

ALL INDIA INSTITUTE OF MEDICAL SCIENCES
Ansari Nagar, New Delhi-110 029.

No.F.36-6/86-Estt.I

Dated the:-

113 JAN 2020

CIRCULAR

Subject:- "Negotiation & Conflict Resolution Strategies" on 09th -13th March, 2020 at Dalhousie"-reg.

Please find enclosed herewith ref. No.NPC/RDD/HRM/T/09/2019-20, dated.16/12/2019, received from Mr.Umashankar Prasad, Director & Head, "Negotiation & Conflict Resolution Strategies" on 09th -13th March, 2020 at Dalhousie"-reg. On the above mentioned subject with the request to upload the same on Institute website. ✓*

Shen
(G.R.PILLAI)

ADMINISTRATIVE OFFICER-(DO)

Encl:-As above

Copy to:-

1. Computer Facility



Mr. Sangeet Kumar

* Pl. do the needfull

Ashwini 18.1.2020.

Sh. Dina Singh 18/01/2020

राष्ट्रीय उत्पादकता परिषद्

उत्पादकता भवन, 5-6, इन्स्टीट्यूशनल एरिया,
लोदी रोड, नई दिल्ली-110003



NATIONAL PRODUCTIVITY COUNCIL

Utpadakta Bhavan, 5-6, Institutional Area
Lodi Road, New Delhi - 110003

No. NPC/RDD/HRM/T/09/2019-20

Date 16/12/19

Director

All India Institute of Medical Sciences
Ansari Nagar
29 Aurobindo Marg
New Delhi 110029

स्थापना अनुभाग (नि.क.)
Establishment Section (DO)
फाइल नं./File No. 41-2020
दिनांक/Date 48/FTS No
अ.स.सं.सं.सं. नं. 110029
AIIMS, New Delhi-110029

स्थापना अनुभाग/अ.स.सं.सं.
GENERAL SECTION/A.I.M.S.
फाइल नं./F.T.S. No. 643168
दिनांक/DATED 2/1/20

Subject: Residential Training programme on "Negotiation & Conflict Resolution Strategies" 09th – 13th March, 2020 at Dalhousie.

Dear Sir/Madam,

NPC has continuously endeavored to upgrade and assist the organizations in enhancing their efficiency & effectiveness through active learning imbibed in its training courses aimed at benefiting both the employers as well as employees. These learning could then be constructively translated within organizations for increasing productivity, quality and profitability

Thus, once again with the multifold objectives of gaining further insights and knowledge, we have designed the residential programme on **"Negotiation & Conflict Resolution Strategies" 09th–13th March, 2020 at Dalhousie** wherein we invite your active participation. The accompanying brochure provides further detail about the programme.

We are sure that the programme will be very useful. You may like to sponsor some of your officials to participate in this programme. Seats are very limited, therefore you may like to send your nominations at the earliest.

Looking forward to your early response.

Yours faithfully,

Umashankar Prasad
(Umashankar Prasad)
Director & Head (HRM)

Encl: Programme Brochure



NATIONAL PRODUCTIVITY COUNCIL

www.npcindia.gov.in

Announces Residential Programme on

Negotiation & Conflict Resolution Strategies

09th – 13th March, 2020 at Dalhousie

INTRODUCTION

Negotiation and Conflict Resolution are crucial skills both inside and outside of workplace. No other business skill may be as important to success as negotiation. We negotiate everything: agreements with partners and vendors, in-scope/out-of-scope parameters around important projects, and our own compensation and job responsibilities, to name just a few.

Understanding your counterpart's interests and shaping the decision so that the other side agrees to a proposal for its own reasons are the keys to jointly creating and claiming sustainable value from a negotiation. Most executives know the basics of negotiation; some are spectacularly adept. Yet even experienced negotiators routinely leave money on the table, end up in deadlock, damage relationships, or allow conflicts to spiral.

Quite often, there is an element of conflict between the parties involved in a negotiation, which extends beyond the matters ostensibly being negotiated. Such conflict might have its origins in disputed facts, differing values or incompatible policies. Personal conflicts, interpersonal conflicts and structural conflicts all point to the need for more effective tools for lasting problem-solving.

BROAD COURSE CONTENTS

- ◆ Distinguish the key planning elements required for successful negotiations.
- ◆ Describe the importance of communication in negotiations.
- ◆ Conflict Resolution & Negotiation Steps
- ◆ Strategies for Resolving Conflict

PARTICIPANTS PROFILE

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

PARTICIPATION FEE & CHECK IN/CHECK OUT INFORMATION

Fee on Residential basis: Rs. 48,000/- + GST per participant.

Fee on Non Residential basis: Rs. 37,000/- + GST per participant

Check In at Hotel/Resort: 12 Noon Onwards on 09th March, 2020

Check Out at Hotel/Resort: Before 12 Noon on 13th March, 2020

FACULTY & PEDAGODY

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

LAST DATE OF RECEIVING CONFIRMED NOMINATION:

The nominating authority should ensure that the nominations are sent with Nominating Authority & Participant's Name, Designation, Department/Section/E-Mail, Landline, Fax & Mobile Nos. by **27th Feb. 2020** in letter without fail to facilitate proper communication. For any correspondence related to this programme please mention the reference no.: **P.O No: No. NPC/RDD/HRM/T/09/2019-20. Confirmation will be sent 28th February, 2020 onwards.**

GENERAL INSTRUCTIONS

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

PAYMENT DETAILS

1. Fee is to be paid through DD/Cheque/Online mode in the name of "**National Productivity Council**" payable at New Delhi.
2. PAN: AAATN0402F, GSTIN: 07AAATN0402F1Z8
3. NEFT/IMPS/RTGS/ECS Payment details: Indian Overseas Bank, 70, Golf Link Branch, New Delhi, SB A/C No. 026501000009207; MICR - 110020007; IFSC No. IOBA0000265.

FORTHCOMING TRAINING PROGRAMMES

Please visit: <http://www.npcindia.gov.in>

CONTACT DETAILS:

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Sh. D. K. Rahul, Deputy Director, Tel: 011-24607352, M: 9971468180,
E-mail: dk.rahul@npcindia.gov.in

Shri Umashankar Prasad, Director & Head - HRM Group, Tel: 011-24607337;