



# Annual Training Calendar 2022-23

**National Productivity Council**











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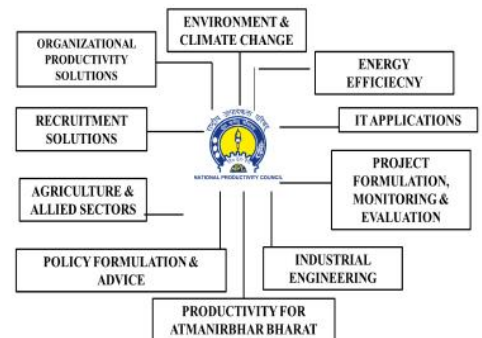


# About NPC

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 its services to various organisations from its headquarters and through 13 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.





## CAPACITY BUILDING INITIATIVES OF NPC

NPC since its inception is leading the productivity movement in the country by extending its specialized consultancy and training services to various stakeholders in areas crucial to industrial / economic growth with an objective to enhance profitability and competitiveness.

NPC has also played a pivotal role over the past 64 years in capacity building of various stakeholders (Govt / PSU / PVT) in order to achieve the productivity mandate. The training programmes of NPC are primarily focused on developing human resource: people who can act as catalysts for the productivity movement of Indian economy across various domains

The Training calendar of NPC for the Financial Year 2022-23 is compilation of 172 training programmes across various subjects relevant to capacity building of individuals and organizations as a whole.

NPC also conducts focused designed training programmes as per special and customized requirements of client organisations.

## IMPORTANT INSTRUCTIONS FOR THE APPLICANTS

- The nominations may be sent to the following address along with completely filled application form given at Page No.56

**The Training Coordinator**  
**National Productivity Council**  
**5-6 Institutional Area**  
**Lodhi Road**  
**New Delhi – 110003**  
**[npctraining@npcindia.gov.in](mailto:npctraining@npcindia.gov.in)**  
**011-24607319**

- The last date to receive nominations is two weeks before the scheduled date of programme.
- The programme fee indicated is exclusive of taxes. The applicable taxes may be added in the participation fee
- Please send proof of payment of participation fee along with nomination form
- NPC shall offer 10% discount on participation fee to organizations sponsoring 3-5 participants and 15 % discount on participation fee to organizations sponsoring more than 5 participants
- The participants shall be awarded Certificate of Participation on successful completion of programme







# **Training Calendar**

## **(Month Wise)**





## NPC TRAINING CALENDAR APRIL 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
April 2022							
1	TP/22-23/01	Administrative Effectiveness, Focus: Human Resource Management	18-22 Apr 2022	Mount Abu	Middle/ Senior Management	55500	30500
2	TP/22-23/02	PRP/ Schedule IV implementation, general requirements in Food Industry.	26-27 Apr 2022	New Delhi	Food Industry / Food Safety Professionals	NA	12200
3	TP/22-23/03	Patent Agent Examination	28-29 Apr 2022	New Delhi	All Levels	NA	12200
May 2022							
4	TP/22-23/04	Office Procedures including noting and drafting	09-13 May 2022	Guwahati	Senior Staff / Middle Management	55000	30500
5	TP/22-23/05	Advance Course on RTI Act, 2005 (Problems, Issues and Challenges in RTI Act, 2005 implementation and CIC/SIC Judgments) and Modern Office Management	16-20 May 2022	Dharamshala	Middle/ Senior Management	49000	30500
6	TP/22-23/06	Advance Course on Secretarial Effectiveness: Capacity Building	23-27 May 2022	Mount Abu	PA / PS, Secretarial staff	55500	30500
7	TP/22-23/07	Labelling as per FSSAI Guidelines	26-27 May 2022	New Delhi	Food Industry / Food Safety Professionals	NA	12200
June 2022							
8	TP/22-23/08	Modern Office Management and Modern Performance Management	13-17 Jun 2022	Manali	Middle / Senior Management	49000	30500
9	TP/22-23/09	Digital Transformation of Organization	13-17 Jun 2022	Shillong	Middle/ Senior Management	55000	30500
10	TP/22-23/10	Centrifugal Pumps- How to efficiently operate & maintain them at AIP Chennai	20-22 Jun 2022	Chennai	All Levels	22800	18300
11	TP/22-23/11	Administrative Effectiveness, Focus: Preventive Vigilance, E-Procurement & RTI	20-24 Jun 2022	Mount Abu	Middle/ Senior Management	55500	30500

## NPC TRAINING CALENDAR APRIL 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
12	TP/22-23/12	Performance Management for Organizational Effectiveness	20-24 Jun 2022	Mussoorie	Middle/ Senior Management	49000	30500
13	TP/22-23/13	Gender Sensitization	23-24 Jun 2022	Chennai	All Levels	NA	12200
July 2022							
14	TP/22-23/14	Hands-on Training on Energy Efficiency in Electrical Utilities at AIP Chennai	18-20 Jul 2022	Chennai	All Levels	22800	18300
15	TP/22-23/15	Advance Course on RTI Act, 2005 and Modern Management Practices	18-22 Jul 2022	Leh	All Levels	49000	30500
16	TP/22-23/16	Advance Course on Modern Office and Productivity Management	18-22 Jul 2022	Ekta Nagar, Statue of Unity, Gujarat	All Levels	49000	30500
17	TP/22-23/17	Developing Managerial Leadership Skills	18-22 Jul 2022	Udaipur	Middle/ Senior Management	55500	30500
18	TP/22-23/18	Productivity Improvement and Modern Office Management	19-23 Jul 2022	Kanyakumari	All Levels	55000	30500
19	TP/22-23/19	Effective Spare Parts Management	25-27 Jul 2022	Chennai	All Levels	NA	18300
20	TP/22-23/20	Public procurement and Contract Management / arbitrations	25-29 Jul 2022	Shillong	Middle/ Senior Management	55000	30500
21	TP/22-23/21	Business Excellence for Organizational Performance	25-29 Jul 2022	New Delhi	Middle/ Senior Management	43500	30500
August 2022							
22	TP/22-23/22	FSSC 22000	11-12 Aug 2022	New Delhi	Food Industry / Food Safety Professionals	NA	12200
23	TP/22-23/23	Internal auditor Programme on IMS (QMS, EMS, OHSAS and EnMS)	16-18 Aug 2022	Bhubaneswar	All Levels	NA	18300
24	TP/22-23/24	EPF & MP Act	18-19 Aug 2022	Madurai	All Levels	25500	12200
25	TP/22-23/25	Effective Office Administration and Financial Management	22-23 Aug 2022	New Delhi	All Levels	NA	12200



## NPC TRAINING CALENDAR APRIL 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
26	TP/22-23/26	O & M & advancements in Wastewater Treatment	22-24 Aug 2022	Chennai	All Levels	NA	18300
27	TP/22-23/27	Waste to wealth	22-26 Aug 2022	Puri	Middle / Senior Management	55000	30500
28	TP/22-23/28	Team building, Motivation and Leadership Skills for improving organizational performance	22-26 Aug 2022	Kasauli	Middle / Senior Management	49000	30500
29	TP/22-23/29	Office effectiveness Management with focus on Lean office, 5S and Productivity improvement practices	22-26 Aug 2022	Dwarka	All Levels	49000	30500
30	TP/22-23/30	Preventive Vigilance, E-Procurement and Key to Good Governance	22-26 Aug 2022	New Delhi	Middle / Senior Management	43500	30500
31	TP/22-23/31	Basics of Cyber Security for a secured organization	22-26 Aug 2022	Guwahati	Middle/ Senior Management (Non-IT Executives)	55000	30500
32	TP/22-23/32	Advance Course on Secretarial Effectiveness: Capacity Building	22-26 Aug 2022	Jaipur	Middle/ Senior Management	55500	30500
33	TP/22-23/33	Personal Excellence by Time & Stress Management	24-26 Aug 2022	New Delhi	Middle / Senior Management	NA	18300
September 2022							
34	TP/22-23/34	Professional Work & Personal Life Balance for High Productivity in Organization	05-09 Sep 2022	Nainital	Middle/ Senior Management	49000	30500
35	TP/22-23/35	World Class Maintenance Management	05-09 Sep 2022	Kodaikanal	All Levels	50000	30500
36	TP/22-23/36	Internal Auditors training on Integrated Management System (ISO 9001, ISO 14001, and ISO 45001)	05-09 Sep 2022	Shillong	All Levels	55000	30500
37	TP/22-23/37	Tendering Process and Contract Management	05-09 Sep 2022	Mysore	Middle / Senior Management	55000	30500

## NPC TRAINING CALENDAR APRIL 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
38	TP/22-23/38	Lean Manufacturing	05-09 Sep 2022	Bhubaneswar	All Levels	55000	30500
39	TP/22-23/39	Disciplinary Proceedings & Office Compliances	12-13 Sep 2022	Puducherry	All Levels	24000	12200
40	TP/22-23/40	Procurement Management through GEM (E-Procurement)	12 –16 Sep 2022	Mysore	Middle / Senior Management	55000	30500
41	TP/22-23/41	Yoga & Meditation for leading a Holistic Life	12 –16 Sep 2022	Lonavala	All Levels	55000	30500
42	TP/22-23/42	Practical Implementation of HACCP in Food Industry	15 –16 Sep 2022	New Delhi	Food Industry / Food Safety Professionals	NA	12200
43	TP/22-23/43	Performance Management, Monitoring and Evaluation for Organizational Excellence	19 –21 Sep 2022	New Delhi	Middle/ Senior Management	NA	18300
44	TP/22-23/44	Team Building & Motivation for improving Organizational Performance	19 –23 Sep 2022	Sambalpur	All Levels	55000	30500
45	TP/22-23/45	Advance Course on RTI Act, 2005 (Problems, Issues and Challenges in RTI Act, 2005 implementation and CIC/SIC Judgments) and Modern Office Management	19 –23 Sep 2022	Dalhousie	Middle / Senior Management	49000	30500
46	TP/22-23/46	Advance Course on Secretarial Effectiveness: Focus on Modern IT practices	19 –23 Sep 2022	Mount Abu	All Levels	49000	30500
47	TP/22-23/47	Recruitment Rules and Reservation in services for Government organizations	19 –23 Sep 2022	Guwahati	All Levels	55000	30500
48	TP/22-23/48	Administrative Effectiveness, Focus: Preventive Vigilance, E-Procurement & RTI	19 –23 Sep 2022	Udaipur	Middle/ Senior Management	55500	30500
49	TP/22-23/49	E- procurement of Goods and Services, and related GFR Rules	19 –23 Sep 2022	New Delhi	Middle / Senior Management	43500	30500



