

List of Training Programmes					
No.	Programme Title	Level	No. of Days		
01	5S	Operators / Staff	½	1	-
02	7 Habits of progress oriented professionals	All	-	1	1
03	7 QC Tools	Operators / Staff	½	1	-
04	Absenteeism (to reduce absenteeism among employees)	Operators	½	1	-
05	Achieving Excellence in Life*	All	-	1	2
06	Alchemist	All	-	1	2
07	Are you a sleeping Giant*	All	½	1	2
08	Attitude*	All	½	1	2
09	Be A Legend*	All	½	1	-
10	Beyond Syllabus*	All	½	1	-
11	Born to Win*	All	-	1	2
12	Campus to Corporate Integration programme (this is for freshers who directly come from campuses to the organization for the first time)	Freshers	-	1	2 >
13	Change management	Middle management >	-	1	2
14	Communication	All	½	1	2 >
15	Creativity	All	½	1	-
16	Critical Conversation	Managers and Above	½	1	2
17	Decision Making	Staff>	½	-	-
18	D-I-Y Success Battery Kit*	All management cadre	-	-	2
19	Deployment of Company Objectives	All management cadre	½	1	-
20	Domestic Enquiry	HR	½	1	-
21	Domestic Enquiry (1 to 1 coaching)	HR	½	1	-
22	Ecology / Environmental Science	All	½	1	2 >
23	Emotional intelligence	All	½	1	2 >
24	Employee 1 st (This is a programme to show that the company cares for the employee and the employee loyalty increases)	All	-	-	12 – 24 hrs
25	Employee Engagement	HR/ Middle / Senior Management	½	1	-
26	Employee Engagement (1 to 1 coaching)	HR/ Middle / Senior Management	½	1	-
27	Enhancing Functional Tamil for Non Native Speakers	All	-	-	40 – 50 hrs
28	Ethics	All	½	1	-
29	Goal Setting	All	½	1	-
30	Goal Setting (1 to 1 Coaching)	All	½	1	2
31	Growth Mindset	All	½	1	-
32	Health Pundits	All	½	-	-

33	High performing teams	Middle / Senior Management	-	1	2
34	HR Competency Advancement Programme	Managers and below HR Professionals			
35	HR for Non HR professionals (this is a programme for line managers to understand important process, skills of HR and how to use them to their fullest potential while discharging their line function)	Middle / Senior Management	-	1	2
36	Influencing for success				
37	Interpersonal Skills	All	½	1	2
38	Leadership with Excellence	Middle / Senior Management	-	1	2 >
39	Leadership Arsenal	Middle / Senior Management	-	-	2 >
40	Leadership hacks	Middle / Senior Management with spouse	-	-	2 >
41	Managerial Effectiveness (different skills required as per the clients requirement to effectively discharge the duty of a manager will be taught)	Middle Management	-	1	2 >
42	Managing trade Unions & contract employees	All Management cadre	-	1	-
43	Mentoring	Middle / Senior Management	½	1	-
44	Motivation	All	½	1	-
45	Need for change	All	½	1	-
46	Negotiation Skills	Middle / Senior Management	-	1	2 >
47	Negotiation Skills (1 to 1 coaching)	Middle / Senior Management	-	1	2 >
48	Out Bound Training (OBT) with focus on topics like Team Building / Leadership / and other areas depending on clients' requirements	All	-	1	2 >
49	Parenting	All	½	1	-
50	Performance Appraisal (The art of Appraisal)	Middle / Senior Management	-	1	2 >
51	Performance Appraisal (The art of Appraisal – 1 to 1 coaching)	Middle / Senior Management	-	1	2 >
52	Personal Effectiveness Programme (PEP)	All	-	1	2 >
53	Personality Development	All	-	1	2 >
54	Planning	Supervisors and above	½	1	-
55	Pre Retirement Training programme	All	½	1	2 >
56	Presentation Skills	Middle / Senior Management	½	1	-
57	Prevention of Sexual Harassment (POSH)	All	½	1	-

58	Problem Solving	All	½	1	-
59	Psychology for Managers & Professionals (important path breaking studies which will help managers to understand and manage people effectively)	Middle / Senior Management	½	1	-
60	Quality of Life	All	-	1	2 >
61	Quality edge (Every employee should know about quality and this programme is meant to address this need.)	All	½	-	-
62	Recruitment – The Art & science of Recruitment	HR & other interview panel members	½	1	2 >
63	Recruitment – The Art & science of Recruitment (1 to 1 coaching)	HR & other interview panel members	½	1	2 >
64	Retirement Programme	All	-	1	2 >
65	Secretarial Skills	Personal secretaries	-	1	2 >
66	Selling Skills	Sales officers/ Executives	½	1	-
67	Selling Skills – Field Coaching	Sales officers/ Executives	½	1	-
68	Skywalk*	All	-	1	2 >
69	Sleep over it*	All	½	-	-
70	Stress Management	All	½	1	-
71	Stress Management (1-1 coaching)	All	½	1	-
72	Supervisory Skills Development Programme	Supervisors	-	1	2 >
73	Team Building	All	-	1	2 >
74	The power of positive thinking*	All			
75	Time Management	All	½	1	-
76	Trade Union relations (building harmony at work place for proactively easing out Industrial relations issues. This is meant for all unionised employees)	Operators	½	1	2 >
77	Trade Union Negotiation	Middle / Senior Management	½	1	2 >
78	Trade Union Negotiation (1 to 1 coaching)	Middle / Senior Management			
79	Train The Trainer	Middle / Senior Management	-	1	2 >
80	Vanamae Ellai*	All	1/2	1	-
81	Wellness programme	All	1/2	1	-
82	Winning Ways* (different behavioural skills for the person to successfully handle life)	All	-	1	2 >
83	World view of quality	All	1/2	-	-

84	Union Development Programme (a programme for opinion makers among unionized category to address day to day Industrial relations to maintain harmony at work place, to be the eyes and ears of the management, to maintain harmony at work place)	a programme for opinion makers among unionized category	-	1	2 >
----	--	---	---	---	-----