



2019-20

FIFTY SEVENTH ANNUAL REPORT



National Institute of Labour Economics Research and Development
(An Autonomous Institute under NITI Aayog, GoI)
A-7, Narela Institutional Area, Narela, Delhi-110040

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MANAGEMENT OF NILERD



DR. RAJIV KUMAR

Vice-Chairman, NITI Aayog
President, General Council, NILERD



DR. V.K. SARASWAT

Member, NITI Aayog
Vice-President
General Council, NILERD

**GENERAL COUNCIL
NILERD**



SHRI AMITABH KANT

CEO, NITI Aayog
Chairman
Executive Council, NILERD

**EXECUTIVE COUNCIL
NILERD**



DR. K. RAJESWARA RAO

Additional Secretary
NITI Aayog
Nodal Adviser, NILERD



DR. YOGESH SURI

Sr. Adviser, NITI Aayog
Director General, NILERD

NATIONAL INSTITUTE OF LABOUR ECONOMICS RESEARCH AND DEVELOPMENT

FIFTY SEVENTH ANNUAL REPORT 2019-20

From the Director General's Desk

It gives me immense pleasure to present the Fifty Seventh Annual Report of the National Institute of Labour Economics Research and Development (NILERD), an autonomous Institute under NITI Aayog, Government of India for the year 2019-20. The Annual Report provides a glimpse of the Institute's academic activities – research, national and international education and training programmes, administrative and financial matters including audited statement of accounts for the reference year.

During the year 2019-20, the Institute has expanded the scope of research activities beyond labour economics and has introduced more training courses, thus inviting wider participation from different countries. Various issues in the field of development have become the central focus of the Institute in the backdrop of which inclusive growth and welfare are looked into meticulously. For nearly two decades, the Institute has been successfully running academic & training programmes on diverse thematic areas pertaining to human resource planning and development for international participants, mainly for senior and middle level officials from the government, industry and academic institutions across the globe, particularly from the developing countries. These short-term international training programmes on themes such as Human Resource Planning and Development, Manpower Research, Manpower Information System and Human Capability, etc have received world-wide recognition.

During the year 2019-20, the Institute completed five short term training programmes sponsored by the Ministry of External Affairs (MEA) under the Indian Technical & Economic Cooperation Programme (ITEC) schemes and one tailor-made programme for the Royal Civil Service Commission of Bhutan. However, two programmes which were approved by ITEC-Certificate Programme in Monitoring and Evaluation and International Training Programme on Human Capabilities could not be conducted due to outbreak of the COVID-19. The pandemic has adversely affected the overall core activities of the institute in teaching and training, especially the international training programmes. The ITEC training programmes, sponsored by the MEA have been stalled completely and no training programme has been held since February 2020. Further, the situation is likely to continue during 2020-21, which has potential for corresponding loss of earnings for the Institute and hence, need to be substituted through enhanced income on research activities.

During the year 2019-20, the Institute successfully completed five research studies/projects sponsored by Ministry of Human Resource Development, Ministry of Corporate Affairs, Ministry of New and Renewable Energy and Government of Odisha. Another three studies are ongoing, which have been sponsored by Ministry of Human Resource Development, Ministry of Social Justice and Empowerment and NITI Aayog. The total earnings from the ongoing research studies would be around Rs. 2 crore.

During the year, the Institute published three issues of its flagship journal 'Manpower Journal' and released the Human Resource profile: India Year Book-2019. Besides, the Institute initiated the process to align its activities with the mandate of NITI Aayog. Accordingly, the Memorandum of Association (MoA), Bye Laws and the composition of the General Council (GC) and Executive Council (EC) of the Institute have been revised.

I take this opportunity to express my gratitude to Dr Rajiv Kumar, Hon'ble Vice Chairman, NITI Aayog; Rao Inderjit Singh, Hon'ble Minister of State (Independent Charge), Ministry of Planning; Hon'ble Members of NITI Aayog viz. Dr V.K. Saraswat, Prof. Ramesh Chand, Dr V. K. Paul; and Shri Amitabh Kant, Chief Executive Officer, 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 Yaduvendra Mathur, the then Special Secretary; Dr. K Rajeswara Rao, Additional Secretary; Shri Ali R. Rizvi, Additional Secretary & Financial Adviser; Shri Santosh Kumar, Director (Finance); Shri T Kabilan, Director; Shri G Nagarajan, US (Finance) and other officials of NITI Aayog for their continued support, guidance and encouragement in the day-to-day functioning of the Institute.

I thank the members of the General Council and the Executive Council for their continuous support while carrying out the work programme of NILERD. I also express my sincere gratitude 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: October, 2020
Place: Narela, Delhi

Sd/-
(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 a central autonomous organisation attached to NITI Aayog, Government of India. It was established in the year 1962 under the Societies Registration Act of 1860 by the name of Institute of Applied Manpower Research (IAMR), and renamed as NILERD on 9th June, 2014. The Institute is funded mainly by the grants-in-aid from NITI Aayog and supplemented by its own revenue generated from the research projects from different Ministries and multilateral organizations and education & training activities sponsored by the Ministry of External Affairs, Government of India and State Governments. Since its inception, NILERD has been a unique Institution of its kind that has 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. The Institute's academic and training programmes have attained world-wide recognition and are being attended by senior and middle-level officials from the Government, industry and academic institutions, particularly from the developing nations. The Skill Development and Employment vertical at NITI Aayog functions as the nodal division for administrative control and guidance to the Institute. The Institute has achieved a marked position, both at the 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 organisations and other such agencies.



The Institute's Mandate

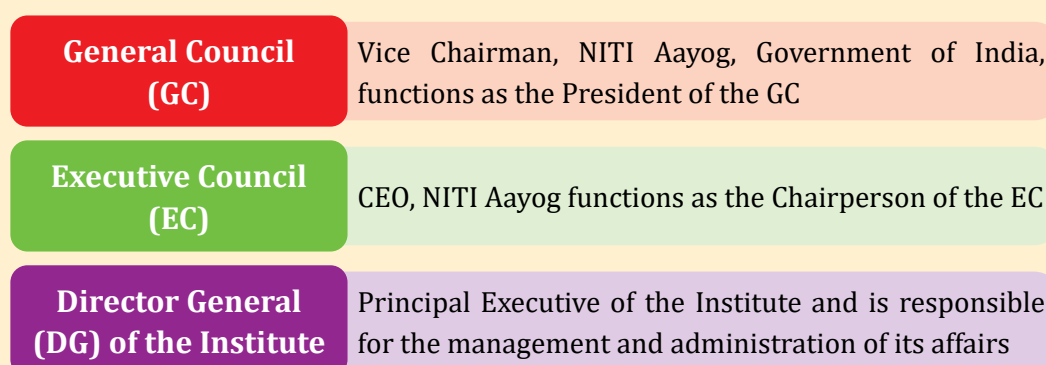
The broad aims and objectives of the Institute are:

- 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 to deal 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; and
 - e. monitoring & evaluation of programmes and policies especially related to government, ministries and departments.
- v. To promote, conduct, provide guidance, and facilitate coordination 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 center of documentation and be a repository of research on issues related to human resources and development economics; and to provide research and training services to improve the supply and quality of the workforce, thereby contributing to an increased productivity;
- viii. To foster cooperative federalism by providing credible research support and training to the States/UTs; to design strategic and long term policies, programme frameworks and initiatives, and monitor their progress and efficacy;
- ix. To facilitate in the transformation of the role of the government to develop policies in order 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 journal, research papers, policy briefs, books etc. to establish and maintain libraries in furtherance of the aforesaid objects;
- xiii. To stimulate interest in human resource development issues 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; and
- 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 registered under the Societies Registration Act, 1860, 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.



In conducting the day-to-day functioning of the Institute, the DG is assisted by a team of faculty representing a wide range of disciplines and by the administrative support staff. The DG is also the Member-Secretary of both GC and EC.

General Council

The General Council is the supreme governing body of the Institute with the Vice Chairman, NITI Aayog, functioning as the President of the General Council. A Member of NITI Aayog is the Vice President of the GC. Besides the Chief Executive Officer (CEO), NITI Aayog; Director-General, NILERD and Director (Finance), NITI Aayog, the GC is represented by senior officials from different ministries such as Finance, Human Resource Development (HRD), Labour & Employment, Skill Development and Entrepreneurship, etc. In addition, there are representatives from academic institutions such as Research and Information Systems (RIS) and the Indian Institute of Public

Administration (IIPA). Besides, there are representatives from various state governments on rotation basis once in two years. One senior faculty member from NILERD is normally nominated to the 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 GC is given below.

COMPOSITION OF THE GENERAL COUNCIL (AS ON 31.03.2019)
(Vide Rule 3)

1	3(a)	President -Vice-Chairperson of NITI Aayog (ex-officio)
2	3(b)	One Vice-President, from amongst the Members of NITI Aayog
3	3(c)	Chairperson of the Executive Council. CEO of NITI Aayog
4	3(d)	Director-General
5	3(e)	Treasurer of the Institute
	3(f)	One representative each of the:
6	3(f)(i)	Joint Secretary/Adviser, NITI Aayog as the Administrative Vertical w.r.t NILERD
7	3(f)(ii)	Ministry of Finance (Dept. of Expenditure)
8	3(f)(iii)	Ministry of Human Resource Development(Dept. of Higher Education)
9	3(f)(iv)	Ministry of External Affairs
10	3(f)(v)	Ministry of Skill Development and Entrepreneurship
11	3(f)(v)	Ministry of Commerce & Industry (Dept. For Promotion of Industry and Internal Trade)
12	3(f)(vi)	Ministry of Labor & Employment (DGE)
13	3(f)(vii)	Central Statistical Office
14	3f (viii)	Indian Council of Social Science Research (ICSSR)
15	3f(ix)	National Skill Development Corporation (NSDC)
16	3(g)	Two (2) Persons from Academic Institutions (to be nominated by DG, NILERD in consultation with NITI Aayog). DG, RIS and Director, IIPA to be members of GC.
17	3(h)	Three (3) representatives of State Governments one each representing Northern, Eastern, Southern, Western, Central and North-Eastern Zones on rotation basis for a period of two years in each case
18	3(i)	One member of the faculty of the NILERD on two yearly rotation basis (to be nominated by the Director-General from amongst senior faculty members at two different levels)

19	3(j)	Not more than two members: The General Council may co-opt, from time to time for such period as it may think fit, representatives of other organizations or institutions that may be concerned with the work or programme of the Institute, and individuals with special knowledge of or interest in the work or programme of the Institute.
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The tenure of the nominated members shall be at the discretion of the respective nominating authority. The nominating authority may revoke the nomination of any person appointed by it at any time even though he or she may have been appointed for a fixed period and appoint another person in his or her place.

