

No.42/08/2023-3Trg.  
HARYANA GOVERNMENT  
CHIEF SECRETARY OFFICE  
TRAINING DEPARTMENT

Dated, Chandigarh the 12<sup>th</sup> April, 2023.

To

All the Administrative Secretaries of Haryana State.

**Subject: - MGT-Executive Development Programme-Call for Nominations.**  
\*\*\*\*\*

Sir/Madam,

I am directed to refer to the subject noted above and to inform that a copy of letter No. NCTSR/R/23-47-566 New Delhi dated 01.04.2023 and email dated 03.04.2023 received from Sh. Deepak Kumar, Director (Training) National Council for Training & Social Research, 1702, Plot No 12-14, Sector 3, KSN Tower, NCR New Delhi, Vasundhara, Ghaziabad has been uploaded on the CS Haryana Website (<http://csharyana.gov.in>).

It is, therefore, requested to take further necessary action keeping in view of letter No. 22/38/2010-4Trg dated 21.12.2022.

Yours faithfully,

  
Superintendent, Training  
for Chief Secretary to Govt., Haryana.

Endst. No. 42/08/2023-3Trg.

Dated Chandigarh, the 12<sup>th</sup> April, 2023

A copy is forwarded to Sh. Deepak Kumar, Director (Training) National Council for Training & Social Research, 1702, Plot No 12-14, Sector 3, KSN Tower, NCR New Delhi, Vasundhara, Ghaziabad-201012 w.r.t his Email letter dated 03.04.2023 for information.

  
Superintendent, Training  
for Chief Secretary to Govt., Haryana.

**Fwd: MGT-Executive Development Programme-Call for Nominations**

1 message

Pankaj <ssps@hry.nic.in>

3 April 2023 at 09:22

To: branchtrg <branchtrg@gmail.com>, Anup Singh <anup.singh-hry@hry.gov.in>

From: "Sanjeev Kaushal, IAS" <cs@hry.nic.in>

To: "Pankaj" <ssps@hry.nic.in>

Sent: Saturday, April 1, 2023 2:33:59 AM

Subject: Fwd: MGT-Executive Development Programme-Call for Nominations

Sir/Madam,

Find enclosed the trailing emails for information and necessary action please.

Regards

PS/CS

From: chairman@nctsr.in

To: "Sanjeev Kaushal, IAS" <cs@hry.nic.in>, Nistdmangat@gmail.com, chairman@nistd.in

Sent: Saturday, April 1, 2023 2:15:39 PM

Subject: MGT-Executive Development Programme-Call for Nominations

**\*\*The authenticity of this message cannot be vouched for. It may be spoofed. Please treat hyperlinks and attachments in this email with caution\*\***

Ref No NCTSR/R/23-47-566  
2023

New Delhi, Dated, 01<sup>st</sup> April,

To,  
E-Mail

By

The Chief Secretary  
Secretariat  
Chandigarh, Haryana  
cs@hry.nic.in

**Subject:-Executive Development Programme-Call for Nominations**

**Greeting From National Council For Training & Social Research !**

**Dear Sir/Madam,**

**Please find here with Attached.**

**Kindly do the needful & expecting for confirmation and further response at the earliest.**

**Thanking You**

**Regards**

**National Council For Training & Social Research**

1702, KSN Tower, Plot No 12-14, Sector 3, NCR New Delhi, Vasundhara,, Ghaziabad-201012, India

Ph. +91-120-2682107, 2682110, 2682111

Fax No:-+91-120-2682109, WhatsAppNo +91-9212114923,

E Mail:-info@nctsr.in, infonctsr@gmail.com,www.nctsr.in

Training Branch

Diary No. 39237

Dated 06/04/2023

*[Signature]*

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Executive Development Programme-Call for Nominations.pdf  
1047K



## National Council for Training & Social Research

1702, Plot No 12-14, Sector 3, KSN Tower, NCR New Delhi, Vasundhara, Ghaziabad-201012, India  
Ph. +91-120-2682107, 2682110, 2682111, Fax No: +91-120-2682109, WhatsAppNo+91-9212114923  
E Mail:-Info@nctsr.in, Infonctsr@gmail.com, www.nctsr.in

Ref No NCTSR/R/23-47-566

New Delhi, Dated, 01<sup>st</sup> April, 2023  
By E-Mail

To,

The Chief Secretary  
Secretariat  
Chandigarh, Haryana  
cs@hry.nic.in

### Subject:-Executive Development Programme-Call for Nominations

Dear Sir/Madam,

**National Council For Training & Social Research (NCTSR)**, (Established by Department of Labour, Government Of NCT of Delhi), registered Under the Societies Registration Act XXI of 1860 and representative of the various segments of Indian Industry. The Institute provides the impetus and the Organizational Infrastructure to raise Quality level across the Industry. This helps to secure wider appreciation of the Interest of the Construction Business by the Govt.

an autonomous body (Established by Department of Labour, Govt. of National Capital Territory of Delhi, registered Under the Societies Registration Act XXI of 1860 and representative of the various segments of Indian Industry. NCTSR mandate is to impart training to officers of Central Secretariat Service (CSS) and officers of other organized/subsidiary services functioning in the Central Secretariat.

Executive Development Programs conducted by NCTSR are delivered on a continual learning philosophy and are ideal for working executives, who are hard-pressed for time and find it difficult to enroll for regular in long-duration Programs. These programs provide an opportunity for a class of people who have not had an opportunity to keep abreast of the latest managerial tools and techniques through formal management education.

