

Consultancy & Corporate Training



Table of Contents

Introduction

Chartered Institute of Personnel Management (Inc.) Sri Lanka.

Vision, Mission, Values, and Objectives	7
Message from the President – CIPM	9
Message from the CEO – CIPM	11
Message from the Chairman	
<i>Consultancy and Training Division Management CIPM</i>	13

Consultancy Services

Overview of the Consultancy and HR Services.	14
--	----

Corporate Training

Overview of the Corporate Training	18
Certified HR Auditor Programme	22
Competency Mapping Programme	24
Executive Development Programme (EDP)	26
Management Development Programme (MDP)	28
Supervisory Development Programme (SDP)	30
Business Driven HR Evaluating the Impact of Strategic HR	32

Clientele	34
-----------	----

Contact Information	38
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CIPM
Sri Lanka

Chartered Institute of Personnel Management (Inc.)

SRI LANKA

The **Institute of Personnel Management Sri Lanka** (IPM SL) was established by the Parliamentary Act No. 24 of 1976 and by Act No. 31 of 2018.

The name was amended as the **Chartered Institute of Personnel Management Sri Lanka** (*CIPM SL*). CIPM SL is a professional body and is affiliated to the Asia Pacific Federation of Human Resource Management and World Federation of People Management Associations.

The CIPM SL is the pioneering and the most recognized professional body in the island in relation to setting innovative, cutting edge trends in the HRM profession through its vast range of HRM-related study courses, programs, and examinations.

The CIPM is also the **first professional** educational Institute in Sri Lanka to be certified with ISO 9001:2015 by the Sri Lanka Standards Institution (SLSI). The CIPM has been receiving this certification since 2012. CIPM Sri Lanka has affiliated with one of the top universities in the UK- **University of Salford, Manchester** and offers a B.Sc. in Human Resource Development and an M.Sc. in Human Resource Management and Development.

The CIPM SL plays a significant role in developing of the Human Resource Management profession in Sri Lanka, through its study programs, research studies, conferences, seminars, HR consultancy programs, and professional examinations.

An aerial night photograph of a city, likely Los Angeles, showing a complex highway interchange with multiple lanes and overpasses. The city lights are visible in the background, and the sky is a mix of blue and purple hues from the twilight. The text is overlaid on the left side of the image.

Charting

A BOLD Future

Committed to giving academic excellence, intellectual vitality and professionalism within the HR community, we strive to charter a bold future for aspiring practitioners of the HR profession, thereby unleashing the true potential of our nation's human capital

OUR VISION

To Be a Guiding Force And Global Leader
In Developing And Managing Human Capital

OUR MISSION

Developing Innovative Practices
for Unleashing Human Potential

VALUES

COURAGE

Being Different, Creative, Innovative

INTEGRITY

Ethical, Honest and Sincere in all dealings

PASSION

Inner Drive for world-class service excellence

MASTERY

Being Proficient in what we do

OBJECTIVES

- To ensure a high level of professional standards and competence among membership and those aspiring to become members.
- To promote the study of Human Resource Management and to encourage research into the best means and methods of applying the principles and techniques of Human Resource Management.
- To promote the image of the Institute and its membership, and to provide leadership to the Human Resource Management profession in Sri Lanka.
- To influence national policy formulation in areas related to the Human Resource Management profession.
- To facilitate networking among HR professionals, to share and develop knowledge exchange views at national as well as an international level.
- To maintain our status as the leading HR authority in Sri Lanka by upholding high standards of competence, ethics, values and professionalism among the membership.



Dhammika Fernando
President
Chartered Institute of Personnel Management of Sri Lanka

Message from President of CIPM SL

“ Organizations who train their employees consistently and continuously are sure to stay on top! ”

Dear Corporate Leader,

In an ever-changing business climate, as business leaders, we must face volatility and business uncertainties almost as a routine. That's the reality that all must face in this rapid-fire digital era. If we are not up to the speed and out the doors, we may not achieve our business goals, then we will be stagnated, or we will come tumbling down and perish. But if at least all the people that matter in our organization is up to date with these necessary competencies and knowledge and are armed with the necessary tools to overcome situations we can be sure of staying on top of our game.

So, if we are to be not only on our guard but be aggressive in our businesses and win, it is that people-vantage which helps by consistently training your staff and arming them with the cutting-edge business acumen. In this respect, the ever-expanding and most popular CIPM corporate training and consultancies is a surefire way to steer away from the clutter and win. Through the years of know-how in providing tailor made solutions, we have become the most sought-after place for corporate training and consultancies. Last year we started introducing many new and demanding areas for training, workshops and seminars. Our common though none HR programmes have become so popular that we have conducted many repeat programmes not only in Colombo but also at our regional centres.

