

## INTERNATIONAL TRIANING PROGRAMMES FOR THE YEAR 2011-12

<b>S. No.</b>	<b>Name of Course</b>	<b>Period</b>
1	International Training Programme on HIV/AIDS in the world of work	September 5-23, 2011
2	International Training Programme on Leadership Development	October 10-28, 2011
3	International Training Programme on Labour & Employment Relations in a Global Economy	November 7-25, 2011
4	International Training Programme on Managing Development and Social Security Measures	December 5-23, 2011
5	International Training Programme on Skill Development and Employment Generation	January 9- 27, 2012
6	International Training Programme on Gender Issues in Labour	February 6-24, 2012
7	International Training Programme on Research Methods in Labour Studies	March 5-23, 2012

## **Proforma for ITEC/SCAAP Courses –2010-11**

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## **How to Apply**

- International Training programmes are sponsored by Ministry of External Affairs, Govt. of India. All the expenses with regard to training i.e. to & fro air travel, tuition fee, accommodation, living allowance, book allowance etc. are funded by Govt. of India. These programmes are exclusively for foreign nationals. The nominations for each programme are processed by Indian Missions in respective countries. The foreign participants interested in these programmes, may contact the Indian Mission in their country for nominations. The Institute do not entertain any direct nominations for these programmes.
- Participants are advised to submit their dully filled nomination forms to the Indian Mission in their respective countries.
- Participants are specially requested to indicate their E-Mail id, telephone and fax numbers in the nomination form.
- For airport reception, flight information may be sent to the Institute well in advance.
- Participants are requested to keep four photo copies of their passport & passport size photo

### INDIVIDUAL COURSE DETAILS

Name of The Institute	V.V.Giri National Labour Institute
Name of the Course	<b>International Training Programme on Prevention of HIV/AIDS in the World of Work</b>
Duration of the Course	<b>Three weeks</b>
Dates of Commencement and Conclusion of the Course	<b>September 05-23, 2011</b>
Eligibility Criteria for Participants	Senior and middle level functionaries from Government, Trade Unions, Employers' organisations and Industries who are involved with health issues. <b>Note: This programme will focus on policies and programmes pertaining to prevention of HIV/AIDS in the world of work and not treatment/medical aspects of HIV/AIDS. This may be noted by medical practitioners before sending their nominations.</b>
Educational Qualification	Graduation with social science background
Work experience	Minimum two years of work experience in the field of HIV/AIDs and labour issues
Age limit	Upto 50 years
Aims, Objective and Syllabus of the Course	The HIV/AIDS epidemic has emerged as a serious public health problem. According to UNAIDS, by the end of 2009, a total of 33.4 million people have been estimated to be living with HIV/AIDS. In 2009 alone, there were 2.7 million new HIV infections and 2.0 million (1.7 - 2.4 million) death. According to UNAIDS, of the total people affected by HIV/AIDS, almost 90% people are in the age group of 15 and 49 years. This age group also happen to be the potential working age group. As majority of those who die of AIDS are adults in their productive prime, therefore AIDS related deaths directly lead to changes in the labour force. There are examples of many African countries that have experienced a 'population chimney', where the very young and old are supported by a thin pillar of adults in the working prime. Moreover, there is also a growing concern for the quality of people lost, as many of those affected by the epidemic are skilled workers.

V.V. Giri National Labour Institute (VVGnLI), which is an autonomous body of the Ministry of Labour and Employment, Government of India, is a premier Institute of Labour Research, Training and Education and reaches out to diverse groups concerned with various aspects of labour. The Institute besides being the Staff College of the Central Labour Services of the Ministry of Labour, also organises training programmes for different social partners such as State Labour Administrators, Trade Union Leaders, Industrial Relations Managers, Researchers, NGOs, etc.

The activities related to labour and health, particularly Prevention of HIV/AIDS in the world of work constitutes an important area of professional work of the Institution. The Institute has served as the Technical Resource Group (TRG) on Prevention of HIV/AIDS in the World of Work under the National AIDS Programme being implemented by the Ministry of Health and Family Welfare, Government of India and is the implementing agency for the ILO's Country Programme on the 'Prevention of HIV/AIDS in the world of work: A Tripartite Response'. The Institute undertakes training programmes for different stakeholders on 'Prevention of HIV/AIDS in the World of Work' and have also developed manuals/handbooks on this issue for different target groups. Apart from the training initiatives the Institute has also been involved in research on the impact of HIV/AIDS in the world of work.

