

Fwd: Training Programme

598/C

From : Shri Naresh Kumar <csdelhi@nic.in>
Subject : Fwd: Training Programme
To : Sh Anil Kumar Singh <secservices@nic.in>

Wed, Jun 26, 2024 11:25 AM

1 attachment

12075
26/06/24

From: "RC Katoch" <rc.katoch@npcindia.gov.in>
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Sent: Wednesday, June 26, 2024 11:11:11 AM**Subject:** Training Programme

T2425ECO12

Sub: NPC Residential Training Programme on "Improving Leadership, Managerial & Administrative Skills" – 05-09, 2024
Udaipur, Rajasthan - Request for Nominations

Sir/Madam,

Managing an organization and improving its performance on continuous basis requires efficient and effective leaders, managers and administrators especially in today's complex work environment and highly competitive scenario. Keeping in view of the requirements of today's organizations, National Productivity Council of India (NPC) an autonomous organization under Department for Promotion of Industry & Internal Trade, Ministry of Commerce and Industry, Government of India is pleased to announce a Residential Training Programme on **"Improving Leadership, Managerial & Administrative Skills"** during **05-09, 2024, Udaipur, Rajasthan** to impart skills and techniques on the subject.

Participation fees in each program is Rs. 60,000/- for Residential Participants and Rs. 44,000/- for Non-Residential Participants. GST @18% per participant is applicable on Participation fees.

We are sure that your organization would find the Training Programme immensely useful. We request you to take advantage of this opportunity and nominate officials to participate in the Residential Training Programme.

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A brochure containing the details of the Training Programme is enclosed. Please confirm the participations latest by . Please feel free to contact us in case of any further clarifications or queries.

Thanking you and looking forward to receiving nominations.

Yours faithfully,

Rajesh Katoch
Dy Director

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Regards
O/o The Chief Secretary, Delhi

 **Training Programme in August.pdf**
582 KB



National Productivity Council

Training Programme
on
Improving Leadership, Managerial & Administrative Skills
PROGRAMME CODE: (T2425ECO12)

05-09 August 2024 (Udaipur)



1. ABOUT NPC

National Productivity Council (NPC) is an autonomous organization under the Department of Promotion of Industry and Internal Trade, Ministry of Commerce & Industry, Government of India. The present expertise available in NPC has a resource base of professionals from fields such as Economics, Industrial Engineering, Human Resource Management, Energy, Environment, IT, Project Monitoring and Evaluation, Research Studies and Baseline Surveys. In addition, services of external professionals and subject matter specialists are also sought on need basis, depending upon the nature and scope of work. NPC extends services from its headquarter at New Delhi and 12 regional offices across the country manned by more than 100 full time professionals. NPC has professionals from diverse fields to provide Consultancy, Capacity Building and Project Monitoring Unit (PMU) services to various organisations including Central Government Ministries and State Governments

2. PROGRAMME THEME

Managing an organization and improving its performance on continuous basis requires efficient and effective leaders, managers and administrators especially in today's complex work environment and highly competitive scenario. Also high customer expectations and global economy have posed numerous challenges for the organizations to improve their image and performance. It is essential for the top management/senior managers/officers to know modern management practices in order to identify, develop and sustain their competitive advantage. The programme is therefore designed keeping in view that government, public sector and private organizations must train their officers/managers to develop requisite leadership, managerial and administrative skills so that they can meet the organizational expectations and take right decisions/actions to achieve organizational objectives. This training programme will help the participants to develop effective leadership, managerial and administrative qualities by understanding the advanced management practices that fit into their management requirements, identify areas of concern and seek better solutions to improve performance of the organization

3. LEARNING OBJECTIVES

NPC has designed the training programme to improve leadership, managerial & administrative skills among participants, discuss advanced management techniques for improving managerial effectiveness and develop top management/managers/officers for future challenges

4. BROAD PROGRAMME COVERAGE

- Effective Leadership and Managerial Skills
- Motivation, Team building qualities & improvement
- Personality Development
- Modern HR Practices
- Time and Stress Management
- Conflict Resolution
- Crisis Management
- Change Management

5. METHODOLOGY

Methodology of the training program would be participative in nature. The sessions would be based on conceptual deliberations, case studies, success stories and group exercises/discussions

6. PARTICIPANTS' PROFILE

Officials from Central & State Government Departments, Academic Institutions, Public Sector Undertakings, Private Sector Units, Co-operative Sector Organizations, Financial Institutions, NBFCs, Corporations, Labor Unions/Associations

7. FACULTY

The faculty for the training programme will comprise of senior NPC Experts & other renowned and experienced Trainers from the respective field

8. PROGRAMME FEE & VENUE

Programme Code	T2425ECO12	
Program Venue	Udaipur(Rajasthan)	
Programme Fee	Residential Participants ₹ 60000 /- + 18% GST	Non-Residential Participants ₹44000 /- + 18% GST
For Residential Participants	Check-in at hotel - 05/08/24(AN) Training Programme Sessions Start on 05/08/24 from 15.00 hrs Check-out from Hotel – 09/08/24(FN) Training Programme Sessions close on 08/08/24 by 17.30 hrs	

9. PAYMENT DETAILS

Programme fee inclusive of GST to be paid in advance and proof of payment to be attached along with application form.

- **ECS Payment Details:** Indian Overseas Bank, 70, Golf Link, New Delhi Branch;
- A/c No. 026501000009207, IFSC Code. IOBA0000265
- DD/Cheque should be drawn in the name of NATIONAL PRODUCTIVITY COUNCIL payable at NEW DELHI
- NPC'S PAN No: AAATN0402F, NPC'S GSTIN: 07AAATN0402F1Z8

As per GOI notification No. 9/2017-Integrated Tax (Rate) dated 28.06.17, Sr. No. 75, Heading 9992 (at page no. 19 of the notification) No GST is applicable where Services provided to the Central Government, State Government, UT Administration under any training programme for which total expenditure is borne by the Central Government, State Government, UT Administration

Nominations for the program and payment can be done Online by visiting:

<https://www.npcindia.gov.in/NPC/User/TrainingHeadQuarter>

(Challan generation, NEFT, RTGS are also available for payment)



Kindly Note : Please Utilise Specific Training Programme related corresponding Register Link via the above weblink/QR code to open Training Calendar on NPC website and navigating through Training Calendar for the Register process for Specific Training Programme, whereby Application Format filling and Submission be addressed and further Challan Generation, NEFT/RTGS or Debit Card/Credit Card/UPI based payment options available please

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10. HOW TO APPLY

- Please apply in prescribed application format enclosed with this brochure. Nominations may be sent to the following address:
- Last date for receiving of nominations: (two weeks before the scheduled date of programme)

Shri Rajesh Katoch
Dy. Director (ES&PP)
Programme Coordinator
Email: rc.katoch@npcindia.gov.in
Ph: 011-24607375
Mobile: 9779753576