

राष्ट्रीय उत्पादकता परिषद्

(वाणिज्य एवं उद्योग मंत्रालय, भारत सरकार के अन्तर्गत)
उत्पादकता भवन, 5-6, इन्स्टीट्यूशनल एरिया,
लोदी रोड, नई दिल्ली-110003



NATIONAL PRODUCTIVITY COUNCIL

(Under Ministry of Commerce & Industry, Govt. of India)

Utpadakta Bhavan, 5-6, Institutional Area,
Lodi Road, New Delhi - 110 003

No. HRM/T/01/2015-16

Dated : 17-03-2015

Vice Chancellor
Gondwana University
M.I.D.C. Road Complex Godchiroli,
Maharashtra- 422 605

Subject : Residential Programme on "Organizational Excellence Through Team Work" at Gangtok from May 11th to 15th, 2015.

Dear Madam/Sir(s),

NPC has continuously endeavoured 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.

Thus, once again with the multifold objective of gaining further insights and knowledge through experiential learning & productive discussions, coupled with innovative training methods we have designed the residential programme on "Organizational Excellence Through Team Work" at Gangtok from May 11th to 15th, 2015 wherein we invite your active participation. The accompanying brochure provides further details about the programme.

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

Looking forward to your early response.

Yours faithfully,

(Siddharth Sharma)
Director & Group Head (HRM)

Encl : Programme Brochure



NATIONAL PRODUCTIVITY COUNCIL

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“ORGANIZATIONAL EXCELLENCE THROUGH TEAM WORK”

FROM MAY 11th-15th, 2015 GANGTOK

INTRODUCTION

Organizational excellence through team work emphasizes on the whole gamut of team management techniques and paves the way for the entire institution to run towards creating a world-class organisation. The continuous efforts and deliverance of results through collaborative approach of the team work in entire organisation is very much required to achieve that goal. Teamwork is ability to work together towards a common vision. The ability to direct individual accomplishments towards organizational objectives through team work is the key issue to achieve the organizational goal. It is the fuel that allows common people to attain organizational objectives. The habit of working together will germinate the sense of belongingness towards the organization. The programme aims at world-class organizations in successfully reaching the peaks of excellence through team work.

BROAD COURSE CONTENTS

- Moving from Individual to Team Work
- Building and Developing Performing Teams
- Team Performance and Leadership Roles
- Organisational Communication
- Promoting Collaboration and Conflict Resolution

PARTICIPANT'S PROFILE

Employees across all levels working in Ministries, Central and State Government departments, Central and State PSUs, Banks and Financial Institutions, Boards, Autonomous Organizations, Administrative bodies, Co-operative sector, MNCs and Private Sector.

PARTICIPATION FEE & CHECK-IN/CHECK OUT INFORMATION

The participation fee in this programme per participant on residential basis is ₹ 44000/- plus applicable Service Tax. The non residential participation fee per participant will be ₹ 32000/- plus applicable Service Tax.

Check-in at Hotel/Resort: 12 Noon onwards on May 11th, 2015

Check-out at Hotel/Resorts: 12 Noon on May 15th, 2015

FACULTY & TRAINING METHODOLOGY

The faculty in the training programme will comprise of Senior NPC Experts and other relevant 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, apart from opportunity for experiential learning.

LAST DATE OF RECEIVING CONFIRMED NOMINATIONS: 30th April, 2015

NOTE : The nominating authority must ensure that the nominations are sent with the details like Nominating authority & Participant's name, designation, department/section, E-mail IDs, Landline, Fax & Mobile nos. in the letter, without fail to facilitate proper communication. For any correspondence related to this Programme please quote the following: P. O. No. HRM/T/01/2015-16

GENERAL INSTRUCTIONS

- The Residential Participation fee covers the Professional fees towards training, Reading Material, Board and Lodge of the Participant (s) and site-seeing. The Spouse / family members are welcome on nominal charges per person/per day covering the cost of B&L and site-seeing, payable directly to the Hotel before check-out. The non-residential fee covers the cost towards training & working lunch only.
- 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 participation fee.
- Any TDS deduction should accompany TDS certificate.

PAYMENT DETAILS

- At present applicable Service Tax rate will be charged and may be revised as per Govt directives.
- 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, New Delhi Branch; SB A/C no. 0265 0100 0009 207; MICR - 110 020 007; IFSC No.: IOBA0000265
- Note : In case of ECS Payment, the payment details should be intimated, after amount transfer for tracking of the payments.

CONTACT DETAILS

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