

**Immediate**

File No. Q-19025/01/2022-ESA (WE)-(E)  
Government of India  
Ministry of Labour & Employment  
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Shram Shakti Bhawan, Rafi Marg  
New Delhi, Dated 20<sup>th</sup> June, 2023

To,  
The Director General,  
Dattopant Thengadi National Board  
for Workers Education and Development,  
Pusa Complex, New Delhi.

**Subject:- Memorandum of Understanding (MOU) between Ministry of Labour & Employment and Dattopant Thengadi National Board for Workers Education and Development (DTNBWED) for the financial year 2023-24 reg.**

Sir,

I am directed to forward herewith two copies of approved Memorandum of Understanding (MOU) to be signed between Ministry of Labour & Employment and Dattopant Thengadi National Board for Workers Education and Development (DTNBWED) for release of Grants-in-Aid during financial year 2023-24 and to request you to sign the MOU and return the same to this Ministry immediately for further necessary action.

**Encl: As above.**

Yours faithfully,

*Ashish Kumar Yadav*  
*20/06/2023*

(Ashish Kumar Yadav)

Under Secretary to the Government of India  
Tel: 23753083



## MEMORANDUM OF UNDERSTANDING

between

**GOVERNMENT OF INDIA**

and

**DATTOPANT THENGADI**

**NATIONAL BOARD FOR WORKERS EDUCATION & DEVELOPMENT**

**NEW DELHI FOR THE FINANCIAL YEAR 2023-24**



### **I. PARTIES**

This document elaborates an understanding between Dattopant Thengadi National Board for Workers Education & Development (DTNBWED) and Government of India (GoI), Ministry of Labour & Employment (hereinafter referred as 'the Ministry') for implementation of Workers Education Programmes. The Board is an autonomous organization under the administrative control of Ministry of Labour & Employment. The Headquarter of the Board is located at New Delhi, with 06 Zonal Directorates at Guwahati, Kolkata, Delhi, Mumbai, Chennai and Bhopal; it also has 50 Regional Directorates and 07 Sub-Regional Directorates.

### **II. PURPOSE**

As per the Rule 229 (xi) of General Financial Rules 2017, an autonomous organization with a budgetary support of more than Rupees Five Crores per annum, should be required to enter into a Memorandum of Understanding (hereinafter referred as 'MOU') with Administrative Ministry or Department, spelling out clearly the output targets in terms of details of programme of work and qualitative improvement in output, along with commensurate input requirements. The output targets, given in measurable units of performance, should form the basis of budgetary support extended to these organizations.

### **III. OBJECTIVES FOR WHICH THE BOARD IS ESTABLISHED**

- To strengthen among all sections of the working class, including rural workers, a sense of Patriotism, National Integrity, Unity, Amity, Communal Harmony, Secularism and pride in being an Indian.
- To equip all sections of workers, including rural workers and women workers, for their intelligent participation in social and economic development of the Nation in accordance with its declared objectives;
- To develop amongst the workers a greater understanding of the problems of their social and economic environment, their responsibilities towards family members, and their rights and obligations as citizens, as workers in industry and as members and officials of their Trade Union;
- To develop capacity of workers in all aspects to meet the challenges of the Country from time to time;
- To develop strong, united and more responsible trade unions and strengthen democratic practices and traditions in the trade union movement through more enlightened members and better trained officials;

- To empower the workers as employees of the organizations and to develop sense of belongingness as effective instruments of amicable industrial relations and maintaining industrial peace;
- To meet the needs of workers to have access to ways of acquiring and continuous up gradation of knowledge and skills that they require to find and hold a job.

#### IV. OUTPUT 2022-23

In pursuance to MOU 2022-23, total target set to conduct the programmes in Organized, Un-organized, Rural Sector, Grants-in-Aids and National Level Training Programmes at IIWE by the Board was 6888 However, DTNBWED has achieved the target by conducting 8427 Programmes for 441304 workers.

