

PMI BODH

NTPC PMI'S NEWSLETTER

ISSUE 14 | April to June 2023

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From PMI's Desk

BY RACHANA SINGH BHAL, GM(PMI)



Dear Readers,

It is a delight to present to you the 14th edition of PMI's newsletter -PMI BODH for the period April to June 2023. In this issue, we have covered the important highlights in the learning arena at PMI.

In this quarter, the PMI campus buzzed with a lot of programmes and participants' energy, in all domains. NTPC also welcomed ETs in C&I, Mechanical, Electrical, Civil and Mining throughout the period.

With the help of your encouragement and support, we will continue to make PMI a world class institute of learning, catering to entire power industry and make NTPC L&D shine even further.

Happy Learning!

Certification Programme on Offshore Wind Energy

The programme conducted from from 30.03.2023 to 12.05.2023 focused on growth opportunities in Renewable energy technologies, policies and sustainability issues. This programme discussed the emerging technologies being used for Renewable energy. It was attended by 30 Participants.



CERTIFICATION Programme on NUCLEAR ENERGY TECHNOLOGY

NTPC is also venturing into nuclear power generation business. This has also helped in optimizing the fuel mix. This programme aimed at developing understanding of various technological options available for nuclear power generation, their relative merits and demerits, safety issues and issues related with transportation and disposal of nuclear fuel. It was attended by 16 Participants.



Certification Programme Carbon trading markets

The programme aimed to train the NTPC executives in carbon accounting and carbon management. The primary purpose was to cover recent carbon management and trading and developments. The global perspective of the program provided an added advantage to the participants. The key regulatory frameworks related to carbon management are another major objective. It was attended by 50 Participants



The Power of Mastermind

One day workshop was organised on 05.06.2023 at PMI on Cascading the Power of Mastermind for an aware Senior Team for a team of 8 Senior Executives of NTPC. It was conducted by Mr Arthur Carmazzi is an author of 13 books and founder of the Directive Communication Psychology. The focus of this workshop was to support senior management to solve real life problems and have greater awareness and understanding of their group dynamics potential. It helped to achieve a common purpose and develop a more focused, productive, aligned and powerful executive team to accelerate the positive change throughout the organisation.



Online Program on Indian Bankruptcy and Insolvency Code

One Day Online Program on Indian Bankruptcy and Insolvency Code was conducted on 21.06.2023, in association with Indian Institute of Corporate Affairs, New Delhi. The program was attended by Legal Professionals, EICs and members from Dispute Resolution Cell. The objective of the Program is to create the awareness and nuances of Insolvency Code, Role of Insolvency Professional when the company defaults its payment, etc.

Competency development program on Leadership

Competency development program on Leadership was conducted for E6&E7 executives on 23.06.2023, 26.06.2023 and 30.06.2023 by covering 120 executives in association with SHRM, New Delhi with an aim to achieve results through people by encouraging inspiring, and motivating individuals and teams to give their best in order to achieve the desired result and create a positive impact on the work culture. One day workshop consists of different activities at individual level and group level. All the participants have submitted their commitment plan and new learning insights data got collated and shared for further development.



Departmental Exam Preparatory Course

Departmental Exam Preparatory Course for non-executives who are due for promotion to E1 Grade was conducted from 31.05.2023 to 02.06.2023 through online for CC and EOC employees by PMI. The employees from ER II region have also attended the program

Preventive Vigilance Programme

Half day Training session was organized in various slots at EOC, PMI, Netra for imparting sessions on preventive vigilance by corporate vigilance, wherein more than 530 employees participated.

Project Management Programme

Half day Training session was organized in various slots at EOC, PMI, Netra for imparting sessions on preventive vigilance by corporate vigilance, wherein more than 530 employees participated.

RTI Programme

An online training was conducted by RTI department on 28.04.2023 for newly appointed APIO's to discharge their RTI functions effectively

SAMARTH C&M training

SAMARTH C&M training was conducted for 1 week from 08.05.2023–13.05.2023 at PMI, for employees who have joined C&M department from other departments, for their effective learning and helping them to discharge their roles effectively.



CLIMS –Contract Labour Information Management System

An online training was conducted on CLIMS –Contract Labour Information Management System for dealing executives through Virtual mode in association with HR Tech Team Mouda on 12.04.2023 with the participation of around 62 employees from various projects. This program was intended to cover various new features incorporated in CLIMS process and to enable the process owners to use the CLIMS system for better improvement for data compliances.

SAMARTH Training

As an initiative towards excellence in learning and development, NTPC is conducting SAMARTH Training to all the job-rotation employees to increase their knowledge and skill levels in the new function. In line with the above objective, PMI in association with CC-CQA&I conducted a SAMARTH Training programme for executives who have recently joined the Quality & Inspection functions.

Twenty five participants attended the programme physically at PMI-Noida from 03rd to 08th April 2023. The programme was also live telecasted and more than 50 participants attended the programme via online mode. The six-day rigorous programme was designed and delivered with the help of internal experts from the Quality and Inspection department. The programme received overwhelming feedback from the participants and expert members.

Earlier the programme was inaugurated in the presence of Ms. R S Bhal, Head-PMI and Shri M K Asthana, CGM-CQA&I. Senior expert members shared their experience with participants in new functional domains. A variety of subjects like Quality & Inspection systems in NTPC, various NDT techniques, case studies on TG, SG & BOP systems and digitization were covered during the programme. Pre and Post Assessments were also taken of the participants before and after conducting the programme. The programme ended with online valedictory interaction and motivated message from respected Shri U K Bhattacharya, Director (projects), where he emphasized such capacity building programmes and called for ensuring quality in every aspect we do.



