

## ABOUT NATIONAL PRODUCTIVITY COUNCIL

National Productivity Council (NPC) is a national level organisation promoting productivity culture in India. Established as a registered society by Government of India, NPC is functioning under Ministry of Commerce & Industry. It is an autonomous, tripartite, non-profit organisation having equal representation from government, employer and worker organisations and from technical and professional institutions on its Governing Council. NPC provides consultancy and training, and undertakes research in the areas of productivity besides implementing productivity promotion programmes of the Tokyo based Asian Productivity Organisation (APO), an inter-governmental body of which Government of India is a founder member.

NPC is engaged in providing training in the areas of Productivity, Quality and Organisational Effectiveness for more than five decades in India. Consultancy assignments are taken up on the basis of the requirements identified. The services offered include:

- Total Quality Management (TQM) & Six Sigma
- World Class / Lean Manufacturing
- Implementing Productivity Techniques like quality Circles, Kaizen, 5-S
- Productivity Study and Productivity Norms
- Impact Assessment & Evaluation Studies
- Productivity and Competitiveness Studies
- Organisational / Business Process Re-engineering
- System & Procedure Analysis and Manpower Assessment & Planning
- Management Development Training
- Training Needs Assessment
- Designing Performance Appraisal System
- Competency Mapping, HR Audit
- Customer Satisfaction Measurement

**TRAINING:** Training is provided to Senior/Middle/Junior level executives, Supervisors Workers Trade Union Leaders from Private, Public, Government, Cooperative Sectors, Banks, etc., according to the needs of the organisations with the focus on providing inputs for improved resource management and enhancing managerial adaptability to meet the requirements of fast changing work environment.

### FORTHCOMING TRAINING PROGRAMME OF ES GROUP

PROGRAMME	DATES	VENUE
Performance & Financial Management for Organizational Excellence	Feb 18-22, 2019	Munnar, Kerala
Productivity & Competitiveness Improvement for Organizational Excellence	Mar 18-22, 2019	Darjeeling, West Bengal

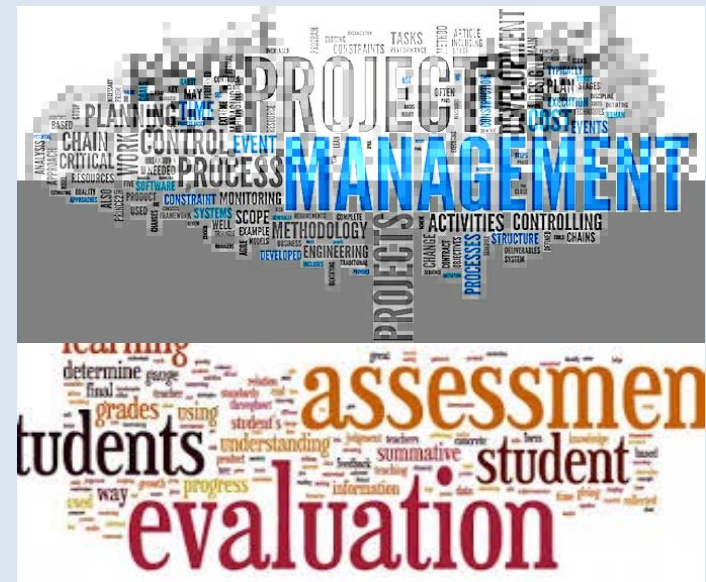
## RESIDENTIAL TRAINING PROGRAMME

ON

# Project Management, Monitoring and Evaluation

January 07-11, 2019

Port Blair, A & N



Organized By



Economic Services Group

NATIONAL PRODUCTIVITY COUNCIL

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

Lodi Road, New Delhi - 110003

## INTRODUCTION

Project Management is a professional discipline with a body of knowledge and a specific set of skills and competencies. The environment in which organizations operate is rapidly becoming more complex than ever before. Major shifts in technology, business and economic environment presents ample opportunities and many challenges to organizations. Effective Project Management is essential to achieve project goals and objectives within the time and budget constraints.

Project Monitoring and Evaluation is often perceived as being relevant only to those who are employed in the higher ranks of an organization's Project Management team. However, Monitoring is a key control mechanism for ensuring quality, timeliness and efficiency of the project. It provides a way to assess the crucial link between implementers, beneficiaries and decision-makers by providing desired information showcasing project progress thereby contribute to transparency as well as accountability.

