

BACKGROUND

The fundamental factor determining the nature of labour – management relations in a country is primarily dependent on the social, economic and political conditions in which workers live and act as well as on the attitude of the employers and state towards the well – being of workers. Socioeconomics history of labour movement shows that workers had to start with a disadvantage not only in India but everywhere for improving their living and working conditions and defending their basic interests. As such trade unions large or small came into existence in India to meet the needs of workers. In India trade unions also had to face many difficulties in dealing with the employers on wages, hours and conditions of work at a time when the alien rules were least interested in their well-being. The trade union leaders became quite convinced that there can be no economic and social emancipation. The alignment of the trade union movement with the national struggle for freedom resulted in the suppression of the trade union movement. This led to strikes and other forms of industrial conflicts with or without economic objective which necessitated state intervention for regulating labour - management relations. The present state of trade unionism and industrial relations in India is not an accidental factor but a legacy of the past which needs a fresh appraisal to quicken the processes for establishing social justice and human relations in industry.

Moreover, there have been, over the last few decades, a marked change in the socio-economic status of workers in the organized sector. This change has created new challenges for the leaders of most unions. Further, several segments of officers too have collectivised.

In view of these external and internal turbulences, the Administrative Staff College of India is pleased to offer an exclusive Programme for Trade Union leaders to enable them to understand the new realities and provide an environment to work out strategies for improving their effectiveness.

OBJECTIVES

The main objectives of the Programme are to :

- Develop appreciation of the business environment and the role of trade unions in the corporate sector;
- Facilitate exchange of experiences and provide insights into efficient management of trade union affairs; and
- Help provide a platform for experience-sharing and creating a network.
- It is a Capacity Building training for trade unions and their members to improve members knowledge related to trade union administration and financial management.
- The programme will provide an opportunity for the participants to improve their knowledge and skills on trade union administration including financial management of their organisation.
- This training is expected to contribute to the capacities of trade unions for effective workplace cooperation and improve productivity as well as to strengthen and enhance the capacity of trade union members on Trade Union administration.

CONTENTS

The Programme contents are broadly as follows :

- Origin and Development of Trade Union;
- The Concept of Leadership;
- Leadership in Trade Unions;
- Perspective of Trade Unionism;
- Role of Trade Unions in Managing Organisational Change;
- Labour Policy of the Government of India;
- Best Method for solving Industrial Disputes;
- Analysis of Financial Statements and Reviews;
- Legal Framework and its Implications;
- The Method of Collective Bargaining;
- Industrial Relations in India;
- Impact of I.L.O

ELIGIBILITY

The programme is focused for the Managers, Officials exposed to union environment, Office-bearers of trade unions, associations or federations. Working knowledge of English is essential for comprehension and self-expression during the programme.

Organisational sponsorship is essential

METHODOLOGY

The Programme will be dealt with by an appropriate blend of lectures, discussions, exercises and panels.

VENUE

The programme is fully residential and the participants will be accommodated in air conditioned single occupancy rooms. The College does not provide accommodation for the family. College will arrange transport between airport / railway station and venue. The College is WiFi enabled in comprehensive way.

DURATION

The programme duration is from **December 16 - 20, 2019**. The participants are expected to arrive a day before commencement and may leave after the conclusion of the programme.

PROGRAMME FEE

Residential Fee: Rs. 59,500/- (US \$1110 for foreigners) plus GST as applicable (presently 18%) per participant. The fee covers tuition, board and lodging, courseware (in electronic form) and other facilities of the College including internet usage.

Non-Residential Fee: Rs.49,500/- plus GST as applicable (presently 18%) per participant. The fee covers 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 credited into our Bank account before December 13, 2019.

Note: Kindly forward us the details of Bank/Wire transfer of fee payment indicating the Programme Code (Prg/19-20/1/43) to e-mail: poffice@asci.org.in for confirmation.

Bank details are given below:

For Indian Participants :

Bank Account Number	62090698675
Beneficiary Name	Administrative Staff College of India
IFSC Code	SBIN0020063
Bank Name	State Bank of India
Branch Address	Bellavista Branch, Raj Bhavan Road, Somajiguda, Hyderabad - 500 082

For Foreign Participants:

Bank Account Number	62090698960
Beneficiary Name	Administrative Staff College of India
Swift Code	SBININBBH04
Bank Name	State Bank of India
Branch Address	Bellavista Branch, Rajbhavan Road, Somajiguda, Hyderabad - 500 082.
Nostro Account (Optional)	6550992180

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 **December 9, 2019**. Kindly contact Programmes Officer for further details (contact details are given at the end of the nomination form).