#### Objectives

- Understand the rationale for HIV/AIDS prevention at the workplace.
- Examine the inter linkage between various labour market issues such as informalisation, migration, gender aspects and HIV/AIDS.
- Examine the Legal & Ethical Issues related to HIV/AIDS at the workplace
- Discuss various policies, programmes and strategies for care, support and rehabilitation of HIV/AIDS affected people in the world of work.
- Share the experiences and responses of various countries to HIV/AIDS, especially in relation to world of work.
- Enable the participants to appreciate their role and evolve strategies for a wider participation of social partners in the effort towards prevention of

	HIV/AIDS in the world of work.
Details of Content of the Course	<p>The different modules which would be covered in the programme include:</p> <ul style="list-style-type: none"> <li>• Components of HIV/AIDS programme in the world of work in terms of policy development, prevention programmes and care and support</li> <li>• Legal and ethical issues in the world of work</li> <li>• Gender issues and HIV/AIDS</li> <li>• Inter linkages of HIV/AIDS with issues related to migration of labour.</li> <li>• Sharing best practices of different countries with regard to workplace policies, reducing stigma and discrimination, care and support, etc.</li> </ul>
Mode of Evaluation of Performance of the Trainee	<p>Each participant would be required to make a presentation on a theme related to the course in the context of their country. A panel of faculty members would evaluate the presentation. Feedback questionnaires would be also used for regular evaluation.</p>

### INDIVIDUAL COURSE DETAILS

<b>Name of The Institute</b>	<b>V.V.Giri National Labour Institute</b>
<b>Name of the Course</b>	<b>International Training Programme on Leadership Development</b>
<b>Duration of the Course</b>	<b>Three Weeks</b>
<b>Dates of Commencement and Conclusion of the Course</b>	<b>October 10-28, 2011</b>
<b>Eligibility Criteria for Participants</b>	Officials from Government Departments, Institutions, Representatives from Employee/employers' organisations, Executives from industrial and service sector and other officials connected with Administrative Work etc.
<b>Educational Qualification</b>	Graduation
<b>Work experience</b>	Minimum two years of work experience in the concerned field
<b>Age limit</b>	Upto 50 years
<b>Aims, Objective and Syllabus of the Course</b>	<p>From time immemorial, leadership by different leaders has been exhibited in society. The human civilization and its development were designed by the then leaders in its every phase. But to survive in the present century we need a new generation of leaders and not managers. Events of far reaching consequences are reshaping and defining a new social, political and economic purpose across the world. In this scenario, there is a strong need to develop ability in leaders so that they can influence individuals or groups to think, feel and take positive action to achieve goals.</p> <p>Leadership at self and organizational levels has been widely researched over the years. The emphasis which was based on trait leadership has shifted to situational leadership. Thus, emerged a composite concept of leadership which includes all aspects of leading-traits, roles and individuals in the context of a situation. All these determine whether the leadership is functional or dysfunctional.</p>

Leadership is not only relevant to organizational life, it applies to all aspects of our life. The strategic life leadership means that one develops a vision and direction for one's life, identifying personal core values and fostering an informal team working amongst one's colleagues and associates.

The administrators and executives need to understand these changes and analyze their implications to serve their organization better and contribute more effectively to the viability of their organizations in which they work. This will help them to strive for excellence at work.

To enhance their effectiveness, there is a need to acquaint them with the recent developments and acquire necessary knowledge and skills to meet the present challenges of the globalized scenario. This programme seeks to do just for the administrators and executives who have to grapple with the new problems and challenges.

### **Objectives**

The specific objectives of the training programme are to:

- Share and experience various leadership styles;
- Provide insights into the leadership dynamics of inter-personal and inter-group relations;
- Develop communication skills particularly focusing on effective articulation and listening;
- Acquire skills for managing and resolving conflicts at work;
- Develop positive attitudes towards work, superiors, peers and subordinate;
- Sharpen behavioural skills and insights for supervision, coordination and motivation to the subordinates to enhance their effectiveness;
- Appreciate changing labour market and employment relations scenario in the context of globalisation;
- Examine different systems and approaches to labour administration;
- Understand the concept and use of emotional intelligence; and
- Acquire knowledge for managing time effectively.

