

No.42/13/2023-3Trg.

HARYANA GOVERNMENT
CHIEF SECRETARY OFFICE
TRAINING DEPARTMENT

Dated, Chandigarh the 15th May, 2023.

To

All the Administrative Secretaries of Haryana State.

**Subject: - Management Development Institute (MDI) Gurgaon: Upcoming
Programme Brochure f/m June 2023**

Sir/Madam,

I am directed to refer to the subject noted above and to inform that a copy of E-mail letter dated 03.05.2023 received from Sh. Ajay Singh, MDP Department, Management Development Institute, Mehrauli Road, Sukhrali, Gurugram 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,


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

Endst. No. 42/13/2023-3Trg.

Dated Chandigarh, the 15th May, 2023,

A copy is forwarded to Sh. Ajay Singh, MDP Department, Management Development Institute, Mehrauli. Road, Sukhrali, Gurugram-122 007 w.r.t his Email letter dated 01.05.2023 for information.


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

Management Development Institute (MDI) Gurgaon: Upcoming Programme Brochure f/m June 2023 (Residential Mode)

1 message

Ajay Singh <ajay.singh@mdi.ac.in>
Bcc: branchtrg@gmail.com

8 May 2023 at 16:56

Dear Sir/Ma'am

Greetings from MDI Gurgaon.....!!!

We hope and pray for your good health.

As you are aware that **Management Development Institute (MDI)**, Gurgaon offers Management Development Programs on various functional areas throughout the year to the executives from the Government of India/ PSUs/ Corporates, to enhance their knowledge, competitiveness, and productivity. MDI's full-time faculty, nationally and internationally acclaimed, brings the right mix of research and industry experience to the programmes offered.

We are pleased to share with you "**Management Development Programs – 2023-24**" for the period **June 2023**, being conducted through **Residential Mode** for your kind perusal and nominating your officials in the programmes. The Programme details and Programme brochures are attached for your reference.

S. No.	MDP Title	Faculty (Prof./Dr.)	Dates	No. of Days	Venue	Fees (Rs.)
1	Finance for Non-Finance Executives	Sandeep Goel	June 19-23, 2023	5	Campus	65000
2	Managerial Effectiveness	Sumita Rai	June 19-21, 2023	3	Campus	40000

Discount Policy: We will provide a 10% discount when we receive 3 to 5 nominations for a single program from the same organization & in case of more than 5 nominations from the same organization, an additional 10% discount shall be given. The total Overall discount will not exceed 20% (Discount is applicable in NEPAL also).

with warm regards,

Ajay Singh
MDP Department
Management Development Institute
Mehrauli Road, Sukhrali, Gurgaon 122 007, India
E-mail :- ajay.singh@mdi.ac.in
Phone: 0124-4560008 (w) Mobile: 09818236652

Training Branch

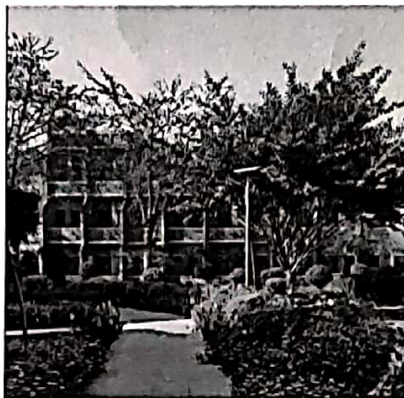
Diary No. 55199
Dated 09/05/2023

3 Tag.

2 attachments

OB-Managerial Effectiveness- June 23.pdf
640K

FIN-Finance for Non-Finance Executives- June 2023.pdf
687K



Finance for Non-Finance Executives
June 19-23, 2023 (Mon- Fri)

MDI Campus Gurgaon

Why You Should Attend?

Operating managers, in order to be effective and result oriented should be finance savvy, able to understand and present, drive and measure business plans in terms of financial figures and communicate in a common 'business language' through financial figures. Introductory programme on finance is instrumental to enhance the profile of operating managers. Finance cuts across levels and businesses and has unifying influence. Further, operating managers need to be equipped with a financial decision making tool kit which helps them to identify businesses to get into, take pricing decisions, decide on the product mix, identify areas for cost reduction and take a make or buy decisions. This program aims to meet the requirements of operating managers in different functional areas who would like to be well versed with the introductory nuances of finance.

