

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.: 2411 533-34-35

Fax: 2411 536

2411 471/474

Website: www.vvgnli.gov.in

Twitter Handle: @LabourMinistry

PRG/TTP/09/25/170595

07 October, 2025

Subject: - Training of Trainers Programme for Rural Educators from 24 – 28 November, 2025 at VVGNI Campus, NOIDA.

Dear Madam/Sir,

We are glad to inform you that the V.V. Giri National Labour Institute has scheduled a **Training of Trainers Programme for Rural Educators** during **24 – 28 November, 2025** at its Campus in Noida.

This training programme is meant for district level trade union leaders/ organizers engaged in organization building in rural areas. The programme will be conducted in Hindi. Please ensure that the nominee should have working knowledge of Hindi. A copy of the programme brochure is enclosed for details.

There is no programme fee. The Institute will provide free of charge boarding & lodging facility to the participants during the training period. Details w.r.t Travel Reimbursement is given in the attached brochure.

You are requested to nominate 4-5 participants from your organisation and the nomination of women participants will be highly appreciated. It is requested to send nomination forms duly filled in by the nominee's along with recommendation letter. Nominations without recommendation letter will not be considered.

With regards,

Yours sincerely,

(Nagesh Nitla)
Programme Officer

To:

- All Central/State Trade Unions
- NGOs
- Organisations working in Rural Sectors

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पीआरजी/टीटीपी/09/25/170595

07 अक्टूबर 2025

विषय: वी. वी. गिरि राष्ट्रीय श्रम संस्थान, नौएडा में 24 – 28 नवंबर, 2025 के दौरान ग्रामीण शिक्षकों के लिए प्रशिक्षकों का प्रशिक्षण कार्यक्रम।

महोदय/महोदया,

सहर्ष सूचित किया जाता है कि वी वी गिरि राष्ट्रीय श्रम संस्थान अपने परिसर में **24 – 28 नवंबर, 2025** के दौरान **ग्रामीण शिक्षकों के लिए प्रशिक्षकों का प्रशिक्षण कार्यक्रम** विषय पर एक प्रशिक्षण कार्यक्रम का आयोजन कर रहा है।

यह कार्यक्रम ग्रामीण क्षेत्रों में संगठन निर्माण में लगे जिला-स्तरीय ट्रेड यूनियन नेताओं/आयोजनकर्ताओं के लिए तैयार किया गया है। यह कार्यक्रम हिंदी में आयोजित किया जाएगा। कृपया यह सुनिश्चित करें कि नामांकित व्यक्तियों को हिंदी का कार्यसाधक ज्ञान प्राप्त है। अधिक जानकारी के लिए कार्यक्रम विवरणिका की एक प्रति संलग्न है।

इस कार्यक्रम के लिए कोई शुल्क नहीं है। संस्थान प्रशिक्षण अवधि के दौरान प्रतिभागियों को निःशुल्क आवास और भोजन की सुविधा प्रदान करेगा। यात्रा प्रतिपूर्ति संबंधी विवरण संलग्न विवरणिका में दिया गया है।

आपसे अनुरोध है कि आप अपने संगठन से 4-5 प्रतिभागियों को नामांकित करें और महिला प्रतिभागियों के नामांकन का स्वागत है। कृपया नामांकन पत्र, नामांकनकर्ता द्वारा विधिवत भरे हुए, अनुशंसा पत्र के साथ भेजें। अनुशंसा पत्र के बिना नामांकन पर विचार नहीं किया जाएगा।

सादर,

भवदीय,

(नागेश नितला)

कार्यक्रम अधिकारी

सेवा में,

- सभी केंद्रीय/राज्य ट्रेड यूनियनों
- गैर सरकारी संगठन
- ग्रामीण क्षेत्रों में कार्यरत संगठन



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

Training of Trainers Programme for Rural Educators

Venue

Seminar Building, V.V. Giri National Labour Institute, Sector – 24,
Gautam Budh Nagar, Noida, Uttar Pradesh-201301

Programme Dates and Timelines

- **Dates/ Timings:** 24 – 28 November, 2025 / 10:00 am to 05:00 pm
- **Stay Arrangement Dates:** From the afternoon of 23 November, 2025 till the forenoon of 29 November, 2025