LAST DATE FOR WITHDRAWAL

December 10, 2019. 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

Prof. J. Swarnalatha

e-mail : swarnalathaa.j@asci.org.in



ASCI is the first management development institution set up in the country at the instance of the Government of India and industry in 1956 to impart state-of-the-art management education for practicing managers, a legacy that we proudly take forward each year with a strong alumni of over 1,40,000. We are proud of our alumni which includes the leaders of Indian industry and senior Civil Servants in the government, public sector undertakings to be a part of this unique organisation. We are thankful to you all for the support extended in the past and look forward to your continuing patronage in 2019-20.

Also, ASCI conducts customized programmes for Government of India, State Governments, Public Sector, Private Sector and various international organisations. Our experienced faculty bring to the table a wealth of academic credentials, rich industry exposure and act as a catalyst in the classroom discussions, case study analyses and tutorials. Our faculty also conduct international programmes which provide an exposure to the global best practices. In addition to this, faculty at ASCI also carry out large number of management research activities (typically about 100 each year) which helps them provide the much needed value addition in the training programmes. In addition, we conduct non-residential programmes at our New Delhi Centre as well as off-campus programmes at the venue of the client's choice.



Administrative Staff College of India

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Website : <http://www.asci.org.in>



ADMINISTRATIVE STAFF COLLEGE OF INDIA

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Prof. J. SWARNALATHA
Programme Director

August 22, 2019

Programme on
EFFECTIVE TRADE UNION MANAGEMENT
Towards aligning Trade Union Leadership with VUCA World
(December 16 - 20, 2019)

Dear Sir/Madam,

Trade unions are in the midst of dramatic changes the world over. The crisis is especially acute in India. HR Managers and Trade Unions need to organize their resources better and utilize the executive and administrative skills of their colleagues, optimally.

The programme is useful for all the executives working in unionised environment. The program enables the participants to develop deep appreciation of the business environment and the role of trade unions in the corporate sector. The programme facilitates exchange of experiences and provide insights into efficient management of trade union affairs; and help provide a platform for experience – sharing and creating a network.

Working knowledge of English is essential for comprehension and self-expression during the programme.

Participants should be sponsored by their respective organizations/trade unions. The fee for the programme is Rs. 59,500/- (US\$1110 if foreign) plus 18% GST per participant. The fee will cover tuition, board and lodging, courseware, etc. Further details of the Programme are given in the enclosed brochure. A copy of the nomination form and an illustrative list of sponsoring organisations of some previous programmes are also enclosed.

I look forward to receiving your nominations at the earliest.

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 hospitalisation.

Yours faithfully,

(J. Swarnalatha)

Encl : Brochure & Nomination Form, Illustrative List of sponsoring organisations



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

Nomination Form
Programme on
EFFECTIVE TRADE UNION MANAGEMENT
Towards aligning Trade Union Leadership with VUCA World
December 16 - 20, 2019

Nominee's Contact Information

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

Sponsors Details

Name of the Sponsoring Authority: _____	Designation: _____
Organisation : _____	
GSTIN Number: _____	
Address : _____	
	Pincode : _____
Phone(s) : Office: _____ Mobile: _____	
e-mail : _____	Fax : _____

Fee particulars

Amount Payable :	Mode of Payment (DD/Ch/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 and Official Seal of the Sponsoring Authority :

NOTE : Forward nomination form to : **Mr. G. Srinivas Yadav, Programmes Officer**, Administrative Staff College of India, Bella Vista, Hyderabad-500 082. Phone : 0091-40-66534247, 66533000, Mobile: 9246203535, Fax: 0091-40-66534356, e-mail: poffice@asci.org.in

All Illustrative list of Sponsoring Organisations in our Earlier Programmes on Effective Trade Union Management

