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फॉक्स संदेश संख्या 2677 / भा.कृ.अ.प. मुख्या.
दिनांक 05/05/2015
पृष्ठों की संख्या 2

INDIAN COUNCIL OF AGRICULTURAL RESEARCH
KRISHI BHAVAN: NEW DELHI-1

F.No.ADMN/7/98 /2015-WS

Dated the 05 May, 2015.

OFFICE MEMORANDUM

Subject: Training Programme on Organizational Behaviour in Government from 03.08.2015 to 07.08.2015 at ISTM, New Delhi.

Institute of Secretariat Training & Management, New Delhi has invited nominations for training programme on Organizational behaviour in Government from 03.08.2015 to 07.08.2015. The details of training programme are as under:-

Objectives: To help participants:

- become aware of themselves and their interpersonal behaviour
- acquire skills of being effective
- become aware of factors that inspire and motivate them and their team members.
- develop skills in effective team working
- manage stress and conflict.

Course Contents:

- Human Behaviour in Organization, Communication in Organization
- Inter-personal effectiveness, Collaborative processes in organization
- Leadership and Team Development, Motivation
- Management of Conflict & Stress at Work.

Eligibility: Group A & B Gazetted Officers.

The Officers, who are desirous to attend the said training programme may send their nomination in the prescribed nomination form through proper channel latest by 30.05.2015 for onward transmission to ISTM, New Delhi. The Nomination Form may be downloaded from ICAR website under Col. Circular / Work Study Section/Revised Nomination Form for ISTM training programme.

The Officers who have already attended this training course need not apply. The applicants will not be allowed to withdraw their nominations after acceptance by ISTM, New Delhi.

Pooashree Sunil
(Pooashree Sunil)
Under Secretary (WS)

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