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सेवा में—
प्राधान गृह अभियंता(अनु.),
लोनिवि, एमएसओ भवन,
नई दिल्ली।

प्राधान गृह अभियंता(परि.),
लोनिवि, एमएसओ भवन,
नई दिल्ली।

विषय:—Residential programme on Knowledge Management from October 22-26, 2018 at Jaipur.

सदनम्—

उपरोक्त विषय पर प्रातिशिक पत्र की प्रतिस्पर्धा संलग्न की जा रही है। आपके अनुरोध हैं कि उपरोक्त प्रशिक्षण हेतु इस्तेमालक अधिकारियों के नामांकन इस कार्यालय को दिनांक ।

तक निर्धारित ।

संलग्न:उपरोक्तभांनुसार ।

(सूचना-पत्र)
सहायक प्रशासनिक अधिकारी

प्रतिस्पर्धा:—लोनिवि वेबसाइट।
ENGINEER-IN-CHIEF
PUBLIC WORKS DEPARTMENT
GOVERNMENT OF NCT OF DELHI
MSO BUILDING
I.P. ESTATE
NEW DELHI- 110002
NCT OF DELHI

Dear Sir / Madam,

Jaipur Productivity Centre, Jaipur is pleased to announce its 109th Residential Programme on “Knowledge Management” from October 22-26, 2018 at Jaipur.

The aim of this programme is to provide insight to the role of the "Management of Knowledge" in an organisation for meeting the expectations of the people / stakeholders. The brochure giving programme details and methodology is enclosed for your kind perusal. The programme fee of Rs.42000/- plus GST @ 18.00 % (Rs. Forty Two Thousand plus GST @ 18.00 % only) is inclusive of boarding and lodging arrangement for the participant and programme material etc.

The programme has been designed for officials from various functions and departments of private, public, co-operative sector organisations/institutions, research and educational organisations, banks, financial institutions, autonomous organisations, central and state government ministries and departments etc.

We are sure that you would take advantage of this and nominate a few officials from your organisation. The nomination form is also enclosed with the brochure. The last date of the nomination along with the participation fee is October 08, 2018.

Kindly feel free to write to us in case any further clarification is required.

Thanking you and looking forward for an early response,

Yours sincerely,

[Signature]

(C.M.Khurana)
Director

Productivity for Growth and Prosperity
JAIPUR PRODUCTIVITY CENTRE

Jaipur Productivity Centre (JPC) is an autonomous not-for-profit organization established to promote productivity culture in India. JPC provides consultancy, training and undertakes research in the areas of productivity.

Our major activity is to promote productivity consciousness in Government Departments / Organizations, Public Sector Undertakings (PSUs), Corporate, Banks, Small & Medium industries, Cooperative Societies, Research Organizations and Educational Institutions etc. through Training & Consultancy in Managerial Skills, Management Innovation, Modernization, Human Resource Development (HRD) and e-Governance.

We undertake the training and consultancy in the below mentioned areas:

CONSULTANCY
- Organisational Process Re-engineering
- System & Procedure Analysis
- Manpower Assessment & Planning
- Designing Productivity Norms
- TQM, Quality Circles, Kaizen, 5-S
- Six Sigma and Data Analytics
- Process Management

TRAINING:
- HRD customized programmes
- Project Management
- Systematic Problem Solving
- Organisational Effectiveness
- Effective Office Secretary
- E-Governance
- Stress & Time Management
- Zero Base & Outcome Budgeting
- TQM, Quality Circles & Six Sigma
- Managerial Leadership & Team Building

Detailed Information of our activities is available on our website: www.jpcjaipur.org

Director
Jaipur Productivity Centre
41, Income Tax Colony -2,
Jagatpura Road, P.O.,Malviya Nagar
Jaipur - 302004

Forthcoming Residential Programmes*

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<td>Knowledge Management</td>
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<tr>
<td>Transformational Leadership &amp; Change Management</td>
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* Participation Fee is Rs.42000/- plus GST @ 18.00 % thereafter per participant.
* Last date for registration is 14 days before commencement of each programme.

Forthcoming Non-Residential Workshops

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* Participation Fee is Rs.12000/- plus GST @ 18.00 % per participant
* Last date for registration is 14 days before commencement of each workshop.

Knowledge Management

109th Residential Programme

109th Residential Programme

At Jaipur

October 22-26, 2018

JAIPUR PRODUCTIVITY CENTRE
Knowledge is the capacity for effective action. It is the key to solving complex problems and making informed decisions. This programme will provide an opportunity for participants to engage with experts in their field and gain insights into the latest developments in knowledge management.

**Change affects all:** therefore training and discussions are relevant for all levels of officials from various functions of Government Departments, Private Sector, Public Sector, Co-operative Sectors, Corporations, Banks, Financial Institutions, Service and Autonomous organisations, Educational and Research Organisations etc.

**FACULTY:**
Senior JPC faculty and experts from the field would conduct the programme.

**DURATION & VENUE:**
Redfox Hotel, Jaipur
October 22-26, 2018
Check-in: 22.10.2018 (FN)
Check-out: 26.10.2018 (AN)

**METHODODOLOGY:**
Methodology of the programme would be participative in the nature. The sessions would be based on conceptual deliberations, case studies, success stories, management games and group discussion.

**PARTICIPANT FEE:**
Rs.42000/- plus GST @ 18.00% (Rs. Forty Two Thousand plus GST @ 18.00% only) per participant is inclusive of boarding & lodging arrangement during the programme and the programme material. The demand drafts/ cheques should be drawn in favour of Jaipur Productivity Centre, Jaipur.

For the accompanying spouse the charges would be approximately Rs.5000/- for the whole duration payable to the hotel.

**LAST DATE FOR REGISTRATION:**
The last date for receipt of nomination along with the fee is October 08, 2018.

**ENQUIRIES:**
Programme Director (KM)
Jaipur Productivity Centre
41, Income Tax Colony - 2,
Jagatpura Road, P.O. Malviya Nagar
JAIPUR - 302017
Phone: 09414271490, 09610111392
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Website: www.jpcjaipur.org
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