#### List of Executive Development Programs:

| S No | Topics                                                                                                                                                                      | Date & Duration             | Venue                                          | Course Fee INR Per Participant + 18% GST Extra |                                  |
|------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|------------------------------------------------|------------------------------------------------|----------------------------------|
|      |                                                                                                                                                                             |                             |                                                | Non Residential (RS)                           | Residential (Twine Sharing) (Rs) |
| 1.   | Team Dynamics, Leadership and Strategic Vision, Synergy at work and Effective Communication. Under Capacity program Building in Govt. departments, autonomous bodies & PSUs | 15 -16 April,2023 ( 2 Days) | Hotel Clarks Inn, Srinagar, Kashmir, J&K       | 29,690.00                                      | 46,390.00                        |
| 2.   | Public Procurement, E-Procurement, Govt. E-Marketplace (GeM), PFMS                                                                                                          | 15 -16 April,2023 ( 2 Days) | Hotel Clarks Inn, Srinagar, Kashmir, J&K       | 29,690.00                                      | 46,390.00                        |
| 3.   | Materials management and purchase policy & procedure, E- procurement in Govt.departments, autonomous bodies                                                                 | 15 -16 April,2023 ( 2 Days) | Hotel Clarks Inn, Srinagar, Kashmir, J&K       | 29,690.00                                      | 46,390.00                        |
| 4.   | Civil Construction Engineering/ Management                                                                                                                                  | 15 -16 April,2023 ( 2 Days) | Hotel Clarks Inn, Srinagar, Kashmir, J&K       | 29,690.00                                      | 46,390.00                        |
| 5.   | Construction material (Road & Building)                                                                                                                                     | 15 -16 April,2023 ( 2 Days) | Hotel Clarks Inn, Srinagar, Kashmir, J&K       | 29,690.00                                      | 46,390.00                        |
| 6.   | Total quality person (TQP), Work life Balance, EmotionalIntelligence and Stress Management, Under Capacity Building program                                                 | 15 -16 April,2023 ( 2 Days) | Hotel Clarks Inn, Srinagar, Kashmir, J&K       | 29,690.00                                      | 46,390.00                        |
| 7.   | Government e-Market place (Portal), Procurement from GeM, e- tendering, e- Governance & GST Under Capacity Building program in Govt. departments, autonomous bodies & PSUs  | 07-08 May,2023 (2 Days)     | Lemon Tree Hotel, Port Blair,Andaman & Nicobar | 29,690.00                                      | 46,390.00                        |
| 8.   | Project Preparation, DPR Preparation and Core Network, , Under Capacity Building program                                                                                    | 07-08 May,2023 (2 Days)     | Sea Shell Coral Cove, Andaman & Nicobar        | 29,690.00                                      | 46,390.00                        |
| 9.   | Project Management in Construction Industry,                                                                                                                                | 07-08 May,2023 (2 Days)     | Sea Shell Coral Cove, Andaman & Nicobar        | 29,690.00                                      | 46,390.00                        |
| 10.  | Modern Survey Techniques Including GIS/GPS & total Station.and Stress Management. Under Capacity Building program                                                           | 07-08 May,2023 (2 Days)     | Sea Shell Coral Cove, Andaman & Nicobar        | 29,690.00                                      | 46,390.00                        |

