



कार्यालय प्रधान मुख्य आयकर आयुक्त,  
आन्ध्र प्रदेश व तेलंगाना, हैदराबाद

Office of the Pr. Chief Commissioner of Income Tax,  
Andhra Pradesh & Telangana, Hyderabad,  
दसवीं तल, आयकर शिखर / 10<sup>TH</sup> Floor, Income Tax Towers,  
ए.सी.गार्ड्स, हैदराबाद / AC Guards, Hyderabad – 500 004.  
टेलि.नं./Tel. No. 040 – 23425474, फ़ैक्स /Fax 040-23241427

F. No. Pr.CCIT/AP & TS/Estt/Circulation/2023-24

Date: 07.07.2023

**TRAINING CIRCULAR**

**विषय/Sub:** NPC Residential Training programme on “ Stress Management and Strategic Financial Planning for Organizational Excellence” from 24<sup>th</sup> July, 2023 to 28<sup>th</sup> July, 2023 at Leh, Ladakh - Reg.

**संदर्भ/Ref:** Letter received from National Productivity Council (NPC), New Delhi, dated: 04.07.2023.

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Please refer to the above.

National Productivity council, New Delhi is going to conduct residential training programme on “**Stress Management and Strategic Financial Planning for Organizational Excellence**” from 24<sup>th</sup> July, 2023 to 28<sup>th</sup> July, 2023 at Leh, Ladakh. The Participation fee for training program is Rs. 55,000/- for Residential Participants and Rs.42,000/- for Non-Residential Participants. GST @ 18% per participant is applicable on Participation fees.

In this connection, I am directed to forward herewith the letter received from National Productivity Council, New Delhi, on the captioned subject, containing the salient features of course and mode of registration, for information and circulation.

भवदीय/Yours faithfully,

  
(थंबा महेंद्र/THAMBA MAHENDRA)

आयकर उपायुक्त (मुख्या.)(प्रशा.)  
Dy. Commissioner of Income Tax  
(Hqrs)(Admn.),

कार्या. प्रमुआआ, आन्ध्र प्रदेश व तेलंगाना, हैदराबाद  
O/o.Pr.CCIT, AP&TS, Hyd.

संलग्न/Encl: उपरोक्त/As above.

To

All the Heads of Offices, AP & Telangana Region.

To be uploaded on the website [www.incometaxhyderabad.gov.in](http://www.incometaxhyderabad.gov.in)

Subject: Fwd: NPC Residential Training Program on "Stress Management and Strategic Financial Planning for Organizational Excellence" July 24-28, 2023 at Leh, Ladakh- Request for Nominations

To: "Hyderabad CIT (ADMIN & TPS), Hyderabad" <hyderabad.cit.admin.tp

Date: 07/03/23 05:03 PM

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



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

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

Date: Jul 3, 2023 4:47:38 PM

Subject: NPC Residential Training Program on "Stress Management and Strategic Financial Planning for Organizational Excellence" July 24-28, 2023 at Leh, Ladakh- Request for Nominations

To: hyderabad.pccit@incometax.gov.in

**Sub: NPC Residential Training Program on "Stress Management and Strategic Financial Planning for Organizational Excellence"  
July 24-28, 2023 at Leh, Ladakh- Request for Nominations**

HQ/ES/T/03/2023-24

03<sup>rd</sup> July, 2023

Sir/Madam,

National Productivity Council (NPC) is pleased to announce a Residential Training Program on "Stress Management and Strategic Financial Planning for Organizational Excellence" during July 24-28, 2023 at Leh, Ladakh.

NPC training program has been designed to inculcate the importance of Managing Stress & Strategic Financial Planning to help participants to understand tips and strategies to reduce stress both at home and workplace and how Financial Policies and objectives are established so as to enable them to contribute effectively within the organization by improving managerial effectiveness and performance. The Residential Training Program has been designed with conceptual deliberations, case studies, success stories and group discussions for Executives/Officials of Central & State Governments, Public Sector Undertakings, Private Sector Enterprises, Academic Institutions, Co-operatives, Corporations, Financial Institutions & NBFCs, Boards & Autonomous Organizations, Skills Strengthening for Industrial Value Enhancement (STRIVE), Labour Unions/Associations etc., for improving their Administrative and Financial Capabilities.

**Participation fees is Rs. 55,000/- for Residential Participants and Rs. 42,000/- 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 find the Training Program immensely useful. We request you to take advantage of this opportunity and nominate officials to participate in the Residential Training Program.

Please confirm the participations latest by **July 12<sup>th</sup>, 2023**. Please feel free to contact us in case of any further clarifications or queries.

Thanking you and looking forward to receiving nominations.

Yours faithfully,

(Rajesh Sund/राजेशसुन्द)  
Director (Economic Services)/निर्देशक (इकनोमिकसर्विसेज)  
और/and कार्यक्रमसंचालक/Program Coordinator  
राष्ट्रियउत्पादकतापरिषद/ National Productivity Council  
नईदिल्ली - ११०००३/ New Delhi - 110003  
दूरभाष - ०११-२४६०७३०३/८७९९७८४७१५  
Phone -011-24607303/8799784715  
Email: [rajesh.sund@npcindia.gov.in](mailto:rajesh.sund@npcindia.gov.in)

## ABOUT TRAINING PROGRAM

### 1. LEARNING OBJECTIVES

To comprehend the basic rules of Stress Management  
To understand the positive aspects of stress and ways to master a 'thought process' for avoiding stressful situations.  
To understand the pitfalls of Strategic Financial Planning.  
To enable the participants to use qualitative and quantitative tools and measures to distinguish the key risks.  
To enable the participants, learn & develop unique strategies, implement correctly and set financial targets.

