GOVERNMENT OF INDIA
MINISTRY OF LABOUR AND EMPLOYMENT
DIRECTORATE GENERAL FACTORY ADVICE SERVICE AND LABOUR INSTITUTES
REGIONAL LABOUR INSTITUTE
BEHIND RYNJAH POLICE STATION, RYNJAH, SHILLONG - 793006

INFORMATION BROCHURE CUM APPLICATION FORM FOR THREE MONTHS TRAINING PROGRAMME IN INDUSTRIAL HEALTH LEADING TO CERTIFICATE OF "ASSOCIATE FELLOW OF INDUSTRIAL HEALTH"

Duration: 04.03.2024 to 03.06.2024

DATE OF PUBLICATION OF THE INFORMATION BROCHURE CUM APPLICATION FORM: 01-01-2024
LAST DATE FOR RECEIPT OF THE APPLICATION FORM BY SPEED POST TO THE REGIONAL LABOUR INSTITUTE, SHILLONG: 02-02-2024

THE TRAINING PERSPECTIVE:

- The significance of the training program on industrial health for doctors lies in its capacity to enhance their expertise and knowledge, equipping them with the necessary skills to address and manage health challenges specific to industrial settings. The Month Duration Training Programme in Industrial Health will enable Indian Registered Medical Practitioners of Modern Medicine to become medical officers who are considered occupational health physicians in different industrial establishments. Upon successful completion of the training program and passing the final examination, participants will be granted the certificate of Associate Fellow in Industrial Health.

- It is three months duration, full-time, regular, offline training programme consisting of lecture series, laboratory work, practical works, demonstration & tutorial, educational / industry visits, speciality clinical exposure and mandatory project work. The practical, tutorial, and demonstration activities are integral components of the day-to-day course curriculum with the involvement of multiple disciplines including Industrial Medicine, Industrial Hygiene, Safety, Staff Training and Productivity, Human Physiology, Industrial Psychology, Ergonomics etc.

DURATION OF THE TRAINING PROGRAMME:

- The programme will be conducted from **04.03.2024 to 03.06.2024**.

NOMENCLATURE OF THE TRAINING PROGRAMME:

- Three Month Duration Training Programme in Industrial Health. Upon successful completion of the training program, participants will be granted the title of "Associate Fellow in Industrial Health", accompanied by a certificate.

ESSENTIAL ELIGIBILITY CRITERIA FOR ADMISSION:

1. Candidates in possession ofrecognised medical qualification as per the provisions of the National Medical Commission (NMC) Act, 2019 and the repealed Indian Medical Council (MCI) Act 1956, and
2. Have completed one year of internship period. and
3. Possessing permanent registration certificate issued by the NMC/ the erstwhile Medical Council of India or State Medical Council to practice medicine in India and
4. Minimum Two years working experience (as on the date of publication of the information brochure cum application form) in any establishment or self-practice after completion of the compulsory internship period. The period spent on higher studies in the field of modern medicine i.e. recognised postgraduate medical degree/diploma (MD/MS/DNB/Diploma) or an equivalent recognised medical qualification as per provisions of the NMC Act 2019 and the repealed Indian Medical Council Act 1956 shall be considered as working experience.

SELECTION CRITERIA FOR ADMISSION:

Maximum Intake capacity for this training programmeat Regional Labour Institute, Shillong is 50.

If the number of applicants who have fulfilled the essential eligibility criteria for admission as mentioned above, are more than the maximum approved intake capacity of this institute, then only the selection criteria (Objective Criteria based Merit List) as mentioned below shall be followed,

After completion of the compulsory internship period,

1. Two (2) mark will be given for each completed year of working experience in Factory, Mines, Dock Works, Construction Work, and Plantation Work
   and
2. One (1) mark will be given for each completed year of working experience other than Factory, Mines, Dock Works, Construction Work and Plantation Work or self-practice or period spent on higher studies in the field of modern medicine i.e. recognised postgraduate medical degree/diploma (MD/MS/DNB/Diploma) or an equivalent recognised medical qualification as per provisions of the NMC Act 2019 and the repealed Indian Medical Council Act 1956
3. TIE PRINCIPLES –Wherever two or more candidates have secured equal aggregate marks, these tie(s) is/are resolved in accordance with the principles as mentioned below,
   - Priority-1: Age-Senior will be in the upper order of merit.
   - then Priority-2: Date/Year of Completion of the Internship-Earlier the date/year of completion of internship will be in the upper order of merit.