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|-----|-------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|-------------------------------------------------------------|-----------|-----------|
| 11. | Construction Management TQM & Safety , CPM as Tool for Construction Management, Project Management for Engineers ,                              | 07-08 May,2023 (2 Days) | Hotel Sentinel, Andaman & Nicobar                           | 29,690.00 | 46,390.00 |
| 12. | Change Management, Social Media ethics, Cyber Hygiene, Security Techniques and use of ICT for Database Management,                              | 07-08 May,2023 (2 Days) | Hotel Sentinel, Andaman & Nicobar                           | 29,690.00 | 46,390.00 |
| 13. | INSIGHTS OF PATENT and TRADEMARK APPLICATIONS FILING & PROCESSING.                                                                              | 07-08 May,2023 (2 Days) | Sea Princess Beach Resort, Andaman & Nicobar                | 29,690.00 | 46,390.00 |
| 14. | Preventive Vigilance & Strategic Financial Management.                                                                                          | 07-08 May,2023 (2 Days) | Sea Princess Beach Resort, Andaman & Nicobar                | 29,690.00 | 46,390.00 |
| 15. | Work Life Balance and Stress Management.                                                                                                        | 07-08 May,2023 (2 Days) | Sea Princess Beach Resort, Andaman & Nicobar                | 29,690.00 | 46,390.00 |
| 16. | BUSINESS EXCELLENCE FOR ORGANIZATIONAL PERFORMANCE.                                                                                             | 21-22 May,2023          | Hotel Golden Tulip, Manali, Himachal Pradesh, India         | 29,690.00 | 46,390.00 |
| 17. | INNOVATION & CHANGE MANAGEMENT FOR ORGANIZATIONAL EXCELLENCE.                                                                                   | 21-22 May,2023          | Hotel Golden Tulip, Manali, Himachal Pradesh, India         | 29,690.00 | 46,390.00 |
| 18. | Digital Workplace : Essentials for non-IT Executives.                                                                                           | 21-22 May,2023          | Hotel Golden Tulip, Manali, Himachal Pradesh, India         | 29,690.00 | 46,390.00 |
| 19. | Building Organizational Excellence in Digital Era.                                                                                              | 21-22 May,2023          | Hotel Golden Tulip, Manali, Himachal Pradesh, India         | 29,690.00 | 46,390.00 |
| 20. | Organizational Productivity through Digital, Transformation.                                                                                    | 21-22 May,2023          | Snow Valley Resorts & Spa Manali, de imachal Pradesh, India | 29,690.00 | 46,390.00 |
| 21. | Supply chain management,                                                                                                                        | 21-22 May,2023          | Snow Valley Resorts & Spa Manali, de imachal Pradesh, India | 29,690.00 | 46,390.00 |
| 22. | Construction Management TQM & Safety in Under Capacity Building program                                                                         | 21-22 May,2023          | Snow Valley Resorts & Spa Manali, de imachal Pradesh, India | 29,690.00 | 46,390.00 |
| 23. | Change Management, Social Media ethics, Cyber Hygiene, Security Techniques and use of ICT for Database Management & GST Under Capacity Building | 21-22 May,2023          | Snow Valley Resorts & Spa Manali, de imachal Pradesh, India | 29,690.00 | 46,390.00 |
| 24. | "Arbitration and Dispute Settlement Mechanism Vis a Vis Construction Contracts" Under Capacity Building in Govt. departments, autonomous bodies | 21-22 May,2023          | Snow Valley Resorts & Spa Manali, de imachal Pradesh, India | 29,690.00 | 46,390.00 |
| 25. | "Gender Sensitivity & Prevention and Redressal of Sexual Harassment of Women at Workplace" & GST Under Capacity Building program                | 21-22 May,2023          | Regenta Place Green Leaf Manali Himachal Pradesh, India     | 29,690.00 | 46,390.00 |
| 26. | "Public Procurement, E – Procurement, Govt. E-Marketplace (GeM) , PFMS & GST " Under Capacity Building program                                  | 21-22 May,2023          | Regenta Place Green Leaf Manali Himachal Pradesh, India     | 29,690.00 | 46,390.00 |
| 27. | "Totality of Project Management" - leading to Certificate In Project Management (CIPM)' Under Capacity Building program                         | 21-22 May,2023          | Regenta Place Green Leaf Manali Himachal Pradesh, India     | 29,690.00 | 46,390.00 |

|     |                                                                                                                                                                                                                               |                           |                                                             |           |           |
|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|-------------------------------------------------------------|-----------|-----------|
| 28. | Renewable Energy, Policies & Regulations and Electrical Vehicle Charging Under Capacity Building program                                                                                                                      | 21-22 May,2023            | Regenta Place Green Leaf Manali Himachal Pradesh, India     | 29,690.00 | 46,390.00 |
| 29. | "Amendment To CCS (Pension) Rules, Pensionary Benefits Under The Old Pension Scheme And New Pensions Scheme in Wake of VIth Pay Commission Report & Grant of Financial Up-gradation & GST Under MACP" Under Capacity Building | 21-22 May,2023            | SNOW FLAKES RESORT & SPA Manali, Himachal Pradesh, India    | 29,690.00 | 46,390.00 |
| 30. | e-governance & Advance IT TooJs: Transforming Government Sector" & GST Under Capacity Building                                                                                                                                | 21-22 May,2023            | SNOW FLAKES RESORT & SPA Manali, Himachal Pradesh, India    | 29,690.00 | 46,390.00 |
| 31. | Hazardous Waste Management and Pollution Prevention Gain valuable skills from a world-class expert in waste management and pollution control. Under Capacity Building                                                         | 21-22 May,2023            | Hotel Golden Tulip, Manali, Himachal Pradesh, India         | 29,690.00 | 46,390.00 |
| 32. | "Book Keeping & Accounting, Accounting Standards & Strategy To Implement Accrual System of Accounting & GST Under Capacity Building                                                                                           | 21-22 May,2023            | Hotel Golden Tulip, Manali, Himachal Pradesh, India         | 29,690.00 | 46,390.00 |
| 33. | Understanding Self – (FIRBO + MBTI), Effective Inter-Personal style and Time management Under Capacity Building                                                                                                               | 21-22 May,2023            | Hotel Golden Tulip, Manali, Himachal Pradesh, India         | 29,690.00 | 46,390.00 |
| 34. | Materials management and purchase policy & procedure, E- procurement & GST Under Capacity Building program                                                                                                                    | 21-22 May,2023            | Hotel Golden Tulip, Manali, Himachal Pradesh, India         | 29,690.00 | 46,390.00 |
| 35. | Project Management for Engineers Under Capacity Building                                                                                                                                                                      | 21-22 May,2023            | Snow Valley Resorts & Spa Manali, de imachal Pradesh, India | 29,690.00 | 46,390.00 |
| 36. | Digitalization of HR Practices in Power Distribution Sector Under Capacity Building program                                                                                                                                   | 21-22 May,2023            | Snow Valley Resorts & Spa Manali, de imachal Pradesh, India | 29,690.00 | 46,390.00 |
| 37. | Roster Writing and Reservation in Services in Govt. Policy for SCs, STs,OBCs and Physically Handicapped & Recruitment Rules & GST Under Capacity Building                                                                     | 21-22 May,2023            | Snow Valley Resorts & Spa Manali, de imachal Pradesh, India | 29,690.00 | 46,390.00 |
| 38. | Team Dynamics, Leadership and Strategic Vision, Synergy at work and Effective Communication. Under Capacity program Building                                                                                                  | 21-22 May,2023            | Snow Valley Resorts & Spa Manali, de imachal Pradesh, India | 29,690.00 | 46,390.00 |
| 39. | "Right to Information Act 2005, Case Studies/ Court Cases & Improvement of Record Management System, Citizen Charter& GST Under Capacity Building                                                                             | 21-22 May,2023            | Snow Valley Resorts & Spa Manali, de imachal Pradesh, India | 29,690.00 | 46,390.00 |
| 40. | Total quality person (TQP), Work life Balance, Emotional Intelligence and Stress Management                                                                                                                                   | 21-22 May,2023            | Regenta Place Green Leaf Manali Himachal Pradesh, India     | 29,690.00 | 46,390.00 |
| 41. | Government e-Market place (Portal), Procurement from GeM , e- tendering, e- Governance & GST                                                                                                                                  | 21-22 May,2023            | Regenta Place Green Leaf Manali Himachal Pradesh, India     | 29,690.00 | 46,390.00 |
| 42. | PRP/ Schedule IV implementation, general requirements in Food Industry.                                                                                                                                                       | 03-04 June,2023 ( 2 Days) | VIVANTA KATHMANDU, Patan 44600, Nepal,                      | 29,690.00 | 46,390.00 |
| 43. | Preparation of Expenditure Finance Committee / Standing Finance Committee, Big Data Analytics in Government (Advance)                                                                                                         | 03-04 June,2023 ( 2 Days) | VIVANTA KATHMANDU, Patan 44600, Nepal,                      | 29,690.00 | 46,390.00 |

