

**June 2011**

**Management Development Training at the Institute**

Training for development of managers and supervisors is critical for any organization. Management development training refers to basket of training inputs that are used as tools to develop qualities of a good manager in the organization. The Institute has set up a Management Development Centre (MDC) for providing training to the managerial and supervisory level officers of the state government and its public sector undertakings, boards, etc. The purpose is also to help employees develop their personal skills both for the purpose of self-development as well as for effective discharge of their other official duties.

The training is provided in two modes: class-room training and outbound learning (OBL). In OBL, participants are taken to an outside location and training is provided in experiential mode. The lessons are learnt through participation and facing the challenges posed to them in the form of games. This mode of learning has proved very popular and effective.

The Institute has provided training to about 1200 trainees from different departments in the last year. The organizations which have availed the services of MDC include Police Housing Corporation, Punjab Mandi Board, Department of Education, Department of Finance, Department of Medical Education and Research, Planning Board and officers from Punjab Civil Secretariat. Management and self-development programmes have also been conducted for field officers in different districts under 'Training for All (TFA)' programme. A total of 135 programmes have been conducted for about 4000 employees at the district level.

The training is being spearheaded by Col (Retd) B M Sabhlok at Headquarters duly assisted by Ms Manju Hooda. Brig (Retd) P S Sanghera is looking after the training at the District level duly assisted by Co-ordinators of various Regional and District Centres of the Institute. Schedule of subjects cover Developing Positive Attitude, Communication Skills, Team-building, Self-motivation, Time Management, Stress Management, Leadership Skills, Problem-solving and Decision-making Skills, Emotional Intelligence, Conflict Management, Change Management, Building Self-confidence, etc.

The MDC has recently started a 'Leadership Development Programme Series' under which theme specific training programmes are being organized for a target group. The Institute invites all the Departments, Boards and Corporations of the State to take advantage of these programmes to refurbish the personal and management skills of their employees.

*B K Srivastava, IAS, Director General; dg@mgsipap.org; Phone: +91 94177 91431*