

पीआरजी/सीबीपी/35/23

जनवरी 24, 2024

विषय: वी. वी. गिरि राष्ट्रीय श्रम संस्थान, नौएडा द्वारा मार्च 26-28, 2024 के दौरान कार्यस्थल पर यौन उत्पीड़न की रोकथाम करने की क्षमता बढ़ाना विषय पर प्रशिक्षण कार्यक्रम

महोदय/महोदया,

सहर्ष सूचित किया जाता है कि वी. वी. गिरि राष्ट्रीय श्रम संस्थान द्वारा मार्च 26-28, 2024 के दौरान कार्यस्थल पर यौन उत्पीड़न की रोकथाम करने की क्षमता बढ़ाने पर प्रशिक्षण कार्यक्रम आयोजित किया जा रहा है।

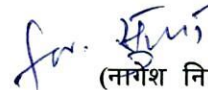
यह कार्यक्रम विशेष रूप से केंद्रीय ट्रेड यूनियनों और गैर सरकारी संगठनों द्वारा नामित ट्रेड यूनियन नेताओं के लिए डिज़ाइन किया गया है। कार्यक्रम में कार्यस्थल पर यौन उत्पीड़न से संबंधित विभिन्न मुद्दों पर चर्चा की जाएगी और उन्हें इस मुद्दे के समाधान के प्रभावी साधन विकसित करने के लिए संवेदनशील बनाया जाएगा। कार्यक्रम के विवरण संलग्न हैं।

यह एक निःशुल्क कार्यक्रम है। संस्थान प्रशिक्षण अवधि के दौरान प्रतिभागियों को आवास एवं भोजन निःशुल्क उपलब्ध करेगा, तथा टिकट की प्रति मिलने पर द्वितीय श्रेणी के स्लीपर रेल किराए की प्रतिपूर्ति भी करेगा। यह सुनिश्चित किया जाए कि केवल उन्हीं प्रतिभागियों को नामांकित करें जिन प्रतिभागियों के पास आधार कार्ड है। प्रतिभागियों के लिए यात्रा किराया की प्रतिपूर्ति केवल एनईएफटी के माध्यम से किया जाएगा। प्रतिभागियों को उनके आधार नंबर एवं बैंक विवरण (बैंक का नाम, बैंक शाखा, बैंक खाता संख्या, आईएफएससी कोड) साथ लाने का निर्देश दिया जाना चाहिए। प्रतिभागियों को आधार नंबर एवं बैंक विवरण टीए फार्म भरने के समय देना आवश्यक है।

हम आपसे अनुरोध करते हैं कि आप अपने संघ से 04 ग्रामीण ट्रेड यूनियन नेताओं को नामित करें। कृपया यह सुनिश्चित किया जाए कि जो लोग पहले ही इस कार्यक्रम में भाग ले चुके हैं उन्हें दोबारा नामांकित नहीं किया जाए। हम महिलाओं की भागीदारी की अत्यधिक सराहना करेंगे। सीटों की सीमित संख्या के कारण, संस्थान पहले आओ-पहले पाओ के आधार पर एक यूनियन से केवल 04 प्रतिभागियों को प्रवेश देने के लिए बाध्य होगा। प्रायोजक प्राधिकारी से अनुरोध है कि वह नामांकित व्यक्तियों द्वारा विधिवत भरे गए नामांकन फॉर्म को प्रायोजन पत्र के साथ भेजें। नामांकन प्रपत्र के बिना प्रायोजन पत्रों पर विचार नहीं किया जाएगा।

सादर,

भवदीय,


(नगेश नितला)
कार्यक्रम अधिकारी

सेवा में,

सभी केंद्रीय ट्रेड यूनियन

No. PRG/CBP/35/23
January 19, 2024

Subject: Training Programme on Enhancing Capacity in Preventing Sexual Harassment at the Workplace from March 26-28, 2024 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 **March 26-28, 2024** 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. Program details are attached.

There is no programme fee. The Institute would bear the expenditure on boarding and lodging facility during training period 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 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 along with sponsorship letter. Sponsorship letters without nomination forms will not be considered.

Thanking you,

Yours sincerely,


Nagesh Nitla
Programme Officer

To,

All Central Trade Unions

Training Programme
on
Enhancing Capacity in Preventing
Sexual Harassment at the Workplace

March 26-28, 2024



V.V. Giri National Labour Institute
Post Box No. 68, Sector 24, NOIDA
Distt. GautamBudh Nagar
Uttar Pradesh – 201 301

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 strengthening the understanding of preventing sexual harassment at the workplace.

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 Women Employees and Trade Union Leaders.

METHODOLOGY

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

DATE AND DURATION

March 26-28, 2024

The programme will commence on **March 26, 2024** at 9.00 a.m. and will conclude on **March 28**, 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. GautamBudhNagar,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. ShasiBala, Fellow
balashashi.vvgni@gov.in

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 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 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.

STAY ARRANGEMENT

For residential participants lodging and boarding will be arranged from the afternoon of **March 25, 2024** till the forenoon of **March 29, 2024**. 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. GautamBudh Nagar
Uttar Pradesh
Telephone : 0120- 2411533-35
Prog. Section :-0120-2411471
Email : vvgnlitraining@gmail.com

V.V. GIRI NATIONAL LABOUR INSTITUTE, NOIDA

**Enhancing Capacity in Preventing Sexual Harassment at the Workplace
March 26-28, 2024**

NOMINATION FORM

VENUE

V.V.Giri National Labour Institute Campus, Sector-24, NOIDA, Distt.
GautamBudh 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. GautamBudh Nagar
Uttar Pradesh – 201 301

Telephone : 0120-2411471
Email 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)