COURSE DIRECTOR

Dr. Shashi Bala
Senior Fellow
balashashi.vvgnli@gov.in

CORRESPONDENCE

Mr. Nagesh Nitla
Programme Officer
Phone: 0120- 2411533-35
Phone 0120- 2411471
vvgnlitraining@gmail.com
Website: www.vvgnli.gov.in

AIM

The programme aims at empowering Rural Organizers from Trade Unions

THE OBJECTIVES

The programme is specifically being organized by the Institute in order to achieve following main objectives:-

- Develop understanding of empowerment;
- Discuss the issue of empowerment;
- Develop Skills for enhancing leadership potential;
- Acquaint with labour laws for unorganized sector;
- To sharpen the skills for communications, personal effectiveness and strengthening their trade unions
- To provide awareness on Labour Codes

COURSE PROFILE

Rural Society, Behavioral skill for enhancing leadership potentials, Labour laws, Equal remuneration, Developing Training Skills

METHODOLOGY

Lecture, individual and group exercises, case studies and experience sharing.

PARTICIPATION

Rural Labour leaders sponsored by Trade Unions, we will appreciate.

ELIGIBILITY

1. Participants should be above 21 years and below 60 years of age;
2. 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. Children, spouse and family members are not allowed to stay in the Institute's hostel.
3. Participants are requested to book their return journey ticket in advance from their own place.

FEES & TRAVELLING REIMBURSEMENT

There is no programme fee.

1. The institute will reimburse travel expenses by bank transfer; for participants who have an Aadhaar number and a bank account. It's important for nominees to bring their bank details (bank name, branch, IFSC code, and account number) to fill up the TA form. Participants must attach the original ticket for the inward and outward journey. Without proper tickets, no claims will be approved.
2. The institute will reimburse 2nd class sleeper (Non-AC) train or bus fare (Non-AC) from their place to VVGnLI (NOIDA). Local conveyance at the maximum of ₹350 for (Delhi & NCR) and ₹500 (for other states except North East States).
3. For participants from the North East States, the institute will reimburse 3-tier AC train fare. Local conveyance is fixed at the maximum of ₹750.
4. **Officials entitled for higher class may claim their Travelling Allowance from their own organisation.**
5. **For extended stay or early arrival, lodging & boarding charges would be borne by the participants.**

COMMUNICATIONS

All Correspondence should be addressed to:

Programme Officer

V.V.Giri National Labour Institute

Sector – 24, NOIDA, Distt. Gautam Budh Nagar

Uttar Pradesh – 201 301

Telephone: 2411533-535

STD 0120

E.mail : vvgnlitraining@gmail.com

For details of our other programmes visit our website: www.vvgnli.org

V.V.GIRI NATIONAL LABOUR INSTITUTE, NOIDA

Training of Trainers Programme for Rural Educators

24 – 28 November, 2025

Course Director: Dr. Shashi Bala, Senior Fellow

NOMINATION FORM

GENERAL INFORMATION

1. Full Name Mr./Ms. : _____
(In Block Letters)
2. Age and date of birth : _____
3. Educational Qualification : _____
4. Whether
SC/ ST/OBC/General : _____

I. MEMBERSHIP DETAILS

5. (a) Name of the Organization : _____

- (b) National Affiliation (if any) : _____
: _____
6. Status in the Organization(if any) : _____
7. Address for Correspondence : _____
(In block Letters) : _____
: _____
: _____
- Mobile 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 : _____ (Attach Copy)
(b) Name of Bank : _____ (Attach Copy)
(c) Bank Branch name : _____
(d) Account No : _____
(e) IFSC Code : _____

Date:

Signature & Name of the Participant)

Email / Post to:

Programme Officer
V.V.Giri National Labour Institute
Sector-24, Noida Distt. Gautam Buddha Nagar
Uttar Pradesh – 201301
Telephone : 0120- 2411471, 2411533,535
Email: vvgnlitraining@gmail.com

Note: The Institute follows five days a week working (Monday-Friday).