<p>Details of Content of the Course</p>	<p>Leadership in globalised world; Leadership dynamics; Conceptual understanding of leadership ; Leadership style; Visionary leadership; Globalization and world market and labour; Motivational styles Communication skills; Developing positive attitude; Human Resource Management; Developing personal and organizational effectiveness; Conflict management; Intra and Inter Personal Relations; Stress Management</p>
<p>Mode of Evaluation of Performance of the Trainee</p>	<p>Each participant would be required to make a presentation on a theme related to the course in the context of their country. A panel of faculty members would evaluate the presentation. Feedback questionnaires would be also used for regular evaluation.</p>

### INDIVIDUAL COURSE DETAILS

<b>Name of The Institute</b>	<b>V.V. Giri National Labour Institute</b>
<b>Name of the Course</b>	<b>International Training Programme on Labour &amp; Employment Relations in a Global Economy</b>
<b>Duration of the Course</b>	<b>Three Weeks</b>
<b>Dates of Commencement and Conclusion of the Course</b>	<b>November 7-25, 2011</b>
<b>Eligibility Criteria for Participants</b>	Senior and Middle Level Functionaries from Government, Employers' Associations, Trade Unions and Institutions involved with labour and social policy sponsored by Ministry of External Affairs, Government of India. Participants must also have a working knowledge of English.
<b>Educational Qualification</b>	Graduation
<b>Work experience</b>	Minimum two years of work/research experience in the field of labour and related issues
<b>Age limit</b>	Upto 50 years
<b>Aims, Objective and Syllabus of the Course</b>	<p>Of the different implications of the current phase of globalization, those pertaining to labour market and employment relations assume paramount importance. It is now evident that the labour market outcomes of globalisation have not been uniformly beneficial or socially inclusive. In majority of the countries, growth of employment has not matched the growth of output. More and more employment is being generated in informal sector characterized by poor working conditions and lack of effective social protection. There are also massive transformations that are taking place in the context of employment relations. The employment relation system is becoming increasingly decentralized. Rapid flow of technology is considerably altering production structures and work organization.</p> <p>It is important that social partners and academics, especially those dealing with social and economic policies, have a clear understanding on the nature and characteristics of the emerging labour market and employment relations in a global economy. This is critical from the perspective of formulating employment policies, which will be conducive for generation of productive and decent jobs. Accelerated pace of transformations in the world of work also demand that the administrators enhance their leadership and motivational skills</p>

	<p>to influence different social partners to respond to the challenges of change. There is also an urgent need that the major changes introduced in labour and social policies to respond to the challenges of globalization and their effects in different countries are also shared and discussed.</p> <p>It is in this context, that the V.V. Giri National Labour Institute is organizing an International Training Programme on Labour and Employment Relations in a Global Economy</p> <p><b>Objectives</b></p> <ul style="list-style-type: none"> <li>▪ Understand and appreciate the changing labour market and employment relations scenario in the context of globalization;</li> <li>▪ Acquire knowledge about the changing role of social partners in the context of transformations in the world of work;</li> <li>▪ Learn and share experiences on new forms of labour management practices;</li> <li>▪ Develop positive attitude towards work, superiors, peers and subordinates; and</li> <li>▪ Sharpen behavioural skills and insights for supervision, coordination and motivation.</li> </ul>
<p>Details of Content of the Course</p>	<p>Globalisation and Labour Market Outcomes; Globalisation and Changing Employment Relations; Strengthening Labour Market Information; Labour Laws: Recent Trends; Case Studies on New Labour-Management Practices; Labour in Informal Sector; Gender Issues in Labour; Labour Migration; Social Security for Labour; Child Labour; Skill Development; Behavioural Skills like Leadership, Communication and Creativity; Project Reports by Participants</p>
<p>Mode of Evaluation of Performance of the Trainee</p>	<p>Each participant would be required to make a presentation on a theme related to the course in the context of their country. A panel of faculty members would evaluate the presentation. Feedback questionnaires would be also used for regular evaluation.</p>

