

No.42/01/2026-5Trg.
HARYANA GOVERNMENT
CHIEF SECRETARY OFFICE
TRAINING DEPARTMENT

To

Dated, Chandigarh the 14th July, 2026

All the Administrative Secretaries to Government, Haryana.

Subject:- Regarding request for nominations for workshop at Portblair (A&N Islands).

Sir/Madam,

I am directed to refer to the subject noted above and to forward herewith a copy of e-mail dated 17.06.2026 received from Sh. Ajay Sharma, Executive Director, National Institute of Man Management & Advancement, B-18, Ground Floor, Community Centre, Janak Puri, New Delhi for further necessary action. This letter has also been uploaded on the website of Chief Secretary Haryana i.e (<http://csharyana.gov.in>).

The necessary action may be taken in view of Government Instructions No. 22/38/2010-4Trg, dated 21.12.2022.

Yours faithfully,


Deputy Superintendent, Training
for Chief Secretary to Government, Haryana.

Endst. No. 42/01/2026-5Trg.

Dated Chandigarh, the 14th July, 2026

A copy of the above is forwarded to Sh. Ajay Sharma, Executive Director, National Institute of Man Management & Advancement, B-18, Ground Floor, Community Centre, Janak Puri, New Delhi-110058 w.r.t their e-mail dated 17.06.2026 for information.


Deputy Superintendent, Training
for Chief Secretary to Government, Haryana.

Fwd: Details of Our Coming Training Programs AT PORTBLAIR (A& N ISLANDS)

1 message

SPS Haryana <ssps@hry.nic.in>
To: branchtrg <branchtrg@gmail.com>

18 June 2026 at 09:14

Defun dy
18/6/2026

5 Tog.

===== Forwarded message =====

From: Anurag Rastogi <cs@hry.nic.in>
To: "SPS Haryana" <ssps@hry.nic.in>
Date: Wed, 17 Jun 2026 20:05:03 +0530
Subject: Fwd: Details of Our Coming Training Programs AT PORTBLAIR (A& N ISLANDS)
===== Forwarded message =====

Anurag Rastogi

Training Branch
CFMS/Diary No. 69711
Dated 18/6/26

===== Forwarded message =====

From: Ajay Sharma <nimmatrg@gmail.com>
To: <HOHRD@nmhc.co.in>, "Chandra Sekhar" <csb28843@gmail.com>, <cs@hry.nic.in>, "Haryana. Director" <dfa.rhm@gmail.com>, "CMT" <cmt@jnport.gov.in>, "CMDH-HRD" <cmdc.hrd@rcfild.com>, "CHIEF MANAGER FINANCE" <cmf@jnport.gov.in>, <chairman@jnport.gov.in>, <dycspgd@mahagenco.in>, <dychairman@jnport.gov.in>, "Training Section Rhq" <rhq_trg@mppolice.gov.in>, "Devchand Koli" <rdevchandkoli@jnport.gov.in>, "Pankaj Kamal" <pankajkamal@jnport.gov.in>, "gm_hrd" <gm_hrd@scclmines.com>, "JAYANT GANGIL" <GANGILJ@indianoil.in>, <sunilsuryawanshi9999@gmail.com>, <rathodns@indianoil.in>, <deepakgogoi100@gmail.com>, <dir.hr@nlcindia.in>, <admn.nrhmhry@gmail.com>, <deputychairman@jnport.gov.in>
Date: Wed, 17 Jun 2026 15:19:23 +0530
Subject: Fwd: Details of Our Coming Training Programs AT PORTBLAIR (A& N ISLANDS)
===== Forwarded message =====

**NATIONAL INSTITUTE OF MAN
MANAGEMENT & ADVANCEMENT
NEW DELHI**

P.A. N. NO. IS AAOFN 3215 E

GST NO:-

07AAOFN3215E1ZG

NIMMA /TRG /2026

Dated:- 26-04-2026

**SUB:- REQUEST FOR NOMINATIONS FOR WORKSHOP
AT PORT BLAIR (A& N ISLANDS)**

Respected Sir,

In this highly competitive environment there is a greater need for promoting performance excellence on a continuous basis. Emotions and Human values play an important role in building a work culture necessary for achieving peak performance. It is therefore, necessary that emotional quotient (EQ) be combined with spiritual quotient (SQ) Values are ideals that influence the quality of personal behavior and long term performance. Intelligent use of emotions and positive values play an important role in promoting performance excellence This Workshops will help the Executives to Sharpen their Skills which will contribute for Managerial Excellence through Effective Leadership & will also enable the Participants to Evolve Strategies & Skills for Promoting Dynamics Leadership in the organizations.

"ACHIEVING PERFORMANCE EXCELLANCE"

- Executives / Officers / Managers engaged in any Department in an Organization/Office (Such as Administration , Finance/Accounts, Technical, Safety , Medical , Personnel ,HR, Staff etc.etc).
- Personnels engaged in Office : Senior Executives, Administrative Stores & Field Officers, Section Officers, Superintendents,
- Office Managers, PS / PA'S , Stenos, Typists Assistants, Secretarial & Clerical Staff.(U D C / LDC), Receptionist.
- Leaders / Activists of Employees Unions, Supervisors & Officers Associations & SC/ST & OBC Employees Welfare Associations & JCM Committee Members.

TOPICS TO BE COVERED

- Characteristics of an Effective Employees (Positive Values) -- Team Building for Orgn Growth -- Productivity -- Role of Union/ Asson/ Employees in increasing Productivity -- Management of Stress -- Human Relations / Good Interpersonnel Relations/ Good Union Management Relations for smooth functioning --Importance of Effective Communication \ Good Relations \ Less Stress \ Effective Team \ Better Performance \ More Productivity \ Orgn Growth * Managerial Leadership

FACULTY :

The Training Programme will be Conducted by our Sr. Faculty , in mix of Hindi & English Through lectures , Group Discussions, Case Study & Quiz.

DATE & VENUE

AT HOTEL KING SAPPHIRE, PORTBLAIR (A&N ISLAND) FROM AUG. 01st A/N – 04th F/N, 2026

PARTICIPATION FEES WILL BE

Rs. 54,900/- +18% GST Per Residential Participant per Programme in Double Occupancy.

Rs. 34,900/- +18% GST Per Non Residential Participant per Programme.

Rs. 69,900/- +18% GST Per Resident Participant in Single occupancy

(in this spouse stay will be complimentary)

We are sure you will find the above said Workshop need based , Educative , Informative & highly useful for your Organisation / Employees. We, therefore request you to kindly take advantage of the same by nominating more & more your Officers / Officials for this Workshop.

Kindly favour us, with Your nominations along with the Course fees drawn in favour of "NATIONAL INSTITUTE OF MAN MANAGEMENT & ADVANCEMENT" (Payable at New Delhi) at the earliest, as seats are limited.

With warm regards,



SHARMA)

Director

(AJAY

Executive

REGD. OFFICE : B-18, GROUND FLOOR, COMMUNITY CENTRE, JANAK PURI, NEW DELHI: 110058.

TELE. NO:- 011- 25511419, 40050334, 9811153108, 9891654500

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Email ID: nimmatrg@gmail.com, immt16@yahoo.in

WEB: www.nimma.org