

# Senior Leadership Programme

**(January 06-10, 2025)**  
(At ASCI, Hyderabad)

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**February 04-16, 2025**  
(Study Tour: Europe)



**ADMINISTRATIVE STAFF COLLEGE OF INDIA**

(accredited as उत्कृष्ट by Capacity Building Commission, GoI)



## PROGRAMME OVERVIEW

The Senior Leadership Development Programme is designed to enhance the leadership capabilities, strategic thinking, and managerial skills of senior leaders within the organization. Through a combination of interactive workshops, executive coaching, case studies, and practical exercises, participants will gain the knowledge and tools necessary to drive organizational success and achieve strategic objectives.

## OBJECTIVES

- **Develop Strategic Vision and Direction:** Equip leaders to define, communicate, and implement a compelling vision that aligns with the organization's long-term goals and market dynamics.
- **Enhance Decision-Making Capabilities:** Strengthen critical thinking, systems thinking, and risk assessment skills to enable effective decision-making in complex and high-stakes environments.
- **Drive Transformational Change:** Empower leaders to manage and sustain organizational change, overcome resistance, and foster resilience within their teams to navigate evolving business landscapes.
- **Cultivate a Culture of Innovation:** Foster an innovation-oriented mindset, enabling leaders to encourage creativity, agile problem-solving, and continuous improvement within their teams.
- **Build Emotional Intelligence and Executive Presence:** Improve interpersonal skills, empathy, and self-awareness, enhancing leaders' ability to influence, inspire trust, and manage diverse team dynamics effectively.
- **Lead and Coach High-Performance Teams:** Provide leaders with the tools to empower, motivate, and build accountability within high-performing teams, ensuring sustained productivity and engagement.
- **Promote Ethical and Inclusive Leadership:** Strengthen commitment to ethical decision-making, diversity, and inclusivity, encouraging a workplace culture that values integrity and equity.

## CONTENT

### Strategic Thinking and Planning:

- Developing a strategic mindset.
- Aligning organizational goals with market trends and opportunities.
- Creating and executing effective strategic plans.

### Leading Change and Innovation:

- Understanding the dynamics of change.
- Managing resistance and fostering a culture of innovation.
- Implementing change initiatives effectively.
- Decision Making and Problem Solving.

### Enhancing decision-making skills:

- Analyzing complex problems and developing innovative solutions.
- Implementing decision-making frameworks.

### Effective Communication and Influence:

- Communicating vision and strategy effectively.
- Building strong relationships and networks.
- Influencing stakeholders and managing conflicts.

### Leadership Presence and Emotional Intelligence:

- Developing a strong leadership presence.
- Enhancing emotional intelligence and self-awareness.
- Building and leading high-performing teams.

### Strategic Talent Management:

- Attracting, developing, and retaining top talent.
- Succession planning and leadership development.
- Creating a diverse and inclusive workplace.

### Ethical Leadership and Corporate Social Responsibility:

- Understanding ethical dilemmas in leadership.
- Promoting ethical behavior and corporate social responsibility.
- Managing reputation and stakeholder trust.

### Financial Acumen and Business Acumen:

- Understanding financial statements and key financial metrics.
- Making informed financial decisions.
- Developing business acumen and strategic thinking.

## METHODOLOGY

- Interactive sessions led by industry experts and faculty.
- Case studies, simulations, and group exercises.
- Executive Coaching and Mentoring:
- One-on-one coaching to address individual leadership challenges.
- Action Learning Projects:
- Networking Opportunities:
- Peer learning and networking with other senior leaders.

- Assessments and Feedback:
- 360-degree assessments to gain insights into leadership strengths and development areas.
- Personal Development Plans.

## PROGRAMME OUTCOMES

- Enhanced leadership capabilities and effectiveness.
- Improved strategic thinking and decision-making skills.
- Enhanced ability to lead change and drive innovation.
- Stronger relationships and networks within and outside the organization.
- Increased organizational impact and business results.

A senior leadership program is a transformative experience that prepares experienced leaders to navigate the complexities of today's business environment and drive long-term success for their organizations.

***Organisational sponsorship is essential***

## 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. The college is Wi-Fi enabled in a comprehensive way.

## DURATION

**Indian Component: January 06-10, 2025**

**International Component: February 04-16, 2025**

The participants are expected to arrive a day before commencement and may leave after the conclusion of the programme.

