



National Productivity Council
(Under Ministry of Commerce and Industry,
New Delhi)

**Training Programme on Stress Management for Improving
Productivity**

PROGRAMME CODE: (T2425IND03)

Stress Management Techniques



Date:
16th December 2024
To
20th December 2024

Location:
Munnar, Kerala

1. ABOUT NPC

National Productivity Council (NPC) is an autonomous organization under the Department of Promotion of Industry and Internal Trade, Ministry of Commerce & Industry, Government of India. The present expertise available in NPC has a resource base of professionals from fields such as Economics, Industrial Engineering, Human Resource Management, Energy, Environment, IT, Project Monitoring and Evaluation, Research Studies and Baseline Surveys. In addition, services of external professionals and subject matter specialists are also sought on need basis, depending upon the nature and scope of work. NPC extends services from its headquarter at New Delhi and 12 regional offices across the country manned by more than 100 full time professionals. NPC has professionals from diverse fields to provide Consultancy, Capacity Building and Project Monitoring Unit (PMU) services to various organisations including Central Government Ministries and State Governments.

2. PROGRAMME THEME

In today's fast-paced world, maintaining productivity amidst various stressors is crucial for success. Our program on Stress Management for Improving Productivity offers a comprehensive approach to address this challenge head-on. Through a series of engaging sessions, participants will explore proven strategies and practical techniques to effectively manage stress levels. By understanding the correlation between stress management and productivity, attendees will gain invaluable insights into optimizing their performance in the workplace. This program empowers individuals and teams to navigate stressors with resilience, leading to heightened focus, enhanced well-being, and ultimately, greater professional success.

3. BROAD PROGRAMME COVERAGE

- **Understanding Stress**
- **Effective Stress Management Techniques**
- **Building Resilience**
- **Creating a Stress-Resilient Workplace**
- **Implementing Stress Management**

4. PROGRAMME OUTCOMES

- **Enhanced Stress Management Skills**
- **Improved Coping Mechanisms**
- **Increased Productivity**

5. METHODOLOGY

Methodology of the training program would be participative in nature. The sessions would be based on conceptual deliberations, success stories and group exercises/discussions.

6. PARTICIPANTS' PROFILE

Officials from Public Sector Undertakings, Private Sector Units, Financial Institutions, NBFCs, Corporations, Central & State Government Departments, Academic Institutions, Labour Unions/Associations.

7. FACULTY

The faculty for the training programme will comprise of senior NPC Experts & other renowned and experienced Trainers from the respective field.

8. PROGRAMME FEE & VENUE

Programme Code	T2425IND03	
Program Venue	Munnar, Kerala	
Programme Fee	Residential Participants • 60,000/- + 18% GST (In Words: Rupees Sixty Thousand only) plus 18% GST per participant	Non-Residential Participants 44,000/- + 18% GST (In Words: Rupees Forty Five Thousand only) plus 18% GST per participant
For Residential Participants	Check In: 16th December 2024 (AN) Check Out: 20st December 2024 (FN)	

9. 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
- NPC'S PAN No: AAATN0402F, NPC'S GSTIN: 07AAATN0402F1Z8

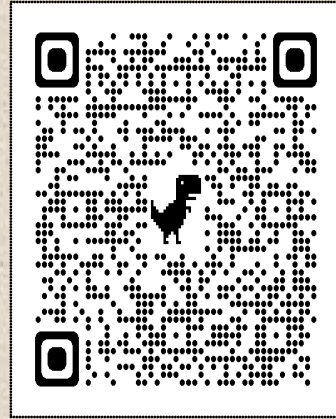
As per GOI notification No. 9/2017-Integrated Tax (Rate) dated 28.06.17, Sr. No. 75, Heading 9992 (at page no. 19 of the notification) No GST is applicable where Services provided to the Central Government, State Government, UT Administration under any training programme for which total expenditure is borne by the Central Government, State Government, UT Administration.

10. HOW TO APPLY

Please apply in prescribed application format enclosed with this brochure. Nominations may be sent to the following address:

<https://bit.ly/3VeY8qa>

**Training Coordinator
National Productivity Council
5-6 Institutional Area, Lodhi Road,
New Delhi – 110003
Email Id: naman.upadhyay@npcindia.gov.in
Mobile: +91 9176915342
Tele : +91 11 2460 7373**



NATIONAL PRODUCTIVITY COUNCIL
5-6 Institutional Area, Lodhi Road, New Delhi – 110003

APPLICATION FORM FOR NOMINATIONS



Title of Programme: **Stress Management for Improving Productivity**
Programme Code: **T2425IND03**

Programme Duration: **16th Dec 2024-20th Dec 2024** Venue/ Location: **Munnar**

Select Participation on Residential Basis OR Non-Residential Basis

Details of Nominated Participants:

S. No	Name of Delegate	Designation	Mobile No.	Email ID	Participant Organisation Address (kindly provide full address of correspondence)
1					
2					
3					
4					
5					

Details of Nominating Authority:

S. No	Name of Nominating Authority	Designation	Mobile No.	Email ID	Nominating Authority Organization Address (kindly provide full address of correspondence)
1					

Select, if Organization is GST Exempted OR
Select, if Organization is Not GST Exempted

SELF DECLARATION ON GST EXEMPTION (OPTIONAL)

As per GST 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, UT Administration under any training programme for which total expenditure is borne by the Central Government, State Government, UT Administration.

- I/We hereby declare that we meet all the conditions stipulated in the aforementioned GST notifications and qualify for exemption from GST payment for the training program mentioned above.
- I/We acknowledge that any breaches or non-compliance with the specified conditions may result in the collection of GST, interest, and penalty amounts by NPC on behalf of the GST department at a later stage whenever the GST department raises the same to NPC.
- I/We also declare that it is the responsibility of the participant organization to verify their eligibility to avail the benefit, and NPC is not responsible for checking the eligibility.

*I certify that the above information is correct.

Signature: _____ Date: _____ and Place: _____

For Organisation who are Not Exempted and having GST registration GST No. (Mandatory) _____ (Kindly provide the GST number of organisation on which GST Invoice to be raised)
Organisation PAN No. (Optional) _____
Organisation TAN No. (Mandatory on TDS deduction) _____

DECLARATION

*I certify that the above information is correct

Signature: _____ Date: _____ and Place: _____

11. GENERAL INSTRUCTION

- Due to limited number of seats, it is recommended to send the nominations as per attached format at the earliest, for ensuring the availability. Acceptance of the nominations is subject to the seat availability and receipt of programme fee latest by the last date for nominations.
- The Residential programme fee covers the professional fees towards training, board & lodge of the Participant(s). The fee once deposited is non-refundable, however, substitutions are allowed.
- Each participant should carry their ID cards and necessary letters / orders issued by their department for attending the training program.
- The Non-Residential programme fee covers the professional fee towards training, lunch and refreshments during the training program. The fee once deposited is non-refundable, however, substitutions are allowed.
- NPC shall not bear any charges towards participants' to & fro travel from their residence / place of stay and the training program venue. All participants shall make their own arrangement to reach the venue on time as per the programme schedule.
- Participants are requested to assure their health and safety during the training period and NPC will not be liable for medical expenses incurred by the participants during the program.
- The participants shall be awarded Certificate of Participation on successful completion of programme.
- Any other terms and conditions apply as may be notified by NPC at any point of time.
- Referring to GST guidelines, you are requested to confirm the applicability of GST payment for your department.