



No.BIRD/LKO/ 2143 114841 /2022-23

21 November 2022

All Banks, NGOs and Government Organizations

Dear Sir/Madam,

International Leadership Development Programme for Women Executives at BIRD, Lucknow -10-13 January 2023

BIRD is pleased to announce an exclusive international programme for women executives of women officers working in banks, NGOs and Government Organizations on 'Leadership Development' from **10-13 January 2023**. The programme has been designed to enhance the personal effectiveness of women executives so that they are able to make their mark as leaders in their areas of operation.

The programme is packed with exercises, training games, discussions and mock exercises. The programme is innovative in nature and specifically designed keeping in view the dimensions of role efficacy for women officers at workplace as well as in their personal life.

The programme details are as under:

Programme Objectives:

The Programme will enable the participants to:

- Explain important rights of women and elements of empowerment
- Review their inter personal patterns through Johari Window Model
- Identify important elements of effective communication required at work place and personal life
- Exhibit Skills of conflict resolution & team building
- Identify important skills of leadership
- Discuss important steps for improving emotional Intelligence
- List out skills of time management

Contents and Coverage

- Women Empowerment: Rights & Potentials
- Self and Inter-personal relations: Johari Window Model
- Effective Communication: Inter personal Communication Skills, art of Feedback, Business Etiquettes
- Conflict Resolution & Team Building
- Leadership
- Emotional Intelligence
- Stress Management

Training Methodology:

The programme will be interwoven with various outdoor training methods. The programme is packed with exercises, training games, discussions and mock exercises.

Duration

4 Days (**10 to 13 January 2023**)

Venue:

BIRD
Sector –H, LDA Colony,
Kanpur Road
Lucknow-226012
Uttar Pradesh

The programme is residential. The boarding and lodging facilities for the participants will be available from the afternoon of **09 January 2023** till the forenoon of **14 January 2023**. It will not be possible to extend the boarding and lodging facilities to participant's spouse and/or guests.

Participants

The programme is designed for the women officers working in banks, NGOs and Government Organizations.

Program Fee: The registration fee for the program is **USD 1000** inclusive of applicable taxes. The registration fee may be remitted through online fund transfer as per the following details. After transfer of fee, the details may be shared by email: training.birdlucknow@nabard.org.

Our bank account details for payment of fees are given below:

| | |
|---------------------------------|---|
| Name of the Institute | Bankers Institute of Rural Development |
| Address of the Institute | Sector-H, LDA Colony, Kanpur Road, Lucknow– 226012, U.P. |
| PAN No. | AAATB5910G |
| Name of the Bank | Union Bank of India |
| Savings Bank Account No. | 536502010016787 |
| Branch Name | LDA Colony, Kanpur Road, Lucknow |
| Branch code | 553654 |
| MICR | 226026022 |
| IFSC Code | UBIN0553654 |
| SWIFT Code | UBININBBCLA |
| Type of Account | Saving |
| GST No. of BIRD | 09AAATB5910G1ZZ |

As BIRD is exempt from payment of Income Tax under Section 10(23C)(vi) of the Income Tax Act, 1961, you are requested to make payment of fee to BIRD for the training programme without deducting Tax at Source.

How to Apply:

Enrolment will be made on receipt of the nomination form enclosed. The nomination along with the participation fee may be forwarded to us so as to reach us latest by **10 December 2022**. The intake of participants for the programme will be on a "first come first served basis". Nominations may be forwarded to us as early as possible. Once the nominations are confirmed, BIRD shall send the details of the participants being selected for participation in the programme.

Once the seats are filled, the nominations may be closed even before the due date indicated above.

Medical Facilities:

In the unlikely event of hospitalization of any participant during the programme, BIRD would extend all necessary medical aid to the participants. However, the expenditure so incurred on medical treatment/hospitalization of the participant will have to be borne by the sponsoring Bank/Institution.

The Banks are requested to **take note and avoid** deputing officials with critical ailments for attending the training programme.

COVID-19 Protocols:

- 1) All guidelines and COVID-19 protocols of Govt. of India and respective State Governments, in respect of tours / travels must be strictly adhered to.
- 2) Hand sanitizers and masks would be provided to all participants on their arrival.
- 3) In case anyone suffers from COVID related symptoms during the stay at BIRD, she/he must immediately isolate herself in the hostel room and consult Bank's Medical Officer (BMO) and intimate the Programme Coordinator without fail.
- 4) In case of participants requiring a RTCPR report for their return journey, they may contact Hostel reception desk to facilitate swab collection.
- 5) COVID-19 Vaccination certificate should be brought by the participants and may be shown if required.
- 6) Participants are advised not to call any visitors or come along with family members during their stay in campus.
- 7) Even if common facilities (like Gym and multipurpose hall) inside the campus are functional, it is advised to avoid any type of crowding in those places.

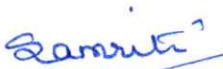

About BIRD:

Bankers Institute of Rural Development (BIRD) is a training institution promoted by National Bank for Agriculture and Rural Development (NABARD), the apex Financial Institution in the area of Agriculture and Rural Development in India. BIRD is involved in training, research and consultancy, particularly in the area of rural development banking. The training activity of the Institute caters to the needs of the Regional Rural Banks, Commercial Banks, Co-operative Banks and Government/Non-Government Organizations. BIRD has also handled a series of consultancy projects for Commercial Banks, RRBs, Apex Co-operative Banks and international agencies like World Bank, SAARC Fund, IFAD, Swiss Agency for Development and Co-operation (SDC), International Labour Organization (ILO), GIZ, etc.

For further enquiries, please free to contact:

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| Smt.Samriti Bhagat, Programme Director (M): +919414057414 Email: samriti.bhagat@nabard.org Dr. Shikha Tripathi Programme Director (M): +917392806626 E-mail: shikha.tripathi@nabard.org | Assistant General Manager (Academic) Phone: +91522-2421187, 2425917 Fax - (+91522) - 2421006 E-mail: training.birdlucknow@nabard.org |
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Yours faithfully



(Samriti Bhagat)(Shikha Tripathi)
Programme Directors

NOMINATION FORM
Leadership Development Programme for Women Officers
(10 to 13 January 2023)

Programme Directors: Samriti Bhagat/Dr.Shikha Tripathi, FMs

To,

The Director
Bankers Institute of Rural Development
Sector H, LDA Colony, Kanpur Road,
Lucknow – 226 012
Phone: (0522) 2421097 **FAX:** (0522) 2421006
Email: training.birdlucknow@nabard.org

**Please submit
Nominations on/before:
10 December 2023**

Name of the Bank/ Organization:

GSTIN No. of the Bank/ Organization:

Address of the Nominating Office:

Details of the Officer(s) nominated for the Programme:

| Sr. No. | Name & Designation | Qualification | Address | Phone No. | Email id |
|--------------------|-----------------------------------|----------------------|----------------|------------------|-----------------|
| 1 | | | | | |
| 2 | | | | | |
| 3 | | | | | |

- ***Please provide the mobile no and e-mail of the participant only***

Signature & Date:

Name & Designation:

Details of fees paid

Date:

Total Amount: [Program fee plus 18% GST per participant]:

DD No. / UTR No. [for online]: