



May/22/2025

PRG/CBP/30/25 (163553)

Subject: Capacity Building Programme on Exploring Employment Opportunities in Rural Areas from June 09 - 11, 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 Exploring Employment Opportunities in Rural Areas from **June 09 - 11, 2025 at VVGNLI Campus, Noida.**

The programme is specially designed for representative from Trade Union, NGOs and Research Scholars. This programme aims to equip participants with insights, strategies, and actionable knowledge to promote sustainable employment initiatives in rural communities.

There is no programme fee. The programme details 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 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

- Research Scholars
- All Central Trade Unions
- NGOs

Capacity Building Programme on Exploring Employment Opportunities in Rural Areas

June 09 - 11, 2025
VVGNNLI Campus, NOIDA



V.V. Giri National Labour Institute

Sector – 24

Gautam Budh Nagar

Noida Uttar Pradesh-201301

COURSE DIRECTOR

Mr. Nagesh Nitla

nagesh.nitla@vvgnnli.gov.in

CO-COURSE DIRECTOR

Dr. Meghna Das Gupta

COMMUNICATIONS

Mr. Nagesh Nitla

Programme Officer

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AIM

The aim of the programme is to familiarize the participants with different aspects of rural employments

OBJECTIVES

The Specific objectives are to:

- Familiarise the participants with different dimensions and dynamics of rural employment generation.
- Understand the needs of Sustainable rural development
- Explore potential areas of rural employment potentials

METHODOLOGY

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

PARTICIPATION

- Civil Society working in rural areas
- Trade Union
- Researchers/ Panchayati Raj Institutions members

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 09 - 11, 2025

The training programme will commence at 10.00 a.m. on **June 09, 2025** and will conclude in the afternoon on **June 11, 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 VVGNI, 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 08, 2025** till the forenoon of **June 12, 2025**. For extended stay or early arrival, lodging & boarding charges would be borne by the participants.

NOTE / 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. Under no-circumstance other than 1st class ordinary fare will be entertained.
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. 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. The participants are provided free of cost boarding and lodging only for the duration of the programme.
7. 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
8. Spouse and family members are not allowed to stay in the Institute's hostel.
9. 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.
10. Participants are requested to book their return ticket in advance from their own place.

COURSE DIRECTOR

Mr. Nagesh Nitla

nagesh.nitla@vvgnli.gov.in

CO-COURSE DIRECTOR

Dr. Meghna Das Gupta

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,

E-mail : vvgnlitraining@gmail.com

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

**Capacity Building Programme on Exploring Employment Opportunities in
Rural Areas**

June 09 - 11, 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
with sign and stamp is attached

Date:

Signature: _____

Name: _____

Designation: _____

Mail this form to:

(Nagesh Nitla)
Programme Officer
V.V.Giri National Labour Institute
A-06, Sector – 24
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Uttar Pradesh – 201 301
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