Outlook for 2020 is much promising as we are ready to deliver some industry firsts along with the industry readiness approach of training your employees to make organizations more responsible and sustainable for the future in line with the UN SDGs for the millennium. As you may be aware the advantages of sourcing your T & D needs from CIPM are many. The unlimited resource pool that we have, capability of providing you with either standard or tailor-made programmes suitable for your budgets and needs, geared to provide on-premises, off-premises, at our own training facilities or off site training for any size of a crowd, a recognized certificate from the state-recognized premium institute of the country and many more.

I wish you all the best for 2020! And continue all your corporate training with your trusted training and consultancy partner during this year for the development of your most vital part of the business, the people who will continue to bring success and sustain the organization. I am sure that it will be rewarding to both your organization and your valued staff.



P.G. Tennakoon
Chief Executive Officer

Message from Chief Executive Officer CIPM SL

I am indeed delighted to issue this brief message on the occasion of publishing the Prospectus for Consultancy and Corporate Services of Chartered Institute of Personnel Management Sri Lanka for the year 2020.

As the leading and most recognized Institution in Human Resource Management, the CIPM holds a unique position. We have experienced a pool of senior Human Resource Consultants to facilitate HR Consultancy needs of society. We can fulfill the requirements based on institutional and organizational needs.

We have a dedicated team to cater the corporate training needs. Our Customized Training and Development Programs are geared to help organizations achieve their objectives by enhancing the competencies of the valued assets no other than the human resources.

As they have been developed with the concurrence of the respective line management of the organizations, we, as a responsible professional body, have made every effort to handpick the right resource person to deliver beyond the expectations of our client organizations.

The CIPM will host the World HR Congress from 06th to 08th July 2020. This is the first time a South Asian country is hosting a World HR Congress. Globally recognized HR Practitioners, Industrialists and Leaders will be in Colombo in July 2020 which will be beneficial to the entire HR fraternity and others including business entrepreneurs.

Enhancing the global competitiveness of any organization requires a strategic approach to human resource management and in which Training & Development invariably play a vital role. We are confident that together we could convert organizations to be more productive and innovative for sustainability and growth.

I invite all corporates, Public Sector Organizations, Industrialists and others to encourage their Human Resources Management Staff and their Coordinators, Executives & Managers to join hands with CIPM Consultancy & Corporate Training Division which will be a great value addition to them.



Sarath Jayasinghe
Chairman
Consultancies and Training Division Management – CIPM SL

Message from Chairman

Standing committee on Consultancies & Training Division Management

It gives me a sense of great pleasure to pen down this message at the time of initiating the prospectus for 2020 for CIPM as the Chairman of the standing Committee for Consultancy and Corporate Training division.

This is a great initiative taken by the Marketing arm of CIPM chaired by Mr. Jayantha Amarasinghe –the Council member at a time the Premier HR Professional Body is getting ready for the launch of the 1st ever HR World Congress 2020 in Sri Lanka under the leadership of Mr. Dhammika Fernando - the President along with the dynamic Council of CIPM.

Although CIPM has made a steady progress by leaps and bounds over years, we still feel that we could offer much more for our HR Fraternity and other business / Administrative managers both in the Private and the State Sector thus our motherland by and large as we see quite a lot of gaps in the horizon of Global Competition. This initiative is to address one such need so that in the interest of war for time we have decided to provide this prospectus for the easy reference for those concerned by creating an awareness of the type of services available on offer by CIPM.

The dedicated CIPM staff attached to the Consultancy and Corporate Training division and its Standing Committee constituted by drawing members from the CIPM with a keen interest in planning and designing the programs with utmost dedication along with the Consultants who have expertise in different areas of Human Resource Management and other discipline of Management as well to cater to the dire need of our vast clientele.

I wish all our stakeholders a very rewarding exposure and great learning experience. We look forward to working with you or be a contributor for your success for it is one of our ardent dreams.

I remain wishing you a great success.

