

No.42/03/2023-3Trg.
HARYANA GOVERNMENT
CHIEF SECRETARY OFFICE
TRAINING DEPARTMENT

Dated, Chandigarh the 25th July, 2023.

To

All the Administrative Secretaries of Haryana State.

Subject: - Residential Training Programme on "Good Governance & Transparency through RTI" from September 11-15, 2023 at Goa.

Sir/Madam,

I am directed to refer to letter No. TP/ 23-34/45, dated 18.07.2023 received via e-mail from Sh. Nikhil Panchbhai, Director & Group Head (IT), National Productivity Council, (Under Ministry of Commerce & Industry, Government of India) 5-6 Institutional Area Lodhi Road, New Delhi on the subject noted above & to enclose a copy thereof for necessary action at your end.

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

Yours faithfully,

Ami Rana
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, **Nikhil Panchbhai, Director & Group Head (IT) National Productivity Council, 5-6, Institutional Area, Lodhi Road, New Delhi-110003, w.r.t his email letter dated 18.07.2023.**

Ami Rana
25/07/2023

Deputy Superintendent, Training
For the Chief Secretary to Govt., Haryana.

Residential Training Programme on "Good Governance & Transparency through RTI" from September 11-15, 2023 at Goa - Request for Nominations.

1 message

Nikhil Panchbhai <gh-it@npcindia.gov.in>
To: branchtrg@gmail.com

Training Branch

18 July 2023 at 09:55

Diary No. 98721Dated 18/07/2023

P.O. No.: TP/23-24/45

Dt.: 18/07/2023

Sub: **Residential Training Programme on "Good Governance & Transparency through RTI" from September 11-15, 2023 at Goa - Request for Nominations**

Dear Sir/Madam,

National Productivity Council is an autonomous organization under the Ministry of Commerce and Industry, Govt. of India. NPC plays a catalytic role in productivity promotion by undertaking consultancy, training and research assignments in frontier areas of management and technology oriented disciplines. National Productivity Council is organizing residential training program on "Good Governance & Transparency through RTI" from September 11-15, 2023 at Goa.

INTRODUCTION

In the knowledge society, in which we live today, acquisition of information and new knowledge and its application have intense and pervasive impact on processes of taking informed decisions, resulting in overall productivity gains. RTI Act has empowered common man to observe and scrutinize the public actions with a view to developing an understanding about the outcome of public activities and/or providing feedback for rectifying the deficiencies in policy planning and the execution of programmes. The Act has become a milestone in the direction to bring systematic change in governance through introducing participation, transparency, accountability and probity in administration. This program has been designed to address the challenges faced by RTI respondents & others across all government departments. This program will enrich participants with effective communication skill to reply to RTI queries.

PROGRAMME OBJECTIVES

- To create awareness about importance of Right to Information Act among all stakeholders
- To build capacity of all RTI respondents from Government Department
- To deliberate on the role of RTI on good governance & transparency

- To demonstrate critical issues related to RTI application/reply through experiential learning.

COURSE COVERAGE

- Introduction to Good Governance
- Roles and Responsibilities of the Stakeholders in RTI
- Role of ICT in RTI / Records Management
- RTI Application, Process, RTI Appeal and Complaint Process
- Role ICs & Case Studies
- Process reforms for Service Delivery in Government Sector

TARGET GROUP

The programme is designed for officials working across different functional areas of management including administration, finance, personnel & training/HRD, etc. from State and Central Governments Departments/Ministries, Public Sector Units, Private Sector Enterprises, Co-operatives, Corporations, Banks, Financial Institutions and/or Academic and/or Research Institutions.

PARTICIPANT FEE

The programme fees on residential basis is Rs. 55,000 plus GST @ 18% amounting to Rs.64,900/- (Rupees Sixty-Four Thousand Nine Hundred Only) Per Participant. The Non-residential participation fees will be Rs. 39,500/- plus GST @ 18% amounting to Rs. 46,610/- (Rupees Forty Six Thousand Six Hundred Ten Only) per participant. The residential participation fee includes the cost of accommodation, food stationery, course material and faculty charges. The programme is residential.

FACULTY AND METHODOLOGY

The methodology would lay emphasis on experiential learning through lectures, case studies, and group based exercises focusing on the conceptual knowledge and current business practices/ issues along with interactive discussions with participants to share their knowledge and experience during the training program.