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|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|---------------------------------------------------------------------------------|-----------|-----------|
| 44. | Managerial / Supervisory Skills, Strategic Planning, Establishment Rules-1& 2                                                                         | 03-04 June,2023<br>( 2 Days) | VIVANTA<br>KATHMANDU, Patan<br>44600, Nepal,                                    | 29,690.00 | 46,390.00 |
| 45. | Handling Parliamentary Matters, Policy Formulation to Legislation, Sustainable Development Goals                                                      | 03-04 June,2023<br>( 2 Days) | Hyatt Place Kathmandu<br>Kathmandu, Nepal,<br>44614                             | 29,690.00 | 46,390.00 |
| 46. | Advanced course on Record Management, Economic Reforms and Development                                                                                | 03-04 June,2023<br>( 2 Days) | Hyatt Place Kathmandu<br>Kathmandu, Nepal,<br>44614                             | 29,690.00 | 46,390.00 |
| 47. | Drafting of Request for Proposal (RFP), Monitoring & Evaluation of Government Schemes                                                                 | 03-04 June,2023<br>( 2 Days) | Hyatt Place Kathmandu<br>Kathmandu, Nepal,<br>44614                             | 29,690.00 | 46,390.00 |
| 48. | Modern Office Management and Modern Performance Management                                                                                            | 03-04 June,2023<br>( 2 Days) | Radisson Hotel<br>Kathmandu, Lazimpat,<br>Kathmandu 44600,<br>Nepal             | 29,690.00 | 46,390.00 |
| 49. | Rights of Persons with Disabilities (PWDs). Patent Agent Examination                                                                                  | 03-04 June,2023<br>( 2 Days) | Radisson Hotel<br>Kathmandu, Lazimpat,<br>Kathmandu 44600,<br>Nepal             | 29,690.00 | 46,390.00 |
| 50. | Office Procedures including Noting and Drafting                                                                                                       | 03-04 June,2023<br>( 2 Days) | Radisson Hotel<br>Kathmandu, Lazimpat,<br>Kathmandu 44600,<br>Nepal             | 29,690.00 | 46,390.00 |
| 51. | Advance Course on RTI Act, 2005 (Problems, Issues and Challenges in RTI Act , 2005 implementation and CIC/SIC Judgments) and Modern Office Management | 03-04 June,2023<br>( 2 Days) | Hyatt Regency<br>Kathmandu<br>Taragaon, Boudha<br>Kathmandu, Nepal              | 29,690.00 | 46,390.00 |
| 52. | Advance Course on Secretarial Effectiveness: Capacity Building                                                                                        | 03-04 June,2023<br>( 2 Days) | Hyatt Regency<br>Kathmandu<br>Taragaon, Boudha<br>Kathmandu, Nepal              | 29,690.00 | 46,390.00 |
| 53. | Reservation in Services for SC/ST/OBC.Administrative Vigilance:Role of IO/PO., Handling of CAT Cases                                                  | 03-04 June,2023<br>( 2 Days) | Grand Hotel Nepal<br>Kathmandu, Nepal                                           | 29,690.00 | 46,390.00 |
| 54. | Workshop on Noting & Drafting, Effective Cabinet Notes (Basic) & (Advanced).                                                                          | 03-04 June,2023<br>( 2 Days) | Grand Hotel Nepal<br>Kathmandu, Nepal                                           | 29,690.00 | 46,390.00 |
| 55. | Basic Management Services, Advanced Management Services, Knowledge Management, Good Governance                                                        | 03-04 June,2023<br>( 2 Days) | Hyatt Regency<br>Kathmandu<br>Taragaon, Boudha<br>Kathmandu, Nepal              | 29,690.00 | 46,390.00 |
| 56. | Human Resource Management & Liaison Officers (SC/ST).                                                                                                 | 03-04 June,2023<br>( 2 Days) | Hotel Mulberry<br>Kathmandu, Nepal                                              | 29,690.00 | 46,390.00 |
| 57. | Citizen Centric & Service Delivery Approach & e-Office.                                                                                               | 03-04 June,2023<br>( 2 Days) | Hotel Mulberry<br>Kathmandu, Nepal                                              | 29,690.00 | 46,390.00 |
| 58. | Big Data Analytics in Government (Basic)                                                                                                              | 03-04 June,2023<br>( 2 Days) | Hotel Mulberry<br>Kathmandu, Nepal                                              | 29,690.00 | 46,390.00 |
| 59. | Orientation Training Programme on Preventive Vigilance.                                                                                               | 03-04 June,2023<br>( 2 Days) | Hotel Shambala<br>Kathmandu, Nepal                                              | 29,690.00 | 46,390.00 |
| 60. | Orientation Training Programme on Drafting of charge sheet in Disciplinary Matters                                                                    | 03-04 June,2023<br>( 2 Days) | Hotel Shambala<br>Kathmandu, Nepa                                               | 29,690.00 | 46,390.00 |
| 61. | Digital Transformation of Organisation                                                                                                                | 03-04 June,2023<br>( 2 Days) | Hotel Shambala<br>Kathmandu, Nepal                                              | 29,690.00 | 46,390.00 |
| 62. | Centrifugal Pumps- how to efficiently operate & maintain them                                                                                         | 03-04 June,2023<br>( 2 Days) | Hotel The Soaltee<br>Kathmandu, Nepal                                           | 29,690.00 | 46,390.00 |
| 63. | Performance Management for Organisational Effectiveness                                                                                               | 03-04 June,2023<br>( 2 Days) | Hotel The Soaltee<br>Kathmandu, Nepal                                           | 29,690.00 | 46,390.00 |
| 64. | ADMINISTRATIVE EFFECTIVENESS, FOCUS: RTI, PREVENTIVE VIGILANCE & e-PROCUREMENT                                                                        | 18-19 June,2023<br>( 2 Days) | Udaan Dekeling<br>Resort Darjeeling,<br>Darjeeling, West<br>Bengal, India India | 29,690.00 | 46,390.00 |
| 65. | Gender Sensitisation                                                                                                                                  | 18-19 June,2023<br>( 2 Days) | Udaan Dekeling<br>Resort Darjeeling,                                            | 29,690.00 | 46,390.00 |

