

Ref: EFC/01/27

18.05.2026

**WORKSHOP ON TEAM BUILDING & EFFECTIVE COMMUNICATION 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 Govt., State Govt., 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 **Team Building & Effective Communication** is being organized by NAHRD from **20.01.2027 to 23.01.2027** at Sri Vijaya Puram (Port Blair), Andaman & Nicobar Islands.

Effective teamwork and communication are essential for improving coordination, leadership, productivity, and service delivery in Government Departments and Public Sector Undertakings. In today's fast-changing work environment, officers are required to collaborate across departments, manage diverse teams, handle workplace challenges, and communicate effectively with stakeholders. This workshop is designed to enhance participants' professional communication, interpersonal effectiveness, leadership capabilities, and team management skills. The programme will provide practical insights into team dynamics, collaborative working, conflict resolution, emotional intelligence, workplace motivation, and stakeholder communication. The workshop will be conducted through interactive sessions, case studies, role plays, group activities, and practical exercises to ensure experiential learning and real-world application. The program will greatly benefit officers involved in administration, HR, operations, coordination, project management, and public service delivery by enabling them to build high-performing teams and foster a positive and productive workplace culture. After participating in the workshop, the officers shall have updated their knowledge and skills in the following areas:

- Importance of Team Building and Collaborative Working in Govt. & PSUs
- Understanding Team Dynamics & Building High-Performance Teams
- Effective Verbal, Written & Interpersonal Communication Skills
- Leadership Communication, Motivation, and Workplace Coordination
- Emotional Intelligence, Workplace Sensitivity & Professional Behaviour
- Trust Building, Employee Engagement, and Positive Workplace Culture
- Conflict Resolution, Negotiation Skills, and Stakeholder Management
- Communication Barriers and Techniques for Effective Public Interaction
- Decision-Making, Problem Solving, and Team-Based Coordination
- Presentation Skills, Active Listening & Professional Interaction
- Stress Management, Workplace Wellbeing & Handling Organizational Challenges
- Group Exercises, Role Plays, Case Studies & Team Simulations
- Action Planning for Improved Organizational Effectiveness and Productivity

Workshop Methodology

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

Faculty

Subject experts having practical knowledge and understanding of the subject will be invited as faculty for the present subject.

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., Indian Oil Ltd, BPCL, IITs, NITs, IIITs, IIMs, IHMs, NHPC, Bank of Baroda, SBI, JNPA, Indian Space Research Organization, Border Security Force, GIC of India, Delhi Metro Rail Corporation, Bharat Dynamics Ltd., Canara Bank, UCO Bank, AI Airport Services Limited, Rashtriya Chemicals & Fertilisers Limited, National Fertilizers Limited, MOIL Limited, RailTel Corporation Limited, GAIL (India) Limited, NTPC Limited, NLC India Limited, SIDBI, THDC India Limited, NHPC Limited, Jute Corporation of India, REC Limited, Grid Controller of India Limited, Hindustan Petroleum Corporation Limited and many more.

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. 55,000/- 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/ Hotel TSG Emerald View, Port Blair (details will be provided one week before the workshop)

Check In- 20.01.2027 (12:00 P.M.) **Check Out-** 24.01.2027 (09:00 A.M.)

The workshop will commence at 9:30 AM on 21.01.2027 and will conclude at 05:30 PM on 23.01.2027. However, there will be an introductory session on 20.01.2027 once 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 Beneficiary: National Academy of Human Resource Development

Bank: Kotak Mahindra Bank. A/c No. 8912179265 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.

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