



**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)

Tel. : 0120-2411 470  
Fax : 0120-2411 471  
E-mail : dg.vvgnli@gov.in  
Website : www.vvgnli.gov.in



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

PRG/CLP/06/24  
August 20, 2024

**Subject: Capacity Building Programme on Identification, Rescue, Rehabilitation of Bonded Labour and Child Labour and Prosecution of Offenders to be held from October 21 - 24, 2024 at VVGNI Campus, NOIDA.**

Dear Sir/Madam,

We have pleasure in informing you that the Institute would be organizing a **Capacity Building Programme on Identification, Rescue, Rehabilitation of Bonded Labour and Child Labour and Prosecution of Offenders** to be held from **October 21 - 24, 2024** at VVGNI Campus, NOIDA.

The programme is meant for Vigilance Committee Members, CWC, Child Line, Department of Rural Development, Police, and Panchayati Raj, Social Welfare Department, Women and Child Development Department and Officials of State Labour Department. The prime objective of the programme is to enhance the understanding of the participants on the role and responsibilities towards identification, prevention, rescue, and release of child labour and bonded labour as per the Standard Operating Procedures and also to equip the participants to contribute towards effective implementation of various rehabilitation projects. The programme details are enclosed.

There is no programme fee. The Institute would bear the expenditure on boarding and lodging facility and will reimburse to and fro Second Class Sleeper train fare to the participants on production of tickets. 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.

You are requested to nominate 05 nominees from your NCLP District. 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 District on first-come-first serve basis. Those who have already participated in earlier programme of the Institute should not be nominated again. Only the participants who have received confirmation from the Institute will attend the programme. You are requested to send nomination forms duly filled in by the nominees along with your letter. The last date for receiving nominations is 2 August, 2024.

Yours sincerely

(Dr. Arvind)

To:

- District Collectors/District Magistrates
- Labour Department
- Department of Panchayati Raj and Rural Development
- Department of Women and Child Development
- Trade Unions





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**Dr. Arvind**  
Director General

पीआरजी/सीएलपी/06/24  
अगस्त 20, 2024

विषय: वी. वी. गिरि राष्ट्रीय श्रम संस्थान, नौएडा में अक्टूबर 21 - 24, 2024 के दौरान आयोजित बंधुआ मजदूरी और बाल श्रम की पहचान, बचाव, पुनर्वास और अपराधियों के अभियोजन पर क्षमता निर्माण कार्यक्रम पर प्रशिक्षण कार्यक्रम महोदय / महोदया,


सहर्ष सूचित किया जाता है कि वी वी गिरि राष्ट्रीय श्रम संस्थान, नौएडा अपने परिसर में अक्टूबर 21 - 24, 2024 के दौरान बंधुआ मजदूरी और बाल श्रम की पहचान, बचाव, पुनर्वास और अपराधियों के अभियोजन पर एक प्रशिक्षण कार्यक्रम का आयोजन कर रहा है।

कार्यक्रम सतर्कता समिति के सदस्यों, सीडब्ल्यूसी, चाइल्ड लाइन, ग्रामीण विकास विभाग, पुलिस और पंचायती राज, समाज कल्याण विभाग, महिला एवं बाल विकास विभाग, और राज्य श्रम विभाग के अधिकारियों के लिए है। कार्यक्रम का मुख्य उद्देश्य मानक संचालन प्रक्रियाओं के अनुसार बाल श्रम और बंधुआ मजदूरी की पहचान, रोकथाम, बचाव और रिहाई की दिशा में भूमिका और जिम्मेदारियों पर प्रतिभागियों की समझ को बढ़ाना और प्रतिभागियों को प्रभावी तरीके से योगदान करने के लिए तैयार करना है। विभिन्न पुनर्वास परियोजनाओं का कार्यान्वयन। कार्यक्रम का विवरण संलग्न है।

यह एक निशुल्क कार्यक्रम है। संस्थान प्रतिभागियों को आवास एवं भोजन निःशुल्क उपलब्ध कराएगा और टिकट की मूल प्रति मिलने पर प्रतिभागियों को द्वितीय श्रेणी के स्लीपर रेल किराए की प्रतिपूर्ति करेगा। कृपया यह सुनिश्चित करें कि नामित प्रतिभागियों के पास आधार नंबर है। केवल उन्हीं प्रतिभागियों के नामांकन स्वीकार किए जाएंगे जिनके पास आधार नंबर एवं बैंक खाता हो। नामित प्रतिभागियों को यात्रा व्यय की प्रतिपूर्ति केवल एनईएफटी के माध्यम से की जाएगी। नामित प्रतिभागियों को सूचित किया जाए कि वे अपने साथ आधार कार्ड तथा बैंक के विवरण (बैंक का नाम, बैंक की शाखा का नाम, आईएफएससी कोड एवं खाता संख्या) लाएँ। नामित प्रतिभागियों को संस्थान में यात्रा भत्ता प्रपत्र भरते समय बैंक के विवरण भरने होंगे। सभी नामित प्रतिभागियों को तदनुसार सूचित किया जाए।

आपसे अनुरोध है कि अपने एनसीएलपी जिले से 05 प्रतिभागियों को नामित करें। महिला प्रतिभागियों का नामांकन अत्यंत सराहनीय होगा। सीटों की संख्या सीमित होने के कारण संस्थान पहले आओ-पहले पाओ के आधार पर एक जिले से केवल 05 प्रतिभागियों को शामिल करेगा। केवल वे ही प्रतिभागी, जिन्हें संस्थान से पुष्टि प्राप्त हुई हो, कार्यक्रम में भाग ले सकेंगे। आपसे अनुरोध है कि नामांकित प्रतिभागियों द्वारा पूर्णतः भरे हुए नामांकन प्रपत्रों को प्रायोजन पत्र के साथ भेजें। नामांकन प्रपत्रों के बिना प्राप्त प्रायोजन पत्रों पर विचार नहीं किया जाएगा। नामांकन प्राप्ति की अंतिम तिथि अगस्त 02 है।

