



PROSPECTUS

ADVANCED DIPLOMA IN INDUSTRIAL SAFETY (2010-2011)

**CENTRAL LABOUR INSTITUTE
GOVERNMENT OF INDIA
MINISTRY OF LABOUR &
EMPLOYMENT
(DIRECTORATE GENERAL FACTORY
ADVICE SERVICE AND LABOUR
INSTITUTES)**

**N.S. MANKIKER MARG
SION, MUMBAI – 400 022**

**Tel.: (022) 2409 2203
Fax: (022) 2407 1986**

Website : www.dgfasli.nic.in

1. INTRODUCTION

Accident prevention reduces loss and improves productivity. Ensuring Safety and Health of industrial worker is one of the responsibility of the management. The services of qualified Safety Officers are necessary to assist the management in planning, implementing and monitoring accident prevention programmes.

Section 40-B of the Factories Act, 1948, Regulation 93 of the Dock Workers (Safety, Health and Welfare) Regulation, 1990, and Section 38 of the Building and Other Construction Workers (Regulation of Employment and Condition of Service) Act, 1996 prescribe the appointment of Safety Officers. The task of the Safety Officer is to advise and assist the management in the fulfillment of the obligations concerning prevention of occupational diseases & accident, and maintenance of safe working environment. A person should essentially possess a Diploma in Industrial Safety recognized by the Government for appointment as Safety Officer in addition to other prescribed qualification and experience.

2. COURSE

The Central Labour Institute, Mumbai conducts Advanced Diploma in Industrial Safety course for one year (full time). The medium of instruction is English. The course provides comprehensive education and training on Occupational Safety, Health and Environment. It covers the following seven compulsory and one elective subject. The course is affiliated to Maharashtra State Board of Technical Education, Mumbai.

Compulsory Subjects:

1. Safety Health and Environment Management.
2. Safety in Engineering – I
3. Safety in Engineering – II
4. Quality Control in Occupational Safety, Health and Environment
5. Safety, Health and Environment Legislation
6. Industrial Hygiene & Occupational Health
7. Safety in Chemical Industry.

Elective Subjects(any one) :

- Safety in Engineering Industry
- Advanced Safety Management and Engineering Techniques
- Safety in Textile industry
- Safety in Construction Industry
- Safety in Docks
- Environmental Management
- Applied Ergonomics.

The course is presented through lectures, industrial case studies , laboratory work, exercise, films and study visits. Every student is required to carry out a project work and term work during the course.

3. DURATION

One year (July 2010 to April 2011)

Exam : April/May 2011

4. FACULTY

Specialists from the Institute and experts from reputed Institutions, Organizations and Industries.

5. ADMISSION

Essential :

- a) A recognized degree in any branch of engineering or technology and relevant practical experience in a supervisory capacity for a period of not less than **TWO** years
OR
- b) A recognized diploma in any branch of engineering or technology and relevant practical experience in a supervisory capacity for a period of not less than **FIVE** years.
OR
- c) A recognized degree in Science with Physics or Chemistry and relevant practical experience in a supervisory capacity for a period of not less than **FIVE** years.

The experience should be in any one of the following:

- i) Manufacturing, Maintenance or Safety Department in an Industry; OR

- ii) Building or other Construction Works or department of Port or Dock or Construction Industry OR
- iii) Training or Education, or Research in the field of accident prevention in Industry or in any Institution. OR
- iv) Government department in the administration of any Safety & Health Legislations

NOTE: *Sponsored candidates will be given preference.*

6. APPLICATION

Prescribed application form(s) along with the course prospectus may be obtained by down loading from DGFASLI website www.dgfasli.nic.in The filled in application form(s) along with attested copies of certificates and mark-sheets and two self-addressed envelop (size 11.5 cm x 24 cm with Rs.10/- stamp each should reach the Director (Safety) & in-Charge, Safety Division, Central Labour Institute, Sion, Mumbai – 400 022 on or before the last date. Envelope containing the application form should be super - scribed “**APPLICATION FOR ADVANCED DIPLOMA IN INDUSTRIAL SAFETY**”. The last date of receipt of filled in application form at Central Labour Institute is 25th **May, 2010.**

7. SELECTION

The candidates working in the States/UTs of Maharashtra, Gujarat, Goa, Dadra & Nagar Haveli and Daman, Diu are eligible for admission to the course at the Central Labour Institute, Mumbai.

