



asci
Leadership through Learning

ADMINISTRATIVE STAFF COLLEGE OF INDIA

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

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Dr. J.K. Mohapatra
Programme Director

April 20, 2018

Programme on
Developing Strategic Mindset for Functional Managers
(July 23 - 27, 2018)

Dear Sir/Madam,

You will agree to the fact that every business is under constant pressure either to grow or to outperform competition, deliver superior value with limited resources or several constraints arising out of the context in which they operate. Organizations undergo strategic planning once a while and frame their agenda for a year or two. But every day executives are taking a series of decisions to accomplish their task. So companies should make the strategic thinking process an ongoing activity so that the managers develop the ability to understand the competitive dynamics and make decisions guided and aligned for the broader strategic perspective of the organization as a whole. This will not only enhance the decision making ability of the managers, but also increase the alignment among departments. There by increasing the competitiveness of the organization.

Keeping the above in view, the Administrative Staff College of India is conducting a programme on "Developing Strategic Mindset for Functional Managers" to develop strategic thinking in the entire organization.

A brochure outlining the details of the above programme and other pertinent information with a nomination form is enclosed herewith.

The last date for the receipt of nomination form is July 16, 2018. Since we expect this programme to attract a large number of nominations, we advise you to send in your nomination well before this date to enable us to give due consideration.

Please note that 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.

Please get in touch with us for any further information/ clarification.

(email: jkmohapatra@asci.org.in). We thank you and look forward to your response.

Yours Sincerely,

J.K. Mohapatra

Encl: Programme Brochure & Nomination Form

Programme on

Developing Strategic Mindset for Functional Managers

July 23–27, 2018



Administrative Staff College of India

PROGRAMME PERSPECTIVE

Organizations need to be well positioned in the market to enjoy competitive advantage. They often go through a strategic planning process once a year, creating a strategic document i.e. a guiding manual for the management team to use. However the organization needs a series of decision making at various levels time to time to achieve the strategic goals. At the same time the functioning of an organization also needs to be done in a more integrated fashion. Functional managers should be capable of taking decisions in the light of the broader organizational context aligned to the strategic goals.

Research studies have proven that strategic thinkers are found to be great performers in the organizations. When the strategic management process in organizations is isolated, true strategic thinkers act strategically every day. So organizations should encourage routine strategic thinking among managers.

This programme will help to develop strategic mindset among all the managers at various functionalities and departments. Without comprehensive strategic thinking the organization risks making quick decisions that lack the functional alignment, creativity and insights derived through a strategic planning process.

PROGRAMME OBJECTIVES

This programme is designed to help participants develop the skills of

- ▶ Objective analysis, thinking ahead and planning
- ▶ Improved decision making with wider, coherent and integrated perspective
- ▶ Better understanding of the organization's vision mission and goals and align self and department's operational performance.

PROGRAMME CONTENTS

- ▶ Mission, Vision & Values
- ▶ Structural Analysis of Industry
- ▶ Situational Analysis Techniques
- ▶ Competition and Competitive advantage
- ▶ Strategic Planning Process
- ▶ Structured problem solving and decision making
- ▶ Aligning individual job responsibility to organizational goal.
- ▶ Enhancing individual's strategic contribution
- ▶ Strategic implementation and evaluation
- ▶ Action planning for future growth

PEDAGOGY

Predominantly lectures and cases discussions. There will also be experience sharing and group discussions. Overall the approach is learner centric and participants will be provided opportunities to work in group and develop strategic action plan documents.

PARTICIPANT PROFILE

Senior executives from various functions such as marketing, operations, HR, legal, IT, finance etc who would like to enhance their strategic thinking skill and improve the quality of their day to day operational decisions. This is also applicable to executives who are responsible for achieving performance targets and managers/executives aspiring to be in the Strategic Planning Function.

Organisational sponsorship is essential

VENUE

The Programme is fully residential and the participants will be accommodated in air-conditioned single rooms. However, the College does not provide accommodation for the family. Transport between Airport /Railway Station and venue will be arranged by the College.

The College Campus is WiFi enabled in a comprehensive way.

DURATION

The Programme is from **July 23 – 27, 2018**. The participants are expected to arrive a day before and may leave after completion of the programme.

PROGRAMME FEE

Rs. 54,000/- (US \$1100 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.46,500/- plus GST as applicable, presently 18% per participant. The fee covers tuition, course ware (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 made into our Bank account before July 13, 2018.

Note: Kindly forward us the details of Bank/Wire transfer of fee payment indicating the Programme Code (P r g / 1 8 - 1 9 / 1 / 2 3) t o income@asci.org.in for confirmation.