Meeting of the General Council

The General Council will have maximum of twenty three members. Seven members of the General Council shall constitute a quorum at any meeting of the General Council. The General Council shall meet at least once a year to consider the annual report and accounts of the Institute, to appoint auditors for the Society for each financial year and to consider and approve the programme of work, policies and other major issues pertaining to the Institute. The President may convene a special meeting of the General Council whenever he or she thinks it's necessary to do so.

Executive Council

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 Department of Expenditure (Ministry of Finance), three members representing NILERD General Council including one from the NILERD Faculty. The Director General, NILERD functions as Member-Secretary of the EC. The EC is vested with powers in respect of all the matters connected with the Institute's overall administration and meets quarterly and or at least twice a year. The chairperson and members (except the ex-officio members) shall be nominated by the President of the General Council.

COMPOSITION OF THE EXECUTIVE COUNCIL (AS ON 31.03.2019) (Vide Rule 5)

1	5 (a)	Chairperson, CEO of NITI Aayog (ex-officio)
2	5 (b)	Director-General
		One representative each of:
3	5 (c)	Joint Secretary/Adviser, NITI Aayog as the Administrative Vertical w.r.t NILERD
4	5 (d)	An Officer from NITI Aayog dealing with Labour and Skill Development or any other officer nominated by CEO, NITI Aayog.
5	5 (e)	Director (Finance), NITI Aayog.
6	5 (f)	Ministry of Finance (Dept. of Expenditure)

7	5(g)	Ministry of Skill Development and Entrepreneurship
8	5(h)	Not more than three members of the General Council of whom one shall be from the Faculty of the Institute nominated on the General Council. The representatives of Ministry of Labour and Ministry of External Affairs will be included.

Meeting of the Executive Council

The Executive Council of the Institute shall meet as often as necessary and at least twice a year. The meetings of the Executive Council may be convened by the Chairperson of the Council or by any other member of the Council who may be authorized in this behalf by the Chairperson of the Council.

Other Standing Committees

In addition, there is one standing committee concerned with administration of the Contributory Provident Fund (CPF), namely the Committee on Administration of NILERD Contributory Provident Fund.

Management of the Institute

The 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 the senior faculty members and are assisted by other faculty members and support staff. Overall administrative and financial matters are looked after by the Director (Administration) and Joint Director (Finance) respectively.

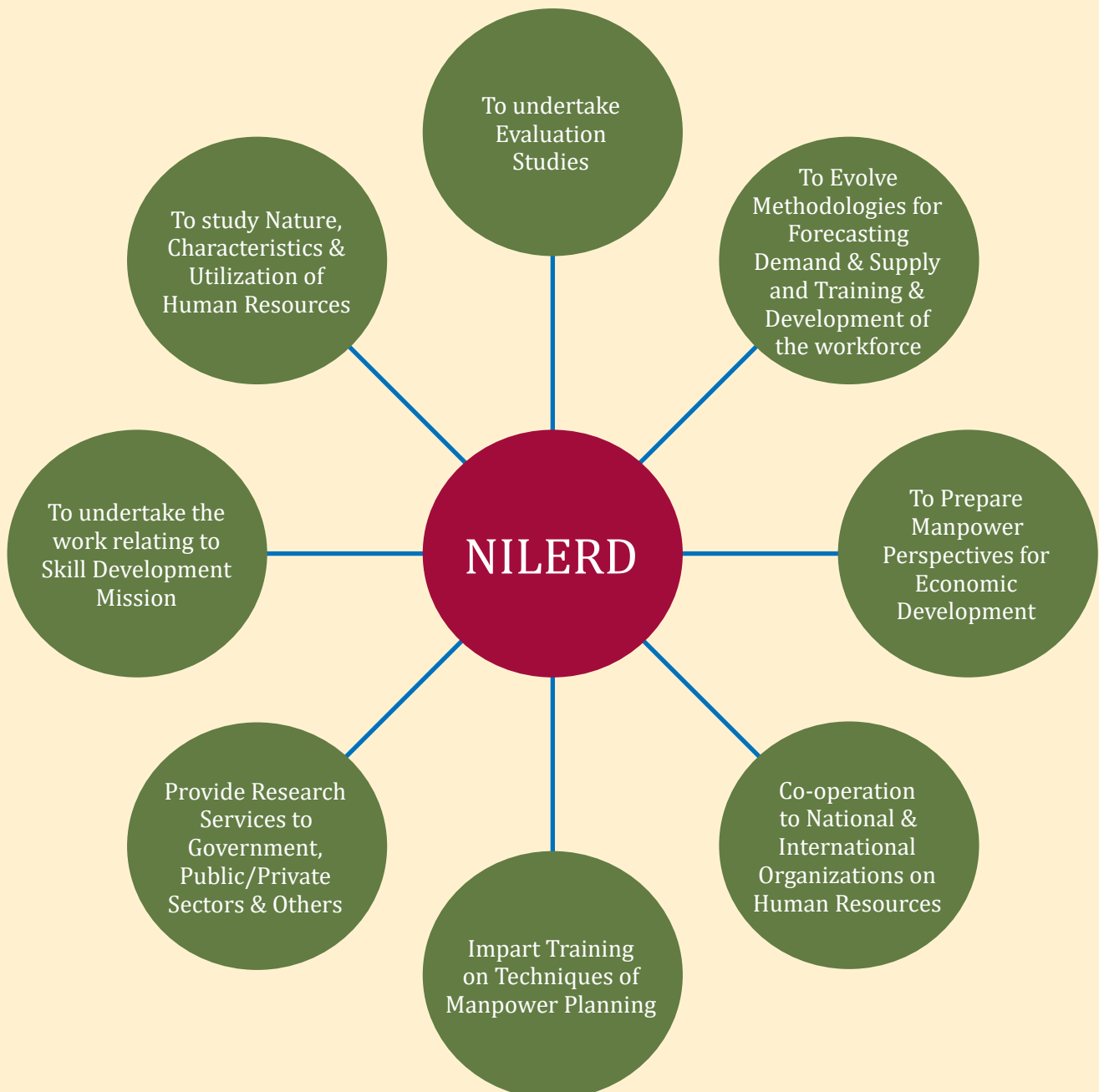
The Institute has state-of-the-art computer and internet facilities with Wi-Fi access, an Editorial Unit and a Knowledge Resource Centre (KRC). The Institute publishes a quarterly Journal titled, 'Manpower Journal', with the Director-General acting as its Editor-in-Chief. The Institute brings out working papers on a regular basis.

Infrastructure and Computing/IT Facilities at NILERD Campus



The Institute is located in the sprawling campus of more than 15 acres 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 having fifty-two rooms for participants of International Training and Academic programmes being conducted by the Institute round the year. The campus is enriched with high bandwidth Local Area Network (LAN) connectivity and has a dedicated high speed leased line internet facility. IT infrastructure, computers & paraphernalia and software packages are purchased and updated from time to time with the current information on research, training, educational activities and details of major events of the Institute with photographs.

ACTIVITIES OF THE INSTITUTE





ACADEMIC ACTIVITIES



A. Educational and Training Programmes

I. Education and Training (E&T) Unit

The Education and Training Unit of the Institute has been running international programmes sponsored under the Indian Technical Economic Cooperation (ITEC) programme of Ministry of External Affairs, Government of India.

During the year 2019-20, the Institute completed five short term training programmes and a tailor-made programme for the Royal Government of Bhutan. Two International Training Programmes i.e. ITP on Global Human Resource Management and ITP on Human Capabilities which were initiated in March 2019 concluded in April 2019. Three International Training Programmes i.e. ITP on Human Resource Planning and Development, Manpower Research, and Manpower Information System were initiated and completed during the period. These programmes were funded by the Ministry of External Affairs (MEA). Over the two decades, more than 1600 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 Grade 'A' status, awarded since 2012, by the Guru Govind Singh Indraprastha (GGSIP) University. Besides, the Institute is working in line with the mandate of NITI Aayog on cooperative federalism by conducting Specialized Training Programmes on Monitoring & Evaluation for the Officers of different states. A training programme on Competency Development was also conducted for the Human Resource Officers/Assistant Human Resource Officers of Royal Civil Service Commission, Royal Government of Bhutan.

The details of the programmes that were completed during 2019- 20 are as follows.

1. International Training Programme on Global Human Resource Management

Duration: Six weeks (March 14 - April 24, 2019)

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 talent which can give it a decisive edge over its competitors through innovative perspectives of its work. The role of a global HR manager is to create synergistic linkages between the diverse workforces.

The traditional HR practices are ineffective for the multinational and transnational companies due to different cultures where they are operating.

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 the MNCs are faced with the problem of adopting HRM practices to the dynamic environment.

The course will help the HR professionals to understand and appreciate the 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 the global differences by

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

Contents

The programme covered the following themes:

Introduction and evolution of HRM, Difference between global and domestic HRM, Strategic HR issues in global assignments, HRIS: Innovation tool for HRM, Learning and developmental issues related to HRM, Job analysis in global world, Recruitment & selection challenges for global HRM, Employee development, Training and development, Career planning: challenges in global scenario, Appraising and improving performance, Managing global compensation, benefits and taxes, Conflict management, Global ethics and labour standards, Cross-cultural management, Communication in cross-cultural environment, Motivation in cross-cultural environment and Global knowledge management.

Project Work

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

Study Tour-cum-Field Visits

The participants were taken to HCM RIPA, Jaipur for their educational tour from April 1-5, 2019.

Award of Certificates

Twenty participants from 13 countries (Afghanistan, Botswana, Cuba, Ethiopia, Fiji, Honduras, Malawi, Mauritius, Namibia, Niger, Papua New Guinea, Sri Lanka, and Tanzania) received certificates from Sh. Yaduvendra Mathur, Special Secretary, NITI Aayog, Govt. of India at a Valedictory Function held on April 22, 2019 in NILERD. Sh. Bhagwant Singh, Under Secretary, MEA also attended the function



Sh. Yaduvendra Mathur, Special Secretary,
NITI Aayog awarding certificate to a participant from Malawi

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 Chaitali Roy, Assistant Director.

2. International Training Programme on Human Capabilities

Duration: Four weeks (March 27-April 24, 2019)

The Context

The nature of the economy is changing globally resulting in increasing intangibles. Human capabilities are 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 better known about an ever-expanding range of subjects like; science, society, human condition, technology – the grand systems by which we live and the tiny fretwork of life that largely passes us by, and of course, to many more people who have access to this understanding. Countries may gain a competitive advantage if they are able to link their 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

- 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 the working environment; and
- Governance of these abilities for human development

Contents

The contents of the programme comprise 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 and Work-Life Balance

Award of Certificates

Twenty Three participants from 23 different countries (Bhutan, Botswana, Chile, Cuba, Ecuador, Egypt, Ethiopia, Honduras, Iran, Kenya, Lesotho, Madagascar, Mauritius, Myanmar, Namibia, Nigeria, Oman, Peru, South Africa, South Sudan, Sri Lanka, Syria, Suriname, Tanzania and Zimbabwe) received their certificates, at a Valedictory Function held on April 22, 2019, from Sh. Yaduvendra Mathur, Special Secretary, NITI Aayog, Govt. of India in NILERD. Shri Bhagwant Singh, Under Secretary, MEA also attended the 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. Chaitali Roy, Assistant Director.