### INDIVIDUAL COURSE DETAILS

<b>Name of The Institute</b>	<b>V.V.Giri National Labour Institute</b>
<b>Name of the Course</b>	<b>International Training Programme on Managing Development and Social Security Measures</b>
<b>Duration of the Course</b>	<b>Three Weeks</b>
<b>Dates of Commencement and Conclusion of the Course</b>	<b>December 5-23, 2011</b>
<b>Eligibility Criteria for Participants</b>	Government Officials, Representatives of Civil Society Organisations, Officials from employers'/employees organisations, institutions and industries, service sector/NGOs etc.
<b>Educational Qualification</b>	Graduation
<b>Work experience</b>	Minimum two years of work experience in the concerned field
<b>Age limit</b>	Upto 50 years
<b>Aims, Objective and Syllabus of the Course</b>	<p>Social Security measures have been an essential aspect of any society. However, the forms of security and the process of implementation have been different in different times and places. The objective of providing social security has remained the same despite the differences: to provide some forms of assistance to any member of a society during some period of distress – distress caused by any unforeseen and inevitable eventualities like sickness, accident, unemployment, death, etc.</p> <p>Today state plays a very important role in providing social security to people in different forms with different terms and conditions. Nonetheless, the security measures could be broadly divided into two categories: namely, (I) security measures which are provided by the state with partial contributions from the beneficiaries; and (II) security measures that are provided solely by the state to the beneficiaries without any corresponding contributions.</p> <p>Despite the overwhelming number of the working population, the provision of social security has remained virtually conspicuous by its absence in the lives of the great majority of the workers of the unorganized sector.</p>

	<p>Though it is a demand of our time, that social security is an important need for the unorganized sector workers, yet not much has been done. Keeping these issues in view the present programme has been designed</p> <p><b>Objectives</b></p> <ul style="list-style-type: none"> <li>• To acquaint with concepts of social security</li> <li>• To familiarize with the social security programmes</li> <li>• To develop self-help social security network</li> <li>• To familiarize with different micro level social security experiments</li> <li>• To develop social security measures and network</li> <li>• Techniques and strategies for initiating micro-level social security network.</li> </ul>
<p>Details of Content of the Course</p>	<p>Social Security and Informal Sector Workers; Identifying problem and issues of social security; Programmes and Schemes for development; Social security for the informal sector – The Legal Nets; Techniques and strategies for initiating micro-level social security network; Capacity building for social security; Communication skills for mobilization; Sharing Micro level Experience of Social Security Practices; Acton Plan</p>
<p>Mode of Evaluation of Performance of the Trainee</p>	<p>Each participant would be required to make a presentation on a theme related to the course in the context of their country. A panel of faculty members would evaluate the presentation. Feedback questionnaires would be also used for regular evaluation.</p>

### INDIVIDUAL COURSE DETAILS

<b>Name of The Institute</b>	<b>V.V. Giri National Labour Institute</b>
<b>Name of the Course</b>	<b>International Training Programme on Skill Development and Employment Generation</b>
<b>Duration of the Course</b>	<b>Three Weeks</b>
<b>Dates of Commencement and Conclusion of the Course</b>	<b>January 9-27, 2012</b>
<b>Eligibility Criteria for Participants</b>	Tripartite partners, officials involved with implementation of vocational education and skill training programmes, trainers and instructors, research institutes, organizations/institutions involved in imparting vocational education and training.
<b>Educational Qualification</b>	Graduation
<b>Work experience</b>	Minimum two years of work/research experience in the field of vocational education and training and labour market issues
<b>Age limit</b>	Upto 50 years
<b>Aims, Objective and Syllabus of the Course</b>	<p>Generating more and better quality of employment is a common challenge faced by the countries world over. The challenge is more pronounced in case of developing countries with large informal sector and with problems of unemployment and underemployment. To face these challenges, governments are putting increasing emphasis on enhancing the skills of its people in general and that of workers in particular to increase their employability and to facilitate them to get decent employment.</p> <p>It is in this context that the V.V. Giri National Labour Institute is organizing an international training programme on Skill Development and Employment Generation</p> <p><b>Objectives:</b></p> <ul style="list-style-type: none"> <li>• Understand the linkage between vocational education and skill training with growth and employment;</li> <li>• Acquire knowledge about the vocational educational and training systems and about its</li> </ul>

