

No. PRG/CBP/18/18  
May 22, 2018

**Subject: Training Programme on Gender Responsive Budgeting from July 16-20, 2018 at VVGNI Campus, NOIDA**

Dear Sir/Madam,

We are glad to inform you that a Training Programme on **Gender Responsive Budgeting** will be held from **July 16-20, 2018** at V. V. Giri National Labour Institute's campus, NOIDA.

This training programme has been designed for the Government Officials, Researchers, Central Trade Union Leaders, PG Students pursuing Gender Studies. The aim of the programme is to orient the participants about gender budget initiatives which have the potential of contributing to the promotion of gender equality. A copy of the programme brochure is enclosed for details.

The Institute will provide free boarding and lodging during the training period to the participants. The Institute would also reimburse to and fro second class 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. The participants from the states of Assam and Meghalaya may either provide the Aadhar number or Voter ID/ Driving License for claiming reimbursement of TA from the Institute.

We request you to nominate 05 personnel from your organization. It may be ensured that those who have already attended Institute's earlier programmes are not nominated again. We will highly appreciate participation of women. You may kindly forward the names of the participants alongwith nomination forms duly filled in by the nominees. The last date for receiving nominations is July 01, 2018

With regards,

Yours sincerely,

**(Dr. H. Srinivas)**

To.

- Government Departments
- Central Trade Unions
- Universities & Research/ Educational Institutions

# **Training Programme on Gender Responsive Budgeting**

**July 16-20, 2018  
VVGNI Campus, NOIDA**



**V.V.GIRI NATIONAL LABOUR INSTITUTE  
Sector – 24  
Gautam Budh Nagar  
Noida-201301, Uttar Pradesh**

## **AIM**

The programme aims to orient the participants about gender budget initiatives which have the potential of contributing to the promotion of gender equality.

## **OBJECTIVES:**

- To discuss gender issues in Labour
- To identify gender budgeting initiatives of government of India
- To discuss concepts, tools and methods of gender budgeting
- To discuss the Importance of Gender Budgeting and women empowerment

## **COURSE PROFILE**

Gender concept, Gender Issues, Case Studies & Gender –Natural Policies, Gender Budgeting

## **METHODOLOGY**

Lectures, interactive sessions, individual and group presentations, sharing case studies.

## **PARTICIPATION**

Government officials, researchers, central trade union leaders, PG students pursuing gender studies

## **ELIGIBILITY**

1. Participants should be above **18 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. Participants are requested to book their return ticket in advance from their own place.
4. Under no-circumstance other than IInd class sleeper train fare will be entertained.

**DATE**

**July 16-20, 2018**

The training programme will commence at 10.00 a.m. on July 16, 2018 and will conclude in the afternoon of January 20, 2018.

**VENUE**

V.V.Giri National Labour Institute,  
Sector-24, NOIDA- 201301,  
Distt. Gautam Budh Nagar  
Uttar Pradesh

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

**STAY ARRANGEMENT**

Stay arrangement will be made in the hostel of V.V. Giri National Labour Institute. The boarding and lodging will be provided by the Institute from the afternoon of July 15, 2018 till the forenoon of July 21, 2018. Accommodation will be on twin-sharing basis. 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. The local conveyance will be reimbursed restricted to the actual expenditure incurred or Rs. 500/- whichever is less (Rs. 350/- for Delhi & NCR).
4. 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 <sup>3rd</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.

5. 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.
6. Officials entitled for higher class may claim their Travelling Allowance from their own organisation.

## **COURSE DIRECTOR**

Dr. Shashi Bala

## **LAST DATE FOR NOMINATIONS**

July 01, 2018 Because of limited number of seats we will be constrained to admit participants of first-come-first serve basis and regret acceptance thereafter.

## **COMMUNICATION**

All Correspondence should be addressed to:

Mr. J. K. Kaul  
Consultant (Programme)  
V.V.Giri National Labour Institute  
Post Box No. 68, Sector – 24  
NOIDA, Distt. Gautam Budh Nagar  
Uttar Pradesh – 201 301  
Telephone: 2411534-36  
Fax No. : 2411471  
E-mail : jkkaul.vvgnli@gov.in, vvgnlitraining@gmail.com

Note: Those calling on STD from Outside Delhi will please dial 0120 before the above numbers. The Institute work five days a week (Monday-Friday) 9 a.m. - 5.30 p.m.

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

**Training Programme on Gender Responsive Budgeting**

**July 16-20, 2018**

**NOMINATION FORM**

**VENUE**

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

**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. Name of the Trade Union  
Organization: : \_\_\_\_\_  
: \_\_\_\_\_  
(b)National Affiliation : \_\_\_\_\_  
: \_\_\_\_\_
6. Status in the Organization : \_\_\_\_\_
6. Address for Correspondence: \_\_\_\_\_  
(In block Letters) : \_\_\_\_\_  
: \_\_\_\_\_  
Phone : \_\_\_\_\_  
Fax: : \_\_\_\_\_  
email: : \_\_\_\_\_

7. Have you attended any : \_\_\_\_\_  
Programme earlier at this  
Institute? If yes, give details. \_\_\_\_\_  
: \_\_\_\_\_

#### **DETAILS OF CURRENT EMPLOYMENT**

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

#### **BANK DETAILS OF PARTICIPANT**

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

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

Date:

#### **Mail this form to:**

Mr. J. K. Kaul  
Consultant (Programme)  
V.V.Giri National Labour Institute  
Post Box No. 68, Sector – 24  
NOIDA, Distt. Gautam Budh Nagar  
Uttar Pradesh – 201 301  
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