



दिल्ली सरकार
कार्यालय प्रमुख अभियंता, लोनिवि,
12वा तल, बहु-मंजिला भवन, इंद्रप्रस्थ संपदा, नई दिल्ली: 110002
☎ 23490260, 23724560, 23311293 फैक्स 23319021
Toll Free Complaint No. 1800 11 0093
वेबसाइट: <http://pwd.delhigovt.nic.in>
ई-मेल: pwdhqdelhi@gmail.com/dppwdhqdelhi@gmail.com



संख्या:10(1)/प्रमुख अभि./निदेशक/लोनिवि/2018/5597(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:- *Vigilance: An Eagle Eye to Curb Corruption from*
24th September 2018 to 28th September 2018 at Coa.

संदर्भ:-

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

संलग्न: उपरोक्तानुसार ।

(सुभाषिणी)

सहायक प्रशासनिक अधिकारी

✓ प्रतिलिपि:- लोनिवि वेबसाइट ।



Engineer-in-Chief PWD, GNCTD <pwdhqdelhi@gmail.com>

Request for Nomination(s) in Management Development Training Programme at Goa

1 message

dpcim dpcim <dpcim1984@gmail.com>

Mon, Aug 27, 2018 at 7:28 PM

To: pktomar1968@gmail.com, praveen.ashtikar@punecorporation.org, praveen.prakash@epi.gov.in, praveenchauhan@ntpc.co.in, praveengarg@ntpc.co.in, praveenkumar@nic.in, praveensingh@nhpc.nic.in, praveerkumar@ntpc.co.in, pkbajajadvocate@gmail.com, Pravin Sen <dsen@indianoil.in>, Pravin.gupta@vendanta.co.in, pravin.tripathi@nic.in, pravinpatel@ntpc.co.in, pravirkrishn@nic.in, pray.parihar@kmrl.co.in, prd@moi.gov.qa, prdahake@ntpc.co.in, preeti.mishra170788@gmail.com, preeti.rose28@gmail.com, Preeti.khanna@nic.in, preetijbhardwaj@rediffmail.com, premkumar23123@gmail.com, pktrip@gmail.com, premlamsal@gmail.com, prem.p@nic.in, prem@hudco.org, premani@rbi.org.in, prema.mohan@nic.in, premapriyadarshini@gmail.com, premaraja@ntpc.co.in, premchand@mrplindia.com, premchand02@ntpc.co.in, premjittal@yahoo.com, subnani.pk@nic.in, premkumar@gail.co.in, Premn2011@gmail.com, premprakash@ntpc.co.in, prenaalok@gmail.com, presid@vsnl.com, presidentofindia@rb.nic.in, president@iete.org, principalcatc@aai.aero, debashishchakrabarty@maharashtra.gov.in, chelecoff@maharashtra.gov.in, sec_agri@maharashtra.gov.in, psec.homeapl@maharashtra.gov.in, sec_energy@maharashtra.gov.in, sec_reforms@maharashtra.gov.in, ps_gadservices@maharashtra.gov.in, sec_homesp@maharashtra.gov.in, psec.cm@maharashtra.gov.in, sec_coop&mkt@maharashtra.gov.in, sec_emp@maharashtra.gov.in, psec_finance@maharashtra.gov.in, sec.fcs@maharashtra.gov.in, sec_forest@maharashtra.gov.in, psec_housing@maharashtra.gov.in, psec_industry@maharashtra.gov.in, sec_cultaff@maharashtra.gov.in, psec_planning@maharashtra.gov.in, tddcamp@gmail.com, sec_ud2@maharashtra.gov.in, sec_egs@maharashtra.gov.in, sec_irr@maharashtra.gov.in, sec_wssd@maharashtra.gov.in, sec_w&chd@maharashtra.gov.in, principalcab@rbi.org.in, principalrbsc@rbi.org.in, kishorsurti1811@rediffmail.com, prisey-wc@karnataka.gov.in, Prithwish Banerjee <pkban2002@yahoo.co.in>, avjaya.menon@nic.in, priya.agarwal1701@gmail.com, priya.brata@epfindia.gov.in, priya@genserholidays.com, priyankagupta1ptp@gmail.com, priyanka.k@nic.in, priyankadewan@ntpc.co.in, Priyesh.Thakur@netmagicsolutions.com, prkumar@nic.in, prlsecy-wc@karnataka.gov.in, prlsecy.fin@kerala.gov.in, prlsecy.fish@kerala.gov.in, prlsecy@revenue.kerala.gov.in, prlsecy.for@kerala.gov.in, prlsecy.pwd@kerala.gov.in, prlsecy.rev@kerala.gov.in, prlsecy@revenue.kerala.gov.in, prm@chennaietrowater.com, cpro@cr.railnet.gov.in, cpro@wr.railnet.gov.in, pro_dairy@maharashtra.gov.in, pro@cpcl.co.in, pro@hudco.org, pro@msrtc.gov.in, pro@mybmtc.com, wclprod@rediffmail.com, prof_sudeep@rediffmail.com, simran.bawa@undp.org, swayamprabha.das@undp.org, prop1@mea.gov.in, proposals@nsdcindia.org, irw@mcgm.gov.in, prpl.secy.apd@gmail.com, prs-ah@karnataka.gov.in, prs-ahf@karnataka.gov.in, prs-ci@karnataka.gov.in, prs-dpar@karnataka.gov.in, prs-dpe@karnataka.gov.in, prs-energy@karnataka.gov.in, prs-fd@karnataka.gov.in, prs-fee@karnataka.gov.in, prs-home@karnataka.gov.in, prs-housing@karnataka.gov.in, prs-infra@karnataka.gov.in, prs-janaspendana@karnataka.gov.in, prs-kc@karnataka.gov.in, prs-mi@karnataka.gov.in, prs-plg@karnataka.gov.in, prs-pwd@karnataka.gov.in, prs-sw@karnataka.gov.in, prs-ud@karnataka.gov.in, prs-wr@karnataka.gov.in, prsar-dpar@karnataka.gov.in, prsecy-bcw@karnataka.gov.in, prsingh@gail.co.in, prsprim-edu@karnataka.gov.in, anand.gogia@nic.in, padma.ravi@nic.in, cm.singh@nic.in, neelam.parwani@nic.in, sonia.motwani@nic.in, amodk@ndma.gov.in, deepa.bharani@nic.in, deepak.kumar12@nic.in, ss.arora@nic.in, kredlmdps@gmail.com, ps-js@nic.in, ps.mca@sb.nic.in, Ps2md-Tcgl@gujarat.gov.in, ps2min.moca@nic.in, psa@moi.gov.qa, psahu@goashipyard.com, psanyal1985@gmail.com, psbhandari@nic.in, pschatterjee@ntpc.co.in, pschowdhury@ntpc.co.in, psdirol.inb@nic.in, pro@nabard.org, psharmapl@ntpc.co.in, pshousenv-mp@nic.in, psjsa.rd@nic.in, psml@rb.railnet.gov.in, psmos-mef@nic.in, psmos-mowr@nic.in, psms@rb.railnet.gov.in, psms96@gmail.com, psmsje@gmail.com, pspower@nic.in, psr1950@yahoo.com, psrathore@kribhco.net, psrawat-mef@nic.in, psreenivas@ntpc.co.in, pssareen@nic.in, pstinpti@yahoo.com, pstofa@ndmcmail.gov.in, pstolg.delhi@nic.in, pstomin-msme@nic.in, psud@nic.in, pswani@ntpc.co.in, ptdesai@rcfltd.com, pthrd@nfl.co.in, ptitvm1@gmail.com, ptyagi_5716@rediffmail.com, pu_registrar@yahoo.co.in, pro@cochinshipyard.com, pr.mcgm@gmail.com, cpro@konkanrailway.gov.in, publisher@idrft.ac.in, pujajindal.moca@nic.in, pujaripk@ias.nic.in, pulkitmathur@yahoo.com, pulkittrivedi@concorindia.com, pune@nabard.org, puneet.agarwal@nic.in, puneet.r.sharma@relianceada.com, puneet@ias.nic.in, puneetpal_jindal@icipruamc.com, purch@moi.gov.qa, puri.kiran@nic.in, purimunicipality@yahoo.co.in, purnimalahiri6@gmail.com, purohit_aa@cwprs.gov.in, kss@koreindia.com, pushpalata.pawar@punecorporation.org, pk7827432@gmail.com, pushpendratyagi@ntpc.co.in, pushphas@gmail.com, pushplata1469@yahoo.co.in, idbhco@gmail.com, puskartarai@pnb.co.in, pvs@cmti-india.net, pvtsecymoc@gmail.com, pwd-hp@nic.in, pwdhqdelhi@gmail.com, Qali2178@yahoo.com, qkhalid@ntpc.co.in