NPC would impart the required training through experienced expert trainer(s) from NPC along with expert guest speakers from academia and/or industry, having rich practical experience, for the entire duration of the training.

VENUE & DATES

Programme Dates & Venues	September 11-15, 2023 at Goa
Programme Code	TP/23-24/45
Arrival day	September 11, 2023 Afternoon

(Check in time from afternoon onwards at Hotel/Resort)	
Departure day (Check out time from forenoon onwards at Hotel/Resort)	September 15, 2023 Forenoon

NPC will not provide accommodation before or after the above dates. Participants planning to stay longer than the scheduled duration should arrange the same at their own cost.

REGISTRATION:

Nominations indicating the names of officials and designations with full contact details including e-mail addresses along with the crossed cheque/demand draft for participation fee drawn in favour of National Productivity Council and payment of New Delhi may be forwarded to: Sh. Nikhil Panchbhai, Group Head (IT).

PAYMENT DETAILS

- Participation Fees per Participant per Programme to be paid in advance by DD/Cheque in the name of NATIONAL PRODUCTIVITY COUNCIL payable at NEW DELHI
- PAN No: AAATN0402F
- GSTIN: 07AAATN0402F1Z8
- ECS Payment Details: Indian Overseas Bank, 70, Golf Link, New Delhi Branch
- A/c No. 02650100000 9207, NEFT/RTGS/IFSC No. IOBA0000265
- In case of ECS Payment, the payment details should be intimated accordingly along with UTR number

GENERAL INSTRUCTIONS

- Some Non-residential participants can also be accommodated in the programmes at reduced fees, on specific requests for the same.
- GST as per GOI Rules (presently @ 18%) & may be revised as per GoI guidelines.
- Due to limited number of seats, it is recommended to inform at the earliest, for ensuring availability in time.
- Please note that NPC would not be in a position to provide accommodation before and after the above dates and participants requiring it would be required to do the arrangement of their own.

We are sure that your organization would take advantage of this opportunity by sponsoring delegates to the programme. Nomination indicating the name(s) of the participants, designation, contact address, e-mail id, phone/mobile number and FAX number etc. along with a crossed cheque/demand draft of participation fees on residential basis is Rs. 55,000 plus GST @ 18% amounting to Rs. 64,900/- (Rupees Sixty-Four Thousand Nine Hundred Only) Per Participant. The Non-residential participation fees will be Rs. 39,500/- plus GST @ 18% amounting to Rs. 46,610/- (Rupees Forty Six Thousand Six Hundred Ten Only) per participants favouring "National Productivity Council" and payable at New Delhi may be forwarded to the undersigned.

The last date for nominations is 31st August 2023.

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, Union Territory Administration under any training programme for which total expenditure is borne by the Central Government, State Government, Union territory administration.

For any other query, kindly contact Sh. Rajeev Gupta, Dy. Director (IT) on Mobile: +91-7390802060, Phone:- 011-24607335 and email- rajeev.gupta@npcindia.gov.in

Thanking you and looking forward to receive nominations.

Yours faithfully

Thanks & Best Regards,

Nikhil Panchbhai

Director & Group Head (IT),

National Productivity Council,

(Under Ministry of Commerce & Industry, Govt. of India)

5-6 Institutional Area

Lodi Road, New Delhi – 110003

Mobile: 08368398480

Phone:-011-24607321

Email: nikhil.p@npcindia.gov.in

Website: www.npcindia.gov.in

Online Brochure: https://npcindia.gov.in/NPC/Uploads/training_head/Headquater/Brochure%20Goa%20Training%20Programme%20_11-15%20Sep%202023391122.pdf



Forthcoming Training Programme				
S. No.	Title of the training programme	Duration & Date	Venue	Fee Per Participants (Rs. excluding 18% GST)

1.	Digital Workplace: Essentials for non-IT Executives	09-13 October, 2023	Puri	Rs.55000/- (R) Rs. 39500/- (NR)
2.	E- procurement of Goods and Services, and related GFR Rules	20-24, November, 2023	Port Blair, A& N Islands	Rs.57500/- (R) Rs. 42500/- (NR)
3.	Digital Transformation through e-Governance	18-22, December, 2023	Goa	Rs.55000/- (R) Rs. 39500/- (NR)
*R- Residential *NR- Non-Residential				



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