

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)



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May 22/2025
PRG/CBP/29/25 (163552)

Subject: Orientation Programme on the Role of Panchayati Raj Institutions in Workers Development from June 04 - 06, 2025 at VVGNI Campus, Noida

Dear Sir/Madam,

We are glad to inform you that the Institute would be organising an Orientation Programme on the Role of Panchayati Raj Institutions in Workers Development from **June 04 - 06, 2025** at VVGNI Campus, Noida.

The programme aims to enhance the participants understanding and capacity to organise the workers for their effective development. This training programme is meant for Representatives from Trade Unions, Civil Society activists & Researchers. The programme will be conducted in Hindi/English. A copy of the programme brochure is enclosed for details.

There is no programme fee. The Institute would bear the expenditure on 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 may be indicated by nominee while filling up TA form at the institute. All the nominees may be informed accordingly.

We request you to nominate 05 members from your Organisation. 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.

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. Only members of the bonafide organisation should be nominated. Please ensure that spouse or relatives of nominee, who are not member of the bonafide organisation, should not be nominated.

(Nagesh Nitla)
Programme Officer

To

- Panchayat functionaries
- Civil Society activists
- Trade Union
- Researchers

Orientation Programme on the Role of Panchayati Raj Institutions in Workers Development

**June 04 - 06, 2025
VVGnLI Campus, NOIDA**



V.V. Giri National Labour Institute

Sector – 24

Gautam Budh Nagar

Noida Uttar Pradesh-201301

COURSE DIRECTOR

Mr. Nagesh Nitla

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CO-COURSE DIRECTOR

Dr. Sanchari Mukhopadhyay

COMMUNICATIONS

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AIM

The aim of the programme is to assist stakeholders in Panchayati Raj Institutions to explore opportunities for workers development.

OBJECTIVES

The Specific objectives are to:

- Familiarise different stakeholders with different functions of Panchayati Raj Institutions
- Exploring employment potentials in different areas of rural economy.
- Acquainting participants with rural employment generation programmes and schemes.

METHODOLOGY

Lectures, Audio –Visual Presentations, Group and General Discussions.

PARTICIPATION

- Panchayat functionaries
- Civil Society activists
- Trade Union
- Researchers

ELIGIBILITY

- Participants should be above 21 years and below 60 years of age;
- Should have working knowledge of either Hindi or English.

PROGRAMME DATE

June 04 - 06, 2025

The training programme will commence at 10.00 a.m. on **June 04, 2025** and will conclude in the afternoon on **June 06, 2025**.

• 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 VVGNNLI, 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 **June 03, 2025** till the forenoon of **June 07, 2025**. 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
7. Spouse and family members are not allowed to stay in the Institute's hostel.
8. Only members of the bonafide organisation should be nominated. Please ensure that spouse or relatives of nominee, who are not member of the bonafide organisation, should not be nominated.
9. Participants are requested to book their return ticket in advance from their own place.
10. Under no-circumstance other than IIInd class ordinary fare will be entertained.

COURSE DIRECTOR

Mr. Nagesh Nitla

nagesh.nitla@vvgnli.gov.in

CO-COURSE DIRECTOR

Dr. Sanchari Mukhopadhyay

COMMUNICATION

The sponsoring authority is requested to send nomination forms duly filled in by the nominee's along with recommendation letter. Nomination forms will not be considered without recommendation letter.

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,

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

**Orientation Programme on the Role of Panchayati Raj Institutions in
Workers Development
June 04 - 06, 2025**

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. MEMBERSHIP DETAILS

5. (a) Name of the Bonafide Trade Union/ : _____
Organization//NGOs etc. : _____
(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 : _____

- IV. Name of the recommending Organisation whose letter head is attached** : _____

Date: _____

Signature: _____

Name: _____

Designation: _____

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
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