

Fifty Fourth Annual Report 2016-17



**National Institute of Labour Economics Research and Development
A-7, Narela Institutional Area, Delhi-110040**



NATIONAL INSTITUTE OF LABOUR ECONOMICS RESEARCH AND DEVELOPMENT

FIFTY FOURTH ANNUAL REPORT 2016-17

FROM THE DIRECTOR GENERAL'S DESK

It gives me immense pleasure to present the Fifty Fourth Annual Report of the National Institute of Labour Economics Research and Development (NILERD) for the year 2016-17. The Annual Report provides a glimpse of the Institute's academic activities – research, national and international education and training programmes – and administrative and financial matters including audited statement of accounts for the reference year. As NILERD is an autonomous Institute under NITI Aayog, Government of India, some of the Institute's activities have been suitably aligned with the mandate of NITI Aayog. Accordingly, the Memorandum of Association (MoA), the General Council (GC) and the Executive Council (EC) of the Institute are being reconstituted.

During the year 2016-17, while the Institute has continued its emphasis on training, research and consultancy activities, more thrust is being laid on Monitoring and Evaluation besides expanding the scope of activities beyond labour economics. For nearly two decades, the Institute is successfully running academic & training programmes on diverse thematic areas of human resource planning and development for international participants, mainly senior and middle level officials from the Government, industry and academic institutions from across the globe, particularly from the developing countries. These programmes of the Institute such as Post Graduate Diploma and Certificate on Human Resource Planning and Development (HRP&D) and short-term training programmes on themes such as Manpower Information System, Manpower Research, Human Capabilities and Three Months' Diploma in Monitoring & Evaluation etc. have received worldwide recognition. Of late, the Institute has also put emphasis on imparting training to officials from different State Governments so as to foster cooperative federalism.

The Institute, during the year 2016-17, has successfully completed the following research projects sponsored by various Ministries/Departments, namely, "Assessment of Human Capital needs in Veterinary sector, Assessment of Manpower Requirement in National Council for Cement and Building Material, An Evaluation study of Working of Central Waqf Council (CWC)". The Institute has also initiated research projects on "Manpower Planning in Odisha, Evaluation of Apprenticeship Training Scheme of BOAT (Western Region), Evaluation of Krishi Vigyan Kendra (KVKs) for Categorization into A, B, C, & D Categories, Ex-Post Evaluation of Japanese ODA Loan Project on New and Renewable Energy Support Project and Micro, Small and Medium Enterprises' Energy Saving Project etc., while a few more studies are underway such as "Evaluation of Development Commissioner (DC) (MSME)'s Schemes on Technology Centres,



Evaluation Study of Credit Linked Capital Subsidy Scheme (CLCSS), New and Renewable Energy Support – An Evaluation Study and Evaluation of Apprenticeship Training Scheme in Western Region, to name a few.

I take this opportunity to express my gratitude to Dr. Arvind Panagariya, Vice Chairman, NITI Aayog; Shri Rao Inderjit Singh, Hon'ble Minister of State (Independent Charge), Ministry of Planning; Dr. Bibek Debroy, Member, NITI Aayog; Dr. V.K. Saraswat, Member, NITI Aayog; Dr. Ramesh Chand, Member, NITI Aayog and Shri Amitabh Kant, CEO, NITI Aayog for their continued support and leadership in enabling the Institute to meet its objectives in a desired manner. I am also grateful to Shri Anil Kumar Jain, Additional Secretary; Smt. Sunita Sanghi, Adviser (Skill & E&MU); Shri A.S. Sandhu and Smt. Sanchita Shukla; Director (Finance) and other officials of NITI Aayog for their continued support, guidance and encouragement in the day-to-day administration of the Institute. I thank the other members of General Council and Executive Council for their support while carrying out the work programme of NILERD. I also express my sincerest thanks to the Ministry of External Affairs, Ministry of Finance, Government of India and other departments for extending their valuable support to the Institute.

I acknowledge with thanks the dedication and contribution of the faculty members and staff of NILERD towards carrying out the Institute's core activities.

Date: 27.06.2017
Delhi

Dr. Yogesh Suri
Director General



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**THE INSTITUTE AND
ITS ORGANISATIONAL STRUCTURE**



The Institute

The National Institute of Labour Economics Research and Development (NILERD) is an autonomous Institute under NITI Aayog (formerly Planning Commission), Government of India. It was established in the year 1962 under the Societies Registration Act of 1860 in the name of Institute of Applied Manpower Research (IAMR), which has been renamed as NILERD on 9th June, 2014. The Institute is funded mainly by grants-in-aid from NITI Aayog and supplemented by its own revenue from contracted research projects and education & training activities sponsored by the Ministry of External Affairs, Government of India. Since its inception, NILERD has been a unique Institution of its kind that carved out a niche in the field of human resource planning and development, structure and changing patterns of the labour market, monitoring and evaluation of public policies and programmes, dissemination of best practices, devising academic and training programmes in governance and public policy for developing nations and such other initiatives to further the national development agenda. Gradually, the Institute's academic and training programmes have attained worldwide recognition and are being attended by various senior and middle-level officials from the Government, industry and academic institutions, particularly from the developing nations. The HRD/Skill Development & Employment Vertical functions as a nodal division in the NITI Aayog for the administrative matter and provides guidance to the Institute. The Institute has made a marked position, both at national and international level, in the field of research in labour and employment, skill development, Monitoring and Evaluation, etc. It is a repository of knowledge and provides research services to the Government, Public/Private sector, international organizations and other such agencies.

The Institute's Mandate

The broad aims and objectives of the Institute are:-

- i. To advance the knowledge about the nature, characteristics and utilization of human resources, human capital investments in India and its returns;
- ii. To provide a broad perspective of requirements of trained human resource for economic development in different fields with due regard to the probable impact of technological changes, educational level and wages on the pattern of employment;
- iii. To develop a range of academic activities not only in the field of human resource planning and development, but also in various related fields of current interest.
- iv. To provide academic training to develop improved methods and techniques for dealing with:
 - a) human resource planning and development;
 - b) assessment, training and capacity development of the workforce;
 - c) promoting employability, skill development, vocational training;
 - d) forecasting demand and supply of human resource and connected matters;
 - e) monitoring and evaluation of programmes and policies especially related to Government, ministry, departments.



- v. To promote, conduct, provide guidance and facilitate co-ordination of social science research;
- vi. To provide research services on human resources to Government departments, public corporations, private establishments and international organizations;
- vii. To maintain a resource centre and be a repository of research on issues related to human resources and development economics and to provide research and training services to improve supply and quality of the workforce, contributing to increased productivity;
- viii. To foster co-operative federalism through providing credible research support and training to the States/UTs; to design strategic and long term policies, programme frameworks and initiatives; and to monitor their progress and efficacy;
- ix. To facilitate in transforming the role of the Government to develop policies to promote skill development;
- x. To undertake monitoring and evaluation of implementation and impact of policies and programmes, inter alia, through development and tracking of monitorable indicators and comprehensive programme evaluations;
- xi. To undertake, organize and facilitate study courses, conferences, lectures, seminars, workshops, study tours, etc. to promote the aforesaid objects;
- xii. To undertake publications of journals, research papers, policy briefs, books, etc. to establish and maintain libraries in the furtherance of the aforesaid objects;
- xiii. To stimulate interest in human resource problems generally, and to cooperate with and assist in manpower research by other agencies and institutions or professional associations, both domestic and international;
- xiv. To maintain a Documentation Centre and a Computer Centre;
- xv. To prepare, print, publish, issue, acquire and circulate books, papers, periodicals and engage in other literary activities dealing with or having a bearing on the objectives of the society.

The Institute's Structure

NILERD is a registered society functioning as an autonomous body under the administrative control of NITI Aayog, Government of India. At the apex level, the Institute is governed, guided and controlled by two august bodies, i.e., the General Council and the Executive Council (EC). By an institutional arrangement, the Vice Chairman, NITI Aayog, Government of India, functions as the President of the General Council (GC), and the CEO, NITI Aayog functions as the Chairperson of the EC. The Director General (DG) of the Institute is the Principal Executive and is responsible for the management and administration of its affairs. The Director General is aided in the day-to-day functioning of the Institute by a team of faculty representing a wide range of disciplines and by the administrative support staff. The Director General is the Member-Secretary of both GC and EC.



General Council (GC)

The supreme governing body of the Institute is the General Council. The Vice Chairman, NITI Aayog, functions as the President of the General Council. A Member of NITI Aayog is the Vice President of the GC. Besides the Chief Executive Officer, NITI Aayog, Director-General, NILERD and Director (Finance), NITI Aayog, the GC is also represented by senior officials from different Ministries such as Finance Ministry, Human Resource Development (HRD) Ministry, Labour & Employment Ministry, etc. In addition, there are representatives from bodies such as University Grants Commission (UGC), Central Statistical Organization (CSO), Institute of Economic Growth (IEG), and other user organizations. Besides, there are representatives from various state governments on rotation basis once in two years. One senior faculty from NILERD is normally nominated to GC on rotation basis for two-year tenure. The GC in general, meets once in a year and approves the work programme, annual budget, annual report and annual accounts of the Institute. The GC also appoints the auditors of the Institute. The detailed composition of the GC is given below..

COMPOSITION OF THE GENERAL COUNCIL (as on 31.03.2017)

(Vide Rule 3)

(a) President	Vice-Chairman, NITI Aayog
(b) Vice-President	Member, NITI Aayog
(c) Chairman (Executive Council)	CEO, NITI Aayog
(d) Director General	Director General, NILERD
(e) Treasurer of the Institute	Director (Finance), NITI Aayog
(f) One representative each of	
i. NITI Aayog	
ii. Ministry of Finance	
iii. Ministry of Human Resource Development	
iv. Ministry of External Affairs	
iv. Ministry of Commerce & Industry (DIPP)	
v. Ministry of Labour & Employment (DGE)	
(g) One representative each of	
i. Central Statistical Organization	
ii. University Grants Commission	
iii. Indian Statistical Institute	



- iv. National Council for Applied Economic Research
- v. Institute of Economic Growth
- vi. National University of Educational Planning and Administration
- (h) Three representatives of State Governments: One from each Zone on rotation basis for a period of two years in each case**
- (i) One representative each of**
 - i. Federation of Indian Chamber of Commerce and Industry Ltd. (FICCI)
 - ii. Confederation of Indian Industry (CII)
 - iii. National Skill Development Corporation (NSDC)
- (j) Two representatives of Labour Unions nominated by Government for two years at a time but extendable**
- (k) One Member of Senior Faculty of the Institute on two-yearly rotation basis (to be nominated by the Director General from amongst the senior Faculty Members)**

Co-option of representatives of other organizations/institutions, which may be concerned with the work or programme of the Institute and individuals with special knowledge or interest in the work or programme of the Institute

Executive Council (EC)

The Executive Council – drawn from the General Council – controls, monitors and guides the activities of the Institute. The Chief Executive Officer, NITI Aayog, Government of India, functions as the Chairperson of the EC. It further consists of two members from the Central Government representing NITI Aayog and Departments of Expenditure (Ministry of Finance), three members representing NILERD General Council including one from the NILERD Faculty, besides the DG, NILERD as Member-Secretary of the EC. The EC is vested with powers in respect of all matters connected with the Institute's overall administration and meets as often as necessary and at least twice each year.



COMPOSITION OF THE EXECUTIVE COUNCIL (AS ON 31.03.2017)

(Vide Rule 5)

- (a) **Chairman** **CEO, NITI Aayog**
- (b) **Director General** **Director General, NILERD**
- (c) **One representative each of i. NITI Aayog ii. Ministry of Finance (Deptt. of Expenditure)**
- (d) **Not more than one member, not exceeding one representative from the following group
National Skill Development Corporation**
- (e) **Not more than three members of the General Council of whom one shall be from the faculty of NILERD**
 - i. Nominated by General Council
 - ii. NILERD Faculty on General Council (Nominated by Director-General, NILERD)

Other Standing Committees

In addition, there are three standing committees concerned with staff matters, budget, and administration of the Contributory Provident Fund (CPF), namely the Standing Staff Committee, Standing Budget Committee and the Committee on Administration of NILERD Contributory Provident Fund.

Management of the Institute

Director General, NILERD is the chief executive of the Institute in its day-to-day management. The academic activities of the Institute are carried out through various research units headed by senior faculty members and are assisted by appropriate faculty and support staff. Overall administrative and financial matters are looked after by the Director (Administration) and Joint Director (Finance) respectively. The Institute has state-of-the-art computer and internet facilities with Wi-Fi access, an Editorial Unit and a Knowledge Resource Centre (KRC). The Institute publishes a quarterly titled, Manpower Journal, with the Director-General acting as its Editor-in-Chief.

Infrastructure and Computing/IT Facilities at NILERD Campus

The Institute is located in its own sprawling campus having more than 15 acres of land at Narela Institutional Area, Delhi. The campus infrastructure includes academic, administrative, training and KRC blocks, besides residential accommodation for its faculty and staff, a guest house and an auditorium. In addition, there is an exclusive international hostel with fifty-two rooms for participants of International Training and Academic programmes being conducted by the Institute year round. The campus is enriched with high bandwidth Local Area Network (LAN) connectivity and has dedicated high speed leased line internet facility. IT infrastructure, computers & paraphernalia and software packages are purchased from time to time to abreast with the latest developments and needs. The Institute's website is normally updated from time to time with current information on research, training, educational activities. Major events of the Institute are also uploaded with photographs.

