the Godrej Group, India, formed a joint venture company with a 50:50 stake named ACI Godrej Agrovvet Private Limited under the Companies Act 1994. In the beginning, the company entered the market with poultry feed only. Later on, in 2007, it started operating a hatchery and breeding farm along with fish feed. It added cattle feed and shrimp feed into their product line immediately after, in 2008. ACI Godrej Agrovvet is recognized for producing and marketing poultry, fish, cattle, shrimp as well as day-old chicks with a significant focus on quality in Bangladesh.

2.1.1 Organizational Structure



Figure 1: Organizational Structure

2.1.2 Product Details

Poultry Feed

Since 2005, they have been serving the nation and they are one of the largest poultry feed manufacturers in Bangladesh.

- Broiler Feed
- Layer Feed
- Sonali Feed



Figure 2: Products

Aqua Feed

Fish feed, both floating and sinking, has the power to draw in fish and bind the feed so that it doesn't disintegrate too soon, maintaining the water's quality throughout.

- Sinking
- Floating
- Shrimp

Cattle Feed

By raising cattle productivity and enhancing their quality of life economically, they want to boost the milk production of dairy and fattening producers.

- Fattening Feed
- Milking Feed
- Cattle Supplement Feed

2.2 Overview of the Company

2.2.1 Mission & Vision

Your Canvas: Expanding and grow together

- Global growth plans, translates into 26% CAGR
- Empowering culture that gets a chance to lead

Whole Self: Selfish about people happiness

- Join Godrej, join a family
- Happier people make enjoyable place to work

Tough Love: Challenge yourself

- Promise of authentic feedback
- Variety of challenging opportunities

2.2.2 Core Values

Trust

- Word is stronger than any contract
- Put People and Planet first
- Highest standards of personal & business integrity

Create Delight

- Offer good quality products
- Place customers at the heart

Be Humble

- Learn from mistake
- Ask feedback and grow along with
- Give credit

Own It

- Focus on the details
- Never forget the bigger picture
- Challenge the status quo

Be Bold

- Continuously innovate
- Have bold ambitions
- Outperform expectations
- Champion new ideas
- Take risks

Show respect

- Treat people as they want to be treated.
- Foster collaboration
- Celebrate & embrace diversity

2.3 Training Cycle

ACI Godrej Agrovet private Ltd. has always puts significant emphasis on training for their employees. Therefore, HR department of ACI Godrej established the specific training initiative with the aim of deliver the training experience to the employees on a focus for accomplished certain outcomes. Training cycle is a structured process in an organization to ensure the development of the employees in skills, knowledge and ability for effective job performance.

The training cycle conduct some areas

- Needs analysis
- Design and planning
- Delivery and implantation
- Evaluation and feedback

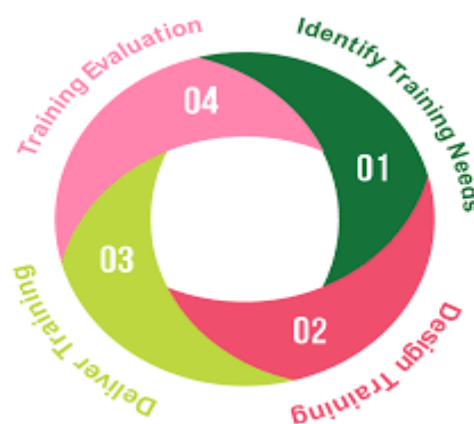


Figure 3: Training Cycle

2.3.1 Needs Analysis

HR of ACI Godrej make sure that needs for training of the employees are met appropriately. Moreover, company ensures that the provided training so far as well as the training are going

to be provided are related to the job description and job specification. ACI Godrej arrange training programs based on the employee's individual qualities.

2.3.2 Design and Planning

ACI Godrej recruits the suitable candidates for training according the needs of employee, at first. After setting the goals and objectives of training as well as skill assessment, learning plan is established. Every fiscal year, developing the training project along with training calendar needs to be made.

2.3.3 Delivery and Implantation

ACI Godrej ensure the training is being provided specific and precise, every employee who is required for training must have joined the learning program for their own good.

2.3.4 Evaluation

Once a particular training is done, it is the for evaluation. ACI Godrej came up with the exam or test process for evaluation. According to the training programs they set 10/15 questions and all the trainees have to attempt the test twice throughout the training duration. Before the training starts, they have to attempt **pre-test workshop** and with the same question they attempt **post-test workshop** immediate after training. To know the development and succession of the training both the test marks help to evaluate.

