



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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डॉ. अरविंद

महानिदेशक

Dr. Arvind

Director General

No. PRG/CBP/35/23

July 03, 2023

**Subject: Training Programme on Enhancing Capacity in Preventing Sexual Harassment at the Workplace from July 11-13, 2023 at V.V. Giri National Labour Institute, Campus, Noida.**

Sir/Madam,

We are pleased to inform you that the V.V. Giri National Labour Institute would be organising a training programme on **"Enhancing Capacity in Preventing Sexual Harassment at the Workplace"** during **July 11-13, 2023** at V.V. Giri National Labour Institute, Campus, Noida

The programme has been specifically designed for the Trade Union Leaders nominated by Central Trade Unions and NGOs. The programme will discuss various issues concerning sexual harassment at the workplace and would sensitise them on developing effective means of addressing the issue. The programme details are given in the enclosed brochure.

We request you to nominate 05 rural trade union leaders from your union. It may please be ensured that those who have already attended this programme 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 04 participants from one union on first-come-first serve basis. 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.

Thanking you,

Yours sincerely,

(Dr. Arvind)  
Director General

To:

All Central Trade Unions

## **INTRODUCTION**

Preventing Sexual Harassment is a hazard encountered in workplaces across the world that reduces the quality of working life, jeopardizes the well-being of women, undermines gender equality and imposes costs on firms and organizations. This training module is designed, keeping in view the concept of Preventing Sexual Harassment, Global and National level Initiatives to Preventing Sexual Harassment, Effective working of Internal Complaints Committees/Local Complaints Committees, Creating Sustainable Inclusive Environment in the World of Work along with good practices from Indian scenario.

## **AIM**

The programme aims at enhancing the understanding of the industrial relations managers and trade union leaders on the major opportunities and challenges relating to labour-management relations in a globalising economy.

## **OBJECTIVES**

- Discuss sexual harassment at the workplace and its Inter-linkages with productive employment/productive contribution to economy.
- Discuss the legal framework towards addressing sexual harassment at the workplace.
- Discuss the strategies needed to combat sexual harassment at workplace.

## **COURSE PROFILE**

Concept of Preventing Sexual Harassment, Myths and facts related to Preventing Sexual Harassment, Consequences and impact of Preventing Sexual Harassment, Supreme Court Guidelines: Legislative Initiatives.

## **PARTICIPATION LEVEL**

Officials Handling Sexual Harassment Internal Complaint Committees (ICC), Officials from Administration/HR, Women Employees and Trade Union Leaders.

## **METHODOLOGY**

Lectures, individual and group exercise, case-studies and experience sharing

## **DATE AND DURATION**

**July 11-13, 2023**

The programme will commence on **July 11, 2023** at 9.00 a.m. and will conclude on **July 13, 2023** after lunch. The classes will be held from 9:00 am to 05:00 pm.



## VENUE

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

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.

## COURSE DIRECTOR

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

## STAY ARRANGEMENT

For residential participants lodging and boarding will be arranged from the afternoon of **July 10, 2023** till the forenoon of **July 14, 2023**. Accommodation will be on twin sharing basis. For extended stay or early arrival, lodging & boarding charges would be borne by the participants.

## COMMUNICATION

Programme Section  
V.V.Giri National Labour Institute  
Sector-24, Noida- 201301  
Distt. Gautam Budh Nagar  
Uttar Pradesh  
Telephone : 0120- 2411533-35  
Prog. Section :-0120-2411471  
Email : vvgnlitraining@gmail.com

**All the participants may be informed to take preventive measures due to COVID-19 pandemic:**

- Use Face Mask      Sanitize Hand      Observe Social Distance

**STAY SAFE**

**STAY FIT**

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

**Enhancing Capacity in Preventing Sexual Harassment at the  
Workplace  
July 11-13, 2023**

**NOMINATION FORM**

**VENUE**

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

**IMPORTANT INSTRUCTION**

- This Programme will be conducted in Hindi
- 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 \_\_\_\_\_  
\_\_\_\_\_  
Whether  
SC/ ST/OBC/General \_\_\_\_\_
5. Name of the Union : \_\_\_\_\_
6. National Affiliation of the Union: \_\_\_\_\_  
: \_\_\_\_\_
7. Mailing Address(with Pincode): \_\_\_\_\_  
Phone : \_\_\_\_\_

8. Name of Central Trade Union \_\_\_\_\_  
Union affiliated to \_\_\_\_\_
9. Have you attended any : \_\_\_\_\_  
programme from this Institute?  
If yes, give details. : \_\_\_\_\_  
When the Programme was organised.

**I. I. DETAILS OF CURRENT EMPLOYMENT**

- (a) Designation : \_\_\_\_\_
- (b) Organisation : \_\_\_\_\_
- (c) Nature of Work : \_\_\_\_\_
- (d) Address : \_\_\_\_\_

(Signature & Name of the Participant)

Date:

**Mail this form to:**

The Programme Section  
V.V.Giri National Labour Institute  
Post Box No. 68, Sector – 24  
NOIDA, Distt. Gautam Budh Nagar  
**Uttar Pradesh – 201 301**

Telephone : 0120-2411471

Email [vvgnlitraining@gmail.com](mailto:vvgnlitraining@gmail.com)

**Note:** Those calling on STD from outside Delhi will please dial 0120 before the above numbers. The Institute work five days a week (Monday –Friday)