



### Conducts

One Day Workshop On

# Quality of Work (Ownership, Accountability & Responsibility)

### Context :

Often, Organizations complain that there is a lack of responsibility among employees at the workplace and that they do not perform up to their potential. In fact, both are closely related and the underlying issue is lack of ownership. In fact, the difference between an out-performer is Ownership. The following module addresses these issues and helps to enhance performance among the employees.

### Key ROI's / Objective :

- ☞ Become a committed employee by learning about the concepts of Ownership, Accountability & Responsibility
- ☞ Understand the Vision of the Company and strive towards organizational Goals.
- ☞ Meet organizational Goals by following the principles of OAR
- ☞ Focus on achieving results rather than doing job.
- ☞ Get quality results by taking ownership at the workplace

### Training Tools Employed :

The Training module is designed mainly after the Experiential Learning Method and the following methods will be employed:

- ☞ Self-Assessment Questionnaires
- ☞ Video / PPT Presentations
- ☞ Training Games & Role Plays
- ☞ Case Studies



### Course Contents:

Time/Duration	Topic/Content
9.30am to 10.00am	Introduction & Ice Breaking <ul style="list-style-type: none"> <li>&gt; Who wants to be the Next CEO/Manager – Ice Breaker</li> <li>&gt; Discussion: What makes a good CEO / Manager</li> </ul>
10.00am to 11.30am	Personal Vision & Organizational Vision <ul style="list-style-type: none"> <li>&gt; Personal Vision: How do you see your career at 5 years &amp; 10 years from now?: Visualization Exercise</li> <li>&gt; Your Success Map: How do you want to get there?</li> <li>&gt; How do you see your company 5 years from now? (Group Activity)</li> <li>&gt; What is OAR? Ownership, Accountability &amp; Responsibility</li> </ul>
11.30am to 1.00pm	OAR : Ownership – Ensuring Outstanding Results <ul style="list-style-type: none"> <li>&gt; Ownership &amp; getting results at the workplace</li> <li>&gt; Role Play: Owners &amp; Employees</li> <li>&gt; Ownership Mindset</li> <li>&gt; The Key Ownership Behaviours</li> <li>&gt; Three steps to Ownership</li> <li>&gt; Ownership as Leadership</li> </ul>
2.00 -3.30 pm	OAR – Accountability – Measuring Performance and Results <ul style="list-style-type: none"> <li>&gt; Accountability and Performance Management: Setting up an Accountability Culture</li> <li>&gt; Key Shifts in Accountability Mindset</li> <li>&gt; Doing the Job Vs Achieving Results</li> <li>&gt; Blaming Others Vs. Taking Accountability</li> <li>&gt; Accountability Matrix (RASCI)</li> <li>&gt; Accountability Vs Ownership</li> </ul>
3.45pm to 5.15pm	OAR – Responsibility – A Foundation for success <ul style="list-style-type: none"> <li>&gt; Responsibility: A Foundation for Success</li> <li>&gt; The concept of Role &amp; Responsibilities</li> <li>&gt; Social, family and workplace roles</li> <li>&gt; Job Responsibilities of a Role</li> </ul>
5.15pm to 5.30pm	Closing <ul style="list-style-type: none"> <li>&gt; Climbing the Ladder of OAR</li> <li>&gt; Workshop Takeaways</li> <li>&gt; Action Planning</li> </ul>

### Facilitator : Mr Balaji

A Masters in Business Administration from Pondicherry University affiliate college, Balaji, today has been recognized as a Behavioural Specialist, Sales Specialist , Outbound Training & TA, NLP & DISC certified trainer for conducting various corporate training workshops for middle management. He has bloomed more than 5000 employees to excel them in both personal and professional life. He has really attained these achievements in 7 and half years of experience in training.

With an energetic & humorous elegance Balaji has conducted many OBT program to make trainees learn practically. He performs various adventurous activities like Fire Walk, Nail Walk, Glass Walk, Rappelling, Trekking, Rafting, etc. He OBT training was really appreciated by various companies like TEL, Glenmark, KRDS, Visteon, Symrise, CBS, Cognizant, Radission blue, GAMESA, VIT, GITAM etc...

Reflecting back again on his experience he has travelled many industries like Paint industry, Auto ancillaries industry, IT , ITES , Tyre Industry ,Pharmaceuticals and chemicals , Finance industry by serving valuable companies like Siemens, TVS & Sons Limited , SIFY, Daimler Benz,Sundaram Motors(Mercedes Benz , Volkswagen , Honda , GM ) , Barath Benz, Cognizant , Apollo Tyres, RANE , Turbo Energy Limited, TITAN (Hosur & Mumbai), Schawk, Watanmal, Axis Bank, Takata, Symrise ,Glemmark, Jagnanath textile, Gamesa, ONGC Mangalore Petrochemicals Limited, RAMCO Cements, ANJAN Drugs Pvt Ltd, Tanishq Jewellery, Berger Paints (Puducherry), Anabond , Indo Tech , Cenza Technology , Dream House Repco Home Finance , Tapsa Pvt Ltd. ,Same Dutz, Anand Engineering (Trichy), Hyundai , India Japan lighting Pvt Ltd, Berger Paints Anabond , Teleflex India Pvt Ltd, MM forging , Hyundai Wai , BGR energy, Shiram Epc, Aloka Chemicals, Greaves Cotton , Sm Lumax, and many more

### TRAINING PROGRAMME FEE :

Rs. 3000/-per participant + 18% GST.

GSTIN : 33AFKPG7543M1Z5 SAC CODE : 999293 (Commercial Training and Coaching Services)

It Covers course Material, grand buffet Non veg. Lunch & refreshment

Cheque / DD drawn in favour of "Maxwell Centre for Industrial Training and Development".

### Date and Time:

22nd February 2019  
Friday  
9 am – 5 pm



### Venue:

Quality Inn Sabari  
Thirumalaipillai Road,  
T Nagar, Chennai-600017.

### For registration contact:

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