Insurance Institute of India, COI, Kolkata

Classroom Training Session on Work Life Balance (WLB)- Theory, Practice & Outcome (CT) on 29th December 2026

Participant Profile:

Practicing HR professionals, individuals, even CEOS should join the Session.

Program Date: 29th December 2026

Program Duration: 1 day (CT)

Program Time (IST):
10.30 am to 05.30 pm

Program Coordinator:
Mr. Subrata Ghoshal, Faculty,
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Program Fees:

- **Non-residential participants: Total amount Required – Rs. 2950/- i.e. (Rs. 2500/- plus 9% CGST + 9% SGST).**
  (The fees cover tuition, course material and day boarding (i.e. breakfast, lunch and tea/coffee during tea breaks for actual days of training).)

Program venue:
College of Insurance, Insurance Institute of India
2nd Floor – 2A & 2C,
CBD/1, Synthesis Business Park,
Action Area II, Newtown,
Kolkata – 700 156.

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PROGRAM CONCEPT AND OBJECTIVES:

With the words WLB becoming a most used words both by business leaders, employees & social media -the purpose of this module is to analyze the concept of Work Life Balance and its importance in today's organization. The module will also look at the components of the Work Life Balance and its relevance in today's world. Also, about how many organizations are providing this benefit to their employees and whether it is one of the major factors that attract talent to join the organization at the first place. Employees working in the organizations are often asked to devote more time than required to perform outstandingly and align their individual goals with the organizational goals. In such scenarios the employees often tend to complain about the work pressure that they have to face and the problems at home or in their personal lives. Further, it talks about the practices and theories of Work-Life Balance and also about the conflicts. Work-Life Balance does not have a universal definition but many researchers have tried to figure out its meaning. In a layman's language one can say that it means a balance between WORK and LIFE of any working individual irrespective of the person's gender, level of employment, organization or industry. Precisely, one can also say that it refers to the balance between an employer's personal and professional life. Personal Life includes friends, family and Professional Life includes work in the office. Another definition could be "how an individual manages his/her time by focusing on both on-the-job and private time to facilitate health and personal satisfaction without negatively impacting productivity, personal and professional success." These days it is a very important concept because people are working continuously and hence expect some leniency from the company. Some say it is the ability to experience a sense of control and to stay productive and competitive at work while maintaining a happy, healthy home life with sufficient leisure. It's attaining focus and awareness, despite the tasks and activities competing for your time and attention. Also, work-life balance entails having some breathing space for oneself each day, feeling a sense of accomplishment, while not being consumed by work and having an enjoyable domestic life without short-changing career obligations. And it's rooted in whatever fulfillment means to someone within 24-hour days, seven-day weeks. The course will focus on -:

The Six Components of Work Life Balance

- "Self-Management refers to sufficiently managing one's self which can be challenging, particularly in getting proper sleep, exercise, and nutrition. It is the recognition which tells us that effectively using the spaces in our lives is vital, and that available resources, time, and life are finite.
- Time Management
- Change Management
- Technology Management
- Leisure Management

Theories in Support of Adoption of WLB Policies by Management

- Institutional Theory
- Organizational Adaptation Theory
- High Commitment Theory
- Situational Theory

Work-life Balance Practices :

- flexibility practices in scheduling time of arrival and departure to and/or from work, flexibility in choosing the place of work,-flexi time
- leave in lieu of family reasons
- countering negative work practices
- supportive working environment
- motivation among staff and equality
- Compressed work week
- Employee Assistance Programs (EAP):

Work life conflict is a form of inter-role conflict in which the demands of work and life roles are incompatible in some respect so that the participation in one role is more difficult because of participation in the other role

- Differences in work–life balance approaches between American and Indian Companies
- Tools to support work–life balance- Special reference to age-old Indian Practices

KEY TAKEAWAYS FROM THE PROGRAM:

There is no perfect, one size fits all, balance one should strive for in WLB. The best work-life balance is different because of different priorities and lives that everyone has. It does not mean an equal balance. It may vary over time though. Various researches have shown that Achievement and Enjoyment are the two most important aspects of Work-Life Balance. It means pride, satisfaction, happiness, celebration, love, a sense of wellbeing etc. Therefore, according to many, another good definition for Work Life Balance would be, "Meaningful daily Achievement and Enjoyment in Work, Family, Friends and Self" & the participants will be endowed with the practical & theoretical stand points to make WLB a success – both for the organisation & personal development.

PROGRAM TEAM:

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