



भारत सरकार, श्रम और रोजगार मंत्रालय
GOVERNMENT OF INDIA, MINISTRY OF LABOUR & EMPLOYMENT
कारखाना सलाह सेवा और श्रम संस्थान महानिदेशालय
(DIRECTORATE GENERAL FACTORY ADVICE SERVICE & LABOUR INSTITUTES)
क्षेत्रीय श्रम संस्थान, कोलकाता
REGIONAL LABOUR INSTITUTE, KOLKATA
व्यावसायिक सुरक्षा और स्वास्थ्य भवन, VYAVASYIK SURAKSHA AUR SWASTYA BHAVAN
लेक टाउन, कोलकाता – 700 089, LAKE TOWN, KOLKATA – 700 089

No.RLIC/ADIS/2022-23

Date: 15/07/2022

ADMISSION NOTICE

**ADMISSION TO ONE-YEAR ADVANCED DIPLOMA COURSE IN INDUSTRIAL SAFETY
(ADIS) 2022-23 AT RLI, KOLKATA**

On the basis of the recommendations of the selection committee after the interview held on 11th, 12th and 13th, July, 2022, the selected candidates are required to report at this Institute from **26th to 27th July, 2022** for verification of credentials/records/documents and fee deposition followed by admission and physical classes will commence from **01/08/2022**.

- 1) The provisionally selected candidates are required to report for admission till **27th July, 2022 by 1600 Hrs**, failing, which their seat will be declared vacant and will be allotted to waitlisted candidates. No further claim/request in this regard will be permitted /entertained.
- 2) If vacancy exists, the wait listed candidates will be intimated and required for admission on 01/08/2022 & 02/08/2022. No further claim/request in this regard will be permitted /entertained
- 3) For admission and deposition of following fees:
 - (a) **Institute Fee:** After submission the relevant documents mentioned below the point No. 4, the selected candidates will have to deposit online payment Rs. 25,000/- (Rupees Twenty Five Thousand only) which is Non-refundable as institute fee through Bharatkosh portal as given method.

Logon to <https://bharatkosh.gov.in> and go to Quick payment and fill the details as below and proceed for payment through online mode.

Ministry : 021 Labour & Employment

Purpose : OtherreceiptsunderserviceandservicefeesPAOCode:030263-PAO
(DGFASLI),Mumbai

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

Remarks : Institute Fees for ADIS Course 2022-23 RLI, Kolkata

Contd.....2/-



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- (b) **Caution Money Deposit:** On the day of admission to the course, the selected candidates will also have to deposit Rs.2,500/- (Rupees Two Thousand Five Hundred only) which is Refundable as Caution Money deposit for library & laboratory facilities. This amount should be paid by separate crossed Demand Draft drawn in favour of the **Administrative Officer, Regional Labour Institute, Kolkata, payable at Kolkata.**
- 4) Admission will not be granted failing which to submit the following documents:
- Original sponsorship with licence copy of factory/construction site / permission certificate / Original No Objection Certificate / Replaced by Original Reliving letter from the last employer / Original Experience Certificate (Joining letter/Resignation letter/Pay Slip etc shall not be accepted as an experience certificate).
 - Original Degree / Diploma etc. will have to be produced before admission (Provisional certificates issued by the colleges/University shall not be accepted).
 - OBC Certificate older than 1 year will not be accepted.**
 - Online Fees payment Transaction Receipt of Bharatkosh of Rs.25,000/- (Rupees Twenty Five Thousand only) towards Institute Fee (Non-Refundable) and Demand Draft of Rs. 2500/- (Rupees Two Thousand Five Hundred only) towards Caution Money (Refundable) should be produced before the admission (mode of payment mentioned in point No 3).
- 5) All the Students will have to complete minimum 80% attendance in the classes. Attendance will be counted from the first day of commencement the course i.e. 1st August, 2022. Those who do not fulfill the minimum required attendance criteria would not be allowed to appear in final examinations.
- 6) All the Students are required to adhere to the uniform dress code i.e. dark Grey bottom and white top for female Candidates and white shirt and dark Grey full pant for male candidates.
- 7) In addition, the students have to bear the expenses towards the registration at the West Bengal State Council of Technical Education. Expenses met for Industry Visit, Project Work, Term Work, examination fees, Lab Reports, Stationeries, copies of study materials, handouts, lectures/ notes and other assignments as part of the Curriculum has to be borne by the candidate himself/herself/sponsoring organization.