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

3. International Training Programme on Human Resource Planning and Development

Duration: Eight weeks (June 26- August 20, 2019)

The Context

Human resource planning, a key aspect of development, assumes special importance in the current context of globalisation and liberalisation. The problems pertaining to planning and development of human resources faced by the developing countries include unemployment, shortage of persons with requisite knowledge and skills, lack of adaptability to new work structure and work organisations, low human productivity, etc. This programme focuses on enriching the knowledge of senior and middle level officers working with governments in developing countries in the field of planning and development of human resources.

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

Concepts, issues and approaches of different types of planning like Human Resource Planning; Economic Planning, Educational Planning and their relationship to Human Resource Development; Sustainable Development Goals with special emphasis on poverty, employment and income; Vocational education and skill formation and basic statistics and data requirements for human resource planning and development; Models of Human Resource Development; Planning, execution and designing of survey tools; Recruitment and Selection; Motivation; Communication, team building; Monitoring and Evaluation; Training and Development and Report writing.

The participants were also given hands-on experience in Processing and Analysis of Data. Inputs have been provided regarding Indian Culture and Diversity Management

Study Tour-cum-Field Visits

A study –tour-cum-field visit was organized to Jaipuria Institute of Management, Jaipur from August 5-9, 2019.

Award of Certificates

Thirty participants from twelve countries (Bhutan, Cote D'Ivoire, Democratic Republic of Congo,

Sri Lanka, Tanzania, Ghana, Namibia, South Sudan, Sudan, Tajikistan, Zambia and Zimbabwe) received certificate from Dr Yogesh Suri, Senior Adviser, NITI Aayog and Director General, NILERD at a valedictory function held on August 19, 2019 in NILERD.

Faculty In-charge of the Programme

The programme was headed by Dr Purna Chandra Parida, Director, coordinated by Dr Sanchita Bhattacharya, Deputy Director and co-coordinated by Dr Anita Kakkar, Deputy Director



A participant of International Programme on HRP&D receiving Certificate from DG, NILERD

4. International Training Programme on Manpower Research

Duration: Eight weeks (July 31 - September 24, 2019)

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 the 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, the participants prepare a project report with a presentation towards the end of the course.

Study Tour-cum-Field Visits

Participants visited the Jaipuria Institute Management, Jaipur from September 3-6, 2019

Award of Certificate

Twenty-Four participants from 18 countries (Afghanistan, Bhutan, Cote d'Ivoire, Democratic Republic of Congo, Ethiopia, Guinea, Honduras, Iraq, Mali, Namibia, Niger, Nigeria, South Sudan, Sri Lanka, Tajikistan, Tanzania, Uzbekistan and Zimbabwe) received certificates from Dr. Yogesh Suri, Director General, NILERD at a Valedictory function held on September, 23, 2019



Participants of ITPMR at Valedictory Function



Participant from Afghanistan receiving certificate from DG, NILERD

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. Chaitali Roy, Assistant Director

5. International Training Programme on Manpower Information System

Duration: Eight weeks (January 14- March 09, 2020)

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

1. To understand issues related to MIS;
2. To develop a structure of MIS;
3. To sensitize the participants with the utilization of MIS for policy formulation; and
4. To enhance the management skills for handling MIS.

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

Project Work

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

Study Tour-cum-Field Visits

Participants visited the Jaipuria Institute of Management, Jaipur from 10-14 February 2020.

Award of Certificates

Twenty Five participants from 18 developing countries (Afghanistan, Botswana, Comoros, Ethiopia, Gambia, Kenya, Malawi, Maldives, Mauritius, Nigeria, Oman, Sierra Leone, South Sudan, Sudan, Tajikistan, Tanzania, Zambia and Zimbabwe) received certificates from Dr Pitam Singh, Director (Admn.) NILERD at valedictory function held on March 6, 2020.

Faculty In-charge of the Programme

The programme was headed by Dr Purna Chandra Parida, Director, coordinated by Dr Tapas Sarangi, Assistant Director and co-coordinated by Dr. Kamala Devi, Deputy Director.



DG, NILERD inaugurating ITP on Manpower Information System and participants in the course

6. Training programme for Royal Civil Service Commission of Bhutan

A Training Programmes on Competency Development was conducted for 20 HR officers for the Royal Government of Bhutan from December 2-13, 2019.

Ten days Training Programme familiarized participants with:

- Techniques of adding value to employee relations;
- Best Talent Acquisition practices;
- Role of Technology in HR Delivery;

- Employee engagement models
- Role of effective communication in conflict resolution;
- Managing performance and role of coaching and mentoring;
- Competency Assessment Systems;
- Talent Development and Management;
- Talent Analytics;
- HR as Strategic Partner for Managing Change; and
- Integrity, Values and Ethics in HR



Bhutan Government's Participants with DG, NILERD, Faculty and staff

Faculty In charge of the Programme

The programme was coordinated by Dr Ruby Dhar, Deputy Director under supervision of Dr. Purna Chandra Parida, Director.

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 (M&E). A three-month Diploma Course in M&E was first launched in January 2013, for the international participants under the ITEC/SCAAP programme which was sponsored by the Ministry of External Affairs. Since then, a total of five diploma programmes have been organized and more than 120 participants drawn from South Asia, South East Asia, South Africa, East Africa, West Africa, South East Europe, Indian Ocean, Pacific Islands, North Europe and Pacific Ocean regions have attended these courses. At present the Institute conducts a two month Certificate Programme in

Monitoring and Evaluation. This year the programme could not be conducted due to the outbreak of COVID-19. The Institute also organizes short-term courses in M&E for the state level officials.

Certificate Programme in Monitoring and Evaluation

As part of the developmental effort, huge investments are being made in the public sector projects of the Central and State governments in various sectors such as education, employment, infrastructure, etc. Converting outlays into outcomes is a complex process which involves, inter-alia, capacity building for requisite efficiency at all levels in terms of equipment, technology, knowledge and skills. The governments at the Centre and in the States are increasingly being called upon to demonstrate results at the levels of projects, programmes and policies. Monitoring and evaluations are important milestones that can demonstrate such results. For this purpose the first step in making monitoring and evaluation system more effective is to provide training to and build capacities of the officials involved in monitoring and evaluation. The training can help in developing a culture of monitoring and evaluation for development interventions in the country.

Objectives of the Programme

The objective of the programme is to facilitate training of the civil service officers, planners, educators and trainers in order to enhance their understanding of contemporary developments in the field of monitoring and evaluation (M&E). After attending the course the participants would be able

- ✓ To appreciate the importance of M&E as a management tool;
- ✓ To understand the basic concepts, methodological aspects and practical procedures of M&E;
- ✓ To know about various evaluation designs and determine the appropriate design in the context of requirements and resources;
- ✓ To develop themselves as experts in data collection techniques;
- ✓ To upgrade their skills in data analysis and report writing;
- ✓ To become proficient and competent evaluators; and
- ✓ To have expertise in M&E for further dissemination of knowledge as a trainer.

B. Research Activities

Research occupies a central place in the activities of the Institute. Ever since its inception, the Institute has been actively engaged in research including action research on various dimensions of labour and employment, skill gap analysis, gender and employment. The Institute undertakes a wide spectrum of research/evaluation studies, broadly conferring to the nature, characteristics and utilization of human resources, the 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 undertaken having significant implications in the academic sphere as well as in the national and international policy forum.

1. Research Studies completed during the year 2019-20

- (i) **“Study on Faculty Resources in Public Engineering Institutions under the Project TEQIP – Phase III”** sponsored by National Project Implementation Unit (NPIU), Ministry of Human Resource Development, Government of India



Objectives of the Study

To examine the causes of high rates of faculty vacancies in engineering educational institutions analyze the impact of faculty turnover and propose the establishment of state-wise plans of action for filling the sanctioned faculty vacancies.

The core team members of the study were Dr Pitam Singh (Project Head), Dr P.C. Parida, Dr Shachi Joshi, Mr. D. Indrakumar, Ms. Neha Kumra and Dr Tapas Sarangi.

The other faculty members involved were Dr G. P. Joshi, Dr Kailash Pradhan, Dr A. Kamala Devi, Dr Ruby Dhar, Mrs. Richa Sharma, Dr. Anita Kakkar, Mr. Radhey Shyam Sharma, Mr. Marshal Birua, Dr. Chaitali Roy, Mr. William Wordsworth.

- (ii) **“Review of three Autonomous Institutions of the Ministry of New and Renewable Energy”**, sponsored by Ministry of New and Renewable Energy (MNRE), Government of India



Objectives of the Study

To examine whether the objectives for which the institutions were set up have been/are being achieved, assess their effectiveness and to suggest whether the activities should be continued based on continuous need or because of the failure in achieving their targets/objectives. The study examined whether the nature of activities is such that they need to be performed only by these institutions and ascertain whether similar functions are also being undertaken by other Central/State bodies or private sector institutions and examine the possibility of a merger. It assessed the scope for maximum utilization of internal resources and examine whether scientific or technical personnel were being deployed for the task which could well be carried out by non-technical personnel and finally to devise a road map for the future activities, keeping in view the current and future requirements

The core team members of the study were Dr. Shachi Joshi (Project Head), Dr. Sanchita Bhattacharya, Mr. D. Indrakumar and Ms. Neha Kumra.

- (iii). **“Manpower Planning in Odisha”**, sponsored by the Government of Odisha

Objectives of the Study

To assess the current scenario of manpower in the state for three sectors viz., Agriculture, Industry & Services; to assess the requirement of manpower from 2016-17 to 2021-22, based on growth and income projections for different domain-specific sectors, especially for emerging and state-specific areas like Mineral-based industry, Bio-Technology, ICT, Infrastructure, Retail sectors and FPI, delineating the requirements for skilled and highly skilled technical and managerial manpower. The aim was also to analyze the region-wise skill gap of manpower by covering the three selected districts of the State namely, Jajpur, Ganjam and Sundargarh and suggest policy options for achieving the set targets for different sectors.

The core team of the study consisted of Dr. P.C. Parida (Project Head), Dr. K.C. Pradhan and Dr. Ruby Dhar.

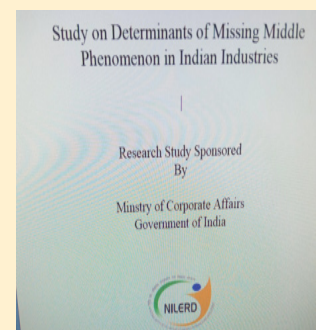


- (iv). **“Determinants of Missing Middle Phenomenon in Indian Industries” Study**, sponsored by the Ministry of Corporate Affairs, Government of India

Objectives of the Study

To examine the characteristics and trends of MSME and large enterprises to identify the missing middle phenomenon and assess the differences in the enterprises across different sectors in terms of profitability gaps. The study determined the factors that are affecting the profitability gaps in different categories of industries and made suitable policy suggestions to address the missing-middle problems.

