

PRG/CBP/29/19  
November 13, 2019

**Subject: Training Programme on Enhancing Leadership Skills of Agricultural Workers from January 27-31, 2020 at VVG NLI Campus, NOIDA**

Dear Sir/Madam,

We are glad to inform you that V. V. Giri National Labour Institute would be organising a Training Programme on **Enhancing Leadership Skills of Agricultural Workers** from **January 27-31, 2020** at VVG NLI Campus, NOIDA.

The objective of this programme is to impart knowledge and information about rural labour market in general and status of workers in particular and to discuss the legal protections in various labour legislation. The programme is meant for trade union leaders/workers' organisers who are engaged in trade union activities for workers in the Agricultural sector. The programme will be conducted in Hindi/English. Please ensure that the nominee should have working knowledge of Hindi/English. The programme details are enclosed.

There is no programme fee. The Institute would bear the expenditure on boarding and lodging facility during training period and will reimburse to and from Second Class Sleeper train fare on production of tickets to the participants. It may be ensured that nominee(s) should have Aadhar number. The nominations of only those participants will be accepted who have Aadhar number and bank account. The reimbursement of travel fare to the nominees would be made through NEFT only. The nominee(s) may be informed to bring their Aadhar Card and bank details (name of bank, name of bank branch, IFSC code and bank account no.) with them. The bank details may be indicated by nominee while filling up TA form at the institute. All the nominees may be informed accordingly.

You are requested to nominate **05** participants from your union for the programme. It may be ensured that those who have already attended Institute's earlier programmes are not nominated again. Please send your nominations along with nomination forms duly filled in by the nominees at the earliest preferably before January 13, 2020. Because of limited number of seats, the Institute will be constrained to admit only 05 participants from one union on first-come-first serve basis and regret acceptance thereafter.

With kind regards,

Yours sincerely,

**(Dr. H. Srinivas)**

To:  
All Central Trade Unions

# **Training Programme on Enhancing Leadership Skills of Agricultural Workers**

**January 27-31, 2020  
VVG NLI Campus, NOIDA**



**V.V.GIRI NATIONAL LABOUR INSTITUTE  
SECTOR – 24,  
GAUTAM BUDH NAGAR, NOIDA- 201301  
UTTAR PRADESH**

## **AIM**

To enhance organisation building capacity of activists of Agricultural workers' unions

## **OBJECTIVES**

- To impart knowledge and information about rural labour market in general and status of workers in particular
- To enhance inter-personal communication, Leadership Skills and team building
- To discuss the legal protections in various labour legislations

## **COURSE PROFILE**

Overview of the rural labour market, Problems of agricultural workers, Leadership Styles, Communication Skills, Effective Trade Union Building

## **METHODOLOGY**

Lectures, case studies and group discussion

## **PARTICIPANTS**

Trade union leaders sponsored by Central Trade unions from Agricultural Sector

## **DATE AND DURATION**

January 27-31, 2020. The programme will commence on January 27, 2020 at 10.00 a.m. and conclude on January 31, 2020.

## **VENUE**

V.V. Giri National Labour Institute  
Sector 24, NOIDA 201 301 (U.P.)

The campus of Institute is situated near Prakash Hospital and NTPC Office. The distance of the campus from New Delhi Railway Station is 20 Kms. Noida City Centre Metro Station is about 1.5 kms from VVG NLI, Noida. The nominee(s) may be informed accordingly.

## **STAY ARRANGEMENT**

Stay arrangement will be made in the hostel of V.V. Giri National Labour Institute. Accommodation will be on twin sharing basis. The boarding and lodging will be provided by the Institute from the afternoon January 26, 2020 till the forenoon of February 01, 2020. For extended stay or early arrival, lodging & boarding charges would be borne by the participants

