



भारत सरकार

श्रम मंत्रालय

क्षेत्रीय श्रम संस्थान, कोलकाता

(औद्योगिक सुरक्षा प्रभाग)

प्रशिक्षण कार्यक्रम

*“Emergency Action Plans and their Preparedness”*

(28-30, अक्टूबर, 2025)

### DGFASLI और RLI KOLKATA के बारे में

DGFASLI is an attached office of the Ministry of Labour & Employment, Government of India and serves as a technical arm to assist the Ministry in formulating national policies on occupational safety and health in factories and docks. Regional Labour Institute (RLI) at Kolkata is a subordinate office under the DGFASLI and caters to occupational safety and health in factories.

### पाठ्यक्रम के बारे में

In today's dynamic industrial environment, preparedness for emergencies is crucial to safeguarding lives and assets. This training programme is designed to equip participants with the essential knowledge and skills needed to develop comprehensive On-site and Offsite Emergency Plans. Through a blend of theoretical insights and practical applications, the programme will guide attendees in identifying potential hazards, formulating effective response strategies, and ensuring compliance with regulatory requirements.

This initiative aims to empower professionals to create robust emergency management frameworks, enhancing safety and resilience in their respective organizations.

### उद्देश्य

This programme intends to equip participants with the knowledge and skills required to effectively develop and implement On-site and Offsite Emergency Plans, ensuring preparedness and compliance with safety regulations.

### पाठ्यक्रम पर प्रकाश डाला गया

- Introduction to National Policy on Safety, Health & Environment
- Evolving tailored On-site and Offsite Emergency Plans for specific hazards.
- Coordinating mechanism with local authorities and external agencies for comprehensive planning.
- Establishing clear communication and response protocols.
- Accompanying regular mock drills and simulations to test and refine plans.
- Ensuring compliance with relevant regulations and standards.

### भागीदारी

Safety Professionals, Safety Managers, Safety Officers, and Engineers connected with process industries, or anyone interested to attend the program.

### दिनांक और समय

28 – 30, अक्टूबर, 2025  
(from 10.00 am to 05.00 pm.)

### कार्यक्रम का स्थान

Conference Room of Regional Labour Institute,  
Lake Town, Kolkata, WB-700089

### प्रशासनिक और भुगतान विवरण

Institution fee @ Rs 5000/- (Rupees 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 Fee or Course fee of the workshop conducted

Pay & Account Office (PAO): 030263- PAO (DGFASLI), Mumbai

DDO Code: 130269 (Administrative Officer Regional Labour Institute, Kolkata.

Remarks: Training Programme on Emergency Action Plans and their preparedness

(Note: Bharatkosh receipts without the aforesaid remarks will not be considered for confirmation).

### नामांकन

Nomination may be sent by email to the Asstt. Director (Safety), Industrial Safety Division, Regional Labour Institute, Kolkata, WB -700089, on or before **26<sup>th</sup> October, 2025.**

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

### पाठ्यक्रम समन्वयक:

श्री। के. दुरई,  
सहायक निदेशक (सुरक्षा)  
औद्योगिक सुरक्षा प्रभाग, आरएलआई, कोलकाता

Mobile No: 9974938764

Tel No: 033 – 2534 2735

E-mail: [rli.kolkata@dgfasli.nic.in](mailto:rli.kolkata@dgfasli.nic.in)

[kd@dgfasli.nic.in](mailto:kd@dgfasli.nic.in)

**नामांकन-सह-पंजीकरण रूप**  
**NOMINATION-CUM-REGISTRATION FORM**

**प्रशिक्षण कार्यक्रम**  
**Training Programme on**  
**“Emergency Action Plans and their preparedness”**  
**(28 -30, अक्टूबर , 2025)**

AT  
**REGIONAL LABOUR INSTITUTE, LAKE TOWN, KOLKATA, WB-700089**  
**क्षेत्रीय श्रम संस्थान, लेक टाउन, कोलकाता, WB-700 089**

**प्रतिभागी का विवरण**

Name (Block Letters) :

