



ADMINISTRATIVE STAFF COLLEGE OF INDIA

Bella Vista, Raj Bhavan Road, Hyderabad - 500 082, India

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Dr. Sreerupa Sengupta
Programme Director

June 02, 2017

Creating Change Makers: Training Programme for New Age Women Professionals

(August 21-25, 2017)

Dear Sir/Madam,

Administrative Staff College of India (ASCI) is pleased to announce a programme for new age women professionals from 21-25 August, 2017 at Bella Vista Campus/College Park Campus, Hyderabad.

Today organizations are proactively promoting a gender diverse work culture and adopting strategies to hone skills and potential of all the women employees. This five day transformative programme will give young women opportunities to explore strategies to achieve their goals in dynamic work environments and provide them with necessary skills to address changes in their organizations.

The aim of the programme is to—

- Facilitate women develop personal leadership styles that inspires innovation in others
- Discover untapped potential and learn new ways to deal with challenges at the professional and personal levels
- Strengthen knowledge about strategy, negotiation, conflict mitigation, and other dimensions of management
- Generate awareness about Decent Work Agenda and Safety at Workplace

This contemporary program is designed for new age women professionals with a minimum of 5 years of experience in banking, corporate and public sectors, NGOs, and entrepreneurial organizations. Early nominations are recommended as admission is based on a first-come-first-served basis.

Please note that the nominees are requested to carry with them the proof of Medical Insurance. The Sponsoring Agency is required to endorse the nominee's Medical coverage in the event of hospitalization.

Looking forward to hearing from you.

Regards,

S. Sengupta

Sreerupa Sengupta

Encl: Brochure and Nomination Form

Creating Change Makers: Training Programme for New Age Women Professionals

August 21–25, 2017



Administrative Staff College of India

PROGRAMME OVERVIEW

Since the last decade more and more women have joined the workforce and are steadily surging ahead in their organisations. In order to be more productive, excel in their roles, and to make a strategic impact in their organisations young women professionals however, need to have a clear understanding of the changing economic environment, build new competencies and develop leadership skills in order.

This skill enhancement programme has been designed to help participants realise their core strength, help them learn how to get the best out of every situation and thereby expand their performance range. The prime objective of this programme is to act as an important guide for young women moving into strategic and leadership roles and empower them to become leaders in their organisations.

IMPACT

- ◆ Help women hone their analytical reasoning and comprehend key values and challenges within their organisations
- ◆ Facilitate them to identify, develop and strengthen their leadership styles
- ◆ Strengthen the knowledge of young women about strategy, negotiation, communication
- ◆ Facilitate participants to learn about management of human resources, finances, information technology, career-life balance
- ◆ Provide platform for sharing ideas, experiences, build and strengthen critical networks and partnerships.

PROGRAMME CONTENT

- ◆ Developing Women Leaders: Intricacies of Organisational Leadership
- ◆ Communication skills
- ◆ Human Resource Management
- ◆ Strategic Management
- ◆ Ethics and Values at Workplace

- ◆ Managing Finances
- ◆ Information Technology
- ◆ Corporate Social Responsibility
- ◆ Decent Work Agenda and Safety at Workplace

PARTICIPANT PROFILE

The programme provides incredible opportunity to aspiring young women professionals and prepares them for strategic roles within their own organisations. Participants should have at least 5 years of experience with management responsibilities in an organisation. Young women professionals from private, public sector and government organisations as well as entrepreneurs will find this program highly beneficial.

VENUE

The Programme is fully residential and the participants will be accommodated in air-conditioned single rooms. However, the College does not provide accommodation for the family. Transport between Airport /Railway Station and venue will be arranged by the College. The Bella Vista Campus of the college is WiFi enabled in a comprehensive way.

DURATION

The Programme is from **August 21 - 25, 2017**. The participants are expected to arrive a day before and may leave after completion of the programme.

PROGRAMME FEE

Rs. 54,000/- (US\$1840 if foreign) plus 15% Service Tax per participant will be charged to cover tuition, board and lodging, courseware (in electronic form) and other facilities of the College including Internet usage.

Rs.46,500/- plus 15% Service Tax for Indian participants not availing hostel accommodation will be charged to cover tuition, course ware (in electronic form)

working lunch and other facilities of the College including internet usage.