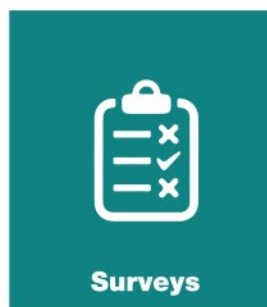
Consultancy & HR Services



Consultancy and Human Resource Services unit is a vibrant and an active service-oriented arm in the CIPM. It is fully equipped with leading-industry Qualified Chartered HR professionals working as Consultants. They possess significant expertise across all HR functional areas and are promptly available to assist and support you to modernize, innovate and re-shape your HR outlook to suit the ever-changing business environment today.

We provide our services irrespective of the type and size of the business you are in, to strategically transform your organization to achieve "Competitive Advantage" for the future in the world of business.

OUR CONSULTANCY AND HR SERVICES INCLUDE



*Our Services can be customized depending on the client's needs.

OUR CONSULTANCY AND HR SERVICES INCLUDE

HUMAN RESOURCE ADMINISTRATIVE FUNCTIONS	HUMAN RESOURCE MANAGEMENT
<ul style="list-style-type: none"> • Designing HR Policies and Procedures • Developing HR Manuals and HR Handbooks • Developing & Implementing a HR Strategy • Industrial Law and Good Governance • Repositioning planning • Head Hunting 	<ul style="list-style-type: none"> • HR Planning • Employee Issues • Recruitment, Selection, and Retention • Conducting Psychometric Tests, Training, and Evaluation • Human Resource Information Systems (HRIS) • Business Process Outsourcing and Processes • Setting Smarter Objectives • Alignment of Corporate Objectives with Departmental and Individual Objectives • Strategic HRM to support Strategy implementation of the business
HR AUDITS	EMPLOYEE AND INDUSTRIAL RELATIONS
<ul style="list-style-type: none"> • HR Audits by certified HR Auditors 	<ul style="list-style-type: none"> • Grievance Handling & Discipline • Reposition Planning • Reward and Performance Management and Performance-Driven Culture • Health and Safety Management and Work-life Balance
SURVEYS	HR CLINIC
<ul style="list-style-type: none"> • Employee Engagement Surveys • Climate Surveys • Attitude Surveys • Salary Surveys • Work Study Surveys • Compensation and Benefits Surveys. • Manning Level Study Surveys. 	<ul style="list-style-type: none"> • Supporting all your HR Issues
	CONDUCTING PROFESSIONAL EXAMINATIONS
	<ul style="list-style-type: none"> • Recruitment Examinations • Setting papers • Conducting exams

*Our Services can be customized depending on the client's needs.

REGISTERED CONSULTANTS

LEAD CONSULTANTS	ASSOCIATE CONSULTANTS
Mr. Ajith de Costa Mr. Chandrasiri Gannile Ms. Denuka Perera Mr. Dhammika Fernando Mr. G. Weerathunga Mr. Jagath Karunathilaka Mr. Jayanta Jayaratna Mr. Ken Vijayakumar Ms. Lakshmi De Zoysa Mr. Manone Perera Dr. Neil Bogahalanda Mr. Priyal Perera Mr. Senaka Muhandiramge Mr. Sirimal Constantine Dr. Thampoe Mangaleswaran Mr. K. A. Thomasena Mr. U. A. C. Obeyesekere	Mr. Anura Pandithage Mr. Athula Amarasena Cap. Athula Senerath Mr. Dillon Gomez Ms. Dilrukshi Rajapakse Ms. Erin Jesudasan Ms. Indika Abeysuriya Mr. Jayanath Abeywardena Dr. Jayantha Pathiratne Ms. Kanchana Mendis Mr. R. C. Keerthipala Alwis Mr. Kumar Kirinde Mr. Lalith Edirisinghe Mr. M. W. N. Ferdinando Mr. Meditha Karunathilaka Ms. Menuka Samarajeewa Ms. Nujani Lakmini Rajapaksha Major(Rtd) Prasanna D. Liyanage Ms. Primrose Mascarenhas Mr. Ranjith Maliqaspe Korale Mr. S. K. Rathnasooriya Col. Saman Jayawickrama Ms. Shalika Hewawickrama Mr. Shanaka Fernando Ms. Tharanga Samarakkody Mr. Thilak Devendra Wing Commander (Rtd) Thivanka P. C. Obeysekara Ms. W. S. M. Sudharshani Wijesinghe Ms. Viroshini S. C. Vithanage Ms. Udani I Jayamaha
RESEARCH ASSISTANTS	CERTIFIED HR AUDITORS
Ms. I. Buddhima Gardiewasam Mr. Dharshana S. Seneviratne Ms. Mahesha Alwis Ms. Radhika Lalani Perera Ms. Rajini Piushani Kannangara	Ms. H. W. Lasantha Abeysiri Ms. K. V. Marage Ms. F. Marina Anver Mr. A. Sushantha De Alwis Mr. Vajira Perera Mr. G. P. C. W. Wickramathunga Mr. S. N. W. M. Wijerathna Banda