ID	Pre-workshop test	post-workshop test
2170	3	7
2171	3	7
2179	4	10
1580	2	9
2145	5	8
1454	6	8
1455	0	9

Table 5: Training Evaluation

2.4 Training Method

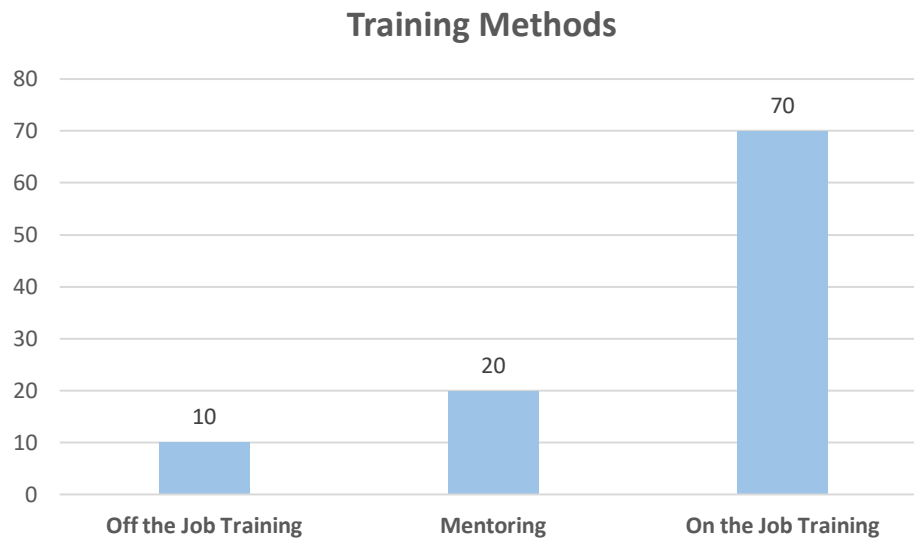


Figure 4: Methods of the trainings

It shows the various model of training (70/20/10) followed by ACI Godrej.

2.4.1 On the Job Training

This type of training take place during the working time of employees. It is the most used training form in ACI Godrej. Maximum modes of training formats fall under on the job training. It is considered as a highly effective method due to comprehensive learning of the employees. Employees are frequently learning the functional skills that are necessary for their career development under on the job training.

2.4.2 Mentoring

Mentoring is a confidential discussion in between a trainee and trainer. It is way of improvement of the employees to correct their mistakes errors. Usually, employees of managerial level are aimed to mentoring. It helps to improve the general, functional and leadership skills of employee.

2.4.3 Off the Job Training

When employees get training elsewhere rather than the actual work place is consider as off the job training. It is a usual practice of sending the top executives to abroad for off the job training. It is more focus on learning. Off the job training is probably the most least used of training at ACI Godrej. When training accomplish at external venue, company has connections with several organizations. Most of the time, for the higher-level management executive are sent to abroad for off the job training.

2.5 Skill Assessments

ACI Godrej Agrovet working on boosting four different skills for their employees in terms of training.

2.5.1 Leadership Skills

Leadership skills in an organization includes measuring capacity of managing tasks, responsibilities and decision making. In the employee development, ACI Godrej leading a supportive role making future leaders in the organization. For the top-level management, high profile training program also in place to get benefited in the leadership abilities. As already mentioned before, executives from top level management sent to abroad for training and HR department collaborate with external vendors who are expert in this sector.

2.5.2 General Skills

Some fundamental abilities like, communication with client, preparing documentation, that employee must be needed for the better job performance in workplace is meant to be general skills. ACI Godrej obtain supports from various organization for general skills trainings for required training candidate.

2.5.3 Functional Skills

Functional skills are the abilities which differentiate employee in a competitive workplace. It is the most crucial attributes one should have as a part of the company. HR department gives at most priority to functional skills as it has direct connection with the company expansion and development. ACI Godrej arrange and focus on functional skills with the objective of enhancing the employee abilities in the workplace.

2.5.4 Technical Skills

Technical skills are necessary for employees to using the tools, equipment, software and apply the technical process in the organizational growth. Strong technical skills help employees to solve problems, optimize system while contributing in the development of new technologies ACI Godrej giving opportunities to develop the technical abilities and improve the job performance in the technical field.

Chapter 3

Project Part

3.1 Introduction

The report was completed as a requirement for the BBA internship program. The study centers on ACI Godrej Agrovet Private Limited's Training and Development. I have been fortunate to do internship in a well growing industry in recent years. As well as, I felt my topic would be able to shed light the Training & Development process of ACI Godrej Agrovet. Completing an internship report is a requirement of BBA program, BRAC University. I therefore chose this subject for my internship and got to work on it because it connects to my background in my academic major.

3.1.1 Background

An effective training can ensure that employee adapt the necessary skills and have information to do their job efficiently. ACI Godrej Agrovet provide technical and theoretical knowledge for their employee like (Industrial Electrical Safety Workshop, Grievance Handling Mechanism, Poultry Diseases Diagnosis Prevention, Public Procurement Management) and many more. It helps to enhance the company reputation and employee knowledge broadly at the same time. Employees that receive the right training are more likely to learn and adhere to safety protocols, which makes the workplace safer and ensures that industry requirements are met.