After preliminary screening of the applications, eligible candidates will be short-listed and called for interview before a Selection Committee in Mumbai in the month of June, 2010.

Calling for interview does not guarantee the selection. The decision of the Selection Committee shall be final and no correspondence will be entertained by the Institute, in this regard.

No traveling allowance will be paid by the Institute for attending the interview.

Reservation :

Reservation of Seats as per Government rules .

8. EXAMINATION

The examination is conducted by the Maharashtra State Board of Technical Education, Mumbai. The successful candidates are awarded the Diploma by the Board.

9. CHARGES

- i) **Fees :** Institute fees (Tuition Fee) @ Rs.6000/- (Rupees six thousand only) per student for the entire course is to be paid by a separate crossed demand draft drawn in favour of “Central Labour Institute, Mumbai” at the time of taking admission, i.e. on 01-07-2010. The fee once paid is neither refundable nor transferable.
- ii) **Library Caution Money :** Refundable Deposit of Rs.1000/- (Rupees one thousand only). This amount should be paid in cash at the time of taking admission, i.e. on 1-7-2010.
- iii) **Hostel Rent :** Rs.20/- (Rupees twenty only) per head per day to be paid in cash for a period of one teaching term in advance.
- iv) **Enrolment & Examination Fee :** To be paid to Maharashtra State Board of Technical Examinations, as and when required by the Board.
- v) **Other Expenses :** Study Tour/Factory Visits/ Project Work/ all other expenses to be borne by the candidate. This will be managed by student themselves.
- vi) All students will have to abide a uniform dress code prescribed by the Institute and expenses towards will be borne by the students / Sponsoring organizations.

10. ACCOMMODATION

Limited non-family accommodation will be allotted only to the outstation candidates in the CLI Hostel subject to availability

11. COMMENCEMENT

The course at CLI, Mumbai will commence w.e.f. **1st July, 2010.**

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Application for admission to **ADVANCED DIPLOMA IN INDUSTRIAL SAFETY 2010-2011**

INSTRUCTIONS TO CANDIDATES

- Please furnish all information in full.
- Attach separate sheets wherever the space in the form is inadequate.
- Attach attested copies of testimonials in respect of age, qualification, experience, caste, etc. including mark-sheet for qualifying examinations.
- Last date for receipt of application : 25-05-2010.
- The course will commence w.e.f. 01-07-2010 at CLI, Mumbai.
- Eligibility Certificate has to be produced by the candidate who has the required essential qualification from **Other than** Maharashtra State. This Certificate should be obtained from Maharashtra State Board Of Technical Education, Bandra, Mumbai at the time of joining this course..
- For non –sponsored employed candidate, no objection certificate/ permission letter along with grant of leave has to be produced at the time of Interview
- Incomplete application will summarily be rejected.

Passport
Size Photo

1	Full Name (in BLOCK LETTERS)	 <hr/> (As entered in the SSC Certificate)
2	Father's Name	
3	Date of Birth	(Date) _____ (Month) _____ (Year) _____
4	Permanent Address Pin Code: _____ Tel: _____ Fax: _____
5	Present Address/ Address for CommunicationPincode: _____ Tel: _____ Fax: _____ Mob No : _____
6	Are you a member of SC / ST / OBC / VJ / NT	Yes / No (Indicate category) _____ # Please attach attested copies of certificates issued by Competent Authority # Candidate belong to NT1, NT2, OBC should attach Non-Creamy- Layer certificate for the financial year i.e. April 2009