VENUE OF THE TRAINING PROGRAMME:

REGIONAL LABOUR INSTITUTE, BEHIND RYNJAH POLICE STATION, RYNJAH, SHILLONG – 793006.

APPLICATION PROCEDURE:

- Intended candidates can express their interest by sending the duly filled application form in prescribed proforma along with self-attested copies of necessary attachments through **Speed Post only** to "THE DIRECTOR IN-CHARGE, REGIONAL LABOUR INSTITUTE, NEAR GSI PREMISES, BEHIND RYNJAH POLICE STATION, RYNJAH, SHILLONG – 793006".
- The envelope shall be super subscribed with: "**APPLICATION FOR THREE MONTHS TRAINING PROGRAMME IN INDUSTRIAL HEALTH AT RLI SHILLONG**"
- Last Date for receipt of the Application form by speed post to the Regional Labour Institute, Shillong: **02-02-2024**. Application forms sent by e-mail or submitted by hand will not be considered/accepted.
- Mere submission of application for the training programme does not confirm the allotment of the seat.
- List of the provisionally eligible and Non-Eligible candidates will be notified by e-mail/published on DGFASLI website www.dgfasli.nic.in on or before: 09-02-2024.
- Objective Criteria based Merit List (Rank) of the provisionally eligible candidates will be notified/published on or before:16-02-2024.
- Physical Verification of the original documents followed by admission and fees deposition for the first 50 candidates (Rank:1 to 50) as per merit list will be conducted: 22-02-2024 from 10 AM and 23-02-2024 till 4 PM. If a candidate up to Rank-50, does not take the admission and does not deposit the fees by 23-02-2024 till 4 PM, his/her candidature will automatically be cancelled, and no request will be entertained and no correspondence will be made, in this regard under any circumstances. During admission, the physical appearance of the candidate with all original documents is essential and no authorization to any other person will be entertained in this regard under any circumstances.
- Publication of the Number of Vacant Seats: 23.02.2024 (If No Vacant Seat is available: NIL Report will be notified/published.)

- **Reporting & Open Round Counselling for the Vacant Seats:**
    - Reporting: If any candidate of Rank-51 to Rest, wants to take admission against the vacant seat, he/she has to appear physically only on 29.02.2024, between 10 AM to 3 PM at the Regional Labour Institute, Near GSI Premises, Behind Rynjah Police Station, Rynjah, Shillong - 793006 and submit a physical application for his/her willingness to attend the open round counselling for the vacant seats to "The Director in Charge, Regional Labour Institute, Rynjah, Shillong – 793006". Candidature for the rest of the candidates will automatically be cancelled, and no request will be entertained, and no correspondence will be made, in this regard under any circumstances.
    - Filling of the vacant seats will be made on 01.03.2024, 09 AM onwards, strictly as per the order of merit, only from the candidates reported and applied on 29.02.2024 till 3 PM to attend the open round counselling for the vacant seats. The physical appearance of the candidate himself/herself with all original documents is essential during the allotment of seats on 01.03.2024 and no authorization to any other person will be entertained in this regard under any circumstances.
    - Mere reporting and presence on the open round counselling do not confirm the allotment of seats.

- No TA/DA/etc will be provided to attend the document verification/admission/Reporting/Open Round Counselling or for any other purpose.

- Information related to admission/selection or any other matter for this training programme will be notified/updated on the Notice Board of Regional Labour Institute, Shillong and DGFASLI website (www.dgfasli.gov.in) from time to time. No personal communication will be made to individual candidates.

- The admission process will end on 01.03.2024.

- Commencement of the Training programme: 04.03.2024, 09:30 AM.

- Detailed training programme schedule will be intimated/notified in due course of action.

