



Programme Code: -DPC/RTP/2025-26/04



MANAGEMENT DEVELOPMENT RESIDENTIAL PROGRAMME ON



ENHANCING HIGH PERFORMANCE TEAM

From
2nd to 6th
June 2025

At
Srinagar (J&K)

ORGANISED BY



DELHI PRODUCTIVITY COUNCIL

Plot No.2, Institutional Area, Sector 9, Dwarka, New Delhi – 110077

Tel.:011-45575733-34, Mob: 9818663122 / 9871737438

E-mail: dpctraining2020@gmail.com / dpc_1959@rediffmail.com

Website: www.delhiproductivitycouncil.com

ABOUT DELHI PRODUCTIVITY COUNCIL (DPC)

Delhi Productivity Council (DPC) is a non-for-profit autonomous Techno-Managerial organization, was established in 1959 and is affiliated with **National Productivity Council** (under the **Department for Promotion of Industry and Internal Trade, Ministry of Commerce & Industry, Govt. of India**) and the **Delhi Administration, Govt. of N.C.T. of Delhi** for promoting productivity culture in India.

DPC has been providing consultancy and training services in the field of Productivity, Vigilance, Human Resources Management, Information Technology, Finance, Security, Safety, etc., to the Government and Public & Private Sector Organization for almost six decades.

ABOUT THE PROGRAMME

One of the major responsibilities of managers is to manage people. To be effective at managing people, they must be able to manage self. Managing self-calls for an in-depth understanding of self and self in relation to others. However, with the fast pace of business today, including rapidly changing markers, highly competitive work environments, and organizational expectations, managers hardly find the time to spend on self-understanding strengths and Identifying weaknesses, knowing their potential, examining their inter-personal relationships and the impact of these on their performance. This self-examination can make a difference between being an adequate manager and being an outstanding manager/leader. Enhancing these competencies can help in preparing oneself for the next level of responsibilities.

Managing self is about having a balanced approach to work and life for professional and personal development, managing others is about developing sensitivity and improving interpersonal relations for getting the best from your people. This is facilitated when managers start reflecting on their behaviour patterns and understand their impact on others.

The programme will help the participants to acquire a plethora of knowledge, management skills and essential capabilities in managing people and implementing effective decisions in a highly competitive world. The present programme is also for the benefit of Officers/Executives who would like to being developed as Internal Faculty on the present subject for their respective organizations.

CONTENTS

- Understanding Self
- Emotional Intelligence
- Building bridges to better communication
- Managing Relationship
- Developing Harmonious Interpersonal Relations
- Enhancing Work Efficiency and Productivity
- Developing Self for Organizational Excellence
- Time & Stress Management
- Building a climate for motivation
- Creating a positive work environment
- Understanding interpersonal conflict, techniques to manage them constructively

PARTICIPANTS

The Programme is meant for All levels of Executive (Junior, Middle & Senior) i.e., Dealing Assistants, PA/PS, Stenographer, Section Officers, Middle & Senior level Executives in an organization at various function areas of HR, Administration, Personnel departments, Vigilance, Finance, Security, Projects, Purchase, Commercial, working in Ministries, Central Govt. Offices / State Govt. or Public & Private Sector Undertakings, Subordinate Offices of the GoI., Union Territories, Nationalized Banks & Financial Institutions, Boards, Administrative Bodies & Cooperative Sectors and others.

COMPLETION CERTIFICATE

A completion certificate will be given to the participant(s) at the end of the programme.

VENUE, DATE & TIME

Venue: Srinagar (J&K)

Date: 2nd to 6th June 2025

Check in time: 12 noon on 2nd June 2025 &

Check-out time: 10:00 a.m. on 6th June 2025

PROGRAMME FEE

1. FEE FOR RESIDENTIAL PARTICIPANT(S)

For Member(s) of DPC – Single Basis	For Non-Member(s) of DPC – Single Basis
Rs.65,000/- plus GST@18% per participant	Rs.68,000/- plus GST@18% per participant

2. FEE FOR NON-RESIDENTIAL PARTICIPANT(S)

Fee for Non-Residential – Rs. 44,500/- plus GST@18% per participant

3. FEE FOR TWIN SHARING BASIS

Fee for Twin Sharing Basis – Rs. 38,000/- plus GST@18% per participant

Note - Bulk Nomination(s) for 5 or more participants – 1 Participant is complementary.