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|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|-------------------------------------------------------------------------------------|-----------|-----------|
|     |                                                                                                                                                            |                          | Darjeeling, West Bengal, India India                                                |           |           |
| 66. | Hands-on training on energy efficiency in electrical utilities                                                                                             | 18-19 June,2023 (2 Days) | Hotel Summit Swiss Heritage Resort & Spa Darjeeling, Darjeeling, West Bengal, India | 29,690.00 | 46,390.00 |
| 67. | Advance course on RTI Act, 2005 and Modern Management Practices                                                                                            | 18-19 June,2023 (2 Days) | Hotel Summit Swiss Heritage Resort & Spa Darjeeling, Darjeeling, West Bengal, India | 29,690.00 | 46,390.00 |
| 68. | Advance course on modern office and productivity management                                                                                                | 18-19 June,2023 (2 Days) | Hotel Summit Swiss Heritage Resort & Spa Darjeeling, West Bengal, India             | 29,690.00 | 46,390.00 |
| 69. | Developing Managerial Leadership Skills                                                                                                                    | 18-19 June,2023 (2 Days) | Hotel Summit Swiss Heritage Resort & Spa Darjeeling, Darjeeling, West Bengal, India | 29,690.00 | 46,390.00 |
| 70. | Productivity improvement and modern office management                                                                                                      | 02-03 July,2023 (2 Days) | Hotel Shangri-la Leh Leh UT Of Ladakh, India                                        | 29,690.00 | 46,390.00 |
| 71. | Effective spare parts management                                                                                                                           | 02-03 July,2023 (2 Days) | The Grand Dragon Ladakh Old Road, Sheynam, Leh- UT Of Ladakh, India                 | 29,690.00 | 46,390.00 |
| 72. | Public procurement and contract management/arbitrations                                                                                                    | 02-03 July,2023 (2 Days) | Singge Palace Hotel, Leh Leh, UT Of Ladakh, India                                   | 29,690.00 | 46,390.00 |
| 73. | Business Excellence for Organisational Performance                                                                                                         | 02-03 July,2023 (2 Days) | Singge Palace Hotel, Leh Leh, UT Of Ladakh, India                                   | 29,690.00 | 46,390.00 |
| 74. | Preliminary Enquiry , Preventive, Administrative, Punitive , Pre ponderance of Probability Vigilence                                                       | 02-03 July,2023 (2 Days) | Saboo Resorts Leh- UT Of Ladakh, India                                              | 29,690.00 | 46,390.00 |
| 75. | Advance Course On Secretarial Effectiveness : Capacity Building                                                                                            | 02-03 July,2023 (2 Days) | Hotel Northern Singge Leh Leh, Ladakh, India                                        | 29,690.00 | 46,390.00 |
| 76. | Administrative Effectiveness, Focus: Preventive Vigilance, e-Procurement                                                                                   | 02-03 July,2023 (2 Days) | Spic N Span HotelLadakh, Leh,                                                       | 29,690.00 | 46,390.00 |
| 77. | Transformational Leadership & Managing Change                                                                                                              | 02-03 July,2023 (2 Days) | Spic N Span HotelLadakh, Leh,                                                       | 29,690.00 | 46,390.00 |
| 78. | Performance Management through Talent Management                                                                                                           | 23-25 July,2023 (2 Days) | Hotel Golden Tulip, Manali, Himachal Pradesh, India                                 | 29,690.00 | 46,390.00 |
| 79. | Stress Management for Achieving & Sustaining Performance                                                                                                   | 23-25 July,2023 (2 Days) | Regenta Place Green Leaf Manali Himachal Pradesh, India                             | 29,690.00 | 46,390.00 |
| 80. | Smart Governance: Public Service Delivery in Digital India                                                                                                 | 23-25 July,2023 (2 Days) | Hotel Golden Tulip, Manali, Himachal Pradesh, India                                 | 29,690.00 | 46,390.00 |
| 81. | Digitalization of HR Practices in Power Distribution Sector "Stress & Stress Management "                                                                  | 23-25 July,2023 (2 Days) | Regenta Place Green Leaf Manali Himachal Pradesh, India                             | 29,690.00 | 46,390.00 |
| 82. | Roster Writing and Reservation in Services in Govt. Policy for SCs, STs,OBCs and Physically Handicapped & Recruitment Rules ,                              | 23-25 July,2023 (2 Days) | Hotel Golden Tulip, Manali, Himachal Pradesh, India                                 | 29,690.00 | 46,390.00 |
| 83. | Renewable Energy, Policies & Regulations and Electrical Vehicle Charging , Under Capacity Building program in Govt. departments, autonomous bodies & PSUs" | 23-25 July,2023 (2 Days) | SNOW FLAKES RESORT & SPA Manali, Himachal Pradesh, India                            | 29,690.00 | 46,390.00 |

