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**JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD**

*(Established by JNTUH Act No. 30 of 2008)*

Kukatpally, Hyderabad – 500 085, Telangana State (India)

**Dr. N. YADALIAH**

*B.E (OUCE), M. Tech (IIT KGP), Ph. D (JNTU)*

SMIEEE, FIE, FIETE, MSSI, MISTE

Professor of Electrical & Electronics Engg., &

**REGISTRAR**

Lr No D3/Endt/6617/2016

Date: 30.11.2016.

To,

The Principals of Constituent Colleges,  
Autonomous and Affiliated Colleges of JNTUH.  
The Directors of various units of JNTUH.

Sir,

Sub: JNTUH, Hyderabad–Academic and Planning- Residential Programme on “Project Management, Monitoring and Evaluation” being conducted by National Productive Council New Delhi, from January 30 to Feb 03, 2017.at Port Blair-Applications invited for participation.

Ref: Letter No/ES/Trg/120/2016-17dated15.11.2016,the Director& Group Head (ES) National Productivity Council, New Delhi

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Copy of the reference letter cited, along with brochure , received from the Group Head (ES), Lodi Road, New Delhi, regarding the Residential Programme on Project Management, Monitoring and Evaluation” from January 30 to Feb 03, 2017.at Port Blair Andaman & Nicobar Islands is communicated herewith for information and necessary action.

Yours sincerely,

Encl: As above

REGISTRAR

# राष्ट्रीय उत्पादकता परिषद

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



## NATIONAL PRODUCTIVITY COUNCIL

(Under Ministry of Commerce and Industry, Govt. of India)  
Utpadakta Bhavan, 5-6 Institutional Area,  
Lodi Road, New Delhi - 110 003

ES/Trg/120/2016-17

15<sup>th</sup> Nov. 2016

Dr. B N Bhandari  
Director Academic & Planning  
Jawaharlal Nehru Technological University Hyderabad  
Mahaveer Marg  
Kukatpally  
Hyderabad-500085  
Andhra Pradesh

**Sub:** National Productivity Council (NPC) is pleased to announce a Residential Training Programme on "Project Management, Monitoring and Evaluation" at Port Blair, A&N Islands during Jan 30 - Feb 03, 2017.

Sir/Madam,

*Project Management is a professional discipline with a body of knowledge and a specific set of skills and competencies. Project Monitoring and Evaluation provides a way to assess the crucial link between implementers, beneficiaries and decision-makers by providing desired information showcasing project progress thereby contribute to transparency as well as accountability.*

*The Residential Training Programme has been designed with conceptual deliberations, case studies, success stories and group discussions for executives of Central & State Governments, Public Sector Undertakings, Private Sector Enterprises, Co-operative Sector Organizations, Financial Institutions, Academic Institutions, Technical Education Quality Improvement Programme (TEQIP), NBFCs, Corporations, Labour Unions/Associations etc., for improving capabilities and efficiency of its employees.*

*Participation fee is Rs. 48,000/- for Residential participants which includes boarding/lodging charges and cost of programme material. Participation fee is Rs 36,000/- for Non Residential participants. Service Tax @15% per participant is applicable on the participation fee.*

*We are sure that your organization would take advantage of this opportunity and nominate officials to participate in the Training Programme.*

*A brochure containing details of the Training Programme is enclosed. Please confirm the participations latest by **January 13, 2017**. Please feel free to contact us in case of any further clarifications or queries.*

*Thanking you and looking forward to receive nominations,*

*Yours faithfully,*

(Dr. K.P. Sunny)

Director & Group Head (ES)

Direct Phone : 91-11-24607350

Mobile : +91-9811045547, Fax : 91-11-24615002

Email : kp.sunny@npcindia.gov.in

Encl: Programme Brochure

**MONTHLY TRAINING PROGRAMME FOR PRODUCTIVITY COUNCIL**

National Productivity Council (NPC) is a national level organisation promoting productivity culture in India. Established as a registered society by Government of India, NPC is functioning under Ministry of Commerce & Industry. It is an autonomous, tripartite, non-profit organisation having equal representation from government, employer and worker organisations and from technical and professional institutions on its Governing Council. NPC provides consultancy and training, and undertakes research in the areas of productivity besides implementing productivity promotion programmes of the Tokyo based Asian Productivity Organisation (APO), an inter-governmental body of which Government of India is a founder member.

NPC is engaged in providing training in the areas of Productivity, Quality and Organisational Effectiveness for more than five decades in India. Consultancy assignments are taken up on the basis of the requirements identified. The services offered include:

- Total Quality Management (TQM) & Six Sigma
- World Class / Lean Manufacturing
- Implementing Productivity Techniques like quality Circles, Kaizen, 5-S
- Productivity Study and Productivity Norms
- Impact Assessment & Evaluation Studies
- Productivity and Competitiveness Studies
- Organisational / Business Process Re-engineering
- System & Procedure Analysis and Manpower Assessment & Planning
- Management Development Training
- Training Needs Assessment
- Designing Performance Appraisal System
- Competency Mapping, HR Audit
- Customer Satisfaction Measurement

**TRAINING:** Training is provided to Senior/Middle/Junior level executives, Supervisors Workers Trade Union Leaders from Private, Public, Government, Cooperative Sectors, Banks, etc., according to the needs of the organisations with the focus on providing inputs for improved resource management and enhancing managerial adaptability to meet the requirements of fast changing work environment.