#### V. OUTPUT TARGETS FOR THE FINANCIAL YEAR 2023-24 FOR WORKERS EDUCATION SCHEME –

Sr. No.	Component	Physical Target (No. of Training Programmes)	Grants in Aid (in Rs. Crore)
<b>(A) ORGANISED SECTOR</b>			
1.	<b>Capacity Building Programme-4 Modules</b> <b>Target Group:</b> Officers bearers of Trade Unions <b>Status:</b> Non-Residential, Regional Level <b>Batch Size:</b> 25-30 <b>Course fee of participation:</b> Free of cost To Organize a series of programs as per theme based structured Module for- (i) Trade union consciousness; (ii) The purposes, functions and administration of trade unions; (iii) The conduct of Industrial relations and knowledge of the industry; (iv) The development of a mature individual and his role as a citizen	50	0.01
2.	<b>Training of Trainers (TOT) Programs-10 Modules</b> <b>Target Group:</b> Workers of organized Sector <b>Status:</b> Non-Residential, Regional Level <b>Batch Size:</b> 30 <b>Course fee of participation:</b> Free of cost To provide Training to Trainers and programme administrators for full and part-time assignments as a trainer. Programme will be conducted as per theme based structured Modules for imparting Training Methodology and related contents.	10	-
3.	<b>Sensitization Programme for National Trade Unions and Federations - 06 Modules</b> <b>Target Group:</b> Trade Union leaders for National Trade Unions and Federations <b>Status:</b> Residential, National Level <b>Batch Size:</b> 25 <b>Course fee of participation:</b> Free of cost For inculcating Harmonious industrial relation through Dialogue and deliberation.	10	0.1075

4	<b>Board provides assistance for conducting trainings in tune with objectives of Workers Education through Trade Unions for Capacity Building of Trade Unions-6 Modules</b>	20	0.02
5.	<p><b>A. Modular Training Programme (MTP) - 02 Modules</b>  <b>Target Group :</b> Workers and employees of Industries / Establishments / Offices  <b>Status:</b> Non-Residential, Unit level  <b>Batch Size :</b> 20-25  <b>Course fee for participation:</b> Free of cost  At Unit Level in Industry Premises based on Pre-structured Modules (on the basis of Training Need Identification or various inputs) related to Productivity / Quality / Labour Code / Team Work / Effective Communication / House-keeping / Industrial Psychology / HR / Organizational development Motivation &amp; Morale / Environment Occupational Health &amp; Safety etc. or other soft skill and Labour related topics related to National Development.  These Programs also helps in developing training culture for Industrial development in MSME, Small Scale Industry, Industries Financially weak and other sector who find difficulty in affording paid programs.  <b>Few of these Programs can be molded with help of DGFASLI &amp; DGMS</b></p>	3,000	0.45
	<p><b>B. Modular Training programme on Workers Participation in Management for Members of Joint Management Councils (JMC) - 04 Modules</b>  <b>Target Group:</b> Members of Joint Management Councils (JMC)  <b>Status:</b> Non - Residential, Unit Level Batch  <b>Batch Size:</b> 25-30  <b>Course fee for participation:</b> Free of cost</p>	30	0.015
6.	<p><b>Modular Training Programme for Self-Generation of Funds 2 Modules/4 Modules/6 Modules</b>  <b>Target group :</b> Workers and employees of the industry/establishment/offices  <b>Status:</b> Non-Residential, Unit level  <b>No. of participants-</b>20  <b>Course fee of participation:</b> Chargeable as per number of participants and modules.  At Industry Premises or in-house training based on Pre structured Modules (on the basis of Training Need Identification or various inputs)  <b>Contents: Labour Codes, topics related on Applied Industrial Psychology / HR / Organizational Development / Industrial Domain and Trade Union Management &amp; Administration -</b>  viz. Occupational Health &amp; Safety, Safety Behavior / Work Life Balance / Housekeeping / Kaizen / Effective Communication / Interpersonal Relations / Team Work / Emotional Quotient / Work Culture &amp; Work Ethics / Productivity / Quality Management System / Quality Circles / Coping with changes / Conflict Management or other behavioral topics on soft skills etc.  MTP-SGF programmes are conducted to earn revenue for strengthening of Workers Education Framework in the country under Organized Sector.  <b>Creation of amount (SGF) of Rs 1.00 Crore in the year 23-24.</b></p>	980	0.73695
<b>Total (A) (Organised Sector)</b>		<b>4100</b>	<b>1.33945</b>

