

APPLICATION FORM FOR “ EMPANELMENT OF TRAINER AND TRAINING CENTRE FOR CONDUCTING TRAINING PROGRAMME(S) FOR DOCK WORKERS UNDER REGULATION 111 OF THE DOCK WORKERS (SAFETY, HEALTH AND WELFARE) REGULATIONS, 1990.

PERSONAL DATA

1. NAME IN FULL :
(MR/MRS/MS) :
2. FATHER’S / HUSBAND’S :
NAME IN FULL :
3. ADDRESS IN FULL :
4. DATE OF BIRTH :
5. NAME & ADDRESS OF THE TRAINING :
CENTRE/ORGANISATION (WHERE
PRESENTLY WORKING) :
6. DESIGNATION / POST HELD :
7. EDUCATIONAL QUALIFICATION : Degree
Diploma/M.O.T.
Courses on Training
8. DETAILS OF PROFESIONAL EXPERIENCE :

Sl.No	Name of Organisation/Testing Establishment	Period of Service		Total Experience (YY/MM/DD)	Designation/ Post Held	Nature of duties performed
		From	To			

9. MEMBERSHIP, IF ANY, OF :
PROFESSIONAL BODIES

NOTE: COPIES OF SUPPORTING DOCUMENTS TO BE ATTACHED FOR THE INFORMATION FURNISHED UNDER THE SERIAL NO. 4 - 8.

B. TRAINING ESTABLISHMENT DATA

10. REGISTERED NAME OF THE TRAINING ESTABLISHMENT/ORGANISATION :
11. TELEPHONE NO. :
12. TELEX NO. :
13. FAX No. /Email ID :
14. DETAILS OF INFRASTRUCTURE/ FACILITIES FOR TRAINING ETC, AVAILABLE :
15. WHETHER THE APPLICANT HAS BEEN EMPANELED FOR TRAINING UNDER ANY OTHER STATUTES :

(TICK MARK THE APPLICABLE BOX

- (i) THE FACTORIES ACT, 1948
- (ii) THE MINES ACT, 1952,
- (iii) THE DOCK WORKERS (SAFETY, HEALTH & WELFARE) ACT, 1986
- (iv) Others (if any, please state the name)
(COPY OF THE EMPANELMENT CERTIFICATES/ORDER)

16. DETAILS OF THE PREMISES (Ownership/Registered Lease or rent agreement)
17. ANY OTHER RELEVANT INFORMATION

C. FOR RENEWAL OF EMPANELMENT

18. EMPANELMENT ORDER NO. :
AND DATE UNDER WHICH
EMPANELMENT WAS GIVEN :
19. DATE UPTO WHICH EMPANELMENT IS/
WAS VALID :
20. ANY ADDITION IN TRAINING
FACILITIES AFTER THE LAST EMPANELMENT :
AWARDED

D. DECLARATION BY THE APPLICANT

I, _____ hereby declare that the information furnished above by me is true. Further, I undertake:

- a) that, in the event of any change in the facilities either addition or deletion or my leaving the aforesaid testing establishment / organization, I will promptly inform the Director General, DGFASLI;
- b) to fulfil and abide by all the conditions stipulated in the empanelment order.

Place:

Date:

Signature of the Applicant

E. DECLARATION BY THE OWNER/HEAD OF THE TRAINING ESTABLISHMENT/ORGANISATION

We _____ certify that Shri _____, whose details are furnished above, is in our employment and I /we nominate him on behalf of the training establishment/organization, for the purpose of being empanelled as a trainer to conduct training programme(s) to Dock Workers under Regulation (111) of the Dock Workers (Safety, Health & Welfare) Regulations, 1990. I / We also undertake that I / We shall:

- a) notify the Director General, DGFASLI, in case the trainer leaves our employment ;
- b) provide and maintain in good working order all the training facilities at our disposal as mentioned above; and
- c) Notify the Director General, DGFASLI, any change in the facilities (either addition or deletion)

Further, I/we certify that the information furnished in this application is correct.

PLACE:

Signature:

Name :

DATE:

Designation:

*OFFICE SEAL

Guidelines for “Empanelment of Trainer and Training Centre for conducting Training Programme(s) for Dock Workers ” under Regulation 111 of The Dock Workers (Safety, Health and Welfare) Regulations, 1990.

Procedure for empanelment of Trainer and Training Centre for conducting Training Programme(s) for Dock Workers under Regulation 111 of the Dock Workers (Safety, Health and Welfare) Regulations, 1990.

APPLICATION PROCEDURE:

All applications are to be sent, in duplicate, in the prescribed format along with all enclosures to:

The Chief Inspector of Dock Safety
Directorate General Factory Advice Service and Labour Institutes
Ministry of Labour and Employment, Government of India
N.S.Mankikar Marg, Sion, Mumbai -400022.

- a) Applications in the prescribed format for empanelment can be downloaded from official website of the DGFASLI.
- b) Incomplete applications or applications not meeting the eligibility criteria shall be rejected.
- c) The validity of the empanelment granted shall be initially for a period of one year only.
- d) The application along with all necessary documents for renewal of empanelment should be made strictly 60 days before the expiry of validity or in case of modification / change in the existing facilities, to the Director General, Factory Advice Service & Chief Inspector of Dock Safety, Labour institutes, Mumbai-400022.
- e) In case of any addition or deletion of training facilities / trainer (s) intended for conducting training programme, the Chief Inspector of Dock Safety, Directorate General Factory Advice Service and Labour institutes, Mumbai-400022, shall be approached for obtaining necessary approval.

ELIGIBILITY CRITERIA :

Requirements for Trainer and Training Centre for conducting Training Programme(s) for Dock Workers.

1. TRAINER

Age: Not more than 70 years.

Educational Qualification

- a. A degree in Engineering/Medical/Science or Diploma (Three years) in any branch of engineering from a recognized University / Technical Board.

Experience

- a. At least 10 years of work experience in DGFASLI as Technical Official.
Or
- b. At least 20 years of work experience in Major Port, out of which minimum 5 years as Safety Officer.
Or
- c. At least 20 years of work experience out of which minimum 5 years as Competent Person for testing and examination of Lifting Appliances / Loose Gears /Wire Ropes recognized under Dock Workers (Safety, Health & Welfare) Act, 1986.

2. INFRASTRUCTURE / FACILITIES FOR TRAINING

Training Centre seeking empanelment shall have

Training Room

- Well Ventilated/ Air Conditioned Training Room equipped with adequate space for at least 25 trainees.
- Cleanliness and Hygienic conditions shall be maintained in Class rooms.
- Provision of adequate and proper lighting in class room,
- Provision of emergency escape.
- Provision of adequate fire extinguishers.

Training Aids

- Appropriate and adequate training tools and equipments, audio-visual aids and Training Manuals & Relevant Literature etc.
- Display of personal protective equipments, first aid box, loose gears, portable fire extinguishers, relevant statutory forms / notices / statements, etc. for safety awareness and training purpose.

Basic facilities

- Provision of Wholesome Drinking Water facilities.
- Provision of Clean and Hygienic toilet facilities.

3. CHECK LIST FOR ENCLOSURES

Self Certified Copies of the following documents are to be submitted along with the application.

- a. Age proof certificate of trainer along with two passport size Photographs
- b. Certificate of qualification claimed.
- c. Experience certificate(s), for each of the periods of experience mentioned in the application.
- d. Details of Training Centre.
- e. Documents in support of Training Premises.