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S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
50	TP/22-23/50	Modern Office Management, Team Building and Effective Communication	21 –23 Sep 2022	New Delhi	Middle / Senior Management	NA	18300
51	TP/22-23/51	Waste Minimization - Need of the Hour	26 –29 Sep 2022	Digha	Middle/ Senior Management	47000	30500
<b>October 2022</b>							
52	TP/22-23/52	Industrial Safety: Thinking in action	10-14 Oct 2022	Agra	Middle/ Senior Management	49000	30500
53	TP/22-23/53	Advance Course on Modern Office and Productivity Management	10-14 Oct 2022	Diu Somnath	All Levels	49000	30500
54	TP/22-23/54	Energy Conservation in Process Boilers and Steam systems	13-14 Oct 2022	Chennai	All Levels	NA	12200
55	TP/22-23/55	Leadership & Effective Team Management	17-21 Oct 2022	New Delhi	All Levels	43500	30500
56	TP/22-23/56	Neuro Linguistic Programming	17-21 Oct 2022	Hyderabad	Middle/ Senior Management	55000	30500
57	TP/22-23/57	Digital Workplace: Essentials for non-IT Executives	17-21 Oct 2022	New Delhi	Middle / Senior Management	43500	30500
58	TP/22-23/58	Procurement & Tendering: GFR	17-21 Oct 2022	Jaipur	All Levels	55500	30500
59	TP/22-23/59	Stress Management - Unleash the power within for achieving Organizational Goal	31 Oct -04 Nov 2022	Goa	All Levels	55000	30500
<b>November 2022</b>							
60	TP/22-23/60	Establishment Rules, CCS rules, Noting & Drafting and Vigilance Management	07-11 Nov 2022	Katara/Jammu	Middle / Senior Management	49000	30500
61	TP/22-23/61	Preventive Vigilance issues and Disciplinary proceedings	07-11 Nov 2022	Kaziranga	Senior Staff / Middle to senior Management	55000	30500
62	TP/22-23/62	Advanced tools for Quality, Safety and Environment professionals	08-10 Nov 2022	Bhubaneswar	All Levels	NA	18300
63	TP/22-23/63	Best practices in Waste Management Systems	10-11 Nov 2022	Kodaikanal	All Levels	27200	12200
64	TP/22-23/64	HRD interventions for Organizational Excellence.	14-18 Nov 2022	Ujjain	All Levels	49000	30500

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S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
65	TP/22-23/65	Improving Leadership, Managerial and Administrative Skills	14-18 Nov 2022	Amritsar	Middle / Senior Management	49000	30500
66	TP/22-23/66	Design, Installation & Challenges in Solar PV Power Generation at AIP Chennai	14-16 Nov 2022	Chennai	Middle / Senior Management	22800	18300
67	TP/22-23/67	RTI and Preventive Vigilance for Organizational Transparency	14-18 Nov 2022	Mangalore	Middle / Senior Management	55000	30500
68	TP/22-23/68	Self-reliance through Energy Conservation & Management	14-18 Nov 2022	Nashik	Middle/ Senior Management	55000	30500
69	TP/22-23/69	Corporate Social Responsibility (CSR): Business meets Community for Sustainable Development	15-17 Nov 2022	New Delhi	Junior/ Middle management professionals/Consultants/Students	NA	18300
70	TP/22-23/70	Scientific Storage and Quality Control of Food Grains	09-11 Nov 2022	New Delhi	Middle / Senior Management	NA	18300
71	TP/22-23/71	Quality Improvement in Healthcare sector	16 -18 Nov 2022	New Delhi	Middle/ Senior Management	NA	18300
72	TP/22-23/72	"Steppingstone for performance excellence	17-18 Nov 2022	Ranchi	All Levels	NA	12200
73	TP/22-23/73	Development of PA / PS	21-25 Nov 2022	Puri	PA / PS, Secretarial staff	55000	30500
74	TP/22-23/74	Project Management and Financial Management	21-23 Nov 2022	New Delhi	Middle / Senior Management	NA	18300
75	TP/22-23/75	Innovation & Change Management for Organizational Excellence	21-25 Nov 2022	New Delhi	Middle/ Senior Management	43500	30500
76	TP/22-23/76	Industrial Internet of Things - Smart Manufacturing Systems	21- 25 Nov 2022	Mangalore	Middle / Senior Management	55000	30500
77	TP/22-23/77	Advance Course on RTI Act, 2005 and Modern HR Practices	21- 25 Nov 2022	Shimla	Middle / Senior Management	49000	30500
78	TP/22-23/78	Gender Equity and Project Implementation	21- 25 Nov 2022	Dibrugarh	Middle/ Senior Management	55000	30500
79	TP/22-23/79	Advance Course on Secretarial Effectiveness: Capacity Building	21- 25 Nov 2022	Jaisalmer	Middle/ Senior Management	55500	30500



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S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
80	TP/22-23/80	Organizational profit through Waste to Wealth	21-25 Nov, 2022	Ayodhya	Middle/ Senior Management	49000	30500
81	TP/22-23/81	Six Sigma Green Belt Training and Certification	21- 25 Nov 2022	Vishakhapatnam	Middle/ Senior Management	NA	30500
82	TP/22-23/82	Advance Course on Productivity Improvement & Workplace management through 5S	21- 25 Nov 2022	Goa	All Levels	55000	30500
83	TP/22-23/83	Latest Energy & Safety Interventions in Industries	21- 25 Nov 2022	Darjeeling	Middle/ Senior Management	55000	30500
84	TP/22-23/84	Energy Conservation in Pharma Sector	28- 30 Nov 2022	Hyderabad	Middle/ Senior Management	NA	18300
85	TP/22-23/85	Work Life Balance and Stress Management	29-30 Nov 2022	New Delhi	All Levels	NA	12200
December 2022							
86	TP/22-23/86	Efficient Operation, Maintenance & Safety aspects of Boilers	01-02 Dec 2022	Chennai	All Levels	NA	12200
87	TP/22-23/87	Safety Leadership	05-09 Dec 2022	Puri	Middle / Senior Management	55000	30500
88	TP/22-23/88	Advance Course on Productivity and Digital Workplace Management	05-09 Dec 2022	Goa	PA / PS, Secretarial staff	55000	30500
89	TP/22-23/89	Establishment Rules, CCS rules, Noting & Drafting and Vigilance Management	05-09 Dec 2022	Manali	Middle / Senior Management	49000	30500
90	TP/22-23/90	Organizational Excellence through Design thinking	05-09 Dec 2022	Haridwar	Middle/ Senior Management	49000	30500
91	TP/22-23/91	Productivity Improvement using Lean Tools	06-08 Dec 2022	New Delhi	Middle management professionals/C consultants/Students	NA	18300
92	TP/22-23/92	In-Situ Balancing & Alignment at AIP Chennai at AIP Chennai	12-14 Dec 2022	Chennai	All Levels	22800	18300

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S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
93	TP/22-23/93	Procurement Management through GEM (E-Procurement)	12 - 16 Dec 2022	Kochi	Middle / Senior Management	55000	30500
94	TP/22-23/94	Leadership for Organizational Excellence	12-16 Dec 2022	Vishakhapatnam	Middle/ Senior Management	55000	30500
95	TP/22-23/95	Modern Office Management and Modern Performance Management	12-16 Dec 2022	Dalhousie	Middle / Senior Management	49000	30500
96	TP/22-23/96	Advance Course on Secretarial Effectiveness: Focus on Advance Productivity Tools	12-16 Dec 2022	Ekta Nagar, Statue of Unity, Gujarat	All Levels	49000	30500
97	TP/22-23/97	AtmaNirbhar through Lean Practices	12-16 Dec 2022	Goa	All levels	55000	30500
98	TP/22-23/98	Adoption of Organic Farming Techniques for Sustainable Agriculture	14-16 Dec 2022	New Delhi	Middle / Senior Management	NA	18300
99	TP/22-23/99	Leading with Emotional Intelligence	15-16 Dec 2022	Patna	Middle/ Senior Management	NA	12200
100	TP/22-23/100	Negotiation & Conflict Resolution Strategies	19-23 Dec 2022	New Delhi	Middle/ Senior Management	43500	30500
101	TP/22-23/101	Right to Information Act and Record Management	19-23 Dec 2022	Dibrugarh	Senior Staff / Middle to senior Management	55000	30500
102	TP/22-23/102	Administrative Effectiveness, Focus: Preventive Vigilance, E-Procurement & RTI	19-23 Dec 2022	Jaisalmer	Middle/ Senior Management	55500	30500
103	TP/22-23/103	Preventive Vigilance, E-Procurement and Key to Good Governance	19-23 Dec 2022	New Delhi	Middle / Senior Management	43500	30500
104	TP/22-23/104	How to conduct Energy Audit and Energy Accounting	20 - 22 Dec 2022	New Delhi	Middle / Senior Management	NA	18300
105	TP/22-23/105	Application of Artificial Intelligence & Machine Learning in Power Sector	21-23 Dec 2022	Gangtok	Middle/ Senior Management	40000	18300
106	TP/22-23/106	Developing Competencies of Executives Secretaries, Personal Assistants & Office Staff for Better Performance	26-30 Dec 2022	Prayagraj	Senior Staff / Middle to senior Management	49000	30500



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S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
107	TP/22-23/107	How to improve city ranking under Swachh Survekshan	28 - 30 Dec 2022	New Delhi	Middle/ Senior Management	NA	18300
108	TP/22-23/108	Risk Assessment and Risk Management in Food Industry	30-Dec-22	New Delhi	Food Industry / Food Safety Professionals	NA	6100
January 2023							
109	TP/22-23/109	Advance Course on Modern Office and Productivity Management	02-06 Jan 2023	Dwarka	All Levels	49000	30500
110	TP/22-23/110	Public Procurement through GEM- Step by step guidance	05-06 Jan 2023	Patna	Middle / Senior Management	NA	12200
111	TP/22-23/111	Sales and Operations Planning	9-10 Jan 2023	Puducherry	All Levels	24000	12200
112	TP/22-23/112	RTI and Preventive Vigilance for Organizational Transparency	9 - 13 Jan 2023	Trivandrum	Middle / Senior Management	55000	30500
113	TP/22-23/113	Managing Work Life Balance	9 - 13 Jan 2023	Kaziranga	Middle / Senior Management	55000	30500
114	TP/22-23/114	Work Life Balance and Stress Management	10-11 Jan 2023	New Delhi	All Levels	NA	12200
115	TP/22-23/115	Introduction to effective SS Implementation and It's Certifications	10-12 Jan 2023	New Delhi	Middle management professionals/C consultants/Students	NA	18300
116	TP/22-23/116	Six waste Management Rules 2016 and its amendments	11 - 13 Jan 2023	New Delhi	Middle / Senior Management	NA	18300
117	TP/22-23/117	Performance Management for Organizational Effectiveness	16-20 Jan 2023	Darjeeling	Middle/ Senior Management	55000	30500
118	TP/22-23/118	Tendering Process and Contract Management	16 - 20 Jan 2023	Trivandrum	Middle / Senior Management	55000	30500
119	TP/22-23/119	People Partnership for Performance Excellence	16 - 20 Jan 2023	New Delhi	Middle / Senior Management	43500	30500
120	TP/22-23/120	Quality Control Tools for Organizational Problem Solving	16 - 20 Jan 2023	Goa	All Levels	55000	30500

