



NATIONAL PRODUCTIVITY COUNCIL
www.npcindia.gov.in

ANNOUNCES RESIDENTIAL PROGRAMME ON

“Worklife Balance & Stress Management”

11th – 15th June, 2018 at Kodaikanal

INTRODUCTION

A 'work life' balance refers to an employee's ability to maintain a healthy balance between their work roles, their personal responsibilities, and family life. Achieving a work-life balance is the new ideal for employees, because an imbalanced life results in stress and fatigue, loss of control and even strained relationships. At present, work environment has become more stressful because of diverse role expectations, cut throat competition, globalization and technological innovations. Such changes have created several complications on both the domestic and professional fronts of the employees. As stress affects the outcome of productivity, monitoring and managing job stress is extremely important. The individual has to explore his values, aspirations, and goals to understand what he expects from work and life and then develop the suitable ways of balancing work and life. Effective stress management, on the other hand, helps you break the hold stress has on your life, so you can be happier, healthier, and more productive. The ultimate goal is a balanced life, with time for work, relationships, relaxation, and fun—and the resilience to hold up under pressure and meet challenges head on.

This program has been designed to create a balance between work and life. You will learn how to identify and understand your best emotional response to stress, how to better communicate under stress, make better decisions, and reduce burn-out in even the most challenging situations. It will help understand the ways to reduce stress and increase efficiency and balance in work life.

BROAD COURSE CONTENTS

- ❖ Understand the benefits of a work-life balance
- ❖ Recognise the signs of an unbalanced life
- ❖ Understand stress and recognise the symptoms in yourself and others.
- ❖ Have the awareness, knowledge and strategies to deal with stress more effectively.

PARTICIPANTS PROFILE

All employees across all levels , working in Ministries , Central & State Government Departments, Central and State PSUs , Banks and financial institutions , Boards, Administrative Bodies , Co-operative Sector, MNCs and Private Sector, Universities, Academic Institutions etc.

PARTICIPATION FEE & CHECK-IN/CHECK-OUT INFORMATION

Fee on Residential basis: Rs. 48,000/- Plus applicable GST (at present @18%) per participant.

Fee on Non Residential basis: Rs.38, 000/- Plus applicable GST (at present @18%) per participant.

Check In at Hotel/Resort: 12 Noon Onwards on 11th June, 2018

Check Out at Hotel/Resort: Before 12 Noon on 15th June, 2018

FACULTY & PEDAGOGY

The Faculty for the training programme will comprise of senior NPC Experts and other renowned and experienced Trainers from the respective field .The training methodology will have focus on interactive discussions, small group activities, business games, exercises, role plays, videos and presentations.

LAST DATE FOR RECEIVING CONFIRMED NOMINATIONS

The nominating authority should ensure that the nominations are sent with Nominating authority & Participant's Name , Designation , Department/Section/E-Mail ,Landline, Fax & Mobile Nos. in letter without fail to facilitate proper communication .For any correspondence related to this programme please mention the reference no.:

P.O No: NPC/HQ/HRM/T/02/2018-19

GENERAL INSTRUCTIONS

- ❖ Please book these tickets after receiving confirmation from our end.
- ❖ The residential Participation fee covers the Professional fees towards training, Board & Lodge of the Participant(S) and site visits. The Non residential fee covers the Training charges & working lunch only.
- ❖ The spouse/Family members are welcome on nominal charges per person per day covering the cost of B&L and site visits, payable directly to Hotel before check-out.
- ❖ The fee once deposited is Non-refundable, however substitutions are allowed.
- ❖ Acceptance of the nominations is/are subject to the seat availability and receipt of the participation fee latest by last date for Nominations.
- ❖ Please note that NPC would not provide accommodation before or after the above dates and participants requiring it would arrange the same on their own.

PAYMENT DETAILS

- ❖ Fee is to be paid by DD/Cheque in the name of “National Productivity Council” Payable at New Delhi
- ❖ PAN No: AAATN0402F, Service Tax Registration No. CE/DL-1/953/NPC/2001.
- ❖ GST Registration Number : 07AAATN0402F1Z8
- ❖ ECS Payment details : Indian Overseas Bank , 70, Golf Link Branch, New Delhi, SBA/C No. 026501000009207 ; MICR – 110020007 ; IIFSC No. IOBA000265.

Programme	Venue	Dates	Last Date	Participation Fee
Negotiation & Conflict Resolution Strategies	Ooty	23-27 July 2018	30-06-2018	Rs.48000/-+S.Tax (Residential) Rs.38000/-+S.Tax (Non-Residential)
Improving Self Productivity - Managing the Mind	Munnar	20-24 Aug. 2018	09-08-2018	Rs.48000/-+S.Tax (Residential) Rs.38000/-+S.Tax (Non-Residential)
Leadership & Teamwork for Performance Excellence	Ooty	27-31 Aug. 2018	17-08-2018	Rs.48000/-+S.Tax (Residential) Rs.38000/-+S.Tax (Non-Residential)
For further details of programme, please visit: www.npcindia.gov.in				

CONTACT DETAILS:

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