3.1.2 Objectives

- Evaluating the effectiveness of ACI Godrej Agrovet's present training initiatives
- Find out the training needs in the organization

- Assessing the employees' present skill and ability levels and projecting future skill and ability requirements
- Examination of the current evaluation
- Create an appropriate table for analyzing training needs

3.1.3 Significance

This report leads significantly through giving an individual perspective and useful data on ACI Godrej Agrovat in context of Training & Development strategy. The report also intends to close the information gap between the theoretical knowledge obtained in BRAC University's BBA degree and its real-world application in the animal feed industry. This link between academics and industry develops a better comprehension of how ideas and theories are applied in practical settings. With every aspect considered, I think the report is a helpful resource that clarifies training procedures in the animal feed industry, encourages industry and academic cooperation, increases awareness, and provides practical suggestions for development.

3.2 Methodology

This section of the report lists the training analysis and ACI Godrej Agrovat Private Ltd. data sources that I used to compile the information for this study. I used qualitative research methods for my study since they aid in getting more concepts and comprehensive information for work. Both primary and secondary data have been included in this report to increase its authenticity.

Primary Data

- Conducted comprehensive discussion with HR department
- Discussed with the respective seniors in the organization

- In person experience of the training process



Figure 5: Report Methodology

Secondary Data

- Instructions and information for the training programs
- Journals, article, and publications regarding Training Needs Analysis
- Online information from the website of ACI Godrej Agrovet Private Ltd.
- Information that is necessary and supplied by the relevant officers Several text books

based on business

3.3 Findings & Analysis

Kirkpatrick's Model

Kirkpatrick's Model is a four-stage training assessment approach that helps organization in measuring the efficacy of training programs. For the training process evaluation, it is most used model followed by majority of the organization. Similarly, this model also followed by ACI Godrej Agrovet Private Ltd. for the training evaluation. Among of all ACI Godrej Could properly implemented first two stages and got succeeded.

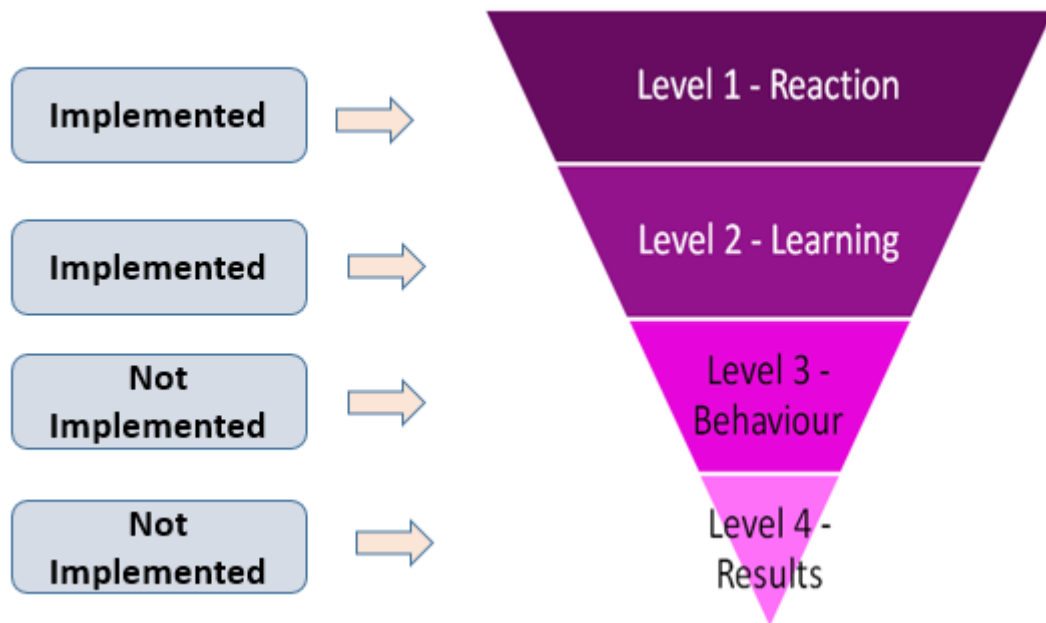


Figure 6: Kirkpatrick's Model Implemented in ACI Godrej

Reaction

This level is about employee response to the process of training. Some of the frequent questions needs to keep in mind in this level, like, is the training relevant to their designation, are they enjoying. However, ACI Godrej implemented this level quite properly. They measure the reaction through post training question, verbal reaction during the training as well as some personal feedback from the trainees.

