

राष्ट्रीय उत्पादकता परिषद

(वाणिज्य एवं उद्योग मंत्रालय, भारत सरकार के अन्तर्गत)
उत्पादकता भवन 5-6, इन्स्टीट्यूशनल एरिया
लोदी रोड, नई दिल्ली-110 003



NATIONAL PRODUCTIVITY COUNCIL

(Under Ministry of Commerce & Industry, Govt. of India)

Utpadakta Bhavan, 5-6, Institutional Area
Lodi Road, New Delhi - 110 003

P.O. No.: NPC/HQ/IT/Trg/07/2019-20

Dt.: 24/08/2019

Registrar
University of Lucknow
Lucknow 226007
Uttar Pradesh

कुल सचिव का कार्यालय
आप प्रति
संख्या 8214
दिनांक 06/9/19
लखनऊ, विश्वविद्यालय
लखनऊ-226007

DR-618
07-9-19

GA-1116
21/9/19

Sub: Residential Training Programme on "Good Governance & Transparency through RTI" from 16-20 December, 2019 at Goa - Request for Nominations.

Dear Sir/Madam,

National Productivity Council is an autonomous organization under the Ministry of Commerce and Industry, Govt. of India. NPC plays a catalytic role in productivity promotion by undertaking consultancy, training and research assignments in frontier areas of management and technology oriented disciplines. National Productivity Council is organizing residential training program on "Good Governance & Transparency through RTI" from 16-20 December, 2019 at Goa.

The programme is designed for officials working across different functional areas of management including administration, finance, personnel & training/HRD, etc. from State and Central Governments Departments/Ministries, Public Sector Units, Financial Institutions and/or Academic and/or Research Institutions. The details of the programme and their coverage are provided with brochure enclosed herewith.

We are sure that your organization would take advantage of this opportunity by sponsoring delegates to the programme. Nomination indicating the name(s) of the participants, designation, contact address, e-mail id, phone/mobile number and FAX number etc. along with a crossed cheque/demand draft of participation fees on residential basis is Rs51,000/- plus 18% GST Per Participant. The Non-residential participation fees will be Rs. 38,000/- plus 18% GST per participant favouring "National Productivity Council" and payable at New Delhi may be forwarded to the undersigned.

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.

Thanking you and looking forward to receive nominations.

Yours faithfully

(Nikhil Panchbhai)
Director & Group Head (IT)

Encl: Programme Brochure

DR GA
R 619

कुल सचिव

प्रमोदी (संयोजक)
7.9.2019



NATIONAL PRODUCTIVITY COUNCIL

www.npcindia.gov.in

ANNOUNCES RESIDENTIAL TRAINING PROGRAMME

Good Governance & Transparency through RTI

December 16-20, 2019 at Goa

PROGRAM OBJECTIVE

In the knowledge society, in which we live today, acquisition of information and new knowledge and its application have intense and pervasive impact on processes of taking informed decisions, resulting in overall productivity gains. RTI Act has empowered common man to observe and scrutinize the public actions with a view to developing an understanding about the outcome of public activities and/or providing feed back for rectifying the deficiencies in policy planning and the execution of programmes. The Act has become a milestone in the direction to bring systematic change in governance through introducing participation, transparency, accountability and probity in administration. This program has been designed to address the challenges faced by RTI respondents & others across all government departments. This program will enrich participants with effective communication skill to reply to RTI queries.

PROGRAMME OBJECTIVES

- To create awareness about importance of Right to Information Act among all stakeholders;
- To build capacity of all RTI respondents from Government Department;
- To deliberate on the role of RTI on good governance & transparency;
- To demonstrate critical issues related to RTI application/reply through experiential learning.

COURSE COVERAGE

The programme aims:

- Introduction to Good Governance
- Roles and Responsibilities of the Stakeholders in RTI
- Role of ICT in RTI / Records Management
- RTI Application, Process, RTI Appeal and Complaint Process
- Role ICs & Case Studies
- Process reforms for Service Delivery in Government Sector

TARGET GROUP

The programme is aimed at officials of all levels from state and central Governments, Public Sector Units, Financial Institutions, Academic and/or Research Institutions.

PARTICIPANT FEE

The programme fees on residential basis is Rs. 51,000/- per participation per programme plus GST @ 18% (presently) amounting to Rs.60180/- (Rupees Sixty Thousand One Hundred and Eighty Only) Per Participant. The Non-residential participation fees will be Rs. 38000/- plus presently applicable plus GST @ 18% amounting to Rs.44840/- per participant. The residential participation fee includes the cost of accommodation, food stationery, course material and faculty charges. The programme is residential.

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.

FACULTY AND METHODOLOGY

The methodology would lay emphasis on experiential learning through lectures, case studies, and group based exercises focussing on the conceptual knowledge and current business practices/ issues along with interactive discussions with participants to share their knowledge and experience during the training program.

NPC would impart the required training through experienced expert trainer(s) from NPC along with expert guest speakers from academia and/or industry, having rich practical experience, for the entire duration of the training.

VENUE & DATES

Programme Dates & Venues	December 16-20, 2019 at Goa
Programme Code	NPC/HQ/IT/TRG/07/2019-20
Arrival day (Check in from afternoon onwards at Hotel/Resort)	December 16, 2019 Afternoon
Departure day (Check out from forenoon onwards at Hotel/Resort)	December 20, 2019 Forenoon

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.

REGISTRATION:

Nominations indicating the names of officials and designations with full contact details including e-mail addresses GSTIN Number and GSTIN registered Address of your Organization/Department along with the crossed cheque/demand draft for participation fee drawn in favour of National Productivity Council and payment of New Delhi may be forwarded to: Sh. Nikhil Panchbhair, Director & Group Head (IT).

PAYMENT DETAILS

- ❑ Fees to be paid by DD/Cheque in the name of NATIONAL PRODUCTIVITY COUNCIL payable at NEW DELHI
- ❑ PAN NO: AAATNO402F, GSTIN No: 07AAATN0402F1Z8
- ❑ ECS Payment Details: Indian Overseas Bank, 70, Golf Link, New Delhi Branch; A/c No. 02650100000 9207, NEFT/RTGS/IFSC No. IOBA0000265
- ❑ In case of ECS Payment, the payment details should be intimated accordingly

GENERAL INSTRUCTIONS:-

- ❑ Some Non-residential participants can also be accommodated in the programmes at reduced fees, on specific requests for the same.
- ❑ GST applicable as per GOI Rules. (Presently @ 18%) & may be revised as per GoI guidelines.
- ❑ Due to limited number of seats, it is recommended to inform the following at the earliest, for ensuring availability in time.
- ❑ Please note that NPC would not be in a position to provide accommodation before and after the above dates and participants requiring it would be required to do the arrangement of their own.

FORTHCOMING TRAINING PROGRAMME

S.No.	Title of The Training Programme	Duration & Date	Venue	Fee per participant
1	Organizational Productivity through Digital Transformation	13-17 January, 2020	Port Blair	54000+GST (R) 40000+GST (NR)
2	Digital Workplace : Essentials for non-IT Executives	10-14 February, 2020	Goa	51000+GST (R) 38000+GST (NR)

FOR FURTHER DETAILS PLEASE CONTACT

Shri Nikhil Panchbhair
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