

**Office of the Pr. Chief Commissioner of Income Tax,
Andhra Pradesh & Telangana, Hyderabad,
10th Floor, Income Tax Towers, A C Guards, Hyderabad – 500 004.
Tel. No. 040 – 23425474 , 23241427 Fax: 040 23240403**

F. No. Pr.CCIT/AP&TS/Training Circular/2019-20


Date:04/10/2019

Training Circular

Sub: NPC Residential Training Programme on “Project Management & Financial Management” 4th to 8th November, 2019 at Port Blair, A & N - Circulation for Nominations - reg.

Please find enclosed herewith the letter dated 16.09.2019 regarding the NPC Residential Training Programme on “Project Management & Financial Management” from November 04-08, 2019 at Port Blair, A & N for executives of Central Government.

Further it is informed that the above training course is a paid course. The course fee is Rs. 49,000/- (plus GST at applicable rates presently 18 per cent) for residential participants, Rs. 37,000/- (plus GST at applicable rates presently 18 per cent) for non-residential participants. The last date for receiving willingness of Officers in this office is **11-10-2019**. The willingness application(s) should be send alongwith Demand Draft drawn in favour of “National Productivity Council, New Delhi”.


(M. MOHAN BABU)
Deputy Commissioner of Income Tax,
(Hqs.)(Admin.),
O/o. Pr.CCIT, AP & TS, Hyd.

Encl: As above.

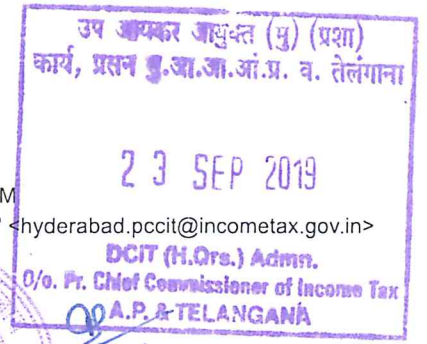
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Subject: Fwd: National Productivity Council (NPC) Residential Training Programme --- November, 04-08, 2019 at Port Blair, A & N
To: "Hyderabad CIT (ADMIN & TPS), Hyderabad" <hyderabad.cit.admin.tp

Date: 09/17/19 02:33 PM

From: "hyderabad.pccit" <hyderabad.pccit@incometax.gov.in>

Brochure PM&F; FM.pdf (201kB)



----- Original Message -----

From: **Rajesh Sund** <rajesh.sund@npcindia.gov.in>

Date: Sep 17, 2019 11:53:08 AM

Subject: National Productivity Council (NPC) Residential Training Programme --- November, 04-08, 2019 at Port Blair, A & N

To: Rajesh Sund <rajesh.sund@npcindia.gov.in>

HQ/ES/T/09/2019-20

16 Sept 2019

✓
DC (Hqs)
✓

Sub: NPC Residential Training Programme on "Project Management & Financial Management" November, 04-08, 2019 at Port Blair, A & N

Dear Sir

National Productivity Council (NPC) is pleased to announce a Residential Training Programme on "Project Management & Financial Management" at Port Blair during November, 04-08, 2019.

Project Management is a professional discipline with a body of knowledge and a specific set of skills and competencies. Financial Management is the process of planning, organizing, controlling and monitoring resources. These are vital activities in any organization 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.

The Residential Training Programme has been designed with conceptual deliberations, case studies, success stories and group discussions for executives of Central & State Governments, Public Sector Undertakings, Private Sector Enterprises, Co-operative Sector Organizations, Financial Institutions, Academic Institutions, Technical Education Quality Improvement Programme (TEQIP), NBFCs, Corporations, Labour Unions/Associations etc., for improving capabilities and efficiency of its employees.

Participation fee is Rs. 49,000/- for Residential Participants and Rs 37,000/- for Non Residential Participants. GST @ 18% per participant is applicable on Participation fees. 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.

We are sure that your organization would take advantage of this opportunity and nominate officials to participate in the Training Programme.