## NPC TRAINING CALENDAR APRIL 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
121	TP/22-23/121	Managerial Effectiveness: Focus on Teamwork and Conflict Management	16-20 Jan 2023	Varanasi	Middle/ Senior Management	49000	30500
122	TP/22-23/122	Productivity Improvement tools & Techniques	17-19 Jan 2023	New Delhi	Middle management professionals/C consultants/Students	NA	18300
123	TP/22-23/123	Performance Management, Monitoring and Evaluation for Organizational Excellence	17-19 Jan 2023	New Delhi	Middle/ Senior Management	NA	18300
124	TP/22-23/124	Internal auditor Programme on ISO 50001	17-20 Jan 2023	Raipur	All Levels	41500	24400
125	TP/22-23/125	Procurement and Tendering: GFR	17-21 Jan 2023	Ajmer / Pushkar	Middle / Senior Management	55500	30500
126	TP/22-23/126	Cold Chain & Logistic Managements for Agri Food Products	18-20 Jan 2023	New Delhi	Middle / Senior Management	NA	18300
127	TP/22-23/127	Enhance your Profitability through Productivity at AIP Chennai	23-25 Jan 2023	Chennai	All Levels	22800	18300
128	TP/22-23/128	O & M & advancements in Wastewater Treatment	23-25 Jan 2023	Madurai	All Levels	35000	18300
129	TP/22-23/129	Green Productivity	23-25 Jan 2023	New Delhi	Middle/ Senior Management	NA	18300
130	TP/22-23/130	Improving Overall Equipment Efficiency (OEE) through TPM	23-24 Jan 2023	Ranchi	Supervisors, Front line managers, Middle Management	NA	12200
February 2023							
131	TP/22-23/131	Circular Economy and Sustainability	01-03 Feb 2023	New Delhi	Middle management professionals/C consultants/Students	NA	18300
132	TP/22-23/132	Improving organizational Productivity through Business Analytics	06-10 Feb 2023	Chennai	All Levels	43500	30500



## NPC TRAINING CALENDAR APRIL 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
133	TP/22-23/133	Preventive Vigilance & Disciplinary Proceedings	06-10 Feb 2023	Bodh Gaya	Middle/ Senior Management	49000	30500
134	TP/22-23/134	Project Planning, Implementation, Monitoring and Evaluation	06-10 Feb 2023	Sambalpur	All Levels	55000	30500
135	TP/22-23/135	Industrial Internet of Things - Smart Manufacturing Systems	06-10 Feb 2023	Kochi	Middle / Senior Management	55000	30500
136	TP/22-23/136	Innovation & Change Management for Organizational Excellence	06-10 Feb 2023	New Delhi	Middle / Senior Management	43500	30500
137	TP/22-23/137	Enhancing Organizational Productivity through Lean Management	06-10 Feb 2023	Gangtok	Middle / Senior Management	55000	30500
138	TP/22-23/138	Agri-Startup and Contract Farming Models	08-10 Feb 2023	New Delhi	Middle / Senior Management	NA	18300
139	TP/22-23/139	Organizational Excellence through Design thinking	07-11 Feb 2023	Mathura	Middle/ Senior Management	49000	30500
140	TP/22-23/140	Good Governance & Transparency through RTI	08-12 Feb 2023	New Delhi	Middle / Senior Management	43500	30500
141	TP/22-23/141	PRP/ Schedule IV implementation, general requirements in Food Industry.	07-08 Feb 2023	New Delhi	Food Industry / Food Safety Professionals	NA	12200
142	TP/22-23/142	Ergonomics for Plant Layout Improvement	09-11 Feb 2023	New Delhi	Middle management professionals/C consultants/Students	NA	18300
143	TP/22-23/143	Empowerment of Persons with Disabilities and Project Implementation	13-17 Feb 2023	Guwahati	Special program for DIVYANGJAN across all levels	55000	30500
144	TP/22-23/144	Artificial Intelligence (AI), Machine Learning (ML) and Blockchain in Agriculture: The future of Smart Farming	15-17 Feb 2023	New Delhi	Middle / Senior Management	NA	18300

## NPC TRAINING CALENDAR APRIL 2022 - MARCH 2023


S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
145	TP/22-23/145	Digital Transformation through e-Governance & ICT	14-18 Feb 2023	Ekta Nagar, Statue of Unity, Gujarat	All Levels	49000	30500
146	TP/22-23/146	Leadership & Effective Team Management	20-24 Feb 2023	New Delhi	Middle / Senior Management	43500	30500
147	TP/22-23/147	Advance Course on RTI Act, 2005 and Modern Office Management	20-24 Feb 2023	Chandigarh	Middle / Senior Management	49000	30500
148	TP/22-23/148	Six Sigma Green Belt Training and Certification	20-24 Feb 2023	Hyderabad	Middle/ Senior Management	NA	30500
149	TP/22-23/149	Work Life Balance	20-24 Feb 2023	Hyderabad	Middle/ Senior Management	55000	30500
150	TP/22-23/150	Waste to Wealth	20-24 Feb 2023	Kolkata	Middle/ Senior Management	55000	30500
151	TP/22-23/151	Soft skills for Productivity Improvement	21-25 Feb 2023	Port Blair	All Levels	55000	30500
152	TP/22-23/152	Hands-on Training on Energy Efficiency in Thermal Utilities at AIP Chennai	22-24 Feb 2023	Chennai	All Levels	22800	18300
153	TP/22-23/153	Industrial air pollution control systems	23-24 Feb 2023	Puducherry	All Levels	24000	12200
154	TP/22-23/154	Advance Course on Secretarial Effectiveness: Capacity Building	14-18 Feb 2023	Jaisalmer	Middle/ Senior Management	55500	30500
155	TP/22-23/155	Contract Management & E-Procurement-GEM	20-24 Feb 2023	Rajgir	Middle/ Senior Management	49000	30500
156	TP/22-23/156	Digitalization of SMEs in Supply Chain of CPSEs	20-24 Feb 2023	Goa	Middle/ Senior Management	55000	30500
157	TP/22-23/157	Food Safety and Regulations in India	20-21 Feb 2023	New Delhi	Food Industry / Food Safety Professionals	NA	12200
158	TP/22-23/158	Lean Six Sigma Green Belt Certification Course	21-23 Feb 2023	New Delhi	Middle management professionals/C consultants/Students	NA	18300
159	TP/22-23/159	Patent Drafting & Commercial Aspects	27-28 Feb 2023	New Delhi	Middle/ Senior Management	NA	12200



## NPC TRAINING CALENDAR APRIL 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
March 2023							
160	TP/22-23/160	Spare Parts Management	01-02 Mar 2023	New Delhi	Junior/ Middle management professionals/C onsultants/Stu dents	NA	12200
161	TP/22-23/161	Practical Implementation of HACCP in Food Industry	02-03 Mar 2023	New Delhi	Food Industry / Food Safety Professionals	NA	12200
162	TP/22-23/162	Prevention of Sexual Harassment	02-03 Mar 2023	Vishakhapatna m	Middle/ Senior Management	NA	12200
163	TP/22-23/163	Team Building & Leadership	06-10 Mar 2023	Port Blair	All Levels	55000	30500
164	TP/22-23/164	Comprehensive Workplace Safety	8-10 Mar 2023	Kolkata	Middle/ Senior Management	NA	18300
165	TP/22-23/165	Negotiation & Conflict Resolution Strategies	13-17 Mar 2023	New Delhi	Middle/ Senior Management	43500	30500
166	TP/22-23/166	Administrative Effectiveness, Focus: Preventive Vigilance, E-Procurement & RTI	14-18 Mar 2023	Udaipur	Middle/ Senior Management	55500	30500
167	TP/22-23/167	Enhancing Core Secretarial Skills & Effectiveness in digital era	13-17 Mar 2023	Bodh Gaya	PA / PS, Secretarial staff	49000	30500
168	TP/22-23/168	Organizational Productivity through Digital Transformation	13-17 Mar 2023	New Delhi	Middle / Senior Management	43500	30500
169	TP/22-23/169	Improving Leadership, Managerial and Administrative Skills	20-24 Mar 2023	Solan	Middle / Senior Management	49000	30500
170	TP/22-23/170	Monitoring & Evaluation: The Logical Framework Approach	22-24 Mar 2023	New Delhi	Middle / Senior Management	NA	18300
171	TP/22-23/171	Modern Management Concepts to Improve Efficiency	21-23 Mar 2023	Kolkata	Middle/ Senior Management	NA	18300
172	TP/22-23/172	Leading with Emotional Intelligence	23-24 Mar 2023	Ranchi	Middle/ Senior Management	NA	12200

# Training Calendar (Location Wise)







## NPC TRAINING CALENDAR APRIL 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
ANDHRA PRADESH							
1	TP/22-23/81	Six Sigma Green Belt Training and Certification	21- 25 Nov 2022	Vishakhapatnam	Middle/ Senior Management	NA	30500
2	TP/22-23/94	Leadership for Organizational Excellence	12-16 Dec 2022	Vishakhapatnam	Middle/ Senior Management	55000	30500
3	TP/22-23/162	Prevention of Sexual Harassment	02-03 Mar 2023	Vishakhapatnam	Middle/ Senior Management	NA	12200
ANDAMAN & NICOBAR ISLANDS							
4	TP/22-23/151	Soft skills for Productivity Improvement	21-25 Feb 2023	Port Blair	All Levels	55000	30500
5	TP/22-23/163	Team Building & Leadership	06-10 Mar 2023	Port Blair	All Levels	55000	30500
ASSAM							
6	TP/22-23/04	Office Procedures including noting and drafting	09-13 May 2022	Guwahati	Senior Staff / Middle Management	55000	30500
7	TP/22-23/31	Basics of Cyber Security for a secured organisation	22-26 Aug 2022	Guwahati	Middle/ Senior Management (Non-IT Executives)	55000	30500
8	TP/22-23/47	Recruitment Rules and Reservation in services for Government organisations	19 –23 Sep 2022	Guwahati	All Levels	55000	30500
9	TP/22-23/61	Preventive Vigilance issues and Disciplinary proceedings	07-11 Nov 2022	Kaziranga	Senior Staff / Middle to senior Management	55000	30500
10	TP/22-23/78	Gender Equity and Project Implementation	21- 25 Nov 2022	Dibrugarh	Middle/ Senior Management	55000	30500



## NPC TRAINING CALENDAR APRIL 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
11	TP/22-23/101	Right to Information Act and Record Management	19-23 Dec 2022	Dibrugarh	Senior Staff / Middle to senior Management	55000	30500
12	TP/22-23/113	Managing Work Life Balance	9 - 13 Jan 2023	Kaziranga	Middle / Senior Management	55000	30500
13	TP/22-23/143	Empowerment of Persons with Disabilities and Project Implementation	13-17 Feb 2023	Guwahati	Special program for DIVYANGJAN across all levels	55000	30500
BIHAR							
14	TP/22-23/99	Leading with Emotional Intelligence	15-16 Dec 2022	Patna	Middle/ Senior Management	NA	12200
15	TP/22-23/110	Public Procurement through GEM- Step by step guidance	05-06 Jan 2023	Patna	Middle / Senior Management	NA	12200
16	TP/22-23/133	Preventive Vigilance & Disciplinary Proceedings	06-10 Feb 2023	Bodh Gaya	Middle/ Senior Management	49000	30500
17	TP/22-23/155	Contract Management & E-Procurement- GEM	20-24 Feb 2023	Rajgir	Middle/ Senior Management	49000	30500
18	TP/22-23/167	Enhancing Core Secretarial Skills & Effectiveness in digital era	13-17 Mar 2023	Bodh Gaya	PA / PS, Secretarial staff	49000	30500
CHATTISGARH							
19	TP/22-23/124	Internal auditor Programme on ISO 50001	17-20 Jan 2023	Raipur	All Levels	41500	24400

