



asci
Leadership through Learning

ADMINISTRATIVE STAFF COLLEGE OF INDIA

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

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Dr. B. Lakshmi
Programme Director

May 22, 2019

Programme on
Ethics and Values in Administration

(August 26 - 28, 2019)

Dear Participants,

The Administrative Staff College of India (ASCI) is pleased to announce the Programme on Ethics and Values in Administration from August 26 - 28, 2019 at ASCI, Hyderabad.

The process of putting ethical principles into practice by leadership in organizations is a prime requirement at the present time when unethical practices have gained worldwide attention and the role of leadership is being increasingly questioned. There is a growing realization that growth rates, profits and 'numbers' are not the best indicators of successful organizational performance. There is a need for emphasis to be shifted to a more value-based thrust in business organisations. Where does one start in fostering leadership ethics in the business world?

We believe that employees can do enviable things given the opportunity, responsibility and authority and a little bit of inspiration. In fact, many of them have shown great leadership qualities in their chosen fields and have created positive impacts towards their organisations.

As senior functionaries in organisations /governments, one is expected to be role models, and to do what is right, and we do remember that we live longer with our conscience than we will with organisations/ government.

The subject of ethics is very delicate and fragile. Thus what is needed is a radical change in the manner in which governance is carried out which will ensure performance by the employees as well – considered setting new tasks and provision of resources to carry them out.

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.

Cordially yours,

B. Lakshmi

Encl: Brochure and Nomination Form



Programme on

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Administrative Staff College of India

BACKGROUND

Today we are witnessing far-reaching changes globally in the social and political environment. There is growing awareness in civil society and greater rights-based demands for more open, responsive and accountable governments. The earlier emphasis on 'efficiency' as a criterion for service delivery has been replaced in recent years by 'effectiveness' and more citizen-oriented approaches to service delivery. The framework of efficiency alone is no longer adequate to deal with the pressures and aspirations for change. Systemic corruption along with 'weak governance' has resulted in the misuse of scarce resources, uncertainty of outcomes, failure in achieving objectives and the gradual undermining of institutions.

OBJECTIVES

- ◆ To understand the challenges which are leading to a rethinking of governance and new agendas for governance at the present time. What are the important developments in the current social and political environment?
- ◆ Strengthening the foundations of Ethical Governance. What are the recent implications in civil society (citizens' awareness and demands/aspirations/expectations) for 'Ethics and Values in Governance?' What are the specific areas of governance that need restructuring?
- ◆ Facilitating among the participants the understanding and appreciation of people everywhere, more so in developing countries, are demanding greater access to information, improved service delivery, far more transparency from government and higher degree of people's participation in decision processes.
- ◆ How can Ethical norms and Values be operationalised in the day-to-day practices of governance?
- ◆ Towards a holistic approach to policies and programmes to bring about change involving all levels of government and all participants in society to make ethical governance sustainable, effective and goal-oriented.
- ◆ Providing them with an opportunity to interact with their peers, share inspiring experiences and exchange different views and ideas.

METHODOLOGY WILL BE THROUGH:

- ◆ Interactive lecture sessions by specialists
- ◆ Case studies
- ◆ Reflect upon their vision, the current reality and the gap
- ◆ Tap their own and each others inner resources for inspiration & learning
- ◆ Evolve a paradigm of ethical leadership and governance
- ◆ Explore the balance between family life and work life for the wholesome living
- ◆ Group activities / Group discussions based on experience sharing.
- ◆ Panel discussions
- ◆ Reflections on our current challenges
- ◆ Family Groups

KEY TOPICS TO BE COVERED

1. ***An ambiance of informality and human warmth.***
In this ambiance people relate to each other as people, and not in terms of rank.
2. ***Story sharing***
Facilitators and speakers share personal experiences of their own change, their initiatives and the impact of those initiatives on situations in need of change.
3. ***Introduction to Inner Governance and self-mastery***
A few sessions, preferably at the start of the day, focus on the idea that to be effective in bringing change to any situation outside, change must begin within.
4. ***Touching Hearts***
This programme uses messages and short films, which move people at the heart level.
5. ***Practice of silence and inner listening***
This is at the heart of the programme. Participants are introduced to the idea of taking daily times of quiet to listen to their inner voice.
6. ***Caring for one's health.***
Importance of caring for one's health is highlighted.

METHODOLOGY

Learning will be through lectures, case discussions based on experiences, Simulation games and group discussions.

Organisational Sponsorship is essential.

VENUE

The Programme is fully residential and the participants will be accommodated in air-conditioned single occupancy 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 College is WiFi enabled in a comprehensive way.

DURATION

The Programme duration is from **August 26 - 28, 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. 37,500/- (US \$700 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.31,500/- 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 **August 23, 2019**.

Note: Kindly forward us the details of Bank/Wire transfer of fee payment indicating the **Programme Code(Prg/19-20/1/34)** to **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 nominees' medical coverage in the event of hospitalisation.

LAST DATE FOR NOMINATION

Please use the prescribed/attached form. Last date for receiving nominations is August 19, 2019. Kindly contact Programmes Officer for further details while sending nominations (contact details are given at the end of the nomination form).

LAST DATE FOR WITHDRAWAL

August 20, 2019. Any withdrawals after this date will entail forfeiture of fee paid.

ASCI ALUMNI ASSOCIATION

Participants of College programmes will automatically become members of ASCI Alumni Association.

CERTIFICATE OF PARTICIPATION

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

Programme Director

Dr. B. Lakshmi

E-mail: lakshmib@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

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

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South of IIT, Behind Qutub Hotel
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www.asci.org.in



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

Nomination Form

Programme on

Ethics and Values in Administration

(August 26 - 28, 2019)

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 : | _____ |
| GSTIN : | _____ |
| 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 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