प्रमुख उर्ध्वयन्त्र
आवृत्ती सं. 1072
दिनांक 27/08/18
प्रमुख निमित्त
निदेश (कार्य एवं रज)
निदेश (आयुर्विभाग)
उप निदेश (आयुर्विभागी)
उपनिदेश (कार्य/आयु/रज)

Dear Sir/Madam,

We are pleased to inform you that Delhi Productivity Council (DPC) is conducting Management Development Training Programme in the month of September, 2018 at Goa on the following topics:.

G.A. DPC
31/8

8/28/2018

Gmail - Request for Nomination(s) in Management Development Training Programme at Goa

1. Vigilance-An Eagle Eye to Curb Corruption from 24th September, 2018 to 28th September, 2018 at Goa. (Brochure enclosed)
2. Moving Towards World-Class Offices for Competitive Edge from 27th September, 2018 to 1st October, 2018 at Goa. (Brochure enclosed)

We are writing this personally to request you to consider sponsoring some participants from your esteemed organization for the above Management Development Training Programme for deriving maximum benefit for your organization.

We look forward to receive nominations from your esteemed organization for above programme well in time.

Please feel free to contact us for any clarifications.



Assuring you of our best services.

With kind regards

-sd-

Sanjeev Bhardwaj
Training Officer
Delhi Productivity Council
9818663122/8587802227

2 attachments

-  **MOVING TOWARDS WORLD-CLASS OFFICES FOR COMPETITIVE EDGE final.pdf**
327K
-  **Vigilance An Eagle Eye to Curb corruption.pdf**
354K



DELHI PRODUCTIVITY COUNCIL

(A tripartite autonomous organizations under NPC & Delhi Admn., Govt. of NCT of Delhi)
Plot No.2, Institutional Area, Sector 9, Dwarka, New Delhi - 110 077.

Tel. No. 011-45575733, 45575734

E-mail - dpcim1984@gmail.com, dpctraining2018@gmail.com

Ref. No. DPC/T-MTWCOCE/2018-19/07

Dt. 2nd August, 2018

Head of HR / Training / Personnel / Admin Departments,

Subject: Management Development Programme on "Moving Towards World-Class Offices For Competitive Edge" from 27th September to 1st October, 2018 at Goa. (Check-in 27th September, 2018, 12 noon & Check out 1st October, 2018 12 noon.)

Dear Sir/Madam,

We have a great pleasure in informing you that DPC is organizing a Management Development Programme on "Moving Towards World-Class Offices For Competitive Edge" from 27th September to 1st October, 2018 at Goa.

Office being the nerve center of all the activities should have world's best working practices, systems and procedures, most importantly, skill levels of office employee's, knowledge, attitude to support the corporate leaders to take timely right decisions backed by sound information/data in rapidly changing market conditions.

The objective of this training programme is to take participant away from day-to-day work pressures, make self-analysis and prepare action plan to come as winner in emerging challenging situations.

This programme has been designed by experts in the field. The programme will be guided by the renowned & experienced faculty.

LEVEL OF PARTICIPANTS

The Programme is meant for employees across all levels (Junior, Middle & Senior) working in Ministries, Central & State Government Departments, Central & State PSUs, Banks & Financial Institutions, Boards, Administrative Bodies, and Co-operative Sectors.

