



भारत सरकार / Government of India  
केन्द्रीय जल आयोग / Central Water Commission  
प्रशिक्षण निदेशालय / Training Directorate



संख्या:- A-33022/29/2019-TRNG DTE/3908-4133

दिनांक: 4<sup>th</sup> October, 2019

**परिपत्र**

**विषय:- Management Development Programme On "Managing Competence at Work for High Performance" to be held at Port Blair during 18<sup>th</sup>-22<sup>nd</sup> November, 2019-reg.**

कृपया उपरोक्त विषय से संबंधित पत्र / विवरणिका की प्रति संलग्न पायें। अनुरोध है कि यदि कोई नामांकन Director/SE/EE हो तो दिनांक 14/10/2019 तक निश्चित रूप से सदस्य / मुख्य अभियंता मा. स. प्र. (मा. सं. प्र. से सम्बंधित)/ मुख्य अभियंता रा. ज. अ. से सम्बंधित अनुमोदन के पश्चात् भेजने की कृपा करें। साथ में नामित अधिकारियों के जीवन वृत्त (uploaded and downloaded from CWC website) भी संलग्न करें, जिसमें उनके द्वारा अब तक के सेवा काल के दौरान भाग लिए गए विभिन्न कार्यक्रमों का ब्यौरा दर्शाया गया हो।

यह भी सूचित किया जाता है कि नामित अधिकारी के नामांकन पर दर्शायी गई तिथि के उपरान्त प्राप्त होने पर विचार नहीं किया जायेगा साथ ही अध्यक्ष की स्वीकृत होने के पश्चात् नाम वापस लेने की अनुमति नहीं दी जाएगी।

**संलग्नक :- यथावत**

(एस.के. सिन्हा)  
निदेशक (प्रशिक्षण)

1. अध्यक्ष केन्द्रीय जल आयोग के निजी सचिव, नई दिल्ली।
2. सदस्य जल आयोजन एवं परियोजना / अभिकल्प एवं अनुसंधान / नदी प्रबंध के निजी सचिव, केन्द्रीय जल आयोग, नई दिल्ली।
3. सभी मुख्य अभियंता, केन्द्रीय जल आयोग।
4. निदेशक समन्वय, आयोजन एवं परियोजना / अभिकल्प एवं अनुसंधान / नदी प्रबंध, केन्द्रीय जल आयोग, नई दिल्ली।
5. सचिव/निदेशक (तकनीकी समन्वय) केन्द्रीय जल आयोग, नई दिल्ली।
6. सभी निदेशक/ अधीक्षण अभियंता, केन्द्रीय जल आयोग, नई दिल्ली।
7. कनिष्ठ अभियंता, प्रशिक्षण निदेशालय, कृपया परिपत्र को केन्द्रीय जल आयोग की वेब साइट पर अपलोड करें।

# MANAGEMENT DEVELOPMENT PROGRAMME

ON



## MANAGING COMPETENCE AT WORK FOR HIGH PERFORMANCE

From

18<sup>th</sup> – 22<sup>nd</sup> November, 2019

At

Port Blair



ORGANISED BY

**DELHI PRODUCTIVITY COUNCIL**

Plot No.2, Institutional Area,

Sector 9, Dwarka, New Delhi – 110077

Tel.:011-45575733-34, M:- 9818663122

E-mail: dpcim1984@gmail.com, dpctraining2018@gmail.com

Website:- [www.delhiproductivitycouncil.com](http://www.delhiproductivitycouncil.com)

## **ABOUT DELHI PRODUCTIVITY COUNCIL (DPC)**

DPC is a not for profit autonomous organization established in 1959 by the National Productivity Council and the Delhi Administration, Govt. of N.C.T of Delhi for promoting productivity culture in India. DPC is tripartite in its constitution having equal representation from Government, Employers, Employee organizations and from technical and professional institutions on its Governing Body.

DPC is engaged in providing training and consultancy to wide variety of organizations in the areas of Productivity, Quality, Safety, Management effectiveness and Organizational effectiveness for almost six decades in India.

## **ABOUT THE PROGRAMME**

People can be the greatest source of strength as well as stress at work. Irrespectively of the Industry, the contemporary organizations are facing myriad challenges like ever-changing complex and dynamic external environment, retention of top talent, changing employee expectations, increased role of HR analytics, managing diversity at work, etc.