Chart
ACTIVITIES OF THE INSTITUTE



ACADEMIC ACTIVITIES

A. EDUCATION AND TRAINING PROGRAMMES

I. Education and Training (E&T) Unit

The Education and Training Unit of the Institute has been running international training programmes such as Post Graduate Diploma and Certificate courses on Human Resource Planning and Development of one-year and six months, duration respectively. The Unit has also conducted short-term International Training Programmes on various themes. All these programmes are sponsored by the Ministry of External Affairs (MEA) under the Indian Technical Economic Cooperation (ITEC)/Special Commonwealth Assistance for Africa Programme (SCAAP) and Technical Cooperation Scheme (TCS), Colombo Plan of Ministry of Finance, Government of India.

During the year 2016-17, the Institute offered various international training programmes such as the Certificate course in Human Resource Planning and Development in affiliation with Guru Gobind Singh Indraprastha University (GGSIP), Government of NCT of Delhi. The other programmes offered by the institute include: Diploma in Monitoring and Evaluation (M&E), International Training Programmes on Human Resource Planning and Development, Manpower Research, Manpower Information System, International Training Programme on Manpower Research etc. Over the last one and half decade, more than 1,200 participants, mainly civil service officers, planners, educators and trainers from more than 100 countries have benefitted from the educational programmes of the Institute. The Institute has been maintaining its 'A' Grade, awarded since 2012 by Guru Gobind Singh Indraprastha (GGSIP) University. These programmes are largely funded by the Ministry of External Affairs. Besides, in line with the mandate of NITI Aayog on cooperative federalism, the Institute has been conducting Specialized Training Programmes on Monitoring & Evaluation for the Officers of different states.

The Education and Training Unit conducted the Certificate Course in Human Resource Planning and Development and five short-term International Training Programmes in 2016-17. These programmes/courses were sponsored by the Ministry of External Affairs, Government of India under Indian Technical Economic Cooperation (ITEC) and Special Commonwealth Assistance for Africa Programme (SCAAP) and Technical Cooperation Scheme (TCS) Colombo Plan. The details of the programmes are as follows:

1. Certificate Programme in Human Resource Planning and Development

Duration: 24 weeks (June 29, 2016 to December 14, 2016)

The Course

Recent years have seen a surge in the awareness, interest and expectations in respect of human resource development and its planning, both as a means to attain a high growth and productivity and as an objective in itself to attain welfare and self-esteem. Human Resource Planning and Development (HRP&D) broadly relates to enhancement of human capital and its utilization, though it encompasses several ingredients and processes, ranging from population control, literacy and education programmes to skills and employment planning. As planning is inevitably bound with projections and forecasting, it requires having sound knowledge of these



techniques in the areas of economic, educational and social development. This calls for a course which integrates human resource planning with overall development. The course designed by NILERD in the field of human resource planning and development tries to fill the lacunae felt by developing countries. The course is unique in its approach in assisting senior and middle level personnel of the Government, parastatals and academic institutions, currently working or who are likely to work in the future in planning and development of human resources.

The course aims at providing a theoretically based overview of the field of human resource planning and development. Participants study the social, economic and political structure and trends, and underlying provision and practice in this area. In addition, it aims at promoting international cooperation.

Objectives of the Course

1. To familiarize participants with the nature and characteristics of the available human resources;
2. To acquaint them with advanced methodological and conceptual issues in human resource planning, development and utilization;
3. To enable them in assessing the nature and characteristics of labour market, techniques of training in labour market analysis and development of Human Resource Information System; and
4. Enable participants to evolve a framework of policies, strategies and programmes for effective planning of Human Resource Development initiatives.

Course Design

The course is divided into two semesters of twelve weeks each. Learning is channelized along five modules, namely:

- (i) Human Resource Planning (HRP)
- (ii) Human Resource Information System (HRIS)
- (iii) Human Resource Development (HRD)
- (iv) Employment Policies and Programming (EP&P); and
- (v) Educational Planning (EP)

Project Work

In addition, participants have to prepare a project report with a presentation towards the end of the course.

Study Tour-cum-Field Visits

Study tour-cum-field visits are integral parts of the curriculum of the course. Participants are taken to various academic, professional, manufacturing as well as administrative organizations. Such visits enable the participants to have a first-hand information and experience in the fields related to HRD techniques and practices, and civil service personnel policies and programmes. For the current year, the following institutes/organizations were

service personnel policies and programmes. For the current year, the following institutes/organizations were selected for field visits.

- Mahatma Gandhi State Institute of Public Administration, Chandigarh, Punjab, from 26th to 30th September, 2016
- Harish Chandra Mathur Rajasthan Institute of Public Administration, Jaipur, from 6th to 9th December, 2016



Participants attending a session and a group activity at Mahatma Gandhi
State Institute of Public Administration, Chandigarh, Punjab

Award of Certificate

Twelve participants from 9 developing countries (Bhutan, Democratic Republic of Congo, Fiji, Kyrgyzstan, Lebanon, Mauritius, Mangolia, Namibia and Tajikistan) completed the 24 weeks' certificate course in HRP&D. The valedictory function was organized on December 14, 2016 at the Institute's auditorium to felicitate the students on their successful completion of the course. Shri J.N. Manjhi, Director (TC), MEA, Government of India, was the Chief Guest of the function. Mr Phountos Norubo, Counselor, Royal Embassy of Bhutan in India, was the Guest of Honour of the function. Dr. Pitam Singh, Director (Admn.) NILERD presided over the ceremony.

1. Faculty In-charge of the Course

The programme was headed by Dr. Purna Chandra Parida, Director and coordinated by Mrs. Gayatri Pandey, Joint Director. The resource persons for the modules were:

Module Resource Person

1) Human Resource Planning (HRP)	Dr. K.S. Rao and Dr. G.P. Joshi
2) Human Resource Information System (HRIS)	Mrs. Gayatri Pandey.
3) Human Resource Development (HRD)	Dr. Chaitali Roy
4) Employment Policies and Programming (EP&P)	Dr. Sanchita Bhattacharya
5) Educational Planning (EP)	Dr. Ruby Dhar

2. International Training Programme on Human Resource Planning and Development

Duration: Eight weeks (July 4, 2016 to August 26, 2016)

The Context

Human resource planning, a key aspect of development, assumes special importance in the context of globalization and liberalization. The problems relating to planning and development of human resources facing the developing countries include unemployment, shortage of persons with requisite knowledge and skills, lack of adaptability to new work structure and work organizations, low human productivity, etc. The programme focuses on enriching knowledge in planning and development of human resources of senior and middle level officers working with governments in developing countries.

Objectives of the Programme

The course helps the participants

- To identify major issues of human resource planning and development;
- To use quantitative and qualitative tools of human resource planning and development;
- To develop a structure of manpower information system; and
- To evolve alternative models of human resource planning and development.

Contents

The programme comprises of following topics:

1. Human Resource Planning (HRP)
2. Human Resource Development (HRD)
3. Human Resource Management (HRM)
4. Project Work

Study Tour-cum-Field Visit

Participants visited HCM, RIPA Jaipur from 1st to 5th August, 2016.

Award of Certificate

Thirty-one participants from 19 countries (Afghanistan, Bhutan, Botswana, Cambodia, Comoros, Cote D'Ivoire, Egypt, Ethiopia, Fiji, Ghana, Mauritius, Mongolia, Namibia, Niger, Sri Lanka, Sudan, Tajikistan, Tanzania, and Uganda) received their certificates at a Valedictory Function held on 25th August, 2016 from Dr. M.R. Prasad, Director and Dr. Pitam Singh, Director (Admn.), NILERD.



Mr. Sonam Dorji from Bhutan receiving the NILERD's President's Certificate of Merit from Mr. Pountos Norubo, Guest of Honour



Ms. Archana Aashika Devi from Fiji receiving the NILERD's Director General's Certificate of Merit from Shri J. N. Manjhi



Faculty In-charge of the Programme

The programme was headed by Dr. Purna Chandra Parida, Director, coordinated by Dr. Ruby Dhar, Deputy Director and co-coordinated by Dr. Anita Kakkar, Assistant Director.

3. International Training Programme on Global Human Resource Management

Duration: Six weeks (December 5, 2016 to January 14, 2017)

The Context

In this era of globalization, people as well as organizations are crossing boundaries to seek economic benefits. The success of any organization in future will depend on its ability to manage a diverse body of talents, which can give it a cutting edge over its competitors through innovative perspectives of its work. The role of global HR manager is to create a synergy between the diverse workforces.

Multinational and transnational organizations cannot follow traditional HR practices. Human Resource Management (HRM) can be a major constraint when multinational companies (MNCs) try to implement global strategies, mainly because of the different cultural and institutional framework of each country the MNC operates in. The national context affects the way people are managed in different countries and MNCs are facing pressures to adapt HRM practices accordingly.

The course would help HR professionals to understand and appreciate cultural diversity in the workforce and equip them with HRM practices to effectively deal with coordination and control of international operations.

Objectives of the Programme

The programme intends to help the participants in instilling a global perspective and an appreciation of global differences by:

- Providing understanding of global business environment;
- Acquainting with work conditions, remuneration and compensation;
- Appreciation of global cultural differences;
- Improving cross-cultural communication; and
- Coping with global change

Contents

The programme covers following themes:

1. Introduction and evolution of HRM
2. Difference between global and domestic HRM
3. Strategic HR issues in global assignments

4. HRIS: Innovation tool for HRM
5. Learning and developmental issues related to HRM
6. Job analysis in global world
7. Recruitment & selection: challenges for global HRM
8. Employee development
9. Training and development
10. Career planning: challenges in global scenario
11. Appraising and improving performance
12. Managing global compensation, benefits and taxes
13. Conflict management
14. Global ethics and labour standards
15. Cross-cultural issues management
16. Communication in cross-cultural environment
17. Motivation in cross-cultural environment
18. Global knowledge management

Project Work

In addition, participants prepared a project report with a presentation towards the end of the course.

Study Tour-cum-Field Visit

Participants visited HCM RIPA, Jaipur from 26th to 30th December, 2016.



Participants at ILO



Participants at National University of Planning and Administration

Award of Certificate

Thirty-four participants from 25 countries (Bhutan, Burundi, Egypt, Ethiopia, Fiji, Ghana, Guyana, Iraq, Kenya, Lesotho, Liberia, Malawi, Moldova, Mozambique, Myanmar, Niger, Nigeria, Poland, Russia, South Africa, Sri Lanka, Thailand, Tanzania, Uganda and Uzbekistan) received their certificates at a Valedictory Function held on 14th January, 2017 from Dr. Pitam Singh, Director (Admn.) NILERD.



Participants of ITP at Taj Mahal, Agra



Participants of ITP on GHRM at HCM RIPA, Jaipur

Faculty In-charge of the Programme

The programme was headed by Dr. Purna Chandra Parida, Director, coordinated by Dr. Ruby Dhar, Deputy Director and co-coordinated by Dr. Anita Kakkar, Assistant Director.



Participants of ITP with Director General, NILERD Faculty and Staff

4. International Training Programme on Manpower Information System

Duration: Eight weeks (January 19, 2017 to March 16, 2017)

The Context

The training programme on Manpower Information System (MIS) provides comprehensive knowledge to the participants about the tools and techniques used in developing MIS and its management skills, which include planning, control, problem solving and communication pertaining to MIS.

Objectives of the Programme

The programme helps the participants:

- To understand issues related to MIS;
- To develop a structure of MIS;
- To sensitize them about the utilization of MIS for policy formulation; and
- To enhance the management skills for handling MIS.

Programme Design

The programme has been designed to provide an opportunity to the participants to share the available knowhow on issues relating to Manpower Information System. Accordingly, a variety of instructional methods have been chosen, though the use of each would depend upon the nature of the subject being presented. These include formal lectures and participative methods such as group discussions, panel discussions, case studies, workshops

and managing data on computers. As an integral part of the programme, there are visits to various organizations engaged in the development of manpower information system. This would offer participants an opportunity to share their experiences with the professionals in the field. Project work also forms an integral part of the programme.

Contents

The content of the programme comprised of the following themes:

1. Introduction to MIS
2. Types of Information System
3. Project Management in the development of Manpower Information System
4. Systems Analysis & Design
5. Managing data through Databases
6. Enterprise Resource Planning (ERP) systems
7. Information System Security
8. Knowledge Management System
9. Manpower Information Systems Application for Training and Development – Case Studies
10. Issues and Performance Management, Compensation, Benefits, Payroll and Manpower Information System – Case Studies

Study Tour-cum-Field Visit

Participants visited HCM RIPA, Jaipur from 20th to 24th February, 2017.



Celebration of Republic Day by International Participants



Participants of ITP on MIS are celebrating Republic Day at NILERD

Award of Certificates

Thirty-Two participants from 19 countries (Afghanistan, Bangladesh, Bhutan, Botswana, Democratic Republic of Congo, Fiji, Ethiopia, Ghana, Kenya, Liberia, Malawi, Mauritius, Mongolia, Niger, Nigeria, Syria, Tajikistan, Tanzania and Uzbekistan) received their certificates at a Valedictory Function held on March 15th 2017 from Prof. Sanjeev Mittal, Dean, School of Management Studies, GGSIP University, and New Delhi.

5. International Training Programme on Manpower Research

Duration: Eight weeks (January 30, 2017 to March 25, 2017)

The Context

Manpower Research is an integral part of development process which requires quantitative and qualitative knowledge of past trends, present situation and evolution in future of various aspects of manpower demand and supply. The training programme on manpower research provides comprehensive knowledge about systematic manpower planning, including tools and techniques of labour market analysis, labour force projections, techniques of data analysis, report writing etc.

Objectives of the Programme

The course helps the participants:

- To understand the role of manpower as a critical resource;
- To identify emerging areas of research in manpower and employment;

- To develop a research project;
- To identify and select research methodology for manpower planning; and
- To develop a structure of manpower information system.

Contents

The programme comprises of topics related to following six broad areas:

1. Issues for research in manpower and employment
2. Manpower research methodology
3. Project management
4. Statistical techniques in manpower research
5. Computer application in manpower research
6. Report writing

Project Work

In addition, participants prepared a project report with a presentation towards the end of the course.

