वैकुंठ मेहता राष्ट्रीय सहकारी प्रबंध संस्थान

VAIKUNTH MEHTA NATIONAL INSTITUTE OF CO-OPERATIVE MANAGEMENT

(A National Institute under the aegis of National Council for Cooperative Training (NCCT), Promoted by Ministry of Cooperation, Government of India)

Ref : VM/A.K.T./2022

04th January, 2022

To,
Chairman/Managing Director
The State Cooperative Banks
Urban Cooperative Banks
District Central Co-operative Banks

Sub: Programme on Positive Thinking, Work-Life Balance, Inter - Personal Relationship and Stress Management at Goa (02-04 February, 2022) Nominations – reg.

Dear Sir,

We are pleased to inform you that we have proposed to organize the above mentioned **Programme on Positive Thinking, Work-Life Balance, Inter - Personal Relationship and Stress Management a outstation Programme at Goa from 02 - 04 February, 2022.**

We request you to kindly participate in the programme or to depute 2-3 participants for the programme. This letter may be shared with cooperatives in the vicinity of your organization so that they too can take advantage of the training programme. As planned observation study tour will be in Goa in and around.

Our Institute is accredited Institute for training in all over India.

The Certificate issued by our institute is valid for Audit purpose and credit rating of the Banks and Cooperatives Institutions.

The details of the programme are given in the enclosed brochure. Besides Institute's faculty, experts from the field are also invited to interact with the participants.

The nominations may be sent in the enclosed proforma. The Programme fee may be sent by NEFT (Bank details enclosed)

Thanking you,

Yours faithfully,

(A.K. Tiwary)
Programme Director

Enclosure: Brochure and nomination form

सावित्रीबाई फुले पुणे विद्यापीठ मार्ग, पुणे – 411 007 महाराष्ट्र, भारत Savitribai Phule Pune University Road, Pune – 411 007, Maharashtra, India
PHONE : +91-20-25701000 /25701228, Web-site : www.vamnicom.gov.in, E-mail : aktiwari3003@gmail.com
GSTIN No. : 27AAEAN3477B1ZO PAN : AAEAN3477B

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संदर्भ संख्या : वीएम /एकेटी/ 2022

दिनांक 04 जनवरी , 2022

सेवा में,
मा. अध्यक्ष / प्रबन्ध निदेशक
राज्य सहकारी बैक,
शहरी सहकारी बैक एवं जिला सहकारी बैक

विषय : सकारात्मक सोच, कार्य एवं जीवनशैली में संतुलन, अन्तर्वैयक्तिक सम्बंध एवं तनाव प्रबंधन पर प्रशिक्षण कार्यक्रम 02 - 04 फरवरी, 2022, गोवा - नामांकन विषयक ।

महोदय,

हमें आपको सूचित करते हुए बडी प्रसन्नता हो रही है कि हमारे संस्थान ने सकारात्मक सोच, कार्य एवं जीवनशैली में संतुलन , अन्तर्वैयक्तिक सम्बंध एवं तनाव प्रबंधन पर प्रशिक्षण कार्यक्रम 02 - 04 फरवरी, 2022, गोवा तक आयोजित करना प्रस्तावित किया है ।

आपसे अनुरोध है कि कृपया आप इस कार्यक्रम में 2 - 3 प्रतिभागियों को नामित करने की कृपा करें । यह पत्र अपने संगठन के आस-पास के क्षेत्र में सहकारी समितियों के साथ साझा किया जा सकता है ताकि वे भी प्रशिक्षण कार्यक्रम का लाभ ले सकें।योजानुसार अध्ययन भ्रमण कार्यक्रम गोवा एवम् निकट के सहकारिताओं में आयोजित किया जाएगा।

हमारा संस्थान प्रशिक्षण के लिए भारत भर में मान्यता प्राप्त है ।

हमारे संस्थांन द्वारा जारी किए गए प्रमाण पत्र लेखा परीक्षण के अंतर्गत बैंक की क्रेडिट रेटिंग के लिए मान्य है ।

कार्यक्रम का विवरण संलग्न विवरणिका में दिए गए है ।संस्थान के विषय से संबंधित विशेषज्ञ संकाय के अलावा इस क्षेत्र के बाहरी विशेषज्ञों को आमंत्रित करके प्रतिभागियों को व्यावहारिक ज्ञान द्वारा अधिकतम लाभ देने का प्रयास सुनिश्चित किया जायेगा ।

नामांकन संलग्न प्रपत्र में प्रेषित करें । प्रशिक्षण शुल्क एनईएफटी के द्वारा भेजना सुनिश्चित करेंगें ।

धन्यवाद,

भवदीय

04.01.2022

(ए.के.तिवारी)
कार्यक्रम निदेशक
संलग्न विवरणिका एवं नामांकन पत्र

सावित्रीबाई फुले पुणे विद्यापीठ मार्ग, पुणे – 411 007 महाराष्ट्र, भारत Savitribai Phule Pune University Road, Pune – 411 007, Maharashtra, India
PHONE : +91-20-25701000 /25701228, Web-site : www.vamnicom.gov.in, E-mail : aktiwari3003@gmail.com
GSTIN No. : 27AAEAN3477B1ZO PAN : AAEAN3477B

Programme on Positive Thinking, Work-Life Balance, Inter - Personal Relationship & Stress Management (02 - 04 February, 2022) Outstation : Goa

We are all aware that work place environment is ever changing with the change in working culture. Now-a-days external environment continuously use to impose many challenges before the internal work environment and working employees realizes it difficult to remain positive as well balanced in their personal life, as a consequence, a stressful working environment minimizes the productivity of an employee.

Therefore, it is important to achieve a work-life balance, because work has to be sustainable in the long run. If employees in the banks fail to achieve work life balance, then it may result in to a negative effects on both the individual and the team.

Positive thinking and work life balance is based on the fact that our life is composed of various elements (work, rest, family, hobbies, friends etc.,).Work-life balance is about achieving the right mix of all the various components of our life.

Positive thinking and work life balance is the art of creating harmony, allowing us to be more positive, happy and healthy.

Taking into consideration above facts and to equip the personal with skills and knowledge to manage/discharge their day to day functions effectively, our Institute has planned 03 days training **Programme on Positive Thinking, Work-Life Balance, Inter-Personal Relationship & Stress Management (02-04 February, 2022).** The course will help the participants to enhance their productivity to ensure business and profit of the bank.

Objectives :

1. To understand the importance of Positive Thinking to be productive.
2. Focus on achieving the right mix of all the various components of our life to be balanced.
3. To manage work life balance effectively.
4. To develop the skills of stress management.
5. To learn the inter-personal skills and its importance for team building, and good relationship at work place.

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Programme Contents:

1. Positive Thinking - over all impact on a personality.
2. Effectiveness of Inter-Personal Relationship.
3. Effective communication skills at work place.
4. Approach to Work life balance.
5. Understanding of Transactional Analysis to manage people well in every sphere of life.
6. Stress Management

Target Group :

The Programme is designed to inculcate the balanced behavioral attitude in the target groups.

Venue :
Goa (In a Hotel)

Exposure Visit : In and Around Goa

Lodging & Boarding : In twin sharing rooms Lodging and Boarding arrangements for the participants shall be made available in the Hotel from evening of 01st February, 2022 to the afternoon of 04th February, 2022.

Duration : 3 days (02 – 04 February, 2022)

Programme Fee - The Programme fee is **Rs 21,240 /- (Rupees Twenty One Thousand Two Hundred Forty only)** including 18% GST per participant in case of twin sharing in a hotel room. For such participants desire to be accommodated in a single occupancy fee shall be **Rs. 27,140/- (Rupees Twenty Seven Thousand One Hundred Forty Only)** including 18% GST per participant, which will cover training material, boarding and stay in a hotel and exposure visit to places of importance in and around Goa. Fees may be sent by NEFT (Saraswat Cooperative Bank, Virtual A/c No. ZSKUNT0000100081,IFSC SRCB0000001) in the name of Director, VAMNICOM, Pune after getting confirmation letter. Payment is non refundable. VAMNICOM GST No. is **27AAEAN3477B1ZO**

Nominations

Please send the nomination in the enclosed proforma to Mr. Anil Kumar Tiwary, Programme Director, Vaikunth Mehta National Institute of Cooperative Management, Pune University Road, Pune 411 007 or mail to **aktiwari3003@gmail.com** at the earliest preferably before 24th January, 2022.

For any further information

For further information please contact Mr. Anil Kumar Tiwary, at 020 25701000 / 25701228 Mobile - 9839127797/SMS / (E-mail: **aktiwari3003@gmail.com**

VAIKUNTH MEHTA NATIONAL INSTITUTE OF COOPERATIVE MANAGEMENT,
PUNE 411 007

नामांकन प्रपत्र

NOMINATION FORM

सकारात्मक सोच, कार्य एवं जीवनशैली में संतुलन, अन्तर्वैयक्तिक सम्बंध एवं तनाव प्रबंधन पर प्रशिक्षण कार्यक्रम , पुणे से बाहर (02 - 04 फरवरी, 2022) गोवा

1.	पूरा नाम (बडे अक्षरों में) **Full Name (In block letters)**	
2.	पदनाम **Designation**	
3.	मोबाइल नम्बर **Mobile No.**	
4.	प्रायोजित करने वाली संस्था का पता , पिन कोड, फैक्स, फोन, ईमेल संख्या सहित **Address of Sponsoring Organisation with Pin Code, Fax, Phone Nos. & E-Mail**	
5.	संस्था का जीएसटी नंबर GST Number of Organization	
6.	आवासीय पता, पिन कोड, दूरभाष संख्या सहित **Residential Address with Pin code and Phone Nos.**	
7.	शैक्षणिक योग्यता **Educational Qualification**	
8.	भाषाएँ जिनका प्रयोग करते हैं Languages (Use) for	बोल सकते है Can speak लिख सकते है Can write
9.	**NEFT as per the details given below.** (संख्या, दिनांक, राशि इत्यादि) **(No., Date, Amount etc.)**	
10.	आधार कार्ड नंबर Aadhar Card No.	

प्रायोजित करनेवाले प्राधिकारी के मुहर व हस्ताक्षर
Seal & Signature of Sponsoring Authority