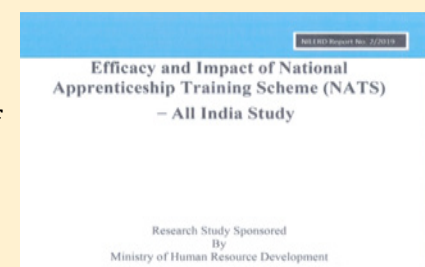
The core team of the study consisted of Dr. P.C. Parida, Dr. K.C. Pradhan.



- (v). **“Evaluation of the Efficacy and Impact of the National Apprenticeship Training Scheme (NATS) –All India Study”**, sponsored by the Ministry of Human Resource Development, Government of India through Board of Practical Training (BOPT), Kolkata

Objectives of the Study

To examine the impact of the scheme on employment, assess the input-use efficiency of the scheme, scope and coverage, convergence of other similar schemes of various Ministries/ Departments. The aim was to analyse the requirement and availability of apprentices, assess the relevance of the scheme to achieve the national priorities and sustainable development goals (SDGs). It intended to identify the bottlenecks in the implementation of the scheme and recommend remedial steps to improve the effectiveness of the Scheme



The core team members of the study were Dr. Shachi Joshi (Project Head), Dr. Sanchita Bhattacharya, Mr. D. Indrakumar, Dr. Ruby Dhar, Dr. Tapas Sarangi and Ms. Neha Kumra. The other faculty members involved were Dr. Indu Shekhar, Mr. J.S. Chauhan, Mr. Radhey Shyam Sharma, Mr. Bhoop Singh, Mr. William Wordsworth.

2. Research Studies ongoing during the year 2019-20

(i) **“An Assessment of Job Opportunities and Socio Economic & Working Conditions of Workers in Indian Gold Market”**, sponsored by NITI Aayog, Government of India

Objectives of the Study

The broader objective of the study is to make an assessment of employment and working conditions of the workers in the gold market of India. It would assess the quality of jobs in terms of nature of job, job satisfaction, social security and economic benefits, current working-hours vis-à-vis initial working hours at the time of appointment, the condition of workplace, and relation with employers etc. Another objective is to look at the gender issues, safety in workplace, social and economic benefits, women's empowerment, impact of wage income on the well-being of the family. The challenges faced by the gold industry in operation, regulations, taxation and external fronts, technological up-gradation and the future growth and employment prospects of the unit and the overall gold industry would also be analyzed.

The study team members are Dr. Pitam Singh (Project Head), Dr P. C. Parida and Dr. Tapas Kumar Sarangi.

(ii) **“Evaluation of the scheme “Higher Education Statistics and Public Information System (HESPIS)”**, sponsored by the Ministry of Human Resource Development, Government of India

Objectives of the Study

To evaluate the process of implementation and functioning of the scheme at various levels, evaluate its effectiveness and recommend suitable measures to strengthen the scheme.

The core team members of the study are Dr. Pitam Singh (Project Head), Dr. Kamala Devi, Mr. D. Indrakumar, Dr Ruby Dhar, Sh. Radhey Shyam Sharma and Dr. Tapas Kumar Sarangi

(iii) **“Evaluation Study of Rashtriya Vayoshri Yojana (RVY)”**, sponsored by Ministry of Social Justice and Empowerment, Government of India.

Objectives of the Study

To study the coverage of the Scheme in the three selected states covering two districts from each state and beneficiaries falling in rural, urban and remote areas of these districts. It is aimed at the studying its impact/outcome in improving the quality of the life of senior citizen belonging to the BPL category and suggestions for the improvement of the scheme; to find out the reason

for shortfall of the beneficiaries, quality of the aids/appliances provided to the persons with disabilities under the scheme and to examine the capability of the implementing agency and how far they have taken care and succeeded. The goal is also to examine the present system of monitoring the implementation of the scheme and suggest suitable improvements. The bottlenecks, if any, would also be found and key findings based on the data collected from the field would be presented. The study aimed to make recommendations / suggestions for necessary restructuring to be carried in the scheme to achieve desired results and need for its continuation.

The core team members of the study are Dr. Pitam Singh (Project Head), Dr. Shachi Joshi, Mr. D. Indrakumar, Dr Ruby Dhar, Shri Marshal Birua, Shri AP William Wordsworth .

C. Workshop on Advancement of Digital Financial Inclusion

With a an objective of curating models for digital financial inclusion, a three day residential Workshop of Centre for Advancement of Digital Financial Inclusion (CADFI) was organized at NILERD during June 24-26, 2019. A total of 25 organizations including the Indian School of Business, India Post Payment Bank, CRISIL Foundation, Mann Deshi Foundation, Mastercard and Facebook, Access Assist participated. The organizations deliberated on the types of modules needed for each age group cohort and developed framework for the same. The Workshop was steered by Shri Yaduvendra Mathur, Special Secretary, NITI Aayog.



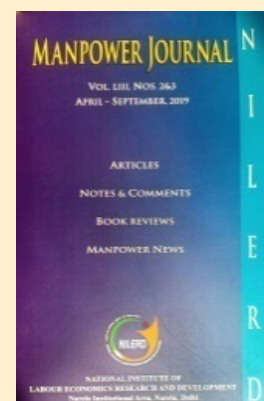
Participants of the CADFI workshop held in June 2019

D. 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 broadly related to human resource planning and development and allied areas with the Director General, NILERD acting as its Editor-in-Chief.

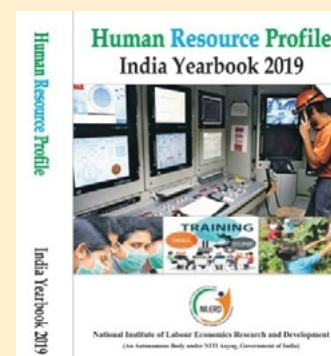
The following volumes were published during 2019-20:

- i) Vol. 52, No. 4, October 2018 & Vol. 53, No.1, March 2019 (combined issue)
- ii) Vol. 53, Nos. 2&3, April-September 2019 (combined issue)
- iii) Vol. 53, No. 4, October-December 2019



E. HUMAN RESOURCE PROFILE - INDIA YEARBOOK 2019

The Human Resource Profile - India Yearbook, published by the Institute since 1993, provides a wide range of statistics and information on the characteristics of India's economy, human resources and developmental issues on the basis of data available from different sources. During 2019-20, NILERD released special edition of the Human Resource Profile showcasing comprehensive data on several areas of Human Resources and Development in the form of a concise data-book and a ready reckoner for the use of planners, administrators and researchers involved in social science and human resource development.





SUPPORT SERVICES

**Library, Hindi Cell, Personnel/Staff Matters
and Estate Activities**



A. Knowledge Resource Centre (KRC)

Library Collection

The library has acquired 26 books in the year 2019-20 raising the strength of the collection to 32,266(31,977 books + 289 CD's).The library holdings can be accessed from the online public access catalogue (OPAC) of the institute through Libsys software, which has an intranet-based connectivity. Besides, the library has received 356 issues of Journals/Magazines.

Online Databases

- Indiastat.com (single user)
- JSTOR (Arts & Sciences VI)

Online Journals

The Library has subscribed to seven journals with both online and print access in 2019-20.

Library Network: DELNET

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

Library Services

The NILERD library is one of the components of Research and Policy analysis of the Institute. To fulfill the demand for research and policy needs, the NILERD library is providing technical support through the following library services.

1. Article Alerts (With Abstract)

The library brings out monthly Article Alerts, 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 and sent monthly by e-mail to the NILERD Researchers.

2. Selective dissemination of information(SDI)

To enhance the quality of research activities of the institute the relevant articles are selected and scanned from the journals received in the library and sent by e-mail to NILERD Researchers.

3. Faculty Academic Activities

Academic activities like article, books authored by each NILERD researcher had been circulated among NILERD Research team by e-mail.

4. NILERD Publications

Updating the NILERD researchers regarding NILERD publications by e-mail

5. New Arrivals about Book notices and book review

Book notices and book reviews selected from newspapers and journals received in the library and sent by e-mail to researchers. Other services include inter library loan, reprographic and reference services. The Library provides services to its readers and outside visitors in both online and offline.

Library Services under 'Integration of e-resources of NITI Aayog library and NILERD library'

Following services are received from NITI Aayog Library under 'Integration of e-resources of NITI Aayog library and NILERD library' and are circulated among NILERD Researcher's by e-mail regularly.

- **Daily Digest (NITI News)**
Daily Digest (Part-A & Part-B) Part-A contains news information pertaining to NITI Aayog. Part-B provides full articles, editorials, comments and analysis published in different newspaper on different topics.
- **Recent list of additions (monthly)**
It contains bibliographic details of book/documents added/received in the library for the users.
- **Weekly Bulletin**
The Weekly Bulletin contains weekly information on different sectors like Energy, Infrastructure, Rural Development and Agriculture, Health, State Coordination (SC) and Decentralized Planning (DP).
- **DOC PLAN**
A monthly list of articles indexed and abstracted out of the journals received in the Library.
- **TOC**
A monthly list of articles published in different journals received in the library.
- **Book Alert - (Monthly)**
It contains the picture of the front cover and a short abstract of the books purchased in the library.

B. Celebration of National Days

Every year, the National Days are celebrated in the NILERD campus in which International participants of Education & Training Unit participate with great vigour. On both the occasions (15th August –Independence Day and 26th January – Republic Day), the Director General of NILERD hoisted the National Flag at the NILERD campus. The entire on-campus staff along with their family members and the staff members residing in the vicinity of the campus, international participants celebrated the National Days with pride and splendour. School-going children of the staff residing in the campus actively participated in the cultural programmes and games competitions.



Director General hoisting the National Flag on the Independence Day and Republic Day with the participation of the children of the Faculty, international participants and faculty members.

C. Hindi Cell

NILERD has put in place the protocol and guidelines of implementation of Hindi as official language through Hindi Cell. A Departmental Official Language Implementation Committee has been constituted to appraise, monitor and record the implementation of Hindi in all the day-to-day official work of the Institute.

Following activities were undertaken during the year 2019 -20 by the employees of NILERD.

1. Four Quarterly Reports of the Hindi Cell:
 - i) April-June, 2019
 - ii) July-September, 2019
 - iii) October -December, 2019
 - iv) January- March, 2020

2. Half Yearly Report of the Hindi Cell :

Hindi Bulletin (Half Yearly): January to June, 2019

3. Observed Hindi Pakhwada (Fortnight) from 31st August to 14th September, 2019.

During this fortnight celebration, the following activities were carried out-

- (i) Essay writing Competition (Nibandh Pratiyogita)
- (ii) Debate Competition (Vad-Vivad Pratiyogita)
- (iii) Poem writing Competition (Kavita Lekhan Pratiyogita)
- (iv) Evaluation of Work & Typing done in Hindi during the year.
- (v) Hindi Divas Celebrated.