Bank Details are give below:

For Indian Participants :

Bank Account Number	62090698675
Beneficiary Name	Administrative Staff College of India
IFS 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	62090698960
Beneficiary Name	Administrative Staff College of India
Swift Code	SBININBBH04
Bank Name	State Bank of India,
Branch Address	Bellavista Branch, Rajbhavan Road, Hyderabad – 500 082.
Nostro A/c No. (Optional)	6550992180

MEDICAL INSURANCE

The nominees are requested to carry with them the proof of Medical Insurance. The sponsoring agency is required to endorse the nominee's medical coverage in the event of hospitalization.

LAST DATE FOR NOMINATION

Please use the prescribed/attached form. Last date for receiving nominations is **July 16, 2018**. Kindly contact Programmes Officer for further details while sending nominations(contact details are given at the end of the nomination form).

LAST DATE FOR WITHDRAWAL

July 17, 2018. Any withdrawals after this date will entail forfeiture of 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 conclusion of the programme.

Programme Director

Dr. J.K. Mohapatra

E-mail: jkmohapatra@asci.org.in

ASCI Management Development Programmes for 2018-19

MANAGEMENT DEVELOPMENT PROGRAMMES

General Management Programme for Senior Executives – SEC - 131	16-Jul-2018	10-Aug-2018
Advanced Management Programme	30-Jul-2018	10-Aug-2018
Building Competencies for Leading Strategic Change (Study Tour to EU)	09-Sep-2018	23-Sep-2018
Programme for Young Managers	26-Nov-2018	30-Nov-2018
MDP for Women Executives	03-Dec-2018	07-Dec-2018
General Management Programme for Senior Executives – SEC - 132	07-Jan-2019	01-Feb-2019

BUSINESS COMMUNICATION

Leadership through Self-Discovery	25-Jul-18	27-Jul-18
Individual Excellence for Organizational Effectiveness	26-Nov-18	30-Nov-18
Leadership Skills Development	17-Dec-18	21-Dec-18
Communication Skills for Managers	21-Jan-19	25-Jan-19
Managing Creativity & Innovation	04-Mar-19	06-Mar-19

ECONOMICS

Assessment and Monitoring of Business Performance	04-Jul-18	06-Jul-18
Creating Development Roadmap for India through Sustainable Development Goals: Vision 2030	05-Sep-18	07-Sep-18
Financial Systems, Management and Accountability in Government	26-Nov-2018	30-Nov-2018

ENERGY

Regulating Electricity Tariffs and Related Issues	17-Sep-18	21-Sep-18
Smart Grid Technology and its Application in Power Sector	10-Dec-18	12-Dec-18
Renewable Energy Regulation	21-Jan-19	23-Jan-19

ENVIRONMENT

SDGs and Climate Change: Opportunities and Challenges of Adaptation and Mitigation	03-Dec-18	05-Dec-18
Climate Change Adaptation and Disaster Risk Reduction	04-Feb-19	06-Feb-19

FINANCE

Infrastructure Financing	19-Nov-18	23-Nov-18
Finance for Non-Finance Executives	10-Dec-18	12-Dec-18
Strategies for Cost Leadership	23-Jan-19	25-Jan-19
Enterprise Risk Management	04-Feb-19	08-Feb-19
Advanced Financial Management	11-Feb-19	13-Feb-19

HEALTH CARE MANAGEMENT

Certificate Course in Health Care Quality in AYUSH Hospitals	27-Jun-18	29-Jun-18
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HUMAN RESOURCE DEVELOPMENT

Educational Leadership for Senior Officials in Universities/Educational Institutions	06-Jun-18	08-Jun-18
HR Analytics	11-Jun-18	13-Jun-18
Ethics and Values in Administration	20-Jun-18	22-Jun-18
Enhancing Managerial Effectiveness	23-Jul-18	25-Jul-18
HR Audit and Analytics	03-Sep-18	05-Sep-18
Personal Effectiveness	17-Sep-18	19-Sep-18
Enhancing Skills of Young Women Professionals	24-Sep-18	28-Sep-18
Leading with Emotional Intelligence	22-Oct-18	26-Oct-18
Effective Trade Union Management	05-Nov-18	09-Nov-18
Best Practices and Innovation in Health Care Delivery	14-Nov-18	16-Nov-18
Improving Work Culture	19-Nov-18	21-Nov-18
Conflict Management and Negotiation Skills	10-Dec-18	12-Dec-18
Leadership Engagement and Development	10-Dec-18	14-Dec-18
Team Dynamics: Activity Based Approach	17-Dec-18	21-Dec-18
Ensuring Health Care Quality: Risk Management and Innovation	16-Jan-19	18-Jan-19
Building and Leading Effective Teams	04-Feb-19	08-Feb-19
Positive Organizational Behaviour	04-Feb-19	06-Feb-19
Decision Making for Effective Leadership	18-Feb-19	20-Feb-19
Enhancing Interpersonal Effectiveness through Transactional Analysis	18-Feb-19	20-Feb-19
Strategic Human Resource Management with International Study Tour	11-Mar-19	23-Mar-19