FACILITIES & SERVICES

(I) RESIDENTIAL PARTICIPANTS:

- Participants will get room, bed tea (in room service), breakfast, lunch, dinner and tea during programme time, Programme Kit & Sightseeing.
- Extra's in Room Services to be paid by the Participants to the hotel directly. Services like STD calls, Laundry, Drinks / Mineral Water, Snacks, Food in Room & Extra Bed, etc.
- Participants **accompanying the spouse** will have to pay extra **Rs. 2500/- per day inclusive (all Meals)** directly to the hotel.
- Participants will have to make their **own travel arrangements to reach the programme venue.**
- For Check-in before and check-out after the programme dates, the extra Hotel charge will be borne by the Participants.

NOTE: Kindly carry your photo ID for self and family (if accompanying)

(II) NON-RESIDENTIAL PARTICIPANTS:

- Participants will get programme Kit, Lunch, Tea during programme sessions and Sightseeing.

(III) AIRPORT TRANSFER: To be arranged by the participants at their own cost.

REGISTRATION FOR THE PROGRAMME

Please send us the name(s) of the participant(s) through electronic remittances i.e., e-mail at: **dpctraining2020@gmail.com** / **dpc_1959@rediffmail.com** along with the participant(s) fee as per following-

MODE OF PAYMENT

- The fee may preferably be transferred by Bank Draft/Cheque/RTGS/NEFT/IMPS/ECS in favour of Delhi Productivity Council to our A/c. No. 1502002100002418 with Punjab National Bank, Dwarka, Sector-10, New Delhi – 110075.
- IFSC Code: PUNB0444700 & MICR CODE 110024244, CURRENT A/c Type.
- DPC PAN CARD NO.: AAATD0844P
- GSTIN NO.: 07AAATD0844P1ZJ

The participation fee is non-refundable once the nomination(s) is confirmed. However, substitutions can be made, or the fees can be adjusted against future nominations. DPC reserves its right to cancel or postpone the programme for any reason whatsoever and in such case of cancellation / postponement any fees paid to DPC shall be refundable in full or can be carried forward for adjustment against nominations to future programme(s).

Please feel free to contact for any Query at below address –

PLEASE ADDRESS YOUR ENQUIRIES TO:

Shri Sanjeev Bhardwaj,
Asst. Director (Training),
C/o DPC Institute of Management,
Plot No. 2, Institutional Area, Sector – 9, Dwarka, New Delhi – 110077
Mob: 9818663122

LAST DATE FOR RECEIVING NOMINATIONS: 26TH MAY 2025.

For the best outcome, we intend to limit the programme intake to 15 participants and therefore request you to send your nominations at the earliest.



DELHI PRODUCTIVITY COUNCIL

(A tripartite autonomous organization under NPC & Delhi Admn., Govt. of NCT of Delhi)

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APPLICATION FORM FOR NOMINATIONS

Title of Programme: Enhancing High Performance Team

Programme Code: DPC/RTP/2025-26/04

Programme Date: 2nd June to 6th June 2025

Programme Duration: 5 Days & 4 Nights

Location: Srinagar (J&K)

Details of Nominated Participation:

S. No.	Name of Delegate	Designation	Mobile No.	Email ID	Official Address for Correspondence

Details of Nominating Authority:

Name:

Designation:

Organization:

Address:

Contact Number:

Email ID:

Signature

Details of Proof of payment of Programme fee (RTGS/NEFT Details like Cheque / DD no.):

Payment Particulars -

ECS Payment Details: Punjab National Bank, Dwarka, Sector-10, New Delhi Branch.

A/c No. 1502002100002418, IFSC Code: PUNB0444700

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 Delhi Productivity Council payable at New Delhi.

Programme Fees per Participant plus GST to be paid in advance.

PAN No. AAATD0844P

GSTIN: 07AAATD0844P1ZJ



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