

No. 2022/IRITM/Trg./EL/02

Dt : 18-07-2022

General Managers of all Zonal Railways, **DG/RDSO, DG/RHS/RB & DG/RPF/RB**
General Managers/CAOs of all Railway PUs
PCOMs, PCCMs, PFA, PCEs, PCMEs, PCEEs, PCSTEs, PCMDs, PCMMs, PCPOs,
PCSCs/RPF & CPROs of all zonal Railways

Sub: Nomination of officers for offline training program on "Ethical Leadership & Emotional Intelligence." (August 29 to September 2, 2022)

Indian Railways Institute of Transport Management (IRITM), Lucknow is organizing a five-day offline training Program on "Ethical Leadership & Emotional Intelligence" from **August 29 to September 2, 2022**. Programme is open for all departments and all grades of officers, i.e JS/SS/JAG/SG/SAG. Program details are as follows :

Program Overview :

Ethical leadership means staying true to your moral principles, while also being aware of the complexity of some ethical issues and being sensitive to the differing views of your subordinates & superiors and managing the conflicts that may arise. To put it simply, it means doing the right thing.

Program Coverage :

The concepts of honesty, integrity, trust and fairness are all critical to ethical leadership, therefore, this training program will cover almost all important aspects of leadership such as **Ethics & Values, Empathy, Conflict Resolution, Team Building, Verbal & Non-verbal skills, Leadership Challenges, Emotional Intelligence, Change Management, etc.**

Nominations :

5 to 6 officers from all departments and all grades upto SAG, i.e. JS/SS/JAG/SG/SAG can be nominated from each zonal railway. Names, CUG numbers and e-mail IDs of nominated officers may be communicated to IRITM through fax at 0522-2451964/2451934 or email at ipr.iritm@gmail.com or at whatsapp number 9794862012.

Annexure to this letter may be given to the nominated officers for easy scheduling of their programme. The programme details are also available on the IRITM website www.iritm.indianrailways.gov.in.

Y. M.
(Praveen Pandey)
Dean & Programme Director

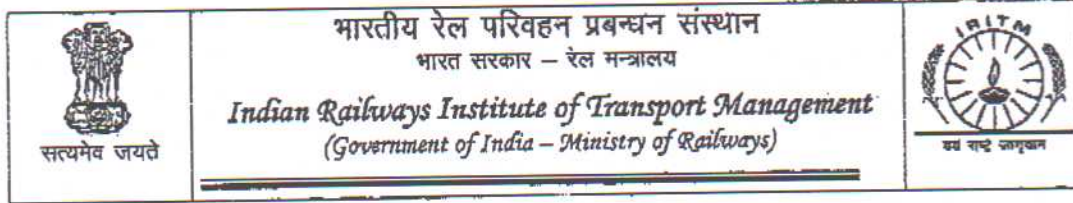
Campus: Hardoi By-Pass Road, P.O. Manak Nagar, LUCKNOW-226011
Tele: DoT - 0522-2451942 FAX : 0522-2451964/2451934

GENERAL MANAGER OFFICE

MODERATOR: VASARELI

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DATE 24/08/2022



Annexure

1. Programme Director :

Shri Praveen Pandey
Dean

2. Programme Co-ordinator :

Kishor Mehta
Mob. : 9794862012
e-mail : ipr.iritm@gmail.com

3. Reporting Time :

All officers participating in the programme in offline mode are required to report by **Sunday, August 28, 2022 - 2200 hrs.**

4. Programme Timings :

0930 hrs to 1615 hrs [with a Lunch break from 1315 hrs to 1430 hrs & a tea break of 15 minutes at 1115 hrs].

Officers shall be relieved after 1615 hrs. on **Friday, September 2, 2022.** Return reservations to be made accordingly.

5. Accommodation :

Offices will be accommodated in Officers' Hostel in IRITM. We encourage officer trainees to come with family.

6. Mess Facility :

Breakfast, lunch and dinner will be served in the Officers' Mess (Naivaidhyam) as per the prescribed menu on payment basis. Tea/Coffee making arrangements are available in each room.

7. Transport :

IRITM Vehicle(s) will be available for pick up and drop according to the trainee officer's arrival/departure program.

For any assistance regarding Transport, **Shri Mayank Kant Jauhari** (Mob. : 9794862013), transport Incharge may be contacted.

Dy. SS (Commercial) N. Rly./LKO (CUG : 9794830973) or Dy. SS (Commercial)/N.E. Railway, LKN (CUG: 9794846979) may be contacted for any assistance on arrival at Lucknow station.

Important Note : All officers arriving and staying at IRITM during training, are requested to follow guidelines & protocol issued by government of India to prevent spread of COVID-19.