## NPC TRAINING CALENDAR APRIL 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
NEW DELHI							
20	TP/22-23/02	PRP/ Schedule IV implementation, general requirements in Food Industry.	26-27 Apr 2022	New Delhi	Food Industry / Food Safety Professionals	NA	12200
21	TP/22-23/03	Patent Agent Examination	28-29 Apr 2022	New Delhi	All Levels	NA	12200
22	TP/22-23/07	Labelling as per FSSAI Guidelines	26-27 May 2022	New Delhi	Food Industry / Food Safety Professionals	NA	12200
23	TP/22-23/21	Business Excellence for Organizational Performance	25-29 Jul 2022	New Delhi	Middle/ Senior Management	43500	30500
24	TP/22-23/22	FSSC 22000	11-12 Aug 2022	New Delhi	Food Industry / Food Safety Professionals	NA	12200
25	TP/22-23/25	Effective Office Administration and Financial Management	22-23 Aug 2022	New Delhi	All Levels	NA	12200
26	TP/22-23/30	Preventive Vigilance, E-Procurement and Key to Good Governance	22-26 Aug 2022	New Delhi	Middle / Senior Management	43500	30500
27	TP/22-23/33	Personal Excellence by Time & Stress Management	24-26 Aug 2022	New Delhi	Middle / Senior Management	NA	18300



## NPC TRAINING CALENDAR APRIL 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
28	TP/22-23/42	Practical Implementation of HACCP in Food Industry	15 –16 Sep 2022	New Delhi	Food Industry / Food Safety Professionals	NA	12200
29	TP/22-23/43	Performance Management, Monitoring and Evaluation for Organizational Excellence	19 –21 Sep 2022	New Delhi	Middle/ Senior Management	NA	18300
30	TP/22-23/49	E-procurement of Goods and Services, and related GFR Rules	19 –23 Sep 2022	New Delhi	Middle / Senior Management	43500	30500
31	TP/22-23/50	Modern Office Management, Team Building and Effective Communication	21 –23 Sep 2022	New Delhi	Middle / Senior Management	NA	18300
32	TP/22-23/55	Leadership & Effective Team Management	17-21 Oct 2022	New Delhi	All Levels	43500	30500
33	TP/22-23/57	Digital Workplace: Essentials for non-IT Executives	17-21 Oct 2022	New Delhi	Middle / Senior Management	43500	30500
34	TP/22-23/69	Corporate Social Responsibility (CSR): Business meets Community for Sustainable Development	15-17 Nov 2022	New Delhi	Junior/ Middle management professionals/Consultants/Students	NA	18300
35	TP/22-23/70	Scientific Storage and Quality Control of Food Grains	09-11 Nov 2022	New Delhi	Middle / Senior Management	NA	18300

## NPC TRAINING CALENDAR APRIL 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
36	TP/22-23/71	Quality Improvement in Healthcare sector	16 -18 Nov 2022	New Delhi	Middle/ Senior Management	NA	18300
37	TP/22-23/74	Project Management and Financial Management	21-23 Nov 2022	New Delhi	Middle / Senior Management	NA	18300
38	TP/22-23/75	Innovation & Change Management for Organizational Excellence	21-25 Nov 2022	New Delhi	Middle/ Senior Management	43500	30500
39	TP/22-23/85	Work Life Balance and Stress Management	29-30 Nov 2022	New Delhi	All Levels	NA	12200
40	TP/22-23/91	Productivity Improvement using Lean Tools	06-08 Dec 2022	New Delhi	Middle management professionals/Consultants/Students	NA	18300
41	TP/22-23/98	Adoption of Organic Farming Techniques for Sustainable Agriculture	14-16 Dec 2022	New Delhi	Middle / Senior Management	NA	18300
42	TP/22-23/100	Negotiation & Conflict Resolution Strategies	19-23 Dec 2022	New Delhi	Middle/ Senior Management	43500	30500
43	TP/22-23/103	Preventive Vigilance, E-Procurement and Key to Good Governance	19-23 Dec 2022	New Delhi	Middle / Senior Management	43500	30500



## NPC TRAINING CALENDAR APRIL 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
44	TP/22-23/104	How to conduct Energy Audit and Energy Accounting	20 - 22 Dec 2022	New Delhi	Middle / Senior Management	NA	18300
45	TP/22-23/107	How to improve city ranking under Swachh Survekshan	28 - 30 Dec 2022	New Delhi	Middle/ Senior Management	NA	18300
46	TP/22-23/108	Risk Assessment and Risk Management in Food Industry	30-Dec-22	New Delhi	Food Industry / Food Safety Professionals	NA	6100
47	TP/22-23/114	Work Life Balance and Stress Management	10-11 Jan 2023	New Delhi	All Levels	NA	12200
48	TP/22-23/115	Introduction to effective 5S Implementation and It's Certifications	10-12 Jan 2023	New Delhi	Middle management professionals/Consultants/Students	NA	18300
49	TP/22-23/116	Six waste Management Rules 2016 and its amendments	11 - 13 Jan 2023	New Delhi	Middle / Senior Management	NA	18300
50	TP/22-23/119	People Partnership for Performance Excellence	16 - 20 Jan 2023	New Delhi	Middle / Senior Management	43500	30500
51	TP/22-23/122	Productivity Improvement tools & Techniques	17-19 Jan 2023	New Delhi	Middle management professionals/Consultants/Students	NA	18300
52	TP/22-23/123	Performance Management, Monitoring and Evaluation for Organizational Excellence	17-19 Jan 2023	New Delhi	Middle/ Senior Management	NA	18300

## NPC TRAINING CALENDAR APRIL 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
53	TP/22-23/126	Cold Chain & Logistic Managements for Agri Food Products	18-20 Jan 2023	New Delhi	Middle / Senior Management	NA	18300
54	TP/22-23/129	Green Productivity	23-25 Jan 2023	New Delhi	Middle/ Senior Management	NA	18300
55	TP/22-23/131	Circular Economy and Sustainability	01-03 Feb 2023	New Delhi	Middle management professionals/Consultants/Students	NA	18300
56	TP/22-23/136	Innovation & Change Management for Organizational Excellence	06-10 Feb 2023	New Delhi	Middle / Senior Management	43500	30500
57	TP/22-23/138	Agri-Start-up and Contract Farming Models	08-10 Feb 2023	New Delhi	Middle / Senior Management	NA	18300
58	TP/22-23/140	Good Governance & Transparency through RTI	08-12 Feb 2023	New Delhi	Middle / Senior Management	43500	30500
59	TP/22-23/141	PRP/ Schedule IV implementation, general requirements in Food Industry.	07-08 Feb 2023	New Delhi	Food Industry / Food Safety Professionals	NA	12200
60	TP/22-23/142	Ergonomics for Plant Layout Improvement	09-11 Feb 2023	New Delhi	Middle management professionals/Consultants/Students	NA	18300



## NPC TRAINING CALENDAR APRIL 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
61	TP/22-23/144	Artificial Intelligence (AI), Machine Learning (ML) and Blockchain in Agriculture: The future of Smart Farming	15-17 Feb 2023	New Delhi	Middle / Senior Management	NA	18300
62	TP/22-23/146	Leadership & Effective Team Management	20-24 Feb 2023	New Delhi	Middle / Senior Management	43500	30500
63	TP/22-23/157	Food Safety and Regulations in India	20-21 Feb 2023	New Delhi	Food Industry / Food Safety Professionals	NA	12200
64	TP/22-23/158	Lean Six Sigma Green Belt Certification Course	21-23 Feb 2023	New Delhi	Middle management professionals/Consultants/Students	NA	18300
65	TP/22-23/159	Patent Drafting & Commercial Aspects	27-28 Feb 2023	New Delhi	Middle/ Senior Management	NA	12200
66	TP/22-23/160	Spare Parts Management	01-02 Mar 2023	New Delhi	Junior/ Middle management professionals/Consultants/Students	NA	12200
67	TP/22-23/161	Practical Implementation of HACCP in Food Industry	02-03 Mar 2023	New Delhi	Food Industry / Food Safety Professionals	NA	12200
68	TP/22-23/165	Negotiation & Conflict Resolution Strategies	13-17 Mar 2023	New Delhi	Middle/ Senior Management	43500	30500
69	TP/22-23/168	Organizational Productivity through Digital Transformation	13-17 Mar 2023	New Delhi	Middle / Senior Management	43500	30500

## NPC TRAINING CALENDAR APRIL 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
70	TP/22-23/170	Monitoring & Evaluation: The Logical Framework Approach	22-24 Mar 2023	New Delhi	Middle / Senior Management	NA	18300
GOA							
71	TP/22-23/59	Stress Management - Unleash the power within for achieving Organisational Goal	31 Oct -04 Nov 2022	Goa	All Levels	55000	30500
72	TP/22-23/82	Advance Course on Productivity Improvement & Workplace management through 5S	21- 25 Nov 2022	Goa	All Levels	55000	30500
73	TP/22-23/88	Advance Course on Productivity and Digital Workplace Management	05-09 Dec 2022	Goa	PA / PS, Secretarial staff	55000	30500
74	TP/22-23/97	AtmaNirbhar through Lean Practices	12-16 Dec 2022	Goa	All levels	55000	30500
75	TP/22-23/120	Quality Control Tools for Organizational Problem Solving	16 - 20 Jan 2023	Goa	All Levels	55000	30500
76	TP/22-23/156	Digitalization of SMEs in Supply Chain of CPSEs	20-24 Feb 2023	Goa	Middle/ Senior Management	55000	30500
GUJARAT							
77	TP/22-23/16	Advance Course on Modern Office and Productivity Management	18-22 Jul 2022	Ekta Nagar, Statue of Unity, Gujarat	All Levels	49000	30500



## NPC TRAINING CALENDAR APRIL 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
78	TP/22-23/29	Office effectiveness Management with focus on Lean office, 5S and Productivity improvement practices	22-26 Aug 2022	Dwarka	All Levels	49000	30500
79	TP/22-23/53	Advance Course on Modern Office and Productivity Management	10-14 Oct 2022	Diu Somnath	All Levels	49000	30500
80	TP/22-23/96	Advance Course on Secretarial Effectiveness: Focus on Advance Productivity Tools	12-16 Dec 2022	Ekta Nagar, Statue of Unity, Gujarat	All Levels	49000	30500
81	TP/22-23/109	Advance Course on Modern Office and Productivity Management	02-06 Jan 2023	Dwarka	All Levels	49000	30500
82	TP/22-23/145	Digital Transformation through e-Governance & ICT	14-18 Feb 2023	Ekta Nagar, Statue of Unity, Gujarat	All Levels	49000	30500
<b>HIMACHAL PRADESH</b>							
83	TP/22-23/05	Advance Course on RTI Act, 2005 (Problems, Issues and Challenges in RTI Act, 2005 implementation and CIC/SIC Judgments) and Modern Office Management	16-20 May 2022	Dharamshala	Middle/ Senior Management	49000	30500

