

CHIEF SECRETARY OFFICE
TRAINING DEPARTMENT

Dated, Chandigarh the 25th July, 2023.

To

All the Administrative Secretaries of Haryana State.

Subject: - National Productivity Council Training Programme on Leadership for organisational excellence Programme Code: (TP/23-24/41).

Sir/Madam,

I am directed to refer to the subject noted above and to enclose herewith an e-mail dated 14.07.2023 received from National Productivity Council (Under the Department to Promotion of Industry and Internal Trade), Ministry of Commerce and Industry Government of India, 5-6, Institutional Area, Lodhi Road, New Delhi-110003, for necessary action at your end. The duration/schedule of under reference training programme is 21st-25th August, 2023.

The necessary action may be taken in view of Govt. Instructions No. 22/38/2010-4Trg, dated 21.12.2022.

Yours faithfully,

[Signature] 25/07/2023
Deputy Superintendent, Training
for the Chief Secretary to Govt., Haryana.

Endst. No. 42/03/2023-3Trg.

Dated Chandigarh, the 25th July, 2023

A copy of the above is forwarded to, **National Productivity Council Ministry of Commerce and Industry Government of India, 5-6, Institutional Area, Lodhi Road New Delhi-110003, w.r.t her email letter dated 14.07.2023.**

[Signature] 25/07/2023
Deputy Superintendent, Training
For the Chief Secretary to Govt., Haryana.



Training Branch

Diary No. 98077

Dated 17/07/2023

Training Branch <branchtrg@gmail.com>

Reg. Leh Program Details

1 message

P R Rajkamal <rajkamal.pr@npcindia.gov.in>

To: DMER Haryana <dmer-hry@nic.in>

Cc: Sunita Yadav <sunitayadav.dmer@hry.gov.in>, branchtrg@gmail.com

14 July 2023 at 23:10

Dear Madam,

Please find the attached Leh Program Brochure as desired.

Thanks & regards,
P. R. Rajkamal,
Dy. Director,
NPC, Hyderabad
8015266093

2
17/07/2023
3 Trg.



Brochure for Leadership for Organisational Excellence (Leh-Ladakh).pdf
381K



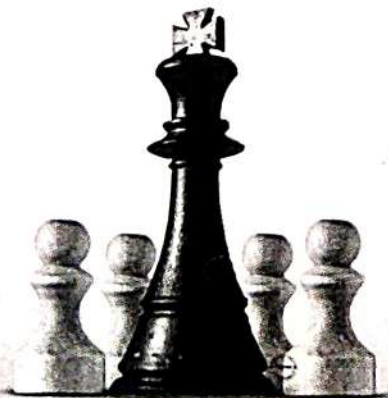
National Productivity Council

Training Programme
on

LEADERSHIP FOR ORGANISATIONAL EXCELLENCE

Programme Code: (TP/23-24/41)

21st – 25th August 2023
(Leh-Ladakh)



*Don't find fault,
find a remedy.*

Henry Ford

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

The business environment has become increasingly complex and uncertain in the era of globalized economy and rapid technological changes. The changing times require the establishment of a system to foster the next generation leaders with global perspective and to develop competencies to ensure the organizations to remain competitive.

3. LEARNING OBJECTIVES

This training program prepares participants to:

- Highlighting the challenges affecting business competition & leadership interventions.
- Acquainting the participants with latest concepts and practices in leadership competencies leading to Organizational Excellence.

4. BROAD PROGRAMME COVERAGE

The following topics shall be covered during the training.

- Changing Business Environment
- Leadership for Excellence
- Team Building
- Leadership Competency Building
- Mentoring
- Change Management
- Decision Making

5. METHODOLOGY

The programme is highly interaction oriented. While dealing with each area, the theoretical inputs will be supplemented with appropriate case studies, assignments, group discussions, exercises, games and audio-visual presentations, in addition to sharing of relevant experiences by the participants.

6. PARTICIPANTS' PROFILE

Middle / Sr. Level executives from Various Firms/Industries.

7. FACULTY

NPC Specialists from behavioural sciences and HRD areas prominent guest speakers from practicing organizations.

8. PROGRAMME FEE & VENUE

Programme Code	TP/23-24/41	
Program Venue	Leh-Ladakh	
Programme Fee	Residential Participants ₹ 55,000 /- + 18% GST	Non-Residential Participants ₹ 42,500 /- + 18% GST

9. PAYMENT DETAILS

Programme fee plus 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: 36AAATN0402F1Z7

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.

10. HOW TO APPLY

- Please apply in the prescribed application format enclosed with this brochure. Nominations may be sent to the following address:

The Training Coordinator
National Productivity Council
5-6 Institutional Area
Lodhi Road
New Delhi – 110003

Email Id: npcetraining@npcindia.gov.in;
hemant.rao@npcindia.gov.in; rajkamal.pr@npcindia.gov.in;
Tel: 011-24607319 / 80152 66093

- Last date for Receiving nominations: 18th August 2023

11. GENERAL INSTRUCTIONS

- ❖ Due to limited number of seats, it is recommended to send the nominations as per the attached format at the earliest, for ensuring availability. Acceptance of the nominations is subject to the seat availability and receipt of the 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.
- ❖ NPC 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 arrangements 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 NPC will not be liable for medical expenses incurred by the participants during the program.
- ❖ NPC will not provide boarding and lodging before and after the dates of the programme. Participants planning to stay longer than the scheduled duration should arrange the same at their own cost.
- ❖ Settlement of additional bills: The hotel will be instructed to open separate folios for each participant. Participants may directly settle their additional dues regarding a family member, laundry, telephone, mini bar, room service, overstay etc. with the hotel before checkout.
- ❖ The participants shall be awarded a Certificate of Participation on successful completion of the programme.
- ❖ Any other terms and conditions apply as may be notified by NPC at any point in time.
- ❖ Referring to GST guidelines, you are requested to confirm the applicability of GST payment for your department.
- ❖ Participants are required to follow the necessary COVID protocols during training.