4. Meeting of NARAKAS was held on August 26, 2019.

A Hindi workshop was organised by the Institute for its officers and employees in the month of September, 2019. In total, 76 officers and employees of the Institute participated in the Workshop.

A meeting of the official Language Implementation Committee of NILERD was organized on May 9 and September 27, 2019.

D. Personnel/Staff Matters

Ad-hoc Promotions

- 1. Dr. (Smt) Ruby Dhar promoted as Deputy Director for a period of one-year w.e.f. 25.11.2019
- 2. Dr. (Smt.) Shachi Joshi promoted as Joint Director for a period of one-year w.e.f. 12.8.2019.
- 3. Dr. (Ms.) Anita T. Kakkar promoted as Deputy Director for a period of six months w.e.f. 27/10/2019.
- 4. Shri D.P. Kohad promoted as Assistant Section Officer for a period of one-year w.e.f. 1/12/2019.

Deputation

- 1. Smt. Meenakshi Gupta, Stenographer has been on deputation to Warehousing Development and Regulatory Authority w.e.f. 20/11/2015 to till date.
- 2. Dr. Lalit Latta, Deputy Director on deputation to National Commission of Scheduled Tribes for a period of three years w.e.f. 11/9/2017.

Reversion

1. Smt. Renu Lal, Joint Director (Adhoc) reverted to her substantive post of Deputy Director w.e.f. 26/04/2019.

Resignation/Death

1. Dr. Kailash Chandra Pradhan, Joint Director relieved on 16/6/2019 from the services of the institute.
2. Shri Babu Ram, Jr. Secretariat Assistant expired on 19/09/2019.

Retirement

The following employees retired on attaining the age of superannuation from the dates mentioned against each:

1. Shri Prem Chand, MTS on 30/06/2019
2. Shri Dinesh Chander Singh, Operator – I on 31/07/2019
3. Smt. Neeru Batra, SSA on 31/07/2019
4. Dr. G.P. Joshi, Joint Director (Ad-hoc in E & T) on 31/10/2019
5. Ms. Meena Sharma, Asstt. Section Officer on 31/10/2019.
6. Ms. Manorama U.K., Asstt. Section Officer on 30/11/2019.
7. Dr A K Yadav, Director prematurely retired under FR 56(J) on 11.12 2019
8. Shri Bhoop Singh, Assistant Director prematurely retired under FR 56(J) on 11.12 2019
9. Smt. Renu Lal, Deputy Director on 31/01/2020
10. Dr. Yogesh Kumar, Joint Director on 29/02/2020
11. Shri S.K. Yadav, Deputy Director on 31/03/2020

Meetings of Governing Bodies

1. 97th and 98th meetings of the Executive Council held on 11/07/2019 and 22/11/2019 respectively.
2. 48th and 49th meetings of the General Council held on 13/08/2019 and 03/12/2019, respectively.



FINANCIAL MATTERS



INDEPENDENT AUDITOR'S REPORT

To,

THE MEMBERS

NATIONAL INSTITUTE OF LABOUR ECONOMICS RESEARCH & DEVELOPMENT

(Formerly known as Institute of Applied Manpower Research)

NEW DELHI

I. Report on the Audit of the Financial Statements

1. Opinion

- A. We have audited the accompanying Financial Statements of M/s NATIONAL INSTITUTE OF LABOUR ECONOMICS RESEARCH & DEVELOPMENT ("the Institute"), Plot No.25, Sector A-7, Institutional Area, Narela, New Delhi-110040, which comprise the Balance Sheet as at March 31, 2020, the Statement of Income and Expenditure Account for the year ended on that date, and a summary of the significant accounting policies and other explanatory information (hereinafter referred to as "the Financial Statements").
- B. In our opinion and to the best of our information and according to the explanations given to us except for the possible effects of our observation given in annexure of our report, the aforesaid Financial Statements give the information in the manner so required and give a true and fair view in conformity with the Accounting Standards and other accounting principles generally accepted in India, of the state of affairs of the Institute as at March 31, 2020, the Excess of Expenditure over Income for the year ended on that date.

2. Basis for Opinion

We conducted our audit of the Financial Statements in accordance with the Standards on Auditing practice. We are independent of the Institute in accordance with the Code of Ethics issued by the Institute of Chartered Accountants of India (ICAI) together with the independence requirements that are relevant to our audit of the financial statements under the provisions of the Act and the Rules made thereunder, and we have fulfilled our other ethical responsibilities in accordance with these requirements and the ICAI's Code of Ethics. 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.

3. Management's Responsibility for the Financial Statements

- A. The Institute's Board of Managements is responsible for the matters stated in the Act with respect to the preparation of these Financial Statements that give a true and fair view of the financial position, financial performance, of the Institute in accordance with the AS and other accounting principles generally accepted in India. This responsibility also includes maintenance of adequate accounting records in accordance with the provisions of the 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, 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.
- B. In preparing the Financial Statements, management is responsible for assessing the Institute's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Institute or to cease operations, or has no realistic alternative but to do so.

The Board of Managements are responsible for overseeing the Institute's financial reporting process.

4. Auditor's Responsibilities for the Audit of the Financial Statements

- A. Our objectives are to obtain reasonable assurance about whether the Financial Statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with SAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these Financial Statements.
- B. As part of an audit in accordance with SAs, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:
 - i) Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- ii) Obtain an understanding of internal financial controls relevant to the audit in order to design audit procedures that are appropriate in the circumstances. Under the Act, we are also responsible for expressing our opinion on whether the Institute has adequate internal financial controls with reference to financial statements in place and the operating effectiveness of such controls
 - iii) Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management
 - iv) Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Institute's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the Financial Statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Institute to cease to continue as a going concern.
 - v) Evaluate the overall presentation, structure and content of the Financial Statements, including the disclosures, and whether the Financial Statements represent the underlying transactions and events in a manner that achieves fair presentation.
- C. Materiality is the magnitude of misstatements in the Financial Statements that, individually or in aggregate, makes it probable that the economic decisions of a reasonably knowledgeable user of the Financial Statements may be influenced. We consider quantitative materiality and qualitative factors in (i) Planning the scope of our audit work and in evaluating the results of our work; and (ii) to evaluate the effect of any identified misstatements in the Financial Statements.
- D. We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

- E. We also provide those charged with governance with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.

**FOR AJAY K. JAIN & CO.
Chartered Accountants
Reg. No. : 007118N**

**Place : DELHI
Date :26/10/2020**

**AJAY K. JAIN
Partner, FCA
M. No. : 085994
UDIN: 20085994AAAAFF9119**

ANNEXURE TO THE AUDITOR'S REPORT

FOR THE YEAR ENDING ON 31/03/2020

NATIONAL INSTITUTE OF LABOUR ECONOMICS RESEARCH & DEVELOPMENT
(FORMERLY KNOWN AS 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 has 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 31.03.2020.

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.

3. *Attention is invited to point no. 4 on notes of accounts of Schedule – 14 and we have observed that a sum of Rs.1,33,69,058/- 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.1,22,76,392/- as Miscellaneous outstanding advances on Capital account and a sum of Rs.20,72,790- 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. *Attention is also invited to point no. 4 of Schedule 13 in which recognition of income has booked 100% for this financial year which was also followed in the last year.*
6. *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.*

7. TDS :

TDS demand across all financial years amounting to Rs. 6,66,250. Further request for removal of demand of Rs.6,65,540/- has been filled by institute dated 11/07/2019. However, for the Year 2017-18 demand of Rs.530 is still payable by the institute and for the Year 2019-20 demand of Rs.180 has already been paid by the institute.

8. Income Tax Refund Receivable:

We have observed that TDS is being deducted by 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 deductor for non-deduction of TDS on its revenue, Resultant significant amount of Rs. 1,18,82,135/- (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.

9. *Following amounts are standing since opening and same has not been adjusted yet, for which no proper/satisfactory clarification & explanation has been provided to our Audit. It is advised to take necessary action against pending balances*

1. CPF Employees	Rs.34,999/-
2. DCRG Withheld	Rs.38,770
3. Net Payable Withheld	Rs.4,055/-
4. Outstanding Liabilities	Rs.3,18,208/-
5. Darban Singh	Rs.14,244/-
6. Kalaiyarasan A	Rs.605/-
7. Dr.SarojRanjan Mania	Rs.27,640/-
8. Shri Kailsh Pradhan	Rs.14,000/-

10. *Discrepancies have been found in the Honorarium paid to faculties for projects. As per register maintained by concerned department and books maintained are not reconciled. Efforts should be made to ensure the proper recording and reconciliation of Honorarium paid to various faculties and remove discrepancies.*

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

Place: Delhi
Date: 26/10/2020

(CA. AJAY K. JAIN),
Partner, FCA
Membership No.:085994
UDIN: 20085994AAAAFF9119

NATIONAL INSTITUTE OF LABOUR ECONOMICS RESEARCH & DEVELOPMENT

(Formerly INSTITUTE OF APPLIED MANPOWER RESEARCH)

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

BALANCE SHEET AS ON 31ST MARCH 2020

(Figures in Rupees)

	Schedule	Current Year	Previous Year
		2019-20	2018-19
CORPUS/CAPITAL FUND AND LIABILITIES			
Corpus/Capital Fund	1	26,30,07,189	23,00,46,670
Current Liabilities & Provisions	2	11,86,68,167	12,95,66,355
Total		38,16,75,356	35,96,13,025
ASSETS			
Fixed Assets	3	22,33,70,319	20,89,62,121
Current Assets, Loans & Advances	4	15,83,05,037	15,06,50,904
Total		38,16,75,356	35,96,13,025

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

RAJESH KUMAR VYAS
Joint Director (Finance)

Dr. Yogesh Suri
Director
General
NILERD

FR No. :007118N

NILERD

(CA. AJAY K. JAIN)

FCA, Partner

M. No. 085994

UDIN:- 20085994AAAA

Place ; Delhi

Date: 26/10/2020

NATIONAL INSTITUTE OF LABOUR ECONOMICS RESEARCH & DEVELOPMENT

(Formerly INSTITUTE OF APPLIED MANPOWER RESEARCH)

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

INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31-03-2020

(Figures in Rupees)

	Schedule	Current Year	Previous year
		2019-20	2018-19
INCOME			
Income from Studies/Research/Projects	5	2,78,00,113	3,14,14,666
Grants/Subsidies	6	11,43,00,000	9,00,00,000
Interest earned	7	38,86,336	42,37,281
Other Income	8	3,46,01,479	2,56,37,736
Total (A)		18,05,87,928	15,12,89,683
EXPENDITURE			
Establishment Expenses (Main)	9	12,68,42,963	10,86,53,531
Administrative Expenses (Main)	10	2,70,28,865	1,90,07,964
Establishment Expenses (Project/Studies)	11	37,41,413	44,01,839
Administrative Expenses (Project/Studies)	12	1,69,42,795	2,04,79,895
Depreciation	3	1,20,35,707	93,42,342
Total (B)		18,65,91,743	16,18,85,571
Excess of Income/Expenditure over Expenditure/		(60,03,815)	(1,05,95,888)
Income			
Balance carried to Capital Fund		(60,03,815)	(1,05,95,888)

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

RAJESH KUMAR VYAS
Joint Director (Finance)

NILERD

Dr. Yogesh Suri
Director General

NILERD

(CA. AJAY K. JAIN)

FCA, Partner

M. No. 085994

UDIN:- 20085994AAAA

Place ; Delhi

Date: 26/10/2020

NATIONAL INSTITUTE OF LABOUR ECONOMICS RESEARCH & DEVELOPMENT
(Formerly INSTITUTE OF APPLIED MANPOWER RESEARCH)
SCHEDULE FORMING PART OF BALANCE SHEET AS ON 31-03-2020

SCHEDULE-1
(Figures in Rupees)

	Current Year		Previous Year	
	2019-20		2018-19	
CORPUS FUND				
Balance B/F	4,56,35,587		4,29,12,269	
Add:Additions during the year	20,90,012		7,56,662	
Add: Interest earned during the year	28,59,329		19,66,657	4,56,35,587
Less: Deduction during the year	24,46,956	4,81,37,972		
CAPITAL FUND				
RESERVES & SURPLUSES				
Balance B/F	(78,76,285)		(66,22,738)	
Add:Additions during the year	-		-	
Less/Add: Deficit/Surplus carried from Income & Expenditure A/c	60,31,892	(18,44,393)	(12,53,546)	(78,76,285)
FIXED ASSET FUND				
MAIN				
Gross Block	31,92,33,804		31,78,84,132	
Add: Additions During the year	3,64,61,949		13,49,672	
Less: Assets sold/written off during the year	-		-	
Amount adjusted during the year	-		-	
Less: Depreciation Reserve	(14,10,68,544)	21,46,27,209	(12,93,42,787)	18,98,91,017
NTMIS				
Gross Block	1,17,32,392		1,17,32,392	
Add: Additions During the year	-		-	
Less: Assets sold during the year	-		-	
Amount adjusted during the year	-		-	

Less: Depreciation Reserve	(1,14,79,015)	2,53,377	(1,14,39,942)	2,92,450
TRAINING/PGDC				
Gross Block	1,02,65,789		1,02,65,789	
Add: Additions During the year	-		-	
Less: Assets sold during the year	-		-	
Amount adjusted during the year	-		-	
Less: Depreciation Reserve	(88,70,866)	13,94,923	(86,36,143)	16,29,646
SPONSORED STUDIES				
Gross Block	9,82,957		9,82,957	
Add: Additions During the year	-		-	
Less: Assets sold during the year	-		-	
Less: Depreciation Reserve	(9,43,900)	39,057	(9,37,210)	45,747
CONSULTANCY STUDIES				
Gross Block	1,20,527		1,20,527	
Add: Additions During the year tfr from Main A/c	-		-	
Less: Assets sold during the year	-		-	
Amount adjusted during the year	-		-	
Less: Depreciation Reserve	(1,12,736)	7,791	(1,11,575)	8,952
NAIP WORLD BANK- STUDIES				
Gross Block	6,00,000		6,00,000	
Add: Additions During the year	-		-	
Less: Assets sold during the year	-		-	
Less: Depreciation Reserve	(2,95,451)	3,04,549	(2,79,929)	3,20,071
FCRA STUDIES				
Gross Block	11,48,767		11,48,767	
Add: Additions During the year	-		-	
Less: Assets sold during the year	-		-	
Less: Depreciation Reserve	(10,62,064)	86,703	(10,49,283)	99,484
Total		26,30,07,189		23,00,46,670

NATIONAL INSTITUTE OF LABOUR ECONOMICS RESEARCH & DEVELOPMENT
(Formerly INSTITUTE OF APPLIED MANPOWER RESEARCH)
SCHEDULE FORMING PART OF BALANCE SHEET AS ON 31-03-2020
SCHEDULE 2 - CURRENT LIABILITIES & PROVISIONS

(Figures in Rupees)

	Current Year	Previous Year
	2019-20	2018-19
A. CURRENT LIABILITIES		
1. Sundry Creditors	25,54,199	25,54,199
2. Other Current Liabilities	1,19,81,545	1,80,75,308
TOTAL - A	1,45,35,744	2,06,29,507
B. PROVISIONS		
1. Death-Cum Retirement Gratuity	6,43,41,168	6,74,53,890
2. Leave Encashment	3,97,91,255	4,14,82,958
TOTAL - B	10,41,32,423	10,89,36,848
TOTAL - A+B	11,86,68,167	12,95,66,355

NATIONAL INSTITUTE OF LABOUR ECONOMICS RESEARCH & DEVELOPMENT
(Formerly INSTITUTE OF APPLIED MANPOWER RESEARCH)
SCHEDULE FORMING PART OF BALANCE SHEET AS ON 31-03-2020
SCHEDULE 3 - FIXED ASSETS

(Figures in Rupees)

DESCRIPTION	GROSS BLOCK				DEPRECIATION					NET BLOCK	
	Cost/ valuation as at 1-4-2019	Additions during the year	Deductions	Cost/ valuation at the 31-3- 2020	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
A. FIXED ASSETS:											
LAND :											
Leasehold - Narela	3,02,40,000			3,02,40,000		-	-		-	3,02,40,000	3,02,40,000
BUILDING											
On Leasehold Land- Narela	16,06,70,340			16,06,70,340	2%	4,61,11,551	22,91,176		4,84,02,727	11,22,67,613	11,45,58,789
On Leasehold Land-I.P. Estate	1,30,06,558		1,30,06,558	-	2%	31,68,012	-	31,68,012	-	-	98,38,546
Electric Installation - Narela	15,20,856	-		15,20,856	10%	10,05,569	51,529		10,57,098	4,63,758	5,15,287
Substation at IIPA Campus	14,76,407		14,76,407	-	10%	12,96,909	-	12,96,909	-	-	1,79,498
VEHICLES/CYCLE											
Vehicle & Cycle- Main Grant	6,05,429			6,05,429	20%	5,52,543	10,577		5,63,120	42,309	52,886
Vehicle & Cycle NTMIS	4,40,350			4,40,350	20%	4,33,994	1,271		4,35,265	5,085	6,356
Vehicle & Cycle Training/PGDC	29,23,953			29,23,953	20%	25,08,993	82,992		25,91,985	3,31,968	4,14,960
FURNITURE & FIXTURE							-				
Furniture -Main Grant	34,36,696			34,36,696	10%	22,06,151	1,23,055		23,29,206	11,07,490	12,30,545
Furniture -DG Office	4,12,428			4,12,428	10%	2,68,280	14,415		2,82,695	1,29,733	1,44,148
Furniture -Guest House	2,24,124			2,24,124	10%	1,45,977	7,815		1,53,792	70,332	78,147

Furniture-Hostel-Main	29,87,331				29,87,331	10%	21,39,723	84,761		22,24,484	7,62,847	8,47,608
Library Furniture-Main Grant	62,720				62,720	10%	52,259	1,046		53,305	9,415	10,461
Furniture-NTMIS	7,06,528				7,06,528	10%	6,13,399	9,313		6,22,712	83,816	93,129
Furniture -Training/ PGDC	25,35,389				25,35,389	10%	16,98,177	83,721		17,81,898	7,53,491	8,37,212
Furniture- Sponsored Studies	20,793				20,793	10%	17,326	347		17,673	3,120	3,467
Furniture-NAIP	50,000				50,000	6.33%	29,847	1,276		31,123	18,877	20,153
Furniture-FCRA	2,57,569				2,57,569	10%	2,13,327	4,424		2,17,751	39,818	44,242
OFFICE EQUIPMENT								-				
Equipment - Main Grant	1,07,13,050	54,500			1,07,67,550	15%	75,94,239	4,75,997		80,70,236	26,97,314	31,18,811
Air Conditioners -Main Grant	17,58,993				17,58,993	15%	12,75,523	72,521		13,48,044	4,10,949	4,83,470
Air Conditioners Equipments-NTMIS	4,23,219				4,23,219	10%	4,14,100	912		4,15,012	8,207	9,119
Library Equipment-Main Grant	11,75,545				11,75,545	10%	9,23,488	25,206		9,48,694	2,26,851	2,52,057
EPABX-Main Grant	11,85,269				11,85,269	15%	10,65,044	18,034		10,83,078	1,02,191	1,20,225
Equipments- NTMIS	9,22,087				9,22,087	15%	9,01,663	3,064		9,04,727	17,360	20,424
Equipment- Training/ PGDC	48,54,922	-			48,54,922	15%	44,02,872	67,808		44,70,680	3,84,242	4,52,050
Equipment-Consultancy	21,225				21,225	10%	17,601	362		17,963	3,262	3,624
Equipment-NAIP	5,00,000				5,00,000	4.75%	2,27,347	12,951		2,40,298	2,59,702	2,72,653
Equipment-FCRA	2,22,368				2,22,368	15%	2,08,073	2,144		2,10,217	12,151	14,295
COMPUTERS/ PERIPHERALS								-				
Computer/Printers - Main Grant	1,67,98,322	18,52,556			1,86,50,878	15%	1,38,80,368	7,15,577		1,45,95,945	40,54,933	29,17,954
Software - Main Grant	50,65,209				50,65,209	15%	41,59,875	1,35,800		42,95,675	7,69,534	9,05,334
DTP System-Main Grant	17,25,419				17,25,419	15%	16,77,101	7,248		16,84,349	41,070	48,318
Computer Accessories - NTMIS	92,40,207				92,40,207	15%	90,76,786	24,513		91,01,299	1,38,908	1,63,421
Computer - Consultancy	99,302				99,302	15%	93,974	799		94,773	4,529	5,328