## NPC TRAINING CALENDAR APRIL 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
84	TP/22-23/08	Modern Office Management and Modern Performance Management	13-17 Jun 2022	Manali	Middle / Senior Management	49000	30500
85	TP/22-23/28	Team building, Motivation and Leadership Skills for improving organizational performance	22-26 Aug 2022	Kasauli	Middle / Senior Management	49000	30500
86	TP/22-23/45	Advance Course on RTI Act, 2005 (Problems, Issues and Challenges in RTI Act, 2005 implementation and CIC/SIC Judgments) and Modern Office Management	19 –23 Sep 2022	Dalhousie	Middle / Senior Management	49000	30500
87	TP/22-23/77	Advance Course on RTI Act, 2005 and Modern HR Practices	21- 25 Nov 2022	Shimla	Middle / Senior Management	49000	30500
88	TP/22-23/89	Establishment Rules, CCS rules, Noting & Drafting and Vigilance Management	05-09 Dec 2022	Manali	Middle / Senior Management	49000	30500
89	TP/22-23/95	Modern Office Management and Modern Performance Management	12-16 Dec 2022	Dalhousie	Middle / Senior Management	49000	30500



## NPC TRAINING CALENDAR APRIL 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
90	TP/22-23/169	Improving Leadership, Managerial and Administrative Skills	20-24 Mar 2023	Solan	Middle / Senior Management	49000	30500
JAMMU & KASHMIR							
91	TP/22-23/60	Establishment Rules, CCS rules, Noting & Drafting and Vigilance Management	07-11 Nov 2022	Katara/Jammu	Middle / Senior Management	49000	30500
JHARKHAND							
92	TP/22-23/72	Steppingstone for performance excellence	17-18 Nov 2022	Ranchi	All Levels	NA	12200
93	TP/22-23/130	Improving Overall Equipment Efficiency (OEE) through TPM	23-24 Jan 2023	Ranchi	Supervisors, Front line managers, Middle Management	NA	12200
94	TP/22-23/172	Leading with Emotional Intelligence	23-24 Mar 2023	Ranchi	Middle/ Senior Management	NA	12200
KARNATAKA							
95	TP/22-23/37	Tendering Process and Contract Management	05-09 Sep 2022	Mysore	Middle / Senior Management	55000	30500
96	TP/22-23/40	Procurement Management through GEM (E-Procurement)	12 –16 Sep 2022	Mysore	Middle / Senior Management	55000	30500
97	TP/22-23/67	RTI and Preventive Vigilance for Organizational Transparency	14-18 Nov 2022	Mangalore	Middle / Senior Management	55000	30500

## NPC TRAINING CALENDAR APRIL 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
98	TP/22-23/76	Industrial Internet of Things - Smart Manufacturing Systems	21- 25 Nov 2022	Mangalore	Middle / Senior Management	55000	30500
KERALA							
99	TP/22-23/93	Procurement Management through GEM (E-Procurement)	12 - 16 Dec 2022	Kochi	Middle / Senior Management	55000	30500
100	TP/22-23/112	RTI and Preventive Vigilance for Organizational Transparency	9 - 13 Jan 2023	Trivandrum	Middle / Senior Management	55000	30500
101	TP/22-23/118	Tendering Process and Contract Management	16 - 20 Jan 2023	Trivandrum	Middle / Senior Management	55000	30500
102	TP/22-23/135	Industrial Internet of Things - Smart Manufacturing Systems	06-10 Feb 2023	Kochi	Middle / Senior Management	55000	30500
LADAKH							
103	TP/22-23/15	Advance Course on RTI Act, 2005 and Modern Management Practices	18-22 Jul 2022	Leh	All Levels	49000	30500
MADHYA PRADESH							
104	TP/22-23/64	HRD interventions for Organizational Excellence.	14-18 Nov 2022	Ujjain	All Levels	49000	30500
MAHARASHTRA							
105	TP/22-23/41	Yoga & Meditation for leading a Holistic Life	12 –16 Sep 2022	Lonavala	All Levels	55000	30500

## NPC TRAINING CALENDAR APRIL 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
106	TP/22-23/68	Self-reliance through Energy Conservation & Management	14-18 Nov 2022	Nashik	Middle/ Senior Management	55000	30500
MEGHALAYA							
107	TP/22-23/09	Digital Transformation of Organization	13-17 Jun 2022	Shillong	Middle/ Senior Management	55000	30500
108	TP/22-23/20	Public procurement and Contract Management / arbitrations	25-29 Jul 2022	Shillong	Middle/ Senior Management	55000	30500
109	TP/22-23/36	Internal Auditors training on Integrated Management System (ISO 9001, ISO 14001, and ISO 45001)	05-09 Sep 2022	Shillong	All Levels	55000	30500
ODISHA							
110	TP/22-23/23	Internal auditor Programme on IMS (QMS, EMS, OHSAS and EnMS)	16-18 Aug 2022	Bhubaneswar	All Levels	NA	18300
111	TP/22-23/27	Waste to wealth	22-26 Aug 2022	Puri	Middle / Senior Management	55000	30500
112	TP/22-23/38	Lean Manufacturing	05-09 Sep 2022	Bhubaneswar	All Levels	55000	30500
113	TP/22-23/44	Team Building & Motivation for improving Organizational Performance	19 –23 Sep 2022	Sambalpur	All Levels	55000	30500
114	TP/22-23/62	Advanced tools for Quality, Safety and Environment professionals	08-10 Nov 2022	Bhubaneswar	All Levels	NA	18300



## NPC TRAINING CALENDAR APRIL 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
115	TP/22-23/73	Development of PA / PS	21-25 Nov 2022	Puri	PA / PS, Secretarial staff	55000	30500
116	TP/22-23/87	Safety Leadership	05-09 Dec 2022	Puri	Middle / Senior Management	55000	30500
117	TP/22-23/134	Project Planning, Implementation, Monitoring and Evaluation	06-10 Feb 2023	Sambalpur	All Levels	55000	30500
PUNJAB							
118	TP/22-23/65	Improving Leadership, Managerial and Administrative Skills	14-18 Nov 2022	Amritsar	Middle / Senior Management	49000	30500
119	TP/22-23/147	Advance Course on RTI Act, 2005 and Modern Office Management	20-24 Feb 2023	Chandigarh	Middle / Senior Management	49000	30500
RAJASTHAN							
120	TP/22-23/01	Administrative Effectiveness, Focus: Human Resource Management	18-22 Apr 2022	Mount Abu	Middle/ Senior Management	55500	30500
121	TP/22-23/06	Advance Course on Secretarial Effectiveness: Capacity Building	23-27 May 2022	Mount Abu	PA / PS, Secretarial staff	55500	30500
122	TP/22-23/11	Administrative Effectiveness, Focus: Preventive Vigilance, E-Procurement & RTI	20-24 Jun 2022	Mount Abu	Middle/ Senior Management	55500	30500
123	TP/22-23/17	Developing Managerial Leadership Skills	18-22 Jul 2022	Udaipur	Middle/ Senior Management	55500	30500

## NPC TRAINING CALENDAR APRIL 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
124	TP/22-23/32	Advance Course on Secretarial Effectiveness: Capacity Building	22-26 Aug 2022	Jaipur	Middle/ Senior Management	55500	30500
125	TP/22-23/46	Advance Course on Secretarial Effectiveness: Focus on Modern IT practices	19 –23 Sep 2022	Mount Abu	All Levels	49000	30500
126	TP/22-23/48	Administrative Effectiveness, Focus: Preventive Vigilance, E-Procurement & RTI	19 –23 Sep 2022	Udaipur	Middle/ Senior Management	55500	30500
127	TP/22-23/58	Procurement & Tendering: GFR	17-21 Oct 2022	Jaipur	All Levels	55500	30500
128	TP/22-23/79	Advance Course on Secretarial Effectiveness: Capacity Building	21- 25 Nov 2022	Jaisalmer	Middle/ Senior Management	55500	30500
129	TP/22-23/102	Administrative Effectiveness, Focus: Preventive Vigilance, E-Procurement & RTI	19-23 Dec 2022	Jaisalmer	Middle/ Senior Management	55500	30500
130	TP/22-23/125	Procurement and Tendering: GFR	17-21 Jan 2023	Ajmer / Pushkar	Middle / Senior Management	55500	30500
131	TP/22-23/154	Advance Course on Secretarial Effectiveness: Capacity Building	14-18 Feb 2023	Jaisalmer	Middle/ Senior Management	55500	30500

## NPC TRAINING CALENDAR APRIL 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
132	TP/22-23/166	Administrative Effectiveness, Focus: Preventive Vigilance, E-Procurement & RTI	14-18 Mar 2023	Udaipur	Middle/ Senior Management	55500	30500
SIKKIM							
133	TP/22-23/105	Application of Artificial Intelligence & Machine Learning in Power Sector	21-23 Dec 2022	Gangtok	Middle/ Senior Management	40000	18300
134	TP/22-23/137	Enhancing Organizational Productivity through Lean Management	06-10 Feb 2023	Gangtok	Middle / Senior Management	55000	30500
TAMIL NADU							
135	TP/22-23/10	Centrifugal Pumps- How to efficiently operate & maintain them at AIP Chennai	20-22 Jun 2022	Chennai	All Levels	22800	18300
136	TP/22-23/13	Gender Sensitization	23-24 Jun 2022	Chennai	All Levels	NA	12200
137	TP/22-23/14	Hands-on Training on Energy Efficiency in Electrical Utilities at AIP Chennai	18-20 Jul 2022	Chennai	All Levels	22800	18300
138	TP/22-23/18	Productivity Improvement and Modern Office Management	19-23 Jul 2022	Kanyakumari	All Levels	55000	30500
139	TP/22-23/19	Effective Spare Parts Management	25-27 Jul 2022	Chennai	All Levels	NA	18300



## NPC TRAINING CALENDAR APRIL 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
140	TP/22-23/24	EPF & MP Act	18-19 Aug 2022	Madurai	All Levels	25500	12200
141	TP/22-23/26	O & M & advancements in Wastewater Treatment	22-24 Aug 2022	Chennai	All Levels	NA	18300
142	TP/22-23/35	World Class Maintenance Management	05-09 Sep 2022	Kodaikanal	All Levels	50000	30500
143	TP/22-23/39	Disciplinary Proceedings & Office Compliances	12-13 Sep 2022	Puducherry	All Levels	24000	12200
144	TP/22-23/54	Energy Conservation in Process Boilers and Steam systems	13-14 Oct 2022	Chennai	All Levels	NA	12200
145	TP/22-23/63	Best practices in Waste Management Systems	10-11 Nov 2022	Kodaikanal	All Levels	27200	12200
146	TP/22-23/66	Design, Installation & Challenges in Solar PV Power Generation at AIP Chennai	14-16 Nov 2022	Chennai	Middle / Senior Management	22800	18300
147	TP/22-23/86	Efficient Operation, Maintenance & Safety aspects of Boilers	01-02 Dec 2022	Chennai	All Levels	NA	12200
148	TP/22-23/92	In-Situ Balancing & Alignment at AIP Chennai at AIP Chennai	12-14 Dec 2022	Chennai	All Levels	22800	18300
149	TP/22-23/111	Sales and Operations Planning	9-10 Jan 2023	Puducherry	All Levels	24000	12200
150	TP/22-23/127	Enhance your Profitability through Productivity at AIP Chennai	23-25 Jan 2023	Chennai	All Levels	22800	18300

