



PRG/TTP/08/25/168490

18 Sep 2025

**Subject: Training of Trainers Programme on Gender Responsive Budgeting from 03 – 07 November, 2025.**

Dear Madam/Sir,

We are glad to inform you that the V. V. Giri National Labour Institute would be organising a **Training of Trainers Programme on Gender Responsive Budgeting from 03 – 07 November, 2025.**

This training programme has been designed for Government Officials, Researchers, Students, Village heads etc. The aim of the programme is to orient the participants about gender budget initiatives which have the potential of contributing to the promotion of gender equality.

**There is no programme fee.** The Institute will provide free of charge boarding & lodging facility to the participants during the training period. Details w.r.t Travel Reimbursement is given in the attached brochure.

You are requested to nominate 4-5 participants from your organisation and the nomination of women participants will be highly appreciated. It is requested to send nomination forms duly filled in by the nominee's along with recommendation letter. Nominations without recommendation letter will not be considered.

We look forward to your positive response in this regard.

Yours sincerely,

Nagesh Nitla  
(Programme Officer)

To.

- Ministries/Government Departments
- Research Institutions
- Universities
- Village Sarpanch

# 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: 2411 536

2411 471/474

Website: [www.vvgnli.gov.in](http://www.vvgnli.gov.in)

Twitter Handle: @LabourMinistry

पीआरजी/टीटीपी/08/25/168490

18 सितंबर 2025

**विषय: वी वी गिरि राष्ट्रीय श्रम संस्थान, नौएडा द्वारा 03- 07 नवंबर, 2025 के दौरान आयोजित जेंडर रेस्पॉसिव बजटिंग विषय पर प्रशिक्षकों का प्रशिक्षण कार्यक्रम**

महोदया/महोदय,

सहर्ष सूचित किया जाता है कि वी वी गिरि राष्ट्रीय श्रम संस्थान **03 - 07 नवंबर, 2025** के दौरान आयोजित **जेंडर रेस्पॉसिव बजटिंग विषय पर प्रशिक्षकों का प्रशिक्षण कार्यक्रम** आयोजित कर रहा है।

यह प्रशिक्षण कार्यक्रम सरकारी अधिकारियों, शोधकर्ताओं, छात्रों, ग्राम प्रधानों आदि के लिए तैयार किया गया है। कार्यक्रम का लक्ष्य प्रतिभागियों को लैंगिक बजट की पहलों, जिनमें लैंगिक समानता को प्रोत्साहित करने के लिए योगदान देने की संभावना है, की ओर उन्मुख करना है।

**इस कार्यक्रम के लिए कोई शुल्क नहीं है।** संस्थान प्रशिक्षण अवधि के दौरान प्रतिभागियों को निःशुल्क आवास और भोजन की सुविधा प्रदान करेगा। यात्रा प्रतिपूर्ति संबंधी विवरण संलग्न विवरणिका में दिया गया है।

आपसे अनुरोध है कि आप अपने संगठन से 4-5 प्रतिभागियों को नामांकित करें और महिला प्रतिभागियों के नामांकन का स्वागत है। कृपया नामांकन पत्र, नामांकनकर्ता द्वारा विधिवत भरे हुए, अनुशंसा पत्र के साथ भेजें। अनुशंसा पत्र के बिना नामांकन पर विचार नहीं किया जाएगा।

सादर

भवदीय,

नागेश नितला

(कार्यक्रम अधिकारी)

सेवा में,

- मंत्रालय / सरकारी विभाग
- अनुसंधान संस्थानों
- विश्वविद्यालयों
- ग्राम सरपंच



## V.V. GIRI NATIONAL LABOUR INSTITUTE

Sector – 24, Gautam Buddha Nagar, Noida, Uttar Pradesh-201301

# Training of Trainers Programme on Gender Responsive Budgeting

### Venue

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

### Programme Dates and Timelines

- **Dates/Timings:** 03 - 07 November, 2025 / 10:00 am to 05:00 pm
- **Stay Arrangement Dates:** From the afternoon of 02 November, 2025 till the forenoon of 08 November, 2025

#### COURSE DIRECTOR

Dr. Shashi Bala.  
Senior Fellow  
[balashashi.vvgnli@gov.in](mailto:balashashi.vvgnli@gov.in)

#### CORRESPONDENCE

Mr. Nagesh Nitla  
Programme Officer  
Phone: 0120- 2411533-35  
Phone 0120- 2411471  
[vvgnlitraining@gmail.com](mailto:vvgnlitraining@gmail.com)  
Website: [www.vvgnli.gov.in](http://www.vvgnli.gov.in)

## AIM

The programme aims to orient the participants about gender budget initiatives which have the potential of contributing to the promotion of gender equality.