Corporate Training



Our Training and Development Programs are geared to help organizations in achieving their objectives by enhancing the competencies of the valued assets, none other than the human resources. As they have been developed with the concurrence of the respective line management of the organizations, we, as a responsible professional body, have made every effort to hand pick the right resource person to deliver beyond the expectations of our client organizations. We are confident that together we could convert organizations to be more productive and innovative for sustainability and growth.

Enhancing the global competitiveness of any organization requires strategic approaches to human resource management and in which Training & Development invariably play a vital role.

Training solutions that include identification of knowledge, skills and attitudes for specific jobs and designing of Development Programs to unleash the potential of the target audience are our expertise since we are flanked with very competent consultants, lecturers and trainers with a vast experience in different industries. Therefore, the exposure to such services provided by CIPM will certainly support the organizations or the individuals aiming to fly high.



HUMAN RESOURCE MANAGEMENT

- Managing Leave and Absenteeism at Work Place
- Labour Law
- Hiring Character and Competencies - Interviewing Skills
- Developing Effective Job Descriptions and Job Specifications
- Becoming a True HR Professional
- Performance Management
- Performance Appraisals
- HR for Non-HR Managers
- Conducting Professional Meetings at Workplace
- How to Retain Your Best Employees?
- Change Management
- Negotiation skills
- Managing Job Stress
- Workplace Harassment
- Problem Solving and Decision Making
- Establishing Priorities and Setting Goals
- Conflict Resolution and Management
- Emotional Intelligence
- Coaching, Mentoring, and Counseling
- Personality Development - create a competitive edge over others
- Creating and maintaining a positive culture in your organization
- Leading for Management Success
- Development of Leadership Skills and Capabilities
- Strategic thinking, Planning, and Execution
- Essential Skills Development for new managers
- Systematic Executive Development
- Business Coaching for the execution of strategies
- Building a strategic framework for corporate planning
- Assertive skills for today's professional woman
- The best ways to sustain employees Specially Millennials
- Training Need Analysis
- Talent Management
- Shop and Office Act
- EPF & Gratuity
- Talent Analytics towards Strategic HR
- Disciplinary Inquiry Procedures



COMMUNICATION SKILLS

- Business Communication Skills
- Public Speaking and Presentation Skills
- Effective Communication using Neuro-Linguistics Programming
- Advanced Business Writing Skills





CUSTOMER CARE

- Effective Telephone Etiquette
- Business & Corporate Etiquette
- Customer Service Excellence



INFORMATION TECHNOLOGY

- IT for Competitive Advantage - using IT and the Internet as a Strategic Business Tool
- Microsoft Excel
- Microsoft Power-point



SOFT SKILLS

- Positive Thinking and Positive Attitudes
- Internal Customer Relations and Team Building
- How to manage difficult people
- Strategic Leadership
- Soft Skills Development
- Time and Task Management for effective results
- Mentoring New Small-Group Leaders on your TEAM
- Negotiation Skills



FINANCE

- Understanding Budget Planning and the Budget Process
- Finance for Non-Financial Managers
- Strategic Finance Planning
- PAYEE day



MARKETING

- Strategic Marketing: Developing, Building and Maintaining Relationships to Gain Competitive Advantage
- Employee Branding and Talent Branding for Competitive Advantage Building and Managing your Brand as a Strategic Asset



OTHER PROGRAMMES

- Facilities Management global best practices to Sri Lanka
- Lean Six sigma
- New Managers Boot Camp
- Mind fullness
- Energy Management
- Music Therapy
- Project Management
- International Trade
- Write with Impact

Certified HR Auditor Programme



The Certified HR Auditor Programme is conducted by the CIPM Sri Lanka in collaboration with T.V. Rao Learning Systems (TVRLS). The Institute has already conducted five (5) successful Certified HR Auditor Programmes, producing 126 Certified HR Auditors from leading corporates in the country. The Programme

provides a unique opportunity for organizations to assess their existing HR policies, procedures, and practices against globally acknowledged standards, enabling them to take measures needed to elevate their levels of excellence, thereby enabling the HR personnel to make an optimum contribution to the bottom line of an organization.

