

Management Development Programme



Facility and Resource Management

February 13-15, 2017

MDI Campus, Gurgaon



MDI
GURGAON

Management
Development
Institute

Background

Managing the facilities function can be like running a business in itself. The world of facilities management has changed dramatically over the past two decades. Indeed, from relatively humble beginnings, the job of Facilities Manager now encompasses a wide range of complex and challenging roles, often across entire estates. Facilities management is the integration of processes within an organization to maintain and develop the agreed services which support and improve the effectiveness of its primary activities.

Facilities professionals are responsible for an extraordinary array of workplace facilities. The procurement of utilities, the management of waste, the installing of integrated security systems, the purchase of office furniture, and the costing of cleaning and catering functions are just some of the challenges facing facilities managers. Facilities for businesses in the future will have to be more flexible and more streamlined than ever before. Managers will need to exploit growing communication opportunities and facilitate an ever-widening range of support services.

This programme emphasizes about facilities managers integrating management issues and the development of the range of services which contribute to the primary business. It also looks at the benefits to be derived from investing in people (staff and customers) and summarizes by looking at processes which enable the facility to develop a competitive edge, including quality improvement, productivity and yield management.

Objectives

This programme would assist participants

- To understand the scope and meaning of facilities management
- To know about elements of the 'service package' offered to facility users
- To identify the components of a facilities services delivery system and explore factors which affect its design
- To minimize wastages in maintaining facilities through 5S approach of housekeeping
- To utilize space effectively with smooth flow of man, material and equipment while having safety inbuilt in the system

Contents

- Fundamentals of Facility Management
- Facility Layout Strategy, Space planning and utilization
- Housekeeping Principles, 5s and Workplace Safety
- Maintaining Facilities and Waste Management
- Purchasing Management and Outsourcing
- Facility Emergency Preparedness
- Project and Risk Management

For Whom

Individual hotel, hospitality, facilities and estate managers in all sizes of companies should benefit from this programme. But so, also, will independent suppliers, architects, surveyors, lawyers, space planners, human resources staff and building services engineers who need an insight into the facilities universe.

Faculty

Core faculty of MDI and experts in this field will facilitate discussions and share their experience.

Venue & Duration

The programme is scheduled during February 13-15, 2017 on residential basis at MDI Campus, Mehrauli Road, Sukhrali, Gurgaon. Accommodation for participants would be available at MDI campus from the afternoon of February 12, 2017 to the forenoon of February 16, 2017.

Discount Policy

With a view to our long term relationship with your esteemed organization, we are pleased to introduce the discount policy in a particular programme. The discount will be observed in the following conditions:

1. 10% Discount against 3-5 nominations
2. 20% Discount against more than 5 nominations

Registration & Fee

Participants should be nominated by their organizations. The enclosed nomination form should be completed and returned with all the details. The fee of the program is **Rs. 36,000/- (Rupees Thirty Six Thousand only)** per participant which includes professional fee and all charges for lodging and boarding and supply of course materials. **Service Tax as applicable will be charged extra in addition to the programme fee.** Payment should be made by a crossed Demand Draft/Cheque/NEFT/RTGS in favour of "Management Development Institute, Gurgaon (Haryana)", and send to the Chief Administrative Officer (Programmes), Management Development Institute, Sukhrali, Mehrauli Road, Sector-17, Gurgaon 122001, Haryana, INDIA.

Important Dates

The last date for receipt of nominations is February 06, 2017 and the last date for withdrawal of nominations is February 09, 2017. Any withdrawal received after this date will be subject to deduction as per the Institute's rules. However, substitution may be permitted.

Nominating organizations are advised to await confirmation of acceptance of nominations(s) before sending the participants to the programme venue.

Enquiry

For any Additional information / enquiry, please write to:

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Campus

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Faculty Profile:

Prof. (Dr.) Manoj K Srivastava
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Prof. (Dr.) Manoj K. Srivastava is Area Chairperson and Associate Professor of Operations Management at Management Development Institute, Gurgaon. He obtained his B.E. (Mechanical Engineering) from IIT-Roorkee in 1993 and M.Tech. (Management and Systems) from IIT-Delhi in 1995. He received his Ph.D. in Supply Chain Management from BITS-Pilani. Prior to join MDI-Gurgaon, he was faculty in Management Department at BITS-Pilani. He has handled various positions at MDI like Chairman of Executive Management Programme, Chairman of Alumni Affairs and Placement Coordinator for Executive Programmes. He has been recipient of FIVE excellence awards at MDI, namely Best Trainer (2008-09), Best Teacher (2009-10), Best Teacher (2011-12), Best Trainer (2012-13) and Best Teacher (2014-15) in last six years.

He is having 19 years rich experience in management teaching, training, consulting and research. His research interests are in Supply Chain Performance Management, Supply Chain Resilience, e-SCM, Project Management, Operations Strategy, Decision Sciences and Service Operations Management. He offers courses and sessions on topics like Operations Management, Logistics & Supply Chain Management, Project Management, Strategic Sourcing, Lean Manufacturing, Performance Measurement Systems, Emerging Technologies, Disruptive Innovation, New Product Development, Creative Problem Solving, Managing Services, Balanced Scorecard, Best Practice Benchmarking, Smart Warehouse & Inventory Management, Operations Excellence, Kaizen & 5S for Visual Workplace and Strategic Decision Making in various long and short term programmes, both in academic and training mode.

He has taken training sessions in on-campus and in-company MDPs conducted for executives of various companies like Nestle India Ltd., Wipro, ACC Limited, ABB, EXL Service, Perfetti Van Melle, Jones Lang LaSalle, Religare, Areva, Samsung, SAS-India, Hewitt International, Jindal Steel, Bajaj Auto Ltd., Hindustan Zinc Ltd., Punj Lloyd, Chambal Fertilizers, Petronet LNG Limited, NK Minda Group, DCM Shriram, Roche Pharma, Fortis Healthcare, Eli Lilly, Corporation Bank, Canara Bank, Punjab National Bank, Bank of Rajasthan, Oriental Bank of Commerce, IndianOil Corporation Ltd. (IOCL), Oil and Natural Gas Corporation (ONGC), National Thermal Power Corporation, (NTPC), Punjab State Electricity Board (PSEB), Bharat Electronics Limited (BEL), LIC of India, Indian Armed Forces, Food Corporation of India (FCI), JSW Energy Ltd., Pernod Ricard-India, Electronics Corporation of India Limited (ECIL), Central Warehouse Corporation (CWC), Department of Atomic Energy (DAE), Assam Civil Services, Department of Science and Technology (DST), Department of Posts (Ministry of Communications & Information Technology, Government of India), Geological Survey of India (GSI), Confederation of Indian Industry (CII), Border Security Force (BSF), Central Public Works Department (CPWD, Ministry of Urban Development, Government of India), Defence Research & Development Organization (DRDO, Ministry of Defence, Government of India), National Cooperative Development Corporation (NCDC), Airports Authority of India (AAI), AGI Glaspac, Avon Cosmetics, National Buildings Construction Corporation Ltd. (NBCC), Pernod Ricard-India, Genpact-India, Mahindra & Mahindra, Indian Statistical Services (ISS), Indian Railway Personnel Service (IRPS), Mid-Career Training Programme (Level IV for SAG) of Indian Ordnance Factories and Advanced mid-career training programme for IRS officers (Additional and Joint Commissioners of Income Tax).

He has been Programme Director for more than 135 MDPs as well, namely Bharat Electronics Limited (BEL), Advanced mid-career training programme (Overseas, Duke University-USA) for IRS officers, Indian Armed Forces, ONGC (Overseas, Groningen, Antwerp, Paris and Frankfurt), Corporation Bank, Central Warehouse Corporation (CWC), NK Minda Group, Punj Lloyd, Defence Research & Development Organization (DRDO), Airports Authority of India (AAI) and Global Executive MBA Programme, India Module (in partnership with HHL Leipzig Graduate School of Management, Germany and EADA, Spain). He has also designed and delivered customized training programme as resource person for companies like Petronet LNG Limited, Jones Lang LaSalle, Samsung, SAS-India, Hewitt International, Perfetti Van Melle, Eli Lilly, IndianOil Corporation Ltd. (IOCL), JSW Energy Ltd., Genpact-India and Bajaj Auto Ltd.

He is visiting professor at IIM-Ranchi, IIM-Kashipur, Centre for Organization Development (COD)- Hyderabad and Haryana Institute of Public Administration (HIPA)- Gurgaon for Supply Chain Management and Operations Management courses. He is also associated with many consulting assignments in the area of Operations and Supply Chain Management and developing training modules for the client by assessing their training needs. He has guided more than 195 dissertations in management field for the students of various post-graduate programmes. He has published research papers in supply chain field and authored study material on World Class Manufacturing.

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Prof. (Dr.) Vijay Aggarwal
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Prof. (Dr.) Vijay Aggarwal is a Professor of Operations Management. He has several research publications covering the various facets of management and decision sciences in major national and international refereed journals. He has co-authored a book, Modernizing Organizations, and has been on the editorial board of some of the international journals. He has undertaken action research and developmental projects funded by NSERC, CIDA, USAID and UNDP. He has B.Tech. in Mechanical Engineering from IIT-Bombay and an MS & PhD in Operations Research from the Case Western Reserve University in US. Earlier, he has been professor at WSU (USA), UNB (Canada), IIM (Lucknow) and FMS (Delhi). His interests include decision sciences, operations research, decision support systems, production and operations management, supply chain management and project management.



About MDI

The Management Development Institute (MDI) was established in 1973 with the active support of IFCI following an initial grant received from KFW, West Germany. The Institute soon established itself as one of the earliest centers for continuing education in India.

As an endorsement of its front runner position in the field of Post Graduate Education in Management in India, MDI's PGPM (a two-year full time MBA equivalent program) has been awarded "A" Grade by the National Board of Accreditation of All India Council for Technical Education (AICTE). Various surveys have ranked MDI among the top B-schools of the Country. The MDI is the first Indian B-school with Global accreditation AMBA-Association of MBAs, UK. The education programs comprise of two-year full-time PGPM, PGP-HR, PGP-IM, 15-month Executive PGDBM, three-year Executive Management Program, Doctoral level FPM I EFPM, Post Graduate Program in Energy Management, and PG Diploma in Public Policy and Management. In addition to its academic programs, MDI has been a pioneer as well as a market leader in the area of continuing education in management. With over 43 years in this field, MDI conducts nearly 200 weeks of intensive short-term training programs each year, aimed at executives and managers from industry. Over 3000 managers participate in these programs each year. These include open programs, as well as customized organization specific training modules. The approach integrates latest knowledge with best practices through integrated business school activities enabling organizations in pursuit of excellence'.

MDI offers consulting services in the different functional areas of management. The driving force at MDI is a dedicated team of distinguished faculty who has extensive experience and expertise in diverse fields. Over the years, there has been distinctive shift in emphasis from helping design and implement policies, systems and processes in functional domains to cross-functional domains. The institute is recognized by the industry (public and private). Central and State governments, and NGOs and is known for providing quality services to its clients. MDI always strives to provide high quality, cost-effective and timely services to the clients. It has remained contemporary through its primary focus on research, adapting to change and developing innovative strategies to facilitate the process of change in the dynamic business environment. The institute's clients say that it has been able to add value to them by bringing in a strong cross-functional emphasis in their approach to carry out business.

As part of its strong research focus, MDI supports the following research initiatives:

- Centre for Supply Chain Management
- Centre for Excellence in Information Management
- Centre for Entrepreneurship
- Centre for Transformational Leadership
- Centre for Corporate Governance
- Centre for Responsible Business
- Centre for Positive Scholarship

MDI maintains high level of academic excellence in management. It has over 80 full-time faculties who have several years of experience

having worked at senior positions in the industry. The faculty is thus able to deliver a healthy mix of practical insights and academic rigor in the classroom. MDI also has strong links with leading international B-schools. This aids in delivering a globalized management curriculum. As part of the global initiatives, student and faculty exchanges go on regularly. Joint research projects are also undertaken. Above all, MDI has a well developed state-of-the-art infrastructure, which includes a library with a collection of over 60,000 volumes, and online access to international journals, a computer center with over 500 PCs, air conditioned lecture halls and syndicate rooms, besides a host of other recreational facilities.

MDI's International Partners

MDI has active linkages with McGill University, Canada, University of Waterloo, Waterloo, School of Public Policy, George Mason University, USA, University of Connecticut, USA, Cambridge College, Massachusetts, USA, DeGroote School of Business, McMaster University, Canada, Robert H. Smith School of Business, University of Maryland, USA, Marquette University, Wisconsin, USA, Bentley College, USA, The University of North Carolina, Kenan-Flagler Business School, Chapel Hill, USA, North Carolina State University, Raleigh, North Carolina, USA, ESCP-EAP, France, EOHEC Business School, France, The Institute d'Etudes Politiques de Paris (Sciences-Po), IAE Aix-en Provence, France, Total Professors Association (TPA), Paris, Grenoble Ecole de Management, Grenoble, Bergische Universitat Wuppertal, Wuppertal, HHL Leipzig Graduate School of Management, Leipzig, International University in Germany, Bruchsal, European Business School - Oestrich-Winkel, Frankfurt School of Finance & Management, Frankfurt, Vienna University of Eco. & Business Administration, Austria, Copenhagen Business School, Denmark, Aarhus School of Business, Denmark, Solvay Business School, Brussels, The Faculty of Applied Economics, University of Antwerp, Belgium, BI Norwegian School of Management, Norway, Unlversua Carlo Cattaneo. (LIUC), Italy, Bocconi University, Milano, Warsaw School of Economics, Poland, Graduate School of Business Economics, Higher School of International Commerce and Finance (WSHiFM), Warsaw, Middlesex University, London, UK, School of Management, Asian Institute of Technology, Thailand, Queensland University of Technology, Brisbane, University of the Free State, Bloemfontein, University of Otago, Dunedin, Leon Recanati Graduate School of Business Administration, LAHAV Executive Education Centre, Faculty of Management, Tel-Aviv University, Tel-Aviv, Israel, University of Tampere, Finland, Lahore University of Management Sciences (WMS), Pakistan, RSM Erasmus University, Rotterdam, Athens University of Economics and Business, Athens, Moscow International Higher Business School "MIRBIS", Moscow, Huazhong University of Science and Technology (HUST), School of Management, China. These linkages operate in the domains of exchange of students, faculty and knowledge. Some executive education programs are co-designed and delivered along with our partners. MDI now has developed a new niche market for foreign institutions in conducting international executive development programs at MDI campus.



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