



National Institute of Science Communication & Information Resources

(Council of Scientific & Industrial Research)
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DIRECTOR'S OFFICE

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Sub.: Leadership Capacity Building-2nd Series-visit of the team of M/s. Heromindmine Institute Ltd-reg

The CSIR-HRDC has taken initiative to conduct the 2nd series of Leadership Capacity Building and the same has been outsourced to M/s. Heromindmine Institute Ltd. The team from the M/s. Heromindmine Institute Ltd will be visiting CSIR-NISCAIR during the forenoon of 21.08.2012 as part of their exercise to upgrade, design and develop programme modules for the training course on Leadership Capacity Building for CSIR personnel. The program will start at 10.00 A.M. The visiting team will interact with Scientists/Officers and will have questionnaire based assessment of competencies with them. Copy of the communication from CSIR-HRDC, Ghaziabad has been enclosed herewith for details. Scientists/Officers of your section/division may please be informed and encouraged to participate in this programme.

This has been issued with the approval of the Director, NISCAIR.


(R S JAYASOMU)

Copies to:

Heads of Divisions of NISCAIR
Sr CoA/CoA/F& AO/SPO

[P.T.O.]

Program schedule

Venue: NISCAIR-Pusa campus

The tentative schedule is given below:-

Activity	Time & Duration
i) Structured visionary interview with Director/ Sr. leadership in lab	1000 hrs (30-40 minutes)
ii) Structures personal interviews with 4- 5 Scientist/Officers	1100 hrs (20 minutes each)
iii) Questionnaire based assessment of Competencies	1200 hrs (25-30 minutes)

Activity at serial no.ii & iii may be conducted concurrently. For activity at serial no.iii, all the participants may be arranged in a room for briefing and response to questionnaire.



डा० मनु सक्सैना
वैज्ञानिक - प्रभारी
Dr. MANU SAXENA
Scientist-in-Charge

FAXED

मानव संसाधन विकास केन्द्र
HUMAN RESOURCE DEVELOPMENT CENTRE
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No.1-3(1)/2011-12/HRDC
July 30, 2012

Sub.: Training Programme on Leadership Capacity Building – 2nd Series

Dear Dr. Gangan Prathap,

CSIR – HRDC has been contributing significantly for meeting multiple skills and competency development needs of CSIR personnel. The focus of its activities is on upgrading the existing knowledge & skills and adding newer skills with an eye on the future needs of the organization. To build the CSIR leadership pipeline, the Centre conducted a series of leadership development programmes successfully which culminated in March, 2010.

In its endeavour the Centre has taken an initiative to conduct the 2nd series of Leadership Capacity Building programmes. These programmes shall be organized in two folds, i.e. Basic Leadership Development Programmes (BLDP) and Advance Leadership Development Programmes (ALDP). The task of design, development and delivery of these programmes has been outsourced to M/s Heromindmine Institute Limited, a leading training organization. The entire task shall be monitored by a Task Force under the Chairmanship of Dr. Chandra Shekhar, Director, CEERI duly approved by DG, CSIR.

In order to upgrade, design and develop the programme modules, a study to understand the leadership needs of CSIR and development of competency frame work would be carried out at some identified CSIR labs. and Hqrs. The above study will be conducted in 2 day's time covering 3 labs. at one location and will comprise of the following activities at each lab.:

- i. structured visionary interview with the Director / Sr. leadership in lab.
- ii. structured personal interviews with 4-5 scientists / officers
- iii. questionnaire based assessment of competencies – 25-30 scientists / officers

I am happy to inform you that the Task Force has identified NISCAIR as one of the laboratories in which the above study will be conducted. Accordingly, I am writing this letter to request you to kindly allow M/s Hero Mindmine Ltd. to carry out the said study in your lab. We propose to conduct the above study tentatively during the third week of August, 2012 (13 – 17 August) or on mutually agreed dates. We shall be grateful if you could kindly depute a scientist from your laboratory to coordinate with HRDC to facilitate the study.

Looking forward to receiving an early response and with warm regards,

Sincerely yours,

[Manu Saxena]

Dr. Gangan Prathap
Director
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