Contd....3/-



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REGIONAL LABOUR INSTITUTE, KOLKATA

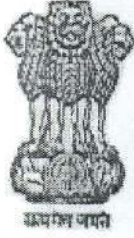
व्यावसायिक सुरक्षा और स्वास्थ्य भवन, VYAVASYIK SURAKSHA AUR SWASTYA BHAVAN

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-: 3 :-

- 8) It is a full-time course, from 1000 Hrs. to 1800 Hrs. (Monday to Friday). Students are expected to devote their full time for the course and they will not be permitted to attend duties in their factories/Organizations until the course are over. Minimum attendance of 80% is required to qualify for Appearing in the Examinations.
- 9) This provisional admission will be granted based on the information/documents furnished by the Candidates as per their application form. In case of any credentials / information / document/certificate etc. being detected or identified or being noticed as false/fabricated/tampered /wrong during the course, his/her candidature is liable to be cancelled and the fees paid will not be refunded.
- 10) Limited, non-family, ordinary, sharing accommodation in the Institute hostels will be available on **First-come-first serve basis**. No boarding facility is available in the hostels. Guests and relatives of the candidates will not be allowed to stay in the hostel. Room rent chargeable for the hostel accommodation will be Rs.100/- per day for the sponsored candidates and Rs.50/- per day for the non-sponsored candidates per head (subjected to Revision by the Competent Authority). This is payable in advance as per instruction by the institute for the entire period in two Installments and hostel will be allotted from 26/07/2022.
- 11) After the teaching sessions are over, students are required to keep a track with the Institute for filling up of examination forms, collection of Admit cards, self-study, use of Institute Library, e-learning center etc.
- 12) Any kind of indiscipline/uncivilized behavior and/or language in the Institute, hostel, and campus shall be dealt strictly.
- 13) 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 out side the Institute
- 14) Teaching schedule, mode and methodology for the course will be intimated shortly.
- 15) Every student is required to observe discipline and decorous behavior both inside and outside the Institute and not to indulge in any activity which will tend to bring down the prestige of the Institute. The Head of the Institute/Principal shall constitute a disciplinary committee of which one representative will be from the faculty to enquire into acts of Indiscipline, misconduct to the sponsoring misbehavior. Appropriate action will be taken and communicated to the Sponsoring 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.

Contd....4/-



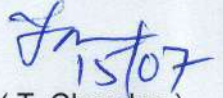
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Contd.....4/-

-: 4 :-

- 14) Candidates are advised to carry negative RT-PCR report not earlier than 72 hours before the time of entry to the Institute. RT-PCR timeline starts from the report issuance time. The conditions for exemptions of RT-PCR report are as follows:
- Candidates must have been administered with both doses of the COVID-19 vaccination.
 - Candidates must be in Possession of valid Final vaccination certificate displayed on the Aarogya-Setu app issued through COWIN portal.
- 15) COVID appropriate behavior as per guidelines from Ministry of Health and Family Welfare, Government of India, (Available at : <https://www.mohfw.gov.in/pdf/illustrativeguidelineupdate.pdf>) must be followed every time and every where.

