

28/2/25

Seeking nominations for Training Programme on "Creating Harmonious Workplaces: Leadership, EI & PoSH" during 17-21 March 2025 at Kaziranga, Assam.

himanshu.rg@npcindia.gov.in

Thu 27-02-2025 04:23 PM

To: ds-dop@rajasthan.gov.in <ds-dop@rajasthan.gov.in>;

राष्ट्रीय उत्पादकता परिषद

(वाणिज्य एवं उद्योग मंत्रालय भारत सरकार के अन्तर्गत)

क्षेत्रीय निदेशालय

एस.बी.-96, जवाहर लाल नेहरू मार्ग,

बापू नगर, जयपुर - 302 015



NATIONAL PRODUCTIVITY COUNCIL

NATIONAL PRODUCTIVITY COUNCIL

(Under M/o Commerce & Industries, Govt. of India)

SB-96, Jawahar Lal Nehru Marg

Bapu Nagar, JAIPUR - 302 015

Fax No. : (0141) 2703573, 4004930

Phone : 2703573, 2702935

E-mail : jaipur@npcindia.gov.in

web : www.npcindia.gov.in

No. JP/SRT/2024-25/12

Date: 27-02-2025

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Sub:- Seeking nominations for Training Programme on "Creating Harmonious Workplaces: Leadership, EI & PoSH" during 17-21 March 2025 at Kaziranga, Assam.

Respected Sir/Madam,

National Productivity Council (NPC) Jaipur is pleased to announce its Training Programme on "Creating Harmonious Workplaces: Leadership, EI & PoSH" during 17-21 March 2025 at Kaziranga, Assam.

NPC has designed a condensed training programme touching **Leadership, Emotional Intelligence & Prevention of Sexual Harassment** to enhance the knowledge and competence levels of the government and public sector officials. The programme sensitizes govt./public sector officials to ensure harmonious and overall productive workplaces for everyone in government/public sector, and prepares them to lead by example. The programme also equips participants with tools to navigate emotions leading to a healthier, more productive workplace environment. The programme also aims at facilitating the participants to acquire competencies considered necessary for handling conflicts and sexual harassment issues effectively and efficiently.

The programme is designed for officials working across different functional areas of management from central & state government departments, academic institutions, public sector undertakings, private sector, co-operative sector organizations, autonomous institutions, financial institutions, NBFCs, corporations, labour unions/associations etc.

The brochure with programme objectives, coverage, participants profile, methodology, faculty, dates, venue, participation fee, and registration procedure is enclosed for your kind perusal. The Programme fee for residential participants is **Rs.65000/- + 18% GST (Rs. Sixty Five Thousand Only + 18% GST)** inclusive of boarding and lodging arrangement for the participants for 4 nights during the programme, course material kit and professional charges etc. or for non-residential participants is **Rs.44000/- + 18% GST (Rs. Forty Four Thousand Only + 18% GST)** inclusive of lunch, course material kit, and professional charges.

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We are sure that you would take advantage of this programme and nominate a few officials from your organization. Kindly feel free to call us at **0141-2703573, 2702935, 8826628448, 9414387196** or email us at jaipur@npcindia.gov.in, himanshu.rg@npcindia.gov.in in case any further clarification is required. We look forward to your continuous support and an early response.

Thanking you

Yours Sincerely

**Mukesh Singh
Director**

NATIONAL PRODUCTIVITY COUNCIL, JAIPUR
announces Training Programme on
“Creating Harmonious Workplaces: Leadership, EI & POSH”
during 17-21 March 2025
at Summit Green Village Resort & Spa, Kaziranga, Assam

INTRODUCTION

NPC has designed a condensed training programme touching Leadership, Emotional Intelligence & Prevention of Sexual Harassment to enhance the knowledge and competence levels of the government and public sector officials. The programme sensitizes govt./public sector officials to ensure harmonious and overall productive workplaces for everyone in government/public sector, and prepares them to lead by example. The programme also equips participants with tools to navigate emotions leading to a healthier, more productive workplace environment. The programme also aims at facilitating the participants to acquire competencies considered necessary for handling conflicts and sexual harassment issues effectively and efficiently.