## OBJECTIVES:

- To discuss gender issues in Labour
- To identify gender budgeting initiatives of government of India
- To discuss concepts, tools and methods of gender budgeting
- To discuss the Importance of Gender Budgeting and women empowerment.

## COURSE PROFILE

Gender concept, Gender Issues, Case Studies & Gender –Natural Policies, Gender Budgeting

## METHODOLOGY

- The training will primarily make use of lectures, case studies and experience sharing. It will also include group discussions and thus be participative in nature.
- Participants should have access to internet and computer with audio-visual facilities

## PARTICIPATION

- Government Officials, Researchers, Students and Village Heads etc.
- Participants should have working knowledge of English/Hindi

## 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. Delhi Metro, Noida City Centre Station is about 1.5 kms from VVGNI, Noida.

## FEES & TRAVELLING REIMBURSEMENT

**There is no programme fee.**

1. The institute will reimburse travel expenses by bank transfer; for participants who have an Aadhaar number and a bank account. It's important for nominees to bring their bank details (bank name, branch, IFSC code, and account number) to fill up the TA form. Participants must attach the original ticket for the inward and outward journey. Without proper tickets, no claims will be approved.
2. The institute will reimburse 2nd class sleeper (Non-AC) train or bus fare (Non-AC) from their place to VVGnLI (NOIDA). Local conveyance is fixed at the rate of ₹350 for (Delhi & NCR) and ₹500 (for other states except North East States).
3. For participants from the North East, the institute will reimburse 3-tier AC train fare. Local conveyance is limited to ₹750.
4. **Officials entitled for higher class may claim their Travelling Allowance from their own organisation.**
5. **For extended stay or early arrival, lodging & boarding charges would be borne by the participants.**

## ELIGIBILITY

1. Participants should be above 22 years and below 50 years of age;
2. Should have working knowledge of Hindi/ English

### **NOTE:**

1. Please note that those who have already attended institute's earlier programme 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. Participants are requested to book their return journey ticket in advance from their own place.

**All Correspondence should be addressed to:**

Programme Officer  
V.V.Giri National Labour Institute  
Sector – 24, NOIDA, Distt. Gautam Budh Nagar  
Uttar Pradesh – 201 301  
Telephone: 0120 - 2411533-535  
E.mail : [vvgnlitraining@gmail.com](mailto:vvgnlitraining@gmail.com)

**For details of our training programmes visit our website: [www.vvgnli.gov.in](http://www.vvgnli.gov.in)**

# V.V.GIRI NATIONAL LABOUR INSTITUTE, NOIDA

## Training of Trainers Programme on Gender Responsive Budgeting

November 03 - 07, 2025

Course Director: Dr. Shashi Bala, Senior Fellow

### NOMINATION FORM

#### 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 Organization : \_\_\_\_\_  
\_\_\_\_\_
- (b) National Affiliation (if any) : \_\_\_\_\_  
: \_\_\_\_\_
6. Status in the Organization(if any) : \_\_\_\_\_
7. Address for Correspondence : \_\_\_\_\_  
(In block Letters) : \_\_\_\_\_  
: \_\_\_\_\_
- Mobile 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) Aadhaar Number : \_\_\_\_\_ (Attach Copy)  
(b) Name of Bank : \_\_\_\_\_ (Attach Copy)  
(c) Bank Branch name : \_\_\_\_\_  
(d) Account No : \_\_\_\_\_  
(e) IFSC Code : \_\_\_\_\_

**Date:**

**Signature & Name of the Participant)**

**Email / Post to:**

Programme Officer  
V.V.Giri National Labour Institute  
Sector-24, Noida Distt. Gautam Buddha Nagar  
Uttar Pradesh – 201301  
Telephone : 0120- 2411471, 2411533,535  
Email: [vvgnlitraining@gmail.com](mailto:vvgnlitraining@gmail.com)