Computer - Sponsored	9,53,403				9,53,403	15%	9,11,682	6,258		9,17,940	35,463	41,721
Computer - FCRA	6,23,762				6,23,762	15%	5,84,223	5,931		5,90,154	33,608	39,539
LIBRARY BOOKS								-				
Library Books -Main Grant	51,83,126	75,745	-		52,58,871	20%	42,97,321	1,92,310		44,89,631	7,69,240	8,85,805
Library Books-FCRA	45,068				45,068	20%	43,660	282		43,942	1,126	1,408
CD-ROM for Library-Main Grant	9,60,467				9,60,467	15%	7,98,336	24,320		8,22,656	1,37,811	1,62,131
C.D. ROM for Library -Sponsored	7,654				7,654	15%	7,127	79		7,206	448	527
Library Books - NAIP	50,000				50,000	4.75%	22,735	1,295		24,030	25,970	27,265
Library Books - Sponsored	1,107				1,107	20%	1,076	6		1,082	25	31
Library Books - Training/PGDC	27,112				27,112	20%	26,102	202		26,304	808	1,010
ASSETS - PLAN GRANT								-				
Information Technology /Computers	32,41,592	14,46,320			46,87,912	10%	19,91,363	2,69,655		22,61,018	24,26,894	12,50,229
Library Books/network	26,54,360				26,54,360	20%	23,79,179	55,036		24,34,215	2,20,145	2,75,181
Library expenses	37,760	59,000			96,760	20%	7,552	17,842		25,394	71,366	30,208
Guest House	8,75,876				8,75,876	10%	6,07,304	26,857		6,34,161	2,41,715	2,68,572
Director's Office	3,96,459				3,96,459	10%	2,84,488	11,197		2,95,685	1,00,774	1,11,971
Essential Infrastructure on Campus-Plan	6,94,18,636	3,29,73,828			10,23,92,464	10%	3,14,54,630	70,93,783		3,85,48,413	6,38,44,051	3,79,64,006
TOTAL OF CURRENT YEAR	36,07,58,990	3,64,61,949	1,44,82,965		38,27,37,974		15,17,96,869	1,20,35,707	44,64,921	15,93,67,655	22,33,70,319	20,89,62,121
TOTAL OF PREVIOUS YEAR	34,27,34,564	1,80,24,426	-		36,07,58,990		14,24,54,527	93,42,342	-	15,17,96,869	20,89,62,121	20,02,80,037

NATIONAL INSTITUTE OF LABOUR ECONOMICS RESEARCH & DEVELOPMENT
(Formerly INSTITUTE OF APPLIED MANPOWER RESEARCH)
SCHEDULE FORMING PART OF BALANCE SHEET AS ON 31-03-2020
CURRENT ASSETS, LOANS & ADVANCES

SCHEDULE 4
(Figures in Rupees)

	Current Year	Previous Year
A. CURRENT ASSETS	2019-20	2018-19
1. Inventories		
Closing Stock of Stationery	7,83,105	7,93,236
(At cost as certified by management)	7,83,105	7,93,236
2. Sundry Debtors		
a) Receivable from Sponsors	1,33,69,058	1,35,83,272
	1,33,69,058	1,35,83,272
3. Bank Balances with Scheduled Bank		
- In Saving Account		
- UCO Bank - 2003(FCRA)	14,96,020	14,44,786
- Corporation Bank - 5677	2,15,36,172	5,28,46,273
- Corporation Bank - 3572	54,42,324	52,44,413
- Corporation Bank - 4108	40,950	7,25,201
- In FDR Account		
- FDR with Corporation Bank (Corpus Fund)	3,94,74,002	3,94,16,670
- FDR with UCO Bank (Main)	28,78,258	28,78,258
- FDR with Corporation Bank (Main)	3,91,84,782	3,78,02,084
- Interest Accrued on FDR	20,90,713	19,42,788
TOTAL	11,21,43,221	14,23,00,473
GRAND TOTAL	12,62,95,384	15,66,76,981

NATIONAL INSTITUTE OF LABOUR ECONOMICS RESEARCH & DEVELOPMENT
(Formerly INSTITUTE OF APPLIED MANPOWER RESEARCH)
SCHEDULE FORMING PART OF BALANCE SHEET AS ON 31-03-2020

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
	2019-20	2018-19
A. ADVANCE ON CAPITAL ACCOUNTS		
Main - CPWD for Campus Construction	32,30,614	32,30,614
Advance to NIC for Computers	22,065	22,065
Advance to NICSI	430	28,49,222
Advance to Exe.Engineer, North DDA for sewer connection	26,82,759	26,82,759
Ex-Engineer (E) , CPWD	26,88,213	1,34,88,213
Exec.Engineer.DAD, CPWD	36,52,311	36,52,311
Ex-Engineer (C) , CPWD	-	1,55,70,000
TOTAL - A	1,22,76,392	4,14,95,184
B. OTHERS		
Main - Petrol/CNG Deposits	30,500	30,500
Telephone Deposits with MTNL	47,300	47,300
Security Deposits DVB	13,50,000	13,50,000
Security Deposit Sr AO, DDO (Water connection)	5,000	5,000
GSLI Recoverable from Staff	1,08,347	1,08,347
T.D.S. Receivable	1,18,82,135	64,51,757
GST Recievable	5,59,082	88,461
Advances to Employees (Computer/Festival/Cycle/Scooter etc)	79,710	1,79,760
Misc.Advances for studies	18,23,300	18,23,300
Misc.Advances for services	15,45,667	11,90,886
Earnest Money	2,80,000	2,00,000
Grant Receivable	3,18,00,000	-
Total B	4,95,11,041	1,14,75,311
TOTAL - A+B	6,17,87,433	5,29,70,495
LESS: Unadjusted advances carried forward(Plan Funds)	(2,97,77,780)	(5,89,96,572)
Total Current Assets,Loans, Advance etc.	15,83,05,037	15,06,50,904

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 31-03-2020
INCOME

(Figure in Rupees)

SCHEDULE 5 - INCOME FROM STUDIES/ RESEARCH/PROJECTS	Current year 2019-20	Previous Year 2018-19
Main	41,96,000	76,84,172
E & T-MEA Sponsored Programmes	1,17,60,711	1,94,42,744
Consultancy Studies	1,39,33,414	50,44,412
	2,98,90,125	3,21,71,328
Less: Transfer to corpus fund	20,90,012	7,56,662
	2,78,00,113	3,14,14,666
SCHEDULE-6-GRANTS	Current year	Previous Year
Grant in Aid	11,43,00,000	9,00,00,000
	11,43,00,000	9,00,00,000
SCHEDULE 7 - INTEREST	Current Year	Previous Year
(a) Schedule Banks		
Non Plan	10,29,507	12,85,852
FCRA	51,234	49,597
NAIP study	15,749	24,836
Interest on FDR	26,78,867	27,13,247
	37,75,357	40,73,532
(b) On Loans/Staff		
Interest on Income tax Refund	-	57,962
Interest on Security Deposits	1,10,979	1,05,787
	1,10,979.00	1,63,749
TOTAL	38,86,336.00	42,37,281
SCHEDULE 8 - OTHER INCOME	Current Year	Previous Year
Rent from NIT	3,33,25,106	2,42,56,536
Ground Rent from NIT	4,45,000	2,76,000
Licence Fees for Quarters - Main	1,39,010	1,61,392
Misc. Receipts -NP	6,92,363	9,43,808
Total	3,46,01,479	2,56,37,736
GRAND TOTAL	18,05,87,928.00	15,12,89,682.00

NATIONAL INSTITUTE OF LABOUR ECONOMICS RESEARCH & DEVELOPMENT
(Formerly INSTITUTE OF APPLIED MANPOWER RESEARCH)
SCHEDULES FORMING PART OF INCOME & EXPENDITURE ACCOUNT
FOR THE YEAR ENDED ON 31-03-2020
EXPENDITURE

(Figures in Rupees)

SCHEDULE 9 - ESTABLISHMENT EXPENSES	Current Year	Previous Year
	2019-20	2018-19
(a) Salaries & Wages	9,17,53,220	8,02,96,012
(b) Allowances & Bonus		
Tution Fee	10,46,430	4,46,710
Overtime Allowance	12,864	37,314
LTC	5,63,113	13,03,242
Honorarium	29,000	29,500
Total (b)	16,51,407	18,16,766
(c) Contribution to Provident Fund	13,70,378	8,57,142
(d) Contribution to NPS	77,68,504	50,44,235
(e) Staff Welfare Expenses		
Medical	10,42,041	11,19,288
CGHS Contribution	4,36,282	-
Salary to Canteen staff	35,16,299	32,39,638
Total (e)	49,94,622	43,58,926
(f) Exp on Employees Retirement & Terminal Benefits		
Leave Encashment	92,08,558	45,56,631
DCRG	1,49,00,699	40,67,180
Provision for DCRG	(31,12,722)	43,38,678
Provision for Leave Encashment	(16,91,703)	33,17,961
Total (f)	1,93,04,832	1,62,80,450
Grand Total	12,68,42,963	10,86,53,531

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 31-03-2020
EXPENDITURE

(Figures in Rupees)

SCHEDULE 10- ADMINISTRATIVE EXPENSE MAIN	Current Year	Previous Year
	2019-20	2018-19
NON-PLAN		
1. House Keeping	17,46,576	16,67,814
2. Electricity	50,19,643	64,83,942
3. Annual Maintenance Contract	3,39,744	2,23,205
4. Repairs & Maintenance of Office Equipments	87,670	3,38,254
5. MCD Property Taxes - New Campus	16,16,717	16,16,717
6. Ground Rent	7,56,000	7,56,000
7. Postage	16,665	15,386
8. Telephone	2,66,981	2,45,871
9. Stationery	2,09,948	3,370
10. Printing	5,45,201	2,85,113
11. Petrol consumption on staff car & Maintenance	2,55,960	3,31,463
12. Petrol consumption on Diesel Gen. Set	-	-
13. Petrol/CNG consumption on Staff Bus & maintenance	25,323	2,48,696
14. TA/DA	1,49,615	1,56,180
Local Conveyance	8,295	2,155
15. Audit Fees	36,580	36,580
16. Security Charges	49,42,812	44,90,394
17. Uniform Expenses	-	66,770
18. Legal & Professional Charges	19,17,550	18,88,729
19. Other Administrative expenses	3,02,118	23,400
20. Expenditure on Library	27,667	1,19,155
21. Advertisement	58,722	-
22. Hindi Day Expenses	33,010	-
23. Interest on TDS	-	8,770
24. Bad Debts	10,94,980	-
25. Loss on settlement of IIPA Building	75,71,088	-
Total	2,70,28,865	1,90,07,964

NATIONAL INSTITUTE OF LABOUR ECONOMICS RESEARCH & DEVELOPMENT
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SCHEDULE FORMING PART OF INCOME & EXPENDITURE ACCOUNT
FOR THE YEAR ENDED ON 31-03-2020
EXPENDITURE (PROJECTS)

(Figures in Rupees)

SCHEDULE 11 - ESTABLISHMENT EXPENSES	Current Year	Previous Year
	2019-20	2018-19
(a) Salaries & Wages	37,41,413	43,94,537
(b) Contribution to Provident Fund	-	7,302
Grand Total	37,41,413	44,01,839

NATIONAL INSTITUTE OF LABOUR ECONOMICS RESEARCH & DEVELOPMENT
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SCHEDULE FORMING PART OF INCOME & EXPENDITURE ACCOUNT FOR THE
YEAR ENDED ON 31-03-2020
EXPENDITURE (PROJECTS)

(Figures in Rupees)

