

PRG/NEP/06/19  
June 06, 2019

**Subject: Training Programme on Fundamentals of Labour Laws for Trade Union Leaders and NGOs from North Eastern States to be held during August 19-23, 2019 at VVGNI Campus, Noida.**

**EXCLUSIVELY FOR PARTICIPANTS FROM NORTH EASTERN STATES**

Dear Sir/Madam,

V.V. Giri National Labour Institute would be organising a Training Programme on **Fundamentals of Labour Laws for Trade Union Leaders and NGOs from North Eastern States** of Assam, Arunachal Pradesh, Manipur, Mizoram, Meghalaya, Nagaland, Tripura and Sikkim from **August 19-23, 2019** at VVGNI Campus, NOIDA.

The programme aims at equipping the participants with the context of labour legislation and recent labour jurisprudence. It will also provide knowledge of substantive as well as procedural contents of Industrial Relations Laws, Understanding of Social Security Legislation, Contract Labour Law and Wage Laws.

There is no programme fee. The Institute will provide free boarding and lodging during the training period to the participants. The Institute would also reimburse to and fro 3-tier AC 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 may be indicated by nominee while filling up TA form at the institute. The participants from Assam and Meghalaya can submit a copy of Voter ID/ Driving Licence in place of Aadhar card, while filling up TA form at the institute. All the nominees may be informed accordingly.

We are pleased to invite participations from your Union/NGOs working in your State/District for the above training programme. We request you to kindly nominate 05 personnel from your organisation (preferably those who have not attended any training programme in our Institute earlier). 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 organization on first-come-first serve basis and regret acceptance thereafter. Please send your nominations alongwith nomination forms. The last date for receipt of nominations is **August 05, 2019**.

With regards,

Yours sincerely,

**(Dr. H. Srinivas)**

To:

- All Central Trade Unions
- Labour Secretaries and Labour Commissioners of NE States
- Dy. Commissioners of NE States

**Training Programme  
on  
Fundamentals of Labour Laws  
for Trade Union Leaders and NGOs  
from  
North Eastern States**

**August 19-23, 2019  
V.V. Giri National Labour Institute  
NOIDA**



**V.V.GIRI NATIONAL LABOUR INSTITUTE  
SECTOR – 24, ,NOIDA – 201 301  
DISTT. GAUTAM BUDH NAGAR  
UTTAR PRADESH**

## **AIM**

The programme aims at equipping the participants with the context of labour legislation and recent labour jurisprudence.

## **OBJECTIVES**

- To acquire the knowledge of substantive as well as procedural contents of Industrial Relations Law
- To have an understanding of Social Security Legislations
- To develop an insight into the Wage Laws
- To gather an understanding of the law relating to Contract Labour

## **COURSE PROFILE:**

Salient features of Industrial Relations Laws including Trade Unions Act, IE(S.O) Act and Industrial Disputes Act, Objectives and salient features of social security laws including Employees Compensation Act, Employees Provident Fund and Miscellaneous Provisions Act, Payment of Gratuity Act and Salient features of the law relating to wages.

## **METHODOLOGY**

Lectures, group discussions, experience sharing and panel discussion

## **PARTICIPATION LEVEL**

Representatives of Central Trade Unions and NGOs from North-Eastern States

## **DATE AND DURATION**

August 19-23, 2019

The programme will commence on August 19, 2019 at 10.00 a.m. and conclude on August 23, 2019 in the afternoon.

## **VENUE**

V.V. Giri National Labour Institute  
Sector , 24, Noida – 201 301  
Distt. Gautam Budh Nagar  
Uttar Pradesh

Campus of the Institute is situated near Prakash Hospital and NTPC Office The distance of the campus from New Delhi Railway Station is 20 Kms and 1.5 Kms from Metro Railway Station, Noida City Centre

## STAY ARRANGEMENT

Stay arrangements will be made in the hostel of V. V. Giri National Labour Institute. The boarding and lodging will be provided from the afternoon of August 18, 2019 till the forenoon of August 24, 2019. Accommodation would be on twin-sharing basis. The additional cost of early arrival or extended stay will be borne by the individual participants.

## PROGRAMME FEE

No fee will be charged. The Institute will provide free lodging and boarding to the participants during training period only.

## TRAVEL EXPENSES

1. No fee is charged from the participants.
2. The Institute would reimburse travel expenses of the participants for 3 tiers 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-tier 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.
3. It may be ensured that nominee(s) should have Aadhar Card and bank account. 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.
4. **The participants from Assam and Meghalaya can submit a copy of Voter ID/ Driving Licence in place of Aadhar card**
5. The local conveyance to be reimbursed would be restricted to the actual expenditure incurred or Rs. 750/- whichever is less

## ELIGIBILITY

1. Participants should be above **22 years and below 50 years of age**;
2. Should be personally engaged at grass roots level activities for at least past two years;
3. Should have working knowledge of Hindi/ English

## NOTE:

1. Please note that those who have already attended institute's earlier programme 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 and NGOs should be nominated. Please ensure that spouse or relatives of nominee, who are not member of trade union/NGOs, should not be nominated.
4. Participants are requested to book their return journey ticket in advance from their own place.

## **RESOURCE PERSONS**

Faculty will comprise of Academicians, Activists, Government Officials and Trade Union Leaders actively involved in the area of labour.

## **COURSE DIRECTOR**

Dr. Sanjay Upadhyaya, Senior Fellow

## **LAST DATE FOR NOMINATIONS**

August 05, 2019

## **COMMUNICATION**

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:

Shri J.K. Kaul  
Consultant (Programme)  
V.V.Giri National Labour Institute  
Sector – 24, NOIDA  
Distt. Gautam Budh Nagar  
Uttar Pradesh – 201 301  
Telephone: 0120- 2411533-35  
Fax No. : 0120- 2411471  
E-mail : jkkaul.vvgnli@gov.in, vvgnlitraining@gmail.com

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

**Training Programme on Fundamentals of Labour Laws for Trade Union Leaders and  
NGOs from North Eastern States  
August 19-23, 2019**

**NOMINATION FORM**

**VENUE**

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

**IMPORTANT INSTRUCTIONS**

- This programme is for trade union leaders and NGOs
- It will be conducted in English & Hindi
- This form must be filled by the nominee and sent to the address given below.
- Do not delay. Please mail this form immediately.

**GENERAL INFORMATION**

1. Nominee's Full Name Mr./Ms :.....  
(In block letters)
2. Age and date of birth :.....
3. Educational Qualifications :.....
4. (a) Name of the Trade Union/ :.....  
Organisation  
(b) National Affiliation :.....
5. Whether SC/ST/OBC/General :.....
6. Status in the Organisation :.....
7. Address for Correspondence :.....  
(In block letters)  
:.....  
:.....  
:.....

Phone : \_\_\_\_\_ Fax: \_\_\_\_\_

e.mail \_\_\_\_\_

8. Have you attended any such programme from this Institute earlier ?If yes, give details. : \_\_\_\_\_  
\_\_\_\_\_

#### **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:

Shri J.K. Kaul  
Consultant (Programme)  
V.V.Giri National Labour Institute  
Sector – 24, NOIDA  
Distt. Gautam Budh Nagar  
Uttar Pradesh – 201 301  
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