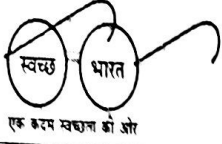


# DEENDAYAL PORT TRUST

(ISO 9001-2008 & 14001:2004 Certified)



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[www.kandlaport.gov.in](http://www.kandlaport.gov.in)

No. TF/SO/Safety Institute/ 2021/ 3889

Date: 22.11.2021

## CIRCULAR

It is brought into notice of all concerned that to create safety awareness among the all dock workers working in cargo jetty/ Oil jetty of Deendayal Port Trust and to make Deendayal Port Trust a safe place to work, it becomes essential to conduct safety training and medical examination of all the personnel who works inside the port. Also the safety training and medical examination of workers are going to be linked with port entry pass (Gate Pass) of dock workers for effective monitoring and RFID compliance.

For effective implementation of above, DPT has developed Training Centre for Safety and Productivity Re-engineering and Occupational health service centre at kandla which will run on daily basis. As per the earlier circular TF/SH/Circulars/PEP/2021/2376 dated 24/08/2021, The implementation of the new format of port entry pass will be effective from 01/12/2021 with the provision of Safety Training and Medical Examination of the Workers. The validity of the safety training and medical examination will be recorded in port entry pass of workers who will get trained and medically examined at this centres. The remaining workers will be given sufficient time period for appearing in the next schedule of safety training and medical examination based on category workers and their work profile.

The procedure for the Safety Training and Medical Examination is prepared as per below for implementation:

### A. Procedure for Safety Training:

- Safety Training Modules: Safety raining modules have been prepared for Port users and DPT employees. **Safety Training Calendar** is prepared and enclosed with circular.
- Registration for the Safety Training: The port user/DPT Department has to submit the request for the safety training of workers as per the schedule mentioned in the Safety Training Calendar at least 7 days in advance as per predefined **Safety Training Nomination Format** enclosed with circular. Nomination shall be sent on [safetytrainer.dpt@gmail.com](mailto:safetytrainer.dpt@gmail.com) email id for the participation in safety training.
- Charges for the Safety Training: The charges for the safety training will be collected as per the Circular No. TF/SO/Safety Institute/2021/3883 dated 20/11/2021 by Traffic Manager.
- Venue for Training: The training will be conducted at Training Centre for Safety and Productivity Re-engineering, 2<sup>nd</sup> Floor, Viewer's Gallery, Near North Gate, New Kandla.

## B. Procedure for Medical Examination:

- Criteria for Medical Examination: The medical examination of the dock workers shall be conducted as per the Dock Workers (safety, Health & Welfare) Regulations, 1990. The criteria for medical examination as per the category of workers, Age, validity of the medical certificate etc. is enclosed with this circular.
- Registration for medical examination: Only DPT authorized port users can nominate their personnel for the medical examination at centre. The port users shall provide recommendation letter for medical examination to concerned officer of traffic department who is authorized for giving port entry permit. Further he will validate and forward the recommendation letter for medical examination. After that port user shall submit the recommended application to occupational health service centre for medical examination at DPT hospital, Kandla. The staff/workers of DPT shall get the recommendation from concerned department. The request for the medical examination of the personnel shall be submitted 7 days in advance as per predefined **Nomination Format for Medical Examination** enclosed with circular. Nomination for the medical examination shall be sent on [ohckandla@accordhospital.com](mailto:ohckandla@accordhospital.com). You can contact Mob No: **7436000218** for any query related to medical examination.
- Charges for Medical Examination: The charges for the medical examination is Rs. 1200/- per person for all port users, as per the tender for establishing and operating Occupational Health services for dock workers in Deendayal Port Trust, Kandla. The payment shall be done directly at occupational health service centre, DPT Hospital, Kandla. Whereas for the DPT staff/workers, the payment shall be made on the bill raised by the medical examination service provider to Medical Department of DPT.
- Venue for Medical Examination of personnel:  
Occupational Health Service Centre, DPT Hospital, Kandla.  
(Time: 10:00 to 05:00 hrs) (Daily basis except Sunday and Holiday)

The circular will be effective <sup>with</sup> from immediate effect. All concerned are advised to ensure strict compliance of the same.

### Enclosed:

1. Safety training Calendar
2. Safety Training Nomination Format
3. Criteria for Medical Examination
4. Nomination Format for Medical Examination

  
**TRAFFIC MANAGER**  
**DEENDAYAL PORT TRUST**

To: For information and necessary action please.

1. All Port Users & Trade Associations
2. All HODs- To communicate within the department and contractors working under respective department for necessary action please.

### Copy To:

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|--|---|
| 1. PS to Chairman                        | : For kind information to the Chairman please.      |
| 2. PS to Dy. Chairman                    | : For kind information of the Dy. Chairman please.  |
| 3. Add. Asstt. Director (Safety), Kandla | : For kind information please.                      |
| 4. Sr.Dy. Director (EDP)                 | : For uploading the circular on website.            |
| 5. CISF Commandant, Kandla               | : For kind information and necessary action please. |