We are confident that your esteemed organization will like to take advantage of learning event and sponsored couple of participant from different verticals. Kindly send us the nomination(s) alongwith the participation fee in advance before commencing the programme for making necessary arrangement.

Thanking you in advance for your prompt response.

Yours faithfully,

(Sanjeev Bhardwaj)
Training Officer
#9818663122/8587802227

Encl: Programme Brochure

MANAGEMENT DEVELOPMENT PROGRAMME

ON



**MOVING TOWARDS WORLD-CLASS
OFFICES FOR COMPETITIVE EDGE**

From

27th September , 2018 to 1st October, 2018

At

Goa



ORGANISED BY

DELHI PRODUCTIVITY COUNCIL

Plot No.2, Institutional Area,

Sector 9, Dwarka, New Delhi - 110077

Tel.:011-45575733-34, M:- 9818663122

E-mail: dpcim1984@gmail.com, dpcctraining2018@gmail.com

ABOUT DELHI PRODUCTIVITY COUNCIL (DPC)

DPC is a not for profit autonomous organization established in 1959 by the National Productivity Council and the Delhi Administration, Govt. of N.C.T of Delhi for promoting productivity culture in India. DPC is tripartite in its constitution having equal representation from Government, Employers, Employee organisations and from technical and professional institutions on its Governing Body.

DPC is engaged in providing training and consultancy to wide variety of organizations in the areas of Productivity, Quality, and Safety and Organisational effectiveness for almost six decades in India.

ABOUT THE PROGRAMME

Our national aspiration and vision is to make India global manufacturing hub. Multinational organisations are expected to set up their operations here. Indian corporations are gearing up for competing with top-notch international organisations. But are we ready for this emerging economic scenario.

Office being the nerve center of all the activities should have world's best working practices, systems and procedures. Most importantly, the office employee's level of skills, knowledge, attitude to support the corporate leaders to take timely right decisions backed by sound information / data in rapidly changing market conditions.

Keeping these in consideration in view, DPC has designed training intervention on "**Moving towards world-class offices for competitive edge**". The idea of this outbound programme is to take participant away from day-to-day work pressures, make self-analysis, and prepare action plan to come as winners in emerging challenging situations.

Learning Journey

- Micro Lab
- Emerging industrial scenario and need for transforming offices into world-class work-places
- New role and responsibilities of employee in fast changing scenario
- Self-awareness and self-improvement through Johari window and SWOT analysis
- Salient features of effective communication system, competencies and skill set required
- Focus on active listening, body language and writing skills
- Systems, procedures, and work-practices mapping and simplification
- Filing systems, record management and international work standards / practices
- Enhancing productivity through emerging IT applications and new gadgets
- Improving interpersonal relation through emotional intelligence
- Time management for improved work-life balance
- Gender sensitization and sexual harassment.
- Systematic workplace and good housekeeping through Kaizen and 5-S implementation.
- Action Plan

Faculty & Pedagogy:

The programme will be conducted by DPC specialist and experts drawn from Industry with international exposure. It will be conducted in highly participative manner, case studies, experiential activities, video clips will be profusely used.

PARTICIPANTS

The Programme is meant for employees across all levels (Junior, Middle & Senior) working in Ministries, Central & State Government Departments, Central & State PSUs, Banks and Financial Institutions, Boards, Administrative Bodies, Co-operative Sector.

VENUE, DATE & TIME

VENUE :- Goa	DATE:- 27 th September – 1 st October, 2018 Check In: 12 noon, 27 th September, 2018 Check out: 12 noon, 1 st October, 2018
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PROGRAMME FEE

Programme fee for	Residential (Per participant fee)		Non -Residential (Per Participant fee)		Early Bird Discount Per Participant ** (Rs.)
	Upto 2 Participants (Rs.)	3 or more Participants (Rs.)	Upto 2 Participants (Rs.)	3 or more Participants (Rs.)	
DPC Members	46000/-	44000/-	36500/-	35000/-	1000/-
Non Members	49700/-	47700/-	39500/-	38000/-	1000/-

* GST extra currently @ 18%. As per GOI 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, Union Territory Administration under any training programme for which total expenditure is borne by the Central Government, State Government, and Union territory administration.