Contents

- Understanding and Analysis of Financial Statements
 - Statement of Profit and Loss
 - Balance Sheet
 - Cash Flow Statement
 - Use of Financial Ratios as Key Indicators
- Cost information for Problem Solving and Decision-Making
 - Types of Costs
 - Understanding of Cost Behaviour
 - Establishing Break - Even Levels
 - Using Costing for Product Pricing
- Evaluation of Capital Investment Projects
 - Time Value of Money
 - Project Cash Flows : Estimation
 - Techniques of Evaluation : Payback/NPV/IRR
- Working Capital Management
 - Estimation of Working Capital Requirements
 - Working Capital Cycle
 - Management of Inventory/Receivables/Cash/Payables
- Strategic Finance
 - Financial Markets and Instruments
 - Tax Planning and Management
 - International Finance

Core Faculty

Core faculty of Management Development Institute along with executives from the industry would facilitate discussions and share their valuable experience

Methodology

Class presentations, interactive discussions, formal lecture sessions, case studies, computer exercises and simulations would comprise the methodology of the programme. Both the conceptual and practical side of finance will be stressed upon to enhance the financial skills.

For whom

Managers at middle level who need to have an exposure to finance. Past programmes have been attended by the professionals in corporate planning, manufacturing, marketing and sales, HRD and finance too.

Venue & Duration

The programme is scheduled during **June 19-23, 2023** on a residential basis at **MDI Campus, Mehrauli Road, Sukhrali, Gurugram**. Accommodation for participants would be available at MDI Campus from the noon of **June 18, 2023**, to the forenoon of **June 24, 2023**.

Discount Policy

With a view to our long-term relationship with your esteemed organization, we are pleased to introduce the discount policy in a particular programme. The discount will be observed in the following conditions: (discount applicable in NEPAL also)

- 10% Discount against 3-5 nominations
- 20% Discount against more than 5 nominations

Registration & Fees

Participants should be nominated by their organizations. The enclosed nomination form should be completed and returned with all the details. The fee of the program is **Rs. 65,000/- (Rupees Sixty Five Thousand only)** per participant which includes a professional fee and all charges for lodging and boarding and supply of course material. GST as applicable will be charged extra in addition to the programme fee. Payment should be made by Cheque/NEFT/RTGS.

Important Dates

The last date for receipt of nominations is **June 08, 2023**. The last date for withdrawal of nominations is **June 09, 2023**. Any withdrawal received after this date will be subject to deduction as per the Institute's rules. However, substitution may be permitted.

Nominating organizations are advised to await confirmation of acceptance of nominations(s) before sending the participants to the programme venue.

Enquiry

For any Additional information/enquiry, please write to:

MDP Office,
Management Development Institute,
Post Box No. 60, MDI Campus, Mehrauli Road,
Sector - 17, Gurugram - 122 007, Haryana, INDIA.
E-mail : ajay.singh@mdi.ac.in
Tel No. : +91-124-4560008

Campus

Direct Tel : +91-124-4560008, 4560004, 4560534.
Tel Nos. : +91-124-4560000
Fax Nos. : +91-124-4560005
E-mail : ajay.singh@mdi.ac.in
Website : <http://www.mdi.ac.in>

Faculty Profile

Dr. Sandeep Goel

E-mail : sandeep@mdi.ac.in

Tel No.: +91-124-4560288 (Extn. 5288)

Mobile: +91-9899633227

Dr. Sandeep Goel is an Associate Professor of Accounting and Finance at Management Development Institute Gurgaon. He holds 'Double Doctorate', one in Finance; and another in Accounting from Faculty of Management Studies (FMS), University of Delhi. He did his Hons. in Commerce from Shri Ram College of Commerce, University of Delhi and Master's degree in Commerce with specialisation in Finance from Department of Commerce, Delhi School of Economics, University of Delhi.

He has over 25 years of industry and academic experience in key positions in organizations/institutions, including Shri Ram Group, University of Delhi and Management Development Institute (MDI) Gurgaon. He also has hands on experience in the family business in business compliance and financial management functions.

