



दिल्ली सरकार
कार्यालय प्रमुख अभियंता, लोनिवि,
12वां तल, बहु-मंजिला भवन, इंदरप्रस्थ संपदा, नई दिल्ली: 110002
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Toll Free Complaint No. 1800 11 0093
वेबसाइट: <http://pwd.delhigovt.nic.in>
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संख्या:10(1)/प्रमुख अभि./निदेशक/लोनिवि/2018/5598(H) दिनांक 04.09.2018

सेवा में

प्रधान मुख्य अभियंता(अनु.),
लोनिवि, एमएसओ भवन,
नई दिल्ली ।

प्रधान मुख्य अभियंता(परि.),
लोनिवि, एमएसओ भवन,
नई दिल्ली ।

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

संदर्भ:-

उपरोक्त विषय पर प्राप्त पत्र की प्रतिलिपि संलग्न की जा रही हैं । आपसे अनुरोध हैं
कि उपरोक्त प्रशिक्षण हेतु इच्छुक अधिकारियों के नामांकन इस कार्यालय को दिनांक
तक भिजवाए ।

संलग्न: उपरोक्तानुसार ।

(सुभाषनी)

सहायक प्रशासनिक अधिकारी

✓ प्रतिलिपि:- लोनिवि वेबसाइट ।

जयपुर उत्पादकता केन्द्र

41, इन्कम टैक्स कॉलोनी-2,
पोस्ट मालवीय नगर,
जगतपुरा रोड, जयपुर- 302 017



Jaipur Productivity Centre

41, Income Tax Colony - 2, P.O. Malviya Nagar,
Jagatpura Road, Jaipur - 302 017
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Website : www.jpcaipur.org
E-mail : jpcaipur@rediffmail.com

No.2018 / 109 G
August 14, 2018

1501)
ENGINEER-IN-CHIEF
PUBLIC WORKS DEPARTMENT
GOVERNMENT OF NCT OF DELHI
MSO BUILDING
I.P.ESTATE
NEW DELHI- 110002
NCT OF DELHI

प्रमुख अधिकारी
आवृत्ति सं. 10383
दिनांक 23/8/18
प्रमुख अधिकारी
निर्देशक (मार्ग सूचक सेवा.)-
निर्देशक (सहायक) 2(10)
रघु शर्मा
कर्मचारी (गि.सं./सं./सं./सं./सं. पृ. अति.)

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,

CMKhurana

(C.M.Khurana)
Director

Encd: Programme Brochure

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, Co-operative 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.jpcaipur.org

Director
Jaipur Productivity Centre
41, Income Tax Colony -2,
Jagatpura Road, P.O. Malviya Nagar
Jaipur - 302002

Forthcoming Residential Programmes*

Programmes	Dates
Development Programme for Executive Secretaries, Personal Assistants & Office Staff	September 05-09, 2018 in Goa
Emotional Intelligence for Managerial & Personal Effectiveness	September 24-28, 2018 at Ooty(T.N)
Knowledge Management	October 22-26, 2018 at Jaipur
Finance for Non Financial Officials / Executives, Focus: Financial Decisions	November 12-16, 2018 in Goa
Transformational Leadership & Change Management	December 17-21, 2018 at Udaipur

* 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

Systematic Problem Solving	August 20-21, 2018 at Jaipur
Process Management	October 15-16, 2018 At Jaipur

* Participation Fee is Rs.12000/- plus GST @ 18.00% per participant

* Last date for registration is 14 days before commencement of each workshop

109th Residential Programme

on

KNOWLEDGE MANAGEMENT

At
Jaipur

October 22-26, 2018



JAIPUR PRODUCTIVITY CENTRE

Knowledge is the capacity for effective action. It caters to critical issues of organisational adaptation, survival and competence in face of increasingly discontinuous environmental change.

The ability to manage knowledge is becoming crucial in today's knowledge economy. The creation and diffusion of knowledge has become increasingly important factor for organisational success in any field.

Resurgent Indian economy along with globalisation and liberalisation has created new challenges for every organisation. The expectations from the organisations are changing very fast. Existing knowledge, ideas, work systems, programmes, products may not be able to deliver the desired results. If the managers/executives/professionals have to be effective, they can no longer be content to let the change occur as it will. They must be able to develop strategies to plan, direct and control the change to the advantage of the organisation and lead knowledge workers who have different expectations.

Keeping above in view the programme has been designed to provide inputs for knowledge management to proactively develop strategies, plan to take advantage of fast changing environment and become knowledge leaders.

PROGRAMME OBJECTIVE

- To identify the challenges and pressures for change.
- Understanding significance of knowledge management and its impact on organization.
- To provide the participants an opportunity for sharing of practical experiences on the subject
- To create an opportunity to gain insight into the processes of management of knowledge.

CONTENTS

- Knowledge Management – An Overview
- Objectives of Knowledge Management
- Knowledge Assets
- Knowledge Exploration / Exploitation
- Approaches for Knowledge Management
- Learning Organisation
- Organisational Effectiveness
- Transactional & Transformational Leadership
- Teamwork & Teambuilding Strategies
- Conflicts 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)

METHODOLOGY

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.

PARTICIPATION 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.

PAN: AABTJ3316K

GSTIN: 08AABTJ3316K1KN

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

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cmkhurana.jpr@gmail.com

Productivity for Growth and Prosperity

KNOWLEDGE MANAGEMENT

October 22-26, 2018

SPONSORING ORGANISATION :	
ADDRESS:	
Fax:	
Phone:	
E-mail:	
PARTICIPANTS DETAILS (Name & Designation)	ADDRESS E-mail, Mobile
1.	
2.	
3.	
4.	
Fee: Rs.42000/- plus GST @ 18.00% (Rs.49560/-) per participant. Demand draft/ cheques to be drawn in favour of Jaipur Productivity Centre, Jaipur.	
D.D.No.	Date:
Amount:	Bank:
Bank details for payment by RTGS	
A/c Name:	Jaipur Productivity Centre
Bank :	Axis Bank Ltd
Branch :	Tilak Nagar, Jaipur
Account No.	910010013083057
Type of A/c:	Savings
MICR Code :	302211003
IFSC Code:	UTIB00000031