ABB Employee's Union	Food Corporation of India, Chennai
ACEF, Mumbai	FSTPP, PO Nabarun
Air Corporations Employee's Union	General Insurance Employee's Union
Air India, Mumbai	Glaxo Labs Employee's Union, Mumbai
Airlines Ground Instructors' Association	Gujarat Electricity Board
All India Overseas Bank Employees' Union	HAL, Hyderabad
All India Union Bank Officers' Congress, Hyderabad	Herdillia Chemicals Employee's Union
Atlas Copco. Employee's Federation, Mumbai	Herdillia Chemicals, Navi Mumbai
Atlas Copco. Employee's Federation, Pune	Hindustan Antibiotics, Pune
BSES Ltd., Mumbai	Hoechst, Mumbai
Bajaj Electricals, Mumbai	Hoechst, New Delhi
Bank of Baroda, Patna	INDAL, PO Chotamuri
BEL Employee's Union, Bengaluru	India Flight, Mumbai
Bharat Electronics Ltd., Bengaluru	India Tobacco Co, Chennai
Bharat Earth Movers Employee's Association, Mysore	Indian Additives Employee's Union
Bhartiya Kamgar Sena, Mumbai	Indian Aircraft Technicians' Association
Bombay Electric Workers' Union, Mumbai	Indian Aluminium
Bombay Port Trust, Mumbai	Indian Institute of Bankers' Employees Organisation
Canara Bank, Mumbai	Indian Oil, New Delhi
Canteen Stores Department, Mumbai	Indian Overseas Bank Officer's Association
Canteen Stores Dept. Employee's Union, Mumbai	Indian Pilots Guild, Mumbai
Cement Corporation, New Delhi	Instrumentation Ltd., Kota
Chennai Petroleum Corpn.	Instrumentation Ltd., Chennai
Cochin Refineries Employee's Association	Insurance Emp. Association
Coal Mines Officers' Association	Insurance Employees' Union
Coachin Refineries Worker's Association	IOB Officers' Association
Coromandal Fertilizers Ltd., Visakhapatnam	IPCL, PO Petrochemicals
CSD Dept.	KCP Ltd., Guntur
CSD Employee's Union	Krishna Cement Works, Guntur
DAE, Kalpakkam De-Nocil	Larsen & Toubro, Chennai
De-Nocil Employees' Union, Lote	Loktak Project
Dow Agro Sciences	Mahindra & Mahindra Ltd., Mumbai
E Merck (I) Ltd. Workers' Union, Goa	Maruthi Udyog Co., Haryana
E Merck India Ltd., Raigad	Mangalore Refinery & Petrochemical Ltd., Mangalore
Estates Staff Union of South India	MICO, Employees Union
Farakka Super Thermal Power Project,	Motor Industries Company Ltd., Sitapura
PO Nabarun	MRPL employees Union
	Municipal Corporation, Impal

National Hydro-Electric Power Corpn. Ltd.
 National Cement, Mancherial
 National Federation of General Insurance Employees' Union
 National General Insurance Employees' Union
 National Organic Chemicals Ind. Ltd., Thane
 National Organic Chemicals
 National Fertilisers Marketing Employee's Union, Chandigarh
 Nethpa Jhakri Power Corporation
 New India Assurance Co. Ltd.
 NOCIL Agro Chemicals. Chiplin, Dist. Ratnagiri
 NOCIL, Mumbai
 NRC, Thane
 Office of the Chief Engineer, Chamera Power Station
 Ogilvy, Benson & Mather (P.) Ltd., Mumbai
 Oil India Ltd.
 ONGC Purbanchal Employees' Association
 ONGC Workmen's Association
 Oswal Petrochemicals Employee's Union, Mumbai
 ONGC - Mangalore Refinery and Petrochemicals Ltd.
 Oswal Petrochemicals, Mumbai
 Petroleum Employees' Union
 Power Finance Corporation Union
 Power Finance Corporation Ltd., New Delhi
 Power Finance Corporation Employees' Union
 Raasi Cement Ltd., Nalgonda
 Raasi Cement Ltd., Vishnupuram, Dist. Nalgonda
 Rajasthan Municipal Corporation, Jaipur
 Rastriya Mill, Mumbai
 Refinery Employee's Union
 Reserve Bank of India
 Reserve Bank of India, Employees' Association
 Reserve Bank of India Officers' Association
 Rourkela Steel, Rourkela
 SAE, Jabalpur
 SAF, Kanpur
 SAE (I) Ltd., Jabalpur
 Sandvik Asia Employees' Union
 Sandvik Asia, Pune
 Shriram Refrigeration, Hyderabad.
 SICOM Officers' Association, Mumbai
 Singareni Collieries Worker's Union
 Small Arms Factory
 South Central Railway
 South Central Railway Mazdoor Union
 Standard Chartered Bank, Cochin.
 Standard Chartered Bank Employee's Union, Cochin
 Standard Chartered Bank, New Delhi
 Standard Chartered Bank, New Delhi
 Standard Chartered Bank, Mumbai
 Standard Chartered Bank, Kolkutta
 Standard Chartered Bank, Chennai
 Standard Chartered Bank, Patiala
 STC of India Ltd., New Delhi
 Syndicate Bank, Hyderabad.
 Syndicate Bank, Chennai
 Tamilnadu State Apex Coop. Bank Employee's Union
 TATA Tea Ltd.
 Thakur Cement, PO Barmana
 TNSC Bank Ltd., Chennai
 Tunghabhadra Sugar Works, Karnataka
 Union Bank Officer's Association, Ahmedabad
 Union Carbide (I) Ltd., Mumbai
 Uttaranchal Jalvidyut Nigam Ltd.
 Visakhapatnam Port Trust, Visakhapatnam
 Voltas & Volkart, Secunderabad
 Zuari Agro Chemicals Ltd. Employee's Union
 Zuari Agro Chemicals Ltd. Worker's Union
 Zuari Agro Chemicals Ltd. Worker's Union, Goa
 Zuari Agro Chemicals Ltd., Goa
 Zuari Agro Chemicals Ltd., Zuari Nagar
 Zuari Industries Ltd.,
 Zuari Industries Ltd., Employee's Union
 Zuari Industries Ltd., Worker's Union