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|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|--------------------------------------------------------------------------|-----------|-----------|
| 84. | "Amendment To CCS (Pension) Rules, Pensionary Benefits Under The Old Pension Scheme And New Pensions Scheme in Wake of VIth Pay Commission Report & Grant of Financial Up-gradation , Under MACP" | 23-25 July,2023<br>( 2 Days)       | SNOW FLAKES<br>RESORT & SPA<br>Manali,<br>Himachal<br>Pradesh, India     | 29,690.00 | 46,390.00 |
| 85. | "Finance Management in Govt. with Financial & Administrative Powers                                                                                                                               | 06-07<br>August,2023<br>( 2 Days)  | VIVANTA<br>KATHMANDU,<br>Patan 44600,<br>Nepal,                          | 29,690.00 | 46,390.00 |
| 86. | Seminar on ISO 9001, ISO 14001 and ISO 45001.                                                                                                                                                     | 06-07<br>August,2023<br>( 2 Days)  | VIVANTA<br>KATHMANDU,<br>Patan 44600,<br>Nepal,                          | 29,690.00 | 46,390.00 |
| 87. | Leadership Excellence and Effective Decision Making.                                                                                                                                              | 06-07<br>August,2023<br>( 2 Days)  | VIVANTA<br>KATHMANDU,<br>Patan 44600,<br>Nepal,                          | 29,690.00 | 46,390.00 |
| 88. | LEADERSHIP COMPETENCIES FOR ORGANISATIONAL EXCELLENCE.                                                                                                                                            | 06-07<br>August,2023<br>( 2 Days)  | Hyatt Place<br>Kathmandu<br>Kathmandu,<br>Nepal, 44614                   | 29,690.00 | 46,390.00 |
| 89. | Total quality person (TQP), Work life Balance, Emotional Intelligence                                                                                                                             | 06-07<br>August,2023<br>( 2 Days)  | Hyatt Place<br>Kathmandu<br>Kathmandu,<br>Nepal, 44614                   | 29,690.00 | 46,390.00 |
| 90. | Quality Control & Quality Assurance, Under Capacity Building program                                                                                                                              | 06-07<br>August,2023<br>( 2 Days)  | Hyatt Place<br>Kathmandu<br>Kathmandu,<br>Nepal, 44614                   | 29,690.00 | 46,390.00 |
| 91. | Project Preparation, DPR Preparation and Core Network, Under Capacity Building program                                                                                                            | 06-07<br>August,2023<br>( 2 Days)  | Radisson Hotel<br>Kathmandu,<br>Lazimpat,<br>Kathmandu<br>44600, Nepal   | 29,690.00 | 46,390.00 |
| 92. | Project Management in Construction Industry, Under Capacity Building program                                                                                                                      | 06-07<br>August,2023<br>( 2 Days)  | Radisson Hotel<br>Kathmandu,<br>Lazimpat,<br>Kathmandu<br>44600, Nepal   | 29,690.00 | 46,390.00 |
| 93. | Modern Survey Techniques Including GIS/GPS & total Station.                                                                                                                                       | 06-07<br>August,2023<br>( 2 Days)  | Radisson Hotel<br>Kathmandu,<br>Lazimpat,<br>Kathmandu<br>44600, Nepal   | 29,690.00 | 46,390.00 |
| 94. | Total quality person (TQP), Work life Balance, Emotional Intelligence Quality Control & Quality Assurance,                                                                                        | 06-07<br>August,2023<br>( 2 Days)  | Hyatt Regency<br>Kathmandu<br>Taragaon,<br>Boudha<br>Kathmandu,<br>Nepal | 29,690.00 | 46,390.00 |
| 95. | Stress & Stress Management & Staff Development in Improving Enhancing Efficiency and Behavioral Skills In Government Departments Autonomous Bodies & PSUs.                                        | 06-07<br>August,2023<br>( 2 Days)  | Hyatt Regency<br>Kathmandu<br>Taragaon,<br>Boudha<br>Kathmandu,<br>Nepal | 29,690.00 | 46,390.00 |
| 96. | Roster Writing and Reservation in Services Govt. Policy for SCs, STs, OBCs And Physically Handicapped & Recruitment Rules In Government Departments Autonomous Bodies & PSUs.                     | 06-07<br>August,2023<br>( 2 Days)  | Grand Hotel<br>Nepal<br>Kathmandu,<br>Nepal                              | 29,690.00 | 46,390.00 |
| 97. | Government e-Market place (Portal), Procurement from GeM, e- tendering, e- Governance & GST Under Capacity Building program in Govt. departments, autonomous bodies & PSUs                        | 06-07<br>August,2023<br>( 2 Days)  | Grand Hotel<br>Nepal<br>Kathmandu,<br>Nepal                              | 29,690.00 | 46,390.00 |
| 98. | Book Keeping & Accounting, Accounting Standards & Strategy to Implement Accrual System of Accounting in Government Departments Autonomous Bodies & PSUs.                                          | 20-21<br>August,2023<br>( 2 Days)) | Hotel Sentinel,<br>Andaman &<br>Nicobar                                  | 29,690.00 | 46,390.00 |
| 99. | Finance Management in Govt. with Financial & Administrative Powers in Government Departments Autonomous Bodies & PSUs. In Government Departments Autonomous Bodies & PSUs                         | 20-21<br>August,2023<br>( 2 Days)) | Sea Princess<br>Beach Resort,<br>Andaman &<br>Nicobar                    | 29,690.00 | 46,390.00 |

