

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

Dated, Chandigarh the 08th October, 2025

To

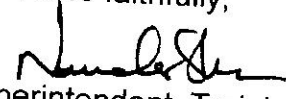
All the Administrative Secretaries to Govt. Haryana.

Subject:- NPC Residential Training Programme on "Stress Management and Strategic Financial Planning for Organizational Excellence" Nov. 17-21, 2025 at Sri Vijaya Puram(Port Blair) -Request for Nominations.

Sir/Madam,

I am directed to refer the subject noted above and to say a copy of e-mail dated 22.09.2025 received from Sh. Rajesh Sund, Director (ES), NPC ,Faculty & Programme Coordinator, Government of India, New Delhi- 110003 has been uploaded the website of Chief Secretary, Haryana i.e (<http://csharyana.gov.in>) for taking necessary action in view of Government letter No. 22/38/2010- 4Trg. Dated 21.12.2022.

Yours faithfully,


Superintendent, Training

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

Dated Chandigarh, the 08th October, 2025

2. A copy of the above is forwarded to Sh.Rajesh Sund, Director (ES), NPC ,Faculty & Programme Coordinator, National Productivity Council Government of India-110003 w.r.t. his e-mail letter dated 22.09.2025 for information.

— sd —
Superintendent, Training

Fwd: NPC Residential Training Program on "Stress Management and Strategic Financial Planning for Organizational Excellence" Nov. 17-21, 2025 at Sri Vijaya Puram (Port Blair) - Request for Nominations

1 message

SSPS Haryana <ssps@hry.nic.in>
To: branchtrg <branchtrg@gmail.com>

Training Branch

23 September 2025 at 10:58

120127
24/09/25

===== Forwarded message =====

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

To: "SSPS Haryana" <ssps@hry.nic.in>

Date: Mon, 22 Sep 2025 16:26:51 +0530

Subject: NPC Residential Training Program on "Stress Management and Strategic Financial Planning for Organizational Excellence" Nov. 17-21, 2025 at Sri Vijaya Puram (Port Blair) - Request for Nominations

===== Forwarded message =====

5 Tg.

T2526ESG06

22nd Sept, 2025**Sub: NPC Residential Training Program on "Stress Management and Strategic Financial Planning for Organizational Excellence"**
Nov. 17-21, 2025 at Sri Vijaya Puram (Port Blair) - 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 Nov. 17-21, 2025 at Sri Vijaya Puram (Port Blair).

NPC training program has been designed to inculcate the importance of Managing Stress & Strategic Financial Planning to help participants 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 Programme 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), RAMP (Raising and Accelerating MSME Performance) & MNCs etc., for improving their Administrative and Financial Capabilities.

Participation fee is Rs. 70,000/- for Residential Participant and Rs. 55,000/- 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 **Nov 3rd, 2025**. Please feel free to contact us in case of any further clarifications or queries.

Yours Sincerely,

(राजेश सण्ड/Rajesh Sund)

निर्देशक (इकनोमिक सर्विसेज)/Director (Economic Services)

और/and कार्यक्रम संचालक/Program Coordinator

राष्ट्रिय उत्पादकता परिषद/ National Productivity Council

नई दिल्ली - ११०००३/ New Delhi - 110003

दूरभाष - ०११- २४६०७३०३/८७९९७८४७१५

Phone -011-24607303/8799784715 /9868844272

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, 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	T2526ESG06
Programme Fees	<p>For Residential Participants-- Rs. 70,000 (Rupees Seventy Thousand only) plus GST @ 18% per participant. The fees include boarding/lodging charges and the cost of programme kit.</p> <p>For Non-Residential Participants-- Rs. 55,000 (Rupees Fifty-Five Thousand 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.</p>
Program Schedule	<p style="text-align: center;">Sri Vijaya Puram (Port Blair) (Nov 17-21, 2025)</p> <p>Programme starts on 17- 11-2025 at 1430 hrs.</p> <p>Programme closes on 20- 11-2025 at 1800 hrs.</p> <p>Check in for Residential Participants: 17-11-2025 (AN)</p> <p>Check out for Residential Participants: 21-11-2025 (FN)</p>
<p>For accompanying spouse and/or children (in the age group of 5 to 12 years), the tentative charges would be Rs.8,000 and Rs.7,500 respectively for the entire duration, payable directly to the hotel by the participant.</p> <p style="text-align: center;">Participation fee is non-refundable. However, substitution can be made, or the fees can be adjusted against future nominations.</p>	

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

➤ 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: 03-11-2025**

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

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.

- d. 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.
- e. 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.
- f. 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.
- g. 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.
- h. The participants shall be awarded Certificate of Participation on successful completion of programme.
- i. Attendance is mandatory for all participants.
- j. Any other terms and conditions apply as may be notified by NPC at any point of time.
- k. Referring to GST guidelines, you are requested to confirm the applicability of GST payment for your department.
- l. NPC shall offer a 5% discount on participation fees to organizations sponsoring more than 10 participants in any program.

Forthcoming Residential Training Programs

PROGRAMME	DATES	VENUE
Project Management and Financial Management	Dec 15-19, 2025	Gangtok, Sikkim
Effective Office Administration and Financial Management	Jan 19-23, 2026	Port Blair, A & N
Procurement Management and Financial Management	Feb 23-27, 2026	Port Blair, A & N
Conflict Resolution and Strategic Financial Management	Mar 23-27, 2026	Gangtok, Sikkim

Forthcoming Residential Training Programs

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