Study Tour-cum-Field Visits

Participants visited HCM RIPA, Jaipur from 20th to 24th February, 2017.

Award of Certificate

Seventeen participants from 7 countries (Bhutan, Egypt, Ethiopia, Kenya, Mali, Nigeria, and Uzbekistan) received their certificate from Dr. Pitam Singh, Director (Admn.), NILERD at a Valedictory Function held on 24th March, 2017

Faculty In-charge of the Programme

The programme was headed by Dr. Purna Chandra Parida, Director, coordinated by Dr. Ruby Dhar, Deputy Director and co-coordinated by Dr. Anita Kakkar, Assistant Director.



Participants of ITP on Manpower Research with Director General and NILERD faculty and staff

6. International Training Programme on Human Capabilities

Duration: Four weeks (March 27, 2017 to April 24, 2017)

The Context

The nature of the economy is changing globally resulting in the increasing intangibles. Human Capabilities is the knowledge of practical application of sensory and cognitive sciences in the field of Human Factors or Human Engineering, Human Abilities, Self-Efficacy, Ergonomics and Good Governance, which will be useful for human development.

This is a time of unprecedented insights. In general, things are more known about an ever-expanding range like; science, society, human conditions, and technology – the grand systems by which society live and the tiny fretwork of life that largely passes by, to many more people who have access to this understanding. Countries may gain competitive advantage if they are able to link trained and enabled people into a network of formal and informal systems which make use of their innate talents and acquired skills in more effective ways.

Objectives of the Programme are:

- To identify the types of capabilities that inherently exist in every human being;
- To create awareness about the timely functioning of various capabilities;
- Application of human abilities to solve the complex problems which arise in working environment; and
- Governance of these abilities for human development.

Contents

The content of the programme comprises of the following themes:

- Human Development and Capabilities
- Time Management Capabilities
- Competency Assessment System
- Communication Barrier
- Understanding Self and Self Effectiveness
- Personal Effectiveness
- Stress Management
- Importance of Ethics & Values in Organization
- Personality Development
- Application of Human Abilities in Public Dealing

- Change Management
- Conflict Management
- Cross-cultural Issues Management
- Life Cycle Balance
- Creative Problem Solving
- Work Life Balance

Study Tour-cum-Field Visits

Participants visited HCM RIPA, Jaipur from 9th to 13th April, 2017.

Award of Certificates

Twenty-Nine participants from 28 countries (Afghanistan, Bhutan, Cambodia, Cote D'Ivoire, Cuba, Ethiopia, Indonesia, Jordan, Kazakhstan, Kenya, Lao PDR, Madagascar, Malawi, Mexico, Mauritius, Montenegro, Nepal, Nigeria, Oman, Palestine, Peru, Russia, South Africa, Sri Lanka, Tajikistan, Tonga, Uzbekistan and Zambia) received their certificates at a Valedictory Function held on April 24, 2017 from Smt. Sanchita Shukla, Director (Finance), NITI Aayog, Government of India.



Participant from Uzbekistan receiving certificate at Valedictory Function

Faculty In-charge of the Programme

The programme was headed by Dr. Purna Chandra Parida, Director, coordinated by Dr. Ruby Dhar, Deputy Director and co-coordinated by Dr. Anita Kakkar, Assistant Director.



Participants of ITP on Human Capabilities with Director General and NILERD faculty and staff

II. Monitoring and Evaluation Unit

Monitoring and Evaluation (M&E) is a powerful management tool to assess the outcome and impact of various interventions taken for the development of the country. The M&E Unit conducts National and International Training Programmes in the field of Monitoring and Evaluation. The Institute has designed various courses suiting to national and international participants. Since 2013 under the sponsorship of the Ministry of External Affairs, a three-month Diploma Course in M&E is being conducted for international participants under ITEC/SCAAP programme. Till date, a total of four diploma programmes have been organized and more than 100 participants drawn from South Asia, South East Asia, South Africa, East Africa, West Africa, South East Europe, Indian Ocean regions, Pacific Islands, North Europe and Pacific Ocean regions have attended the course during the last four years. The Institute has also been organizing short-term courses in M&E for the state levels officials.

1. Three Months' Training Programme in Monitoring & Evaluation

Monitoring & Evaluation is a rapidly evolving discipline with its own theoretical framework, practical procedures, ethical issues and its own professional competency requirements. It is a powerful public management tool that can be used to gauge the impact of the projects/schemes vis-à-vis objectives enshrined in the projects. The Institute conducted the twelve-week Diploma in Monitoring & Evaluation from 9th September to 1st December,

2016. The course was sponsored by MEA under ITEC/SCAAP of Government of India. Twenty-eight participants from 20 countries attended the course. Participants were graduates and had two years' experience in supervisory category, who were either working or were likely to undertake responsibility in Monitoring & Evaluation divisions/departments in their organizations. The contents of the course mainly included: evaluation as an emerging discipline, concepts, importance and difference between Monitoring & Evaluation, stakeholders' analysis, techniques of monitoring such as Critical Path Method (CPM) and Programme Evaluation and Review Technique (PERT) etc., result based M&E, evaluation theories and models, gender issues in M&E, evaluation designs, sampling techniques, data collection tools, data processing techniques, quantitative data analysis and MIS, international experiences on M&E etc



Inauguration of the International Training Programme on Monitoring & Evaluation

Objectives of the Programme

1. Gaining an understanding of development planning cycle and the crucial role of Monitoring & evaluation in this cycle;
2. Learning what and how to monitor a programme;
3. Initiating, managing and doing evaluation; and
4. Collecting and analyzing data, reporting back, follow-up on M&E information in policy planning/course correction for improved outcome and efficient use of resources

Study Tour-cum-Field Visits

The participants were taken on a study tour-cum field visit for one week to HCM RIPA, Jaipur and for a day to NITI Aayog for an exposure on monitoring & evaluation being undertaken by the Government of India. Besides, participants also visited National Fertilizer Ltd and Industrial establishment and some cultural and historical places of India. A combined visit of the participants of Diploma in Monitoring and Evaluation and Certificate Course in Human Resource Planning and Development was organized in NITI Aayog on 2nd November, 2016 for interaction with officials in charge of various Verticals. Shri Y C Malik, Special Secretary was the Chief Guest on this occasion. Dr. Yogesh Suri, Director General, NILERD welcomed the Chief Guest and apprised about the various modules being taught in these programmes. In all, 44 international participants from both the courses were present along with various officials of NITI Aayog and NILERD.



Shri Y. C. Malik, Special Secretary, NITI Aayog addressing the participants of M&E.

Award of Diploma

Total 32 participants from 20 countries successfully completed the course and were awarded Diploma by Dr. Yogesh Suri, DG, NILERD at a convocation ceremony held at the Institute on 28th November, 2016.

Faculty In-charge of the Programme

The programme was Supervised by Dr. Rashmi Agrawal, Consultant, and coordinated by Dr. Shachi Joshi, Joint Director, Dr. G.P. Joshi, Joint Director, Dr Sanchita Bhattacharya, Deputy Director, and Ms Neha Kumra, Assistant Director.

The administrative support is extended by the team of administrative staff headed by Dr Pitam Singh, Director (Administration).



Dr Yogesh Suri DG, NILERD addressing the participants at Convocation Function





Participants receiving certificate from the Chief Guest

B. RESEARCH ACTIVITIES

Research occupies a central place in the activities of the Institute. The Institute, ever since its inception, has been actively engaged in research including action research on various dimensions of labour and employment, skill gap analysis, gender and employment, etc. The Institute undertakes a wide spectrum of research/evaluation studies, broadly conferring to the nature, characteristics and utilization of human resources, changes in the labour market and other sectors such as agriculture, industry, skill development, monitoring and evaluation of Government programmes, etc. Its multi-disciplinary expertise is reflected from the wide array of research activities, which has significant implications in the academic sphere as well as in national and international policy forum. The research studies undertaken by the Institute during 2016-17 include: (i) Assessment of Manpower Requirements of National Council for Cement and Building Materials; (ii) Study on Assessment of Human Capital Requirement in Veterinary and Animal Husbandry Sector; (iii) An Evaluation Study of Tribal Research and Training Institutes; (iv) Manpower Planning in Odisha State. During the year, the Institute has initiated new studies sponsored by various organizations viz. Work Study of Central Waqf Council, Categorization of Krishi Vigyan Kendras (KVKs) in A, B, C, & D categories, New and renewable Energy Support – Evaluation Study, Evaluation of Apprenticeship Training Scheme in Western Region, Strengthening of Waqf Board, Computerizations of Waqf properties, Evaluation MSME scheme of Credit Linked Capital Subsidy Scheme (CLCSS) and Technology Centres, etc.

1. Research Studies completed during the year 2016-17

(i) Assessment of Human Capital Needs in Veterinary Sector

The study was commissioned by the Veterinary Council of India (VCI), Government of India

Main Objectives

The broad objective of the study is to assess the human resource requirements in veterinary sector in the country as well as to project the future Manpower Requirement of the veterinarians in the country.

Major Findings

The veterinary health services have registered a significant growth over the years, whereas veterinary health facilities in terms of manpower, infrastructure, etc. have not grown keeping in view the livestock population in the country. It has been observed that there is both quantitative and qualitative supply-demand gap in the veterinary sector, which has potential for employment for skilled personnel. The projections made in the report highlights that the demand for veterinarians is likely to be in the range of 69 to 75 thousand by 2020 and in the range of 81 and 89 thousand by 2025. The demand-supply gap is likely to fall short of about 7,600 in 2020 and a much larger one of 15,500 in 2025. In the light of the emerging diseases and current scenario of vet doctors in the country, a general norm of one doctor per 4000 large animals with two Para-vets is recommended, although this also cannot be uniform across the country.

(ii) An Evaluation Study of Tribal Research and Training Institute

The study was sponsored by NITI Aayog, Government of India.

Main Objectives

To look into the actual functions/financing/infrastructure and staffing pattern of the TRIs vis-a-vis their mandate/objectives at the time of establishment of TRIs.

Major Findings

It has been observed that there is a need to revamp the structure of TRIs in terms of human resources and infrastructure for their effective functioning. Further, there is a need to evolve a mechanism so that funds from Centre can be released directly to TRIs. Large section of the population of STs lives in rural/remote areas that actually need skill development. However, in many cases, TRIs are located far from the ST- populated area, which needs to be taken care.

TRI should also endeavor to develop best practices wherever feasible and such repository could be maintained by the Ministry of Tribal Affairs and placed on their website. System of recognition/awards may also be instituted by the Ministry for best performing TRI each year to instill a sense of competition among the TRIs. TRIs need to re-orient themselves suiting the needs of ST population in the state. Sensitization of ST population needs to be done towards their legal rights, social issues, awareness about developmental programmes, Panchayati Raj system and roles and entitlements of ST community revolving around their welfare. Sensitization is also needed for the population as a whole regarding tribal culture and traditions. TRIs may be given a

mandate to re-build capacity to review the existing approach, strategies and priorities of the on-going policies and programmes for empowering STs and make recommendations to the Government accordingly.

(iii) Assessment of Manpower Requirements of National Council for Cement and Building Materials.

Main Objective of the Study

To assess the current and future manpower requirements for the next five years in NCB for its different programmes/Centers/Units/Services/for/strengthening/of/Research/and Development.

Major Findings

While conducting the evaluation of existing Manpower at various section/Units based on the workload, it has been observed that there is a need to revise staffing pattern for technical and non-technical positions of the organization. Due weightage may be given keeping in view the future expansion programme of the various centres located across the country.

(iv) Training Needs Assessment Survey for Major Ports

Objectives of the Study

To assess the training requirements of the manpower deployed with major ports across the country as per their working level.

Major Findings

While conducting the need base analysis for different level of staff working at various ports, priority wise training programme was recommended. The survey was conducted at the four ports, which includes; Mumbai, Jawaharlal Nehru Port Trust, Cochin, and New Mangalore, but the training needs were identified for all the major ports. Training needs have been identified under the following different heads:

1. Common training needs for all class I & II officers.
2. Specific training needs for specific departments identified for all class I & II officers.
3. Common training needs for all class III employees.
4. Specific & Professional/Technical training needs for all class III employees according to departments.
5. Common training needs for all class IV employees.
6. Technical/Professional training needs for all class IV employees.

v. Study on Restructuring of Central Waqf Council (CWC)

Main Objectives of the Study

To assess the workload of CWC vis-a-vis present staff strength and to recommend actual requirement of staff and to study the current activities implemented by CWC and assess the need of these programmes in future.

Major Findings

While conducting the study it has been observed that the Current status of CWC i.e. routine functions, jobs, tasks etc. have been very satisfactory level in terms of sufficient trained manpower and other resources. All these activities were assessed in terms of quantitative works, and output. Total man-days/man-hours needed in a year for each segregated activity was documented. After identifying the activities at each divisions falling under CWC, the restructuring of CWC in terms of manpower assessment needs was also worked out.

2. On-going Research Studies during 2016-17

1. Evaluation of Krishi Vigyan Kendra (KVKs) for categorization into A,B,C & D Categories

Objectives

- i) To develop parameters for the evaluation of KVKs
- ii) To classify KVKs for their performance as A, B, C and D categories on the basis of various parameters
- iii) To identify factors that facilitate/hamper the functioning of KVKs and means to upgrade the KVKs.