## NPC TRAINING CALENDAR APRIL 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
151	TP/22-23/128	O & M & advancements in Wastewater Treatment	23-25 Jan 2023	Madurai	All Levels	35000	18300
152	TP/22-23/132	Improving organizational Productivity through Business Analytics	06-10 Feb 2023	Chennai	All Levels	43500	30500
153	TP/22-23/152	Hands-on Training on Energy Efficiency in Thermal Utilities at AIP Chennai	22-24 Feb 2023	Chennai	All Levels	22800	18300
154	TP/22-23/153	Industrial air pollution control systems	23-24 Feb 2023	Puducherry	All Levels	24000	12200
TELANGANA							
155	TP/22-23/56	Neuro Linguistic Programming	17-21 Oct 2022	Hyderabad	Middle/ Senior Management	55000	30500
156	TP/22-23/84	Energy Conservation in Pharma Sector	28- 30 Nov 2022	Hyderabad	Middle/ Senior Management	NA	18300
157	TP/22-23/148	Six Sigma Green Belt Training and Certification	20-24 Feb 2023	Hyderabad	Middle/ Senior Management	NA	30500
158	TP/22-23/149	Work Life Balance	20-24 Feb 2023	Hyderabad	Middle/ Senior Management	55000	30500
UTTAR PRADESH							
159	TP/22-23/52	Industrial Safety: Thinking in action	10-14 Oct 2022	Agra	Middle/ Senior Management	49000	30500
160	TP/22-23/80	Organizational profit through Waste to Wealth	21-25 Nov, 2022	Ayodhya	Middle/ Senior Management	49000	30500

## NPC TRAINING CALENDAR APRIL 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
161	TP/22-23/106	Developing Competencies of Executives Secretaries, Personal Assistants & Office Staff for Better Performance	26-30 Dec 2022	Prayagraj	Senior Staff / Middle to senior Management	49000	30500
162	TP/22-23/121	Managerial Effectiveness: Focus on Team Work and Conflict Management	16-20 Jan 2023	Varanasi	Middle/ Senior Management	49000	30500
163	TP/22-23/139	Organizational Excellence through Design thinking	07-11 Feb 2023	Mathura	Middle/ Senior Management	49000	30500
UTTARAKHAND							
164	TP/22-23/12	Performance Management for Organizational Effectiveness	20-24 Jun 2022	Mussoorie	Middle/ Senior Management	49000	30500
165	TP/22-23/34	Professional Work & Personal Life Balance for High Productivity in Organization	05-09 Sep 2022	Nainital	Middle/ Senior Management	49000	30500
166	TP/22-23/90	Organizational Excellence through Design thinking	05-09 Dec 2022	Haridwar	Middle/ Senior Management	49000	30500
WEST BENGAL							
167	TP/22-23/51	Waste Minimization - Need of the Hour	26 –29 Sep 2022	Digha	Middle/ Senior Management	47000	30500
168	TP/22-23/83	Latest Energy & Safety Interventions in Industries	21- 25 Nov 2022	Darjeeling	Middle/ Senior Management	55000	30500




## NPC TRAINING CALENDAR APRIL 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
169	TP/22-23/117	Performance Management for Organizational Effectiveness	16-20 Jan 2023	Darjeeling	Middle/ Senior Management	55000	30500
170	TP/22-23/150	Waste to Wealth	20-24 Feb 2023	Kolkata	Middle/ Senior Management	55000	30500
171	TP/22-23/164	Comprehensive Workplace Safety	8-10 Mar 2023	Kolkata	Middle/ Senior Management	NA	18300
172	TP/22-23/171	Modern Management Concepts to Improve Efficiency	21-23 Mar 2023	Kolkata	Middle/ Senior Management	NA	18300



# Training Calendar (Theme Wise)





## NPC TRAINING CALENDAR APR 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
DIVYANGJAN							
1	TP/22-23/143	Empowerment of Persons with Disabilities and Project Implementation	13-17 Feb 2023	Guwahati	Special program for DIVYANGJAN across all levels	55000	30500
Swachh Survekshan							
2	TP/22-23/107	How to improve city ranking under Swachh Survekshan	28 - 30 Dec 2022	New Delhi	Middle/ Senior Management	NA	18300
5S / Lean / Six Sigma / Quality / Safety / Ergonomics							
3	TP/22-23/29	Office effectiveness Management with focus on Lean office, 5S and Productivity improvement practices	22-26 Aug 2022	Dwarka	All Levels	49000	30500
4	TP/22-23/38	Lean Manufacturing	05-09 Sep 2022	Bhubaneswar	All Levels	55000	30500
5	TP/22-23/52	Industrial Safety: Thinking in action	10-14 Oct 2022	Agra	Middle/ Senior Management	49000	30500
6	TP/22-23/62	Advanced tools for Quality, Safety and Environment professionals	08-10 Nov 2022	Bhubaneswar	All Levels	NA	18300
7	TP/22-23/71	Quality Improvement in Healthcare sector	16 -18 Nov 2022	New Delhi	Middle/ Senior Management	NA	18300
8	TP/22-23/81	Six Sigma Green Belt Training and Certification	21- 25 Nov 2022	Vishakhapatnam	Middle/ Senior Management	NA	30500
9	TP/22-23/82	Advance Course on Productivity Improvement & Workplace management through 5S	21- 25 Nov 2022	Goa	All Levels	55000	30500
10	TP/22-23/87	Safety Leadership	05-09 Dec 2022	Puri	Middle / Senior Management	55000	30500
11	TP/22-23/91	Productivity Improvement using Lean Tools	06-08 Dec 2022	New Delhi	Middle management professionals/ Consultants/ Students	NA	18300
12	TP/22-23/97	AtmaNirbhar through Lean Practices	12-16 Dec 2022	Goa	All levels	55000	30500

## NPC TRAINING CALENDAR APR 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
13	TP/22-23/115	Introduction to effective 5S Implementation and It's Certifications	10-12 Jan 2023	New Delhi	Middle management professionals/ Consultants/ Students	NA	18300
14	TP/22-23/120	Quality Control Tools for Organizational Problem Solving	16 - 20 Jan 2023	Goa	All Levels	55000	30500
15	TP/22-23/137	Enhancing Organizational Productivity through Lean Management	06-10 Feb 2023	Gangtok	Middle / Senior Management	55000	30500
16	TP/22-23/142	Ergonomics for Plant Layout Improvement	09-11 Feb 2023	New Delhi	Middle management professionals/ Consultants/ Students	NA	18300
17	TP/22-23/148	Six Sigma Green Belt Training and Certification	20-24 Feb 2023	Hyderabad	Middle/ Senior Management	NA	30500
18	TP/22-23/158	Lean Six Sigma Green Belt Certification Course	21-23 Feb 2023	New Delhi	Middle management professionals/ Consultants/ Students	NA	18300
19	TP/22-23/164	Comprehensive Workplace Safety	8-10 Mar 2023	Kolkata	Middle/ Senior Management	NA	18300
<b>Digital Transformation and Cyber Security</b>							
20	TP/22-23/09	Digital Transformation of Organization	13-17 Jun 2022	Shillong	Middle/ Senior Management	55000	30500
21	TP/22-23/31	Basics of Cyber Security for a secured organization	22-26 Aug 2022	Guwahati	Middle/ Senior Management (Non-IT Executives)	55000	30500
22	TP/22-23/57	Digital Workplace: Essentials for non-IT Executives	17-21 Oct 2022	New Delhi	Middle / Senior Management	43500	30500
23	TP/22-23/76	Industrial Internet of Things - Smart Manufacturing Systems	21- 25 Nov 2022	Mangalore	Middle / Senior Management	55000	30500
24	TP/22-23/88	Advance Course on Productivity and Digital Workplace Management	05-09 Dec 2022	Goa	PA / PS, Secretarial staff	55000	30500

## NPC TRAINING CALENDAR APR 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
25	TP/22-23/105	Application of Artificial Intelligence & Machine Learning in Power Sector	21-23 Dec 2022	Gangtok	Middle/ Senior Management	40000	18300
26	TP/22-23/135	Industrial Internet of Things - Smart Manufacturing Systems	06-10 Feb 2023	Kochi	Middle / Senior Management	55000	30500
27	TP/22-23/144	Artificial Intelligence (AI), Machine Learning (ML) and Blockchain in Agriculture: The future of Smart Farming	15-17 Feb 2023	New Delhi	Middle / Senior Management	NA	18300
28	TP/22-23/145	Digital Transformation through e-Governance & ICT	14-18 Feb 2023	Ekta Nagar, Statue of Unity, Gujarat	All Levels	49000	30500
29	TP/22-23/156	Digitalization of SMEs in Supply Chain of CPSEs	20-24 Feb 2023	Goa	Middle/ Senior Management	55000	30500
30	TP/22-23/168	Organizational Productivity through Digital Transformation	13-17 Mar 2023	New Delhi	Middle / Senior Management	43500	30500
<b>Energy Efficiency</b>							
31	TP/22-23/10	Centrifugal Pumps- How to efficiently operate & maintain them at AIP Chennai	20-22 Jun 2022	Chennai	All Levels	22800	18300
32	TP/22-23/14	Hands-on Training on Energy Efficiency in Electrical Utilities at AIP Chennai	18-20 Jul 2022	Chennai	All Levels	22800	18300
33	TP/22-23/54	Energy Conservation in Process Boilers and Steam systems	13-14 Oct 2022	Chennai	All Levels	NA	12200
34	TP/22-23/66	Design, Installation & Challenges in Solar PV Power Generation at AIP Chennai	14-16 Nov 2022	Chennai	Middle / Senior Management	22800	18300
35	TP/22-23/68	Self-reliance through Energy Conservation & Management	14-18 Nov 2022	Nashik	Middle/ Senior Management	55000	30500
36	TP/22-23/83	Latest Energy & Safety Interventions in Industries	21- 25 Nov 2022	Darjeeling	Middle/ Senior Management	55000	30500
37	TP/22-23/84	Energy Conservation in Pharma Sector	28- 30 Nov 2022	Hyderabad	Middle/ Senior Management	NA	18300
38	TP/22-23/86	Efficient Operation, Maintenance & Safety aspects of Boilers	01-02 Dec 2022	Chennai	All Levels	NA	12200