RESOURCE PERSONS

Prof. T.V. Rao, a leading HR professional and Ms. Nandini Chawla, Chief Executive Officer and Co-Founder of TVRLS

ELIGIBILITY CRITERIA

- Should be a member of the CIPM or
- A holder of the PQHRM/Diploma in HR awarded by the CIPM or
- A holder of a Bachelor's Degree/MBA in HRM from a recognized university and
- A minimum of five years' managerial experience in the field of HRM, in a recognized public or private sector organization along with a good command of the English language (verbal and written)

IDEAL FOR

- HR Directors and Heads of HR, HR Managers, HR Consultants, HR Trainers, HR staff of government and statutory bodies

METHODOLOGY

- Lectures
- Mock Audits
- Desktop reviews
- Case studies

COURSE STRUCTURE

MODULE 1	MODULE 2	MODULE 3
<ul style="list-style-type: none">• Concept of HRD• Concept of HRD Audit• HRD in Organizations	<ul style="list-style-type: none">• HRD Systems Audit• Induction and Integration• Performance Management• Competency Mapping• Learning and Development	<ul style="list-style-type: none">• Intellectual Capital• Competencies of HRD Staff• Line Managers' Learning• Top Management Styles
MODULE 4	MODULE 5	MODULE 6
<ul style="list-style-type: none">• HRD Culture and Values• Methodology of Audit• Observations• Questionnaires• Interviews• Secondary Data	<ul style="list-style-type: none">• Making of an Auditor• Mock Audit• Establishing a Score Card• Experience of organizations	<ul style="list-style-type: none">• Examination at the end of the workshop, all participants who successfully complete the daily curriculum will be issued with a certification as a "Certified HR Auditor", jointly by CIPM Sri Lanka and TVRLS.

Duration - 5 Days | Medium - English

Competency Mapping Programme (CMP)



This Certificate Program aims at building the competencies of those who have a role to play in building competency-based individuals, teams and organizations. Importantly, the successful participation in this program will help to transform the HR function into a key business driver.

In view of usefulness and relevance of this programme to the progress of the organization and also depth of the content of the programme, we expect you to nominate relevant HR personnel (HR Director/Head of HR/HR Managers/HR Consultants) with minimum 5 years of managerial experience in the key result areas of Human Resource Management.

Competency Mapping Programme will be Conducted By

- Dr. T.V. Rao (Chairman of T.V Rao Learning Systems (Pvt) Ltd.)
- Ms. Nandini Chawla CEO Of T.V Rao Learning Systems,

T.V.R.L.S. is a Leading Training entity well known in India and Internationally for Human Resource Development. The Program will be conducted for three (03) consecutive days.

All participants who duly complete the curriculum will be issued a certificate, at the end of the workshop, jointly by CIPM and TVRLS.



RESOURCE PERSONS

- Dr. T.V Rao and Ms. Nandini Chawla

ELIGIBILITY CRITERIA

- Senior Management with minimum of 5 years of managerial experience in the key result areas of Human Resource Management

IDEAL FOR

- HR Personnels, HR Director, Head of HR, HR Managers and HR Consultants

METHODOLOGY

- Lectures, Group Activities and Individual Assignments

Session 1 : Introduction to Competency Mapping

Session 2 : Role Set based Competency Mapping and Behavior Indicators

Session 3 : Competency Mapping Practice session

Session 4 : Methods of Competency Mapping

Session 5 : Competency Models and Competency Dictionary

Session 6 : Competency-Based Human Resource Management

Duration - 3 Days | Medium - English

Executive Development Programme (EDP)



The Executive Development Programme (EDP) is designed to increase the business skills and leadership capabilities of executives who lead key divisions/ functions in companies and those who have been earmarked to be among the leadership in organizations.

The EDP Programme takes a multi-dimensional approach to learning, combining lectures, small/large group discussions, case studies and a strategy simulation to provide new insights and opportunities for the participants to apply them in real-world situations.

The Programme is spearheaded by a team of faculty and experts representing diverse business disciplines who will provide in-depth knowledge in core business areas including Finance, Strategy, Leadership,

Marketing, Organizational Dynamics, Globalization, etc.

During this twelve-week Programme, the participants will gain a robust understanding of critical departments and how they interact within an organization, developing crucial skills needed to lead cross-functional teams.



RESOURCE PERSONS

- Resource Panel from CIPM

ELIGIBILITY CRITERIA

- Those who need to get the exposure as Executives with one year experience in any role.

