



डॉ. अरविंद
महानिदेशक
Dr. Arvind
Director General

PRG/CBP/53/24
21 October, 2024

Subject: Capacity Building Programme for Participants of SIRD from November 11-13, 2024 at VVGNI Campus, Noida

Dear Madam/Sir,

We are glad to inform you that the Institute would be organising a Capacity Building Programme for Participants of SIRD during November 11 - 13, 2024 at VVGNI Campus, Noida.

The programme is specially designed for SIRD. The aim of the programme is to enhance personal and collective skills needed for effective leadership by way of experiential learning for individual and group leadership. There is no programme fee. The programme details are attached for your perusal. 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 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.

We request you to nominate 05 personnel from your Organisations. It may please be ensured that those who have already attended institute's earlier programmes are not nominated again. We will highly appreciate participation of women. You are requested to send nomination forms duly filled in by the nominee's along with sponsorship letter. Sponsorship letters without nomination forms will not be considered.

With kind regards,

Yours sincerely,

(Dr. Arvind)
Director General

To

- SIRD
- Rural Development Agencies



वी.वी. गिरि राष्ट्रीय श्रम संस्थान
(श्रम एवं रोजगार मंत्रालय, भारत सरकार का स्वायत्त निकाय)
V.V. GIRI NATIONAL LABOUR INSTITUTE
(An Autonomous Body of Ministry of Labour and Employment, Government of India)

Tel. : 0120-2411 470
Fax : 0120-2411 471
E-mail : dg.vvgnli@gov.in
Website : www.vvgnli.gov.in



डॉ. अरविंद
महानिदेशक
Dr. Arvind
Director General

पीआरजी/सीबीपी/53/24
21 अक्टूबर, 2024

विषय: 11-13 नवंबर, 2024 तक वीवीजीएनएलआई परिसर, नोएडा में एसआईआरडी के प्रतिभागियों के लिए क्षमता निर्माण कार्यक्रम।

महोदय/महोदया,

हमें आपको यह बताते हुए खुशी हो रही है कि संस्थान 11 से 13 नवंबर, 2024 के दौरान वीवीजीएनएलआई परिसर, नोएडा में एसआईआरडी के प्रतिभागियों के लिए क्षमता निर्माण कार्यक्रम आयोजित करेगा।

यह कार्यक्रम विशेष रूप से SIRD के लिए बनाया गया है। कार्यक्रम का उद्देश्य व्यक्तिगत और समूह नेतृत्व के लिए अनुभवात्मक शिक्षा के माध्यम से प्रभावी नेतृत्व के लिए आवश्यक व्यक्तिगत और सामूहिक कौशल को बढ़ाना है। कार्यक्रम के लिए कोई शुल्क नहीं है। कार्यक्रम का विवरण आपके अवलोकन के लिए संलग्न है। संस्थान निःशुल्क बोर्डिंग और लॉजिंग सुविधा प्रदान करेगा और प्रतिभागियों को टिकट दिखाने पर द्वितीय श्रेणी स्लीपर ट्रेन का आने-जाने का किराया प्रतिपूर्ति करेगा। यह सुनिश्चित किया जा सकता है कि नामांकित व्यक्तियों के पास आधार संख्या होनी चाहिए। केवल उन्हीं प्रतिभागियों के नामांकन स्वीकार किए जाएंगे जिनके पास आधार संख्या और बैंक खाता है। नामांकित व्यक्तियों को यात्रा किराए की प्रतिपूर्ति केवल NEFT के माध्यम से की जाएगी। नामांकित व्यक्तियों को अपना आधार कार्ड और बैंक विवरण (बैंक का नाम, बैंक शाखा का नाम, IFSC कोड और बैंक खाता संख्या) अपने साथ लाने के लिए सूचित किया जा सकता है। संस्थान में टीए फॉर्म भरते समय नामांकित व्यक्ति को बैंक विवरण और आधार कार्ड की एक प्रति संलग्न करनी होगी। सभी नामांकित व्यक्तियों को तदनुसार सूचित किया जा सकता है।

हम आपसे अनुरोध करते हैं कि आप अपने संगठन से 05 कर्मियों को नामित करें। कृपया यह सुनिश्चित करें कि पूर्व में नामित किए गए व्यक्तियों को दुबारा नामित न किया जाए। महिलाओं का नामांकन अत्यंत सराहनीय होगा। प्रतिभागियों के नाम, नामांकित प्रतिभागियों द्वारा पूर्णतः भरे हुए नामांकन प्रपत्रों के साथ भेजें। कृपया नामांकन यथाशीघ्र भेजें।