7. Details of Academic Qualifications (S.S.C. onward in chronological order)

Year	Examination Passed	Name and Address of Board/ University	Subject	Marks obtained / out of	Percentage	Class/ Division	No. of Attempts
1	2	3	4	5	6	7	8

8. (a) Details of Experience (in chronological Order):

Name and Address of the Organisation	Period		Designation	Nature of Duties
	From	To		
			-----years	
			-----months	
			-----days	
			-----years	
			-----months	
			-----days	
			-----years	
			-----months	
			-----days	
			-----years	
			-----months	
			-----days	

(Please attach attested copies of experience certificates specifying the nature of duty)

8. (b) Total Experience (As on 30-04-2010) : Years _____ Months _____ Days _____
 (c) Total Experience in Supervisory Capacity : Years _____ Months _____ Days _____

9. Details of the Papers published, if any:

10. Extra curricular activities, if any:

11. Any other information the applicant desires to give in support of the application:

12. Hostel accommodation : **Required** / **Not Required**

13. Are you Sponsored? *(If sponsored, please provide the certificate given on page No.4 (Annex-A) on Company's Letter Head)* : **Yes** / **No**

I hereby declare that the information furnished in the application is true and correct to the best of my knowledge and belief and that no information has been suppressed by me. I also understand that I will be disqualified in the event of any information being found incorrect.

Place:

Date :

(Signature of the Candidate)

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CERTIFICATE BY SPONSORING AUTHORITY
(To be submitted on the Company's Letter Head)

1. We hereby sponsor Shri _____ for the Advanced Diploma in Industrial Safety Course-2010-11. He/She possesses _____ years ----- months of experience in Supervisory Capacity.
2. Shri _____ joined this organization on _____ as _____ and at present he is working as _____ from _____ to _____ .
3. On his selection, he will be fully relieved to attend classes, do the project work in our industry and also appear in the examination. He will not be engaged in any normal duties until the completion of the course.
4. If the sponsorship / permission is withdrawn by the management during the course ,the candidate will be disqualified from the continuance of the course.
5. He is not sponsored but permitted. He will be fully relieved to attend classes, do the project work in our industry and also appear in the examination. He will not be engaged in any normal duties until the completion of the course.

Place :

Date :

Office Stamp

Signature of Sponsorer

Name :

Designation :

Office Tel No with STD code, Fax no and E Mail id must be given

Check List for valid Application

(Please ensure the following before sending your application form)

1. *Whether you have written your name in the application form in the same manner as is shown in your High School Certificate?*
2. *Since only those who possess requisite qualification and experience are eligible to apply, please check whether you fulfill the eligibility criteria. In case you are employed, sponsorship / no objection certificate from the present employer duly signed along with his legible seal and full address should be attached.*
3. *Whether you have enclosed copies of your high school certificate and degree / diploma certificates along with their mark sheets as well as experience certificates (showing the duration and nature of the experience), duly attested by a gazetted officer?*
4. *Whether original certificates of high school/ degree / diploma are in your safe custody? These will have to be produced before admission. Admission will not be given based upon the provisional certificates.*
5. *Whether you have enclosed equivalence certificate for the basic minimum qualification required for the course? (This is necessary only for those candidates who claim that the examination passed by them is equivalent to the basic minimum qualification.)*
6. *Whether you have signed in your application form?*

(FOR OFFICE USE ONLY)

APPLICATION NO.:		Date: / / 2009	
1	Sponsored	Yes	No
2	Is sponsorer's certificate attached?	Yes	No
3	a) Government (Central/State)	Yes	No
	b) Government of India Undertaking	Yes	No
	c) Private	Yes	No
4	Qualification (ME/BE/Dip. In Engg./Ph.D./M.Sc./B.Sc.)		
5	Application Rejected	Yes	No
	Reason : Incomplete / Not Qualified / Less Experience		
6	Called for interview : Date:	(FN / AN)	
7	Selected	Yes	No
8	Hostel Accommodation given	Yes	No

9. Selection Committee Remarks:

Date:

Member-----
Member-----
Member-----
Member-----
Member-----
Chairman