

# Programme on Enhancing Performance and Wellbeing for Managerial Effectiveness (February 02 - 06, 2026)



**Administrative Staff College of India**

(accredited as उत्कृष्ट by Capacity Building Commission, GoI)

## **PROGRAMME OVERVIEW**

Organisational effectiveness depends not only on sound strategy but also on the ability of individuals to execute tasks efficiently and consistently. While many organisations excel at developing strategic plans, their success ultimately hinges on the managerial capabilities of their people. This programme on Managerial Effectiveness is designed to equip participants with the essential managerial skills required to enhance individual performance and contribute meaningfully to organizational goals. By focusing on self-awareness, leadership, interpersonal skills, stress management, innovation, and technology-enabled decision-making, the programme empowers professionals to navigate dynamic business environments with confidence and competence. Through practical tools, expert insights, and hands-on learning, participants will develop actionable strategies to improve personal and team productivity, align their efforts with organisational objectives, and lead with purpose and clarity.

## **OBJECTIVES**

- Understanding one's managerial style through psychometric assessments
- Enhancing interpersonal skills, leadership, and emotional intelligence
- Managing stress and improving productivity
- Driving motivation, innovation, and adaptability in managerial roles
- Leveraging emerging technologies in decision-making

## **KEY BENEFITS INCLUDE**

- Psychometric assessment-based self-evaluation
- Certified practitioner- led sessions for deeper insights
- Real-time, actionable strategies for enhancing individual and team effectiveness

## **CONTENT**

### **Day 1: Self-Awareness and Managerial Foundations**

- Psychometric profiling to identify individual managerial styles
- Developing emotional intelligence and interpersonal effectiveness
- Self-motivation as a driver of personal and professional success

### **Day II: Leadership, Team Building, and Conflict Management**

- Leadership approaches tailored for high-performance outcomes
- Techniques to build cohesive teams and encourage collaboration
- Managing and resolving conflicts constructively in the workplace

### **Day III: Managing Stress and Enhancing Productivity**

- Practical stress management tools for improved focus and resilience
- Work-life balance and productivity-enhancing strategies
- Time management techniques for daily effectiveness

### **Day IV: Innovation, Technology Trends, and Decision Making**

- Impact of technological innovation on managerial roles
- Creative problem-solving and critical decision-making frameworks
- Building adaptability and tech-saviness for future-readiness

### **Day V: Driving Motivation and Action Planning**

- Motivation theories and their application in leadership
- Techniques for self and team motivation
- Crafting individual development plans and long-term success strategies

## **METHODOLOGY**

The programme is structured to provide an immersive and interactive learning experience. It combines expert lectures, psychometric tools, experiential learning, case discussions, role plays, and group exercises. Emphasis is placed on real-world applicability and peer learning to reinforce key takeaways.

## **FACULTY**

The programme is delivered by a distinguished panel of faculty members led by Dr Ashok Kumar Patnaik, Professor, and Dr Bharath Shashanka Katkam, Assistant Professor. The faculty also includes professionals from ASCI, senior bureaucrats, CEOs, industry experts, and legal and technical advisors. With extensive experience across leadership and management domains, they bring practical insights and transformative learning to the classroom.

## **PARTICIPANT PROFILE**

The programme is ideal for junior, middle, and senior-level executives, managers, and administrators from public and private sector organisations and government departments. It is particularly beneficial for professionals seeking to sharpen their managerial acumen and drive individual and organisational growth.

***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

The programme duration is 5 days, starting from **February 02 - 06, 2026**. The participants are expected to arrive a day before commencement and may leave after the conclusion of the programme.

## PROGRAMME FEE

Residential Fee: **Rs. 69,500/-** (US \$ 1086 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. 59,500/-** plus GST as applicable (presently 18%) per participant. The fee covers tuition, courseware (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 **January 27, 2026**.

**Note: Kindly forward us the details of the Bank/ Wire transfer of the programme fee through email to: [poffice@asci.org.in](mailto: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 : 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 nominees' medical coverage in the event of hospitalization.

### **LAST DATE FOR NOMINATION**

Please use the prescribed/attached form. The last date for receiving nominations is **January 23, 2026**. Kindly contact the Programmes Officer for further details (contact details are given at the end of the nomination form).

### **LAST DATE FOR WITHDRAWAL**

**January 27, 2026**. Any withdrawals after this date will entail forfeiture of the 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 the conclusion of the programme.

#### **Programme Directors**

**Dr. Ashok Kumar Patnaik / Dr. Bharath Shashanka Katkam**

**Email: [ashok.kumar@asci.org.in](mailto:ashok.kumar@asci.org.in) / [bharath@asci.org.in](mailto:bharath@asci.org.in)**

**WhatsApp: 9381336963**

*Administrative Staff College of India (ASCI) is taking all the precautionary measures and following all the norms (in light of COVID-19) to provide a safe environment for the participants who are visiting our Campus to attend the Training Programmes.*



## ABOUT 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 1,76,500. 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 2025-26.

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

Mobile: 9246203535, Phone : 0091-40-66534247

Fax : 0091-40-66534356

### **College Park Campus**

ASCI, Road No.3, Banjara Hills,  
Hyderabad-500 034, Telangana, India  
+91-40-66720700/01/02/05  
+91-40-66720725

### **Delhi Campus**

ASCI, C-24, Institutional Area, South of IIT  
Behind Qutub Hotel, New Delhi-110016.  
+91-11-26962204, 26961750, 26961850  
+91-11-26866097



**asci**  
Leadership through Learning

**ADMINISTRATIVE STAFF COLLEGE OF INDIA**

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

**Nomination Form**

**Programme on  
Enhancing Performance and Well-being for Managerial Effectiveness  
(February 02 - 06, 2026)**

**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. Sreenivasa Reddy, 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**