A discount of 10% on the Programme fee for three or more participants from the same organisation will be given, provided the payment is made in to our Bank account before August 18, 2017. Bank details are given below:

For Foreign Participants:

Receiver's	Bank of America, New York (SWIFT: BOFAUS3N)
Correspondent Bank	Via Chips ABA 0959 for Account UID 002473 Via Fedwire 026009593
For Credit of	State Bank of India, Treasury Department Mumbai, India SWIFT BIC – SBHYINBB002Nostr A/c No.6550992180.
Ultimate Beneficiary	Administrative Staff College of India, Account No.62090698960, State Bank of India, Bellavista, Raj Bhavan Road Branch, Hyderabad.

For Indian Participants :

BANK PARTICULARS

Bank Name	State Bank of India
Address line 1	6-3-1092, 1st floor, A Block
Address line 2	Raj Bhavan Road Branch, Bellavista
Address line 3	Hyderabad – 500 082
Beneficiary Account Name	Administrative Staff College of India
Bank Account Number	62090698675
Bank MICR No	500004008
NEFT IFSC Code	SBHY0020063

Organisational sponsorship is essential

Note: Details of Bank / Wire transfer may be sent to fo@asci.org.in for confirmation.

MEDICAL INSURANCE

The nominees are requested to carry with them the proof of Medical Insurance. The sponsoring agency is required to endorse the nominee's medical coverage in the event of hospitalization.

LAST DATE FOR NOMINATION

Please use the prescribed/attached form. Last date is August 7, 2017. Kindly contact Programmes Officer for further details (contact details are given at the end of the nomination form).

LAST DATE FOR WITHDRAWAL

August 14, 2017. Any withdrawals after this date will entail forfeiture of fee paid, if any.

ASCI ALUMNI ASSOCIATION

Participants of the College programmes will automatically become members of the ASCI alumni association.

CERTIFICATE OF PARTICIPATION

The College issues a Certificate of Participation on conclusion of the programme.

Programme Director

Dr Sreerupa Sengupta

E-mail: sreerupa@asci.org.in
09052010239

ASCI Management Development Programs for 2017-18

MANAGEMENT DEVELOPMENT PROGRAMMES

Social Impact Assessment	26/Apr/2017	28/Apr/2017
Ethical Leadership in Public Governance	19/Jun/2017	21/Jun/2017
High Impact CSR - Need Assessment to Impact Evaluation	03/Jul/2017	07/Jul/2017
Leadership and Performance Management	10/Jul/2017	14/Jul/2017
General Management Programme for Senior Executives (SEC) - 129	10/Jul/2017	04/Aug/2017
Advanced Management Programme: Empowering Proven Leaders to Drive Strategic Renewal for Sustainable Growth - (Study Tour to EU)	07/Aug/2017	18/Aug/2017
Ethics and Values in Administration	10/Sep/2017	24/Sep/2017
Index Based Crop Insurance - Concepts, Design and Implementation	21/Aug/2017	23/Aug/2017
Effective Land Acquisition, Resettlement & Rehabilitation (LARR) Programme for Young Managers	21/Aug/2017	23/Aug/2017
General Management Programme for Middle Level Executives	09/Oct/2017	13/Oct/2017
MDP for Women Executives	30/Oct/2017	03/Nov/2017
General Management Programme for Senior Executives (SEC) - 130	30/Oct/2017	09/Nov/2017
ASCI-NRCR Joint Certification Course on Improved Management of Land Acquisition, Resettlement & Rehabilitation (LARR)	20/Nov/2017	24/Nov/2017
	08/Jan/2018	02/Feb/2018
	29/Jan/2018	09/Feb/2018

ECONOMICS

Data Analytics for Banking & Financial Services	24/Jul/2017	28/Jul/2017
Financial Systems, Management and Accountability in Government - New Delhi	13/Nov/2017	17/Nov/2017

ENERGY

Regulating Electricity Tariffs and Related Issues	03/Jul/2017	07/Jul/2017
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ENVIRONMENT

Environmental Impact Assessment for Projects	12/Jun/2017	14/Jun/2017
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FINANCE

Project Appraisal and Financing	31/Jul/2017	04/Aug/2017
Credit Appraisal in Banks & Financial Institutions	17/Jul/2017	21/Jul/2017
Credit Monitoring & Follow-up in Banks/Financial Institutions	22/Nov/2017	24/Nov/2017
Finance for Non-Finance Executives	04/Dec/2017	06/Dec/2017
Strategies for Cost Leadership	08/Jan/2018	10/Jan/2018
Treasury and Risk Management in Banks/Financial Institutions	22/Jan/2018	24/Jan/2018
Business Collaborations - Strategic Alliances, Joint Ventures and Acquisitions	29/Jan/2018	31/Jan/2018
Business Risk Management	05/Feb/2018	09/Feb/2018
Advanced Financial Management	12/Feb/2018	14/Feb/2018
Evaluating and Financing Public Private Partnership Projects	26/Feb/2018	2/Mar/2018

