

## राष्ट्रीय उत्पादकता परिषद

(वाणिज्य एवं उद्योग मंत्रालय भारत सरकार के अन्तर्गत)

क्षेत्रीय निदेशालय

एस.बी.-96, जवाहर लाल नेहरू मार्ग,

बापु नगर, जयपुर - 302 004



NATIONAL PRODUCTIVITY COUNCIL

## NATIONAL PRODUCTIVITY COUNCIL

(Under M/o Commerce & Industries, Govt. of India)

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No.JP/SR/2015/4

15/05/2015

Director  
Indian Institute of Spices Research (IISR)  
Government of Kerala  
Marikunnu P.O.  
Kozhikode 673012  
Kerala

Dear Sir,

National Productivity Council (NPC) Jaipur is pleased to announce its **Calendar of Training Programme 2015** and following upcoming **Training Programmes** on

1. "Professional Development Programme for ES, PPS, PA, PS and Office Staff" from July 18-22, 2015 at Udaipur
2. "Total Quality Management & Lean Management" from July 25-29, 2015 at Jaipur.
3. "Effective Office Administration & Management, Focus: Teambuilding", from August 8-12, 2015 at Jaipur
4. "Professional Development Programme for ES, PPS, PA, PS and Office Staff" from August 17-21, 2015 at Goa
5. "Performance Management & Measurement", from September 7-11, 2015 at Jaipur.
6. "Stress & Time Management", from September 19-23, 2015 at Udaipur.

NPC has continuously endeavoured to upgrade and assist the organisations in enhancing their efficiency and effectiveness through active learning imbibed in its training courses, aimed at benefiting both the employers as well as employees. Keeping above in view, **the training programme aims** at providing an insight to the participants about various tools and techniques on related subjects.

The training programme has been designed for **various level executives/ managers/ officers/ staff of various functions** from central and state govt. department, PSUs, private sectors, corporations, banks, co-operative sectors, boards, autonomous org. etc.

The brochure giving programme **objectives, coverage, participants profile, methodology, faculty, dates, venue, participation fee, and registration procedure** is enclosed for your kind perusal.

We are sure that you would take advantage of this and nominate a few officials from your organisation. The detailed brochure is also available on **web: www.npcindia.gov.in**

Kindly feel free to write/call us on **M 9414387196** or mail at **j.aggrawal@npcindia.gov.in**, in case any further clarification is required. We look forward to your continued support and an early response.

Thanking you

Yours Sincerely

(J.Aggrawal)  
Director

"Make in India: Zero Defect, Zero Effect"

Head Office: New Delhi Offices At: Jaipur, Bangalore, Bhubaneshwar, Chandigarh, Chennai, Gandhinagar, Guwahati, Hyderabad, Kanpur, Kolkata, Mumbai, Patna,

Web: [www.npcindia.gov.in](http://www.npcindia.gov.in). [www.npcindia.net](http://www.npcindia.net)

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