### 2. BROAD PROGRAMME COVERAGE

Discover the value of relationships in Stress Management  
Review the main work areas that can lead to stress and identified ways to address work-related stress throughout the organisation  
Concepts, Objective and Approaches of Strategic Financial Planning.  
Insight into Financial Planning, Risk Management and Investments.  
Financial Decision Making & Valuation Techniques

### 3. METHODOLOGY

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.

### 4. PARTICIPANTS' PROFILE

Officers & Officials from various functions of Government Departments, Academic Institutions, Public Sector, Co-operatives, Corporations, Labour Unions/Associations, Boards, NBFCs, Financial Institutions & Autonomous Organizations etc.

### 5. FACULTY

The faculty for the training programme will comprise of Senior NPC Experts & other Renowned and Experienced Trainers from the respective field.

### 6. PROGRAMME FEE & VENUE

|                                    |  |
|------------------------------------|--|
| <b>Programme Code: TP/23-24/21</b> |  |
| <b>Participation fees</b>          | <b>Rs. 55,000/- for Residential Participants</b> (Fees include Boarding/Lodging Charges and Programme Material)<br><b>Rs. 42,000/- for Non-Residential Participants</b> (Fees include Working Lunch and Tea/Coffee etc served during the sessions and the Programme Material only)<br><b>GST @18% per participant is applicable on Participation fees.</b> |
| <b>Programme Schedule</b>          | <b>Leh, Ladakh (July 24-28, 2023)</b><br><b>Programme starts on 24- 07-2023 at 1430 hrs.</b>   |

**Programme closes on 27- 07-2023 at 1800 hrs.**  
Check in for Residential Participants: **24-07-2023 (AN)**  
Check out for Residential Participants: **28-07-2023 (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 on first-come-first-served basis subject to realization of participation fee before the last date of submission of nominations.

For accompanying spouse and/or children (in the age group of 5 to 12 years), the tentative charges would be Rs.9,500 and Rs.7,500 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.**

## 7. PAYMENT DETAILS

Programme fee inclusive of GST to be paid in advance and proof of payment to be attached along with application form.

- **ECS Payment Details:** Indian Overseas Bank, 70, Golf Link, New Delhi Branch; A/c No. 026501000009207, IFSC Code. IOBA0000265
- DD/Cheque should be drawn in the name of NATIONAL PRODUCTIVITY COUNCIL payable at NEW DELHI
- In case of ECS Payment, the payment details should be intimated accordingly along with UTR number.
- Programme Fees per Participant plus GST to be paid in advance.
- NPC'S PAN No: AAATN0402F, NPC'S GSTIN: 07AAATN0402F1Z8

## 8. HOW TO APPLY

Please fill the following details of Nominated Participants

| S. No | Name of Delegate | Designation | Mobile No. | Email ID | Official Address for Correspondence |
|-------|------------------|-------------|------------|----------|-------------------------------------|
| 1     |                  |             |            |          |                                     |
| 2     |                  |             |            |          |                                     |
| 3     |                  |             |            |          |                                     |
| -     |                  |             |            |          |                                     |
| -     |                  |             |            |          |                                     |

### Details of Nominating Authority:

Name:

Designation:

Organization:

Address

Contact Number:

Email ID:

Signature

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

Also provide GSTNo.of Organization/Institution along with DD/Cheque or details of UTR No. towards Participation fees including GST @18%

➤ Nominations may be sent to the following address:

**Shri Rajesh Sund**  
**Director (ES), NPC**  
**Faculty & Programme Coordinator**  
**Ph.91-11-24607303/8799784715**

Email: [rajesh.sund@npcindia.gov.in](mailto:rajesh.sund@npcindia.gov.in)

➤ Last date for Receiving of nominations: *10-07-2023*

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Arrow: Pentagon: Forthcoming Residential Training Programs

| <b>PROGRAMME</b>  | <b>DATES</b>            | <b>VENUE</b>                 |
|---|-------------------------|------------------------------|
| <b>Conflict Resolution and Strategic Financial Management</b>                     | <b>Sept 25-29, 2023</b> | <b>Gangtok, Sikkim</b>       |
| <b>Public Procurement Management and Financial Management</b>                     | <b>Nov 20-24, 2023</b>  | <b>Port Blair, A &amp; N</b> |
| <b>Effective Team Communication and Strategic Financial Management</b>            | <b>Dec 18-22, 2023</b>  | <b>Gangtok, Sikkim</b>       |
| <b>Project Management and Financial Management</b>                                | <b>Jan 15-19, 2024</b>  | <b>Port Blair, A &amp; N</b> |
| <b>Contract Management and Financial Management for Organizational Excellence</b> | <b>Feb 19-23, 2024</b>  | <b>Port Blair, A &amp; N</b> |