सादर,

भवदीय,  
  
(डॉ अरविन्द)

सेवा में,

- जिला कलेक्टर/जिला मजिस्ट्रेट
- श्रम विभाग
- पंचायती राज और ग्रामीण विकास विभाग
- महिला एवं बाल विकास विभाग
- ट्रेड यूनियन

**Capacity Building Programme**  
**on**  
**Identification, Rescue, Rehabilitation of**  
**Bonded Labour and Child Labour and**  
**Prosecution of Offenders**

**October 21 - 24, 2024**  
**VVGNI Campus, NOIDA**



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

**COURSE DIRECTOR**

Dr. Manoj Jatav  
jatav.manoj@gov.in

**COMMUNICATIONS**

Programme Section  
Phone: 0120- 2411533-35  
Phone 0120- 2411471  
Email: vgnlitraining1@gmail.com  
Website: www.vvgnli.gov.in



## **Aim**

The programme aims to equip the participants with knowledge and skills for effective Identification, release and immediate rehabilitation of bonded labour and child labour

## **Objectives**

- To strengthen knowledge and skills for Identification of bonded labour and child labour
- To impart knowledge on Standard Operating Procedures (SOP) for Identification and Rescue of Bonded Labour and child labour and Prosecution of Offender
- To understand the process of fund disbursement, release of compensation and back wage settlement
- To discuss the importance of effective and timely prevention, rescue, repatriation, rehabilitation and reintegration of bonded labour/child labour
- To understand the role of different Stakeholders and Social partners including the Law Enforcement bodies, Vigilance Committees, Child Welfare Committees and Child Protection Units

## **Course Profile**

Magnitude, incidence, Dimensions of Bonded Labour and Child Labour, Rehabilitation Schemes, International Labour Standards, National Legislation, case studies, Standard Operating Procedures on Bonded Labour and Child Labour (MoLE), Judicial Interventions, etc.

## **Methodology**

Sessions will include interactive discussions, case study presentations, sharing of best practices, group discussions, video/audio presentations, follow-up field activities and interactive learning quizzes

## **Faculty**

VVGNL Faculty and other experts from the field and Organizations

## **DATE & DURATION**

**October 21 - 24, 2024**

The training programme will commence at 10.00 a.m. on **October 21, 2024** and will conclude in the afternoon on **October 24, 2024**

## **PARTICIPATION LEVEL**

Vigilance Committee Members, Department of Rural Development and Panchayati Raj, Police, Social welfare Department, Women and Child Development Department, Child Line, NCLP Project Directors, Child Welfare Committees and Officials of State Labour Department

## 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 on twin sharing basis and boarding will be provided by the Institute from the afternoon of October 20, 2024 till the forenoon of October 25, 2024. 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. For the participants from north eastern regions the Institute would reimburse travel expenses of the 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 3rd 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 inconveniences. The local conveyance to be reimbursed would be restricted to the actual expenditure incurred or Rs. 750/- whichever is less.
4. 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
5. The local conveyance will be reimbursed restricted to the actual expenditure incurred or Rs. 500/- whichever is less (Rs. 350/- for Delhi & NCR).
6. **Officials entitled for higher class may claim their Travelling Allowance from their own organization.**



## **NOTE**

1. The participants are provided boarding and lodging by the Institute only for the duration of the programme.
2. **Please note that those who have 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.
3. Spouse and family members of the participants are not allowed to stay in the Institute's hostel.
4. Participants are requested to book their return ticket in advance from their own place.
5. Under no-circumstance other than 2nd class ordinary fare will be entertained.

## **PROGRAMME FEE**

There is no Programme fee.

## **Course Director**

Dr. Manoj Jatav

## **LAST DATE FOR NOMINATIONS**

The last date for receiving the nominations is October 5, 2024. Because of limited number of seats, we will be constrained to admit participants on first-come-first-serve basis and regret acceptance thereafter.

## **COMMUNICATION**

All Correspondence should be addressed to:

Mr. Nagesh Nitla  
Programme Officer  
V.V. Giri National Labour Institute  
Sector-24, NOIDA-201301  
Uttar Pradesh  
Phone : 0120- 2411533-35  
Fax : 0120- 2411471  
E. Mail : [vvgnlitraining@gmail.com](mailto:vvgnlitraining@gmail.com)

V.V.GIRI NATIONAL LABOUR INSTITUTE  
NOIDA

**Capacity Building Programme on Identification, Rescue, Rehabilitation of  
Bonded Labour and Child Labour and Prosecution of Offenders  
October 21 - 24, 2024**

**NOMINATION FORM**

**VENUE**

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

**IMPORTANT INSTRUCTIONS**

- This Programme will be conducted in English & 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 : \_\_\_\_\_  
(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)
- Phone \_\_\_\_\_ E-mail \_\_\_\_\_
7. Have you attended any: \_\_\_\_\_  
Programme of this Institute?  
If yes, give details. When was \_\_\_\_\_  
the programme organised?

**DETAILS OF CURRENT EMPLOYMENT**

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

**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 this form to:**

Mr. Nagesh Nitla  
Programme Officer  
V.V. Giri National Labour Institute  
Sector-24, NOIDA-201301  
Uttar Pradesh  
Phone : 2411533-35  
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