2. Manpower Planning in Odisha.

Objectives

- i. To assess the current scenario of manpower for three sectors Viz, Agriculture, Industry & Service in the State;
- ii. Based on growth and income projections, to assess the requirement of manpower in 2016-17 & 2021-22, for different domain specific sectors, especially for emerging and State specific areas like; Mineral-based industry, Bio Technology, ICT, and Infrastructure, retail sectors and FPI, delineating requirements for skilled and highly skilled workers technical and managerial manpower;
- iii. To analyze region-wise skill gap of manpower by covering three selected districts namely Jajpur, Sundargarh & Ganjam;

3. Evaluation of Apprenticeship Training Scheme of BOAT (Western Region)

Objectives

- i. To assess the impact of Apprenticeship Training on employment, skills of targeted beneficiaries;
- ii. To identify the bottlenecks in implementation of Apprenticeship Programme and Act;
- iii. To recommend remedial steps to improve the effectiveness of NATS Scheme.

4. Beneficiary Survey on Micro, Small and Medium Enterprises Energy Saving Project (JICA Phase 2)

Objectives

- i. To promote MSMEs' energy saving efforts through the provision of medium-term and long-term funds for energy conservation measures and raising awareness of energy saving;
- ii. To strengthen the capacity of the Small Industries Development Bank of India (SIDBI), the executing agency, and its intermediary financial institutions; and
- iii. To contribute to environmental improvements, sustainable economic development, and the mitigation of climate change.

5. Evaluation Study of Credit Linked Capital Subsidy Scheme (CLCSS)

Main Objectives

To assess the impact of the scheme in overall development of the MSME Sector with particular reference to the improvement in terms of the following parameters, due to adoption of upgraded technology.

6. Impact Evaluation of the Scheme of Strengthening of State Wakf Boards

Main Objectives

To study whether the scheme has met all its objectives and funds released have been utilised for mandated activities and to study the impact of the scheme on functioning of the SWBs and identify their weak areas.

7. Evaluation study of the scheme MSME "Technology Centres (Tool Room and Technology Development Centres)

Main Objectives

The main objective of the study is to conduct a 360 degree evaluation of TCs to find out their usefulness, impact and suggestions for improving their efficiency of operation.

8. Outcome Review study of the grants in aid of Waqf - Development of Urban Waqf Properties

Main Objectives

The main objective of the study is to assess the income augmentation through commercial activities and to assess the impact on welfare activities through the income generated from urban properties.

9. Impact Evaluation study of the Scheme: Computerization of the records of State Waqf Boards

Main Objectives

The main objective of the study is to assess whether the scheme has met the desired objectives or any kind of modification are needed etc.



C. Manpower Journal

Manpower Journal is the flagship Journal of the Institute published since 1965. The quarterly features peer-reviewed articles, book reviews and other information relating broadly to human resource planning and development and allied areas with the Director General, NILERD acting as Editor-in-Chief.

The following volume of the journal was published during the year 2016-17.

Vol. 50, Nos. 1&2: January – June, 2016.

The set of Manuscripts of the following volume was finalized for Approval of Editor-in-Chief.

Vol.50, Nos. 3&4: July – December, 2016

D. Institute Library

Library Collection

The total number of Library collection (books and CD's) is 32,079 till the year 2016-17. The detail is as under:

Documentary Resources (Books and Reports): 31,792

Electronic Resources (CD-ROMs): 287

The reading materials and resources available in the library can be accessed from online public access catalogue (OPAC) of the Institute through Libsys software, which is intranet based connectivity. The same bibliographical information about the resources may be accessed throughout the world through Developing Library Network DELNET website using login and password, as this Institute is an institutional member of DELNET. The NILERD Library received 542 issues of journals/magazines during the year 2016-17.

Online Electronic Resources

Databases

- Indiatat.com (single user)
- JSTOR (Arts & Sciences VI – consists of 215 Journals.

Library Network

The library of the Institute accesses the DELNET (Developing Library Network) database which covers Union Catalogue of Books (approx 1 million bibliographic records); Union List of Current Periodicals; Union Catalogue of Periodicals Database of Periodicals, Articles, etc., which are very useful research tool for researchers.

Library Services

NILERD library is an important component of Research and Policy analysis of the Institute. To fulfill the demand for research and policy needs, NILERD library is providing technical support through the following library services:



Newspaper Clippings Index

The library brings out a monthly Newspaper Clipping Index (with Subjects), which is prepared from selected newspapers received in the library during the concerned month.

Article Alerts (With Abstract)

The library brings out a monthly Article Alert, which consists of the latest articles with abstract for disseminating the latest information to the researchers of the Institute. The articles are selected from the Journals received in the library during the concerned period.

The library provides services to its readers in the following forms:

Name of Service	Mode of Service
Current Awareness Services (CAS)	Online & Offline
Newspaper Clippings Services (with Subject)	Online & Offline
Reference Service	Online & Offline
Selective Dissemination of Information (SDI)	Online & Offline
Article Alert (with Abstract)	Online & Offline
Inter-Library Loan	Offline
Reprography Service	Offline

E. CELEBRATION OF NATIONAL DAYS

The National days were celebrated in the NILERD Campus along with the International participants of Education & Training Unit of the Institute. In both the occasions (15th August, Independence Day and 26th January, Republic Day), Director General or senior faculty of NILERD hoisted the National Flag at NILERD Campus. All staff residing in the campus along with their family members, international participants, and other staff living in the surrounding areas participated enthusiastically in the celebration of both occasions. School-going children of the staff residing in the campus actively participated in the cultural programmes and competitions in sports and games.

OTHER SUPPORT SERVICES:
HINDI CELL AND PERSONNEL MATTERS

Hindi Cell

The Institute has given immense importance to Hindi language and also issued guidelines of implementation of Hindi as official language through Hindi Cell. A Departmental Official Language Implementation Committee was constituted to appraise, monitor and record the implementation of Hindi in all day-to-day official work. Following activities took place during the year 2016-17 in which employees of NILERD participated actively.

1. Hindi Pukhwada was celebrated in the Institute during August 31st to September 14th, 2016. During the Pukhwada different competitions were held namely, Essay competition, Typing work competition, Hindi work Competition, Poetry writing etc. for the employees of the Institute.
2. Hindi Divas was celebrated on September 16, 2016 in the Institute under the Chairmanship of Dr. Anil Kumar Yadav, Director and Dr. Pitam Singh Director (Admn.). On Hindi Divas, 17 winners of various competitions were given cash prizes & certificates by Dr. Pitam Singh. Dr. Indu Shekhar (Assistant Director), Sh. Bhoop Singh (Assistant Director), Sh. Marshal Birua (Assistant Director) and Sh. Vijay Kumar Saxena (Assistant Director) were awarded Memento & Appreciation Certificate for translation work. Dr. Ved Prakash (Assistant Director) was given Memento & Appreciation Certificate for Publishing Book/Article in Hindi.
3. Dr. Yogesh Suri, Director General, Dr. Anil Kumar Yadav, Director and Dr. Lalit Latta, Joint Director attended two Town Official Language Implementation Committee meetings at Seva Bhawan, R.K. Puram, New Delhi.
4. Two half-yearly Hindi Bulletins (June, 2016 & December, 2016) were published. Dr. Anil K. Yadav acted as Chief Editor and Dr. Lalit Latta as Editor of these Bulletins.
5. Prepared four Hindi Quarterly Progress Reports (April-June, July-September, October-December and January-March)/Yearly Progress Reports and submitted to Nagar Official Language Implementation Committee NCRB, R.K. Puram, Delhi and Department of Official Language (Ministry of Home Affairs) at NITI Aayog Delhi.
6. The Hindi cell organized three Departmental Official Language Implementation Committee Meetings in the Institute under the Chairmanship of Dr. Anil K. Yadav, Director.
7. Dr. Yogesh Suri, Director General and Dr. Lalit Latta, Joint Director attended Official Language Advisory Committee meeting on November 23, 2016 in NITI Aayog, New Delhi.
8. Dr. Anil K. Yadav, Director attended Town Official Language Implementation Committee meeting on 28th March 2017 at Seva Bhawan R.K. Puram, New Delhi.
9. Attended the Hindi Meeting at NCRB on 30th August, 2016.



Personnel/Staff Matters

Director General

Dr. Yogesh Suri, Adviser, NITI Aayog took additional charge of Director General w.e.f. 03.11.2014 to till date.

Appointments

Dr. Pitam Singh was appointed as Director (Administration) w.e.f. 25.05.2016.

Ad-hoc Promotions

1. Smt. Gayatri Pandey promoted as Joint Director (Ad-hoc) in E&T Unit w.e.f. 8.5.2016 to till date.
2. Dr. (Smt.) Shachi Joshi promoted as Joint Director (Ad-hoc) w.e.f. 12.8.2016 to till date.
3. Dr. G.P. Joshi promoted as Joint Director (Ad-hoc) in E&T Unit w.e.f. 30.8.2016 to till date.
4. Dr. (Smt.) Ruby Dhar promoted as Deputy Director (Ad-hoc) in E&T Unit w.e.f. 8.5.2016 to till date.
5. Shri D. Indrakumar promoted as Deputy Director (Ad-hoc) w.e.f. 8.5.2016 to till date.
6. Shri D.P. Kohad promoted as Assistant Section Officer (Ad-hoc) for a period of one year w.e.f. 1.12.2016 to till date.

Deputation/lien

1. Smt. Meenakshi Gupta, Stenographer on deputation w.e.f. 20/11/2015 to till date.
2. Dr. K. Srinivasa Rao, Joint Director on deputation w.e.f. 15.9.2016 to till date.
3. Shri Ajit Kumar, Documentation Officer on deputation w.e.f. 28.1.2016 to till date.
4. Smt. Sukhvinder Kaur, Documentation Assistant resumed duty on 01.02.2017 after returning back from deputation.

Retirements

1. Dr. (Ms.) Rashmi Agrawal, Director retired on 31.7.2016
2. Smt. V.R. Vishalakshy, Assistant Section Officer retired on 31.7.2016.
3. Smt. Sudarshan Arora, Private Secretary retired on 31.10.2016.
4. Ms. Dhanwanti Sajnani, Assistant Section Officer retired on 30.11.2016.
5. Smt. Veerwati, MTS retired on 30.11.2016.
6. Smt. Usha Chawla, Section Officer Retired on 31.1.2017.

Some of the Major Administrative Initiatives/Achievements

1. The National Pension Scheme (NPS) implemented w.e.f. January 2016.
2. Internal procedure streamlined and check-points introduced for reimbursement of medical bills.

3. The system of maintaining Annual Performance Appraisal Reports (APAR), replacing the system of Annual Confidential Reports (ACR), implemented w.e.f. 01.04.2016.
4. The internal system of drawing TA/DA Advances, booking of Air/Rail tickets, submission of TA/DA claims for adjustment for official tours streamlined.
5. Got exemption from registration under FCRA from the Ministry of Home Affairs.

Activities of Estate Section

- A. Resolving of long-pending matters with DDA Extension of Time (EoT) till current date was obtained from DDA after getting waiver of penalty of Rs. 20 crores. This long pending milestone was successfully achieved with the intervention of high officials of NITI Aayog with their counterparts at DDA.
Action has been initiated to obtain Completion Certificate (CC) from local Municipality (i.e. North Delhi Municipal Corporation) in coordination with concerned sections of CPWD, and Delhi Govt. (i.e. Architects, Fire-fighting Deptt. etc.).
Relevant documents are being submitted to NDMC and under examination to obtain CC.
- B. Campus and Building Maintenance Activities:
Following renovation, maintenance, repair activities (pertaining to civil and electrical jobs) have been undertaken under the supervision of Estate Section.
 - a. Water proofing
 - b. Footpath construction
 - c. Compound Wall
 - d. Guard Rooms (two) construction
 - e. Re-carpeting of roads
 - f. R/M of electrical sub-station
- C. Other Activities
 - a. Coordination with NIT Delhi in sharing, distribution and costing of resources in a rational manner.
 - b. Horticultural & landscaping activities
 - c. Day to day maintenance of physical infrastructure, bracing-up of International Hostel, Residential quarters, Guest House, etc.
 - d. Coordination with MCD towards hygiene, cleanliness of entire campus.
- D. Miscellaneous
 - a. The Institute assisted NITI Aayog in implementation of Lucky Grahak Yojana & Digi Dhan Vyapar Yojana Scheme particularly the component of Outreach and Information Education

and Communication (IEC). NILERD maintained all financial records and documents related to the expenditure incurred and payment made for promotional activities. An amount of Rs. 50 crore was released to NILERD and the Institute facilitated the payment, expenditure and maintained all records for the above scheme.

- b. Also, Institute assisted NITI Aayog in organizing a National Conference for Strengthening Arbitration in India from 21st to 23rd October, 2016. NILERD was assigned specific following work/activities;
- i. Opening of a separate bank account for the event.
 - ii. Collection of registration fee.
 - iii. Assign an official for assisting in the organization of the event.
 - iv. Appoint a Chartered Accountant to handle the accounts for the event.
 - v. Any other duties assigned subsequently.

The Institute performed all the above activities efficiently and to the satisfaction of NITI Aayog.

Faculty Members' Academic Activities

Bhattacharya, Dr. Sanchita, Deputy Director

Paper Published

1. 2016, "Assessment of Employment Potential for Fisheries Professionals in India", Indian journal of Fisheries, Vol. 63, No. 2.
2. 2016, "Growing Non-farm Employment: An Alternative to Sluggish Agricultural Opportunities in India", Social and Management Solutions, CSMS Journal, Vol. 11, No. 1, :17-35.
3. 2016, the Ph. D. Thesis has been published electronically in August, by Inner Search Foundation (ISF) Institute of Research and Education (www.iire.org) and it is available in the website <http://www.iire.in/Thesis.aspx>. The title of the thesis is Small Farms and Agricultural Credit: A Study of the Factors affecting Access in West Bengal.

Joshi, Dr. G. P., Joint Director

1. 2016, "Growing Non-farm Employment: An Alternative to Sluggish Agricultural Opportunities in India", Social and Management Solutions, CSMS Journal, Vol. 11, No. 1:17-35.

