

BACKGROUND

The Directorate General Factory Advice Service and Labour Institutes (DGFASLI), Mumbai is an attached office of the Ministry of Labour and Employment, Government of India to serve as a technical arm to assist the Ministry in formulating National Policies on Occupational Safety and Health and to advise the State Governments and Factories on matters concerning Safety, Health, Efficiency and well being of persons at work. It also enforces safety and health statutes in major Ports of the country.

Regional Labour Institute is one of the Subordinate Offices of DGFASLI, Government of India, Ministry of Labour and Employment with the objective of providing technical advice to State Governments and to the Industries in the southern region. This organization is poised to grow further to meet the increased demands of the industries and society. Regional Labour Institute, Chennai has also been declared as a **Centre of Excellence for Construction Safety** and a Construction Safety Cell has been constituted and functioning at RLI, Chennai.

OBJECTIVES

In a competitive environment any management would like to have more profit and higher productivity not only for their survival but also for their growth. The company executives, including the operating personnel want to be assured that their organization is well managed and the losses are controlled. In order to maintain smooth flow of operation at every stage, management should follow safety procedures to safeguard the equipment and health and safety of their employees. Accidents are costlier to any management, in order to ensure safety, health and welfare of the workforce in the organization and to work free from hazardous environment and to ensure to protect them from accidents and diseases that may be contacted during their employees. **Safety Audit, Accident Investigation and Reporting** are effective techniques to assess the above objectives.

Therefore, the Safety Audit system in a company will certainly help the management to reduce the operational risk and the consequent liabilities including property damage and business interruptions. In the light of Safety Audit findings, corrective measures taken by the company assume greater importance in the present context and enable the organization to review and update their control measures.

The status of the plant on safety performance is sought to be audited for the compliance of the statutory requirements, Codes of Practices, National and International Standards of Safety, Plant Safety Rules and Regulations and also other relevant safe practices, developed by the plant.

Apart from the Safety Audit being conducted by the external agencies, it is essential that the plant personnel themselves carry out this Safety Audit periodically and assess their safety performance. For this purpose, it is essential that all the concerned are made familiar with the details, methodology and approach to the Safety Audit.

Further, the Occupational safety and health of the working community should be ensured to protect them from accidents and diseases that may be contacted during their employment. Accidents may be due to machinery hazards, unsafe handling of materials, ill-maintained machineries, trips, falls, fall from heights, welding, electrical works etc. To protect the workforce/operating personnel from accidents and diseases, every Industry needs to establish an effective Occupational Safety and Health Management System. In consideration of the above, this Institute is organizing a special Training Programme on **Safety Audit, Accident Investigation and Reporting** for **5 days from 29.10.2018 to 02.11.2018**.

The participants have to come prepared with the information relating to their Management System, Operational Process, and safe practices followed in their plant. This will enable them to participate effectively in the group exercises which will be a part of the programme.

TOPIC HIGHLIGHTS

- Importance of Safety Audit & Accident Investigation in Industries
- An Over-view of Safety Audit System
- Safety audit –Management and Technical Elements
- Standards on Safety Audit
- Safety Audit –Medical Aspects
- Emergency Planning
- Auditing in Engineering and Chemical Industries
- Accidents causation & Prevention
- Hazard Identification and Risk Assessment
- Accident reporting and documentation
- Accident Investigation Techniques
- Best practices in Occupational Safety & Health at workplace
- Chemical and Major Accidents
- Accident Case studies

FACULTY

Experts from Regional Labour Institute, Chennai, and other renowned Institutions will be handling the sessions.

DELEGATES

Senior Executives engaged in Production, Maintenance and Safety Activities including Personnel & Finance Managers with technical background and Safety Officers/ Engineers.

DURATION

Five days **from 29.10.2018 to 02.11.2018** between 10.00 a.m. and 5.30 p.m.

VENUE

REGIONAL LABOUR INSTITUTE

1, Sardar Patel Road, T.T.T.I. Taramani P.O., Adyar, CHENNAI – 600 113.

FEES PER PARTICIPANT

1. INSTITUTION FEE

A fee of **Rs. 2000/-** will be charged as **Institution fee** per participant is to be paid by a Crossed **Demand Draft** drawn in favour of the **Director In-Charge, Regional Labour Institute, Chennai-113.**

NOMINATIONS

Nominations may be sent **by post / email** so as to reach the Director In-Charge, Regional Labour Institute, 1, Sardar Patel Road, TTTI Tharamani Post, Chennai – 600 113 on or before **17th October, 2018.**

ACCOMMODATION

Very limited non-family Hostel accommodation only, can be had at a nominal charge of **Rs.50/- per day** per participant on request along with nominations. Allotment will be made on “first come first served” basis.

All participants will have to make food arrangement of their own.

CONTACT PERSON

Dr.R.K. Elangovan

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Shri G.P.Nijalingappa

Director (Safety) & Head of Office,
Ph: 044 – 22355690 / 22350737



GOVERNMENT OF INDIA
MINISTRY OF LABOUR & EMPLOYMENT
DIRECTORATE GENERAL FACTORY ADVICE SERVICE & LABOUR
INSTITUTES

TRAINING PROGRAMME

ON

**SAFETY AUDIT, ACCIDENT INVESTIGATION
AND REPORTING**

29.10.2018 to 02.11.2018

at

REGIONAL LABOUR INSTITUTE

1, Sardar Patel Road, Adyar,
Chennai – 600 113

Telephone : 044-22350737 / 22355690

Fax : 044 – 22352457

E-mail : rlichennai@dglasli.nic.in

TRAINING PROGRAMME ON
SAFETY AUDIT, ACCIDENT INVESTIGATION
AND REPORTING

29.10.2018 to 02.11.2018

REGISTRATION FORM
(USE CAPITAL LETTERS ONLY)

1. NAME OF THE PROGRAM : _____
2. FROM _____ TO _____
3. NAME OF THE PARTICIPANT : _____
& MOBILE NO
4. MALE/ FEMALE : _____
5. NAME OF ORGANISATION : _____
6. DESIGNATION OF THE PARTICIPANT : _____
7. EXPERIENCE /AREA (IN YEARS) : _____
8. CATEGORY OF THE PARTICIPANT-
WHETHER SC/ST/OBC/GEN/NER,ETC. : _____
9. ADDRESS OF THE ORGANISATION : _____

10. NAME OF THE CONTACT PERSON/
SPONSORING AUTHORITY WITH
TELEPHONE, FAX,E-MAIL,ETC. : _____

11. ANY OTHER INFORMATION : _____

DATE: SIGNATURE OF THE PARTICIPANT: _____

PLACE: NAME OF THE PARTICIPANT : _____

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