SCHEDULE 12- ADMINISTRATIVE EXPENSES (PROJECT/ STUDIES)	Current Year	Previous Year
	2019-20	2018-19
NTMIS & PGDC		
1. Repair & Maintenance	1,38,845	1,71,947
2. Valedictory Function	43,789	1,23,450
3. Telephone	58,837	1,42,557
4. Stationery, Printing & Postage	3,58,381	1,67,597
5. Incidental cost	2,14,630	3,62,200
6. TA/DA on Consultancy Projects	17,07,317	1,11,092
Local conveyance	2,694	1,556
7. Enrolment Fees	-	-
8. Misc. Exp.	4,30,017	3,41,400
9. Living Allowance	80,04,300	1,20,68,160
10. Project Allowance	2,06,024	3,55,647
11. Field Visit	13,86,687	23,01,902
12. Travel Exp.	1,39,379	2,38,036
13. Book allowance	5,08,491	7,58,675
14. Consultancy Expenses	5,97,724	50,000
15. Workshop/FGD	-	2,500
PLAN		
16. Modernisation of IT	16,441	18,172
17. Evaluation Week Jan 19-23'2015	-	-
18. Horticulture work	17,07,860	16,77,264
19. Electrical & Civil Maintenance work	6,43,283	6,39,805
20. Epf Employer Contribution	-	2,02,490
21. Other Expenses	7,78,096	7,45,445
Total	1,69,42,795	2,04,79,895

NATIONAL INSTITUTE OF LABOUR ECONOMICS RESEARCH & DEVELOPMENT

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

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED ON 31-03-2020

(Figures in Rupees)

RECEIPTS	Current Year 2019-20	Previous Year 2018-19	PAYMENTS	Current Year 2019-20	Previous Year 2018-19
I. Opening Balance			I. Expenses		
a) Bank Balances			a) Establishment Expenses(Main)	13,16,47,388	10,09,96,892
(i) Savings Accounts	6,02,60,673	6,19,62,323	b) Administrative Expenses(Main)	1,94,57,777	1,90,07,964
(ii) Fixed Deposits	8,00,97,012	7,57,04,053			
II. Grants Received			II. Exp. on Projects/Research/ studies		
a) Government of India - Non Plan			a) Establishment Expenses	37,41,413	44,01,839
Grant Salary	7,35,00,000	7,00,00,000	b) Administrative Expenses	1,69,42,795	2,04,79,895
Grant - General	90,00,000	2,00,00,000			
Grant-Creation of Capital Assets	-	-			
III. Interest Received			III. Purchase of Fixed Assets	72,43,157	1,80,24,426
a) On Bank Deposits	64,86,761	62,13,905			
b) On Staff Advances	-	-	IV. Loans & Advances(Liab.)	-	11,31,732
b) Other Interest	1,10,979	1,63,749			

IV. Other Income					
Instt. Fees/Project Fees etc.	6,44,91,604	5,78,09,064	V. Loans & Advances(Assets)	63,35,780	63,28,888
V. Other Receipts	-	-			
			VI. Closing Balance		
VI. Sale of Fixed Assets	-	-	a) Bank Balances		
			(i) Savings Accounts	2,85,15,466	6,02,60,673
VII. Loans & Advances(Asset)	3,24,395	1,79,36,363	(ii) Fixed Deposits	8,15,37,042	8,00,97,012
VIII. Loans & Advances (Liab)	11,49,394	9,39,864			
TOTAL	29,54,20,818	31,07,29,321	TOTAL	29,54,20,818	31,07,29,321

For Ajay K. Jain & Co.
Chartered Accountants

RAJESH KUMAR VYAS
Joint Director (Finance)
NIELRD

Dr. Yogesh Suri
Director General
NIELRD

(CA. AJAY K. JAIN)
FCA, Partner
M. No. 085994
UDIN:- 20085994AAAA
Place ; Delhi
Date: 26/10/2020

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 2019-2020)

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%	(iii) Vehicles & vessels	9.50%
(ii) Electrical installation & Equipments, Plant & Machinery, Laboratory apparatus and scientific Equipment, library books	4.75%	(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, upto financial year 2018-19 100% of advances to be recognized as income on Accrual basis and same policy has been adopted for the Current Year as well.

- 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

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

SCHEDULE - 14: NOTES ON ACCOUNTS AND CONTINGENT LIABILITIES FORMING PART OF FINAL ACCOUNTS (2019-20):

- 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 it's 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.

In this regard the management of the institute has decide to settle its building under question appeared in the assets side of the balance sheet to set aside and adjust with the amount already credited to corpus fund in the year 2006-2007 as above. In a meeting called date 03/12/2019 by management vide Agenda no 49.8 and booked loss to the tune of Rs.75,71,088/- during the current financial year.

- A sum of Rs.41,96,000/-(previous year Rs.76,84,172/-) 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.
- 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. of total Receipts from Projects Rs. 20,90,012 (previous year Rs. 7,56,662/-) transferred to Corpus Fund .Additional savings after meeting present & future cost could not be ascertainable.

- The following amounts are receivable from Sponsors as on 31/03/2020.

S. No.	Name of Project	Amount	Year
1	HRD-AICTE (NTMIS)	64,25,582	2010-11
2	HDI-SC & Emp. Study	2,91,255	2014-15
3	Oxford university	46,800	2015-16
4	PGDC E&T	66,05,421	2019-20
	Total	1,33,69,058	

The total amount of Rs.10,94,980/- outstanding of year 2005-06 seems to be doubtful for its recovery. In this regard institute could not recover its amount of Rs.10,94,980/- and decided to written off such amount dated 03/12/2019 and book as bad debts. Accordingly effect has been given to the income and expenditure A/c in Current Year.

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
8	NICSI	430	2015-16

- (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)	Institute of Development Alternatives, Chennai	Rs. 18,23,300/-
(c)	Datanet India Ltd	Rs.53,865/-
(d)	I Security System	Rs.2000/-
(e)	M/s Voltas	Rs.16,854/-
(f)	Globe Marketing	Rs.630/-
(g)	M/s Kamal R.O Service Centre	Rs.37,800/-
(h)	K S Rao	Rs.32,077/-
(i)	Ranbir Singh(Driver)	Rs.2,000/-
(j)	India International Centre	Rs.2,339/-
(k)	Earnet India	Rs.3,475/-
(l)	NCAI	Rs.5,000/-
(m)	Navcom Tech.	Rs.16,750/-
(n)	CRC Tech.	Rs.50,200/-
(o)	Uma Shankar gond	Rs.11,700/-
(p)	Praveen Sharma	Rs.2,600/-

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 of sundry Debtors/Creditors including advances 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/recasted, 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 31.03.2020 and the Income and Expenditure Account for the year ended on the date.

For AJAY K. JAIN & Co.
Chartered Accountants
FR No.007118N

(CA. AJAY K. JAIN)
FCA, Partner
M. No. 085994
UDIN: 20085994AAAA
Place : Delhi
Date : 26/10/2020

Rajesh Kumar Vyas
Joint Director (Finance)
NILERD

Dr. Yogesh Suri
Director General
NILERD

OBSERVATIONS BY CA AUDIT AND ACTION TAKEN BY NILERD

Management response on the Auditors observations on Audited Accounts 2019-20

S. No.	Issues raised on Audited Accounts 2019-20	Reply of the Institute
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 has not been physically verified by the management during the year. There is no proper system for recording fixed assets.	Institute is maintaining Fixed Assets Register in the prescribed form GFR 22. The Fixed Assets Register has been updated as on date, containing item-wise details and their location. Physical verification of Fixed Assets is in progress .
2	Reconciliation of Debtors and Creditors including Advances: Point no. 8 (i) on notes of accounts of Schedule – 14 balances of Sundry Debtors/Creditors including advances have remained subject to confirmation & reconciliation as on 31.03.2019.	As regards reconciliation of Debtors and Creditors including advances it is stated that the balances appearing in advances are outstanding advances which were not settled by CPWD and NICS I as on 31.03.2020. However all other advances were properly reconciled and efforts were being made to settle the pending advances.
3	Point no. 4 on notes of accounts of Schedule – 14 it has been observed that a sum of Rs. 1,33,69,058/- as receivable from Sponsors remains outstanding since long and no efforts has been made to recover these advances.	As regards point no. 4 of Schedule -14 the sums receivables from Sponsors, it is stated that a sum of Rs. 66,05,421/-receivable for PGDC Programs has already been received from MEA during the current year i.e.2020-21. The sincere efforts are being made for recovery of outstanding amount of Rs. 64.25 lakh from HRD-AICTE (NTMIS). The AICTE has been contracted from time to time for recovery of outstanding dues of salary arrears but fund is still receivables.
4	Point no. 5(i) & 5(ii) on notes of accounts of Schedule – 14 it is observed that a sum of Rs. 1,22,76,392/- as Miscellaneous outstanding advances on Capital account and a sum of Rs. 20,37,690/- as Staff & other Advances remains as outstanding.	It is stated that CPWD/NICS I advance of Rs. 292,18,802/- have been adjusted during the year 2019-20 after completion of Civil & Electrical work undertaken by CPWD/ receipt of invoices. The matter is being pursued with CPWD/DDA for adjustment of remaining old outstanding advance. Staff advance and other advance are being adjusted in the current year.

5	TDS demand across all financial years amounting to Rs. 666250/-.	We have filed reply to Income tax Deptt. vide letter dated 11.07.2019 for removal of income tax demand. The response of Income tax Deptt. is awaited.
6	Income Tax receivables: 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 resultant into TDS receivables blocked Rs. 118,82,135/-.	Institute is registered U/s 12 A of Income Tax Act, 1961. Further, as per provisions of Income Tax Act, on-line Income Tax Returns are being filed and institute gets refund of TDS deducted, on completion of assessments of each relevant year. Out of total TDS receivable of Rs. 118,82,135/- at the end of year 2019-20. Institute has claimed refund of Rs. 54,30,378/- in the ITR for the FY 2019-20. A sum of Rs. 27,98,170/- and Rs. 27,45,680/- were claimed as refund in the ITRs for the financial year 2017-18 & 2018-19 respectively. But Income tax Deptt. has not allowed rebate of section 12A and raised demand of Rs. 6,58,98,907/- for the FY 2017-18 but allowed rebate of section 12 A for the FY 2018-19 and adjusted refund of Rs. 27,45,680/- against outstanding demand for the FY 2017-18. We have sent reminder to Income Tax Deptt. for rectification of mistake under section 154 of I.T. Act, 1961 and refund for the FY 2017-18 and 2018-19 vide letter dated 31.08.2020 .
7	Amount are standing since opening and same has not been adjusted	Most of the unadjusted amount has been adjusted during the current financial year. DCRG withheld amount is released after 6 month which has been paid during the financial year 2020-21.



National Institute of Labour Economics Research and Development
(An Autonomous Institute under NITI Aayog, GoI)
A-7, Narela Institutional Area, Narela, Delhi-110040