## TRAVELLING EXPENSES

1. No fee is charged from the participants.
2. The Institute would reimburse travel expenses of the participants for 2nd class sleeper Train/Bus fare from their place of work to NOIDA on production of original ticket for inward journey and for return journey, a photo copy of confirmed ticket should be produced to claim reimbursement. Without submission of tickets, no reimbursement claim will be permissible. The nominees should be informed about the reimbursement procedure accordingly to avoid inconveniences.
3. It may be ensured that nominee(s) should have Aadhar number. The nominations of only those participants will be accepted who have Aadhar number and bank account. The reimbursement of travel fare to the nominees would be made through NEFT only. The nominee(s) may be informed to bring their bank details (name of bank, name of bank branch, IFSC code and bank account no.) with them. The bank details may be indicated by nominee while filling up TA form at the institute. All the nominees may be informed accordingly.
4. The local conveyance will be reimbursed restricted to the actual expenditure incurred or Rs. 500/- whichever is less.
5. The Institute would reimburse travel expenses of the **North Eastern participants** for 3 tier AC Train fare from their place of work to NOIDA on production of **ORIGINAL** ticket for inward journey and for return journey, a photo copy of 3<sup>rd</sup> AC **CONFIRMED** ticket shall be produced to claim reimbursement. Without submission of tickets, no reimbursement claim will be permissible. The nominees should be informed about the reimbursement procedure accordingly to avoid inconvenience. The local conveyance to be reimbursed would be restricted to the actual expenditure incurred or Rs. 750/- whichever is less.
6. The participants are provided free of cost boarding and lodging only for the duration of the programme.

## FEE

No programme fee

## LAST DATE FOR NOMINATIONS

January 13, 2020.

## **COURSE DIRECTOR**

Dr. R.R. Patel

## **COMMUNICATIONS**

All correspondence should be addressed to:

Consultant (Programme)

V.V. Giri National Labour Institute

Sector-24, NOIDA-201301

Uttar Pradesh

Phone: 2411533-35

Fax: 2411471

Email: jkkaul.vvgnli@gov.in, vvgnlitraining@gmail.com

Website: www.vvgnli.gov.in

Note:

- a) Those calling on STD from outside Delhi will please dial **0120** before the above numbers. The Institute works five days a week. (Monday – Friday)
- b) Participants are requested to book their return ticket from their destination to avoid any inconvenience.

**V.V.GIRI NATIONAL LABOUR INSTITUTE  
NOIDA**

**Training Programme on Enhancing Leadership Skills of Agricultural Workers  
January 27-31, 2020**

**NOMINATION FORM**

**VENUE**

V.V.Giri National Labour Institute Campus, Sector -24, NOIDA, Dist. Gautam Budh Nagar, Uttar Pradesh

**IMPORTANT INSTRUCTIONS**

- This Programme will be conducted in - Hindi
- This form must be filled by the nominee

**GENERAL INFORMATION**

1. Nominee's Full Name Mr/Ms. \_\_\_\_\_  
(In Block Letters)
2. Age and date of birth \_\_\_\_\_
3. Educational Qualification : \_\_\_\_\_  
: \_\_\_\_\_  
: \_\_\_\_\_
4. Whether SC/ ST/OBC/General : \_\_\_\_\_
5. Status in the Organisation : \_\_\_\_\_
6. Address for Correspondence : \_\_\_\_\_  
(In block Letters) : \_\_\_\_\_  
\_\_\_\_\_
- Affiliation to Central Trade Union \_\_\_\_\_
- Have you attended any other : \_\_\_\_\_  
training programme for Trade  
Union Leaders? If yes, give details: \_\_\_\_\_  
When the programme was organised.

**DETAILS OF CURRENT EMPLOYMENT**

- (a) Designation : \_\_\_\_\_
- (b) Organisation : \_\_\_\_\_
- (c) Nature of Work : \_\_\_\_\_
- (d) Address : \_\_\_\_\_

**BANK DETAILS OF THE PARTICIPANT**

Aadhar No \_\_\_\_\_

Name of Bank \_\_\_\_\_

Bank Branch Name \_\_\_\_\_

Account No. \_\_\_\_\_

IFSC Code \_\_\_\_\_

**(Signature & Name of the Participant)**

Date:

Mail to:

Consultant (Programme)  
V.V. Giri National Labour Institute  
Sector-24, NOIDA-201301  
Uttar Pradesh  
Phone: 0120- 2411533-35  
Fax: 0120- 2411471  
Email: jkkaul.vvgnli@gov.in, vvgnlitraining@gmail.com  
Website: www.vvgnli.gov.in

