

No. PRG/CBP/19/17  
June 15, 2017

**Subject: - Training Programme on Labour and Employment Issues from August 28-September 01, 2017 at VVGNI Campus, NOIDA**

Dear Sir/Madam,

We are glad to inform you that the V.V. Giri National Labour Institute has scheduled a Training Programme on **Labour and Employment Issues** during **August 28-September 01, 2017** at VVGNI Campus, NOIDA.

This programme aims to familiarize young students with various Labour Issues and their capacities to contribute in their academic and professional pursuits. The objective of the programme is to understand the world of work and decent employment, acquaint the participants with various labour issues, discuss important issues related to labour and employment, enable the participants to contribute in their academic and professional work. A copy of the programme brochure is enclosed for details.

There is no programme fee. 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 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 04 Master students from your organization. Because of limited number of seats, the Institute will be constrained to admit only 04 participants from one organization on first-come-first serve basis and regret acceptance thereafter. We will highly appreciate participation of female students. You may kindly forward the names of the participants along with nomination forms duly filled in by the nominees. The last date for receiving nominations is August 14, 2017

**With regards,**

**Yours sincerely,**

**(Manish Kumar Gupta)**

To

- Universities /Educational Institutions

# **Training Programme on Labour and Employment Issues**

**August 28-September 01, 2017  
VVGNNI Campus, NOIDA**



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

## **Aim**

To familiarize young students with various Labour Issues and their capacities to contribute in their academic and professional pursuits

## **OBJECTIVE**

- To understand world of work and decent employment
- To make the participants acquainted with various Labour Issues
- To discuss important issues related to labour and employment
- To enable participants to contribute in their academic and professional work

## **COURSE PROFILE**

Understanding Labour and Labour Market, Overview of Issues, Skill Development of Employment, Employability (Youth Employability), Productivity, Inclusive Growth, Social Protection, Migration, Labour Administration, Child Labour, Gender Issues, Introduction to Labour Research, Leadership/communication Skill, Labour Research etc.

## **METHODOLOGY**

Lectures, Group Discussions and Group Exercise and Presentations

## **PARTICIPATION LEVEL**

University Students of Social Science, Pursuing Master Degree(Economics, Public Administration, Sociology, Social Work, Management)

## **DATE**

**August 28-September 01, 2017**

The training programme will commence at 10.00 a.m. on August 28, 2017 and will conclude in the afternoon on September 01, 2017.

## **VENUE**

V. V. Giri National Labour Institute  
Sector -24, NOIDA -201301,

The Institute campus 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.

## **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 August 27, 2017 till the forenoon of September 02, 2017. 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. 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 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 local conveyance will be reimbursed restricted to the actual expenditure incurred or Rs. 500/- whichever is less (Rs. 350/- for Delhi & NCR).
5. The Institute would reimburse travel expenses of the North Eastern 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<sup>rd</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.
6. **Officials entitled for higher class may claim their Travelling Allowance from their own organization.**
7. The participants are provided free of cost boarding and lodging only for the duration of the programme.

## **COURSE DIRECTOR**

Dr. Otojit Kshetrimayum

## **LAST DATE FOR NOMINATIONS**

The last date for receiving the nominations is August 14, 2017. Because of limited number of seats, we will be constrained to admit participants on first-come-first-serve basis and regret acceptance thereafter.

## **COMMUNICATION**

The sponsoring authority is requested to send nomination forms duly filled in by the nominees along with sponsorship letter. Sponsorship letters without nomination forms will not be considered.

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: 2411471, 2411534,  
Fax No. : 2411471, 2411474, 2411536,  
E-mail : jkkaul.vvgnli@gov.in

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

**Training Programme on Labour and Employment Issues  
August 28-September 01, 2017**

**NOMINATION FORM**

**VENUE**

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

**IMPORTANT INSTRUCTIONS**

- This Programme will be conducted in English
- This form must be filled by the nominee
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Nominee's full name .....

(In block letters)

Designation .....

Name of the Organisation .....

Address (Office) .....

.....

Telephone (O) .....(R) .....

Fax No. .... email.....

**Details of Sponsoring Authority**

**1. Name & Designation.....**

**2. Official Address .....**

.....

**3. Phone (O).....(R).....**

**4. Fax:.....e.mail.....**

**BANK DETAILS OF PARTICIPANT**

(f) Aadhar Number : \_\_\_\_\_  
(g) Name of Bank : \_\_\_\_\_  
(h) Bank Branch name : \_\_\_\_\_  
(i) Account No : \_\_\_\_\_  
(j) IFSC Code : \_\_\_\_\_

Date:

**Signature  
(Sponsoring Authority)**

**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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