STIPEND/INCENTIVE/BOND POSTING:

There will be no provision for stipend/incentive/bond posting for the participants is this course.

IMPORTANT INFORMATION:

- Only after verification of all documents with original copy and submission of required papers, the provisionally selected candidates will be informed to deposit fees as per the details given below:
    - Fees for the Training Programme: On the day of admission to the course, the provisionally selected candidates will have to deposit institute fees by online payment of Rs. 25,000/-(Non-refundable) through Bharatkosh portal or through Demand Draft.

        - *Procedure for making payment through Bharatkosh*:
        - Go to https://bharatkosh.gov.in and
        - Go to Quick Payment and fill the details as below and proceed for online payment,
        - Ministry: 021 Labour & Employment
        - Purpose: Training fee or Course fee of the workshop conducted
        - PAO Code: 030263 - PAO (DGFASLI), Mumbai
        - DDO Code: 130269 ADMINISTRATIVE OFFICER, REGIONAL LABOUR INSTITUTE, PATIPUKAR, KOLKATA - 700089
        - Remarks: AFIH-2024-1
        - Then proceed to enter relevant details as asked in the portal and continue for online payment through Internet banking/Debit Card/Credit Card/UPI.
        - The fees can also be paid by a crossed Demand Draft drawn in favour of the "Administrative Officer, Regional Labour Institute, Kolkata", payable at Kolkata. Fees once submitted will not be refunded.

- This provisional admission will be granted based on the information/documents furnished by the Candidates as per their application form and during the admission process. In case of any credentials/information/document/certificate etc. being detected or identified or being noticed at any point as false/fabricated/tampered/misleading, his/her candidature and certificateare liable to be cancelled and the fees paid will not be refunded. Appropriate action in this regard will be initiated by the Director in Charge/Head of Office.
- All the Students are required to bring TWO passport-size photographs and one set of self-attested photocopies of all documents/certificates/testimonials including educational & experience certificates along with originals.
- **During the training programme, more than 80% attendance is essential.** A minimum of 75% attendance even under special circumstances like medical/contingency/similar exigency is mandatory to appear for final examinations. Attendance will be counted from the first day of commencement of the course. Those who do not fulfil the minimum required attendance criteria would not be allowed to appear in final examinations.
- All students are required to adhere to the uniform dress code for doctors i.e. White Coat/Apron.
- The expenses towards Food/Stay/Industry Visits/Project Work/Term Work/Examination fees/Lab Reports/ Books/Stationeries/copies of study materials/handouts/lectures/notes and other assignments, etc as part of the curriculum have to be borne by the candidate himself/herself/sponsoring organization.
- The classes will be held from 09:30 am to 05 pm on all working days (Monday to Friday). Students are expected to devote their full time to the course.
- During the tenure of the course, students are required to keep track of the different components of the training programme. The Institute will not be responsible if any deadline is missed by the student.
- Any kind of indiscipline/uncivilized behaviour and unparliamentary language in the Institute, hostel, and campus shall be dealt with strictly and disciplinary action will be initiated by the competent authority.
- There shall be a total ban on any act of ragging performed directly or indirectly by any student of the institute. No student shall commit, abet, propagate, or participate directly or indirectly in ragging in or outside the institute.
- Every student is required to observe discipline and maintain decorous behaviour both inside and outside the Institute and not to indulge in any activity which will tend to bring down the prestige of the Institute and against the professional ethics of the medical practitioners. The Director in Charge will constitute a disciplinary committee to enquire into acts of Indiscipline/misconduct. Appropriate action will be taken and communicated to the appropriate authority or organization based on the findings of the disciplinary committee. If a student indulges in malpractice, he/she shall be liable for punitive action as prescribed by the Institute from time to time.
- For any matter related to this training programme, the Decision of the Competent Authority of the DGFASLI or Regional Labour Institute, Shillong as applicable/appropriate shall be final.

