



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

No. STP/CLI/PUB.TRG./MSCME/04/2018

Date: 08/10/2018

Sub: Training Programme on **“Making Safety Committee More Effective in Ensuring Safety, Health & Environment at work places.”** From 19<sup>th</sup> – 21<sup>st</sup> December, 2018.

Sir/Madam,

We are happy to announce our forthcoming training programme titled **“Making Safety Committee More Effective in Ensuring Safety, Health & Environment at work places.”** From 19<sup>th</sup> – 21<sup>st</sup> December, 2018.

This training programme has been specially designed for the Safety Committee Members to equip them to take responsible action for promoting Safety, Health and Environment in their own organization. The brochure giving details of this programme is enclosed. You may nominate your **Safety Committee Members, Safety Officers, Factory Medicals Officers and Representatives of the production, Maintenance, purchase and personnel departments and workers representatives of all areas.**

As the number of participants for the programme will be restricted to 20 only, your nomination should reach us as early as possible, before **14<sup>th</sup> December, 2018.**

**& addressed to: -**

**Dr.R.N. Meena, Dy.Director (ST/Prod) & Course Coordinator,  
09869322672 (MB)**

**E-mail:- rnm@dglasli.nic.in**

Thanking you,

Encl: As above

**Yours faithfully,**

**-sd-**

**(Dr. R.N.Meena)**

**Dy.Director (Staff Training/ Productivity)**



**SPECIALIZED TRAINING PROGRAMME ON  
“MAKING SAFETY COMMITTEE MORE EFFECTIVE IN ENSURING SAFETY, HEALTH &  
ENVIRONMENT AT WORK PLACES.”**

**(19<sup>th</sup> – 21<sup>st</sup> December, 2018)**

**CONDUCTED BY:**

**STAFF TRAINING/ PRODUCTIVITY DIVISION  
CENTRAL LABOUR INSTITUTE**

**DIRECTORATE GENERAL FACTORY ADVICE SERVICES & LABOUR INSTITUTES  
MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA,  
N.S.MANKIKAR MARG, SION, MUMBAI – 400 022.**

**INTRODUCTION:**

The Factories Act, 1948 as amended in 1987 lays emphasis on self – regulating control by the management in providing measures for ensuring health and safety of workers/employees at work, Section 41(G) of the Factories Act advocates for promotion of participation of workers and management in maintaining safety and health at work place through constitution of Safety Committee. Studies on workers’ participation in India have revealed that the goal of industrial democracy depends on the extent to which Safety Committee members are co-operative, committed and have mutual trust. It calls for members to possess sound knowledge and skill for the effective functioning of the Committee. Along with that members are required to develop competency to identify and solve the problems related to Safety, Health and Environment. The training programme is based on the objective that effective participation must be evolved at the shop or plant levels where the members feel the need and are able and willing to participate.

**OBJECTIVE**

The programme is designed to equip participants, with the knowledge and skills in approaching problem related to safety and health in a participative way.

**COURSE CONTENT**

An overview of participative concept and practices. An introduction to Safety and Occupational Health. Legal frame work – for ensuring Safety, Health and Environment. Structure and functions of Safety Committee. Group problem solving and conflict resolution. Effective communication and inter-personal relations. Decision-making process. Formulation and presentation of Agenda. Effective implementation decisions taken by the committee.

**METHOD**

Lecture, Group discussion, Case study, Role-play, Demonstration and Exercises and Audio-visuals, etc.

**FACULTY**

Experts from the Central Labour Institute, Mumbai and Guest Speakers from Industries to share their experiences if required.

**PARTICIPANT PROFILE**

The participation in the programme is open to the Safety Committee Members, Safety Officers, Factory Medicals Officers and Representatives of the production, Maintenance, purchase and personnel departments and workers representatives. Participants will be restricted to 25 only on first-cum-first served basis.

**LANGUAGE:**

Bilingual – Hindi and English,

**VENUE:**

Central Labour Institute, Sion, Mumbai – 400 022,

**DURATION:** 03 Days, 19<sup>th</sup> – 21<sup>st</sup> December, 2018.

**TIMING:** 1000 HRS. - 1700 HRS.

**ADMINISTRATIVE DETAILS:**

**Fees & Other Expenses:**

1. Rs.2000/- per participant towards Institute Fee payable by Crossed Demand Draft, drawn in favour "Central Labour Institute, Mumbai".

Note- Arrangements of refreshments are to be made by the participants themselves during the training workshop.

Note: No nomination can be accepted without remittance of Rs. 2000/- by Demand Draft. Nominations confirmed by CLI in writing only will be allowed to attend the said workshop.

**NOMINATIONS:**

Nominations may please be sent along with Crossed Demand Draft towards Institute Fee To:

**Dr. R.N. MEENA**  
**Course Coordinator &**  
**Dy. Director (ST/PROD.)**  
**Central Labour Institute**  
**Sion, Mumbai – 400 022**  
**Telephone No: 022 – 24060536**  
**MB. NO. 09869322672**  
**E-mail- rnm@dglasli.nic.in**

**LAST DATE FOR RECEIPT OF NOMINATIONS**

**14<sup>th</sup> December, 2018.**