



GOVERNMENT OF INDIA,  
MINISTRY OF LABOUR & EMPLOYMENT  
DIRECTORATE GENERAL FACTORY ADVICE  
SERVICE & LABOUR INSTITUTES  
**CENTRAL LABOUR INSTITUTE**  
N.S.MANKIKER MARG , SION, MUMBAI-400022

Tel No. 022-24060536, Fax No. 022-24071986,

NO.STD/CLI/5-WSCC/2017-18

Date 27/11/2017

Dear Sir,

This Directorate General Factory Advice Service & Labour Institutes is offering "5-weeks Specialized Certificate Course in Safety & Health for Supervisory Personnel Working in Hazardous Process Industries" from 22<sup>nd</sup> January,2018 to 24<sup>th</sup> February,2018,

This programme has been specially designed to suit the needs of the supervisors working in hazardous process industries. Section 41 C (b) of the Factories Act 1948, has imposed specific responsibility on the occupiers of hazardous process industries that **every occupier of the factory involving any hazardous process shall appoint persons who possess qualifications & experience in handling hazardous substances and are competent to supervise such handling within the factory.** After this course, the participants will be able to discuss, identify hazards and their control measures which will significantly result into risk reduction.

Keeping in view the importance of subject and needs of industry, one month Specialized Certificate Course is being conducted at **Central Labour Institute, Mumbai**. The brochure containing the programme highlights and administrative details along with the proforma of application form is enclosed for reference please and the same is also available on DGFASLI's website "[www.dgfasli.nic.in](http://www.dgfasli.nic.in)".

It is requested to kindly send your nominations to the undersigned **on or before 15<sup>th</sup> January,2018.**

Thanking you,

Yours faithfully.

sd/-

(Dr.R.N. MEENA)

Dy. Director (Staff Training/Productivity) &

Course Co-ordinator,

9653364633, 9869322672 (MB)

E-mail: [rnmeena\\_888@rediffmail.com](mailto:rnmeena_888@rediffmail.com)

Encl: As above.



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MINISTRY OF LABOUR & EMPLOYMENT  
CENTRAL LABOUR INSTITUTE, MUMBAI  
(DIRECTORATE GENERAL FACTORY ADVICE SERVICE & LABOUR INSTITUTES)  
Tel.No.: 022-24060536 Fax No. 022-2407 1986**

**Prospectus for 5-weeks Specialized Certificate Course in Safety & Health for Supervisory Personnel Working In Hazardous Process Industries from 22<sup>nd</sup> January,2018 to 24<sup>th</sup> February,2018.**

**THE COURSE PERSPECTIVE:**

Section 41C(b) of the Factories Act 1948, has imposed specific responsibilities on the occupier in relation to hazardous processes which states that every occupier of a factory involving any hazardous process shall appoint persons who possess qualifications & experience in handling hazardous substances and are competent to supervise such handling within the factory.

Realising the needs of supervisory personnel as above, this one month specialised certificate course is being conducted at Central Labour Institute, Sion, Mumbai to provide an opportunity to gain insight of safe systems & procedures. After this course, the participants will be able to discuss, identify and control the hazards which will result into great degree of risk reduction.

**METHODOLOGY & COURSE CONTENTS:**

Training techniques to be used during the course will be lectures, discussions, case studies, laboratory exercises, relevant film shows & factory visits. **The participants will be required to visit a factory (their own or other) and to prepare a report on Factory Visit as a requirement under the syllabus. At the end of the course, the participants will be required to undergo an objective type written examination on the topics given below.** Certificates will be awarded to the successful candidates.

- Statutory Provisions
- Basic Principles of Accident Prevention
- Techniques of Identification of Hazards
- prevention & Control Techniques
- Chemical Hazards & Specific Control Measures
- Fire & Explosion Hazards
- Health Hazards due to chemical exposures
- Chemical Emergency Preparedness
- Counselling & motivating for safety & health
- Others( safety audit, OSHAS, Environmental Management Systems, Communication, training Cycle, Behavioural & Physiological aspects, total safety Culture, resilience Engineering)

**DATES & TIMINGS:**

The course will be conducted from **from 22<sup>nd</sup> January, 2018 to 24<sup>th</sup> February, 2018.** The teaching hours at the Institute will be from **10 A.M. to 5 P.M.**

## FACULTY:

The faculty consist of experts from various disciplines of the Institute, specialists from Industries, different Institutions & Government departments.

