



GOVERNMENT OF INDIA  
MINISTRY OF LABOUR & EMPLOYMENT  
CENTRAL LABOUR INSTITUTE, MUMBAI  
(ST&P DIVISION)

**Specialized Training Programme on  
“Role of Effective Employee  
Participation in improving  
Occupational Safety and Health at  
Hazardous work place”  
From 22<sup>nd</sup> to 24<sup>th</sup> November 2023**

**INTRODUCTION**

The Factories Act, 1948 as amended in 1987 lays emphasis on self - regulating control by the management in providing measures for ensuring health and safety of workers/employees at work, the section 41(G) of the Factories Act advocates for promotion of participation of workers and management in maintaining safety and health at work place through constitution of Safety Committee. Studies on workers’ participation in India have revealed that the goal of industrial democracy depends on the extent to which, are Safety Committee members co-operative, committed and have mutual trust. It calls for members to possess sound knowledge and skills for the effective functioning of the Committee. Along with that, members are required to develop competency to identify and solve the problems related to Safety, Health and Environment. The training programme is based on the objective that effective participation must be evolved at the shop or plant level where the members feel the need, and are able and willing to participate.

**OBJECTIVE**

The programme is designed to equip participants with the knowledge and skills in approaching problems related to safety and health in a participative way.

**COURSE HIGHLIGHT**

- An overview of participative concept and practices.
- An introduction to Safety and Occupational Health at workplace.
- National Policy on Safety, Health and Environment at Workplace
- Legal frame work - for ensuring Safety, Health and Environment.
- Structure and functions of Safety Committee.
- Group problem solving and conflict resolution.
- Effective communication and inter-personal relations at workplace.
- Formulation of Agenda, Decision-making process, presentation of action plan and effective implementation of decisions taken by the committees.

**METHOD**

Lecture, Group discussion, Case study, Role-play, Demonstration and Exercises and Audio-visuals, etc

**FACULTY**

Experts from CLI, Mumbai and Guest Speakers from Industries

**PARTICIPATION**

Safety Committee Members, Safety Officers, Factory Medicals Officers and Representatives of the Production, Maintenance, Marketing, purchase, Human resource and personnel departments and workers representatives of all areas at workplace.

**DATE AND TIMINGS:**

**Three days – 22<sup>nd</sup> – 24<sup>th</sup> November, 2023  
from 1000 to 1700 hrs.**

**VENUE**

Conference Room of Central Labour Institute, Main Building, Sion, Mumbai - 400 022

**ADMINISTRATIVE DETAILS**

1. **INSTITUTE fees:** Rs.5000/- (Rupees five thousand only) per participant is payable through Bharatkosh portal only after getting confirmation from the Training Coordinator.

**2. NOMINATION & REGISTRATION**

Willing participants can express their interest by sending email to the programme coordinator mentioning Name & Designation (English & Hindi), Organization name & Address (English & Hindi), Age, Gender, Highest Educational Qualification. Provisional confirmation will be sent to the selected participants by the programme coordinator only. Thereafter, participants will have to deposit the institution fee @ Rs 5000/- (Rs. Five Thousand only) per participant through Bharatkosh portal (<https://bharatkosh.gov.in>) and email the duly filled registration form along with Receipt of Bharatkosh Payment.

**Payment procedures:**

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: “Role of EEP in improving OSH”**

**ACCOMMODATION:**

Limited accommodation on sharing basis subject to availability may be given in the Institute hostel for outstation nominees only.

**PROGRAMME COORDINATOR:**

**Dr. R. N. Meena, Director (ST&P)**

Central Labour Institute, Mumbai

Phone No.: 022-24060619 (M): 9653364633

Email: [rnm@dgfasli.nic.in](mailto:rnm@dgfasli.nic.in)

# **NOMINATION-CUM-REGISTRATION FORM**

**Specialized Training Programme on “Role of Effective Employee Participation in  
improving Occupational Safety and Health at Hazardous work place”**

**From 22<sup>nd</sup> to 24<sup>th</sup> November 2023**

**AT**

**CENTRAL LABOUR INSTITUTE, SION, MUMBAI – 400 022**

## **PARTICIPANT’S DETAILS**

Name (Block Letters) :

Designation :

Address for Communication :

Age :

Qualification :

Total Experience :

Mobile No. :

## **DETAILS OF SPONSORING ORGANIZATION**

Name & Address :

Telephone No. / Mobile No. :

E-mail :

Fax No. :

**Accommodation** : Required / Not Required

**PAYMENT DETAILS** (Bharatkosh receipt number):

**BELONGS TO:** - :

(GEN / SC/ ST / OBC / PH / NER\*)

\*=North Eastern Region

SIGNATURE