



GOVERNMENT OF INDIA
MINISTRY OF LABOUR & EMPLOYMENT
REGIONAL LABOUR INSTITUTE, FARIDABAD
(An ISO 9001 : 2015 Certified Institute)
(INDUSTRIAL SAFETY DIVISION)

**Training programme on
“Workshop for Safety Officers”
(06th to 08th May, 2024)**

ABOUT THE COURSE

Safety Officers are responsible for planning, implementing and overseeing company's employee safety at work. Their main duty is to ensure that the company is in compliance and adheres to Occupational Health and Safety (OHS) guidelines.

While the role of a safety officer will differ based on a company's industry, organizational size and structure, and unique safety needs, there are general role requirements that apply to most safety officers. Along with these core areas, a safety officer is also required to communicate hazards and risks to prevent injury, creation and implementation of mitigation tools and programs, and conducts investigations to determine the true causes leading up to any incidents or near incidents. A safety officer's role in reality goes beyond regulatory compliance. Many organizations' own policies go far beyond what is required by law. Therefore, it is essential that all safety professionals help develop and sustain workplace cultures that are driven by values — not only regulatory consequences.

OBJECTIVE

This program intends to benefit the safety officers working in factories, docks and construction sites in efficient management of safety and health at workplace through the application of various safety and health management techniques.

COURSE HIGHLIGHTS

- National Policy on Safety Health and Environment at Workplace (NPSHEW)
- Basic elements of safety management system
- Hazard identification and risk assessment
- Accident prevention
- Understanding the role of Safety Professionals in industries
- Legal requirement of effective management of safety and health at workplace
- Case studies

PARTICIPATION

This training is being organized for safety officers/ professionals engaged in factories/ construction/ports. The number of participants to be enrolled for this course will be up to 30 only on first- come-first-served basis.

DATE AND TIMINGS

Three days –**06th to 08th May, 2024**
from 10.00 to 1700 hrs.

VENUE

Conference Room, Regional Labour Institute, Sector 47, Faridabad – 121010

ADMINISTRATIVE DETAILS

Institution fee @ Rs 5000/- (Rs Five thousand only) per participant through Bharatkosh portal (<https://bharatkosh.gov.in>) may be deposited online by using the following steps **after nomination confirmed from Course Coordinator**. Institution fee does not include any refreshment.

Payment procedures:

- Log in to <https://bharatkosh.gov.in>
- QuickPayment
- Ministry: 021 Labour & Employment
- Purpose: Training and services fees
- Pay & Account Office (PAO): PAO CLC, NEW DELHI
- DDO Code: 202195 (Regional Labour Institute, Faridabad)
- Remarks: Training programme on ‘Workshop for Safety Officers’ (Note: Bharatkosh receipts without the aforesaid remarks will not be considered for confirmation).

ACCOMMODATION:

Limited number of non-family hostel accommodation, if available during the training program, can be provided on twin sharing basis in the hostel of the institute at the prescribed rates. The allotment of the accommodation if available will be done on first come first served basis.

NOMINATION

Nomination may be sent by email to the Director (Safety) & In-Charge, Industrial Safety Division, Regional Labour Institute, Sector 47, Faridabad – 121010, on or before **03rd May, 2024**.

Participation to the programme is subject to confirmation from this Institute.

Course Coordinator:

Shri Sumit Roy, Director (Safety)
Regional Labour Institute
Sector-47, Faridabad-121 010
Phone: 0129-2985033, 9819476579
Website: www.dgfasli.nic.in
E-mail :rlifaridabad@dgfasli.nic.in
and sr@dgfasli.nic.in

NOMINATION-CUM-REGISTRATION FORM

Training programme on
“Workshop for Safety Officers”

(06th to 08th May, 2024)

AT

REGIONAL LABOUR INSTITUTE, SECTOR – 47, FARIDABAD – 121010

PARTICIPANT’S DETAILS

Name (Block Letters) :
Designation :
Address for Communication :
Age :
Qualification :
Total Experience :
Mobile No. :
E-mail :

DETAILS OF SPONSORING ORGANIZATION

Name & Address :
Telephone No. / Mobile No. :
E-mail :

Accommodation : Required / Not Required

PAYMENT DETAILS : **Bharatkosh receipt number** **dtd.**

BELONGS TO :- :

(GEN / SC / ST / OBC / PH / NER*)

*=North Eastern Region

Place:

Date:

SIGNATURE OF PARTICIPANT