HOSTEL ACCOMMODATION:

A limited number of non-family hostel accommodations may be available on twin sharing basis in the Hostel of the institute at a central government-prescribed rate. Arrangements for all food and refreshments are to be made by the participants themselves during the course. The programme is non-residential. Staying in the hostel is optional and not compulsory. **Mere application for the course/hostel accommodation does not confirm the allotment of the Hostel**. The allotment of the hostel rooms is subject to availability and if available will be allotted. The decision of the Director in Charge/Head of Office in this regard shall be final.

TRAINING HEAD: Shri. Samir Pandey, Director In-charge, Regional Labour Institute, Shillong, e-mail: sp@dgfasli.nic.in

TRAINING COORDINATOR:

Shri. Ashish V. Jambhe, Assistant Director (Safety), Regional Labour Institute, Shillong
e-mail:avj@dgfasli.nic.in, Mob: 9324243140

FOR MORE DETAILS, PLEASE GO THROUGH THE COMPETENCY BASED COURSE CURRICULUM AND GUIDELINES FOR THE TRAINING PROGRAMME PUBLISHED BY DGFASLI, AVAILABLE IN THE DGFASLI WEBSITE (https://bit.ly/afih-2024-dgfasli) OR CONTACT THE TRAINING HEAD/COORDINATOR

GOVERNMENT OF INDIA
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APPLICATION FORM / PROFORMA

APPLICATION FORM FOR ADMISSION TO THREE MONTHS TRAINING PROGRAMME IN INDUSTRIAL HEALTH, LEADING TO CERTIFICATE OF "ASSOCIATE FELLOW OF INDUSTRIAL HEALTH"

As per Latest NMC/MCI/State Medical Council Registration

PASTE YOUR PHOTO HERE

1. Name (English,Capital letters) : ……
   (Hindi) :……
2. Male/Female/Prefer Not to Say : ……..
3. Date of Birth (DD-MM-YYYY): : ……..
4. Address as per AADHAAR Card of the Applicant:
5. Mobile Number of the Applicant:
6. E-mail of the applicant:
7. MBBS (or Equivalent) Degree Certificate and Name of the University/Institute:
8. Date (DD-MM-YYYY) of Internship Completion:
9. MBBS (or Equivalent) Professional Registration Number as per NMC/MCI and name of the Registering Body (NMC/MCI/Name of the State Medical Council):
10. **Experience after completion of internship (attach self-attested copies of experience certificates from organization/employers or certificate of self-practice in prescribed format-ANNEXURE-I) (Cutoff date to calculate experience is 01-01-2024)**

Name of the Organization/Employer or Certificate of self-practice with Address	Duration		Experience in Completed Year	Please Categorically mention Working experience in Factory/Mines/Dock Works/ Construction Work/Plantation Work or other establishment or Self Practice as applicable	Experience Certificate/ Certificate of Self-Practice, as applicable: Enclosed (YES/NO)
	From (DD-MM-YYYY)	To (DD-MM-YYYY)			

- Total Experience (Completed Years Only) in Factory/Mines/Dock Works/ Construction Work/Plantation Work: ……YEAR
- Total Experience (Completed Years Only) in Other Establishment or Self Practice (**ANNEXURE-I**):……YEAR

11. **Postgraduate medical degree/diploma (MD/MS/DNB/Diploma) or an equivalent recognised medical qualificationas per provisions of the NMC Act 2019 and the repealed Indian Medical Council Act 1956**

NAME OF THE POST GRADUATE MEDICAL DEGREE (MD/MS/DNB) / **POST GRADUATE MEDICAL DIPLOMA /ANYOTHER EQUIVALENT RECOGNISED MEDICAL QUALIFICATION (PLEASE MENTION SPECIALTY OR SUPER SPECIALTY ALSO)**	TRAINING INSTITUTION OF THE POST-GRADUATE MEDICAL QUALIFICATION	BOARD / UNIVERSITY	YEAR OF PASSING	DURATION OF COURSE IN YEARS	**IS THE COURSE A RECOGNISED MEDICAL QUALIFICATION AS PER PROVISIONS OF THE NMC ACT 2019 AND THE REPEALED INDIAN MEDICAL COUNCIL ACT 1956 OR EQUIVALENT (YES/NO)**
• Total period spent on Postgraduate medical degree/diploma (MD/MS/DNB/Diploma) or an equivalent recognised medical qualification: ……YEAR					

