

**ANNEX C**

**APPLICATION FORMAT FOR GENDER SENSITISATION TRAINING FOR UNIVERSITY/COLLEGE STUDENTS**

1. Name of the University/Autonomous Colleges/UGC approved Institutions/Other Organisations applying :
2. Full address with email and tel. contact
3. Full name and designation of the authorized personnel with contact number
4. Bank details of the organization :
  - i. Account number:
  - ii. Branch details:
  - iii. IFSC code:
5. Details of training programmes

Sl num	Tentative dates	University/College where training to be conducted	Remarks

6. Total num of training programmes for which funding is requested.....
7. Total amount for which funding is requested.....
8. Any other information

Signature of the Registrar

## Gender Sensitisation Training Programme during the year 2017-18

### Guideline

Gender Sensitisation training programme for University/College students plays an important role in the development and growth of the students. The students are the message bearers for the rest of the society. In this context Women and Child Development Department , Govt of Odisha has started the Gender Sensitisation Training programme for the **University and College students**. During the year 2016-17, 4200 college students were trained on Gender Issues.

### Objective :-

The objective of the training programme is to :

- Train the youth on the socio-economic status of Women in the state of Odisha
- To make them understand the implicit gender based discrimination against women in a life cycle approach
- Enable them to know the constitutional provisions and laws relating to gender issues in India.

### Implementing Organisation:

The implementing organization can be

- Government Universities, Autonomous Colleges & UGC approved Institutions
- Any other Govt institute

The organization must have adequate experience in implementing women and child related projects and programmes etc. It should have facilities, resources and personnel to implement the project for which assistance is sought. The targeted participants would be university /college students.

### **FINANCIAL ASSISTANCE**

The approved unit cost is attached at **Annexure-A** for your reference.

The Session Plan and the Topics to be covered is at **Annexure-B**.

**Guideline:**

- The interested organization has to apply to the Director Social Welfare, Women & Child Development dept in the Prescribed format (**Annexure C**) by 31<sup>st</sup> August of 2017. The Dept will release fund to the organization by 30<sup>th</sup> Sept of 2017. The organisations who have received funds earlier can apply for further funds only after completion of programmes and submission of the UC, SOE & reports of the previous released funds.
- Women & Child Development Deptt will provide Financial Assistance of Rs 49,100 / per programme for covering 100 students in each programme
- The selected institution has to complete the Programme within the financial year 2017-18.
- Utilisation Certificate along with the SOE has to be submitted to the Deptt within 15 days of completion of the programme. (**Annexure D**)
- Report in the prescribed format has to be submitted along with UC and SOE (**Annexure E**)

**UNIT COST FOR GENDER SENSITISATION TRAINING PROGRAMME FOR  
UNIVERSITY & COLLEGE STUDENTS**

Participants	-100
Guests	-5
Resource Person	-5
Supporting Staff	-10

Total 120

**Approved Unit Cost**

SI No	Particulars	Unit Cost	Total Amount in Rs
1	Fooding for Participants(Including Tea, Breakfast & Lunch)	Rs 200 x 100	20,000.00
2	Food for Resource Persons, Guests ,Facilitators & Volunteers	Rs 200 per person per day 200 x 20	4000.00
<b>Training Kit/Materials</b>			
3	Training Kit (Folder, Pen ,Note Pad, Materials for students and guests and resource Persons)	Rs 100 x 120	12000.00
<b>Resource Person Honorarium &amp; TA</b>			
4	Resource Person Fees(From within the Concerned District): Honorarium @ 500/- per session & Rs 200/- (Fixed towards Local Conveyance self certified by the Resource Person)	Rs 700 x 3	2100.00
5	Resource Person Fees(From within the state other than the Concerned District)Honorarium @ RS 750/- per session & Travelling Expenses is to be reimbursed by II-Tier A.C by rail.Deluxe A.C Bus by shortest possible route on production of valid tickets.	Rs 750 x 2	1500.00 For TA 2000/- or as per actuals
6	Conference Hall Charges	Rs 2000 x 1 day or actual cost whichever is lower.	2000.00
7	Hiring of Audio Visuals( if not provided by Training Facility)	Rs1000/- or actual cost whichever is lower	1000.00
8	Contingency(10% of total cost of 44,600 is 4460,say 4500.00)		4500.00
		<b>Total</b>	<b>49,100.00</b>

**TENTATIVE SCHEDULE FOR ONE DAY GENDER SENSITISATION TRAINING  
PROGRAMME FOR THE COLLEGE STUDENTS**

10.00-10.30	Registration	
10.30-10.32	Welcome Address	
10.32-10.35	Address by	
10-35-10.37	Address By	
10.37-10.40	Address By	
<b>10.40-11.00</b>	<b>Tea Break</b>	
11.00-11.30	Status of Women in Odisha & Brief overview on Girl Child & Women Policy 2014.	
11.30-12.30	Protection of Women from Domestic Violence Act 2005	
12.30-1.30	Declining child sex ratio & PC PNDT Act	
<b>1.30-2.30</b>	<b>Lunch</b>	
2.30-3.30	Sexual Harassment at Workplace	
3.30-4.15	Anti Human Trafficking Measures & issues of child marriage	
4.15-5.00	Different Schemes and Programmes of Govt relating to Girl Child and Women.	
5.00-5.10	Vote of Thanks	