सादर,

भवदीय,

(डॉ अरविन्द)
महानिदेशक

सेवा में,

- एसआईआरडी

Capacity Building Programme for Participants of SIRD

November 11 - 13, 2024



V.V. Giri National Labour Institute

Sector – 24

Gautam Budh Nagar

Noida Uttar Pradesh-201301

COURSE DIRECTOR

Dr. Shashi Bala

balashashi.vvgnli@gov.in

COMMUNICATIONS

Mr. Nagesh Nitla

Programme Officer

Phone: 0120- 2411533-35

Phone 0120- 2411471

vvgnlitraining1@gmail.com

Website: www.vvgnli.gov.in

AIM

To enhance Personal and collective skills needed for effective leadership by way of experiential learning for individual and group leadership.

OBJECTIVES

- To enhance the knowledge of E- Shram & MoL & Es Schemes.
- To enrich the information about Empowering Women in the Rural Economy through Labour Codes.
- To acquaint with various social security provisions relating to agriculture workers
- To provide awareness of Labour Codes and Gender Responsive Budgeting in India
- To apprise about various training methods and systematic approaches towards training

COURSE PROFILE

E-Shram & MoL&Es Schemes; Social Security, Labour Codes and Gender Responsive Budgeting in India, Training techniques.

Methodology

Lectures, Group Discussions, interactive sessions, and Case Studies

PARTICIPATION

Participants of SIRD

Programme DATE

November 11 – 13, 2024

The training programme will commence at 10.00 a.m. on November 11, 2024 and will conclude in the afternoon on November 13, 2024.

VENUE

V. V. Giri National Labour Institute

Sector –24, NOIDA –201301

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 in the hostel of the V.V. Giri National Labour Institute. The lodging and boarding will be provided by the Institute from the afternoon of November 10, 2024 till the forenoon of November 14, 2024. 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 Card. The nominations of only those participants will be accepted who have Aadhar number. The reimbursement of travel fare to the nominees would be made through NEFT only. The nominees should be instructed to provide Aadhar Number, Bank Account Number, IFSC Code of Bank, Bank Name and Branch of the Bank. The bank details may be indicated by nominee while filling up TA form at the institute
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.
6. 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

COURSE DIRECTOR

Dr. Shashi Bala

balashashi.vvgnli@gov.in

COMMUNICATION

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

All Correspondence should be addressed to:

(Nagesh Nitla)

Programme Officer

V.V.Giri National Labour Institute

A-06, Sector – 24

NOIDA, Distt. Gautam Budh Nagar

Uttar Pradesh – 201 301

Telephone: 0120-2411471, 2411533-35,

E-mail : vvgnlitraining@gmail.com

V. V. GIRI NATIONAL LABOUR INSTITUTE
NOIDA
Capacity Building Programme for Participants of SIRD
(November 11 - 13, 2024)

NOMINATION FORM

VENUE

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

IMPORTANT INSTRUCTIONS

- 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 Qualification : _____
4. Whether
SC/ ST/OBC/General : _____

I. UNION MEMBERSHIP DETAILS

5. (a) Name of the Trade Union/ Organization : _____
: _____
(b) National Affiliation : _____
: _____
6. Status in the Organization : _____
7. Address for Correspondence : _____
(In block Letters) : _____

Telephone _____

FAX No. _____ e.mail _____

8. Have you attended any : _____
programme from this Institute?
If yes, give details. _____

II. DETAILS OF CURRENT EMPLOYMENT

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

III. BANK DETAILS OF PARTICIPANT

- (a) Aadhar Number : _____
(b) Name of Bank : _____
(c) Bank Branch name : _____
(d) Account No : _____
(e) IFSC Code : _____

Date:

Signature & Name of the Participant)

Mail this form to:

(Nagesh Nitla)
Programme Officer
V.V.Giri National Labour Institute
A-06, Sector – 24
NOIDA, Distt. Gautam Budh Nagar
Uttar Pradesh – 201 301
Telephone: 0120-2411471, 2411533-35,
E-mail : vvgnlitraining@gmail.com