

No.42/01/2024-5Trg.
HARYANA GOVERNMENT
CHIEF SECRETARY OFFICE
TRAINING DEPARTMENT

Dated, Chandigarh the 13th June, 2024

To

All the Administrative Secretaries to Govt. Haryana.

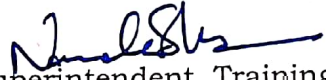
Subject:- NPC Residential Training Program on "Stress Management and Strategic Financial Planning for organizational Excellence" July 22-26, 2024 at Leh, Ladakh.

Sir/Madam,

I am directed to refer to the subject noted above and to forward herewith an e-mail bearing No. T2425ECO03 dated 04 June, 2024 received from Sh.Rajesh Sund, Director (ES), NPC ,Faculty & Programme Coordinator, Government of India.This e-mail has been uploaded on the website of Chief Secretary Haryana i.e. (<http://csharyana.gov.in>).

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

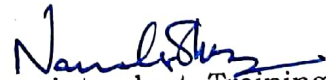
Yours faithfully,


Superintendent, Training

Endst. No. 42/01/2024-5Trg.

Dated Chandigarh, the 13th June, 2024

2. A copy of the above is forwarded to Sh.Rajesh Sund, Director (ES), NPC ,Faculty & Programme Coordinator, Government of India, w.r.t. his e-mail letter dated 04.06.2024 for information.


Superintendent, Training



Training Branch
Phone No. 69770
Date 06/06/2024

Training Branch <branchtrg@gmail.com>

Fwd: NPC Residential Training Program on "Stress Management and Strategic Financial Planning for Organizational Excellence" July 22-26, 2024 at Leh, Ladakh- Request for Nominations

1 message

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

4 June 2024 at 13:46

From: "rajesh sund" <rajesh.sund@npcindia.gov.in>

To: "Prabhjot Singh" <ssps@hry.nic.in>

Sent: Tuesday, June 4, 2024 12:59:49 PM

Subject: NPC Residential Training Program on "Stress Management and Strategic Financial Planning for Organizational Excellence" July 22-26, 2024 at Leh, Ladakh- Request for Nominations

T2425ECO03

04th June, 2024

Sub: NPC Residential Training Program on "Stress Management and Strategic Financial Planning for Organizational Excellence"

July 22-26, 2024 at Leh, Ladakh- Request for Nominations

Sir/Madam,

National Productivity Council of India (NPC) an autonomous organization under Department for Promotion of Industry & Internal Trade, Ministry of Commerce and Industry, Government of India is pleased to announce a Residential Training Program on **"Stress Management and Strategic Financial Planning for Organizational Excellence"** during **July 22-26, 2024 at Leh, Ladakh.**

NPC training program has been designed to inculcate the importance of Managing Stress & Strategic Financial Planning to help participants to understand tips and strategies to reduce stress both at home and workplace and how Financial Policies and objectives are established so as to enable them to contribute effectively within the organization by improving managerial effectiveness and performance.

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), MNCs etc., for improving their Administrative and Financial Capabilities.

Participation fee is Rs. 60,000/- for Residential Participant and Rs. 44,000/- for Non-Residential Participant. GST @18% per participant is applicable on Participation fees.

We are sure that your organization would find the Training Program immensely useful. We request you to take advantage of this opportunity and nominate officials to participate in the Residential Training Program.

Please confirm the participations latest by July 8th, 2024. Please feel free to contact us in case of any other clarifications or queries.

Yours Sincerely,

(राजेश सण्ड/Rajesh Sund)

निर्देशक (इकनोमिक सर्विसेज)/Director (Economic Services)

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 /9868844272

Email: rajesh.sund@npcindia.gov.in

ABOUT TRAINING PROGRAM

1. LEARNING OBJECTIVES

- To comprehend the basic rules of Stress Management
- To understand the positive aspects of stress and ways to master a 'thought process' for avoiding stressful situations.
- To understand the pitfalls of Strategic Financial Planning.
- To enable the participants to use qualitative and quantitative tools and measures to distinguish the key risks.
- To enable the participants, learn & develop unique strategies, implement correctly and set financial targets.

2. BROAD PROGRAMME COVERAGE

- Discover the value of relationships in Stress Management
- Review the main work areas that can lead to stress and identified ways to address work-related stress throughout the organisation.
- Concepts, Objective and Approaches of Strategic Financial Planning.
- Insight into Financial Planning, Risk Management and Investments.
- 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 Central & State Government Departments, PSUs, Academic Institutions, Co-operatives, Corporations, MNCs, Labour Unions/Associations, Boards, 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	T2425ECO03
Programme Fees	For Residential Participants-- Rs. 60,000 (Rupees Sixty Thousand only) plus GST @ 18% per participant. The fees include boarding/lodging charges and the cost of programme kit. For Non-Residential Participants-- Rs. 44,000 (Rupees Forty-Four only) plus GST @ 18% per participant. The fees include only working lunch and tea/coffee etc served during the sessions and the cost of programme kit.
Program Schedule	Leh, Ladakh (July 22-26, 2024) Programme starts on 22- 07-2024 at 1430 hrs. Programme closes on 25- 07-2024 at 1800 hrs. Check in for Residential Participants: 22- 07-2024 (AN) Check out for Residential Participants: 26- 07-2024 (FN)
Program Venue Details etc will be intimated a week before the start of the program only. For accompanying spouse and/or children (in the age group of 5 to 12 years), the tentative charges would be Rs.8,500 and Rs.7,500 respectively for the entire duration, payable directly to the hotel by the participant. 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.	

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	Years of Experience	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.91-11-24607303/8799784715/9868844272

Email: rajesh.sund@npcindia.gov.in

➤ **Last date for Receiving of Nominations: 08-07-2024**

9. GENERAL INSTRUCTIONS

⊗ 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.

⊗ The Non-Residential programme fee covers the professional fee towards training, working 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

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 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 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 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.

⊛ Any other terms and conditions apply as may be notified by NPC at any point of time.

⊛ NPC shall offer 5% discount on participation fee to organizations sponsoring 3-5 participants, 7.5% discount on participation fee to organizations sponsoring 6-10 participants and 10% discount on participations fee to organizations sponsoring more than 10 participants.

⊛ As per GST 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. Referring to GST guidelines, you are requested to confirm the applicability of GST payment for your department.

	2024	
Effective Office Administration and Financial Management	Oct 14-18, 2024	Varanasi, Uttar Pradesh
Stress Management and Strategic Financial Planning for Organizational Excellence	Nov 18-22, 2024	Port Blair, A & N
Project Management and Financial Management	Dec 16-20, 2024	Gangtok, Sikkim