Metallurgy & Failure Analysis of Power Plant Components

As an initiative towards excellence in learning, NETRA and PMI in collaboration are conducting a programme on Metallurgy & Failure Analysis of Power Plant Components for NTPC and other industry executives. The physical training started at PMI-Noida from 7th – 9th June 2023. The program got an overwhelming response from NTPC and other similar industries. A total of 68 participants (53 internal and 15 external) attended the programme. The three-day rigorous programme has been designed and delivered with the help of external and internal experts from NETRA, IIT and Indra Gandhi Centre for Atomic Research (IGCAR). The program received overwhelming feedback from the participants and expert members. The programme was inaugurated in the august presence of Shri U K Bhattacharya, Director (Projects)



Programme for the Assistant Directors from the Central Electricity Authority

Newly recruited Assistant Directors from Central Electricity Authority are undergoing six days training starting from 29th May to 03.06.2023 at Power Management Institute. The program aimed to give input on different aspects of power generation including challenges and issues of thermal power generation. This will facilitate them to carry out their work at CEA and help them to support the Ministry effectively and efficiently in policy formation for the power sector. During inauguration of the program Chief Engineer CEA, Smt. Seema Saxena was present and highlighted the importance of understanding power generation technologies and further emphasized on classroom learning supported by plant visits.



Interaction Meeting of Shri D K Patel, Director (HR) with ET-2022 Batch

An online special Interaction Meeting of Shri D K Patel, Director (HR) was held on 10th June 2023 with the ET–2022 Engineering Batches who joined the Company between February to May 2023. More than 550 young executive trainees in C&I, Mechanical, Electrical, Civil, and Mining disciplines joined the interaction meeting from twenty–one different locations. After completing the one–week induction training, these ETs are undergoing a technical training module. During the interaction, Director (HR) congratulated them for choosing NTPC for their career growth and encouraged them to put in their best during training, show curiosity and enthusiasm, invest in self–learning, and enjoy the training period at the same time. He also clarified the company's expectations of them and wished them all the best for a great career in NTPC. Smt. Rachana Singh Bhal (Head of PMI), HOHRs, RLI Heads, EDC In–Charge, PMI ET Cell, and ET coordinators of respective locations were present in the meeting on the occasion.



Annual Leadership workshop for school principals



Annual Leadership workshop for school principals with the theme “Shaping future minds through innovation” was organized at PMI on 10th –12th May 2023. Principals from 42 different schools across NTPC projects joined the workshop. In his inaugural address, Shri D K Patel, Director (HR) encouraged the participants for their roles in developing the future citizens of the country. Faculty from TISS, NCERT, renowned academicians and Swami Shantatmananda Ji from Ramakrishna Mission gave inputs to the principals on different aspects of value education, procedure for implementation of CBSE issued auditing guidelines for schools, inclusive education, social emotional learning, understanding psychology of learners and teachers. The workshop concluded with the MANTHAN session followed by an action plan for implementation.



10 Examples Of How To Use ChatGPT In Human Resources

.ChatGPT could change the game for human resources professionals. With an ever-growing need for efficiency in the workplace, businesses can use ChatGPT to streamline tasks, boost productivity, and improve the overall work experience.

1. Create Job Advertisements

A job posting is often a candidate's first impression of a company and an open position. It sets expectations for the role and must be well-crafted to attract qualified individuals whose goals and experience align with the employer's needs.

2. Generate Keywords For Job Descriptions

By including relevant keywords in a job posting, employers ensure their listing appears in the search results of job seekers who are most likely to be a good fit for the role. The input for ChatGPT should include a complete job description or general information about the position. Using "act like" prompts, such as "act like an expert in this field" or "act like a researcher," can help ChatGPT produce more contextually appropriate responses.

3. Produce Candidate Outreach Copy

For companies that are recruiting specific candidates, contacting them directly is an effective way to show interest. ChatGPT can write email copy for companies to send to potential candidates. The input should include information about the company and job role.

4. Draft Interview Questions

Beyond reviewing a resume or cover letter, interviews allow hiring managers to ask candidates questions that demonstrate their communication skills, problem-solving abilities, and work style. Preparing meaningful questions is critical to determine if the candidate is a good fit for the job, and ChatGPT can help brainstorm them. Requests can be modified for more specificity, such as asking for "20 behavioral questions" or "10 questions focusing on communication skills".

5. Write Hiring Requirements

By setting clear hiring requirements, companies avoid wasting time and resources on underqualified candidates. ChatGPT can assist in brainstorming hiring requirements for a role.

6. Create Company Policies

Company policies establish guidelines and expectations for employees to maintain a workplace that practices accountability, integrity, and safety. ChatGPT can help build policies that cover a wide range of topics, from employee conduct and dress code to benefits and time off procedures.

7. Generate Onboarding Surveys

Onboarding surveys help employers identify areas of improvement and make necessary adjustments to ensure a smoother onboarding experience for future hires. They can also increase employee engagement and retention by showing new hires that their opinions and feedback are valued. Include specifications, like the length of the survey and question type (multiple choice, short answer, etc.), in the input.

8. Produce Training Materials

Providing training materials maximizes productivity and aligns employees' skills with the organization's needs. ChatGPT can build an outline for what training could include for a specific position.

(Sourced from blogs at the <https://www.wellable.co/>)