|      |                                                                                                                                                                          |                                 |                                                 |           |           |
|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|-------------------------------------------------|-----------|-----------|
| 100. | Quality Control and Quality Assurance in Concrete Construction including Extreme weather Concreting                                                                      | 20-21 August,2023 ( 2 Days))    | Sea Princess Beach Resort, Andaman & Nicobar    | 29,690.00 | 46,390.00 |
| 101. | Right to Information Act for CPIO and Appellate Authorities                                                                                                              | 20-21 August,2023 ( 2 Days))    | Hotel Sentinel, Andaman & Nicobar               | 29,690.00 | 46,390.00 |
| 102. | Construction and Maintenance of Flexible & Rigid Pavements(Including Use of New Materials & Technologies),                                                               | 20-21 August,2023 ( 2 Days))    | Hotel Sentinel, Andaman & Nicobar               | 29,690.00 | 46,390.00 |
| 103. | Preparation of DPRs (Incl Cost Estimation) for Building & Roads Projects,                                                                                                | 20-21 August,2023 ( 2 Days))    | Hotel Sentinel, Andaman & Nicobar               | 29,690.00 | 46,390.00 |
| 104. | Procurement & Contract Management for Building & Roads Projects, Quality Control and Material Testing Procedures & Laboratory Practice                                   | 20-21 August,2023 ( 2 Days)     | Hotel Sentinel, Andaman & Nicobar               | 29,690.00 | 46,390.00 |
| 105. | "Office Systems & Office Procedures, E-Governance, Noting & Drafting, Records Management, Office Automation, Personnel Department's Duties in Relation to Social Equity. | 24-25 September,2023 ( 2 Days)) | Hotel Le Maritime Kochi Kerala- 682 510         | 29,690.00 | 46,390.00 |
| 106. | "Stress & Stress Management & Staff Development inImproving Enhancing Efficiency and Behavioral Skills"                                                                  | 24-25 September,2023 ( 2 Days)) | Keys Select Hotel,Kochi Kochi , Kerala - 682013 | 29,690.00 | 46,390.00 |
| 107. | "Latest Changes in Pay Fixation Under Fundamental Rules & Its Impact From Time to Time with Focus On Recent Orders& Modified Assured Career Progression"                 | 24-25 September,2023 ( 2 Days)) | HOLIDAY INN COCHIN Cochin, Kerla, India         | 29,690.00 | 46,390.00 |
| 108. | "Implementation VII Central Pay Commission with Focus onPay Fixation and New Pension Rules                                                                               | 24-25 September,2023 ( 2 Days)) | HOLIDAY INN COCHIN Cochin, Kerla, India         | 29,690.00 | 46,390.00 |
| 109. | "Establishment Rules & General Administration Matters"                                                                                                                   | 24-25 September,2023 ( 2 Days)) | Taj Malabar Resort & Spa Cochin, Kerla, India   | 29,690.00 | 46,390.00 |
| 110. | MS-Power Point, MS-Office Suite, MS-Word, MS-Excel                                                                                                                       | 24-25 September,2023 ( 2 Days)) | Taj Malabar Resort & Spa Cochin, Kerla, India   | 29,690.00 | 46,390.00 |

In addition to the above programme other customized Executive Development Programs to the destinations of choice can be organized.