INFORMATION TECHNOLOGY

e-Procurement	25-Jun-18	27-Jun-18
e-Learning and Digital Education	24-Sep-18	26-Sep-18
Leveraging Big Data and Analytics	19-Dec-18	21-Dec-18

INFRASTRUCTURE DEVELOPMENT

Housing for All: Attaining the National Agenda	21-Jun-18	23-Jun-18
Urban Infrastructure Project Preparation and Management	27-Sep-18	29-Sep-18
Urban Infrastructure Project Preparation and Management	07-Feb-19	09-Feb-19

INNOVATION AND TECHNOLOGY

Research Excellence in Organizations	08-Aug-18	10-Aug-18
Strategic R & D Management	10-Dec-18	12-Dec-18

LAND ACQUISITION, RESETTLEMENT AND REHABILITATION

High Impact CSR-Need Identification to Impact Evaluation	09-Jul-18	13-Jul-18
Effective Land Acquisition, Resettlement and Rehabilitation	24-Sep-18	28-Sep-18
Index-based Crop Insurance-Concepts, Design and Implementation	17-Dec-18	19-Dec-18

MARKETING

Customer Centric Brand Management	04-Oct-18	06-Oct-18
High Impact Sales Management	10-Dec-18	14-Dec-18
Creating Social Value Through Corporate Social Responsibility	21-Jan-19	23-Jan-19

OPERATIONS

Procurement Procedures for The World Bank Aided Projects	16-Jul-18	27-Jul-18
Inventory Management	30-Jul-18	01-Aug-18
Project and Contract Management	24-Sep-18	28-Sep-18
Procurement Procedures for The World Bank Aided Projects	19-Nov-18	30-Nov-18
Materials and Supply Chain Management	03-Dec-18	07-Dec-18
Project and Contract Management	07-Jan-19	11-Jan-19
Procurement Procedures for The World Bank Aided Projects	11-Feb-19	22-Feb-19

PUBLIC POLICY GOVERNANCE AND PERFORMANCE

Sustainable Development Goals and Good Governance	25-Mar-19	29-Mar-19
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POVERTY STUDIES AND RURAL DEVELOPMENT

Capacity Building Programme on Rural Industrial Development and Entrepreneurship	07-Jan-19	11-Jan-19
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STRATEGIC MANAGEMENT

Developing Strategic Mindset for Functional Managers	23-Jul-18	27-Jul-18
Creating Progressive Boards	17-Sep-18	19-Sep-18
Driving Performance through Transformational Leadership	18-Feb-19	22-Feb-19

URBAN GOVERNANCE

International Certification Programme – Change Management for Achieving Continuous Water supply for All in Urban Areas - (India, Jerusalem and Tel Aviv, Israel)	06-Jun-18	07-Jun-18
Creating and Managing Digital Presence	18-Jun-18	20-Jun-18
Water Sanitation and Hygiene in Schools	21-Jun-18	23-Jun-18
Towards Zero Waste- Decentralised Solid Waste Management	28-Jun-18	30-Jun-18
Non-Revenue Water and Water Loss Control Management: Smart Solution for Indian Cities	09-Jul-18	11-Jul-18
Public Private Partnership in Urban Infrastructure and Service Delivery	09-Aug-18	11-Aug-18
Infrastructure Planning and Implementation for Smart Cities	19-Sep-18	21-Sep-18
Change Management for Achieving Continuous Water Supply (24/7) For All In Urban Areas	29-Nov-18	01-Dec-18
Faecal Sludge Septage Management	21-Jan-19	23-Jan-19
Towards Universal Sanitation in Urban Areas	04-Feb-19	06-Feb-19



Administrative Staff College of India

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

Phone : 0091-40-66534247

Fax : 0091-40-66534356

Delhi Campus

C-24, Institutional Area
South of IIT, Behind Qutub Hotel
New Delhi-110 016.

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www.asci.org.in



ADMINISTRATIVE STAFF COLLEGE OF INDIA
Bella Vista, Raj Bhavan Road, Hyderabad - 500 082, (India)

Nomination Form

Programme on

Developing Strategic Mindset for Functional Managers

(July 23 - 27, 2018)

Nominee's Contact Information :

Name (Mr/Ms) :	_____	Date of Birth :	_____
Designation :	_____	Qualification :	_____
Organisation :	_____		
Address :	_____		
Phone(s) :	(Off) : _____	(Mobile) :	_____ Home : _____
e-mail :	_____	Fax :	_____

Sponsor's Details

Name of the Sponsoring Authority _____	Designation _____
Organisation :	_____
GSTIN :	_____
Address :	_____
	_____ Pincode : _____
Phone(s) :	(Off) : _____ (Mobile) : _____
e-mail :	_____ Fax : _____

Fee Particulars

Amount Payable :	_____	Mode of Payment (DD/Chq/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. Srinivas Yadav, 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