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21.03.2025

**WORKSHOP ON EMOTIONAL INTELLIGENCE & WORK -LIFE BALANCE**  
**AT SRI VIJAYA PURAM, (PORT BLAIR) A&N ISLANDS**

National Academy of Human Resource Development (NAHRD) was established to deliver competency-enhancing learning to officials of Central Government, State Governments, Public Sector Undertakings, Autonomous Bodies, Banks, Insurance Companies, etc. We have organized large number of workshops in the past, which have been very well attended and appreciated by officials of various organizations across the country.

A workshop on **Emotional Intelligence & Work-life Balance** is being organized by NAHRD from **10.12.2025 to 13.12.2025 at Sri Vijaya Puram (Port Blair), Andaman & Nicobar Island.**

Emotional intelligence training allows to model better behavior, work directly with employees on applying skills to work situations, and provide a space for open reflection on the topic. It also communicates the seriousness of the topic to those who may not realize its importance. This study tries to identify the human factors which can affect the productivity of employees' as well as organization. It describes the thrust areas of an emotionally intelligent person. It is a well-known fact that a committed, productive and dedicated Human Resources provides a competitive edge to the organization. Though we realize the importance of Human Resources-imperative to the growth and success of the organization, still the 80% of the accidents are caused due to the Human failures and negligence. This workshop aims at identifying human capabilities & Limitations, and influencing Human behavior for Organizational Success keeping the focus around the ergonomics of Job, Tasks, environment, culture and individual characteristics that is largely the interplay of Human Factors. By applying the principles of Human factor learnt in the workshop. After the workshop the participants shall have updated themselves in the following aspects:

- Identifying and optimizing PIFs-Performance Influencing factors
- Exploring and internalizing one's capabilities, strengths, limitations
- Building the ownership and accountability attitude
- Identifying triggers of stress and factors managing it.
- Knowing the Power of communication, listening & decision making.
- Emphasizing on Team work and collective growth
- Knowing of Ergonomics of work-machine, computers, software, lighting
- Associating actions with outcomes
- Cultivating emotional intelligence and mindfulness for better stress management
- Applying effective time management strategies to maintain a healthy work-life balance.
- Building mental resilience and coping mechanisms during high-pressure situations.
- Establishing Importance of approved and standard procedures
- Developing self-motivation even when things are not happening the way we want
- Role of Leaders in Human Resources. Operations & Administration, Health and Safety to create a positive influence on employees

**Workshop Methodology**

The workshop will be organized on highly participative lines. The training methods will include lectures, group discussions, exercises, presentations, case studies, role-plays etc.

## **Faculty**

**Smt. Shivani Garg Sabharwal** is a Management & Behavioral Training Consultant. A Dale Carnegie Certified and armed with a Post Graduate Diploma in Business Administration, she has facilitated around 1200 plus hours of classroom delivery. With an experience of more than 15 years in the corporate world and certification in program 'Seven Habits of highly Effective People', she has delivered workshops as well as managed and trained teams of trainers. She carries an appropriate blend of corporate and training experience. The drive to apply management concepts taught in institutes to actual day working of the organizations is the rationale behind her trainings. She is a competent result-oriented HR professional and has handled various HR Functions ranging from recruitment to performance management and on boarding to off boarding the employees. She possesses excellent interpersonal, communication and organizational skills with proven abilities, problem solving and learning. She has successfully designed and delivered workshops for various levels of participants and her sessions have been widely appreciated across industries.

**Sh. Amey Hegde** is a Corporate Trainer, Motivational Speaker and an internationally published Author. Mr. Hegde's academic qualifications include PG in Behavioral Sciences. He has over 18 years of work experience in several MNCs and Fortune 100 companies in Europe and India with a varied cultural exposure while working with teams from USA, Canada, Germany, Japan and China. He has conducted trainings on various topics like Leadership, Motivation, Goal Setting, Emotional Intelligence, Conflict Management etc. Mr. Hegde has trained innumerable participants to enhance their productivity. His debut book, Inspire to Reach Higher (published by Amazon.com) is thoughtfully planned book of inspirational quotes and has received appreciation from across the Globe. His free ebook, Reach for the Sky- a compilation of inspirational stories has also received huge appreciation. He was recently awarded at the World HRD Congress for outstanding contribution in the field of Training & Development. His journey as an entrepreneur trainer has been featured in a book "Driven by Passion" containing narratives of 24 first generation entrepreneurs from Goa.