**MONTHLY TRAINING PROGRAMME DETAILS**

PROGRAMME	DATES	VENUE
Productivity & Competitiveness Measurement for Organizational Excellence	March 22-26, 2017	Darjeeling, West Bengal

**RESIDENTIAL TRAINING PROGRAMME**

**Project Management,  
Monitoring & Evaluation**

Port Blair, A&N Islands  
January 30 - February 03, 2017

Organised by:



**NATIONAL PRODUCTIVITY COUNCIL**

(Under Ministry of Commerce & Industry, GOI)

**Economic Services Group**

Lodi Road, New Delhi - 110003. Website: npcindia.gov.in

## INTRODUCTION

Project Management is a professional discipline with a body of knowledge and a specific set of skills and competencies. The environment in which organizations operate is rapidly becoming more complex than ever before. Major shifts in technology, business and economic environment presents ample opportunities and many challenges to organizations. Effective Project Management is essential to achieve project goals and objectives within the time and budget constraints.

Project Monitoring and Evaluation is often perceived as being relevant only to those who are employed in the higher ranks of an organization's Project Management. However, Monitoring is a key control mechanism for ensuring quality, timeliness and efficiency of the project. It provides a way to assess the crucial link between implementers, beneficiaries and decision-makers by providing desired information showcasing project progress thereby contribute to transparency as well as accountability.

The importance of Project Management, Monitoring and Evaluation help to understand various approaches to provide greater certainty over project delivery. NPC training programme has been designed to enable participants to contribute effectively within the organization by imparting tools and techniques of systematic collection and analysis of information to track the progress of project implementation against pre-set targets and objectives with a view to enhance managerial effectiveness and performance.

## OBJECTIVES

- ✧ To impart concepts and techniques on Project Management to the participants;
- ✧ To provide the participants an opportunity for sharing experiences and team learning to meet diverse challenges;
- ✧ To establish an understanding of Performance Measurements of project;
- ✧ To describe the risk monitoring and controlling process;
- ✧ To enable the participants to carry out project monitoring and evaluation, and describe outputs common to all knowledge areas at their workplace.

## CONTENTS

- ✧ Concept of Project Management: Team, Roles and Responsibilities;
- ✧ Participatory Project Planning, Resource Management, Project Scheduling and Implementation;
- ✧ Concepts, Objective and Approaches of Project Monitoring and Evaluation;
- ✧ Tools and Techniques for Project monitoring and evaluation

## PARTICIPANTS PROFILE

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

## FACULTY & PEDAGOGY

Senior NPC consultant and expert would conduct the training programme.

## METHODOLOGY

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

## PROGRAMME SCHEDULE

Port Blair A&N Islands (Jan 30 - Feb 03, 2017)

Programme starts on	30-01-2017 at 1530 hrs.
Programme closes on	02-02-2017 at 1800 hrs.
Check in for Residential Participants	30-01-2017 (AN)
Check out for Residential Participants	03-02-2017 (FN)

NPC will not provide accommodation before or after the above dates. Participants planning to stay longer than the scheduled duration should arrange the same at their own cost.

The accommodation will be booked for a total of about 20 participants on first-come-first-served basis subject to realisation of participation fee before the start of the programme.

## PARTICIPATION FEE

Rs. 48,000 (Rupees Forty Eight Thousand only) plus Service Tax @ 15% per participant for Residential Participants. The fee includes boarding/lodging charges and the cost of programme material. Rs 36,000 (Rupees Thirty Six Thousand only) plus Service Tax @ 15% per participant for Non Residential Participants.

Fee may be remitted either through Demand Draft or NEFT.

- ✧ The Demand Draft should be drawn in favour of National Productivity Council payable at New Delhi.
- ✧ National Productivity Council Bank Details  
Indian Overseas Bank, Golf Links, New Delhi-110003  
SBAC/No. 026501009009207 IFS Code: IOBA0000265  
MICR Code of Bank: 1100200007

For accompanying spouse and/or children (in the age group of 3 to 12 years), the tentative charges would be Rs. 9,000 and Rs. 7,000 respectively for the entire duration, payable directly to the hotel by the participant.

Participation fee is non-refundable. However, substitution can be made or can be adjusted against future nominations.

## CERTIFICATE OF PARTICIPATION

NPC will give certificate of participation along with a copy of group photograph to each participant on the conclusion of the programme.

## CONTACT INFORMATION

Further enquiries regarding participation in the Training Programme may be addressed to:

Shri Rajesh Sund,  
Faculty; Deputy Director (ES)  
& Programme Coordinator  
Ph. 91-11-24607303/09868844272  
Fax: 91-11-24615002; rajesh.sund@npcindia.gov.in

## REGISTRATION

Nominations stating Participant's Name, Designation, Contact Address, Telephone, Fax, Mobile Number, and Email ID, along with DD/Cheque towards Participation fees including Service Tax @15% should reach latest by January 13, 2017 to the following address:

Dr. K P Sunny  
Programme Director & Group Head (ES)  
NATIONAL PRODUCTIVITY COUNCIL  
5-6 Institutional Area, Lodhi Road, New Delhi 110 003  
Phone: 91-11-24607350/09811045547  
Fax: 91-11-24615002; Email: kp.sunny@npcindia.gov.in