



सत्यमेव जयते

# 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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Fax : 0120-2411 471

E-mail : dg.vvgnli@gov.in

Website : www.vvgnli.gov.in



**डॉ. अरविंद**

महानिदेशक

**Dr. Arvind**

Director General

पीआरजी/सीबीपी/60/24

10 दिसम्बर, 2024

विषय: 03 से 07 फरवरी, 2025 तक वीवीजीएनएलआई परिसर, नोएडा में घरेलू कामगारों के लिए सामाजिक सुरक्षा पर क्षमता निर्माण कार्यक्रम

प्रिय महोदय/महोदया,

हमें आपको यह बताते हुए खुशी हो रही है कि संस्थान 03 से 07 फरवरी, 2025 तक वीवीजीएनएलआई परिसर, नोएडा में घरेलू कामगारों के लिए सामाजिक सुरक्षा पर क्षमता निर्माण कार्यक्रम आयोजित करेगा। यह कार्यक्रम विशेष रूप से घरेलू कामगारों के आयोजकों के लिए किया जाएगा। कार्यक्रम का उद्देश्य घरेलू कामगारों और यूनियन कार्यकर्ताओं की संगठन निर्माण क्षमता को बढ़ाना है। यह एक निःशुल्क कार्यक्रम 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 व्यक्ति के पास आधार नंबर होना चाहिए। केवल उन्हीं प्रतिभागियों के नामांकन स्वीकार किए जाएंगे जिनके पास आधार नंबर और बैंक खाता होगा। नामांकित व्यक्तियों को यात्रा किराया 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 अपने संगठन से 05 ट्रेड यूनियन नेताओं को नामांकित करने का अनुरोध करते हैं। कृपया यह सुनिश्चित करें कि जो लोग पहले से ही संस्थान के पिछले कार्यक्रमों में भाग ले चुके हैं, उन्हें फिर से नामांकित न किया जाए। हम महिलाओं की भागीदारी की अत्यधिक सराहना करेंगे। सीटों की सीमित संख्या के कारण, संस्थान पहले आओ-पहले पाओ के आधार पर एक यूनियन से केवल 05 प्रतिभागियों को ही प्रवेश देने के लिए बाध्य होगा। आपसे अनुरोध है कि नामांकित व्यक्ति द्वारा विधिवत भरे गए नामांकन फॉर्म को प्रायोजन पत्र के साथ भेजें। नामांकन फॉर्म के बिना प्रायोजन पत्रों पर विचार नहीं किया जाएगा। सादर प्रणाम,

सादर,

भवदीय

(डॉ. अरविंद)

महानिदेशक

सेवा में

- सभी केंद्रीय ट्रेड यूनियन
- एनजीओ
- सरकारी अधिकारी



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**डॉ. अरविंद**  
महानिदेशक  
**Dr. Arvind**  
Director General

PRG/CBP/60/24  
December 10, 2024

**Subject: Capacity Building Programme on Social Security for Domestic Workers from February 03 - 07, 2025 at VVGnLI Campus, Noida**

Dear Sir/Madam,

We are glad to inform you that the Institute would be organising a **Capacity Building Programme on Social Security for Domestic Workers** during **February 03 - 07, 2025** at VVGnLI Campus, Noida.

This program will be done exclusively for the organizers of domestic workers. The aim of programme is to enhance organization building capacity of the domestic workers and union activists. This is a free program. The details of the program 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 Trade Union Leaders from your organization. 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. Because of limited number of seats, the Institute will be constrained to admit only 05 participants from one union on first-come-first serve basis. You are requested to send nomination forms duly filled in by the nominees alongwith sponsorship letter. Sponsorship letters without nomination forms will not be considered.

With kind regards,

Yours sincerely,

(Dr. Arvind)  
Director General

To

- All Central Trade Union
- NGOs
- Government Officials

# Capacity Building Programme on Social Security for Domestic Workers

February 03 - 07, 2025  
VVG NLI, Campus, NOIDA



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

## COURSE DIRECTOR

Dr. Otojit Kshetrimayum  
otojit.vvgnli@gov.in

## COMMUNICATIONS

Mr. Nagesh Nitla  
Programme Officer  
Phone: 0120- 2411533-35  
Phone 0120- 2411471  
Email: vvgnlitraining1@gmail.com  
Website: www.vvgnli.gov.in

## **AIM**

To enhance organization building capacity of the domestic workers/union activists.

## **OBJECTIVES**

- To impart knowledge and information about construction workers in general and status of workers in particular
- To impart leadership skills
- To enhance inter-personal communication
- To discuss the legal protections in various labour Legislations
- To familiarize on the various aspects of welfare funds for construction workers

## **COURSE PROFILE**

- Problems of Construction Workers
- Communication Skills; Overview of the Construction Workers
- Effective Trade Union Building
- Building and other Construction Workers Act, 1996 (BOCW&RECS) etc.

## **METHODOLOGY**

Lectures, group discussions and case studies

## **PARTICIPATION**

Representative from Trade Union, NGOs and Government Officials

## **ELIGIBILITY**

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

## **Programme Fee**

**There is no programme fee**

## **DATE**

**February 03 - 07, 2025**

The training programme will commence at 10.00 a.m. on February 03, 2025 and will conclude in the afternoon on February 07, 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 VVGNLI, 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 on twin sharing basis and boarding will be provided by the Institute from the afternoon of February 02, 2025 till the forenoon of February 08, 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).

## **COURSE DIRECTOR**

Dr. Otojit Kshetrimayum

## **COMMUNICATION**

The sponsoring authority is requested to send nomination forms duly filled in by the nominees 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  
Post Box No. 68, Sector – 24  
NOIDA, Distt. Gautam BudhNagar  
Uttar Pradesh – 201 301  
Telephone: 0120-2411471, 2411533-35,  
E-mail : vvgnlitraining@gmail.com

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

**Capacity Building Programme on Social Security for Domestic Workers  
February 03 - 07, 2025**

**NOMINATION FORM**

**VENUE**

V.V.Giri National Labour Institute Campus, Sector-24, NOIDA, Distt. GautamBudhNagar, UttarPradesh

**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  
Post Box No. 68, Sector – 24  
NOIDA, Distt. GautamBudhNagar  
Uttar Pradesh – 201 301  
Telephone: 0120-2411471, 2411533-35,  
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