## NPC TRAINING CALENDAR APR 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
39	TP/22-23/92	In-Situ Balancing & Alignment at AIP Chennai at AIP Chennai	12-14 Dec 2022	Chennai	All Levels	22800	18300
40	TP/22-23/104	How to conduct Energy Audit and Energy Accounting	20 - 22 Dec 2022	New Delhi	Middle / Senior Management	NA	18300
41	TP/22-23/152	Hands-on Training on Energy Efficiency in Thermal Utilities at AIP Chennai	22-24 Feb 2023	Chennai	All Levels	22800	18300
<b>Food / Agri Industry</b>							
42	TP/22-23/02	PRP/ Schedule IV implementation, general requirements in Food Industry.	26-27 Apr 2022	New Delhi	Food Industry / Food Safety Professionals	NA	12200
43	TP/22-23/07	Labelling as per FSSAI Guidelines	26-27 May 2022	New Delhi	Food Industry / Food Safety Professionals	NA	12200
44	TP/22-23/22	FSSC 22000	11-12 Aug 2022	New Delhi	Food Industry / Food Safety Professionals	NA	12200
45	TP/22-23/33	Personal Excellence by Time & Stress Management	24-26 Aug 2022	New Delhi	Middle / Senior Management	NA	18300
46	TP/22-23/42	Practical Implementation of HACCP in Food Industry	15 –16 Sep 2022	New Delhi	Food Industry / Food Safety Professionals	NA	12200
47	TP/22-23/70	Scientific Storage and Quality Control of Food Grains	09-11 Nov 2022	New Delhi	Middle / Senior Management	NA	18300
48	TP/22-23/98	Adoption of Organic Farming Techniques for Sustainable Agriculture	14-16 Dec 2022	New Delhi	Middle / Senior Management	NA	18300
49	TP/22-23/108	Risk Assessment and Risk Management in Food Industry	30-Dec-22	New Delhi	Food Industry / Food Safety Professionals	NA	6100
50	TP/22-23/126	Cold Chain & Logistic Managements for Agri Food Products	18-20 Jan 2023	New Delhi	Middle / Senior Management	NA	18300
51	TP/22-23/138	Agri-Startup and Contract Farming Models	08-10 Feb 2023	New Delhi	Middle / Senior Management	NA	18300
52	TP/22-23/141	PRP/ Schedule IV implementation, general requirements in Food Industry.	07-08 Feb 2023	New Delhi	Food Industry / Food Safety Professionals	NA	12200

## NPC TRAINING CALENDAR APR 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
53	TP/22-23/157	Food Safety and Regulations in India	20-21 Feb 2023	New Delhi	Food Industry / Food Safety Professionals	NA	12200
54	TP/22-23/161	Practical Implementation of HACCP in Food Industry	02-03 Mar 2023	New Delhi	Food Industry / Food Safety Professionals	NA	12200
<b>Gender Issues</b>							
55	TP/22-23/13	Gender Sensitization	23-24 Jun 2022	Chennai	All Levels	NA	12200
56	TP/22-23/78	Gender Equity and Project Implementation	21- 25 Nov 2022	Dibrugarh	Middle/ Senior Management	55000	30500
57	TP/22-23/162	Prevention of Sexual Harassment	02-03 Mar 2023	Vishakhapatnam	Middle/ Senior Management	NA	12200
<b>Office Productivity and Employee Productivity</b>							
58	TP/22-23/04	Office Procedures including noting and drafting	09-13 May 2022	Guwahati	Senior Staff / Middle Management	55000	30500
59	TP/22-23/08	Modern Office Management and Modern Performance Management	13-17 Jun 2022	Manali	Middle / Senior Management	49000	30500
60	TP/22-23/12	Performance Management for Organizational Effectiveness	20-24 Jun 2022	Mussoorie	Middle/ Senior Management	49000	30500
61	TP/22-23/16	Advance Course on Modern Office and Productivity Management	18-22 Jul 2022	Ekta Nagar, Statue of Unity, Gujarat	All Levels	49000	30500
62	TP/22-23/18	Productivity Improvement and Modern Office Management	19-23 Jul 2022	Kanyakumari	All Levels	55000	30500
63	TP/22-23/21	Business Excellence for Organizational Performance	25-29 Jul 2022	New Delhi	Middle/ Senior Management	43500	30500
64	TP/22-23/25	Effective Office Administration and Financial Management	22-23 Aug 2022	New Delhi	All Levels	NA	12200
65	TP/22-23/43	Performance Management, Monitoring and Evaluation for Organizational Excellence	19 –21 Sep 2022	New Delhi	Middle/ Senior Management	NA	18300

## NPC TRAINING CALENDAR APR 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
66	TP/22-23/46	Advance Course on Secretarial Effectiveness: Focus on Modern IT practices	19 –23 Sep 2022	Mount Abu	All Levels	49000	30500
67	TP/22-23/53	Advance Course on Modern Office and Productivity Management	10-14 Oct 2022	Diu Somnath	All Levels	49000	30500
68	TP/22-23/56	Neuro Linguistic Programming	17-21 Oct 2022	Hyderabad	Middle/ Senior Management	55000	30500
69	TP/22-23/95	Modern Office Management and Modern Performance Management	12-16 Dec 2022	Dalhousie	Middle / Senior Management	49000	30500
70	TP/22-23/96	Advance Course on Secretarial Effectiveness: Focus on Advance Productivity Tools	12-16 Dec 2022	Ekta Nagar, Statue of Unity, Gujarat	All Levels	49000	30500
71	TP/22-23/109	Advance Course on Modern Office and Productivity Management	02-06 Jan 2023	Dwarka	All Levels	49000	30500
72	TP/22-23/117	Performance Management for Organizational Effectiveness	16-20 Jan 2023	Darjeeling	Middle/ Senior Management	55000	30500
73	TP/22-23/119	People Partnership for Performance Excellence	16 - 20 Jan 2023	New Delhi	Middle / Senior Management	43500	30500
74	TP/22-23/122	Productivity Improvement tools & Techniques	17-19 Jan 2023	New Delhi	Middle management professionals/ Consultants/ Students	NA	18300
75	TP/22-23/123	Performance Management, Monitoring and Evaluation for Organizational Excellence	17-19 Jan 2023	New Delhi	Middle/ Senior Management	NA	18300
76	TP/22-23/127	Enhance your Profitability through Productivity at AIP Chennai	23-25 Jan 2023	Chennai	All Levels	22800	18300



## NPC TRAINING CALENDAR APR 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
77	TP/22-23/132	Improving organizational Productivity through Business Analytics	06-10 Feb 2023	Chennai	All Levels	43500	30500
78	TP/22-23/171	Modern Management Concepts to Improve Efficiency	21-23 Mar 2023	Kolkata	Middle/ Senior Management	NA	18300
<b>Patent and Intellectual Property</b>							
79	TP/22-23/03	Patent Agent Examination	28-29 Apr 2022	New Delhi	All Levels	NA	12200
80	TP/22-23/159	Patent Drafting & Commercial Aspects	27-28 Feb 2023	New Delhi	Middle/ Senior Management	NA	12200
<b>Project Management &amp; Monitoring</b>							
81	TP/22-23/74	Project Management and Financial Management	21-23 Nov 2022	New Delhi	Middle / Senior Management	NA	18300
82	TP/22-23/134	Project Planning, Implementation, Monitoring and Evaluation	06-10 Feb 2023	Sambalpur	All Levels	55000	30500
83	TP/22-23/170	Monitoring & Evaluation: The Logical Framework Approach	22-24 Mar 2023	New Delhi	Middle / Senior Management	NA	18300
<b>Quality Management Systems</b>							
84	TP/22-23/23	Internal auditor Programme on IMS (QMS, EMS, OHSAS and EnMS)	16-18 Aug 2022	Bhubaneswar	All Levels	NA	18300
85	TP/22-23/36	Internal Auditors training on Integrated Management System (ISO 9001, ISO 14001, and ISO 45001)	05-09 Sep 2022	Shillong	All Levels	55000	30500
86	TP/22-23/124	Internal auditor Programme on ISO 50001	17-20 Jan 2023	Raipur	All Levels	41500	24400
<b>Service Regulations (Public Procurement, GFR, RTI, Vigilance, CCS Rules etc.)</b>							
87	TP/22-23/05	Advance Course on RTI Act, 2005 (Problems, Issues and Challenges in RTI Act, 2005 implementation and CIC/SIC Judgments) and Modern Office Management	16-20 May 2022	Dharamshala	Middle/ Senior Management	49000	30500

## NPC TRAINING CALENDAR APR 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
88	TP/22-23/11	Administrative Effectiveness, Focus: Preventive Vigilance, E-Procurement & RTI	20-24 Jun 2022	Mount Abu	Middle/ Senior Management	55500	30500
89	TP/22-23/15	Advance Course on RTI Act, 2005 and Modern Management Practices	18-22 Jul 2022	Leh	All Levels	49000	30500
90	TP/22-23/20	Public procurement and Contract Management / arbitrations	25-29 Jul 2022	Shillong	Middle/ Senior Management	55000	30500
91	TP/22-23/24	EPF & MP Act	18-19 Aug 2022	Madurai	All Levels	25500	12200
92	TP/22-23/30	Preventive Vigilance, E-Procurement and Key to Good Governance	22-26 Aug 2022	New Delhi	Middle / Senior Management	43500	30500
93	TP/22-23/37	Tendering Process and Contract Management	05-09 Sep 2022	Mysore	Middle / Senior Management	55000	30500
94	TP/22-23/39	Disciplinary Proceedings & Office Compliances	12-13 Sep 2022	Puducherry	All Levels	24000	12200
95	TP/22-23/40	Procurement Management through GEM (E-Procurement)	12 –16 Sep 2022	Mysore	Middle / Senior Management	55000	30500
96	TP/22-23/45	Advance Course on RTI Act, 2005 (Problems, Issues and Challenges in RTI Act, 2005 implementation and CIC/SIC Judgments) and Modern Office Management	19 –23 Sep 2022	Dalhousie	Middle / Senior Management	49000	30500
97	TP/22-23/47	Recruitment Rules and Reservation in services for Government organizations	19 –23 Sep 2022	Guwahati	All Levels	55000	30500
98	TP/22-23/48	Administrative Effectiveness, Focus: Preventive Vigilance, E-Procurement & RTI	19 –23 Sep 2022	Udaipur	Middle/ Senior Management	55500	30500
99	TP/22-23/49	E- procurement of Goods and Services, and related GFR Rules	19 –23 Sep 2022	New Delhi	Middle / Senior Management	43500	30500
100	TP/22-23/58	Procurement & Tendering: GFR	17-21 Oct 2022	Jaipur	All Levels	55500	30500
101	TP/22-23/60	Establishment Rules, CCS rules, Noting & Drafting and Vigilance Management	07-11 Nov 2022	Katara/Jammu	Middle / Senior Management	49000	30500

