



DIRECTORATE GENERAL FACTORY ADVICE SERVICE AND LABOUR INSTITUTES

Ministry of Labour and Employment, Government of India

**Half a day Online Training Programme on
“Permit to work and Lock out/ Tag out”
30th May, 2022 (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

A Permit to work system ensures that formal validation and authority is given when hazardous work is to be undertaken. It ensures that all components of a safe system of work are established before high risk work commences, thereby controlling and reducing risk to individuals and the organization. Lockout/Tagout is a safety procedure critical for the service and maintenance of machinery or electrical systems in cases where employees could be hurt by the unexpected start up, or energization of the equipment. It applies to all energy sources including mechanical, hydraulic, pneumatic, chemical, thermal, and even gravity. An effective Lockout/Tagout program can help protect workers by ensuring that machines and circuits are properly shut off (or de-energized) and not turned on(energized) again until the work is completed.

Regional Labour Institute, Kolkata DGFASLI 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

- Workplace activities requiring LOTO & PTW.
- Elements and checklist for effective implementation of PTW system.
- Elements of effective LOTO Procedure.

Participants

This programme is designed for Safety Officers, Engineers and Executives engaged in factories/construction/ports etc. Only 50 participants will be accepted on 'first come first serve basis' to ensure quality

Nomination

Interested candidates can register by depositing institution fee @ Rs 1000/- (Rs One Thousand only) per participant through Bharatkosh portal (<https://bharatkosh.gov.in>) using following steps and forward the duly filled registration form alongwith the Bharatkosh receipt to the course coordinator through email. The Fees once submitted will not be refunded/ adjusted.

- ❖ Log on 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: Other receipts under service and service fees
- ❖ Pay & Account Office (PAO): 030263 - PAO (DGFASLI), Mumbai
- ❖ DDO Code : 130269 (Regional Labour Institute, Kolkata)
- ❖ Remarks: **“Permit to work and Lock out/ Tag out”**

Training Director

Tanoj Chandan, Director (S)
Regional Labour Institute,
Kolkata

Training Coordinator

Harikesh Meena,
Addl.Asstt.Director
Regional Labour Institute,
Kolkata

Mobile: - 9123341506

E-mail: rii.kolkata@dglasli.nic.in, harikesh.meena@dglasli.nic.in

Registration

After verifying the credentials, final confirmation of participation will be sent by the training coordinator & WEBEX Invitation link will be sent to the participant by e-mail as provided by them in their nomination form). Duly filled registration form should reach to this office before 48 hrs of commencement)

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



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REGISTRATION FORM

(All the details must be filled in capital letters only)

Name of participant _____

Designation _____

Category _____

Phone No _____

E mail address _____

Experience in years _____

Company name & address _____

Name of contact person
with phone no. _____

Feederails(AsperBharatkoshreceipt) _____

Place: _____

Date: _____

(Signature of Participant)