

No. PRG/CBP/03/19  
February 04, 2019

**Subject: Training Programme on Labour Issues and Labour Laws from April 15-19, 2019 at VVGNI Campus, NOIDA**

Dear Sir/Madam,

We are glad to inform you that the V.V.Giri National Labour Institute would be organizing a **Training Programme on Labour Issues and Labour Laws from April 15-19, 2019** at V. V. Giri National Labour Institute, NOIDA.

The programme aim is to empower rural trade union leaders by enhancing their knowledge skill base and to acquaint with labour laws. This training programme has been specially designed for Rural Trade Union Leaders/Organisers from Central Trade Unions. The programme will be conducted in Hindi/English. The programme details are attached.

The Institute will provide free boarding and lodging during the training period to the participants. The Institute would also reimburse to and fro second sleeper train fare. 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 and a copy of Aadhar Card must be enclosed 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 **April 03, 2019**. 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

## **AIM**

The programme aims at empowering of rural trade union leaders by enhancing their knowledge skill base.

## **OBJECTIVES**

- To understand world of work and decent employment
- To make the participants acquainted with various Labour issues
- To discuss important issues related to labour and employment
- To have knowledge about labour laws and recent changes in labour laws.

## **COURSE PROFILE**

Understanding Labour and Globalisation, Issues and Dimensions of Rural Unorganised Sector, Structure and Functions of Trade Unions and Emerging Challenges, Social Security, Child Labour, Gender Issues, Leadership/Communications Skills and Labour Laws.

## **METHODOLOGY**

Lecture, Discussions, audio-visual presentations, case studies and experience sharing.

## **PARTICIPATION LEVEL**

Rural Trade Union Leaders Sponsored by Central Trade Unions. We will appreciate if participants from reserved categories (SC/ST) and women are also nominated.

## **DATE AND DURATION**

**April 15-19, 2019.** The programme will commence on April 15, 2019 at 10.00 a.m. and conclude on April 19, 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 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 April 14, 2019 till the forenoon of April 20, 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.
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 participants are provided free of cost boarding and lodging only for the duration of the programme.

## **FEE**

No programme fee

## **LAST DATE FOR NOMINATIONS**

April 03, 2019

## **COURSE DIRECTOR**

Dr. Manoj Jatav

## **COMMUNICATIONS**

All correspondence should be addressed to:

Shri J.K. Kaul

Consultant (Programme)

V.V. Giri National Labour Institute

Sector-24, NOIDA-201301

Uttar Pradesh

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Fax No. : 0120- 2411471

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Website : www.vvgnli.gov.in

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

**Training Programme on Labour Issues and Labour Laws  
April 15-19, 2019**

**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 : \_\_\_\_\_
- Status in the Organisation : \_\_\_\_\_
6. Address for Correspondence : \_\_\_\_\_  
(In block Letters) : \_\_\_\_\_
- Phone \_\_\_\_\_
- Affiliation to Central Trade Union \_\_\_\_\_
7. 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:

Shri J.K. Kaul  
Consultant (Programme)  
V.V.Giri National Labour Institute  
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NOIDA- 201301  
Distt. Gautam Budh Nagar (UP)  
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