To overcome these challenges, identify and optimizing the practices, that are required to achieve the strategic direction through competence management, play a significant role. Thus, competence management is the foundation of improved performance and high productivity in organization. But many managers find it difficult to manage competencies at work.

In this regards, this training programme will be helpful for leaders and managers to manage and develop competence at work, to deliver the organizational objectives. It will also help in improving cognitive, managerial, personal effective and other skills that predict superior performance at work.

## **CONTENTS**

- a. Identifying core competencies
- b. Leveraging on the existing competencies
- c. Developing team and individual level competencies
- d. Development and career pathing
- e. Goal setting for peak performance
- f. Developing leadership competencies
- g. Managing diverse workforce

## **PARTICIPANTS**

The Programme is meant for all level of employees from Ministries, State & Central Governments, PSUs, Banks and Financial Institutions, Boards, Cooperative Sector, Administrative Bodies, and Research Institutions.

## **VENUE, DATE & TIME**

Venue :- Port Blair	<b>DATE:- 18<sup>th</sup> – 22<sup>nd</sup> November, 2019</b>
Phone :-	<b>Check-in: 10 a.m., 18<sup>th</sup> November, 2019</b> <b>Check-out: 09 a.m. 22<sup>nd</sup> November, 2019</b>

## PROGRAMME FEE

Programme fee	Residential (Per participant fee)		Non –Residential (Per Participant fee)	
	Upto 2 Participants (Rs.)	3 or more Participants (Rs.)	Upto 2 Participants (Rs.)	3 or more Participants (Rs.)
	53000/-	51000/-	45000/-	43500/-

- \* GST extra currently @ 18%. 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, and Union territory administration.

## FACILITIES & SERVICES

### (I) RESIDENTIAL PARTICIPANTS:

- Participants will get room, bed tea (in room service), break-fast, lunch, dinner and tea during programme time, Programme Kit & Sightseeing.
- Extra's in Room Services to be paid by the Participants to the hotel directly. Services like STD calls, Laundry, Drinks / Mineral Water, Snacks, Food in Room & Extra Bed, etc.
- **For spouse of the participant Rs. 800/-** per day all inclusive is payable directly to the hotel.
- For Check-in before and check-out after the programme dates the extra Hotel charge will be borne by the Participants.

**NOTE:** Kindly carry your photo ID for self and family (if accompanying)

### (II) NON-RESIDENTIAL PARTICIPANTS:

- Participants will get programme Kit, Lunch, Tea during programme sessions and Sightseeing.

**(III) AIRPORT TRANSFER:** To be arranged by the participants at their own cost.

## REGISTRATION

Please register the name(s) of the participant(s) on [dpcim1984@gmail.com](mailto:dpcim1984@gmail.com) and send the Registration Form by e-mail alongwith payment as per the following.

<b>Bank details for RTGS/NEFT:</b> <b>Bank Name:</b> Punjab National Bank <b>Branch:</b> Paharganj, New Delhi – 110055 <b>A/c No:</b> 1502002100002418 <b>A/c Type:</b> Current A/c <b>IFSC:</b> PUNB0013000 <b>MICR:</b> 110024074	<b>For correspondence:</b> Delhi Productivity Council (Training Vertical) DPC Institute of Management. Plot No.-2, Institutional Area, Sector-9, Dwarka, New Delhi - 110077 Tel: 011 – 45575733-34, Mob: 9818663122/ 8587802227 E-mail - <a href="mailto:dpcim1984@gmail.com">dpcim1984@gmail.com</a> Website:- <a href="http://www.delhiproductivitycouncil.com">www.delhiproductivitycouncil.com</a> Contact Person – Mr. Sanjeev / Ms. Jyoti
<b>GSTIN:</b> 07AAATD0844P1ZJ	<b>PAN:</b> AAATD0844P

The fee in all cases should be remitted before the commencement of the programme by Bank Draft/Cheque/RTGS/NEFT in favour of **Delhi Productivity Council** payable at New Delhi.

**Participation fee is non-refundable once nomination is confirmed. However, substitution can be made or the fees can be adjusted against future nominations.** DPC reserves its right to cancel or postpone the programme for any reason whatsoever and in such case of cancellation/ postponement any fees paid to DPC shall be refundable in full or can be carried forward for adjustment against nominations to future programmes.

*For best outcome we intend to limit programme intake to 25 participants and therefore request you to send in your nominations at the earliest.*