## QUALIFICATIONS FOR ADMISSION:

- (i) A Bachelor's degree with chemistry or Diploma in any branch of Engineering or Technology with not less than 5 years experience. OR
- (ii) A postgraduate degree in chemistry or a Bachelors Degree in any branch of Engineering or Technology with not less than two years experience.

**NOTE:** The experience stipulated above shall be in process, operation or maintenance in chemical Industry / hazardous process as per Section 2 c (b) of the Factories Act, 1948.

## FEE & OTHER EXPENSES:

- (1) Institute Fee: Rs. 3000/- for the entire course (Fee once paid is not refundable)

The fee is payable immediately on being offered the admission & before joining the course by a crossed demand draft drawn in favour of "Central Labour Institute, Mumbai" payable at Mumbai.

- (2) Other Expenses:

- a) Rs. 4500/- per participant to meet the cost of course stationery, honorarium to guest faculties and other incidental expenses. This amount is to be paid **in cash** on the first day of the course, to the managing committee chosen by the participants, from amongst themselves. The managing committee will issue receipt for this amount at the end of the course. Participants will have to make their own boarding arrangements.
- b) The expenses for the visit to the factories will be borne by the respective sponsoring organizations.

**VENUE:** CENTRAL LABOUR INSTITUTE, SION, MUMBAI –400 022

## HOSTEL ACCOMMODATION:

Limited non-family accommodation is available at the Institute's hostel @ Rs. 50/- per day per participant. Lodging charges are payable in cash, in advance, for the entire period of stay. **Those who are willing to avail hostel accommodation, they should indicate the same in the nomination form.** It will be made available on first come first served basis. The programme is non-residential. Staying in the hostel is optional and not compulsory. **Hostel facility cannot be extended without confirmation in writing from Central Labour Institute authorities.**

## NOMINATIONS & LAST DATE:

Nomination(s) in the **prescribed proforma**, along with the Institute Fee of Rs.3000/- per participant, in the form of demand draft drawn in favour of "Central Labour Institute, Mumbai" payable at Mumbai, may be sent to: -

**Dr.R.N. Meena, Dy. Director (Staff Training / Productivity), Central Labour Institute, N.S. Mankikar Marg, Sion, Mumbai- 400022 (Ph: 022-24060536 ,E-mail: [rnmeena\\_888@rediffmail.com](mailto:rnmeena_888@rediffmail.com) so as to reach on or before 15<sup>th</sup> January,2018..**

Application should be accompanied with attested copies of certificates & marks sheets of qualifying examinations and of experience certificates from employers for the qualifying period and should be duly forwarded by the sponsoring organisation. **The above testimonials in original will have to be produced by the candidates at the time of admission failing which admission shall not be granted.** The decision of the institute will be final, in respect of the selection of the candidates.

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P R O F O R M A**

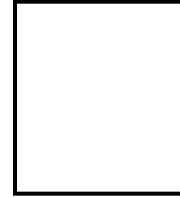
**Application form for admission to One Month Specialized Certificate Course in safety & health for  
supervisory personnel working in hazardous process industries**

1. Name (In English, Capital letters):-----

(In Hindi) :-----

2. Male / Female :-----

3. Date of Birth :-----



4. Individual's address for correspondence with contact no./e-mail:-----  
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5. Name & address of the sponsoring organisation :-----  
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6. **Whether hostel accommodation is required or not:** Yes / No (Tick the option)

7. Educational qualifications (**attach attested copies of certificate & marks sheet of the qualifying examination only**)

Examination	Institution	Board / University	Year of passing	% of marks	Division

8. Experience (**attach attested copies of certificates from employers for qualifying experiences only**)

Name of the organisation	Duration		Nature of experience
	From	To	

I hereby certify that the information given above is true to the best of my knowledge and belief.

Date & Place:

**Applicant's signature**

**Certificate from sponsoring authority**

Shri.....Designation..... is hereby sponsored to attend the above Certificate Course.

Date:

Fax No. :

(Admission to the course will be possible only after production of original certificates w.r.t. minimum required qualification & experience)

Signature & Designation of sponsoring authority **with office seal**