



National Productivity Council

Training Programme on Systematic Problem Solving, Conflict resolution and change Management



18th to 22nd
March 2024
Gangtok

Brochure



1. ABOUT NPC

National Productivity Council (NPC) is an autonomous organization under the Department of Promotion of Industry and Internal Trade, Ministry of Commerce & Industry, Government of India. The present expertise available in NPC has a resource base of professionals from fields such as Economics, Industrial Engineering, Human Resource Management, Energy, Environment, IT, Project Monitoring and Evaluation, Research Studies and Baseline Surveys. In addition, services of external professionals and subject matter specialists are also sought on a need basis, depending upon the nature and scope of work. NPC extends services from its headquarter at New Delhi and 12 regional offices across the country. NPC has professionals from diverse fields to provide Consultancy, Capacity Building and Project Monitoring Unit (PMU) services to various organisations including Central Government Ministries and State Governments.

2. PROGRAMME THEME

Systematic Problem Solving, Conflict Resolution and Change Management are the fundamentals to any manager or executive's work accomplishment. Increasing complexities of work environment are forcing executives and managers to cope up with newer and difficult situations. Yesterday's solutions and ad-hoc decisions are not likely to deliver the desired results. Existing knowledge base is not likely to be of any help in taking advantage of the arising opportunities.

This necessitates the executives / managers / officers to be equipped with appropriate skills and techniques of problem identification, definition, identifying best solution and implementation. Systematic Problem Solving, Conflict Resolution and Change Management helps in these stages while taking a holistic view of the situation. Use of change management is a fresh approach which is required to be made part of the organisational decision making process. This program helps in improving the quality of decision making in the organisation leading to increased organisational effectiveness.

3. BROAD PROGRAMME COVERAGE

The following topics shall be covered during the training:

- To understand the concept, process and techniques of Systematic Problem Solving, Conflict Resolution and Change Management.
- To enable the participant to develop specific systematic problem solving skills in order to enhance their contribution to the organisational decision making.
- Systematic Problem Solving, Conflict Resolution and Change Management: Tools & Techniques
- Decision Making Skills, Creativity & Lateral Thinking
- Idea Generation: Tools & Techniques & The human Centered Problem Solving

4. METHODOLOGY

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

5. PARTICIPANTS' PROFILE

All employees across all levels, working in Ministries, Central & State Government Departments, Central and State PSUs, Banks and financial institutions, Boards, Administrative Bodies, Co-operative Sector, Universities, Academic Institutions, etc.

6. FACULTY

The faculty for the training programme will comprise senior NPC Experts and other renowned and experienced Trainers from the respective field.

7. PROGRAMME FEE & VENUE

Programme Code	IE/GN/T12/499/23-24	
Program Venue	Gangtok	
Programme Fee	Residential Participants ₹ 58500 /- + 18% GST	Non-Residential Participants ₹ 36000 /- + 18% GST
For Residential Participants	Check-in at hotel – 18 th March 2024 (12:00 PM) Check-out from Hotel – 22 nd March 2024 (09:00 AM)	
Last date for receiving of nominations: (Two weeks before the scheduled date of programme)		

8. PAYMENT DETAILS

Programme fee inclusive of GST to be paid in advance and proof of payment to be attached along with application form.
<ul style="list-style-type: none">• ECS Payment Details: State Bank of India, GIDC Electronic Estate Gandhinagar Branch; A/c No. 39739716062, IFSC Code. SBIN0007949• DD/Cheque should be drawn in the name of NATIONAL PRODUCTIVITY COUNCIL payable at GANDHINAGAR, GUJARAT• NPC'S PAN No: AAATN0402F, NPC'S GSTIN: 24AAATN0402F1Z

As per GOI notification No. 12/2017-Central Tax Rate dated 28.06.17, Sr. No. 72, Heading 9992 (at page no. 18 of the notification) No GST is applicable where "Services provided to the Central Government, State Government, UT Administration under any training programme for which total expenditure is borne by the Central Government, State Government, UT Administration."