** Early Bird Discount is applicable only if nominations are received in our office on or before 10th September, 2018 alongwith 100% programme fee as applicable.

Note:-The early bird discount can be claimed in all cases provided the conditions of early bird discount are fulfilled as above.

FACILITIES & SERVICES

(I) RESIDENTIAL PARTICIPANTS:

- Participants will get room, bed tea (in room service), break-fast, lunch, dinner and tea during programme time, Programme Kit & Sightseeing.
- Extra's in Room Services to be paid by the Participants to the hotel directly. Services like STD calls, Laundry, Drinks / Mineral Water, Snacks, Food in Room & Extra Bed, etc.
- For spouse of the participant Rs. 700/- per day all inclusive is payable directly to the hotel.
- For Check-in before and check-out after the programme dates the extra Hotel charge will be borne by the Participants.

NOTE: Kindly carry your photo ID for self and family (if accompanying)

(I) NON-RESIDENTIAL PARTICIPANTS:

- Participants will get programme Kit, Lunch, Tea during programme sessions and Sightseeing.

(II) AIRPORT TRANSFER: To be arranged by the participants at their own cost.

REGISTRATION

Please register the name(s) of the participant(s) on dpcim1984@gmail.com and send the Registration Form by e-mail alongwith payment as per the following.

Bank details for RTGS/NEFT: Bank Name: Punjab National Bank Branch: Paharganj, New Delhi – 110055 A/c No: 1502002100002418 A/c Type: Current A/c IFSC: PUNB0013000 MICR: 110024074	For correspondence: Delhi Productivity Council (Training Vertical) DPC Institute of Management. Plot No.-2, Institutional Area, Sector-9, Dwarka, New Delhi - 110077 Tel: 011 – 45575733-34, Mob: 9818663122/ 8587802227 E-mail - dpcim1984@gmail.com Contact Person – Mr. Sanjeev / Ms. Jyoti
GSTIN: 07AAATD0844P1ZJ	PAN: AAATD0844P

The fee in all cases should be remitted before the commencement of the programme by Bank Draft/Cheque/RTGS /NEFT in favour of **Delhi Productivity Council** payable at New Delhi.

Participation fee is non-refundable once nomination is confirmed. However, substitution can be made or the fees can be adjusted against future nominations. DPC reserves its right to cancel or postpone the programme for any reason whatsoever and in such case of cancellation/ postponement any fees paid to DPC shall be refundable in full or can be carried forward for adjustment against nominations to future programmes.

For best outcome we intend to limit programme intake to 25 participants and therefore request you to send in your nominations at the earliest and to take benefit of the Early Bird discount.



DELHI PRODUCTIVITY COUNCIL

(A tripartite autonomous organizations under NPC & Delhi Admn., Govt. of NCT of Delhi)
Plot No.2, Institutional Area, Sector 9, Dwarka, New Delhi - 110 077.

Tel. No. 011-45575733, 45575734

E-mail - dpcim1984@gmail.com, dpctraining2018@gmail.com

Ref. No. DPC/T-VAEECC/2018-19/07

Dt. 2nd August, 2018

Head of Vigilance / HR / Training / Personnel / Admin Departments,

Subject: Management Development Programme on "Vigilance-An Eagle Eye to Curb Corruption" from 24th September to 28th September, 2018 at Goa. (Check-in 24th September, 2018, 12 noon & Check out 28th September, 2018 12 noon.)

Dear Sir/Madam,

We have a great pleasure in informing you that DPC is organizing a Management Development Programme on "**Vigilance-An Eagle Eye to Curb Corruption**" from **24th September to 28th September, 2018** at **Goa**.

Bibery & corruption are known to weaken the moral fiber of the nation leading to its ultimate destabilization. Governments are fully seized of the matter and are bringing out new laws and acts to combat bibery, corruption, frauds, etc.