Yours faithfully,


(T. Chandan)
Director (Safety)

Enclosed:

- 1) Admission Form
- 2) Mandate Form

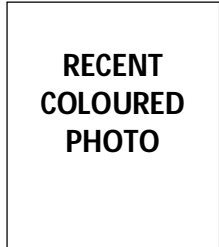
Copy to:

- 1) Shri. B. L. Bairwa, Deputy Director General & Chairman of Selection Committee of ADIS, DGFASLI, Mumbai
- 2) Shri. G. P. Nijalingappa, Dy. Director General, & In-Charge of RLI, Kolkata, DGFASLI, Mumbai
- 3) ADIS, 2022-23 Course Coordinator, RLI, Kolkata
- 4) Selected Candidates as per List published in the DGFASLI website
- 5) MIS Division, DGFASLI for uploading the ADMISSION NOTICE in the DGFASLI Website
- 6) NOTICE BOARD at RLI, Kolkata

REGIONAL LABOUR INSTITUTE, KOLKATA

ADVANCED DIPLOMA IN INDUSTRIAL SAFETY (ADIS) ADMISSION FORM 2022-23

- 1) NAME IN ENGLISH (CAPITAL LETTER) :
- 2) NAME IN HINDI :
- 3) FATHER'S NAME IN ENGLISH (CAPITAL LETTER) :
- 4) FATHER'S NAME IN HINDI :
- 5) MOTHER'S NAME IN ENGLISH (CAPITAL LETTER) :
- 6) MOTHER'S NAME IN HINDI :
- 7) DATE OF BIRTH :
- 8) EMAIL ID (CAPITAL LETTER) :
- 9) BLOOD GROUP :
- 10) SPONSORED FACTORY ADDRESS WITH EMAIL & PHONE (CAPITAL LETTER) :
- 11) CORRESPONDENCE ADDRESS (CAPITAL LETTER) :
- 12) PERMANENT ADDRESS (CAPITAL LETTER) :
- 13) MOBILE NO (PERSONAL & EMERGENCY NO) :
- 14) AADHAR NO. :
- 14) CURRENT PLACE OF POSTING :
- 15) DESIGNATION :
- 16) CATEGORY :
- 17) INSTITUTE FEE (Copy attached) :
- 18) CAUTION MONEY :
- 17) MANDATE FORM (Separate copy with verify by Bank) :



BharatKosh Receipt No.
Date : Amount

Demand Draft No. Date:
Amount:

I Shri/Smt./Miss. son of / daughter
of do hereby accept all the terms and conditions mentioned in ADIS Admission Notice dated 15/07/202 and also abide by the all rules and regulations of the DGFASLI/RLI, Kolkata and West Bengal State Council of Technical Education.

.....
Signature of the Officer

.....
SIGNATURE OF THE CANDIDATE WITH DATE

MANDATE FORM

ELECTRONIC CLEARING SERVICE (CREDIT CLEARING)/REAL TIME GROSS SETTLEMENT (RTGS) FACILITY FOR RECEIVING PAYMENTS

A. DETAILS OF BANK ACCOUNT HOLDER:-

NAME OF THE ACCOUNT HOLDER	
COMPLETE CONTACT ADDRESS	
TELEPHONE NUMBER/FAX/MAIL	

B. BANK ACCOUNT DETAILS

BANK NAME	
BRANCH NAME WITH COMPLETE ADDRESS, TELEPHONE NUMBER AND EMAIL	
WHETHER THE BANK IS COMPUTERISED?	
WHETHER THE BANK IS RTGS ENABLED?	
IF YES, THEN WHAT IS THE BRANCH'S IFSC CODE	
IS THE BRANCH IS ALSO NEFT ENABLED?	
TYPE OF BANK ACCOUNT (SB/CURRENT/CASH CREDIT)	
COMPLETE BANK ACCOUNT NUMBER (LATEST)	
MICR CODE OF BANK	

DATE OF EFFECT:-

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect I would not hold the user Institution responsible. I have read the option invitation letter and agree to discharge responsibility expected of me as a participant under the scheme.

()

Date:

Signature of Customer

Certified that the particulars furnished above are correct as per our records.

(Bank's Stamp)

()

Date

Signature of Bank Manager

Please attach a photocopy of cheque along with the verification obtained from the bank.

In case your Bank is presently not "RTGS Enabled", then upon its up gradation to "RTGS Enabled" branch, please submit the information again in the above proforma to the Department at earliest.