Joshi, Dr. Shachi, Joint Director

Paper published

1. 2016, "Gender Differentials in Employment and Wages: What is the Scenario?", International Journal of Social Science and Development Policy, Vol. 2, No. 2.

Paper presented

1. 2016, Presented paper titled, "Evaluation System of India: How far Have we Travelled?" conference organized by European Evaluation Society September 26-30, at Maastricht, Netherland.

Jerry, Joseph, Assistant Director

Paper published

1. 2016, "Modernization of Marine Fisheries Sector and Its Impact on the Livelihood of Traditional Fisher-folk, Manpower Journal, Vol. XLIX, Nos. 3&4.

Indra Kumar D., Deputy Director

Paper published

1. 2017, "Agricultural Manpower Situation: Some Evidences", Asian Economic Review, Vol. No. 60,:105-126, ISSN: 0004-4555.
2. 2016, "Apparel Industry in India: An Assessment on Employment and Policy Perspectives" Man & Development, Vol. 38, No. 3, :97-114, ISSN: 0258-0438.



3. 2016, "Impact of Education in India – An Analysis" Shanlax International Journal of Education, Vol. 4, No. 4, ISSN: 2320-2653.
4. 2016, "Growing No-farm Employment: An Alternative to Sluggish Agriculture Opportunities in India", Social and Management Solutions, CSMS, Vol. 11, No. 1, pp. 17-35.

Kumra, Ms. Neha, Assistant Director

Paper published

1. 2016, "The Case for Rights-based Budgeting and Spending in India an Evaluation Journal of Australasia, as Practice Article, Volume 16, No1,:38-42, available at: <https://www.aes.asn.au/resources/evaluation-journal-of-ustralasia.html>
2. 2017, "Child hood Health and Educational Investment under Risk in IZA Journal of Labour & Development, as Original Article, Volume 6, Issue 2, available at: <http://www.springer.com/economics/journal/40175>.

Pradhan, Dr. Kailash Chandra, Joint Director

Paper Published

1. 2017, "Covariate and Idiosyncratic Shocks and Coping Strategies for Poor and Non-poor Rural Households in India, Journal of Quantitative Economics, ISSN: 0971-1554, Springer.
2. 2016, "Productivity and Efficiency of Labour Intensive Manufacturing Industries in India: An Empirical Analysis," International Journal of Development Issues, Vol. 15, No. 2, PP. 130–152, ISSN: 1446-8956, Emerald Group Publishing Limited.
3. 2016, "Anatomy of Input Demand Functions for Indian Farmers across Regions, MSE working paper, No. 150.

Parida, P.C., Director

Paper published

1. 2016, "Productivity and Efficiency of Labour Intensive Manufacturing Industries in India: An Empirical Analysis", International Journal of Development Issues, Emerald Publications.

Workshop

1. 2016, attended an event on Future Work in India and Young People's Aspiration, organised by the Ministry of Labour and Employment, Government of India.

Prakesh, Dr. Ved, Assistant Director

Books published

1. 2016, a book on, Samaj Me Badhtey Vivad Aur Apradh (समाज में बढ़ते विवाद और अपराध), ISBN: 978-93-80318-127, published by M/s. Neha Publishers & Distributors, New Delhi.



2. 2016, a book on, Chanakya Niti-Samaj Niyamon Se Paripurn (चाणक्यनीति- समाजनियमों से परिपूर्ण), ISBN-978-93-80317-373 published by M/s. Gaurav Book Centre, New Delhi.

Sarangi, Dr. Tapas, Assistant Director

Paper published

1. 2016, "Implementation of Forest Rights Act 2006 in Protected Areas of Odisha". The Indian Forester, Indian Council of Forestry Research and Education (ICFRE), Dehradun, Vol.142,: 1149-56.
2. 2016, "Labour Use Pattern in Forested Landscape of Western Odisha", Manpower Journal, Vol. L, Nos. 1 & 2, :1-24.
3. 2016, "Forest Rights Act 2006 and Its Impact on Livelihoods in Odisha and Jharkhand", in Kailas Sarap (ed), "Adivasis in India: Resources, Livelihoods and Institution", Bloomsbury Publishing, India, ISBN: 978-93-85936-23-4.

Paper presented in Seminar, Workshop, Conference

1. 2006, "Contextualizing the Conflict between Livelihood and Conservation: Implementation of FRA in Odisha", Presented in a National Seminar on "Tribal Rights in India and Demand for Development with Dignity", organized by the Department of Tribal Studies, Indian Social Institute (ISI), New Delhi.

Invited as Resource Person

1. 2016, delivered a Special Lecture on "Tribal Land, Forest Rights & Livelihood" at an ICSSR sponsored orientation Programme for Scheduled Tribes and other Marginalized Groups, organized by the Institute of Economic Growth, (IEG), New Delhi.

TV Interview

1. 2016, invited for an Interview on Desertification & Forest Conservation by the DD Kisan Channel which was telecasted on 30th June, in a programme title 'Prakrity Ki Ore' a DD Kisan Channel.

Shekhar, Dr. Indu, Assistant Director

Paper published

1. 2016, "Hindrances of Skill-Development: A Sociological Approach", Manpower Journal, VOL.I, Nos.1&2, January-June,:81-98.

Book Review

1. 2016, Governance, Conflict and Development in South Asia, Perspectives from India, Nepal and Sri Lanka, Edited by Siri Hettige and Eva Gerharz, First published in 2015, SAGE Publications India Pvt. Ltd, ISBN:978-93-515-0100-8 (HB), Manpower Journal, Vol.L, Nos..1&2, January-June,:111-117.

Sharma, Richa, Deputy Director**Paper published**

1. 2016, “Domestic Violence-Examining the Role of Government anti-Poverty Schemes: Analysis based on Uttar Pradesh (India) NFHS data, Journal of Mathematics, Statistics and Operations Research (JMSOR), Vol. 3, No.2, pp. 68-75, Index Print, ISSN: 2251-3388& E-periodical 2251-3396.

Sinha, Sharmistha, Deputy Director**Paper published**

1. 2016, “Enhancing Employability of Youth in the Educationally Backward Blocks, available at <http://niti.gov.in/content/enhancing-employability-youth-educationally-backward-blocks> .
2. 2016, “Declining Female Employment in India: Insights from Gujarat and Uttar Pradesh” in Dasgupta and Verick (ed.), *Transformation of Women at Work in Asia: an Unfinished Development Agenda*, SAGE Publishing, ILO Publishing, ISBN: 978-938-598-505-8.
3. 2016, “Non-Farm Employment in Rural India: Trends and Determinants”, in T. Haque (ed.) *Agrarian Distress in India Causes and Remedies*, Concept Publishing, ISBN: 13: 978-93-5125-257-3.

Invited as Resource Person

1. 2016, delivered Lecture on “Women and Work – Segregation at different levels” at a training programme on ‘Globalization, Changing Employment Relations and Labour Administration’ to State Government Officials from Labour Department, organized by the V.V. Giri National Labour Institute, Ministry of Labour and Employment, Government of India.

Yadav, S. K., Deputy Director**Paper published**

1. 2016, “The Indian Construction Sector-An Analytical Review”, South Asian Journal of Socio-Political Review, Kollam, Kerala, Vol. XVII No.1.
2. 2016, “Assessment of Utilization of Management Professionals according to Their Qualification Levels-a Case Study of Delhi” AIMA Journal of Management and Research, Vol. 10, Issue No.4/4, New Delhi and ISSN: 0974-497.
3. 2016, “Assessment of Utilization of Engineering and Technical Professionals according to Their Qualification Levels-A Case Study of Delhi” International Journal of Humanities and Social Sciences, Vol.3, Issue 4, : 826-847, ISSN: 2349-2147.

ACADEMIC PROFILE OF THE FACULTY AND THEIR AREAS OF SPECIALISATION

Director General – Dr. Yogesh Suri, Ph.D (Economics)

Adviser NITI Aayog, additional Charge of DG, NILERD.

Director

1. **Prasad, Dr. M. R.** B.Tech, M.Tech (I.I.T. Kharagpur), Ph.D. (I.I.Sc.),
Sectoral Studies, Science & Technology developments, assessment of emerging technologies, manpower implications and entrepreneurship.
2. **Parida, Dr. Purna Chandra**, Ph. D. (Economics)
Macro modeling, forecasting and policy analysis, infrastructure and economic development, employment and skill development analysis.
3. **Yadav, Dr. A. K.**, M.A. (Economics) Ph.D. (Economics)
Development Economics, Econometrics, Research Methodology, International Business Management and Manpower Planning.

Joint Directors

1. **Joshi, Dr. G.P.**, M.A. (Economics), Ph.D. (Economics)
Manpower Assessment Surveys, Work Studies, Monitoring and Evaluation, Human Resource Planning.
2. **Joshi, Dr (Mrs.) Shachi**, M.A. (Economics), Ph.D. (Agricultural Economics)
Monitoring & Evaluation, Human Resource Planning, Skill Development.
3. **Kumar, Dr. Yogesh**, M.A. (Hons.) Economics, M.Tech.(Urban and Regional Planning), Ph.D. (Rural Economics).
Annual review of employment and unemployment in India, urban development issues, environmental assessment & management plans.
4. **Kamala Devi, Dr. (Mrs.) A.**, M.A., Ph.D.(Sociology)
Population studies, gender issues, manpower information system and skill development issues.
5. **Latta, Dr. Lalit**, M.A. (Sociology), PhD (Sociology), Certificate course on Leadership & Management with Gender Perspective, All India Management Association and Gender Training Institute, New Delhi.
6. **Pandey, (Mrs) Gayatri**, MA. (Mathematics)
Statistical Analysis of Data Sources related to Manpower Planning.
7. **Pradhan, Dr Kailash Chandra**, PhD (Economics)
Macro-econometric Modeling, forecasting and simulation, money and financial markets, labour economics, and development economics.

Deputy Directors

1. **Bhattacharya, Dr. (Mrs.) Sanchita**, M.Sc. (Economics), M.Phil.(Economics), Ph.D.(Economics).
Agricultural economics, agricultural growth and instability, agricultural credit, rural marketing.
2. **Dhar, Dr.(Mrs.) Ruby**, M.A. (Sociology), M.Phil.(Sociology), Ph.D. (Medical Sociology)
Human resource development, gender issues, migration, health issues.
3. **Indrakumar, D.**, M.A. (Economics), M.Phil.(Economics)
Manpower planning, market oriented research
4. **Lal, Mrs. Renu**, M.A. (Sociology)
Human resource development of women workers, training in manpower planning and development.
5. **Sharma, (Mrs) Richa**, MSc. (Statistics), Masters in Population Science.
6. **Sinha, Sharmistha**, M.Sc. (Economics), M.Phil (Economics)
7. Employment, Skill Development, Poverty, governance, gender based discrimination, unpaid work, skewed sex ratio and economics of health.
8. **Yadav, S.K.**, M.A. (Economics), M.B.A. (HRM)
Informal sector employment, work study techniques.

Assistant Directors

1. **Birua Marshal**, M.A. (Personnel Management & Industrial Relations), NET (UGC), L.L.B.
Personnel Management and Social Security
2. **Chauhan, J.S.**, M.A. (Economics)
Employment Planning for Science & Technology, Employment Generation through decentralization Planning.
3. **Joseph, Jerry**, M.A. (Political Science), M.Phil.(Political Science)
Development Studies, Vocational Education.
4. **Kakkar, Dr.(Ms.) Anita T.**, M.A. (Economics), Ph.D. (Economics)
Child labour, Social Security, Human Resource Development.
5. **Kumra, (Ms.) Neha**, M.Sc. (Development Economics), P.G. Diploma in Public Management, P.G. Diploma in Child Right Law.
Development Economics and Public Management.
6. **Prakash, Dr.Ved**, B.Sc.(Agriculture), M.A. (Sociology), M.A. (Philosophy), Ph.D. (Philosophy)
Research Methodology, Interview Techniques, Market Research, Development of Official Language (Hindi) in an organization, HRD at organizational level, identification of training needs.

7. **Roy, Dr. (Mrs.) Chaitali**, M.A. (Political Science), M.A. (Public Administration), Ph.D. (Public Administration), Diploma in Human Resource Management.
8. **Sarangi, Dr. Tapas Kumar**, M.A. (Economics), M.Phil.(Economics), PH.D.(Economic) Agricultural Economics, Natural Resource Economics and Rural Livelihood.
9. **Saxena, Vijay K.**, M.A. (Economics), M.A. (Sociology)
Evaluation of staffing norm of the organization level, Cost analysis & Management Accounts, Human Resource Assessment, Rural and Urban Human Resource Planning & Development.
10. **Sharma, Radhey Shyam**, M.A. (Sociology)
Socio-economic Development, Manpower Planning and Human Development.
11. **Shekhar, Dr.Indu**, M.A. (Sociology), Ph.D. (Sociology)
Rural power elite, Education, Qualitative Research, Sectoral Studies, Human Resource Planning, Diaspora, Development Studies.
12. **Singh, Bhoop**, M.A.(Economics), L.L.B.
Manpower Planning and Development, Sectoral Studies.
13. **Wordsworth, A.P. William**, M.Com, M.Phil (Japanese Studies)
Human Resource Management, Rural Development, Social Security, Social Protection in organized/unorganized Sector, Human Resource Accounting.