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**SESSION-1**

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**Status of Women in Odisha**

Session Objective	<ul style="list-style-type: none"><li>• Discuss the status of Women in Odisha/District</li></ul>
Time required	30 Mins
Content	<ul style="list-style-type: none"><li>• Percentage of Women in Census</li><li>• Sex Ratio</li><li>• Maternal Mortality</li><li>• Female Literacy</li></ul>
Material Required	<ul style="list-style-type: none"><li>• Powerpoint Presentation if LCD Projector available</li><li>• Fact Sheets, Chart Paper, Marker &amp; Board Pen</li><li>• Handout for Distribution</li></ul>
Training Method	<ul style="list-style-type: none"><li>• Lecture-cum-Discussion, Class Exercise</li></ul>
Learning Outcome	<ul style="list-style-type: none"><li>• The Participants should know about the status of Women in Odisha.</li></ul>

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SESSION-2

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DOMESTIC VIOLENCE

Session Objective	<ul style="list-style-type: none"><li>• Define Domestic Violence</li><li>• Implementation of Protection of Women from Domestic Violence 2005(PWDV Act 2005)</li></ul>
Time required	1 Hour
Content	<ul style="list-style-type: none"><li>• What is Domestic Violence.</li><li>• Different forms of Domestic Violence.</li><li>• Act on Protection of Women from Domestic Violence.</li><li>• What is DIR</li><li>• Who can file a DIR</li><li>• What are the reliefs under this Act</li><li>• Stakeholders under the Act.</li></ul>
Material Required	<ul style="list-style-type: none"><li>• Powerpoint Presentation if LCD Projector available</li><li>• Fact Sheets, Chart Paper, Marker &amp; Board Pen</li><li>• Handout for Distribution</li></ul>
Training Method	<ul style="list-style-type: none"><li>• Lecture-cum-Discussion</li></ul>
Learning Outcome	<ul style="list-style-type: none"><li>• To mobilise the students of university &amp; college on the issue of domestic violence &amp; Protection of women from domestic violence</li></ul>

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### SESSION-3

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#### Declining child sex ratio & PC PNDT Act

Session Objective	<ul style="list-style-type: none"><li>• Awareness on the issue of Declining Child Sex ratio.</li><li>• Knowledge on PC &amp; PNDT Act .</li><li>• Procedure of effective implementation</li></ul>
Time required	1 Hour
Content	<ul style="list-style-type: none"><li>• Definition of Sex Ratio &amp; Child Sex Ratio.</li><li>• Sex ratio as per 2011 census(district wise)</li><li>• Causes of declining child sex ratio.</li><li>• Impact of declining child sex ratio.</li><li>• Objectives of PC &amp; PNDT Act.</li><li>• Administrative Structure.</li><li>• Powers &amp; functions of Appropriate Authority.</li></ul>
Material Required	<ul style="list-style-type: none"><li>• Powerpoint Presentation if LCD Projector available</li><li>• Fact Sheets, Chart Paper, Marker &amp; Board Pen</li><li>• Handout for Distribution</li></ul>
Training Method	<ul style="list-style-type: none"><li>• Lecture-cum-Discussion</li></ul>
Learning Outcome	<ul style="list-style-type: none"><li>• To mobilise the students of university &amp; college on the issue of declining sex ratio &amp; PC /PNDT Act.</li></ul>



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## SESSION-4

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### SEXUAL HARASSMENT AT WORKPLACE

Session Objective	<ul style="list-style-type: none"><li>• Awareness on Sexual Harassment at Work Place</li><li>• Information regarding the Committee at State &amp; District levels.</li></ul>
Time required	1 Hour
Content	<ul style="list-style-type: none"><li>• What is Sexual Harassment at Work Place</li><li>• Sexual Harassment of Women at Workplace (Prevention, Prohibition &amp; Redressal) Act &amp; Rule, 2013</li><li>• Who is the nodal officer to complain.</li><li>• Role &amp; Function of Local Complaint Committee &amp; Internal Complaints Committee</li></ul>
Material Required	<ul style="list-style-type: none"><li>• Powerpoint Presentation if LCD Projector available</li><li>• Fact Sheets, Chart Paper, Marker &amp; Board Pen</li><li>• Handout for Distribution</li></ul>
Training Method	<ul style="list-style-type: none"><li>• Lecture-cum-Discussion</li></ul>
Learning Outcome	<ul style="list-style-type: none"><li>• To mobilise the students of university &amp; college on the issue of Sexual Harassment at Work Place.</li></ul>

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SESSION-5

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Anti-Human Trafficking Measures & issues of child marriage