## PROGRAMME FEE

**Rs. 7,25,000/-** 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.

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 into our Bank account before **January 03, 2025**.

**Note:** Kindly forward us the details of Bank/Wire transfer of fee payment indicating the **Programme Code (Prg/24-25/1/183)** e-mail: to **pooffice@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 62090698675  
Beneficiary Name Administrative Staff College of India  
Swift Code SBININBB327  
Bank Name State Bank of India  
Branch Address Bellavista Branch, Raj Bhavan Road, Somajiguda, Hyderabad - 500 082.  
Country India

## 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. The last date for receiving the nomination form is **December 23, 2024**. Kindly contact Programmes Officer for further information (contact details are given at the end of the nomination form).

## LAST DATE FOR WITHDRAWAL

**December 30, 2024**. Any withdrawals after this date will entail forfeiture of the fee paid, if any.

## ASCI ALUMNI ASSOCIATION

Participants of College Programmes will automatically become members of the ASCI Alumni Association.

## CERTIFICATE OF PARTICIPATION

The College issues a Certificate of Participation after the programme.

Programme Director

**Prof. J Swarnalatha**

Professor, Centre for Managerial Communication and Marketing  
0091-40-66534265/+91 8885550444, swarnalathaa.j@asci.org.in



# ASCI

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 with a strong alumni of over 1,69,000. 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 2024-25.

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.  
Telefax (Programmes Office): 0091-40-23324365  
Phone: 0091-40-66534247, Fax: 0091-40-66534356  
Mobile No.: +91 092462 03535 E-mail: [poffice@asci.org.in](mailto:poffice@asci.org.in)

Delhi Campus  
C-24, Institutional Area  
South of IIT, Behind Qutub Hotel  
New Delhi - 110 016  
Phone Nos: 011-26962204, 26961750, 26961850

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



# ADMINISTRATIVE STAFF COLLEGE OF INDIA

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

## Nomination Form

### Senior Leadership Programme

January 06-10, 2025 at ASCI, Hyderabad  
Study Tour : Europe - February 04-16, 2025

**Part A : To be filled in by the nominee**

Please affix  
Your Photograph  
Here

#### Nominee's Personal Information

Name (Mr./Ms./Any Other___)			
Designaton			
Date of Birth			
Address for Communication (Official)			
Phone(s)	Business :	Home:	Mobile :
Fax	E-mail:		
Name as in Passport	Issued at	Passport No.	Validity upto

#### Your Education (Graduation onwards)

Degree	Institution	Year	Subject

#### Your Experience in the Present Organisation

Position	Reporting to	Responsibility	No. of Years

#### Your Experience in Previous Organisation(s)

Organisation	Position	Reporting to	Responsibility	No. of Years

#### SHRM 2020

What are your expectatons from this Programme?

Important Management Development Training Programme Attended

In ASCI		Other Institutions		
Year	Programme Title	Institution	Programme Title	Year

**Your Health**

<b>Good:</b> Fit for overseas Travel Yes <input type="checkbox"/> No <input type="checkbox"/>	<b>Specify chronic ailments if any (Please list)</b>
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**Medical Insurance**

Name of the Insurane Agency	Policy Number	Validity upto
<i>Note : Coverage should be available in Hyderabad, India</i>		

Date :

Signature

**NOMINATION FORM**  
**Part B: To be filled in by Sponsor**

**Sponsoring Organization : Business Information**

Name of the Organisation		Sector	
<b>Address &amp; Contact Numbers</b>			
	Phone (s) :		Fax:
	E-mail :		
Range of Services/Products			
Size (in Rs. lakhs)	Revenue	Asset Base	Employees

**Programme fee payable to Administrative Staff College of India**

Payment Amount		Mode of Payment (DD/Cheque)	
Instrument Number		Date of Instrument	
Name of the Bank			

**Name & Designation of Sponsoring Authority**

Signature :

Date :

**Completed nomination forms and the demand draft / cheque may please be sent to :**

The Programmes Officer  
 Administrative Staff College of India  
 Bella Vista, Raj Bhavan Road, Hyderabad - 500 082, India  
 Phone : +91-40-66534247, Fax : +91-040-66534356 / 23324365, E-mail : poffice@asci.org.in