



Programme on
Generative AI for Managers
(October 13 – 15, 2025)



Administrative Staff College of India
(accredited as उत्कृष्ट by Capacity Building Commission, GoI)

PROGRAMME OVERVIEW

Generative AI is transforming industries by enhancing efficiency, automation, and decision-making. AI-driven solutions reshape organisational functions from banking, finance, and healthcare to government policy-making. Business leaders must understand how to leverage Generative AI to drive innovation, optimise operations, and manage risks effectively.

This three-day programme equips managers, healthcare professionals, government officers, and banking executives with a strategic understanding of Generative AI, its business applications, ethical considerations, and regulatory frameworks. Participants will gain hands-on insights into AI models for content generation, fraud detection, customer engagement, and operational efficiency.

The interactive and case study-driven sessions ensure participants acquire actionable insights relevant to their industries. The curriculum covers fundamental AI concepts, best practices for adoption, and leadership strategies for AI-driven transformation.

CONTENT

Day 1: Foundations of Generative AI and Practical Applications

- Introduction to Generative AI: Understanding AI, Machine Learning, and Deep Learning.
- Prompt Engineering Basics: Hands-on session on crafting effective AI prompts for official communication, documentation, and reporting.
- Practical Use Cases: Applications in citizen service automation, internal memo drafting, and compliance support.

Day 2: Large Language Models (LLMs) and AI-Driven Communication

- Introduction to LLMs and Transformers: Overview of how models like ChatGPT, Gemini, and Claude process language for real-time decision-making.
- Applications in Government and Banking and various other sectors: Use cases in automated document processing, multilingual support, grievance redressal, and customer insights.
- Designing AI Assistants: Interactive session on building prototypes for AI-driven virtual agents and public query systems.

Day 3: Strategy, Ethics, and Implementation for GenAI

- Strategic AI Integration: Exploring AI use in fraud detection, policy simulation, risk profiling, and audit automation.

- Responsible AI Governance: Ethical considerations, data privacy, misinformation control, and regulatory compliance.
- Roadmapping AI in Institutions: Frameworks for piloting, scaling, and managing AI projects in regulated sectors.

METHODOLOGY

The programme employs an interactive learning approach, combining classroom sessions, case studies, and experiential knowledge-sharing. Participants will engage in practical exercises and real-world applications to enhance their understanding of Generative AI and its strategic implementation

FACULTY PROFILE

The programme is led by Dr Priya Verma, Assistant Professor of Data Analytics at the Centre for Management Studies, Administrative Staff College of India (ASCI), Hyderabad. Dr Verma holds a PhD in Data Science and Applied Machine Learning from IIT Hyderabad and a Post-Doctoral Fellowship from the same institution. She has a dual degree (B.Tech and M.Tech) in computer science engineering and has completed executive education in applied business analytics at the Indian School of Business (ISB).

With over nine years of experience in research, teaching, and industry engagement, Dr Verma has taught at premier business schools and conducted numerous certification programmes in business analytics for professionals

PARTICIPANT PROFILE

This programme is designed for strategic decision-making, technology adoption, AI policy implementation, and digital transformation professionals. It is ideal for executives from governance, financial services, banking, healthcare, and entertainment sectors seeking to integrate Generative AI into their operations to enhance efficiency, mitigate risks, and drive innovation

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 is Wi-Fi enabled in a comprehensive way.

DURATION

The programme duration is 3 days starting from **October 13 - 15, 2025**. The participants are expected to arrive a day before commencement and may leave after the conclusion of the programme.

PROGRAMME FEE

Residential Fee: **Rs. 43,700/-** (US \$683 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. 37,700/-** 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 **October 10, 2025**.

Note: Kindly forward us the details of Bank/Wire transfer of fee payment indicating the Programme Code (Prg/25-26/1/101) e-mail: to poffice@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, Raj Bhavan 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. Last date for receiving nominations is **October 06, 2025**. Kindly contact Programmes Officer for further details (contact details are given at the end of the nomination form).

LAST DATE FOR WITHDRAWAL

October 08, 2025. Any withdrawals after this date will entail forfeiture of 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 conclusion of the programme.

Programme Director

Dr Priya Verma

Email: priyaverma@asci.org.in

Administrative Staff College of India (ASCI) is taking all the precautionary measures and following all the norms (in light of COVID 19) to provide a safe environment for the participants who are visiting our Campus to attend the Training Programmes.



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.



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College Park Campus

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Delhi Campus

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Behind Qutub Hotel, New Delhi-110016.
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Leadership through Learning

ADMINISTRATIVE STAFF COLLEGE OF INDIA

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

Nomination Form
Programme on
Generative AI for Managers
(October 13 - 15, 2025)

Nominee's Contact Information

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

Sponsors Details

Name of the Sponsoring Authority:	:	_____	Designation:	_____
Organisation	:	_____		
GSTIN Number:	:	_____		
Address	:	_____		
	:	_____	Pincode:	_____
Phone(s)	:	Office: _____	Mobile: _____	
e-mail	:	_____	Fax:	_____

Fee particulars

Amount Payable	:	_____	Mode of Payment (DD/Ch/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