Multiple workshops organized by NAHRD have been attended and appreciated by officers of organizations that includes but not limited to LIC of India, Reserve Bank of India, SEBI, Coal India Ltd., Engineers India Ltd, FSSAI, Tariff Authority of Major Ports, Indian Oil Ltd, BPCL, IITs, NITs, IIITs, IIMs, IHMs, NHPC, Bank of Baroda, SBI, Punjab National Bank, NABARD, DFCCIL, HUDCO, HAL, JNPT, Syndicate Bank, IDBI Bank, Quality Council of India, Telecom Regulatory Authority of India, Delhi University, Export- Inspection Council of India, Spices Board, Rail Land Development Authority, ONGC, Indian Space Research Organization, Directorate of Advertising & Visual Publicity, Border Security Force, GIC of India, EXIM Bank, Delhi Metro Rail Corporation, Mumbai Metro Rail Corporation, Election Commission of India, North Eastern Council, India Trade Promotion Organization, IREDA, Dredging Corporation of India Ltd., TIFAC, Wildlife Institute of India, Bharat Dynamics Ltd., Directorate General of Shipping, etc.

## **Participation Fee:**

Single Occupancy - Rs. 74,000/- plus GST @ 18% per participant

Twin Sharing - Rs. 65,000/- plus GST @ 18% per participant

Non-Residential - Rs. 45,000/- plus GST @ 18% per participant

The participation fee for residential participants covers the cost of accommodation, meals & study material of the participants. Spouse/ family members are welcome on additional all-inclusive nominal charges in case nomination of the participant is on single occupancy. Twin Sharing is available only in case even number of participants of same gender from same organization. The participation fee for non-residential participants covers the cost of lunch & study material

**Venue:** Peerless Resort and any other 4 star property at Port Blair A&N Islands: 744101 (details will be provided one week before the workshop)

**Check In-** 10.12.2025 (12:00 P.M.)

**Check Out-** 14.12.2025 (09:00 A.M.)

The workshop will commence at 9:30 A.M. on 11.12.2025 and will conclude at 5:30 P.M. on 13.12.2025. However, there will be an introductory session on 10.12.2025 after all participants have reported at the venue. In case of non-availability of rooms at training venue as on date of nomination, arrangements for stay shall be made in another property.

Nominations may be sent through post/ email by providing participants' name, designation, contact number & e-mail ID along with cheque/DD in favor of National Academy of Human Resource Development payable at New Delhi. Please note that participation fee is to be paid at the time of nomination. Registration form can be obtained from our website. In case of payment through electronic mode, details are as under:

**Name of the Beneficiary:** National Academy of Human Resource Development

**Bank:** Kotak Mahindra Bank. A/c No. 8912179265. CA. **IFSC Code.** KKBK0004620

**PAN:** AAJFN7963N

**GSTIN:** 07AAJFN7963N1ZF

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Nomination once confirmed cannot be cancelled, however substitution of participant(s) is allowed. In case nominated participant is not able to attend the workshop due to any reason and no substitution is made, fees shall still be payable. In case fees have already been paid, same shall be liable to be forfeited.

Limited seats available for the present workshop and hence the nominations will be accepted on first-come-first-serve basis. Organizations are kindly requested to seek confirmation about availability before nominating. Last date for accepting nominations is **25.11.2025**.

You are requested to kindly nominate officers and executives for the present workshop at the earliest and draw maximum benefit from the opportunity.

Thanks & Regards



For NAHRD