

No.42/03/2023-5Trg.
HARYANA GOVERNMENT
CHIEF SECRETARY OFFICE
TRAINING DEPARTMENT

Dated, Chandigarh the 25th September, 2023.

To

All the Administrative Secretaries of Haryana State.

Subject:- NPC Residential Training Program on "Project Management & Financial Management" at Port Blair, A & N (Nov. 20-24, 2023) - Request for Nominations.

Sir/Madam,

I am directed to refer to the subject noted above and to inform that a copy of letter No. HQ/ES/T/06/2023-24 dated 14.09.2023 received from Sh. Rajesh Sund, Director (Economic Services) and Program Coordinator, National Productivity Council, New Delhi 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,

[Signature] 25/09/2023
Deputy Superintendent, Training
for Chief Secretary to Govt., Haryana.

Endst. No. 42/03/2023-5Trg.

Dated, Chandigarh the 25th September, 2023.

A copy is forwarded to Sh. Rajesh Sund, Director (Economic Services) and Program Coordinator, National Productivity Council, New Delhi-110003 w.r.t his letter No. HQ/ES/T/04/2022-23 dated 14.09.2023 for information.

[Signature] 25/09/2023
Deputy Superintendent, Training
for Chief Secretary to Govt., Haryana.

Fwd: NPC Residential Training Program on "Project Management & Financial Management" at Port Blair, A & N (Nov. 20-24, 2023) -- Request for Nominations

1 message

Prabhjot Singh <ssps@hry.nic.in>
To: branchtrg <branchtrg@gmail.com>

Training Branch

Diary No. 124545

Date: 19/09/2023

15 September 2023 at 11:59

26
18/09/2023
3 Try.

From: kaushalsanjeev@hry.nic.in
To: "Prabhjot Singh" <ssps@hry.nic.in>
Sent: Thursday, September 14, 2023 9:25:42 PM
Subject: Fwd: NPC Residential Training Program on "Project Management & Financial Management" at Port Blair, A & N (Nov. 20-24, 2023) -- Request for Nominations

From: "Rajesh Sund" <rajesh.sund@npcindia.gov.in>
To: kaushalsanjeev@hry.nic.in
Sent: Thursday, September 14, 2023 11:57:05 AM
Subject: NPC Residential Training Program on "Project Management & Financial Management" at Port Blair, A & N (Nov. 20-24, 2023) -- Request for Nominations

HQ/ES/T/06/2023-24

14th Sept. 2023**Sub: NPC Residential Training Program on "Project Management & Financial Management"****at Port Blair, A & N (Nov. 20-24, 2023) -- Request for Nominations**

Sir/Madam,

National Productivity Council (NPC) is pleased to announce a Residential Training Programme on "Project Management & Financial Management" at Port Blair during Nov 20-24, 2023.

Project Management is a professional discipline with a body of knowledge and a specific set of skills and competencies. Financial Management is the process of planning, organizing, controlling, and monitoring resources. These are vital activities in any organization to assess the crucial link between implementers, beneficiaries, and decision-makers by providing desired information showcasing project progress thereby contributing to transparency as well as accountability.

The Residential Training Program has been designed with conceptual deliberations, case studies, success stories and group discussions for executives/officials of Central & State Governments, Public Sector Undertakings, Private Sector Enterprises, Academic Institutions, Co-operatives, Corporations, Financial Institutions & NBFCs, Boards &

Autonomous Organizations, Skills Strengthening for Industrial Value Enhancement (STRIVE), Associations etc., for improving their Administrative and Financial Capabilities.

Participation fees in each Programme is Rs. 55,000/- for Residential Participants and Rs. 42,000/- 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.