He has got extensive international experience in different parts of the world, including the US, Europe, Canada and Asia. He is a Visiting Professor to Faculty of Management, University of Lodz, Poland. Besides, his cross national research and training experience includes Duke University, US; Sapienza University of Rome, Italy; Frankfurt School of Finance & Management, Germany; and Ontario College for Research and Development, University of Toronto, Canada. He sits as an Independent Director on the board of Machino Plastics Ltd., Gurugram, a Suzuki JV. He is a Management Trainer and Consultant to Organizations, like Bata, Encore, Federal-Mogul Goetze (India) Ltd., SQS Village International, Cairns India, National Banking Institute (Nepal), Druk Holdings (Bhutan), UltraTech Cements, ONGC, IOCL, Jindal, LIC, BEL, IGL, TIL, Ester Industries, and Armed Forces. He has conducted & delivered over 200 MDPs/Training Programs at senior levels for organizations and trained more than 5,000 executives over the years. These mainly include, *Finance for Non-Finance Executives*, *Forensic Analytics*, *Fraud Risk Management*, *Independent Director's and Corporate Governance*, and *Enhancing Financial Skills Using Excel*. He has executed a number of Consultancy assignments and authored 12 books, including highly acclaimed books *Finance for Non-Finance People* published by Routledge, *Corporate Governance: Principles and Practices* published by McGraw Hill, and *Financial Markets, Institutions and Services* published by PHI Learning. He has published more than 75 research articles in national and international journals of repute.

His interest areas are: *Financial Reporting and Analysis*, *Corporate Finance*, *Forensic Accounting*, *Fraud Risk Management* and *Corporate Governance*. He has been the Financial Columnist to 'Purchase' (A Publication of Indian Purchase.com). He has been conferred with Award for Excellence in Research, 2015-16 and Award for Excellence in Teaching, 2015-16 at MDI.



ABOUT MDI

Established in 1972 as an institute for training, consulting and research activities, Management Development Institute (MDI), Gurgaon, is consistently ranked among the top B-schools of India by reputed agencies and publications.

The Institute has earned accreditation from AACSB International, the world's largest business education alliance. Considered the gold standard for B-schools around the world, the AACSB accreditation will ensure continuous improvement and provide focus for MDI Gurgaon to deliver on its mission, innovate, and drive impact. The Institute already has the distinction of being the first internationally accredited Indian B-school having received accreditation from the Association of MBAs (AMBA), London, in 2005. The following year, the South Asian Quality Assurance Systems (SAQS) too gave accreditation to MDI Gurgaon.

Research is an important constituent of the Institute's vision and mission. Consequently, MDI Gurgaon's academic community is research active and carries out research work of a high international standard that contributes to the national goals of innovation, socio-economic development and environmental sustainability.

The Institute's calendar of activities includes deep-diving guest lectures and panel discussions centred on varied themes. The MDI Wisdom Café Research Seminar Series presents research insights to stimulate reflection and debate. Distinguished academics from outside are invited by different areas of the Institute for this series. The Practitioner Conversation Series is aimed at presenting and disseminating insights from practice and experience by professionals from different fields. Multiple speakers are invited for each event which has a moderator from MDI Gurgaon. The i-Choupal series seeks to present research work in progress and innovative ideas to spur discussion and reflection. Participants get to hear updates and state-of-the-art new leads in research, and innovations in methods and concepts and contribute to extending the frontiers of knowledge.

To promote multi-disciplinary academic as well as practice-oriented research, MDI Gurgaon set up three Centres of Excellence (CoEs) in 2021:

- The CoE for Ethics, Responsible Organisations and ESG Initiatives (CERO) aims to serve as a platform for education, research and engagement on the challenges of ethics and social and environmental responsibility that confront current and future business leaders and policy makers.
- The CoE for Indian Thought and Management (CITM) was launched to coordinate with scholars across the globe for efficiently developing an Indian management knowledge-base.
- The CoE on Digital Economy, Cryptocurrencies and Cyber Security (DECCS) was created to undertake research and joint projects to cater to the complex issues of digital economy and cybersecurity to facilitate government and regulatory bodies in optimising the digital transformation. It will act as a think tank on issues related to digital economy, cybersecurity and cryptocurrencies, bringing in an India-specific context and discussion.

Apart from the CoEs, the MDI Gurgaon has also launched a Teaching Learning Centre. The Centre will facilitate teaching excellence, encourage innovative approaches to design and delivery of courses and programmes, and help support the writing and publication of cases. It aims to bring an innovative approach to curriculum design in the context of experiential learning, short-term management development programmes, as well as online, off-line, blended, and hybrid models of teaching and learning.

Training and development of managers is one of the major activities of MDI Gurgaon. Over 100,000 managers have been trained in the nearly 50 years of the Institute's existence. The Institute prides itself for the personalised training modules that it offers to organisations of different kinds at different levels.