## NPC TRAINING CALENDAR APR 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
102	TP/22-23/61	Preventive Vigilance issues and Disciplinary proceedings	07-11 Nov 2022	Kaziranga	Senior Staff / Middle to senior Management	55000	30500
103	TP/22-23/67	RTI and Preventive Vigilance for Organizational Transparency	14-18 Nov 2022	Mangalore	Middle / Senior Management	55000	30500
104	TP/22-23/69	Corporate Social Responsibility (CSR): Business meets Community for Sustainable Development	15-17 Nov 2022	New Delhi	Junior/ Middle management professionals/ Consultants/ Students	NA	18300
105	TP/22-23/77	Advance Course on RTI Act, 2005 and Modern HR Practices	21- 25 Nov 2022	Shimla	Middle / Senior Management	49000	30500
106	TP/22-23/89	Establishment Rules, CCS rules, Noting & Drafting and Vigilance Management	05-09 Dec 2022	Manali	Middle / Senior Management	49000	30500
107	TP/22-23/93	Procurement Management through GEM (E-Procurement)	12 - 16 Dec 2022	Kochi	Middle / Senior Management	55000	30500
108	TP/22-23/101	Right to Information Act and Record Management	19-23 Dec 2022	Dibrugarh	Senior Staff / Middle to senior Management	55000	30500
109	TP/22-23/102	Administrative Effectiveness, Focus: Preventive Vigilance, E-Procurement & RTI	19-23 Dec 2022	Jaisalmer	Middle/ Senior Management	55500	30500
110	TP/22-23/103	Preventive Vigilance, E-Procurement and Key to Good Governance	19-23 Dec 2022	New Delhi	Middle / Senior Management	43500	30500
111	TP/22-23/110	Public Procurement through GEM- Step by step guidance	05-06 Jan 2023	Patna	Middle / Senior Management	NA	12200
112	TP/22-23/112	RTI and Preventive Vigilance for Organizational Transparency	09 - 13 Jan 2023	Trivandrum	Middle / Senior Management	55000	30500
113	TP/22-23/118	Tendering Process and Contract Management	16 - 20 Jan 2023	Trivandrum	Middle / Senior Management	55000	30500
114	TP/22-23/125	Procurement and Tendering: GFR	17-21 Jan 2023	Ajmer / Pushkar	Middle / Senior Management	55500	30500



## NPC TRAINING CALENDAR APR 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
115	TP/22-23/133	Preventive Vigilance & Disciplinary Proceedings	06-10 Feb 2023	Bodh Gaya	Middle/ Senior Management	49000	30500
116	TP/22-23/140	Good Governance & Transparency through RTI	08-12 Feb 2023	New Delhi	Middle / Senior Management	43500	30500
117	TP/22-23/147	Advance Course on RTI Act, 2005 and Modern Office Management	20-24 Feb 2023	Chandigarh	Middle / Senior Management	49000	30500
118	TP/22-23/155	Contract Management & E-Procurement-GEM	20-24 Feb 2023	Rajgir	Middle/ Senior Management	49000	30500
119	TP/22-23/166	Administrative Effectiveness, Focus: Preventive Vigilance, E-Procurement & RTI	14-18 Mar 2023	Udaipur	Middle/ Senior Management	55500	30500
<b>Soft Skills</b>							
120	TP/22-23/01	Administrative Effectiveness, Focus: Human Resource Management	18-22 Apr 2022	Mount Abu	Middle/ Senior Management	55500	30500
121	TP/22-23/06	Advance Course on Secretarial Effectiveness: Capacity Building	23-27 May 2022	Mount Abu	PA / PS, Secretarial staff	55500	30500
122	TP/22-23/17	Developing Managerial Leadership Skills	18-22 Jul 2022	Udaipur	Middle/ Senior Management	55500	30500
123	TP/22-23/28	Team building, Motivation and Leadership Skills for improving organizational performance	22-26 Aug 2022	Kasauli	Middle / Senior Management	49000	30500
124	TP/22-23/32	Advance Course on Secretarial Effectiveness: Capacity Building	22-26 Aug 2022	Jaipur	Middle/ Senior Management	55500	30500
125	TP/22-23/34	Professional Work & Personal Life Balance for High Productivity in Organization	05-09 Sep 2022	Nainital	Middle/ Senior Management	49000	30500
126	TP/22-23/41	Yoga & Meditation for leading a Holistic Life	12 –16 Sep 2022	Lonavala	All Levels	55000	30500
127	TP/22-23/44	Team Building & Motivation for improving Organizational Performance	19 –23 Sep 2022	Sambalpur	All Levels	55000	30500

## NPC TRAINING CALENDAR APR 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
128	TP/22-23/50	Modern Office Management, Team Building and Effective Communication	21 –23 Sep 2022	New Delhi	Middle / Senior Management	NA	18300
129	TP/22-23/55	Leadership & Effective Team Management	17-21 Oct 2022	New Delhi	All Levels	43500	30500
130	TP/22-23/59	Stress Management - Unleash the power within for achieving Organizational Goal	31 Oct -04 Nov 2022	Goa	All Levels	55000	30500
131	TP/22-23/64	HRD interventions for Organizational Excellence.	14-18 Nov 2022	Ujjain	All Levels	49000	30500
132	TP/22-23/65	Improving Leadership, Managerial and Administrative Skills	14-18 Nov 2022	Amritsar	Middle / Senior Management	49000	30500
133	TP/22-23/72	Steppingstone for performance excellence	17-18 Nov 2022	Ranchi	All Levels	NA	12200
134	TP/22-23/73	Development of PA / PS	21-25 Nov 2022	Puri	PA / PS, Secretarial staff	55000	30500
135	TP/22-23/75	Innovation & Change Management for Organizational Excellence	21-25 Nov 2022	New Delhi	Middle/ Senior Management	43500	30500
136	TP/22-23/79	Advance Course on Secretarial Effectiveness: Capacity Building	21- 25 Nov 2022	Jaisalmer	Middle/ Senior Management	55500	30500
137	TP/22-23/85	Work Life Balance and Stress Management	29-30 Nov 2022	New Delhi	All Levels	NA	12200
138	TP/22-23/90	Organizational Excellence through Design thinking	05-09 Dec 2022	Haridwar	Middle/ Senior Management	49000	30500
139	TP/22-23/94	Leadership for Organizational Excellence	12-16 Dec 2022	Vishakhapatnam	Middle/ Senior Management	55000	30500
140	TP/22-23/99	Leading with Emotional Intelligence	15-16 Dec 2022	Patna	Middle/ Senior Management	NA	12200
141	TP/22-23/100	Negotiation & Conflict Resolution Strategies	19-23 Dec 2022	New Delhi	Middle/ Senior Management	43500	30500
142	TP/22-23/106	Developing Competencies of Executives Secretaries, Personal Assistants & Office Staff for Better Performance	26-30 Dec 2022	Prayagraj	Senior Staff / Middle to senior Management	49000	30500



## NPC TRAINING CALENDAR APR 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
143	TP/22-23/111	Sales and Operations Planning	9-10 Jan 2023	Puducherry	All Levels	24000	12200
144	TP/22-23/113	Managing Work Life Balance	9 - 13 Jan 2023	Kaziranga	Middle / Senior Management	55000	30500
145	TP/22-23/114	Work Life Balance and Stress Management	10-11 Jan 2023	New Delhi	All Levels	NA	12200
146	TP/22-23/121	Managerial Effectiveness: Focus on Teamwork and Conflict Management	16-20 Jan 2023	Varanasi	Middle/ Senior Management	49000	30500
147	TP/22-23/136	Innovation & Change Management for Organizational Excellence	06-10 Feb 2023	New Delhi	Middle / Senior Management	43500	30500
148	TP/22-23/139	Organizational Excellence through Design thinking	07-11 Feb 2023	Mathura	Middle/ Senior Management	49000	30500
149	TP/22-23/146	Leadership & Effective Team Management	20-24 Feb 2023	New Delhi	Middle / Senior Management	43500	30500
150	TP/22-23/149	Work Life Balance	20-24 Feb 2023	Hyderabad	Middle/ Senior Management	55000	30500
151	TP/22-23/151	Soft skills for Productivity Improvement	21-25 Feb 2023	Port Blair	All Levels	55000	30500
152	TP/22-23/154	Advance Course on Secretarial Effectiveness: Capacity Building	14-18 Feb 2023	Jaisalmer	Middle/ Senior Management	55500	30500
153	TP/22-23/163	Team Building & Leadership	06-10 Mar 2023	Port Blair	All Levels	55000	30500
154	TP/22-23/165	Negotiation & Conflict Resolution Strategies	13-17 Mar 2023	New Delhi	Middle/ Senior Management	43500	30500
155	TP/22-23/167	Enhancing Core Secretarial Skills & Effectiveness in digital era	13-17 Mar 2023	Bodh Gaya	PA / PS, Secretarial staff	49000	30500
156	TP/22-23/169	Improving Leadership, Managerial and Administrative Skills	20-24 Mar 2023	Solan	Middle / Senior Management	49000	30500
157	TP/22-23/172	Leading with Emotional Intelligence	23-24 Mar 2023	Ranchi	Middle/ Senior Management	NA	12200
<b>Technology Management in Industries</b>							
158	TP/22-23/19	Effective Spare Parts Management	25-27 Jul 2022	Chennai	All Levels	NA	18300
159	TP/22-23/35	World Class Maintenance Management	05-09 Sep 2022	Kodaikanal	All Levels	50000	30500



## NPC TRAINING CALENDAR APR 2022 - MARCH 2023

S. No.	Programme Code	Title of Programme	Duration	Venue	Participation Level	Programme Fee excluding taxes (in Rs.)	
						Residential	Non-Residential
160	TP/22-23/130	Improving Overall Equipment Efficiency (OEE) through TPM	23-24 Jan 2023	Ranchi	Supervisors, Front line managers, Middle Management	NA	12200
161	TP/22-23/160	Spare Parts Management	01-02 Mar 2023	New Delhi	Junior/ Middle management professionals/ Consultants/ Students	NA	12200
<b>Waste Management / Green Productivity</b>							
162	TP/22-23/26	O & M & advancements in Wastewater Treatment	22-24 Aug 2022	Chennai	All Levels	NA	18300
163	TP/22-23/27	Waste to wealth	22-26 Aug 2022	Puri	Middle / Senior Management	55000	30500
164	TP/22-23/51	Waste Minimization - Need of the Hour	26 –29 Sep 2022	Digha	Middle/ Senior Management	47000	30500
165	TP/22-23/63	Best practices in Waste Management Systems	10-11 Nov 2022	Kodaikanal	All Levels	27200	12200
166	TP/22-23/80	Organizational profit through Waste to Wealth	21-25 Nov, 2022	Ayodhya	Middle/ Senior Management	49000	30500
167	TP/22-23/116	Six waste Management Rules 2016 and its amendments	11 - 13 Jan 2023	New Delhi	Middle / Senior Management	NA	18300
168	TP/22-23/128	O & M & advancements in Wastewater Treatment	23-25 Jan 2023	Madurai	All Levels	35000	18300
169	TP/22-23/129	Green Productivity	23-25 Jan 2023	New Delhi	Middle/ Senior Management	NA	18300
170	TP/22-23/131	Circular Economy and Sustainability	01-03 Feb 2023	New Delhi	Middle management professionals/ Consultants/ Students	NA	18300
171	TP/22-23/150	Waste to Wealth	20-24 Feb 2023	Kolkata	Middle/ Senior Management	55000	30500
172	TP/22-23/153	Industrial air pollution control systems	23-24 Feb 2023	Puducherry	All Levels	24000	12200



# NATIONAL PRODUCTIVITY COUNCIL

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

[npctraining@npcindia.gov.in](mailto:npctraining@npcindia.gov.in)

## APPLICATION FORM FOR NOMINATIONS

Title of Programme:

Programme Code:

Programme Duration:

Location:

### Details of Nominated Participants:

S. No	Name of Delegate	Designation	Mobile No.	Email ID	Official Address for correspondence
1					
2					
3					
4					
5					

### Details of Nominating Authority:

Name:

Designation:

Organization:

Address

Contact Number:

Email ID:

Signature

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

### Payment Particulars

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



## **National Productivity Council**

(Under Ministry of Commerce and Industry)

Government of India

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