Please confirm the participations latest by **Nov 04th, 2023**. 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 Sund/राजेश सण्ड)

Director (Economic Services)/निर्देशक (इकनोमिक सर्विसेज)

और/and कार्यक्रम संचालक/Program Coordinator

राष्ट्रीय उत्पादकता परिषद/ National Productivity Council

नई दिल्ली - ११०००३/ New Delhi - 110003

दूरभाष - ०११- २४६०७३०३/८७९९७८४७१५

Phone -011-24607303/8799784715

Email: rajesh.sund@npcindia.gov.in

ABOUT TRAINING PROGRAM

1. LEARNING OBJECTIVES

- To impart concepts on Project Management and Financial Management to the participants;
- To familiarize with Project Investments and Decisions regarding estimating and overall Project Cost Management

- To provide insight into Project Planning, Implementation and Financial Risk Management
- To provide the participants an opportunity for sharing experiences and team learning to meet diverse challenges;

2. BROAD PROGRAMME COVERAGE

- Concept of Project Management
- Participatory Project Planning
- Project Management Team, Roles and Responsibilities
- Approaches to Financial Management
- Tools and techniques of Financial Risk Management
- Financial Decision Making & Valuation Techniques

3. 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.

4. PARTICIPANTS' PROFILE

Officers & Officials from various functions of Government Departments, Academic Institutions, Public Sector, Private Sector, Co-operatives, Corporations, Boards, NBFCs, Financial Institutions & Autonomous Organizations etc.

5. FACULTY

The faculty for the Training Programme will comprise of Senior NPC Experts & other Renowned and Experienced Trainers from the respective field.

6. PROGRAMME FEE & VENUE

Programme Code	TP/23-24/70
Programme Fees	Rs. 55,000 (Rupees Fifty-Five Thousand only) plus GST @ 18% per participant for Residential Participants. The fees include boarding/lodging charges and the Programme Material. Rs. 42,000 (Rupees Forty-Two Thousand only) plus GST @ 18% per participant for Non-Residential Participants. The fees include working lunch and tea/coffee etc served during the sessions and the programme Material only.
Programme Venue	Details of the Hotel etc will be shared <i>One Week before the Program only.</i>
Program Schedule	Port Blair, A & N (Nov. 20-24, 2023)

Programme starts on 20- 11-2023 at 1430 hrs.

Programme closes on 23- 11-2023 at 1800 hrs.

Check in for Residential Participants: 20- 11-2023 (AN)

Check out for Residential Participants: 24- 11-2023 (FN)

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. The accommodation will be booked on first-come-first-served basis subject to realization of participation fee before the last date of submission of nominations.

Participation fee is non-refundable. However, substitution can be made, or the fees can be adjusted against future nominations.

For accompanying spouse and/or children (in the age group of 5 to 12 years), the tentative charges would be Rs.9,200/- and Rs.8,400/- respectively for the entire duration, payable directly to the hotel by the participant.

7. 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
- In case of ECS Payment, the payment details should be intimated accordingly along with UTR number.
- Programme Fees per Participant plus GST to be paid in advance.
- NPC'S PAN No: AAATN0402F, NPC'S GSTIN: 07AAATN0402F1Z8

8. HOW TO APPLY

Please fill the following details of Nominated Participants

S. No	Name of Delegate	Designation	Mobile No.	Email ID	Official Address for Correspondence
1					
2					
3					
-					
-					

Details of Nominating Authority:

Name:

Designation:

Organization:

Address

Contact Number:

Email ID:

Signature

Details of Proof of payment of Programme fee (*RTGS / NEFT Details; Cheque, DD*):

Also provide GST No. of Organization/Institution along with DD/Cheque or details of UTR No. towards Participation Fees including GST @18%

➤ Nominations may be sent to the following address:

Shri Rajesh Sund

Director (ES), NPC

Faculty & Programme Coordinator

Ph.91-11-24607303/8799784715

Email: rajesh.sund@npcindia.gov.in

➤ **Last date for Receiving of nominations: 04-11-2023**

Forthcoming Residential Training Programs

PROGRAMME	DATES	VENUE
Stress Management and Strategic Financial Planning for Organizational Excellence	Dec 18-22, 2023	Gangtok, Sikkim
Public Procurement Management and Financial Management	Jan 15-19, 2024	Port Blair, A & N
Effective Office Administration and Financial Management	Feb 19-23, 2024	Port Blair, A & N
Contract Management and Financial Management for Organizational Excellence	Mar 18-22, 2024	Gangtok, Sikkim