<b>(B) UNORGANISED/ RURAL SECTOR</b>			
		<b>Physical Target (No. of Training Programmes)</b>	<b>Grants in Aid (in Rs. Crore)</b>
7.	<p><b>Training of Trainers (TOT) Programmes: 03 Days</b>  <b>Target group:</b> Perspective RV / Facilitators / Representatives of Collaborating Agency  <b>Status:</b> Non-Residential, Regional Level  <b>Batch Size:</b> 30  <b>Course fee for participation:</b> Free of cost            It will develop a pool of trainers / Rural Volunteers and Facilitators which will be helpful for the Board for conducting programs effectively in unorganized and rural sectors.</p>	50	0.075
8.	<p><b>Short Term Training Programme (STTP) 01 day Theme Based STTP</b> with Per Diem. Boarding Charges and Transport to Participants  <b>Target group:</b> Unorganized &amp; rural workers  <b>Status:</b> Non-Residential and near to participants  <b>Batch size:</b> 80-100:  <b>Per Programme Expenses:</b> Rs. 32,000/- per STTP borne by Board (excluding administrative expenses).  <b>Theme of Coverage:</b>            i. Digital Literacy            ii. Financial Literacy            iii. Labour Code/ Social Security in U/O Sector            iv. Legal Aid Services for Workers            V. Skill Eco-System &amp; Benefits            Vi. Self-Employment &amp; Rural Entrepreneurship            Vii. Workers' Organization.            Viii. Awareness for Govt's flagship schemes            ix. Happiness and wellness in life            x. Occupational Health &amp; Safety etc.            xi. Domain Topics related to unorganized and rural sector workers  <b>category of worker to be targeted :</b>            1. Construction Workers            2. Domestic Workers            3. Women worker            4. Rural Artisan            5. Agro-based Workers            6. SC/ST Workers            7. Casual Workers in Industrial Area            8. Street Vendors            9. Handloom Workers            10. Beedi workers            11. Forest Workers,            12. Stone Quarry Workers            13. Brick Kiln Workers            14. Food Processing Industry            15. Health &amp; Sanitation Workers            16. Ancillary Skill Sets (Mechanic, Plumber, Coloring, Catering, Travels).            17. Prospective Workers</p>	2068	6.9278

	<p>18. Gig &amp; Platform Workers  19. Other Rural Worker  20. Contractual Workers  21. Tea Plantation Workers  22. Tribal Workers  23. Mining Workers</p> <p>Programmes organized with pre-defined objectives and theme based to render deliverables to a particular category worker to sensitize on welfare schemes as well as impart learning on predefined deliverable objectives.</p>		
9.	<p><b>Sponsored Short Term Training Programme (SSTTP) - 01 day Theme Based</b>  Participants are sponsored by Trade Unions / NGOs / Industry Associations / Chamber of Commerce / Contactors / Mining Body / CSR initiatives etc.  <b>Target Group:</b> Unorganized &amp; Rural workers, Self Employed, Unemployed Youth, Workers in Industrial Estates etc.  <b>Status:</b> Non-Residential and near to Cluster  <b>Batch size:</b> 80-100  <b>Per Prog Exp:</b> Rs. 11,000/- per SSTTP borne by Board excluding administrative expenses.  All Other Parameters remains same as STTP without Per Diem, Boarding charges and Transportation charges to Participants as Workers released on Wage or on Weekly Off Days or Holidays.</p>	392	0.49
10.	<p><b>Shramik Chaupal</b>  <b>Target Group:</b> Daily wage workers who assemble at various places like Labour Chowks, industrial clusters and constructions sites etc.  <b>Status:</b> Non-Residential and near to Cluster  <b>Batch Size:</b> Approx 80-100  <b>Per Prog Exp:</b> Rs. 2,500/- per Shramik Chaupal borne by Board excluding administrative expenses. It will be organized at labour chowks, worker clusters and construction sites for U/O Workers for awareness and linkage with Govt Schemes related labour and other initiatives of Government.</p>	3897	1.36395
<b>SKILL DEVELOPMENT INITIATIVES</b>			
11.	<p><b>Skill Boot Training Programme (SBTP) for Recognition of Prior Learning (RPL) in collaboration with National Skill Development Corporation (NSDC) 03 days</b> (01 day by DTNBWED and 2<sup>nd</sup> &amp; 3<sup>rd</sup> by NSDC)  <b>Target Group:</b> Unorganized &amp; rural workers having certain skills  <b>Status:</b> Non-Residential and near to clusters  <b>Batch size:</b> 50  <b>Cost:</b> Rs. 28,500/- per RPL excluding administrative Expenses.  01 Day training will be given on Foundational skills by DTNBWED as Project Implementing Agency (PIA) and 2<sup>nd</sup> &amp; 3<sup>rd</sup> day will be engaged by NSDC for skill development activities under RPL.</p>	98	0.3038
<b>Total (B) (Unorganised / Rural Sector)</b>		<b>6,505</b>	<b>9.16055</b>

<b>(C) In House Training-Capacity Building Commission KARMAYOGI</b>			
12.	KARMAYOGI under Capacity Building Commission (CBC) National Level Training Programme to be conducted for Capacity Building of Education Officers and Staff of Board & Training of Boards Employees through other Govt. Organization.	500 man-days trg.	0.50
		Total (C) (CBC)	11.00
<b>(D) ASSOCIATED</b>			
13.	Printing and Publishing	-	0.10
14.	Creating of Capital assets	-	1.00
15.	Office expanses other than Salary expanses (50 Regional Offices, SRCs & 6 Zonal Directorates, IIWE & HO)	-	5.42
16.	Grant-In-Aids Salaries	-	95.58
		Total(D)(Associated)	102.10
		Grand Total (A+B+C+D)	10,605 113.10