The programme will be conducted by renowned & experienced faculty. The programme is designed to review new laws and acts, existing laws, rules, procedures, practices and role of vigilance to help the organizations to chalk out an effective plan of preventive actions.

LEVEL OF PARTICIPANTS

The Programme is meant for Executives, Managers, Officers, Engineers, Under Secretaries, Section Officers from Vigilance, Administration, Finance, Legal Cell, Law Department, Projects, HR, Finance, Purchase, Commercial, Personnel department and others of Central & State Government, Public, Private Sector undertakings, Union Territories & Nationalized Banks who are directly involved with prevention of corruption and keeping the organization clean of corrupt elements.

We are confident that your esteemed organization will like to take advantage of learning event and sponsored couple of participant from different verticals. Kindly send us the nomination(s) alongwith the participation fee in advance before commencing the programme for making necessary arrangement.

Thanking you in advance for your prompt response.

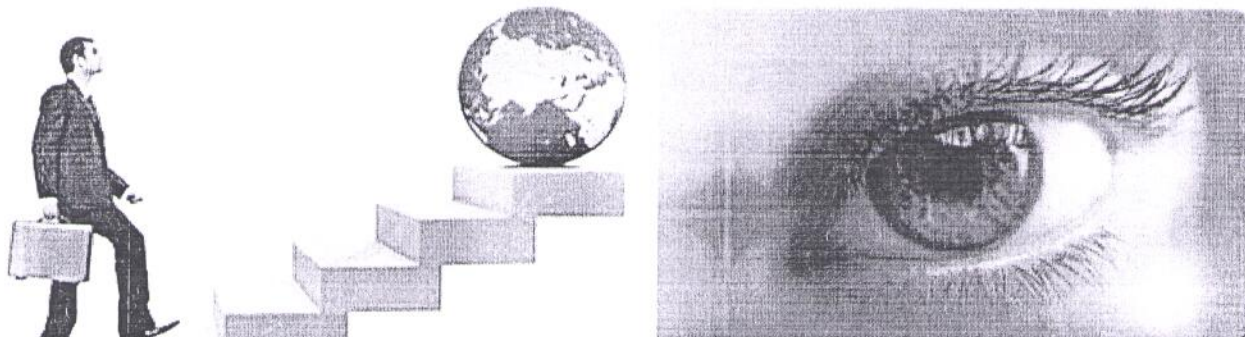
Yours faithfully,

(Sanjeev Bhardwaj)
Training Officer
#9818663122/8587802227

Encl: Programme Brochure

MANAGEMENT DEVELOPMENT PROGRAMME

ON



**VIGILANCE – AN EAGLE EYE TO
CURB CORRUPTION**

From

24th to 28th September, 2018

At

Goa



ORGANISED BY

DELHI PRODUCTIVITY COUNCIL

Plot No.2, Institutional Area,

Sector 9, Dwarka, New Delhi – 110077

Tel.:011-45575733-34, M:- 9818663122

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DPC is engaged in providing training and consultancy to wide variety of organizations in the areas of Productivity, Quality, Safety, Management effectiveness and Organizational effectiveness for almost six decades in India.

ABOUT THE PROGRAMME

Bribery and corruption are known to weaken the moral fiber of a nation leading to its ultimate destabilization. India is no exception. Scams and economic offences running into thousands and lacs of crores of Rupees have been in the news for decades and even recently. Even though these scandals rock the Government but at the end of the day none appears to have been severely punished. Was it a system failure? Was it failure of the Investigating Agencies to bring the culprits to book? Was it lack of political will to pursue the matter? Whatever be the reason, a great damage has been done to our nation.

Government is fully seized of the matter and are bringing out new laws and acts at break neck speed to combat bribery, corruption, banking frauds, economic offences etc.

In post-liberalization era when Indian Economy has been opened to multinationals, Public Sector now no longer enjoys the "Commanding heights" and has to compete with Private Sector. The role of vigilance needs to prepare clear cut plan of actions so that the country can avoid scams in the future. Going by hindsight, these incidents resulting in huge losses to the nation could have been averted. It is the eye of vigilance within an organization that can perceive such threats. Vigilance is that mosaic eye which gives 360 degree view to the organization.