	<p>various components</p> <ul style="list-style-type: none"> <li>• Understand the challenge of employment generation and designing appropriate skill development policies to meet those challenges.</li> </ul>
Details of Content of the Course	<p>Linkage between vocational education and skill training with employment generation and economic growth, overview of Vocational education and skill training system and its components, governance and management of vocational education and training, role of public-private partnership in skill development, labour market information system and skill development, skill gap analysis and identifying skill demand of emerging sector and informal sector, financing vocational education and training and labour market and skill development policies.</p>
Mode of Evaluation of Performance of the Trainee	<p>The course will be subject to a weekly evaluation through a feedback system. In addition, the participants will be required to make a presentation on specific issues listed in the course content with respect to their country.</p>

INDIVIDUAL COURSE DETAILS

<b>Name of The Institute</b>	<b>V.V.Giri National Labour Institute</b>
<b>Name of the Course</b>	<b>International Training Programme on Gender Issues in Labour</b>
<b>Duration of the Course</b>	<b>Three Weeks</b>
<b>Dates of Commencement and Conclusion of the Course</b>	<b>February 6-24, 2012</b>
<b>Eligibility Criteria for Participants</b>	Officials from Government Departments, Institutions, Representatives from Employee/Employers' organisations, Executives from industrial and service sector/NGOs etc.
<b>Educational Qualification</b>	Graduation
<b>Work experience</b>	Minimum two years of work experience in dealing with Gender Issues
<b>Age limit</b>	Upto 50 years
<b>Aims, Objective and Syllabus of the Course</b>	<p>We all should be able to secure a decent standard of living for ourselves and our families through productive employment. Men and women are treated differently in society, polity and labour market. Gender inequality needs to be addressed at all levels, because women, as a group suffer discrimination in all spheres of their life. Discrimination is hard to define and detect, but its effects are clear. It impacts the well being of individuals, of their families, as well as of enterprises, of the labour market and society as a whole. These gender biases are ingrained and well accepted in most of the societies, consequently at the workplace also. Patriarchal relations determine the base for gender discrimination. These Patriarchal values have perpetuated women's dependence on men, who are considered to be more powerful than them. The most brutal discrimination against women is their deprivation of property rights. The denial of ownership rights have weakened their position. Gender discrimination in society, education particularly technical/professional courses, employment, wages, working conditions, health, legal rights and above all human rights is strongly pronounced.</p> <p>Within this framework, the programme has been formulated. The objectives of the programme are following:-</p>

	<ol style="list-style-type: none"> <li>1. To discuss the importance of social dialogue in gender issue.</li> <li>2. To enhance the capacity of the participants so that they could tackle the gender based injustice.</li> <li>3. To orient the participants on legal frame work to promote equality in the world of work.</li> <li>4. To sensitize the participants about sexual harassment at workplace.</li> <li>5. To discuss the key concepts and approaches related to gender discrimination in the world of work.</li> <li>6. To examine the inter-linkages between gender and decent work perspective.</li> </ol>
<p>Details of Content of the Course</p>	<p>Changing Gender relation in Labour Markets; Women in a Globalized Economy: Issues and Perspective; Skill development of women working in informal sector; Labour, Employment and Gender Issues; Gender Specific insecurities and vulnerabilities; Sexual Harassment at Workplace: Preventive Measures and Redressal Mechanism ; Laws related to women at workplace</p>
<p>Mode of Evaluation of Performance of the Trainee</p>	<p>Each participant would be required to make a presentation on a theme related to the course in the context of their country. A panel of faculty members would evaluate the presentation. Feedback questionnaires would be also used for regular evaluation.</p>