A brochure containing details of the Training Programme is enclosed. Please confirm the participations latest by Oct 19, 2019. Please feel free to contact us in case of any further clarifications or queries.

Thanking you and looking forward to receive nominations,

Yours faithfully,

Rajesh Sund

Rajesh Sund

Dir.(ES)& Program Coordinator

Direct Phone: 91-11-24607303

Mob: 8799784715, 9868844272

Email: rajesh.sund@npcindia.gov.in

Encl: Programme Brochure

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:

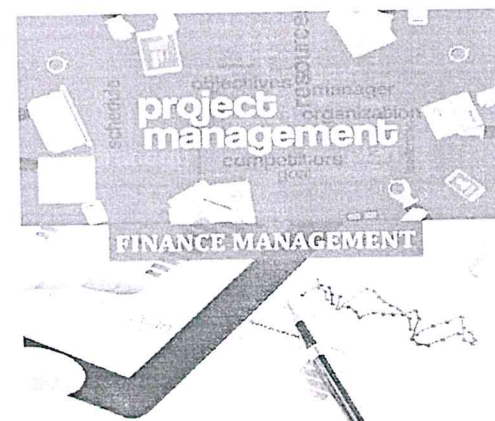
- Total Quality Management (TQM) & Six Sigma
- World Class / Lean Manufacturing
- Implementing Productivity Techniques like quality Circles, Kaizen, 5-S
- Productivity Study and Productivity Norms
- Impact Assessment & Evaluation Studies
- Productivity and Competitiveness Studies
- Organisational / Business 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 IS GROUP

PROGRAMME	DATES	VENUE
Resource Management, Monitoring and Evaluation	09-13 Dec, 2019	Goa

RESIDENTIAL TRAINING PROGRAMME ON Project Management & Financial Management Port Blair (November, 04-08, 2019)



Organised 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 world in which organizations operate today 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.

Good Financial Management is essential for an organization to succeed. It helps in making effective use of resources, fulfill commitments to stakeholders, gain competitive advantage and prepare for long-term financial stability to accomplish the objectives of the organization.

National Productivity Council (NPC) Training programme has been designed to inculcate the importance of Project Management & Financial Management within the organization and shall emphasize on various aspects of managing financial resources more productively in improving managerial effectiveness and performance.

OBJECTIVES

- To impart concepts on Project Management and Financial Management to the participants;
- To familiarize with project finances and decisions regarding estimating and overall project cost management
- To provide insight into Project Planning, Implementation, Physical and Financial Management
- To provide the participants an opportunity for sharing experiences and team learning to meet diverse challenges;

CONTENTS

- Concept of Project Management
- Participatory Project Planning
- Project Management Team, Roles and Responsibilities
- Approaches to Financial Management
- Tools and techniques of Financial Risk Management
- Financial Decision Making & Valuation Techniques

PARTICIPANT'S PROFILE

Officials from Government Departments, Universities, Academic Institutions, Public Sector Undertakings, Private Sector Units, Cooperatives, Financial Institutions, NBFCs, Corporations, Public Works Department etc.

The programme is also useful for junior level executives and officers who are likely to assume the managerial role in future.

FACULTY

Senior NPC consultants and experts 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 (Nov, 04-08, 2019)

Programme starts on	04- 11 – 2019 at 1530 hrs.
Programme closes on	07- 11 - 2019 at 1800 hrs.
Check in for Residential Participants	04- 11 – 2019 (AN)
Check out for Residential Participants	08- 11 – 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 25 participants on first-come-first-served basis subject to realization of participation fee before the start of the programme.

PARTICIPATION FEE

Rs. 49,000 (Rupees Forty Nine Thousand only) plus GST @ 18% per participant for Residential Participants. The fee includes boarding/lodging charges and the cost of programme material. Rs 37,000 (Rupees Thirty seven 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; Director(ES)

& Programme Coordinator, NPC

Ph.91-11-24607303/8799784715/9868844272

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 **Oct 19, 2019** 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