Designation :

Address for Communication :

Age :

Qualification :

Total Experience :

Mobile No. :

**प्रायोजक संगठन का विवरण**

Name & Address :

Telephone No. / Mobile No. :

E-mail :

Fax No. :

**Accommodation** : Required / Not Required

**PAYMENT DETAILS** : **bharatkosh receipt number** **date.**

**BELONGS TO :-** :

(GEN / SC/ ST / OBC / PH / NER\*)  
\*=North Eastern Region

SIGNATURE  
हस्ताक्षर



GOVERNMENT OF INDIA  
MINISTRY OF LABOUR & EMPLOYMENT  
REGIONAL LABOUR INSTITUTE,  
KOLKATA  
(INDUSTRIAL SAFETY DIVISION)

*Training programme on  
“Emergency Action Plans and their  
Preparedness”  
(28-30, October, 2025)*

**About DGFASLI and RLI Kolkata**

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**About the Course**

In today's dynamic industrial environment, preparedness for emergencies is crucial to safeguarding lives and assets. This training programme is designed to equip participants with the essential knowledge and skills needed to develop comprehensive On-site and Offsite Emergency Plans. Through a blend of theoretical insights and practical applications, the programme will guide attendees in identifying potential hazards, formulating effective response strategies, and ensuring compliance with regulatory requirements.

This initiative aims to empower professionals to create robust emergency management frameworks, enhancing safety and resilience in their respective organizations.

**OBJECTIVE**

This programme intends to equip participants with the knowledge and skills required to effectively develop and implement On-site and Offsite Emergency Plans, ensuring preparedness and compliance with safety regulations.

**COURSE HIGHLIGHT**

- Introduction to National Policy on Safety, Health & Environment
- Evolving tailored On-site and Offsite Emergency Plans for specific hazards.
- Coordinating mechanism with local authorities and external agencies for comprehensive planning.
- Establishing clear communication and response protocols.
- Accompanying regular mock drills and simulations to test and refine plans.
- Ensuring compliance with relevant regulations and standards.

**PARTICIPATION**

Safety Professionals, Safety Managers, Safety Officers, and Engineers connected with process industries, or anyone interested to attend the program.

**DATE AND TIMINGS**

**28 – 30, October, 2025**  
(from 10.00 am to 05.00 pm.)

**VENUE**

Conference Room of Regional Labour Institute,  
Lake Town, Kolkata, WB-700089

**ADMINISTRATIVE AND PAYMENT DETAILS**

**Institution fee @ Rs 5000/-** (Rupees 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.

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**Remarks: Training Programme on Emergency Action Plans and their preparedness**

**(Note: Bharatkosh receipts without the aforesaid remarks will not be considered for confirmation).**

**NOMINATION**

Nomination may be sent by email to the Asstt. Director (Safety), Industrial Safety Division, Regional Labour Institute, Kolkata, WB -700089, on or before **26<sup>th</sup> October, 2025.**

**Admission to the programme is subject to confirmation from this Institute.**

**Course Coordinator:**

**Shri. Durai K,**

**Assistant Director (Safety)**

**Industrial Safety Division, RLI, Kolkata**

Mobile No: 9974938764

Tel No: 033 – 2534 2735

E-mail: [rli.kolkata@dgfasli.nic.in](mailto:rli.kolkata@dgfasli.nic.in)  
[kd@dgfasli.nic.in](mailto:kd@dgfasli.nic.in)

# **NOMINATION-CUM-REGISTRATION FORM**

**Training programme on  
“Emergency Action Plans and their preparedness”  
(28 -30, *October*, 2025)**

**AT  
REGIONAL LABOUR INSTITUTE, LAKE TOWN, KOLKATA, WB-700089**

## **PARTICIPANT’S DETAILS**

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

## **DETAILS OF SPONSORING ORGANIZATION**

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

**Accommodation** : Required / Not Required

**PAYMENT DETAILS** : **bharatkosh receipt number** **date.**

**BELONGS TO :-** :

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

\*=North Eastern Region

SIGNATURE