Project begins with pre-planned series of activities and events, however, things rarely worked out exactly as planned. NPC training programme would help to understand various approaches to provide greater control over project delivery. It has been designed to enable participants to contribute effectively within the organization by imparting tools and techniques of systematic collection and analysis of information to track the progress of project implementation against pre-set targets and objectives with a view to enhance managerial effectiveness and performance.

## OBJECTIVES

- To impart concepts and techniques on Project Management to the participants;
- To provide the participants an opportunity for sharing experiences and team learning to meet diverse challenges;
- To establish an understanding of Performance Measurement of project;
- To describe the risk monitoring and controlling process;
- To enable the participants to carry out project monitoring and evaluation, and describe outputs common to all knowledge areas at their work place.

## CONTENTS

- Concept of Project Management: Team, Roles and Responsibilities;
- Participatory Project Planning, Resource Management, Project Scheduling and Implementation;
- Concepts, Objective and Approaches of Project Monitoring and Evaluation;
- Tools and Techniques for Project monitoring and evaluation

## PARTICIPANT'S PROFILE

Officials from Central & State Government Departments, Academic Institutions, Public Sector Undertakings, Private Sector Units, Co-operative Sector Organizations, Financial Institutions, NBFCs, Corporations, Labour Unions/Associations etc.

## FACULTY

Senior NPC consultant and expert would conduct the training programme.

## METHODOLOGY

Methodology of the training programme would be participative in nature. The sessions would be based on conceptual deliberations, case studies, success stories and group exercises/discussions.

## PROGRAMME SCHEDULE

### Port Blair, A & N (January 07-11, 2019)

Programme starts on	07-01-2019 at 1530 hrs.
Programme closes on	10-01-2019 at 1800 hrs.
Check in for Residential Participants	07-01-2019 (AN)
Check out for Residential Participants	11-01-2019 (FN)

NPC will not provide accommodation before or after the above dates. Participants planning to stay longer than the scheduled duration should arrange the same at their own cost. The accommodation will be booked for a total of about 20 participants on first-come-first-served basis subject to realization of participation fee before the start of the programme.

## PARTICIPATION FEE

Rs. 48,000 (Rupees Forty Eight Thousand only) plus GST @ 18% per participant for Residential Participants. The fee includes boarding/lodging charges and the cost of programme material. Rs 36,000 (Rupees Thirty six Thousand only) plus GST @ 18% per participant for Non Residential Participants. **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, Union territory administration.**

Fee may be remitted either through Demand Draft, RTGS or NEFT.

- The Demand Draft should be drawn in favour of **National Productivity Council** payable at **New Delhi**.
- National Productivity Council Bank Details  
**Indian Overseas Bank, Golf Links, New Delhi –110003**  
**SB A/c No. 026501000009207 IFS Code: IOBA0000265**  
**MICR Code of Bank: 110020007**  
**GSTIN: 07AAATN0402F1Z8 PAN: AAATN0402F**

For accompanying spouse and/or children (in the age group of 5 to 12 years), the tentative charges would be Rs.9,000 and Rs.7,000 respectively for the entire duration, payable directly to the hotel by the participant.

Participation fee is non-refundable. However, substitution can be made or the fees can be adjusted against future nominations.

## CONTACT INFORMATION

Further enquiries regarding participation in the Training Programme may be addressed to:

**Shri Rajesh Sund**  
**Faculty; Deputy Director(ES)**  
**& Programme Coordinator, NPC**  
**Ph.91-11-24607303/09868844272**  
**Fax: 91-11-24615002; Email: rajesh.sund@npcindia.gov.in**

## REGISTRATION

Nominations stating **GST No. of Organization/Institution, Participant's Name, Designation, Contact Address, Telephone, Fax, Mobile Number, and Email ID**, along with DD/Cheque or details of UTR No. towards Participation fees including GST @18% should reach latest by **December 21, 2018** to the following address:

**Dr. K P Sunny**  
**Programme Director & Group Head (ES)**  
**NATIONAL PRODUCTIVITY COUNCIL**  
**5-6 Institutional Area, Lodhi Road, New Delhi 110 003**  
**Phone: 91-11-24607350/09811045547**  
**Fax: 91-11-24615002; Email: kp.sunny@npcindia.gov.in**