IDEAL FOR

- Executives aspiring to become managers

METHODOLOGY

- Lectures, Presentations, Group activities Individual assignments

COURSE STRUCTURE

DAY 01 - INAUGURATION	DAY 02 - MODULE 01	DAY 03 - MODULE 02
• Course briefing & briefing on Individual Assignment & Group Presentations	• Human Resource Management	• Operations and Project Management
DAY 04 - MODULE 03	DAY 05 - MODULE 04	DAY 06 - MODULE 05
• Strategic Management & Innovation	• Accounting & Financial Analysis	• Marketing & Business Management
DAY 07 - MODULE 06	DAY 08 - MODULE 07	DAY 09 - MODULE 08
• Leadership Intelligence & Team work	• Change Management	• Business Communication
DAY 10 - MODULE 09	DAY 11 - MODULE 10	DAY 12 - FINAL EVALUATION
• Use of Emotional Intelligence	• Coaching & Mentoring	• Structured Essay – Individual Assignment Group Presentations

Duration - 12 Days | Medium - English

Management Development Programme (MDP)



The Management Development Programme (MDP) is a dynamic, system-wide training Programme that has been designed to enhance and strengthen the leadership capabilities of individuals ensuring that they are equipped with the skills, knowledge, and attitude to effectively lead, engage and develop their team.

The MDP particularly aims at developing young managers who are expected to engage with people across their individual locations by sharing challenges and working together to find effective solutions.

The Management Development Programme is conducted by industry veterans and consultants, with exposure to public and private sector organizations, including leading multinational corporations and conglomerates.

RESOURCE PERSONS

- Resource Panel from CIPM

ELIGIBILITY CRITERIA

- Executives and above with at least one year of experience.

IDEAL FOR

- Executives, Assistant Managers, Senior Managers and Managers in any field

METHODOLOGY

- Lectures, Presentations, Group activities, and Individual assignments

COURSE STRUCTURE

DAY 01 - INAUGURATION	DAY 02 - MODULE 01	DAY 03 - MODULE 02
<ul style="list-style-type: none"> • Programme Briefing Briefing on individual assignment & group presentation 	<ul style="list-style-type: none"> • Strategic Thinking and Strategic Management Converting the Business Strategy into reality by effectively managing Human Resources • Leadership: Building the Organization of the Future Explore the current evolution of organizational design and gain skills to become a more empowering collaborative leader 	<ul style="list-style-type: none"> • Developing your Style and Making Sound Decisions to maximize organizational performance • Creative problem Solving
DAY 04 - MODULE 03	DAY 05 - MODULE 04	DAY 06 - MODULE 05
<ul style="list-style-type: none"> • Managing Performance to reach the Pinnacle • Creative & Results Driven Thinking Innovative solutions to complex challenges. Learn how to grow a culture of creativity to innovate competitive solutions. 	<ul style="list-style-type: none"> • Leading more Effective Teams Enhance your team's productivity to boost your organizations capabilities • Managing yourself by Leading others Evolve your leadership style to lead better motivate subordinates to accomplish company's goals Maximizing your time through delegation and empowerment 	<ul style="list-style-type: none"> • Leadership Coaching & Mentoring Learn Leadership coaching and mentoring strategies to help your team navigate business challenges and maximize performance
DAY 07 - MODULE 06	DAY 08 - MODULE 07	DAY 09- MODULE 08
<ul style="list-style-type: none"> • Strategies for Leading successful Change Initiatives Examine change management strategies & turn innovative ideas into action Managing Conflict at work effectively 	<ul style="list-style-type: none"> • Emotional Intelligence in Leadership Expand your leadership capacity and create an environment that fosters emotional intelligence 	<ul style="list-style-type: none"> • Accounting & Financial Analysis
DAY 10 - MODULE 09	DAY 11 - MODULE 10	DAY 12
<ul style="list-style-type: none"> • Negotiation skills Develop sophisticated negotiation skills to create value for all parties at the bargaining table. Enhance your ability to negotiate through effective techniques and skills 	<ul style="list-style-type: none"> • Advanced Business Strategy: Gaining a Competitive edge Gain a deeper understanding of business frameworks and Strategic patterns for assessing your organization's challenges & Opportunities 	<ul style="list-style-type: none"> • Main Case Study - Group Presentations Individual Assignment

Duration - 12 Days | Medium - English

Supervisory Development Programme (SDP)



The Supervisory Development Programme (SDP) is designed to enhance and strengthen the capabilities of Front line Management and ensure that they acquire the skills, knowledge, and competencies to effectively lead, engage and develop their teams and face challenges of the business today. The program focuses on two critical key areas crucially required for any organization for the enhancement of overall capabilities in the sphere of Supervision, Management, Leadership, with the greatest emphasize in motivational and decision making.