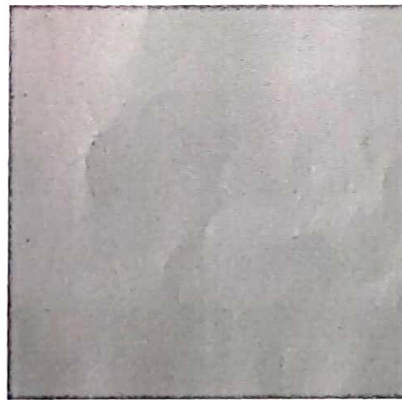
An institute is known by the achievements of its alumni and the difference they make to the world around them. MDI Gurgaon has a very strong legacy, being one of the early management institutions in the country. The alumni network across all the programmes offered is one of the largest. With more than 700 members joining the group annually, the alumni network is growing stronger year by year. As of now, there are nearly 9,000 MDI Gurgaon alumni working across 45 countries.

MDI Gurgaon nurtures a vision to be a truly global business school. As economic networks gain eminence over geographic boundaries, the Institute realised the emerging role of international markets and the need for B-schools to groom managers with an international perspective. The process of building linkages began more than a decade ago and today MDI has partnerships in almost every continent of the globe. The international partnerships encompass a gamut of interests such as joint research, executive education, and development of academic material, collaborative work on projects of international scope, faculty exchange and student exchange. Today, MDI Gurgaon has partnerships with over 80 B-schools across the world.



MDI
GURGAON

Management
Development
Institute



Managerial Effectiveness
June 19-21, 2023 (Mon- Wed)

MDI Campus Gurgaon

Introduction

The main objectives of this program would be to understand and develop the hidden potential of manager. To become an effective leader and manager, one needs to understand the real life workplace realities. Therefore, it is one of the important challenges in front of manager to make them more effective in the context of changing organizations. Along with the Knowledge about own self manager are also required to have an ability to understand and analyze others' explicit behavior and also the hidden part of others' behaviors. These behavioral aspects of self and others provide a good idea and perspective to understand the work place environment in a different paradigm, This program will capture various sets of expertise which are essential for managerial effectiveness.

Contents

The program would be addressing the following issues:

- Understanding Self – knowing strength and weakness of oneself
- Developing effective interpersonal Relationship
- Effective Communication skills
- Managerial Decision Making
- Roles and Skills of an Effective Manager
- Time and Stress Management
- Team Dynamics: How people act in team situation through outdoor exercise
- Conflict Management & Negotiation

Participants

Executives and managers at all level who want to explore and understand their potential to manage things effectively.

Faculty

The faculty will comprise of MDI core faculty and professionals from industry.

Venue & Duration

The programme is scheduled during **June 19-21, 2023** on a residential basis at MDI Campus, Mehrauli Road, Sukhrali, Gurugram. Accommodation for participants would be available at MDI Campus from the noon of June 18, 2023, to the forenoon of June 22, 2023.

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Campus

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Tel Nos. : +91-124-4560000

Fax Nos. : +91-124-4560005

E-mail : ajay.singh@mdi.ac.in

Website : <http://www.mdi.ac.in>

Faculty Profile

Dr. Sumita Rai

Dean-IC & Professor,

Organizational Behavior

E-Mail: sumitar@mdi.ac.in

Phone : +91-124-4560329

Mobile: +91-9910945267

Dr. Sumita Rai is a Ph.D in Organizational Behavior from Indian Institute of Technology (IIT) Kanpur, India before joining MDI. Prof. Sumita Rai was a member of faculty of Human Resource Group at Indian Institute of Management (IIM), Indore and Indian Institute of Management (IIM), Lucknow. She taught at BEM/Kedge Management School, France University of Szeged Hungary. Currently she is Professor of Organizational Behavior at MDI. She is also Director on the Board of IFCI Infrastructure Development Limited (A Govt. of INDIA undertaking).

She has consulted extensively with various Public, Private, and MNCs in India such as Power Grid Corporation of India Ltd, IOCL, Petronet-LNG, Nestle India Ltd to name a few. She regularly conducts trainings and Leadership Development Programs for PSUs on Advance Management, IAS & defense officers, PSB officers, PSE Mid to Senior Leaders and MNCs with a focus on competency mapping and profiling; understanding self, Managerial Effectiveness, Negotiation skills and Conflict Management, Team building, cross cultural training and exploring personality. She is a certified trainer of MBTI from CPP Asia Pacific.

Dr. Rai has published more than 40 research papers in various national and international journals. She has co-authored a book titled "Millennials and the workplace: Challenges for Architecting the Organization of Tomorrow" which has been published by Sage International in May 2012.

She has also been actively involved in joint research at national and international levels. Prof Rai also works in the area of Ethical Leadership.

She has participated in various international conferences hosted in countries like, Japan, France, Denmark, Germany, Singapore, China, Bangkok and Hong Kong



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MDI
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