Session Objective	<ul style="list-style-type: none"> <li>• Awareness on Anti Human Trafficking Measures &amp; Issues of Child Marriage</li> <li>• Information regarding the Committee at State &amp; District levels.</li> <li>• PCMA &amp; Role and responsibility of Child Marriage Prohibition Officer.</li> <li>• Awareness on legal age for marriage for boys and girls.</li> </ul>
Time required	30 Mins
Content	<ul style="list-style-type: none"> <li>• Definition of Trafficking</li> <li>• Forms of Trafficking</li> <li>• Process involved in Trafficking</li> <li>• Routes of Trafficking, Who is a victim/Survivor</li> <li>• Who is a offender/Trafficker</li> <li>• Difference between Trafficking &amp; Prostitution .</li> <li>• Anti Human Trafficking Measures(IAHTUs).</li> <li>• Provisions of PCMA</li> <li>• Role and responsibility of Child Marriage Prohibition Officer.</li> <li>• Awareness on legal age for marriage for boys and girls.</li> </ul>
Material Required	<ul style="list-style-type: none"> <li>• Powerpoint Presentation if LCD Projector available</li> <li>• Fact Sheets, Chart Paper, Marker &amp; Board Pen</li> <li>• Handout for Distribution</li> </ul>
Training Method	<ul style="list-style-type: none"> <li>• Lecture-cum-Discussion</li> </ul>
Learning Outcome	<ul style="list-style-type: none"> <li>• To mobilise the students of university &amp; college on the issue of Trafficking.</li> </ul>

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## SESSION-6

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Different Schemes and Programmes of Govt relating to Girl Child and Women.

Session Objective	<ul style="list-style-type: none"><li>• Awareness on Different Schemes and Programmes of Govt relating to Girl Child and Women.</li></ul>
Time required	30 Mins
Content	<ul style="list-style-type: none"><li>• Functioning of Women Helpline (181)</li><li>• Functioning of One Stop Center.</li><li>• Beti Bachao Beti Padhao</li><li>• Biju Kanya Ratna</li></ul>
Material Required	<ul style="list-style-type: none"><li>• Powerpoint Presentation if LCD Projector available</li><li>• Fact Sheets, Chart Paper, Marker &amp; Board Pen</li><li>• Handout for Distribution</li></ul>
Training Method	<ul style="list-style-type: none"><li>• Lecture-cum-Discussion</li></ul>
Learning Outcome	<ul style="list-style-type: none"><li>• To mobilise the students of college on different schemes and programmes of Govt.</li></ul>

**APPLICATION FORMAT FOR GENDER SENSITISATION TRAINING PROGRAMME DURING THE YEAR 2017-18**

1. Name of the University/Autonomous Colleges/UGC approved Institutions/Other Organisations applying:
2. Full address with email and tel. contact
3. Full name and designation of the authorized personnel of the organization
4. Bank details of the organization:
  - i.Account number:
  - ii. Branch details:
  - iii. IFSC code:
5. Details of training programmes

Sl num	Tentative dates	University/College where training to be conducted(Tentative)	Remarks

6. Total num of training programmes for which funding is requested.....
7. Total amount for which funding is requested.....
8. Any other information

Signature of the Registrar

## Utilization Certificate and Statement of Expenditure

## GENDER SENSITISATION TRAINING

## Statement of Expenditure (SOE)

Financial year.....

SI No	Particulars	Unit Cost	Total Amount	Expenditure Incurred	Balance
1	Fooding for Participants(Including Tea, Breakfast & Lunch)	Rs 200 x 100	20,000.00		
2	Food for Resource Persons,Guests ,Facilitators & Volunteers	Rs 200 per person per day 200 x 20	4000.00		
<b>Training Kit/Materials</b>					
3	Training Kit(Folder @ 100 + Pen @ Rs 10 + Rs 20 Note Pad for students and guests and resource Persons	Rs 100 x 120	12000.00		
<b>Resource Person Honorarium &amp; TA</b>					
4	Resource Person Fees(From within the Concerned District): Honorarium @ 500/- per session & Rs 200/- (Fixed towards Local Conveyance self certified by the Resource Person)	Rs 700 x 3	2100.00		
5	Resource Person Fees(From within the state other than the Concerned	Rs 750 x 2	1500.00 For TA		

	District)Honorarium @ RS 750/- per session & Travelling Expenses is to be reimbursed by II-Tier A.C by rail.Deluxe A.C Bus by shortest possible route on production of valid tickets.		2000/- or as per actuals		
6	Conference Hall Charges	Rs 2000 x 1 day or actual cost whichever is lower.	2000.00		
7	Hiring of Audio Visuals( if not provided by Training Facility)	Rs1000/- or actual cost whichever is lower	1000.00		
8	Contingency(10% of total cost of 44,600.00 is 4460,say 4500.00)		4500.00		
		<b>Total</b>	<b>49,100.00</b>		

Name

Designation

Signature

Date

Utilisation Certificate to be submitted as per O.G.F.R -7 format.

**ANNEX E**

**REPORTING FORMAT FOR GENDER SENSITISATION TRAINING FOR UNIVERSITY/COLLEGE STUDENTS DURING THE YEAR 2017-18**

Name of the organization:

(Attach separate sheet for each training programme)

Name of the Venue	Date of training Programme	No. of participants attended	Session plan with names of Resource persons	Expenditure Incurred	Photograph	Media reports

Name

Designation

Signature

Date