

No. PRG/CBP/42/17

January 15, 2018

**Subject: Training Programme on Developing Skill Development Strategies for Women Workers in Informal Economy to be held from March 05-09, 2018 at VVGNI Campus, NOIDA**

Dear Sir/Madam,

We are happy to inform you that the V.V. Giri National Labour Institute would be organising a Training Programme on **Developing Skill Development Strategies for Women Workers in Informal Economy** from **March 05-09, 2018** at Institute Campus, NOIDA

The programme aims at equipping the officials from Government Departments, Skill Development Institutes and Central Trade Unions with skill development strategies in informal sectors and to discuss the appropriate strategy for skill development in different informal sector activities.

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 officials from your organisation.. It may be ensured that those who have already attended institute's earlier 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 organisation on first-come-first serve basis and regret acceptance thereafter. 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. The last date for receiving nominations February 19, 2018

With regards,

Yours sincerely,

**(Dr. H. Srinivas)**

Union Ministries  
Central Trade Unions  
Skill Development Institutes  
Research Institutions

**Training Programme  
on  
Developing Skill Development Strategies  
for Women Workers in Informal Economy**

**March 05-09, 2018  
VVGNI Campus, NOIDA**



**V.V.Giri National Labour Institute  
Sector – 24, Noida  
Distt. Gautam Budh Nagar  
Uttar Pradesh- 201 301**

## **AIM**

The programme aims at equipping the participants with skill development strategies in informal Sector

## **THE OBJECTIVES**

- To discuss the nature and characteristics of the informal economy.
- To situate the importance of skill development in the functioning of informal economy from gender perspective.
- To share the experiences of various social partners in skill development and training
- To discuss appropriate strategies for skill development of women in the informal sector occupations.

## **COURSE PROFILE**

Informal Sector: Concept, Informal Sector Composition, Gender in informal Sector. Skill development systems in India, Importance of skill development in present era, Case-Studies of skill development, Strategies for skill development in informal sector

## **METHODOLOGY**

Lectures, individual and group exercises, case-studies and experience sharing.

## **PARTICIPATION LEVEL**

Officials from Government, Research Institutions, Skill Development Institutions and Central Trade Unions Leaders.

## **PROGRAMME DATES**

**March 05-09, 2018**

The programme commences at 10.00 a.m. on March 05, 2018 and will conclude in the afternoon on March 09, 2018

## **VENUE**

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

The Institute campus is situated near Prakash Hospital and NTPC Office. The distance of the campus from New Delhi Railway Station is 20 Kms and 1.5 Kms from Metro Railway Station, Noida City Centre.

## STAY ARRANGEMENT

Stay arrangement on twin-sharing will be made in the hostel of the V.V. Giri National Labour Institute. The boarding and lodging will be provided by the Institute from the afternoon of March 04, 2018 till the forenoon of of March 10, 2018. 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. **Officials entitled for higher class may claim their Travelling Allowance from their own organisation.**
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 tier 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 organisation.
7. The participants are provided free of cost boarding and lodging only for the duration of the programme.

**NOTE :** Participants are requested to book their return journey ticket in advance from their own place.

**COURSE DIRECTOR**

Dr. Shashi Bala

**LAST DATE FOR NOMINATIONS**

February 19, 2018

**COMMUNICATION**

**All Correspondence should be addressed to :**

Shri J. K. Kaul  
Consultant(Programme)  
V.V.Giri National Labour Institute  
Sector – 24, NOIDA,  
Distt. Gautam Budh Nagar  
Uttar Pradesh – 201 301  
Telephone :, 2411471, 2411534-36  
Fax No. : 2411471 ,  
STD : 0120  
E.mail: jkkaulvvgnli@rediffmail.com

**V.V.Giri National Labour Institute  
NOIDA**

**Training Programme on Developing Skill Development Strategies  
for Women Workers in Informal Economy  
March 05-09, 2018**

**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

**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
5. Status in the Organisation : \_\_\_\_\_
6. Address for Correspondence : \_\_\_\_\_  
(In block Letters) : \_\_\_\_\_  
:
7. Phone : \_\_\_\_\_  
e.mail : \_\_\_\_\_

Have you attended any programme from the Institute earlier? : \_\_\_\_\_  
If yes, give details. : \_\_\_\_\_

**BANK DETAILS OF PARTICIPANT**

(a) Aadhar Number : \_\_\_\_\_  
(b) Name of Bank : \_\_\_\_\_  
(c) Bank Branch name : \_\_\_\_\_  
(d) Account No : \_\_\_\_\_  
(e) IFSC Code : \_\_\_\_\_

**(Signature & Name of the Participant)**

Date:

Mail to:

Mr. J. K. Kaul  
Consultant (Programme)  
V.V. Giri National Labour Institute  
Post Box. No. 68, Sector-24, NOIDA-201301  
Uttar Pradesh

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