RESOURCE PERSONS

- Mr.Sarath Jayasinghe & Mr.Senaka Muhandiramge

ELIGIBILITY CRITERIA

- Supervisors with at least one year of experience

IDEAL FOR

- Supervisors

METHODOLOGY

- Lectures, Presentations, Group activities, and Individual assignments

COURSE STRUCTURE

MODULE 1	MODULE 2	MODULE 3
<ul style="list-style-type: none"> • Essential responsibilities of supervisors • Supervisory Roles • Effective planning and organizing work • Developing Personalities and Positive Attitude 	<ul style="list-style-type: none"> • Individual and team leadership skills • Fundamental communication, interpersonal & influencing skills • Effective decision-making skills • Fundamentals of employee motivation 	<ul style="list-style-type: none"> • Strategic goal setting & effective objective integration prioritizing • Tactics for feedback • Employee rewarding and development

Duration - 3 Days | Medium - Bilingual

Business Driven HR

Evaluating the Impact of Strategic HR

(In Collaboration with CIPD – UK)



The CIPM is collaborating with the Chartered Institute of Personnel Development (CIPD) to conduct a short term program in Sri Lanka to develop the HR Leadership Skills.

Business Driven HR: Evaluating the impact of strategic HR will enable you to explore the purpose and implication of Strategic HR, and enhance your ability to address problems and challenges arising in the organization through a rational, organic and strategic HR lens. Additionally, you will explore what it

means for HR to be more entrepreneurial, adding value as a strategic support service, and finally how to measure and evaluate HR's contribution and add value to the organization.

COURSE OBJECTIVES

- Ensure your readiness to act as a strategic HR advisor to the business

THIS COURSE IS SUITABLE FOR

- Senior HR management professionals responsible for formulating and or implementing the strategy
- HR Business Partners
- OD Specialists and Practitioners
- Consultants
- Anyone that has aspirations of becoming an HR Director

COURSE BENEFITS

- Understand the purpose, implication, and value of Strategic HR
- Understand and explore how to incorporate the 'Next Generation Service Delivery' roles into their current HR practice
- Assess organizational problems or challenges, by exploring a variety of options for tackling the challenges based on how they may impact on employee resourcefulness, as well as undertaking appropriate interventions for improvement
- Explore the various 'organic' processes that are often overlooked, but can have the greatest impact on the success of HR interventions
- Consider how to be more entrepreneurial and add maximum value as a Strategic Support Service

NATURE OF THE WORKSHOP



Duration - 2 Days | Medium - Bilingual

Clientele



Teejay Lanka PLC



New way, New value
sojitz corporation
sri lanka



Variosystems (Pvt.) Ltd



State Timber Corporation



waters edge sri lanka



Ceylon Fertilizer Company Ltd.



Lankaputhra Development
Bank



Government Medical Officers'
Association (GMOA)



Ceylon Petroleum
Corporation



Institute of Bankers
of Sri Lanka



MBSL Savings Bank Limited



Pelwatte Sugar Industries



ANCL



Employees' Trust Fund



National Insurance
Trust Fund



Finance and Leasing
Company - Maldives



Ceyline Shipping Limited



Sri Lanka Red Cross Society



A. Baur and Company



People's Insurance PLC



Sugarcane Research Institute



ELSTEEL (Pvt) Ltd.



Roche Pharmaceuticals



Aluview (Pvt)Ltd.



Norwood Fashions (Pvt.) Ltd



Free Lanka Granite (Pvt)Ltd.



Global Life Style Lanka
(Pvt) Ltd



Sterling Automobiles Lanka
(Pvt) Ltd



LTL Project (Pvt) Ltd



Phoenix



Sri Lanka Insurance
Sri Lanka Insurance
Corporation



Sri Lanka Savings Bank



Arpico Finance Company PLC



Netmaiestra (Pvt) Ltd



SriLankan Airlines



Smart Shirt Lanka (Pvt) Ltd



Central Engineering
Consultancy Bureau



Ceylon Electricity Board



Areca Interior (Pvt) Ltd.



Silvermill Group



Oxfam International



Sri Lanka Ports Authority



OTR Wheel Engineering



Sunshine Holdings (Pvt) Ltd.



