



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. 022-2407 1986,  
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NO. STP/CLI/PUB.TRG./PQITEEP/4/2017

12/09/2017

Sub: Training Workshop on **“Productivity & Quality Improvement Through Effective Employee Participation in Managing Safety , Health & Environment in Industries.”** from (13<sup>th</sup> December ,2017 to 15<sup>th</sup> December,2017)

Sir,

The Productivity Division of the Central Labour Institute, Mumbai, and a pioneer in the productivity movement in the country has the pleasure in announcing a 3-day training workshop on **“Productivity & Quality Improvement through Effective Employee Participation in Safety, Health & Environment in Industries.”** (13<sup>th</sup> December,2017 to 15<sup>th</sup> December,2017).

We are sure that you would like to avail this opportunity of exposing your Managers, Engineers, Supervisors , Trade union officials & Worker Representatives to this highly useful and value added programme  
Please send your nominations along with the crossed Demand Draft for Institute Fee of Rs. 1525/- (Rupees one thousand five hundred twenty five only) per participant to the undersigned so as to reach :-

**Dr. R.N. MEENA, DY.DIRECTOR (ST/PROD.),**  
**Mb. No.09869322672, Tel.No. 022- 24060536, Fax No. 022-2407 1986,**  
**E-mail- [rnm@dglasli.nic.in](mailto:rnm@dglasli.nic.in)**  
**of this Institute on or before 7<sup>th</sup> December,,2017.**

Thanking you,

Encl: As above.

Yours faithfully,

-SD--  
(DR.R.N.MEENA)  
DY.DIRECTOR (ST/PROD.)



सत्यमेव जयते

**PROGRAMME ON  
“PRODUCTIVITY & QUALITY IMPROVEMENT  
THROUGH EFFECTIVE EMPLOYEE PARTICIPATION IN SAFETY, HEALTH  
& ENVIRONMENT IN INDUSTRIES.”  
(13<sup>th</sup> December ,2017 to 15<sup>th</sup> December,2017)**

Organized by  
**PRODUCTIVITY/ STAFF TRAINING DIVISION  
CENTRAL LABOUR INSTITUTE  
GOVERNMENT OF INDIA  
MINISTRY OF LABOUR & EMPLOYMENT  
SION, MUMBAI- 400 022.**

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

**PRORAMMEPERSPECTIVE**

The Indian economy has changed for the last one decade from a protected & regulated economy to free and market oriented economy in such a way that it was inconceivable two decades ago. Today it has become more accessible and freed from the orthodoxy of its past. Very few countries in the world have been able to make such a dramatic and smooth switch over to seller market to buyers market like ours.

As a result of restructuring our economy, and its integration with the global economy, the need for higher quality and productivity in every sphere of economic and industrial activity has become a necessity, not only for survival but to face the challenges & threats posed by the stiff and grueling competition in the market arena. This is the time when everyone/the Govt., Industry, business and public have to rally round the forces of the reforms and make them stronger and more vibrant. In this gigantic task, the industry has to play a crucial role in enhancing the productivity of all its resources while improving the quality of its products and services. Here comes the need to adopt an integrated and multi-dimensional management approach to enhance quality and productivity of our resources including the precious human resource, which has not been leveraged to its optimum potential in our industry. .

**OBJECTIVE**

- To expose the participants to the fundamental concepts of Productivity & Quality.
- To enlighten the participants on various tools and techniques of improving productivity and quality.
- To impart participative skills to the participants for higher productivity and quality.

**COURSE CONTENTS**

- Productivity & Quality and its impact
- Leadership Styles & Conflict Resolution Strategies
- Total safety Management to improve productivity & Quality
- Employee empowerment and participation ..... .2

- Health Hazards & their management in industry
- Total Quality Management (TQM)
- Emerging Tools & Techniques of Productivity & Quality
- Team Building & Cooperation for Results
- Communication for Effective Participation
- Environmental Pollutions Monitoring & their Control Strategies.

**TECHNIQUE**-The Workshop is conducted mainly by participative training methods such as case study, role plays, exercises, discussions and Lectures.

**MEDIUM OF INSTRUCTIONS**

The Medium of deliberations will be English & Hindi.

**FACULTY**- Faculty from Productivity/ Staff Trg. Division of Central Labour Institute, Practicing Managers and professional speakers from Industry and Faculty from reputed Institutions.

**DURATION** : 3 DAYS FULL TIME FROM 10.00 AM TO 5.00 PM

**ADMINISTRATIVE DETAILS**

**Fees and Other expenses**

- Rs. 1525/- per participant towards Institute Fee payable by crossed Demand Draft, drawn in favor of Central Labour Institute, Mumbai / Cash and
- Rs. 2500/- per participant for "OTHER EXPENSES" to be paid in CASH (Cheque/DD will not be accepted) to the Managing Committee of the participants on the first day of the programme to meet the expenditure towards the course material and other course expenses.

**Note: No nomination can be accepted without remittance of Rs. 1525/- by Demand Draft/Cash towards Institute Fee & Rs. 2500/- in Cash ( Cheque / DD will not be accepted) towards "Other Expenses" on the first day of the programme. Nominations confirmed by CLI in writing only will be allowed to attend the said workshop.**

**NOMINATIONS AND LAST DATE**

Nominations may please be sent along with crossed Demand Draft (Institute Fee Rs. 1525/-) on or before **7<sup>th</sup> December,,2017...**

**Dr. R.N. MEENA,**  
**DY. DIRECTOR (ST/PROD./SSC),**  
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