#### GENERAL INSTRUCTIONS

- Please book the tickets after receiving confirmation from our end.
- The residential Participation fee covers the Professional fees towards training, Board & Lodge of the Participant (S) and site visits. The Non residential fee covers the Training charges, working lunch and sight visits only.
- For accompanying spouse (Single Sharing) and/ or children (in the age group of 5 to 12 years), the tentative charges would be INR.16,600 and INR.9,600 + 18% GST respectively for the entire duration, payable to NCTSR In Advance.
- Acceptance of the nominations is/are subject to the seat availability and receipt of the participation fee latest by last date for Nominations.
- Please note that NCTSR would not provide accommodation before or after the above dates and participants requiring it would arrange the same on their own.
- Due to limited number of seats, it is recommended to send the nominations as per attached format at the earliest, for ensuring the availability. Acceptance of the nominations is subject to the seat availability and receipt of programme fee latest by the last date for nominations.
- The Residential programme fee covers the professional fees towards training, board & lodge of the Participant(s). The fee once deposited is non-refundable, however, substitutions are allowed.
- Each participant should carry their ID cards and necessary letters / orders issued by their department for attending the training program.
- The Non Residential programme fee covers the professional fee towards training, lunch and refreshments during the training program. The fee once deposited is non-refundable, however, substitutions are allowed.
- NCTSR shall not bear any charges towards participants' to & fro travel from their residence / place of stay and the training program venue. All participants shall make their own arrangement to reach the venue on time as per the programme schedule.
- Participants are requested to assure their health and safety during the training period and NCTSR will not be liable for medical expenses incurred by the participants during the program.
- NCTSR will not provide boarding and lodging before and after the dates of programme. Participants planning to stay longer than the scheduled duration should arrange the same at their own cost.

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- Settlement of additional bills: The hotel will be instructed to open separate folio for each participant. Participants may directly settle their additional dues regarding family member, laundry, telephone, mini bar, room service, overstay etc. with the hotel before checkout.
  - The participants shall be awarded Certificate of Participation on successful completion of programme.
  - Participants opting for the residential program should Check into the Hotel on the first day of the course & Check-out will be day 2<sup>nd</sup> Day of the course.

The Council encourages prospective participants and their managements to write in advance specifying any issues/problems areas which they would like to be included in course material/or and discussed during the workshop provided they are within the ambit of the subject of the program.

#### Inclusions

Stay In 4 Star Hotel, Daily Breakfast, Lunch & Dinner for each participant..

The training professional fee per Participant shall include following:-

Overall program management charges including faculty charges & Training infrastructure charges

#### **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

Payment: In advance or before commencement of training program through RTGS/NEFT.

#### **Bank Details For RTGS, NEFT & Ecs Payment**

|                         |                                                 |
|-------------------------|-------------------------------------------------|
| Beneficiary Name        | National Council for Training & Social Research |
| Bank Name               | Bank Of India                                   |
| Branch                  | Ram Vihar Delhi-110092                          |
| Currant A/C No          | 607920110000171                                 |
| IFSC Code               | BKID0006079                                     |
| Swift code              | BKIDINBBJNP                                     |
| MICR CODE (9 Digit No.) | 110013110                                       |

Or Payment be made through Bank Draft in favor of "National Council for Training & Social Research" payable at New Delhi

Accommodation would be available if confirmed in advance payment before Commencement of the Program.

#### OUR FACULTY

We have our own regular Faculty. Serving officers are also invited by us as Guest Faculty. All our faculty members have rich experience since they are mostly retired Joint Secretary level officers .

#### METHODOLOGY

Our main emphasis is on having full involvement of the participants in the subject matter under discussion. Our faculty members deliver lectures interspersed with healthy discussion with participants so as to ensure that they get full grasp of the subject and have clear concept of the rules and their application. Case studies, group discussion, exercises etc. are also held.

Payment for Defence Employees will be received after completion of the course and submission of our pre-receipted Bills. Cheques of Outstation Units will not be accepted.

Substitution of nominees is permitted.

TEA/COFFEE BREAK

11:15 AM to 11:30 AM & 03:15 PM to 03:30 PM

LUNCH

01:00 PM to 02:00 PM

#### ADMISSION PROCEDURE

Admission will be made on first come first served basis only. Intimation regarding admission of the nominee to the program will be communicated as soon as possible after the receipt of nomination.

#### PROGRAMME DURATION & SCHEDULE

It will be a two days Technical Workshop . Timing will be 9.30 am to 5.30 pm daily. There will be 4 sessions each day. Each session will be of 75 minutes duration.

### REPORTING TIME

The participants are to report for registration at 9:00 AM at Venue.

### ARRANGEMENTS BY US

Accommodation Breakfast, Dinner & Working Lunch, Tea/Coffee with Snacks, Course material, Pad, Pen, Bag/Folder, Participation Certificate, Photography.

Transport:-The candidates have to make their own arrangements upto the Venue.

Participants opting for residential accommodation are requested to go directly and check-in into the Hotel.

### Change of Schedule

The aforesaid Program shall be conducted as per schedule and will not be changed / postponed or cancelled except for reasons unforeseen & beyond our control.

You can call the Central Line +91-9212114923 for any queries regarding the EDP.

We solicit your kind cooperation by sending the Nominations at earliest since it is a limited seat program and registrations will be done on first come first serve basis only.

Kindly do the needful & expecting for confirmation and further response at the earliest.

Yours Truly,

For National Council for Training & Social Research



Deepak Kumar  
Director (Training)