Administration and Finance Division

1. **Dr. Pitam Singh**, Director – Head of the Administration Division
2. **Shri Rajesh Kumar Vyas** - Joint Director (Finance)
3. **Shri Raj Kumar** – Administrative Officer

FINANCIAL MATTERS



INDEPENDENT AUDITORS' REPORT

To,
THE MEMBERS
NATIONAL INSTITUTE OF LABOUR ECONOMICS RESEARCH & DEVELOPMENT
(formerly known as Institute of Applied Manpower Research)
NEW DELHI

Report on Financial Statements

We have audited the accompanying financial statements of **National Institute Of Labour Economics Research & Development** ("the Institute"), Plot No.25, Sector A-7, Institutional Area, Narela, New Delhi-110040, which comprises the Balance Sheet as at **31st March, 2017**, the Income & Expenditure Account for the year ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Managements responsible for the preparation of these financial statements that give a true and fair view of the financial position and financial performance of the Institute in accordance with the accounting principles generally accepted in India, including the Accounting Standards. This responsibility also includes maintenance of adequate accounting records in accordance with the provisions of Act for safeguarding the assets of the Institute and for preventing and detecting frauds and other irregularities; selection and application of appropriate accounting policies; making judgments and estimates that are reasonable and prudent; and design, the implementation and maintenance of adequate internal financial controls, that were operating effectively for ensuring the accuracy and completeness of the accounting records, relevant to the preparation and presentation of the financial statements that give a true and fair view and are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We have taken into account of provisions of the Act, the accounting and auditing standards and matters which are required to be included in the audit report under the provisions of the Act and the Rules made there under.

We have conducted our audit in accordance with the Standards on Auditing. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and the disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal financial control relevant to the Institute's preparation of the financial statements that give a true and fair view in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on whether the Institute has in place an adequate internal



financial controls system over financial reporting and the operating effectiveness of such controls. An audit also includes evaluation of the appropriateness of accounting policies used and the reasonableness of the accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion on the financial statements.

Opinion

In our opinion and to the best of our information and according to the explanation given to us, the said accounts read with the detail of accounting policies and notes thereon and our observations given in Annexure to this report give a true & fair view in conformity with the accounting principles generally accepted in India.

- i) In the case of Balance Sheet, of the state of the affairs of the Institute as at 31st March, 2017; and
- ii) In the case of Income and Expenditure account, of the Excess of Income over Expenditure for the year ended on 31st March 2017.

For AJAY K. JAIN & CO.
Chartered Accountants
FRN.: 007118N

(CA. AJAY K. JAIN),
Partner, FCA
Membership No.: 085994

Place: New Delhi

Date: 25/08/2017



ANNEXURE TO THE AUDITOR'S REPORT DATED 25/08/2017 FOR THE YEAR ENDING ON 31/03/2017

NATIONAL INSTITUTE OF LABOUR ECONOMICS RESEARCH & DEVELOPMENT (Formerly INSTITUTE OF APPLIED MANPOWER RESEARCH)

1. FIXED ASSETS:

- The Institute has not maintained proper records of its fixed assets showing full particulars including quantity details, location and situation of fixed assets. Fixed Assets have not been physically verified by the management during the year. There is no proper system for recording fixed assets. Due to this, physical verification of fixed assets is not possible to our audit, material discrepancies, if any, cannot be commented upon.

2. Reconciliation of Debtors and Creditors including Advances:

Attention is invited to point no. 8(i) on notes of accounts of Schedule – 14 and we have observed that balances of Sundry Debtors/Creditors including advances have remained subject to confirmation & reconciliation as on 31.03.2017.

Therefore we would strongly recommend to implement a system of taking periodic balance confirmation and obtaining statement of account from all parties and reconciling the differences, if any, found during the process.

Thus, effort should be made to reconcile the same so that the Financial Statements may represent true and fair view of the actual financial position of the Institute.

- 3.** *Attention is invited to point no. 6 on notes of accounts of Schedule – 14 and we have observed that a sum of Rs. 78, 58,617/- as receivable from Sponsors remains outstanding since long and no efforts has been made to recover these advances.*

We suggest to recover the outstanding as early as possible as a significant amount is blocked in these accounts without any income generation, which seems to be prima facie prejudicial to the interest of the Institute.

- 4.** *Attention is also invited to point no. 5(i) & 5(ii) on notes of accounts of Schedule – 14 and we have observed that a sum of Rs. 5,81,69,938/- as Miscellaneous outstanding advances on Capital account and a sum of Rs. 19,08,849/- as Staff & other Advances remains outstanding since long and no efforts has been made to Settle/Adjust these advances which has resulted in Overstatement of Current assets and Understatement of Capital Assets/Expenditure by the said amount.*

- 5.** *It has been observed that LTC Advance / Advance for expenses to staff are not being adjusted within reasonable time frame. This clearly shows the weakness of Internal Control in this regard.*



6. **TDS:**

TDS demand across all financial years amounting to Rs. 7, 62,790.

7. **Income Tax Refund Receivable:**

We have observed that TDS is being deducted by the Banks & other parties on its revenue though the Income of the Institute is Exempt u/s 10 of Income Tax Act, 1961 and no efforts is being made by the Institute to convince the deducted for non-deduction of TDS on its revenue, Resultant significant amount of Rs. 66,67,782/- (Schedule -4A of Financial Statements) is blocked as TDS Receivable since long, which seems to be prima facie prejudicial to the interest of the Institute. Action should also be taken to recover the same from Income Tax Authority, as large amount is lying blocked.

8. **WORKS CONTRACT TAX**

It has been observed that notice has been received from DVAT department regarding deduction of TDS on WCT dated 24/11/15 and 06/01/16. It is clearly mentioned in the notice dated 06/01/16 that penalty under section 86(14) read with section 59(2) of DVAT Act, 2004 be imposed for non-compliance of provisions of DVAT Act, 2004 however no reply has been given to such notices till date.

TDS on WCT is applicable on payment made to Guru sons communications for annual maintenance charges amounting to Rs. 1,18,457. However no TDS on WCT has been deducted.

**For AJAY K. JAIN & CO.
Chartered Accountants
FRN.: 007118N**

**Sd/-
(CA. AJAY K. JAIN),
Partner, FCA
Membership No.: 085994**

Place: New Delhi

Date: 25/08/2017



NATIONAL INSTITUTE OF LABOUR ECONOMICS RESEARCH & DEVELOPMENT

BALANCE SHEET AS ON 31ST MARCH 2017

(Figures in Rupees)

	Schedule	Current Year 2016-17	Previous year 2015-16
CORPUS/CAPITAL FUND AND			
LIABILITIES			
Corpus/Capital Fund	1	251,744,016	240,387,586
Current Liabilities & Provisions	2	96,246,629	120,914,382
Total		347,990,645	361,301,968
ASSETS			
Fixed Assets	3	207,367,236	215,443,908
Current Assets, Loans & Advances	4	140,623,409	145,858,060
Total		347,990,645	361,301,968

Significant Accounting Policies 13

Notes on Accounts and Contingent Liabilities 14

Notes form an integral part of Accounts in
terms of our Audit Report of even date
annexed herewith.

As per our audit report of even date annexed

For Ajay K. Jain & Co.
Chartered Accountants
FR No. :007118N

RAJESH KUMAR VYAS
Joint Director (Finance)
NILERD

Dr. ARUP MITRA
Director General
NILERD

(CA. AJAY K. JAIN)
FCA, Partner
M. No. 085994

Place : Delhi
Date : 25/8/2017



NATIONAL INSTITUTE OF LABOUR ECONOMICS RESEARCH & DEVELOPMENT

INCOME & EXPENDITURE ACCOUNT FOR THE YEAR
ENDED 31-03-2017

(Figures in Rupees)

	Schedule	Current Year	Previous year
		2016-17	2015-16
INCOME			
Income from Studies/Research/Projects	5	40,126,479	36,040,986
Grants/Subsidies	6	89,066,721	90,231,880
Interest earned	7	4,322,880	5,649,103
Other Income	8	22,599,369	25,218,610
Prior Period Items		-	20,933
Total (A)		156,115,449	157,161,512
EXPENDITURE			
Establishment Expenses (Main)	9	102,564,968	92,463,195
Administrative Expenses (Main)	10	15,451,826	17,188,437
Establishment Expenses (Project/Studies)	11	5,216,881	4,741,691
Administrative Expenses (Project/Studies)	12	17,589,227	25,852,029
Depreciation	3	8,889,026	9,678,972
Total (B)		149,711,928	149,924,323
Excess of Income/Expenditure over Expenditure/ Income		6,403,521	7,237,188
Balance carried to Capital Fund		6,403,521	7,237,188

Significant Accounting Policies 13

Notes on Accounts and Contingent Liabilities 14

As per our audit report of even date annexed

For Ajay K. Jain & Co.
Chartered Accountants
FR No. :007118NSd/-
(CA. AJAY K. JAIN)
FCA, Partner
M. No. 085994
Place : Delhi
Date : 25/8/2017Sd/-
RAJESH KUMAR VYAS
Joint Director (Finance)
NILERDSd/-
Dr. ARUP MITRA
Director General
NILERD



**NATIONAL INSTITUTE OF LABOUR ECONOMICS RESEARCH & DEVELOPMENT
(Formerly INSTITUTE OF APPLIED MANPOWER RESEARCH)
SCHEDULE FORMING PART OF BALANCE SHEET AS ON 31-03-2017**

**SCHEDULE-1
(Figures in Rupees)**

	Current Year		Previous Year	
	2016-17		2015-16	
CORPUS FUND				
Balance B/F	34,486,092		31,274,521	
Add: Additions during the year	1,538,462		449,472	
Add: Interest earned during the year	2,602,093	38,626,647	2,762,099	34,486,092
CAPITAL FUND RESERVES & SURPLUSES				
Balance B/F	(9,542,414)		(26,458,574)	
Add: Additions during the year	-		-	
Less/Add :Deficit/Surplus carried from Income & Expenditure A/c	15,292,547	5,750,133	16,916,160	(9,542,414)
FIXED ASSET FUND MAIN				
Gross Block	315,925,231		314,389,794	
Add: Additions During the year	819,783		1,535,437	
Less: Assets sold/written off during the year	7,429		-	
Amount adjusted during the year	-		-	
Less: Depreciation Reserve	(112,566,272)	204,171,313	(104,183,437)	211,741,794
NTMIS				
Gross Block	11,732,392		11,732,392	
Add: Additions During the year	-		-	
Less: Assets sold during the year	-		-	
Amount adjusted during the year	-		-	
Less: Depreciation Reserve	(11,341,771)	390,621	(11,280,359)	452,033
TRAINING/PGDC				
Gross Block	10,265,789		10,265,789	
Add: Additions During the year	-		-	
Less: Assets sold during the year	-		-	

Amount adjusted during the year	-		-	
Less: Depreciation Reserve	(8,032,151)	2,233,638	(7,649,035)	2,616,754
SPONSORED STUDIES				
Gross Block	982,957		982,957	
Add: Additions During the year	-		-	
Less: Assets sold during the year	-		-	
Less: Depreciation Reserve	(920,153)	62,804	(909,346)	73,611
CONSULTANCY STUDIES				
Gross Block	120,527		120,527	
Add: Additions During the year the from Main A/c	-		-	
Less: Assets sold during the year	-		-	
Amount adjusted during the year	-		-	
Less: Depreciation Reserve	(108,678)	11,849	(106,880)	13,647
NAIP WORLD BANK- STUDIES				
Gross Block	600,000		600,000	
Add: Additions During the year	-		-	
Less: Assets sold during the year	-		-	
Less: Depreciation Reserve	(234,320)	365,680	(205,030)	394,970
FCRA STUDIES				
Gross Block	1,148,767		1,148,767	
Add: Additions During the year	-		-	
Less: Assets sold during the year	-		-	
Less: Depreciation Reserve	(1,017,436)	131,331	(997,668)	151,099
Total	251,744,016		240,387,586	



NATIONAL INSTITUTE OF LABOUR ECONOMICS RESEARCH & DEVELOPMENT

SCHEDULE FORMING PART OF BALANCE SHEET AS ON 31-03-2017

SCHEDULE 2 - CURRENT LIABILITIES & PROVISIONS

(Figures in Rupees)

	Current Year	Previous Year
	2016-17	2015-16
A. CURRENT LIABILITIES		
1. Sundry Creditors	2,530,399	2,535,399
2. Other Current Liabilities	4,769,936	37,870,651
TOTAL - A	7,300,335	40,406,050
B. PROVISIONS		
1. Death-Cum Retirement Gratuity	52,409,349	48,415,240
2. Leave Encashment	36,536,945	32,093,092
TOTAL - B	88,946,294	80,508,332
TOTAL - A+B	96,246,629	120,914,382