### INDIVIDUAL COURSE DETAILS

<b>Name of The Institute</b>	<b>V.V. Giri National Labour Institute</b>
<b>Name of the Course</b>	<b>International Training Programme on Research Methods in Labour Studies</b>
<b>Duration of the Course</b>	<b>Three Weeks</b>
<b>Dates of Commencement and Conclusion of the Course</b>	<b>March 5-23, 2012</b>
<b>Eligibility Criteria for Participants</b>	Researchers from universities/colleges/research institutions and professionals in government organizations pursuing/intending to pursue their interests in labour research and policy will form the expected group of participants.
<b>Educational Qualification</b>	Graduation
<b>Work experience</b>	Minimum two years of work experience in the field of Labour research
<b>Age limit</b>	Upto 50 years
<b>Aims, Objective and Syllabus of the Course</b>	Increasing economic independence of nations that marks the current phase of globalisation has had very strong yet ambiguous impact on the world of work. It is now evident that the outcomes of globalisation have not been uniformly beneficial or socially inclusive. Since employment is the central mechanism through which the expected benefits of globalization can reach and include the widest section of the world's poor, provision of quality employment at an increased pace is the surest countermeasure against the growing exclusion and deprivation. In such a context, undertaking appropriate and scientific research to delineate and appraise the emerging issues related to labour and employment assumes paramount importance especially from the perspective of evolving sustainable and pragmatic policy options aimed at improving the labour market outcomes. It is also necessary that such research be grounded on strong methodological framework and analytical techniques. It is in this context that the V.V.Giri National Labour Institute is organizing an International Course on Research Methods in Labour Studies.

	<p><b>Objectives</b></p> <ul style="list-style-type: none"> <li>▪ Understand various concepts and theories related to labour;</li> <li>▪ Provide an overview of the labour scenario of the world in general and developing countries in particular;</li> <li>▪ Obtain deeper understanding of the emerging issues in employment and labour in the context of globalization;</li> <li>▪ Understand and apply various research methods and techniques relevant to labour studies;</li> <li>▪ Acquire knowledge about different sources of data on labour; and</li> <li>▪ Sharpen the knowledge and skills on computer applications in labour research.</li> </ul>
<p>Details of Content of the Course</p>	<p>Conceptualising Labour; Theoretical Approaches to Labour Studies ; Emerging Nature and Characteristics of Labour Markets ; Methods in Labour Research; Conducting Field Surveys ; Sources of Data on Labour; Computer Applications in Labour Research; Preparation of Project Reports</p>
<p>Mode of Evaluation of Performance of the Trainee</p>	<p>Each participant would be required to make a presentation on a theme related to the course in the context of their country. A panel of faculty members would evaluate the presentation. Feedback questionnaires would be also used for regular evaluation.</p>

## ANNEXURE IV

### **Supplementary Information:**

#### **A) Accommodation:**

Single rooms with attached bathrooms consisting of modern sanitary fittings with cold and hot water supply are provided to the participants. The size of the room is 12 ft.x15 ft.. The rooms are air-conditioned. Two full size wall mount almirahs are also provided with locking facility in each room.

#### **B) Food**

The hostel mess is run by professional and experienced catering agency which can provide Indian, continental, chinese food.

#### **C) Facilities provided in the accommodation:**

Each room has telephone facility. In the hostel, we have computer centre with internet facility. Laundry services is also available in the Institute on payment basis.

#### **D) Recreation available with accommodation**

All the rooms are provided with colour TV having all major cable channels. The hostel also has a state of art gym room of international standard consisting of Treadmills, Recumbent Bike, Cross Trainer, Shoulder Press, Leg Press Biceps Curl, Multi-Station Gym etc. Dedicated to fitness and good health. The facilities of outdoor and indoor games are also available in the campus. The Institute has a library in the campus consisting of 60,000 books and also subscribes 260 professional national and international journals. All the participants are provided daily newspapers by the Institute . There is a separate reading room also in the library. There is also computer internet facility in the library. All the participants are allowed to issue books from the library during the training period.

#### **E) Cleanliness/hygiene:**

The hostel housekeeping has been outsource to a professional housekeeping agency, who have experienced and skilled housekeeping staff for housekeeping. The agency has also deputed a qualified housekeeping supervisor. The Asstt. Administrative Officer of the Institute supervises the hostel housekeeping work daily. It is at par with international standard.

**F) Medical facility:**

The Institute has empanelled a medical Doctor, who visits every Tuesday and Friday in the Institute. He is also available in case of any emergency or immediate medical attention.

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Template: C:\Users\Ilhrp 1\AppData\Roaming\Microsoft\Templates\Normal.dotm  
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Keywords:  
Comments:  
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