OBJECTIVES

The programme aims at enhancing organization's administrative effectiveness by exposing participants:

- to the concepts of leadership and challenges for transformation in an organization
- to the concepts and practices required for ensuring harmonious and productive workplaces for employees in govt./public sector
- to the fundamentals of Emotional Intelligence and its contribution in establishing harmonious workplaces

CONTENTS

- Theories of leadership for transformation and practical application for inspiring productive work culture
- Theories of Emotional Intelligence and application to enhance self & social awareness for employee fulfilment and healthy workplace culture
- Using EI to resolve conflicts ensuring harmony and cordial workplace relationships
- Vishakha Guidelines and The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013
- Implementation of action steps to reinforce a gender-neutral workplace

TARGET GROUP

The programme is designed for officials working across different functional areas of management from central & state government departments, academic institutions, public sector undertakings, private sector, co-operative sector organizations, autonomous institutions, financial institutions, NBFCs, corporations, labour unions/associations etc.

PARTICIPANT FEE

The programme fees on residential basis is Rs. 65000 /- + 18% GST per participant. (Rs. Sixty Five Thousand Only + 18% GST. The Non-residential participation fees will be Rs. 44000/- + 18% GST per participant (Rs. Forty Four Thousand Only + GST. The residential participation fee includes the cost of accommodation, food, stationary, course material and professional charges. The non-residential participation fee includes lunch, stationary, course material and professional charges. The programme is Residential/ Non-Residential as opted.

FACULTY AND METHODOLOGY

The faculty would include from NPC & invited speakers from organizations of eminence. Methodology of the programme would be participative in nature with a focus on principal of adult learning. The sessions would be expert-led, participant-centered conceptual deliberations, involving case studies, individual and group exercises.

VENUE & DATES:

Programme Dates & Venues	March 17-21, 2025 Summit Green Village Resort & Spa, Kaziranga
Arrival day (Check in time at Hotel)	March 17 - 1300 hrs.
Programme starts (inauguration and orientation session)	March 17 - 1600 hrs.
Programme concludes at (Certificate Distribution)	March 21 - 1000 hrs.
Departure day (Check out time at Hotel)	March 21 - 1100 hrs.

Early Check-In and Late Check-out is subject to availability of rooms at the hotel

REGISTRATION:

Nominations along with participants details, name, designation, organisation, contact address, email, GST No. of organisation phone, mobile no. whether residential or non-residential along with DD/Cheque/ECS details towards participation fee should reach NPC Jaipur at least 7 days before the start of the programme to:

**The Programme Director
National Productivity Council
SB-96, JLN Marg, Bapu Nagar, Jaipur – 302015, Rajasthan**

PAYMENT DETAILS:

1. Fees to be paid by DD/Cheque in the name of NATIONAL PRODUCTIVITY COUNCIL payable at Jaipur
2. PAN NO: AAATN0402F, GST No. 08AAATN0402F1Z6
3. ECS Payment Details: State Bank of India, Bhawani Singh Road, Bapu Nagar, Jaipur - 302004
A/c No. 40084592614, NEFT/RTGS/IFSC No. SBIN0031477, Branch Code : 031477
4. In case of ECS Payment, the payment details shall be intimated accordingly.

GENERAL INSTRUCTIONS:

- Kindly provide GST No. of the organisation for issuance of the bill.
- GST as per GoI Rules (presently @ 18%).
- Overstay if any must be settled by participants directly to the hotel.

FOR FURTHER DETAILS PLEASE CONTACT:

Programme Director

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Mail - ds-dop@rajasthan.gov.in

National Productivity Council
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Jaipur – 302015, Rajasthan

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