

Programme on
EFFECTIVE TRADE UNION MANAGEMENT

(Feb 02-06, 2026)



PROGRAMME OVERVIEW

Trade unions across the globe are undergoing significant transformation. In this evolving landscape, trade unions must strengthen their organisational capabilities and enhance their office bearers' executive and administrative competencies.

The modern business environment pressures trade unions to remain relevant and responsive to change. Over the past few decades, the socio-economic profile of workers in the organised sector has shifted substantially, introducing new challenges for union leadership. Additionally, several industry officer-level employees have begun to collectivise, further expanding the scope and complexity of union-related activities.

This programme will equip union leaders, HR professionals, and management personnel with the skills and knowledge to effectively navigate the changing industrial relations ecosystem.

OBJECTIVES

By the end of the programme, participants will be able to:

- ◆ Understand the legal framework and evolving role of trade unions in India
- ◆ Analyse the historical development and contemporary trends in trade unionism
- ◆ Apply techniques for managing labour relations and conducting effective negotiations
- ◆ Formulate strategies for preventing and resolving industrial disputes amicably
- ◆ Enhance communication and cooperation between management and unions
- ◆ Interpret and apply labour laws in the context of union-management dynamics

CONTENT

Day I: Foundations of Trade Unionism

- ◆ Origin and evolution of trade unions
- ◆ Leadership styles and challenges in trade unions

Day II: Change and Compliance

- ◆ Role of trade unions in managing organisational change
- ◆ Overview of the legal framework and its implications

Day III: Collective Bargaining and Dispute Resolution

- ◆ Methods and processes of collective bargaining
- ◆ Negotiation techniques and conflict management

Day IV: Union Strategy and Workforce Management

- ◆ Organisation-centred unionism
- ◆ Managing labour redundancy through union collaboration

Day V: Communication and Financial Awareness

- ◆ Managing internal differences and inter-union dynamics
- ◆ Analysis of financial statements for union leaders

METHODOLOGY

The programme employs a blend of instructional methods designed for practical application and experiential learning. Key components include:

- ◆ Case studies and real-life scenarios
- ◆ Group discussions and peer learning
- ◆ Role plays and simulations
- ◆ Expert-led interactive sessions
- ◆ Analytical tools and hands-on exercises.

The methodology ensures active engagement, encouraging participants to contextualise concepts within their organisational environments.

FACULTY

Prof. Swarnalatha Jagarlapudi, Professor Swarnalatha Jagarlapudi is a distinguished academic and senior HR professional with over 36 years of experience across the public and private sectors. She holds an MPhil in Industrial Psychology from TISS, Mumbai, and multiple postgraduate degrees in Applied Psychology, Criminal Law, Forensic Science, Human Resource Management, International Business, Economics, Mass Communication, and Foreign Trade.

A recognised thought leader in human resources, Prof. Swarnalatha, brings deep insights and practical expertise to leadership development, industrial relations, and organisational transformation. Her certifications-including NLP Practitioner, Stress Management Professional, and Internal Auditor-further augment her comprehensive knowledge base. She has successfully delivered programmes across Government, Banking, Manufacturing, IT, and Services sectors.

PARTICIPANT PROFILE

This programme is designed for office-bearers of trade unions, federations, associations, HR professionals, industrial relations officers, and line managers who interact regularly with unionised workers. It is particularly beneficial for those

negotiating with unions, managing change, and improving union-management collaboration within their organisations.

Organisational sponsorship is essential

VENUE

The programme is fully residential and the participants will be accommodated in air-conditioned single-occupancy rooms. The college does not provide accommodation for the family. The college campus is Wi-Fi-enabled comprehensively.

DURATION

The programme duration is 5 days, starting from **February 02-06, 2026**. The participants are expected to arrive a day before commencement and may leave after the conclusion of the programme.

PROGRAMME FEE

Residential Fee: Rs. 69,500/- (US \$ 1086 for foreigners) plus GST as applicable (presently 18%) per participant. The fee covers tuition, board and lodging, courseware (in electronic form) and other facilities of the College including internet usage.

Non-Residential Fee: Rs.59,500/- plus GST as applicable (presently 18%) per participant. The fee covers tuition, course ware (in electronic form) working lunch and other facilities of the College including internet usage.

A discount of 10% on the Programme fee for three or more participants from the same organisation will be given, provided the payment is credited into our Bank account before **January 30, 2026**.

Note: Kindly forward us the details of Bank/Wire transfer of fee payment indicating the Programme Code (**Prg/25-26/1/ 183**) e-mail: to **pooffice@asci.org.in** for confirmation.

