

राष्ट्रीय उत्पादकता परिषद

(वाणिज्य एवं उद्योग मंत्रालय, भारत सरकार के अन्तर्गत)
उत्पादकता भवन, 5-6 इंस्टीट्यूशनल एरिया,
लोदी रोड, नई दिल्ली-110 003



NATIONAL PRODUCTIVITY COUNCIL

(Under Ministry of Commerce and Industry, Govt. of India)
Utpadakta Bhavan, 5-6 Institutional Area,
Lodi Road, New Delhi - 110.003

No. HRM(RD/D)/T/01/2017-18
Date 20/03/17

*Recd 20/03/17
29/03/2017*

Pr. Secretary
PwD Secretariat
Govt. of N.C.T. of Delhi
5th Level B Wing Delhi Secretariat IP Estate
New Delhi 110002

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20/03/17*
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प्रमुख अभियन्ता
आवृत्ति सं. 4135
दिनांक 29/03/17
प्रमुख अभियन्ता
निदेशक (कार्य एवं स्था.)
निदेशक (अनुरक्षण)
उप सतकता अधिकारी

Subject : Residential programme on "Leadership & Teamwork for Performance Excellence" from 29th May -2nd June 2017 at Manali.

Dear Sir/Madam,

NPC has continuously endeavored to upgrade and assist the organizations in enhancing their efficiency & effectiveness through active learning imbibed in its training courses aimed at benefiting both the employers as well as employees. These learnings then could be constructively translated within organizations for increasing the Productivity, Quality and Profitability

Thus, once again with the multifold objectives of gaining further insights and knowledge we have designed the residential program on "Leadership & Teamwork for Performance Excellence" from 29th May - 2nd June 2017 at Manali wherein we invite your active participation. The accompanying brochure provides further detail about the program.

We are sure that the program will be very useful. You may like to sponsor some of your officials to participate in this program. Seats are very limited therefore, you may like to send your nominations at the earliest.

Looking forward to your early response.

Yours faithfully,

to Enr PwD (NET)
Enr
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(Umashankar Prasad)
Director & Group Head(HRM)
सहायक प्रशासनिक अधिकारी
कार्यालय प्रमुख अभियन्ता
लो० नि० वि०, दिल्ली सरकार
12 वाँ तले, पुलिस मुख्यालय,

Encl: Programme Brochure



**NATIONAL PRODUCTIVITY COUNCIL
Announces Residential Programme on**

**LEADERSHIP & TEAMWORK FOR PERFORMANCE EXCELLENCE
29th May- 2nd June 2017 at Manali**

INTRODUCTION

The symbiotic relationship between leadership and teamwork can hardly be overemphasized. In an increasingly knowledge - intensive world , the most competent leader could be staring at the face of failure if the team that is led fail to measure up to the leader's objectives and get derailed .Indeed, teams can be rudderless without effective and wise leadership. There has been significant debate as to the styles and characteristics of leadership that engender optimal team performance. Similarly, the constituents of teams that are remarkably effective have been studied and emulated. Obviously, leadership and teamwork cannot exist without each other. They have to be balanced, coordinated, and synergized for optimal organizational performance towards successful outcomes.

This programme has been designed to Explore and propose the best practices that would enable an optimal balancing of leadership and teamwork towards successful outcomes in a competitive environment. Further, the programme will help participants identify their own leadership styles and develop a paradigm for them to achieve performance requirements.

BROAD COURSE CONTENTS

- Develop & Design Leadership Style for individual effectiveness.
- Drive Team Performance using Situational Leadership Model.
- Define teamwork and explain how to overcome various challenges to group success.
- Describe several different leadership styles and their likely influence on followers.

PARTICIPANTS PROFILE

All employees across all levels , working in Ministries , Central & State Government Departments, Central and State PSUs , Banks and financial institutions , Boards, Administrative Bodies , Co-operative Sector, MNCs and Private Sector, Universities, Academic Institutions etc.

PARTICIPATION FEE & CHECK-IN/CHECK-OUT INFORMATION

Fee on Residential basis: Rs. 47,000/- Plus applicable Service Tax (at present @15%) per participant.

Fee on Non Residential basis: Rs.37,000/-Plus applicable Service Tax (at present @15%) per participant.

Check In at Hotel/Resort: 12 Noon Onwards on 29th May, 2017

Check Out at Hotel/Resort: Before 12 Noon on 2nd June, 2017

FACULTY & PEDAGODY

The Faculty for the training programme will comprise of senior NPC Experts and other renowned and experienced Trainers from the respective field. The training methodology will have focus on interactive discussions, small group activities, business games, exercises, role plays, videos and presentations.

LAST DATE FOR RECEIVING CONFIRMED NOMINATIONS

The nominating authority should ensure that the nominations are sent with Nominating authority & Participant's Name, Designation, Department/Section/ E-Mail, Landline, Fax & Mobile Nos. in letter without fail by **15th May 2017** to facilitate proper communication. For any correspondence related to this programme please mention the reference no.: **P.O No: NPC/HQ/HRM/T/01/2017-18**

GENERAL INSTRUCTIONS

- Please book the tickets after receiving confirmation from our end.
- The residential Participation fee covers the Professional fees towards training, Board & Lodge of the Participant(S) and site visits. The Non residential fee covers the Training charges & working lunch only.
- The spouse/Family members are welcome on nominal charges per person per day covering the cost of B&L and site visits, payable directly to Hotel before check-out.
- The fee once deposited is Non-refundable, however substitutions are allowed.
- Acceptance of the nominations is/are subject to the seat availability and receipt of the participation fee latest by last date for Nominations.

PAYMENT DETAILS

- Fee is to be paid by DD/Cheque in the name of "National Productivity Council" Payable at New Delhi
- PAN No: AAATN0402F, Service Tax Registration No. CE/DL-1/953/NPC/2001.
- ECS Payment details : Indian Overseas Bank, 70, Golf Link Branch, New Delhi, SB A/C No. 026501000009207 ; MICR - 110020007 ; IIFSC No. IOBA0000265.

FORTHCOMING TRAINING PROGRAMMES

| Programme | Venue | Dates | Participation Fee Per Person |
|--|------------|------------|---------------------------------|
| Worklife Balance & Stress Management | Kodaikanal | 12-16 | 47,000/- +S.Tax Residential |
| | | June, 2017 | 37,000/- +S.Tax Non-Residential |
| Negotiation & Conflict Resolution Strategies | Leh | 10-14 | 47,000/- +S.Tax Residential |
| | | July, 2017 | 37,000/- +S.Tax Non-Residential |
| Benchmarking for Performance Excellence | Munnar | 17-21 | 48,000/- +S.Tax Residential |
| | | July, 2017 | 38,000/- +S.Tax Non-Residential |

For further details of programme, please visit : npcindia.gov.in

CONTACT DETAILS:

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Shri Umashankar Prasad, Director & Head- HRM Group, Tel: 011-24607337;

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