To sharpen the mosaic eye, this programme on "**Vigilance-An Eagle Eye to curb corruption**" has been designed by experts with years of experience in the field. The programme, led by renowned and experienced faculty, shall review new laws and acts, existing laws, rules, procedures, practices and role of vigilance to help your organizations chalk out an effective plan of preventive actions.

CONTENTS

- a. The role of vigilance.
- b. Need to review the role of vigilance.
- c. Corruption – Cause, effect and measures of control in a liberalized economy.
- d. Anti-corruption measures – Role of preventive vigilance in containing and avoiding frauds.
- e. Vigilance machinery – External & Internal – The need for structural change.
- f. Preventive vis-à-vis punitive vigilance.
- g. Purpose, principles and procedures of domestic enquiry.
- h. Role of enquiry officer in vigilance proceedings.
- i. Investigation procedure for vigilance cases, procedures for taking action against corrupt officials.
- j. Role of CVC & function of CBI as a premier investigating agency of the government.
- k. Case studies and panel discussions.

PARTICIPANTS

The Programme is meant for Executives, Managers, Officers, Engineers, Under Secretaries, Section Officers from Vigilance, Administration, Finance, Security, Projects, HR, Purchase, Commercial, Personnel departments and others of Central & State Government, Public, Private sector undertakings, Union Territories & Nationalized Banks who are directly involved with prevention of corruption and keeping the organization clean of corrupt practices.

VENUE, DATE & TIME

VENUE :- Goa	DATE:- 24 th – 28 th September, 2018 Check In: 12 noon, 24 th September, 2018 Check out: 12 noon, 28 th September, 2018
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PROGRAMME FEE

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FACILITIES & SERVICES

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- Extra's in Room Services to be paid by the Participants to the hotel directly. Services like STD calls, Laundry, Drinks / Mineral Water, Snacks, Food in Room & Extra Bed, etc.
- For spouse of the participant Rs. 700/- per day all inclusive is payable directly to the hotel.
- For Check-in before and check-out after the programme dates the extra Hotel charge will be borne by the Participants.

NOTE: Kindly carry your photo ID for self and family (if accompanying)

(I) **NON-RESIDENTIAL PARTICIPANTS:**

- Participants will get programme Kit, Lunch, Tea during programme sessions and Sightseeing.

(II) **AIRPORT TRANSFER:** To be arranged by the participants at their own cost.

REGISTRATION

Please register the name(s) of the participant(s) on dpcim1984@gmail.com and send the Registration Form by e-mail alongwith payment as per the following.

Bank details for RTGS/NEFT: Bank Name: Punjab National Bank Branch: Paharganj, New Delhi - 110055 A/c No: 1502002100002418 A/c Type: Current A/c IFSC: PUNB0013000 MICR: 110024074	For correspondence: Delhi Productivity Council (Training Vertical) DPC Institute of Management. Plot No.-2, Institutional Area, Sector-9, Dwarka, New Delhi - 110077 Tel: 011 - 45575733-34, Mob: 9818663122/ 8587802227 E-mail - dpcim1984@gmail.com Contact Person - Mr. Sanjeev / Ms. Jyoti
GSTIN: 07AAATD0844P1ZJ	PAN: AAATD0844P

The fee in all cases should be remitted before the commencement of the programme by Bank Draft/Cheque/RTGS /NEFT in favour of **Delhi Productivity Council** payable at New Delhi.

Participation fee is non-refundable once nomination is confirmed. However, substitution can be made or the fees can be adjusted against future nominations. DPC reserves its right to cancel or postpone the programme for any reason whatsoever and in such case of cancellation/ postponement any fees paid to DPC shall be refundable in full or can be carried forward for adjustment against nominations to future programmes.

For best outcome we intend to limit programme intake to 25 participants and therefore request you to send in your nominations at the earliest and to take benefit of the Early Bird discount.