9. HOW TO APPLY

- Nominations may be sent to the following address/email:

Program Coordinator (RD - Gandhinagar):

Vikas Meena, Deputy Director,

Mob: 8866943946, Email: vikas.meena@npcindia.gov.in

Address:

National Productivity Council

Regional Directorate, Gandhinagar

E-5, GIDC Electronic Estate, Sec 26 GIDC,

Gandhinagar, Gujarat – 382 028

10. GENERAL INSTRUCTIONS

- ❖ Due to the limited number of seats, it is recommended to send the nominations as per the attached format at the earliest, for ensuring availability. Acceptance of the nominations is subject to the seat availability and receipt of the programme fee latest by the last date for nominations.
- ❖ The Residential programme fee covers the professional fees towards training, board & lodge of the Participants (Single occupancy rooms). The fee once deposited is non-refundable, however, substitutions are allowed.
- ❖ Each participant should carry their ID cards and necessary letters / orders issued by their department for attending the training program.
- ❖ The Non-Residential programme fee covers the professional fee towards training, lunch and refreshments during the training program. The fee once deposited is non-refundable, however, substitutions are allowed.
- ❖ NPC shall not bear any charges towards participants' to & fro travel from their residence / place of stay and the training program venue. All participants shall make their own arrangement to reach the venue on time as per the programme schedule.
- ❖ Participants are requested to assure their health and safety during the training period and NPC will not be liable for medical expenses incurred by the participants during the program.
- ❖ NPC will not provide boarding and lodging before and after the dates of programme. Participants planning to stay longer than the scheduled duration should arrange the same at their own cost.
- ❖ Settlement of additional bills: The hotel will be instructed to open separate folio for each participant. Participants may directly settle their additional dues regarding family members, laundry, telephone, mini bar, room service, overstay etc. with the hotel before checkout.
- ❖ The participants shall be awarded a Certificate of Participation on successful completion of programme.
- ❖ Any other terms and conditions apply as may be notified by NPC at any point of time.
- ❖ Referring to GST guidelines, you are requested to confirm the applicability of GST payment for your department.
- ❖ Participants are required to follow the necessary COVID protocols during training.



NATIONAL PRODUCTIVITY COUNCIL
5-6 Institutional Area, Lodhi Road, New Delhi – 110003
Send to: vikas.meena@npcindia.gov.in

APPLICATION FORM FOR NOMINATIONS

Title of Program: _____

Programme Date: _____

Details of Nominated Participants:

S. No	Name of Delegate	Designation	Mobile No.	Email ID	Official Address for correspondence
1					
2					
3					
4					
5					

Details of Nominating Authority:

Name: _____ Designation: _____

Organization: _____

Address: _____

Contact Number: _____ Email: _____

Signature

Details of Proof of payment of Programme fee (RTGS / NEFT Details; Cheque, DD):

Payment Particulars

- **ECS Payment Details:** State Bank of India, GIDC Electronic Estate Gandhinagar Branch; A/c No. 39739716062, IFSC Code. SBIN0007949
- In case of ECS Payment, the payment details should be intimated accordingly along with UTR number.
- DD/Cheque should be drawn in the name of NATIONAL PRODUCTIVITY COUNCIL payable at GANDHINAGAR, GUJARAT
- PAN No: AAATN0402F, GSTIN: 24AAATN0402F1ZC



वसुधैव कुटुम्बकम्
ONE EARTH • ONE FAMILY • ONE FUTURE



Training Coordinator:

Vikas Meena, Deputy Director,
Regional Directorate, Gandhinagar
E-5, GIDC Electronic Estate, Sec 26 GIDC,
Gandhinagar, Gujarat – 382 028
Mob: 8866943946, Email: vikas.meena@npcindia.gov.in

NPC - Head-Quarter:

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Lodhi Road
New Delhi – 110003