



# DIRECTORATE GENERAL FACTORY ADVICE SERVICE AND LABOUR INSTITUTES

Ministry of Labour and Employment, Government of India

## Three Days Training Programme on “Emergency Preparedness, Response and Planning” 03<sup>rd</sup> – 05<sup>th</sup> January, 2024 at Central Labour Institute Mumbai

### 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.

### About the Course

Emergencies and disasters can strike anytime, leading to workplace injuries and diseases. Employers and workers may be required to deal with an emergency when it is least expected and therefore, proper planning before an emergency is necessary to respond effectively.

Time matters in a crisis besides thorough planning, clear communication and effective strategies save lives and limit disruption. This course offers training in the fundamentals of the emergency planning process, including the rationale behind planning.

It is designed to develop the capability for effective participation in the all-hazard emergency operations planning process to save lives and protect property threatened by disaster. You will have the opportunity to interact with our experienced facilitators who bring professional and research expertise into their teaching. This course blends academic study with experiential learning of best practice to teach you about disaster preparedness and response.

### Objectives

- ❖ Gain knowledge on emergency planning and management.
- ❖ Develop their skills that are needed to manage the response to various emergencies
- ❖ Develop an early warning system and risk management plan tailored to the needs of their organization;
- ❖ Examine the kinds of tools that are available or could be developed to integrate information into forms most useful for them to make decisions at various levels; and

- ❖ Set-up appropriate contingency plan against various hazards

### Programme Highlights

- ❖ National Policy on Safety, Health & Environment at Workplace
- ❖ Emergency and Disaster planning
- ❖ End-to-End EWS Framework and its Elements
- ❖ Risk assessment
- ❖ Hazard Identification Process
- ❖ Risk Communication Process and Tool
- ❖ Organizational Preparedness and Response Preparation
- ❖ Integrated emergency management practice and issues.

### Registration

Interested candidates can register by sending email to the course coordinator. After receiving provisional confirmation of the programme by coordinator only, nominee will deposit institution fee @ Rs 5000/- (Rs Five Thousand only) per participant through Demand Draft in favour of “CENTRAL LABOUR INSTITUTE” payable at Mumbai (or) through **Bharatkosh portal** using following steps. Fees once submitted will not be refunded/ adjusted.

- ❖ Login to Bharatkosh Portal (<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 : 230264 (DGFASLI HQs, Mumbai)
- ❖ Remarks: “**Emergency Preparedness, Response and Planning**”

### Training Coordinator

S. N. Borkar –Deputy Director (ST/P)  
Industrial Safety Division, Central Labour Institute,  
DGFASLI, Mumbai  
Ph. No. 9323433691  
Email: [safety@dglasli.nic.in](mailto:safety@dglasli.nic.in),  
[snb@dglasli.nic.in](mailto:snb@dglasli.nic.in)

**Certificate will be issued for all those who register and attend the training programme**



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## REGISTRATION FORM

Name of Participant \_\_\_\_\_

Designation \_\_\_\_\_

Category \_\_\_\_\_

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

E mail Address \_\_\_\_\_

Experience in Years \_\_\_\_\_

Company Name & Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Fee Details ( As per \_\_\_\_\_

Bharatkosh receipt)

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

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

(Signature of Participant)