Schedule - 3, Fixed Assets

DESCRIPTION		GROSS BLOCK				DEPRECIATION				NET BLOCK	
	Cost/valuation as at 1-4-2014	Additions during the year	Deductions	Cost/valuation at the 31-3- 2015	Rate	As at the beginning of the year	During the year	Deduction	Total up to the Year-end	As at the Current year-end	As at the Previous year-end
<u>A. FIXED ASSETS:</u>											
<u>LAND :</u>											
Leasehold - Narela	30,240,000			30,240,000						30,240,000	30,240,000
<u>BUILDING</u>											
On Leasehold Land- Narela	160,670,340			160,670,340	2%	38,953,636	2,434,334		41,387,970	119,282,370	121,716,704
On Leasehold Land-I.P. Estate	13,006,558			13,006,558	2%	2,553,275	209,066		2,762,341	10,244,217	10,453,283
Electric Installation - Narela	1,272,165			1,272,165	10%	841,647	43,052		884,699	387,466	430,518
Substation at IIPA Campus	1,476,407			1,476,407	10%	1,230,183	24,622		1,254,805	221,602	246,224
<u>VEHICLES/CYCLE</u>											
Vehicle & Cycle- Main Grant	605,429			605,429	20%	502,135	20,659		522,794	82,635	103,294
Vehicle & Cycle NTMIS	440,350			440,350	20%	427,936	2,483		430,419	9,931	12,414
Vehicle & Cycle Training/PGDC	2,923,953			2,923,953	20%	2,113,484	162,094		2,275,578	648,375	810,469
<u>FURNITURE & FIXTURES</u>											
Furniture -Main Grant	3,436,696			3,436,696	10%	1,748,706	168,799		1,917,505	1,519,191	1,687,990
Furniture -DG Office	412,428			412,428	10%	214,693	19,774		234,467	177,961	197,735
Furniture -Guest House	224,124			224,124	10%	116,926	10,720		127,646	96,478	107,198
Furniture-Hostel-Main	2,987,331			2,987,331	10%	1,824,631	116,270		1,940,901	1,046,430	1,162,700
Library Furniture-Main Grant	62,720			62,720	10%	48,371	1,435		49,806	12,914	14,349
Furniture-NTMIS	706,528			706,528	10%	578,778	12,775		591,553	114,975	127,750
Furniture -Training/PGDC	2,535,389			2,535,389	10%	1,386,949	114,844		1,501,793	1,033,596	1,148,440
Furniture- Sponsored Studies	20,793			20,793	10%	16,037	476		16,513	4,280	4,756
Furniture-NAIP	50,000			50,000	6.33%	22,155	3,165		25,320	24,680	27,845
Furniture-FCRA	257,569			257,569	10%	196,880	6,069		202,949	54,620	60,689
<u>OFFICE EQUIPMENT</u>											
Equipment - Main Grant	8,579,829	749,720		9,329,549	15%	6,052,889	491,499		6,544,388	2,785,161	2,526,940
Air Conditioners -Main Grant	1,758,993			1,758,993	15%	971,744	118,087		1,089,831	669,162	787,249
Air Conditioner Equipments-NTMIS	423,219			423,219	10%	410,710	1,251		411,961	11,258	12,509
Library Equipment- Main Grant	1,175,545			1,175,545	10%	829,788	34,576		864,364	311,181	345,757
EPABX-Main Grant	1,185,269			1,185,269	15%	989,503	29,365		1,018,868	166,401	195,766
Equipments- NTMIS	922,087			922,087	15%	888,831	4,988		893,819	28,268	33,256

Equipment- Training/PGDC	4,828,682			4,828,682	15%	4,123,464	105,783		4,229,247	599,435	705,218
Equipment-Consultancy	21,225			21,225	10%	16,253	497		16,750	4,475	4,972
Equipment-NAIP	500,000			500,000	4.75%	166,250	23,750		190,000	310,000	333,750
Equipment-FCRA	222,368			222,368	15%	199,090	3,492		202,582	19,786	23,278
COMPUTER/PERIPHERALS											
Computer/Printers - Main Grant	16,357,282			16,357,282	15%	12,175,708	627,236		12,802,944	3,554,338	4,181,574
Software - Main Grant	5,065,209			5,065,209	15%	3,591,023	221,128		3,812,151	1,253,058	1,474,186
DTP System-Main Grant	1,725,419			1,725,419	15%	1,646,741	11,802		1,658,543	66,876	78,678
Computer Accessories - NTMIS	9,240,207			9,240,207	15%	8,974,104	39,915		9,014,019	226,188	266,103
Computer - Consultancy	99,302			99,302	15%	90,627	1,301		91,928	7,374	8,675
Computer - Sponsored	953,403			953,403	15%	885,468	10,190		895,658	57,745	67,935
Computer -FCRA	623,762			623,762	15%	559,380	9,657		569,037	54,725	64,382
LIBRARY BOOKS											
Library Books -Main Grant	4,955,164	70,063	7,429	5,017,798	20%	3,502,946	304,456		3,807,402	1,210,396	1,452,218
Library Books-FCRA	45,068			45,068	20%	42,318	550		42,868	2,200	2,750
CD-ROM for Library-Main Grant	960,467			960,467	15%	696,465	39,600		736,065	224,402	264,002
C.D. ROM for Library -Sponsored	7,654			7,654	15%	6,796	129		6,925	729	858
Library Books - NAIP	50,000			50,000	4.75%	16,625	2,375		19,000	31,000	33,375
Library Books - Sponsored	1,107			1,107	20%	1,046	12		1,058	49	61
Library Books - Training/PGDC	27,112			27,112	20%	25,139	395		25,534	1,578	1,973
ASSETS – PLAN GRANT											
Information Technology / Computers	3,241,592			3,241,592	10%	1,526,601	171,499		1,698,100	1,543,492	1,714,991
Library Books/network	2,654,360			2,654,360	20%	2,116,897	107,493		2,224,390	429,970	537,463
Guest House	875,876			875,876	10%	507,465	36,841		544,306	331,570	368,411
Director's Office	396,459			396,459	10%	242,863	15,360		258,223	138,236	153,596
Essential Infrastructure on	52,550,223			52,550,223	10%	21,298,599	3,125,162		24,423,761	28,126,462	31,251,624
Campus-Plan											
TOTAL OF CURRENT YEAR	340,775,663	819,783	7,429	341,588,017		125,331,755	8,889,026	-	134,220,781	207,367,236	215,443,908
TOTAL OF PREVIOUS YEAR	339,240,226	1,535,437	-	340,775,663		115,652,783	9,678,972	-	125,331,755	215,443,908	223,587,443



**NATIONAL INSTITUTE OF LABOUR ECONOMICS RESEARCH & DEVELOPMENT
(Formerly INSTITUTE OF APPLIED MANPOWER RESEARCH)**

SCHEDULE FORMING PART OF BALANCE SHEET AS ON 31-03-2017

CURRENT ASSETS, LOANS & ADVANCES

**SCHEDULE - 4
(Figures in Rupees)**

	Current Year	Previous Year
A.CURRENT ASSETS	2016-17	2015-16
1. Inventories		
Closing Stock of Stationery	719,487	648,107
(At cost as certified by management)	719,487	648,107
2. Sundry Debtors		
a) Receivable from Sponsors	7,858,617	35,724,816
	7,858,617	35,724,816
3. Bank Balances with Scheduled Bank		
- In Saving Account		
- UCO Bank - 2003	1,343,244	1,290,627
- Corporation Bank - 2472	35,036,627	23,121,988
- Corporation Bank - 3600	1,483,057	993,149
- Corporation Bank - 5200	674,440	648,081
- In FDR Account		
- FDR with Corporation Bank (Corpus Fund)	34,282,880	31,965,613
- FDR with UCO Bank (Main)	2,299,950	2,299,950
- FDR with Corporation Bank (Main)	43,710,441	37,036,759
- Interest Accrued on FDR	2,385,447	2,814,228
TOTAL	121,216,086	100,170,395
GRAND TOTAL	129,794,191	136,543,318

**NATIONAL INSTITUTE OF LABOUR ECONOMICS RESEARCH & DEVELOPMENT
(Formerly INSTITUTE OF APPLIED MANPOWER RESEARCH)****SCHEDULE FORMING PART OF BALANCE SHEET AS ON 31-03-2017****2. Advances and other amounts recoverable in cash or in kind or for value to be received****SCHEDULE- 4A
(Figures in Rupees)**

	Current Year	Previous Year
	2016-17	2015-16
A. ADVANCE ON CAPITAL ACCOUNTS		
Main - CPWD for Campus Construction	3,230,614	3,230,614
Advance to NIC for Computers	22,065	22,065
Advance to NICS	2,849,222	996,666
Advance to Exe. Engineer, North DDA for sewer connection	2,682,759	2,682,759
Ex-Engineer (E) , CPWD	13,488,213	2,688,213
Exec. Engineer.DAD, CPWD	3,652,311	3,652,311
Ex-Engineer (C) , CPWD	32,244,754	16,674,754
TOTAL - A	58,169,938	29,947,382
B. OTHERS		
Main - Petrol/CNG Deposits	30,500	30,500
Telephone Deposits with MTNL	45,800	45,800
Security Deposits DVB	1,350,000	1,350,000
Security Deposit Sr AO, DDO (Water connection)	5,000	5,000
GSLI Recoverable from Staff	108,347	108,347
T.D.S. Receivable	6,667,782	5,751,941
Advances to Employees (Computer/Festival/Cycle/Scooter etc)	95,717	88,817
Misc. Advances for studies	1,823,300	1,823,300
Misc. Advances for services	1,529,406	937,671
TOTAL-B	11,655,852	10,141,376
TOTAL - A+B	69,825,790	40,088,758
LESS: Unadjusted advances carried forward(Plan Funds)	(58,996,572)	(30,774,016)
Total Current Assets, Loans, Advance etc.	140,623,409	145,858,060



NATIONAL INSTITUTE OF LABOUR ECONOMICS RESEARCH & DEVELOPMENT
(Formerly INSTITUTE OF APPLIED MANPOWER RESEARCH)

**SCHEDULE FORMING PART OF INCOME & EXPENDITURE ACCOUNT FOR THE YEAR
ENDED ON 31-03-2017**

INCOME

(Figure in Rupees)

SCHEDULE 5 - INCOME FROM STUDIES/ RESEARCH/PROJECTS	Current year 2016-17	Previous Year 2015-16
Main	6,431,640	10,932,000
E & T-MEA Sponsored Programmes	24,976,886	22,561,978
Consultancy Studies	10,256,415	2,996,480
	41,664,941	36,490,458
Less: Transfer to corpus fund	1,538,462	449,472
	40,126,479	36,040,986
SCHEDULE-6 GRANTS Grant in Aid - Non-Plan	84,700,000	88,500,000
	84,700,000	88,500,000
Transfer from Plan Grant (to the extent of expenditure)	4,366,721	1,731,880
	89,066,721	90,231,880
SCHEDULE 7 - INTEREST(a) Schedule Banks		
Non Plan	1,345,563	810,448
FCRA	52,617	53,880
NAIP study	26,359	20,878
Interest on FDR	2,620,429	4,574,640
	4,044,968	5,459,846
(b) On Loans/Staff		
Penal interest on Advances	-	2,813
Interest on Income tax Refund	200,032	108,564
Interest on Security Deposits	77,880	77,880
	277,912.00	189,257
TOTAL	4,322,880	5,649,103
SCHEDULE 8 – OTHER INCOME Rent from NIT	21,355,048	24,376,976
Ground Rent from NIT	-	276,000
Leave Salary Contribution	25,410	11,062
Licence Fees for Quarters - Main	201,443	130,041
Sale of Asset	-	-
Misc. Receipts -NP	1,017,468	424,531
Total	22,599,369	25,218,610
GRAND TOTAL	156,115,449	157,140,579



NATIONAL INSTITUTE OF LABOUR ECONOMICS RESEARCH & DEVELOPMENT
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SCHDULES FORMING PART OF INCOME & EXPENDITURE ACCOUNT FOR THE YEAR
ENDED ON 31-03-2017

EXPENDITURE

(Figures in Rupees)

SCHEDULE 9 - ESTABLISHMENT EXPENSES	Current Year	Previous Year
	2016-17	2015-16
(a) Salaries & Wages	74,669,277	76,440,185
(b) Allowances & Bonus		
Tution Fee	1,125,684	816,867
Overtime Allowance	10,631	25,291
LTC	673,473	743,066
Bonus	235,591	239,045
Honorarium	48,000	15,000
Total (b)	2,093,379	1,839,269
(c) Contribution to Provident Fund	2,153,615	2,580,616
(d) Contribution to NPS	1,043,916	-
(e) Staff Welfare Expenses		
Medical	828,982	773,098
CGHS Contribution	611,718	706,526
NPS of Deputationist	-	-
Salary to Canteen staff	2,436,884	2,991,604
Total (e)	3,877,584	4,471,228
(f) Exp on Employees Retirement & Terminal Benefits		
Leave Encashment	4,698,873	4,874,964
DCRG	5,590,363	5,924,716
Provision for DCRG	3,994,108	(1,872,588)
Provision for Leave Encashment	4,443,853	(1,795,195)
Total (f)	18,727,197	7,131,897
Grand Total	102,564,968	92,463,195



NATIONAL INSTITUTE OF LABOUR ECONOMICS RESEARCH & DEVELOPMENT
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**SCHEDULE FORMING PART OF INCOME & EXPENDITURE ACCOUNT FOR THE YEAR
ENDED ON 31-03-2017**

EXPENDITURE

(Figures in Rupees)

SCHEDULE 10- OTHER ADMINISTRATIVE EXP.	Current Year	Previous Year
	2016-17	2015-16
NON-PLAN		
1. House Keeping	931,328	968,678
2. Electricity	5,911,225	8,493,211
3. Annual Maintenance Contract	161,207	120,222
4. Repairs & Maintenance of Office Equipments	386,172	390,696
5. MCD Property Taxes - New Campus	1,076,942	807,707
6. Ground Rent	756,000	756,000
7. Postage	17,336	21,734
8. Telephone	619,389	537,819
9. Stationery	263,981	293,880
10. Printing	168,326	170,480
11. Petrol consumption on staff car & Maintenance	184,657	240,583
12. Petrol consumption on Diesel Gen. Set	14,082	20,088
13. Petrol/CNG consumption on Staff Bus & maintenance	152,318	172,306
14. TA/DA	104,040	98,863
Local Conveyance	32,281	5,693
15. Audit Fees	45,430	52,325
16. Security Charges	3,288,607	2,637,884
17. Uniform Expenses	102,802	122,698
18. Legal & Professional Charges	519,808	339,424
19. Other Administrative expenses	547,404	541,954
20. Expenditure on Library	34,781	34,250
22. Advertisement	41,274	160,615
23. Salary to Daily Wages	57,973	138,000
24. Hindi Day Expenses	15,820	54,812
27. Vehicle Insurance	17,953	-
28. Interest on TDS	690	-
29. Penalty - Income tax	-	4,690
30. Yoga day Expenses	-	3,825
Total	15,451,826	17,188,437