Hilton
Hotels & Resorts



Rights Now Collective for
Democracy



AG MELCO Elevator Co. L.L.C



Avinda Enterprises (Pvt) Ltd



Sri Lanka Law College



Hemas Holdings PLC



Esoft Metro Campus



National Water Supply &
Drainage Board



Property development PLC



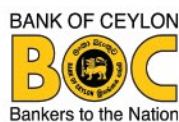
Heineken Lanka (Pvt) Limited



Hayleys PLC



Central Bank of Sri Lanka



Central Bank of Sri Lanka



Regional Development Bank



Lanka Sugar Company
(Pvt) Limited



echannelling



British Council
Sri Lanka



The Board of Investment
of Sri Lanka



Amāna Bank



Airport & Aviation Services
(Sri Lanka) Limited



Hutchison Telecommunications
Sri Lanka



Camso Loadstar (Pvt) Ltd



Brandix Apparel Limited



Dialog Axiata PLC



Cinnamon Red Colombo



MAS Holdings



Hilton Hotels & Resorts



Hemas Holdings PLC



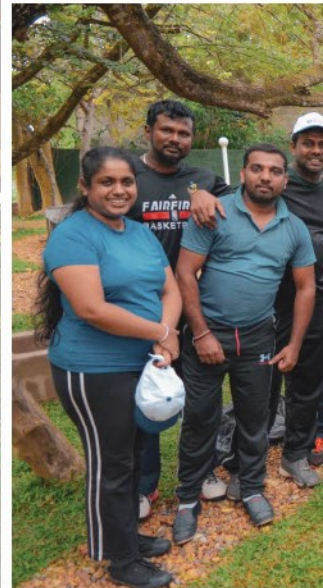
Hayleys PLC



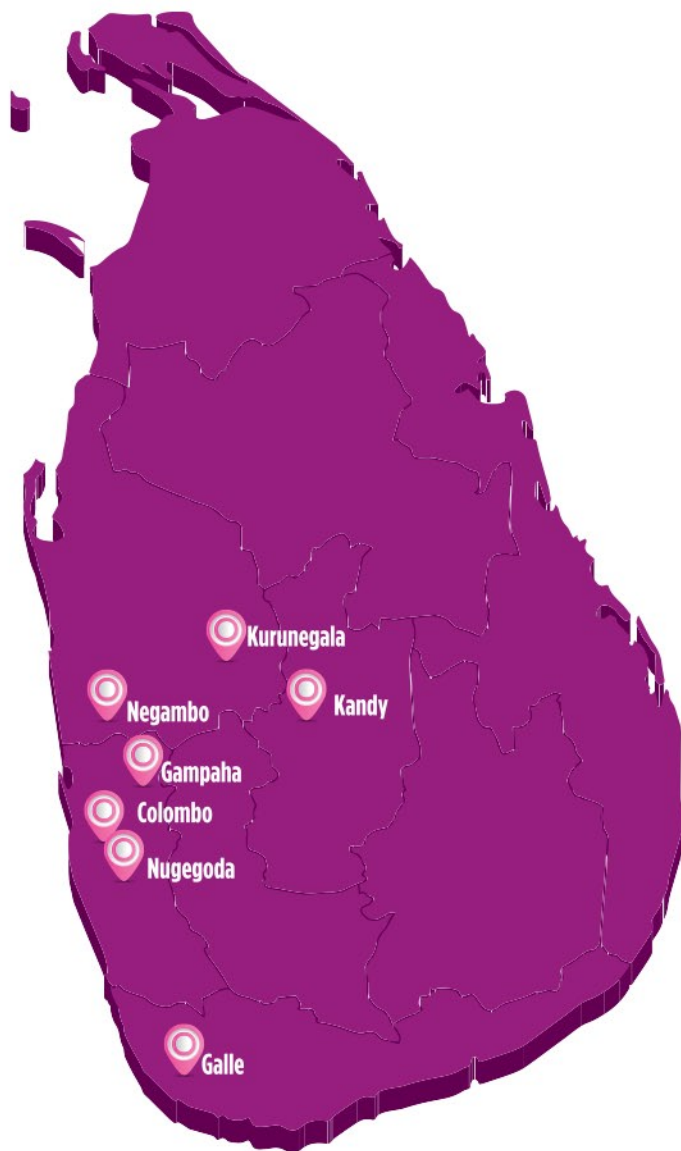
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