



# DIRECTORATE GENERAL FACTORY ADVICE SERVICE AND LABOUR INSTITUTES

Ministry of Labour and Employment, Government of India

## Half a day Online Training Programme on “ACCIDENT REPORTING & INVESTIGATION” 18<sup>th</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

All the accidents taking place at industries, construction sites and ports are due to some direct causes or immediate causes and indirect causes also known as root causes. Direct causes are generally visible and can be identified immediately, but to identify indirect causes or root causes, accident has to be investigated. Accident Investigation may be defined as an analysis, evaluation and report of an accident based on information gathered by an investigation. The quality and usefulness of the information is directly related to the degree of thoroughness and conscientiousness of the investigation. A complete investigation includes an objective evaluation of all facts, statements, opinions and related information as well as action plan to prevent or control of similar occurrences. It is essentially an after – the –fact approach for examining how accidents are caused and thereafter develop suitable corrective 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 classification of accidents and reporting procedure of reportable accidents.
- Investigation technique of an Accidents and report writing.
- Classification as per IS 3786.

### Participants

Supervisors, Safety Officers, Engineers, Executives, etc. employed in manufacturing sector, Ports, construction works, etc. Only 50 participants will be accepted on 'first come first serve basis' to ensure quality learning. The registration will be closed 2 days before the commencement of training programme.

### 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: Accident Reporting & Investigation

### Training Coordinator

B.N. Jha, Director (S) &

I/c Safety Division,

Central Labour Institute,

Mumbai- 400022.

Ph. No. (O) 022 24060555

E-mail: [safety@dglasli.nic.in](mailto:safety@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 by E-mail.

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



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## 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**