HEALTHCARE MANAGEMENT

Certificate Course in Healthcare Quality	10/Jan/2018	12/Jan/2018
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HUMAN DEVELOPMENT

Creating Change Makers: Training Programme for New Age Women Professionals	21/Aug/2017	25/Aug/2017
Risk Management, Quality and Audit in Hospitals	25/Oct/2017	27/Oct/2017
Best Practices and Innovations in Health Care Delivery	15/Nov/2017	17/Nov/2017
Educational Leadership for Senior Level Officials of Universities/Educational Institutions	22/Jan/2018	24/Jan/2018

HUMAN RESOURCE MANAGEMENT

Managing Recruitment, Selection and Induction	10/May/2017	12/May/2017
Leadership through Self-Discovery	17/Jul/2017	19/Jul/2017
Enhancing Managerial Effectiveness	24/Jul/2017	26/Jul/2017
Building High Performance in Organizations through Work Life Balance	31/Jul/2017	02/Aug/2017
Leadership Skills Development	31/Jul/2017	04/Aug/2017
HR Audit & Analytics	04/Sep/2017	06/Sep/2017
Personal Effectiveness	11/Sep/2017	13/Sep/2017
Abhivyakti-Building Personality and Managing Stress using Stories and Theatre	25/Sep/2017	27/Sep/2017
Leading with Emotional Intelligence	23/Oct/2017	27/Oct/2017
Effective Trade Union Management	06/Nov/2017	10/Nov/2017
Improving Work Culture	20/Nov/2017	22/Nov/2017
Good Governance and Sustainability through HR Practices	27/Nov/2017	29/Nov/2017
Individual Excellence for Organizational Effectiveness	27/Nov/2017	01/Dec/2017
Leadership Engagement and Development	04/Dec/2017	08/Dec/2017
Conflict Management and Negotiation Skills	11/Dec/2017	13/Dec/2017
Team Dynamics- Activity Based Approach	11/Dec/2017	15/Dec/2017
Leadership Skills Development	18/Dec/2017	22/Dec/2017
Values Driven Leadership	08/Jan/2018	10/Jan/2018

Effective Learning and Development	08/Jan/2018	12/Jan/2018
Communication Skills for Managers	29/Jan/2018	02/Feb/2018
Building and Leading Effective Teams	05/Feb/2018	09/Feb/2018
Enhancing Interpersonal Effectiveness through Transactional Analysis	05/Feb/2018	07/Feb/2018
Positive Organizational Behaviour	12/Feb/2018	14/Feb/2018
Strategic Human Resource Management with International Study Tour (Singapore and Malaysia)	12/Feb/2018	24/Feb/2018
Decision Making for Effective Leadership	19/Feb/2018	23/Feb/2018
Strategic Human Resource Management	26/Feb/2018	02/Mar/2018
Managing Creativity & Innovation	05/Mar/2018	07/Mar/2018

INFORMATION TECHNOLOGY

e-Procurement	03/Jul/2017	05/Jul/2017
Leveraging Big Data and Analytics	20/Dec/2017	22/Dec/2017
IT Enabled Knowledge Management	29/Jan/2018	31/Jan/2018
e-Learning and Digital Education	26/Mar/2018	28/Mar/2018

INFRASTRUCTURE DEVELOPMENT

Urban Infrastructure Project Preparation and Management	10/Aug/2017	12/Aug/2017
Homes for All: Attaining the National Agenda	23/Nov/2017	25/Nov/2017
Urban Infrastructure Project Preparation and Management	22/Feb/2018	24/Feb/2018

INNOVATION AND TECHNOLOGY

Research Excellence in Organizations	07/Aug/2017	09/Aug/2017
Strategic R & D Management	11/Dec/2017	13/Dec/2017
Managing Strategic Innovation	22/Jan/2018	24/Jan/2018

MARKETING

High Impact Sales Management	22/May/2017	26/May/2017
Customer-Centric Brand Management	04/Sep/2017	06/Sep/2017
Creating Social Value Through Corporate Social Responsibility	11/Dec/2017	13/Dec/2017

OPERATIONS

Procurement Procedures for The World Bank Aided Projects	10/Jul/2017	21/Jul/2017
Inventory Management	24/Jul/2017	26/Jul/2017
Project and Contract Management	04/Sep/2017	08/Sep/2017
Procurement Procedures for The World Bank Aided Projects	06/Nov/2017	17/Nov/2017
Materials and Supply Chain Management	27/Nov/2017	01/Dec/2017
Project and Contract Management	08/Jan/2018	12/Jan/2018
Procurement Procedures for The World Bank Aided Projects	12/Feb/2018	23/Feb/2018

PUBLIC POLICY GOVERNANCE AND PERFORMANCE

Translating Entrepreneurship to Enterprise	04/Dec/2017	08/Dec/2017
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Rama Rao

STRATEGIC MANAGEMENT

Developing Strategic Mindset for Functional Managers	19/Jun/2017	23/Jun/2017
Driving Performance through Strategic Initiatives	24/Jul/2017	26/Jul/2017
Creating Progressive Boards	16/Aug/2017	18/Aug/2017
Strategic Agility under Uncertainty	23/Oct/2017	25/Oct/2017
Driving Performance through Transformational Leadership	19/Feb/2018	23/Feb/2018

URBAN GOVERNANCE

Integrated Solid Waste Management	17/Apr/2017	19/Apr/2017
Faecal Sludge Septage Management	15/May/2017	17/May/2017
Orientation on GIS, Remote Sensing, GPS & Surveying for Managers	25/May/2017	27/May/2017
International Certification Programme - Change Management (Phase - I)	13/Jun/2017	15/Jun/2017
for Achieving Continuous Water Supply for All in Urban Areas - (Phase - II)	16/Jun/2017	22/Jun/2017
Study Tour: (India & Tel Aviv & Jerusalem in Israel) - Creating and Managing Digital Presence	19/Jun/2017	21/Jun/2017
Towards Zero Waste- Decentralised Solid Waste Management	28/Jun/2017	30/Jun/2017
Public Private Partnership in Urban Infrastructure & Service Delivery	21/Aug/2017	23/Aug/2017
Soft Skills for Professionals in Urban Management	28/Aug/2017	30/Aug/2017
GIS for Governance- Decision Support System	04/Sep/2017	06/Sep/2017
International Training Programme on Smart Cities - Study Tour: (India & China)	23/Oct/2017	31/Oct/2017
Towards Universal Sanitation in Urban Areas	11/Dec/2017	13/Dec/2017
GIS for Urban Development	18/Jan/2018	20/Jan/2018
Public Private Partnership in Urban Infrastructure & Service Delivery	07/Feb/2018	09/Feb/2018
Integrated Solid Waste Management	12/Mar/2018	14/Mar/2018

LONG DURATION PROGRAMME

Business Management for Armed Forces Officers	05/Jun/2017	17/Nov/2017
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Administrative Staff College of India

Bella Vista, Raj Bhavan Road, Khairatabad,
Hyderabad - 500 082, India.

Telefax (Programmes Office) : 0091-40-23324365

Phone : 0091-40-66534247, Fax : 0091-40-66534356

Delhi Campus

C-24, Institutional Area
South of IIT, Behind Qutub Hotel
New Delhi-110 016.

Tel: 011-26962204, 26961750, 26961850



ADMINISTRATIVE STAFF COLLEGE OF INDIA
Bella Vista, Raj Bhavan Road, Hyderabad - 500 082, (India)

Nomination Form

**Creating Change Makers: Training Programme for
New Age Women Professionals**

(August 21-25, 2017)

Nominee's Contact Information :

Name (Mr/Ms) :	_____	Date of Birth :	_____
Designation :	_____	Qualification :	_____
Organisation :	_____		
Address :	_____		
Phone(s) :	(Off) : _____	(Mobile) :	_____
		Home :	_____
e-mail :	_____	Fax :	_____

Sponsor's Details

Name of the Sponsoring Authority _____	Designation _____
Organisation :	_____
Address :	_____

	Pincode : _____
Phone(s) :	(Off) : _____
	(Mobile) : _____
e-mail :	_____
	Fax : _____

Fee Particulars

Amount Payable :	_____	Mode of Payment (DD/Chq/NEFT) :	_____
Name of the Bank :	_____	Date of Instrument/Transfer :	_____
Instrument Number :	_____	UTR Number for NEFT :	_____

Medical Insurance

Name of the Insurance Agency	Policy Number	Validity upto

Note : Coverage should be available in Hyderabad, India

Signature of the Sponsoring Authority :

NOTE : Forward nomination form to : **Ms. V. Naga Swapna, Programmes Officer**, Administrative Staff College of India, Bella Vista, Hyderabad-500 082. Phone : 0091-40-66534247, 66533000, Mobile: 9246203535, Telefax: 0091-040-23324365, Fax : 0091-40-66534356, e-mail: poffice@asci.org.in