**NATIONAL INSTITUTE OF LABOUR ECONOMICS RESEARCH & DEVELOPMENT
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**SCHEDULE FORMING PART OF INCOME & EXPENDITURE
ACCOUNT FOR THE YEAR ENDED ON 31-03-2017**

EXPENDITURE (PROJECTS)

(Figures in Rupees)

SCHEDULE 11 - ESTABLISHMENT EXPENSES	Current Year	Previous Year
	2016-17	2015-16
(a) Salaries & Wages	5,109,150	4,574,739
(b) Allowances & Bonus		
Overtime Allowance	-	-
Bonus	4,736	12,000
Total (b)	4,736	12,000
(c) Contribution to Provident Fund	102,995	154,952
(d) Staff Welfare Expenses	-	-
Total (d)	-	-
(e) Exp on Employees Retirement & Terminal Benefits	-	-
Total (e)	-	-
Grand Total	5,216,881	4,741,691



NATIONAL INSTITUTE OF LABOUR ECONOMICS RESEARCH & DEVELOPMENT
(Formerly INSTITUTE OF APPLIED MANPOWER RESEARCH)

SCHEDULE FORMING PART OF INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED ON 31-03-2017

EXPENDITURE (PROJECTS)

(Figures in Rupees)

SCHEDULE 12- OTHER ADMINISTRATIVE EXP	Current Year	Previous Year
	2016-17	2015-16
NTMIS & PGDC		
1. Repair & Maintenance	214,135	71,933
2. Valedictory Function	158,953	140,133
3. Telephone	65,747	131,191
4. Stationery, Printing & Postage	135,726	322,226
5. Incidental cost	372,358	595,610
6. TA/DA	1,190	5,305
Local conveyance	-	8,330
7. Enrolment Fees	-	340,000
8. Misc. Exp.	319,337	773,120
9. Living Allowance	9,354,316	16,743,657
10. Medical allowance	-	-
11. Project Allowance	204,190	353,490
12. Field Visit	1,572,721	2,481,232
13. Travel Exp.	137,818	468,829
14. Book allowance	354,406	780,713
15. Accommodation charges *	-	-
16. Electricity Charges - City Office	-	-
17. Rent of City Office -PGDC	-	-
PLAN		
18. Upgradation of Library	97,999	46,500
19. Research & Professional charges	594,739	-
20. Modernisation of IT	431,022	444,701
21. Evaluation Week Jan 19-23' 2015	-	-
22. Horticulture work at IAMR	1,296,301	705,833
23. Electrical & Civil Maintenance work at IAMR	550,907	443,504
24. Engineers Growth (Pilot Study NTMIS)	-	-
25. House Keeping	122,199	-
26. TRI-TADA	287,396	-
27. Veterinary Council TA/DA	937,319	-

28. Labour laws	-	-
29. Cluster Development - employment intensity	-	-
30. Rent & Electricity Charges of City Office (Plan)	-	-
31. Emp.& Growth Prospects-Labor Intensity of Manf. Sectors	-	-
32. Human Resource req.in field of Disability	-	14,000
33. Other Expenses	48,839	77,342
Expenditures on Other studies:		
34. Efficacy & Effectiveness of NATS-TADA	49,934	-
35. Restructuring/Evaluation of Central Waqf Council	33,149	-
36. ADB in Meghalaya	-	251,445
37. Manpower Assessment for offices of LIC	-	250
38. Training Needs Assessment Survey of Major Ports	-	28,000
39. Impact Assess. of KVK's on Diss. of imp.practices and Tech.	-	394,782
40. M&E J&K- short term prog.	-	64,270
41. Assess.of future human req.in agriculture(NAIP)	-	-
42. TRI-TADA	-	-
43. UNESCO Seminar on TVET Policy	-	-
44. Odisha Study	109,606	32,008
45. Veterinary Council TA/DA	-	81,555
46. NCCB-TA/DA	670	52,070
47. Ex-Post Evaluation of Japanese ODA Loan Project	138,250	-
Total	17,589,227	25,852,029

* Refer Note 2 of Schedule - 14.



RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED ON 31-03-2017

(Figures in Rupees)					
RECEIPTS	Current Year	Previous Year	PAYMENTS	Current Year	Previous Year
	2016-17	2015-16		2016-17	2015-16
I. Opening Balance			I. Expenses		
a) Bank Balances			a) Establishment Expenses(Main)	94,127,007	96,130,978
(i) Savings Accounts	26,053,845	34,030,148	b) Administrative Expenses(Main)	15,451,826	17,106,946
(ii) Fixed Deposits	71,302,322	87,288,698			
II. Grants Received			II. Exp. on Projects/Research/studies		
a) Government of India - Non Plan			a) Establishment Expenses	5,216,881	4,741,691
Non -Plan Grant Salary	64,700,000	73,500,000	b) Administrative Expenses	17,589,227	25,852,029
Non-Plan Grant - General	20,000,000	15,000,000			
III. Interest Received			III. Exp. on Fixed Assets	819,783	1,535,437
a) On Bank Deposits	7,075,842	7,235,665	IV. Loans & Advances(Liab.)	336,081	2,851,192
b) On Staff Advances	-	189,257			
c) Other Interest	277,912	-	V. Loans & Advances(Assets)	29,808,412	20,983,392
IV. Other Income					
Instt. Fees/Project Fees etc.	64,264,310	25,631,155			
V. Other Receipts	-	22,356,843	VI. Closing Balance		
VI. Sale of Fixed Assets	7,429	-	a) Bank Balances		
			(i) Savings Accounts	38,537,368	26,053,845
VII. Loans & Advances(Asset)	27,866,199	954,815	(ii)Fixed Deposits	80,293,271	71,302,322
VIII. Loans & Advances(Liab.)	631,997	371,251			
TOTAL	282,179,856	266,557,832	TOTAL	282,179,856	266,557,832

<p>For Ajay K. Jain & Co. Chartered Accountants FR No. :007118N Sd/- (CA. AJAY K. JAIN) FCA, Partner M. No. 085994 Place : Delhi Date: 25/08/2017</p>	<p>Sd/- RAJESH KUMAR VYAS Joint Director (Finance) NILERD</p>
<p>Sd/- Dr. ARUP MITRA Director General NILERD</p>	<p>Sd/-</p>



NATIONAL INSTITUTE OF LABOUR ECONOMICS RESEARCH & DEVELOPMENT
(Formerly INSTITUTE OF APPLIED MANPOWER RESEARCH)
Plot No.25, Sector A-7, Institutional Area, Narela, Delhi-110040

SCHEDULE - 13: SIGNIFICANT ACCOUNTING POLICIES
(FOR THE FINANCIAL YEAR 2016-17)

1. ACCOUNTING CONVENTION

The financial statements are prepared on the basis of historical cost convention, unless otherwise stated and on the accrual method of accounting.

2. FIXED ASSETS

Fixed assets are shown at cost of acquisition (inclusive of inward freight, duties, taxes, incidental and direct expenses related to acquisition) less accumulated depreciation.

3. DEPRECIATION

Depreciation on Fixed Assets is charged on written down value method, based on the age of assets determined by the Institute. The effective rates of depreciation work out as follows: -

(i)	Building	2%	(iv)	Motor cars, scooters & cycle	20%
(ii)	Furniture, fixture etc.	10%	(v)	Computers/Peripherals	15%
(iii)	Office, equipment, Air Conditioner, EPABX etc.	15%	(vi)	Library books	20%

Except on the Fixed Assets of new project NAIP, following rates are prescribed by them:-

i)	Building roads, Bridges, Sewerage & Drainage	1.63%
ii)	Electrical Installation & Equipment, Plant & Machinery, Laboratory apparatus and scientific Equipment, library books	4.75%
iii)	Vehicles & vessels	9.50%
iv)	Furniture & fixtures	6.33%
v)	Office equipments, computers/peripherals/accessories, Audio Visual Equipment, Farm & field equipments.	4.75%

4. REVENUE RECOGNITION

- In Case of receipt of advances towards projects, 75% of advances to be recognized as income on receipt basis and the balance 25% are booked on completion of Project.
- Tuition Fee & Accommodation Charges from M.E.A. booked as income on completion of project.

5. GOVERNMENT GRANTS/SUBSIDIES

Government grants/subsidies are accounted for in Books of Account normally on Receipt basis.



6. APPORTIONMENT OF OVERHEAD COST TO PROJECTS

Accommodation charges per participant per day are charged by crediting Accommodation Charges – Main Grant A/c and debiting PGDC Project Income A/c.

7. RETIREMENT BENEFITS TO STAFF

Liability towards gratuity payable on death/retirement of employees is accrued, based on the actuarial valuation. Provision for accumulated leave encashment benefits for the employees is also accrued, based on the actuarial value.

8. PROJECT ACCOUNTING

In case of specific projects/studies, receipts & expenses are transferred to income & expenditure account on completion of projects.

**NATIONAL INSTITUTE OF LABOUR ECONOMICS RESEARCH & DEVELOPMENT
(Formerly INSTITUTE OF APPLIED MANPOWER RESEARCH)**

Plot No.25, Sector A-7, Institutional Area, Narela, Delhi-110040

**SCHEDULE - 14: NOTES ON ACCOUNTS AND CONTINGENT LIABILITIES
FORMING PART OF FINAL ACCOUNTS (2016-17)**

1. Corpus Fund includes the sales proceeds, Rs.24,46,956.00 of Building at I.P. Estate already transferred directly to this Corpus Fund A/c during the Financial Year 2006-2007 instead of reducing the value of Building by the Institute since final formalities relating to its transfer/sale have not been completed as yet, the cost of Building, under-question, appearing in the Assets side of Balance Sheet in Schedule-3 shall be adjusted after the completion of necessary formalities.
2. A sum of Rs. 64,31,640/- (previous year Rs.1,09,32,000/-) have been debited to E & T –programme Income during the year on account of accommodation charges, calculated @ Rs. 600.00 per participant per day by crediting to Accommodation Charges-Main Grant A/c. Accordingly, the same adjustment have no impact on the surplus/deficit of the Institute.
3. As per Circular No. LEM17/10/2002-MP from Planning Commission, 15% of Consultancy receipts (other than Non Plan Grant from Planning Commission and Grant from Ministry of HRD/NTMIS) were to be transferred to Corpus Fund.
In current year an amount of Rs.15,38,462/- of total Receipts from Projects (previous year Rs. 4,49,472/-) transferred to Corpus Fund .Additional savings after meeting present & future cost could not be ascertainable.
4. The following amounts are receivable from Sponsors as on 31/03/2017.

S. No.	Name of Project	Amount	Year	S. No.	Name of project	Amount	Year
1	State Dev. Report	7,230	2005-06	10	Educational Index	2,40,000	2005-06
2	Youth Study	68,500	2005-06	11	NCB	31,700	2005-06
3	HDI-SC & Emp. Study	2,91,255	2014-15	12	Krishna Distt.	43,800	2005-06
4	WHO	32,000	2005-06	13	Oxford university	46,800	2015-16
5	Workshop	2,90,000	2005-06				
6	HRD-AICTE (NTMIS)	64,25,582	2010-11				
7	IDERA Study	24,750	2005-06				
8	Gurgaon Study	3,25,000	2005-06				
9	Labour Stats.	32,000	2005-06		TOTAL	78,58,617	

The total amount of Rs.10, 94,980/- outstanding of year 2005-06 seems to be doubtful for its recovery.

5. (i) Following amounts, appearing as Advance on Capital A/c, are still pending, and same has not been adjusted yet:

S.No	Particulars	Amount (Rs.)	Year
1	CPWD for Campus Construction	32,30,614	2003-04
2	Ex-Engineer North DDA for Sewer connection	26,82,759	2004-05
3	Executive Director (DAD), CPWD	36,52,311	2011-12
4	NIC Computers	22,065	2004-05
5	Ex Engineer (E), CPWD	26,88,213	2015-16
6	Ex Engineer (E), CPWD	1,08,00,000	2016-17
7	Ex Engineer (C), CPWD	1,66,74,754	2015-16
8	Ex Engineer (C), CPWD	1,55,70,000	2016-17
9	NICSI	9,96,666	2015-16
10	NICSI	18,52,556	2016-17

- (ii) Advances to staff and corporate as detailed below have been outstanding since a Considerable period has not been adjusted in the books of accounts till date:

(a)	Ravinder Kumar, Steno	Rs. 12,200/-
(b)	Data net India Ltd	Rs. 53,865/-
(c)	VOLTAS	Rs. 16,854/-
(d)	I Security System	Rs. 2000/-
(e)	Globe Marketing	Rs. 630/-
(f)	Institute of Development Alternatives, Chennai	Rs. 18,23,300/-

6. Provision of Unadjusted Advances carried forward have been provided & adjusted advances & other amount recoverable in cash or in kind or for value to be received as applicable in schedule -4A of Balance Sheet.
7. In the opinion of the Institute, current assets, loans and advances of the Institute have a realizable value to the extent shown in the Books of Account and the provisions made for all known liabilities are adequate.
8. (i) Balances outstanding at the year-end are subject to confirmation & reconciliation.
(ii) Fixed Assets as per schedule – 3 of Balance Sheet are subject to reconciliation with Fixed Assets Register and needs periodical verification at reasonable intervals.



9. Previous years' figures have been regrouped/rearranged/re-casted, wherever considered necessary to make them comparable with those of current years' figures.
10. Schedule 1 to 14 are annexed to and form an integral part of the Balance Sheet as on 31.03.2017 and the Income and Expenditure Account for the year ended on the date.

For Ajay K. Jain & Co.
Chartered Accountants
FR No. :007118N

Sd/-
RAJESH KUMAR VYAS
Joint Director (Finance)
NILERD

Sd/-
Dr. ARUP MITRA
Director General
NILERD

Sd/-
(CA. AJAY K. JAIN)
FCA, Partner
M. No. 085994

Place : Delhi
Date: 25/08/2017