12. **DOCUMENTS TO BE ATTACHED WITH THE APPLICATION FORM:**

Sl. No	Document Required	Self-AttestedCopie(s) of the Document Attached (YES/NO/Not Applicable)
1.	Matriculation/10th Standard or equivalent certificate indicating date of birth, or mark sheet of Matriculation/10th Standard or equivalent issued by Central/State Board indicating Date of Birth in support of claim of age. Where date of birth is not available in certificate/mark sheets, issued by concerned Educational Boards, School leaving certificate indicating Date of Birth or Birth Certificate issued by the Registrar of Births and Deaths or the Municipal Corporation or any other prescribed authority, whosoever has been empowered under the Registration of Birth and Deaths Act, 1969 to register the birth of a child born in India	
2.	AADHAAR CARD of the applicant	
3.	MBBS Degree (or Equivalent) certificate awarded by the University/Medical Institute. In the absence of the MBBS Degree (or Equivalent) Degree certificate, provisional degree certificate along with mark sheets pertaining to all the academic years.	
4.	One-Year Internship Completion Certificate	
5.	MBBS (or Equivalent) Professional Registration Certificate as per NMC/MCI/ State Medical Council:	
6.	Experience certificates from organization/employers of Factory/Mines/Dock Works/ Construction Work/Plantation Work	
7.	Experience certificates from organization/employers of the establishment **other than Factory/Mines/Dock Works/ Construction Work/Plantation Work**	
8.	Self-Practice certificate as experience (ANNEXURE-I)	
9.	Documents in support Post Graduate Medical Degree (MD/MS/DNB)/Post Graduate Medical Diploma / Any Other NMC or MCI RecognisedPost Graduate Medical Qualification/ EquivalentPost Graduate Medical Qualification	
10.	In respect ofequivalentPost Graduate Medical Qualification, if a candidate is claiming aparticular qualification as equivalent to NMC/MCI recognized post-graduate medical qualification, thenthe candidate is required to produce a copy of order/letter in this regard, indicating the Authority (withnumber and date) under which it has been so treated otherwise it will not be considered as recognized post graduate medical qualification.	

13. If any document/ certificate furnished is in a language other than Hindi or English, atranscript of the same duly attested by a Gazetted officer or notary is to be submitted.
14. Appointment letter/Pay slip/offer letter/resignation or termination letter/extension letter will not be accepted as Experience Certificate.
15. **The applicants are advised to read the information brochure cum application form, course curriculum and guidelinesvery carefully and then fill the application form meticulously as submission of false/fabricated/tampered/misleading/mismatched information may lead to rejection of the application and candidature at any time.**

I,……, S/o or D/o…… hereby declare that the information furnished in this application is true and correct and that no material information has been suppressed by me. I also understand that I stand to be disqualified from being admitted to the Course or from continuance in the Course, in the event of any information being found incorrect/false/fabricated/tampered/misleading/mismatched.While pursuing the 3 months training programmein Industrial Health (AFIH), if found involved in any misconduct/misbehaviour during the study period, I will abide by the decision taken by the Regional Labour Institute, Shillong including dismissal from the Course.I undertake to produce all the Original Certificates, Testimonials, etc. regarding my Educational Qualification, Experience, etc., at the time of admission to the course without fail and non-producing of these documents during admission will disqualify me from seeking admission to this training programme. I also declare that my name is currently present in the Indian Medical Register and/or State Medical Register of the NMC/MCI/State Medical Council and is currently not blacklisted by any authority.

Date & place: Applicant's Name and signature

ANNEXURE-I

DECLARATION BY THE CANDIDATE FOR SELF-PRACTICE

I,…….. S/oorD/o……..,

hereby declare that I am/wasa private practitioner as registeredmedical professional,self-practicing/self-practiced adhering to all the current rules and regulations of medical practice in India at (Address with PIN Code)_____

from (DD/MM/YYYY) _____to (DD/MM/YYYY)_____.

Place: Name:

Date: Signature:

NMC/MCI/State Medical Council Registration Numberwith seal: