



सत्यमेव जयते

## DIRECTORATE GENERAL FACTORY ADVICE SERVICE AND LABOUR INSTITUTES

Ministry of Labour and Employment, Government of India

**Half day Online Training Programme on  
Small / Medium Scale Industries to Improve Productivity, Safety and Working Conditions.  
3<sup>rd</sup> February, 2021 (10.00 - 13.00 Hrs)**

### About DGFASLI

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. It also advises factories on various problems concerning safety, health, efficiency and well-being of the persons at work places.

### Background

This Training Workshop has been designed to improve productivity and working conditions in small and medium-sized enterprises. It is based on extensive field experience and careful analysis of the real needs of owners and managers of small / Medium Scale factories. In order to encourage entrepreneurs to make concrete improvements on the shop-floor, it emphasizes training methods which build upon local experience and involve the participants in action learning. Based on the experience of hundreds of owners and managers of small and medium-sized enterprises who have participated in training programmes organized by the ILO. While sharing their skills and experience, these entrepreneurs learn how to take a fresh look at their own companies in order to apply tangible, low-cost, locally-appropriate measures.

Therefore, Central Labour Institute, DGFASLI Mumbai is providing online training platform for Intended participants to learn from their own place using mobile phone/laptop/desktop (with webcam, microphone & speaker) in view of COVID-19 pandemic situation/preventive measures.

### Programme Highlights

An overview of Safety concept and practices in MSMEs i.e. Material Storage & Handling, Work Station Design, Productivity & Machine Safety, PPE's & Control of Hazardous Substances, Lighting, Welfare Facilities, Premises and Work Organization etc.

### Participants

Management personnel, Supervisors and Worker representatives employed in manufacturing and construction works. Only 50 participants will be accepted on 'first come first serve basis' to ensure quality learning.

### Nomination

Interested candidates can register by sending email to the course coordinator. After confirmation of the programme by coordinator only, nominee will deposit institution fee @ Rs 250/- (Rs two hundred fifty only) per participant through Bharatkosh portal (<https://bharatkosh.gov.in>) using following steps. Fees once submitted will not be refunded/ adjusted.

- ❖ Login to <https://bharatkosh.gov.in>
- ❖ Quick Payment
- ❖ Ministry: 021 Labour & Employment
- ❖ Purpose: Other receipts under service and service fees
- ❖ Pay & Account Office (PAO): 030263 - PAO (DGFASLI), Mumbai
- ❖ DDO Code : 230265 (Central Labour Institute, Mumbai)
- ❖ Remarks: Small / Medium Scale Industries to Improve Productivity, Safety and Working Conditions

### Training Coordinator

Dr. R.N. Meena, Director (ST/Prod.)  
Staff Training & Productivity Division  
Central Labour Institute, Mumbai  
Ph. No. (O) 022-24060637  
E-mail: [stp.prod@dglasli.nic.in](mailto:stp.prod@dglasli.nic.in),  
[nm@dglasli.nic.in](mailto:nm@dglasli.nic.in), [cli-training@dglasli.nic.in](mailto:cli-training@dglasli.nic.in)

### Confirmation and Online Invitation Link

After verifying the credentials, final confirmation of participation will be sent by the training coordinator and invitation link to join the programme will be sent to the selected participants well in advance.

**E-Certificate will be issued for all those who register and attend the Programme**



# DIRECTORATE GENERAL FACTORY ADVICE SERVICE AND LABOUR INSTITUTES

Ministry of Labour and Employment, Government of India

**Half day Online Training Programme on  
Small / Medium Scale Industries to Improve Productivity, Safety and Working Conditions.  
3<sup>rd</sup> February, 2021 (10.00 - 13.00 Hrs)**

## REGISTRATION FORM

Name of participant \_\_\_\_\_

Designation \_\_\_\_\_

Category \_\_\_\_\_

Phone No \_\_\_\_\_

E mail address \_\_\_\_\_

Experience in years \_\_\_\_\_

Company name & address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name of contact person  
with phone no. \_\_\_\_\_

Fee details ( As per Bharatkosh receipt) \_\_\_\_\_

Place: \_\_\_\_\_

Date: \_\_\_\_\_

(Signature of Participant)

**Registration closes 48 hrs before the commencement of training programme**