Bank details are given below:

For Indian Participants :

Bank Account Number	62090698675
Beneficiary Name	Administrative Staff College of India
IFSC Code	SBIN0020063
Bank Name	State Bank of India
Branch Address	Bellavista Branch, Raj Bhavan Road, Somajiguda, Hyderabad - 500 082

For Foreign Participants:

Bank Account Number	62090698675
Beneficiary Name	Administrative Staff College of India
Swift Code	SBININBB327
Bank Name	State Bank of India
Branch Address	Bellavista Branch, Rajbhavan Road, Somajiguda, Hyderabad - 500 082.
Country	India

MEDICAL INSURANCE

The nominees are requested to carry with them the proof of Medical Insurance. The sponsoring agency is required to endorse the nominees' medical coverage in the event of hospitalization.

LAST DATE FOR NOMINATION

Please use the prescribed/attached form. The last date for receiving nominations **January 23, 2026**. Kindly contact the Programmes Officer for further details (contact details are given at the end of the nomination form).

LAST DATE FOR WITHDRAWAL

January 27, 2026. Any withdrawals after this date will entail forfeiture of the fee paid, if any.

ASCI ALUMNI ASSOCIATION

Participants of the College programmes will automatically become members of the ASCI Alumni Association.

CERTIFICATE OF PARTICIPATION

The College issues a Certificate of Participation on the conclusion of the programme.

Programme Director

Prof. J Swarnalatha

e-mail: swarnalathaa.j@asci.org.in



ABOUT ASCI

ASCI is the first management development institution set up in the country at the instance of the Government of India and industry in 1956 to impart state-of-the-art management education for practicing managers, a legacy that we proudly take forward with a strong alumni of over 1,76,500. We are proud of our alumni which includes the leaders of Indian industry and senior Civil Servants in the government, public sector undertakings to be a part of this unique organisation. We are thankful to you all for the support extended in the past and look forward to your continuing patronage in 2025-26.

Also, ASCI conducts customized programmes for Government of India, State Governments, Public Sector, Private Sector and various international organisations. Our experienced faculty bring to the table a wealth of academic credentials, rich industry exposure and act as a catalyst in the classroom discussions, case study analyses and tutorials. Our faculty also conduct international programmes which provide an exposure to the global best practices. In addition to this, faculty at ASCI also carry out large number of management research activities (typically about 100 each year) which helps them provide the much needed value addition in the training programmes. In addition, we conduct non-residential programmes at our New Delhi Centre as well as off-campus programmes at the venue of the client's choice.



Administrative Staff College of India

Bella Vista, Raj Bhavan Road, Khairatabad,
Hyderabad - 500 082, India.

Telefax (Programmes Office) : 0091-40-23324365
Mobile: 9246203535, Phone : 0091-40-66534247
Fax : 0091-40-66534356

College Park Campus

Road No. 3, Banjara Hills,
Hyderabad - 500 034.
Tel: 040-66720700 / 01 /02 /05
Fax : 040-66720725

Delhi Campus

C-24, Institutional Area
South of IIT, Behind Qutub Hotel
New Delhi-110 016.
Tel: 011-26962204, 26961750, 26961850



ADMINISTRATIVE STAFF COLLEGE OF INDIA
Bella Vista, Raj Bhavan Road, Hyderabad - 500 082, (India)

Nomination Form
Programme on
Effective Trade Union Management
(Feb 02-06,2026)

Nominee's Contact Information :

Name (Mr/Ms) :	_____	Date of Birth :	_____
Designation :	_____	Qualification :	_____
Organisation :	_____		
Address :	_____		
Phone(s) :	(Off) : _____	(Mobile) :	_____ Home : _____
e-mail :	_____	Fax :	_____

Sponsor's Details

Name of the Sponsoring Authority _____	Designation _____
Organisation :	_____
GSTIN No. :	_____
Address :	_____
	_____ Pincode : _____
Phone(s) :	(Off) : _____ (Mobile) : _____
e-mail :	_____ Fax : _____

Fee Particulars

Amount Payable :	_____	Mode of Payment (DD/Chq/NEFT) :	_____
Name of the Bank :	_____	Date of Instrument/Transfer :	_____
Instrument Number :	_____	UTR Number for NEFT :	_____

Medical Insurance

Name of the Insurance Agency	Policy Number	Validity upto
Note : Coverage should be available in Hyderabad, India		

Signature and Official Seal of the Sponsoring Authority :

NOTE : Forward nomination form to : **Mr. G. Sreenivasa Reddy, Programmes Officer**, Administrative Staff College of India, Bella Vista, Hyderabad-500 082. Phone : 0091-40-66534247, 66533000, Mobile: 9246203535, Fax : 0091-40-66534356, e-mail: poffice@asci.org.in