

Registration cum Examination Fee is **Rs. 9,000 /-** (Rupees Nine thousand only) **plus applicable GST(18%)** at the time of registration.

Incase of e-books / reading materials are only opted, the fee payable will be **Rs.7,500 /-** plus applicable **GST(18%)** at the time of registration



### Payment Modes

Through Electronic Fund Transfer

Beneficiary /Customer Name: National Productivity Council.

Bank Name: State Bank of India.

Branch Name: Korattur Branch.

Branch Address: 1324-F, East Avenue, Korattur, Chennai 600080.

Account Type: Saving Bank account.

Saving Bank Account No. 39783959115.

IFSC Code – SBIN0017247 MICR Code – 600002266.

PAN No: AAATN0402F.

GSTN Registration No.: 33AAATN0402F1ZD.

### Through DD

Drawn in favour of “National Productivity Council”, Chennai.

NPC’s PAN No. AAATN0402F

### APPLICATIONS MAY BE SENT TO

The Head

Dr. Ambedkar Institute of Productivity (AIP),

National Productivity Council,

(Under Ministry of Commerce and Industry)

6, Aavin Dairy Road,

Ambattur Industrial Estate (North),

Ambattur, Chennai - 600 050



Please visit our website for downloading Prospectus, Application Form, Hall Ticket & Examination Centre Check Form - [www.npcindia.gov.in](http://www.npcindia.gov.in);

Mobile:+91-7200208675

email: [chennai@npcindia.gov.in](mailto:chennai@npcindia.gov.in);

**NPC Proudly Announces**



## **Enhance the Managerial Skills of Your Team Members**

Through

**Distance Learning Course**

on

**National Certificate in Supervision**

**2025**



National Productivity Council

Under Ministry of Commerce and Industry, Govt. of India

Dr. Ambedkar Institute of Productivity, Chennai

## Introduction

Supervisors play a key role in any organization's growth & development for many reasons, not the least of which is the fact that their main responsibility is creating a link between technical employees and management. Not only do new managers/supervisors have a huge impact on the bottom line of most organizations, but they also represent their firms 24 hours a day, 07 days a week, making them business agents for their respective companies in a sense. Successful organizations have learned that success comes to organizations that train and prepare their supervisors in effective leadership skills. The supervisory skills of a supervisor determines the overall performance of the team since the term "supervisors" is said to be "people at or below the managerial levels who are responsible for the work staff and associated resources".



## NCS - A Way Out

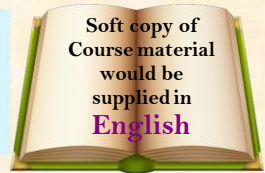
Recognizing the need to educate the Supervisors, both prospective and working, National Productivity Council (NPC), launched a scheme of NCS in 1970. The objective has been to ensure a uniform professional standard in respective supervisory developmental activities. An annual examination is conducted under the program and the syllabus primarily concentrates on the practical applications of the theoretical principles. The examination has been widely accepted and at present is being conducted in English.

## Method of Instruction

- Self learning from the course material supplied
- Programmed Instruction Methodology adopted
- Facilitate easy learning in a systematic & organized manner
- Programmed Instruction indicates criterion tests for self-assessment

## Benefits & Salient Features

- ⇒ A successful bottom line
- ⇒ Better employee retention
- ⇒ Improved quality and production
- ⇒ The ability to retain competitiveness, etc.,
- ⇒ It does not require sparing of employees from routine work
- ⇒ As the learning is on self preparation basis, its contribution to HR Department is positive and effective



## Papers

- ⇒ The examination consists of 4 papers, viz.
  - ⇒ I. Principles of Supervision
  - ⇒ II. Personnel Management & Behavioural Science
  - ⇒ III. Productivity Techniques
  - ⇒ IV. Electives any one of the following
    - ⇒ A. Works Planning and Control
    - ⇒ B. Inventory Management
    - ⇒ C. Plant Maintenance
    - ⇒ D. Shop Floor Management Techniques
    - ⇒ E. Safety Management



Paper I	22.04.2025	10:00 am to 1:00 pm
Paper II	23.04.2025	
Paper III	24.04.2025	
Paper IV	25.04.2025	

## Eligibility Criteria



### Qualification Details Along With Respective Work Experience

Non-matriculation / Matriculation / ITI trade certificate / NCVT / Higher Secondary / Equivalent **2 years**

Diploma / Degree in any discipline - **with or without experience**