**VI. BUDGET ESTIMATE FOR FINANCIAL YEAR 2023-24 AS APPROVED BY THE MINISTRY**

Component	Budget Estimate (BE) (Rs. in crores)
Grants -in- Aid/General	16.52
Grants-in-Aid Salaries	95.58
Grants for creation of capital assets	1.00
<b>Total</b>	<b>113.10</b>

**VII.** The Government of India vide Ministry of Finance, Department of Expenditure O.M. No.7 (1) E-Coord/2012 dated 31.05.2012 has issued instructions on the subject "Expenditure Management – Economy Measures and Rationalization of Expenditure". Vide Ministry of Finance, Department of Expenditure even number dated 05.06.2012, these instructions on economy measures have been extended to the Autonomous Bodies funded by the Government of India. Accordingly appropriate economy measures need to be put in place to rationalize the expenditure of DTNBWED. The steps for economy measures and rationalization of expenditure would be in accordance to Deptt. of Expenditure's O.M. no.F(2)/ECoord/2020 dated 04.09.2020 and O.M. no. 7(1) E.Coord/2020 dated 10.06.2021.

## VIII. AUTONOMY TO AUTONOMOUS ORGANIZATION

1. Autonomous Bodies which are fully or partly funded by the Government of India, like DTNBWED shall restrict the powers of Governing Bodies of such organizations in matters of creation of post(s), and service conditions of staff subject to approval of Government of India and also subject to the observance of ban orders etc. issued by the Government of India from time to time in this regard.
2. Except the matters enumerated hereinbefore, the DTNBWED enjoys autonomy in other matters and the Board is competent to take decision in accordance with Rules / Regulations / Bye-Laws of DTNBWED and Government of India intimation issued from time to time. Where the Rules / Regulations / Bye-Laws of DTNBWED are silent on any subject, the Board may follow the relevant Rules and Regulations of the Government of India.
3. As per Rule 229 (iv) of General Financial Rules, all autonomous organizations, new or already in existence should be encouraged to maximize generation of internal resources and eventually attain self-sufficiency.
4. The Board conducts more than 12 different types of theme / module based training programmes. Out of this User Fee is charged only for Modular Training Programmes SGF, which is targeting only Organized Sector workers. This fee is revised based on the recommendations of the Governing Body of the Board from time to time. The major emphasis of the activities of the Board is in the Unorganized / Rural sector. Hence, the possibility of the User Charges for the programmes of Unorganized / Rural Sector is almost non-existent.
5. The submission of Audited Accounts / Performance Report / Utilization Certificate is published in the Annual Accounts Report annually and lay down on the Tables of both the Houses of Parliament.
6. The Board may sign any understanding / MoU with any other parties dealing with educational /awareness generation activities for sharing of information, knowledge infrastructure and opt for technical collaboration with similar organizations in abroad would be with the approval of competent authority in the Government in accordance to Deptt. of Expenditure O.M. dated 21.04.2017.
7. DTNBWED should conduct more self-financing courses. Training in organized should focus on targeted awareness about Labour codes, benefits under ESIC, EPFO schemes, safety and occuoational health for unorganized workers, the focus on digital and financial literacy, skill eco-system, RPL, social security schemes etc.

## IX. PERIOD OF AGREEMENT

This MOU will be effective when signed by both parties, up to the end of the financial year 2023-24, i.e. up to 31-03-2024. This MOU may be amended at any time by the mutual written consent of the Parties if there is a variation in the output targets during the Financial Year.



**X. EXTENSION OF MOU**

This MOU can be extended by agreement of both the Parties by mutual understanding / consent i.e. Mid-term increase of training programme being theme based / types of programme subject to availability of fund.

IN WITNESS where of the Parties hereto have caused this MOU to be signed on (date) \_\_\_\_\_ between the Dattopant Thengadi National Board For Workers Education & Development and the Ministry of Labour & Employment at New Delhi.

**SIGNED FOR AND ON BEHALF OF DATTOPANT  
THENGADI NATIONAL BOARD FOR WORKERS  
EDUCATION & DEVELOPMENT, NEW DELHI.**



**Amit Nirmal**  
Director General  
DTNBWED

Date : 21/6/23  
Venue : New Delhi

**SIGNED FOR AND ON BEHALF OF THE  
GOVERNMENT OF INDIA, MINISTRY OF  
LABOUR & EMPLOYMENT, NEW DELHI.**



**Kamal Kishor Soan**  
Joint Secretary  
Ministry of Labour & Employment  
Government of India

Date : 21/06/2023  
Venue : New Delhi