

PRG/CBP/01/19
January 31, 2019

Subject: Training Programme on Strengthening Leadership Skills of Organisers of Beedi Workers from April 01-05, 2019 at VVGNI Campus, NOIDA.

Dear Sir/Madam,

We are glad to inform you that Training Programme on **Strengthening Leadership Skills of Organisers of Beedi Workers** would be organising from **April 01-05, 2019** at VVGNI Campus, Noida.

The training programme is meant for trade union leaders/organisers who are engaged in trade union activities for workers in the beedi industry. The programme aims at enhancing organisation building capacity of activists of beedi workers unions. The programme details are enclosed.

There is no programme fee. The Institute would provide free boarding and lodging facility and will reimburse to and fro 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** Trade Union Leaders/Organisers of Beedi Workers from your union to participate in the programme. It may please be ensured that those who have already attended institute's earlier programme are not nominated again. We will highly appreciate participation of women. 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. You are requested to send nomination forms duly filled in by the nominees along with sponsorship letter. Sponsorship letters without nomination forms will not be considered. The last date for receiving nominations is **March 19, 2019**.

With regards,

Yours sincerely,

(Dr. H. Srinivas)

To:

-Central Trade Unions
-Welfare Commissioners

AIM

To enhance organisation building capacity of activists of beedi workers unions

OBJECTIVES

- To impart knowledge and information about beedi industry in general and status of workers in particular
- To enhance inter-personal communication
- To discuss the legal protections in various labour legislations
- To familiarise on the various aspects of welfare funds for beedi workers

COURSE PROFILE

Problems of Beedi Industry, Leadership Styles, Communication Skills, Overview of the Beedi Industry, Effective Trade Union Building, Beedi Workers Welfare Act and Beedi Workers Regulations of Employment Act, etc.

METHODOLOGY

Lectures, case studies and group discussion

PARTICIPANTS

Representatives of Trade Unions/Organisers of Beedi Workers from Central Trade Unions.

ELIGIBILITY

1. Participants should be above **22 years and below 50 years of age**;
2. Should be personally engaged at grass root level activities for at least past two years;
3. Should be fluent in either Hindi or English.

Note:

1. Please note that those who have attended Institute's programme earlier are not to be nominated. If so, they shall be immediately sent back and no travel allowance will be reimbursed.
2. Spouse and family members are not allowed to stay in the Institute's hostel.
3. Only members of trade unions should be nominated. Please ensure that spouse or relatives of nominee, who are not member of trade union, should not be nominated.
4. Participants are requested to book their return ticket in advance from their own place.
5. Under no-circumstance other than IIInd class sleeper fare will be entertained.

PROGRAMME DATE

April 01-05, 2019

The programme will commence at 10.00 a.m. on April 01, 2019 and will conclude April 05, 2019 (afternoon).

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 VVGNI, Noida. The nominee(s) may be informed accordingly

STAY ARRANGEMENT

Stay arrangement will be made on twin-sharing in the hostel of the V.V. Giri National Labour Institute. The board and lodging will be provided by the Institute from the afternoon of March 31, 2019 till the forenoon of April 06, 2019. 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. Officials entitled for higher class may claim their Travelling Allowance from their own organisation.
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 (Rs. 350/- for Delhi & NCR).
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 3rd 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

The last date for receiving the nominations is March 19, 2019. Because of limited number of seats, we will be constrained to admit participants on first-come-first-serve basis and regret acceptance thereafter.

COURSE DIRECTOR

Dr. R.R. Patel

COMMUNICATIONS

The sponsoring authority is requested to send nomination forms duly filled in by the nominees alongwith sponsorship letter. Sponsorship letters without nomination forms will not be considered.

All correspondence should be addressed to:

Mr. J. K. Kaul

Consultant (Programme)

V.V. Giri National Labour Institute

Sector-24, NOIDA-201301

Uttar Pradesh

Phone : 0120- 2411533-35

Fax : 0120- 2411471

E. Mail : jkkaul.vvgnli@gov.in, vvgnlitraining@gmail.com

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

**Training Programme on Strengthening Leadership Skills of
Organisers of Beedi Workers
April 01-05, 2019**

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 English & 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. Status in the Organisation : _____
5. Address for Correspondence : _____
(In block Letters) : _____
- Phone : _____
- email : _____
- Affiliation to Central Trade Union _____

Have you attended any : _____
programme from this Institute?

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 this form to:

Mr. J. K. Kaul
Consultant (Programme)
V.V. Giri National Labour Institute
Sector-24, NOIDA-201301
Uttar Pradesh

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