Some of the feedback sample is given below

How likely are you to recommend this program to a friend or colleague who is looking for similar services/solutions? Please select the appropriate rating below	The training objectives and content were corresponding	I will be able to apply the insights, knowledge and techniques in my job	The training has been beneficial for your job	The structure of the training was clear and comprehensible	Content and examples had practical relevance	The Training was well prepared and organized	Trainer Knowledge of the subject	Ability to connect with participants	Ability to communicate effectively	Ability to answer queries/doubts
10	1	1	1	1	1	1	4	4	4	4
10	4	4	5	5	4	5	5	5	5	5
10	4	4	4	3	4	4	3	4	4	4
10	5	5	3	4	4	4	4	4	4	5
10	4	4	4	5	4	4	4	4	4	4
10	4	5	5	4	5	4	4	4	5	4
10	4	5	5	4	3	5	4	4	5	4
10	3	3	3	3	3	4	4	3	3	3
10	4	4	3	3	4	4	4	4	4	4
10	4	4	5	4	4	4	4	4	4	4
10	1	2	1	2	2	1	4	2	2	4
10	3	3	4	3	3	3	4	3	3	3
10	4	4	5	4	4	5	5	5	5	4
10	4	4	5	4	4	5	5	4	5	5
10	3	4	5	4	4	4	4	3	3	4
10	5	5	5	5	5	5	5	4	4	4
10	4	3	4	3	4	3	4	4	4	3
10	3	3	3	3	3	3	3	3	4	4
10	4	4	4	4	3	4	4	4	4	4
10	3	3	3	3	3	3	4	3	3	2

Figure 7: Feedback Question Result

Feedback Questions

All the participants get opportunity to give their feedback through these questions right after the specific training is over.

1. How likely are you to recommend this program to a friend or colleague who is looking for similar services/solutions? Please select the appropriate rating below
2. The training objectives and content were corresponding –
3. I will be able to apply the insights, knowledge and techniques in my job-
4. The training has been beneficial for your job
5. The structure of the training was clear and comprehensible
6. Content and examples had practical relevance
7. The Training was well prepared and organized
8. Trainer Knowledge of the subject

How do you rate the training overall?	How do you rate the training overall?2
Meets expectation	3
Above expectation	4
Substantially above expectation	5
Below expectation	2
Substantially below expectation	1

How likely are you to recommend this program to a friend or colleague who is looking for similar services/solutions'? Please select the appropriate rating below	How likely are you to recommend this program to a friend or colleague who is looking for similar services/solutions'? Please select the appropriate rating below
Very Likely	10
Neutral	9
Not Likely	8

Figure 8: Training Recommendation

Learning

The second level measures the training experience of the employees. In a nutshell, it presents skill and ability of the trainee. ACI Godrej has reached this level by now. Some of the require information regarding this level such as, how much employee learned and how was overall experience about training. As already mentioned, they do pre and post training test with the similar questions to measure the learning improvement.

ID	Name	Pre-workshop test	post-workshop test
2170	Khatune Jannat Laya	3	10
2171	Afrin Jahan	3	10
2179	Annapurna Debnath	4	9
1580	Md. Sanaul Islam	2	7
2145	Chowdhury Sharmina Binte Liaquat	5	8
1454	Tonmoy Chowdhury	6	9
1455	Muhammad Muktadir Hossain Chowdhury	0	10

Table 6: Learning Outcomes

Behavior and Results

According to the HR department of ACI Godrej, these two levels are yet to implemented officially. However, they are expecting to implement both the levels in this year as they are still growing with Kirkpatrick's model.

3.4 Summery &Conclusions

Through the implementation of cutting-edge research and development at ACI Godrej Agrovet Private Ltd. shows the intense commitment of standard living style to the Bangladeshi farmers. They have customer focused approach which emphasis on premium quality feed as well as comprehensive education of farmers. Behind the success of ACI Godrej a large part of priority is employee development and progress. They have an organized training cycle and process constructed by HR department. The cycle and process start from identifying needs, designing, implementing, and ends with evaluating. Additionally, they have several training methods and techniques, they follow for improvement of some skills like, technical, general, functional. To understand the product and delivering them to the customer, gaining satisfaction, the training program of ACI Godrej helps to hold on top in the process. It is good to say, training programs of ACI Godrej has reflected in the business growth and success along with competitive advantage.

3.5 Recommendation

Though the internship journey was quite short for observing and recommending on any organization, however, some point I thought need to mention about, HR department has a clear understanding on their responsibilities and aware of their roles. Moreover, employees from

other departments seem to be motivated by HR department to improve and develop their skills and abilities.

In terms of recommendation, after the training programs some notable points they should look on,

- Employee implementation of learning in job performance
- Self-awareness of employees for changing
- Employees use relevant skills and knowledge
- Training impact in the organization development
- Outcomes of return on investment after training

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