



Internal Quality Assurance Cell

Report of the Training

on

Safety Management

(Chemical, Biomedical, Fire and Electrical)


A training program on “Safety Management” for the Laboratory Assistants/ Technicians was organized by IQAC in association with iGAP team on 20th December, 2017.

1) Objective of Training Program:

The primary and short term objective of the training program was to raise the awareness about the various aspects of Safety at workplace and to motivate the participants to start developing a Safety culture. The long term objective is to prepare a team out of the participants to initiate such type of programs at the School level with the support of the University on regular basis for improving the safety standards and building a culture of self inspection at workplace.

The training was conducted in two sessions. In first session, Chemical, Biomedical and Fire safety issues were taken up. The resource person for the same was **Mr. Sanjeev Sharma**, Senior Manager -Environment, Health & Safety at Jubilant Generics Limited. The second session of the training was dedicated to Electrical Safety and the resource person for the same was **Prof. H.K.Verma**, Distinguished Professor Department of Electrical and Electronics Engineering, Sharda University.

Highlights of Session 1: This session was conducted in forenoon with a welcome address by convener **Dr. S. Nagesh**, Professor & Head, Dept Of Community medicine,


Internal Quality Assurance Cell (IQAC)
SHARDA UNIVERSITY
Plot No. 32-34, Knowledge Park - III
Greater Noida-201306

SMSR Dean, SAHS, Sharda University. After the welcome address session was conducted by the resource person. He started with General safety awareness and the causes and prevention of the Accident and workplace. It was followed by discussions on Hazard identification and Control, Chemical hazard and its exposure, Biomedical Waste Management and Fire safety. The session ended with the discussion on Emergency preparedness.

Highlights of session 2:


The session started with basic identification of various Electrical Danger Signs and the Effect of Electricity on Human Body. Safety against electric shocks, Safety against electric fire and Safety of equipment were taken up in detail. Golden Rules of Electrical Safety were elaborated with examples. Safety devices like various types of Fuses and Miniature Circuit Breaker (MCB) were discussed and demonstrated. Especially for the participants from Substations Residual-Current Circuit Breaker (RCCB), Relay plus Circuit Breaker (Relay + CB) and Moulded-Case Circuit Breaker (MCCB) were discussed.

The main and unique features of the training were:

1. The participants majorly the laboratory assistants/ technicians were from almost all schools of the university. The staff members of the three substations also participated in this training program.
2. Hazards and Safety management of various areas namely Chemical, Biomedical, Fire and Electrical were covered in the training program.
3. Feedback was taken on both the sessions of the training program. Also participants were requested for suggestions for the topics where training can be initiated for the enhancement of the work performance.

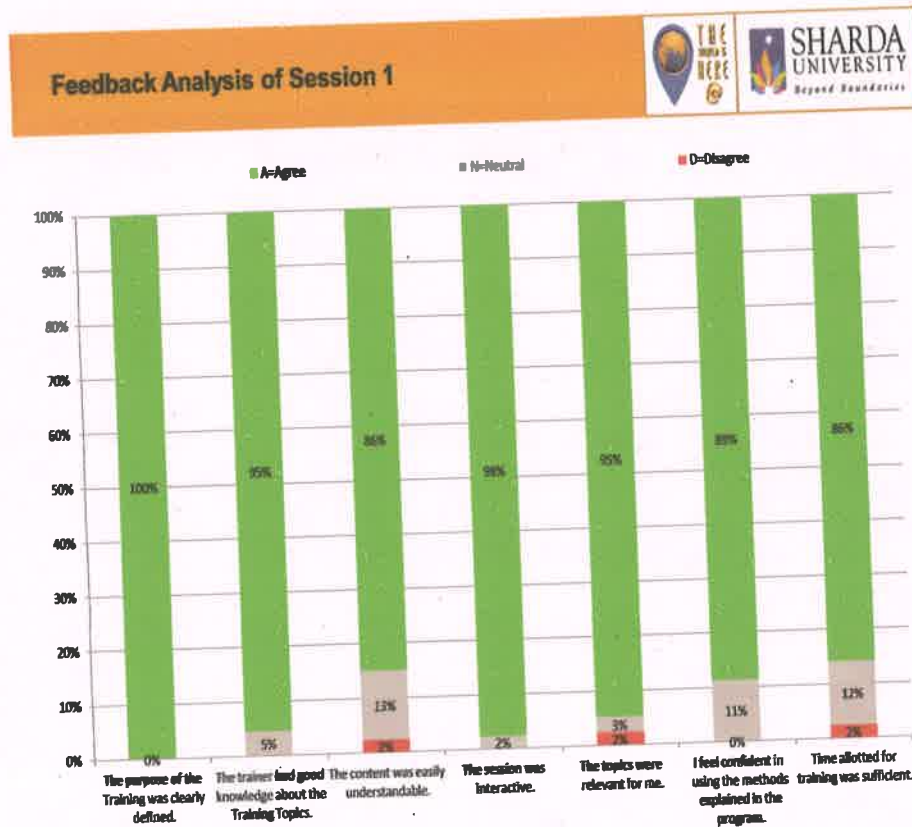
2) Total number of Participants

The number of participants who attended the training program were 47 for session 1 and 46 for session 2. The highest participants were from the School of Dental Sciences. The attendance list is attached. **(Attendance List attached)**


Internal Quality Assurance Cell (IQAC)
SHARDA UNIVERSITY
Plot No. 32-34, Knowledge Park - III
Greater Noida-201306

3) Outcomes:

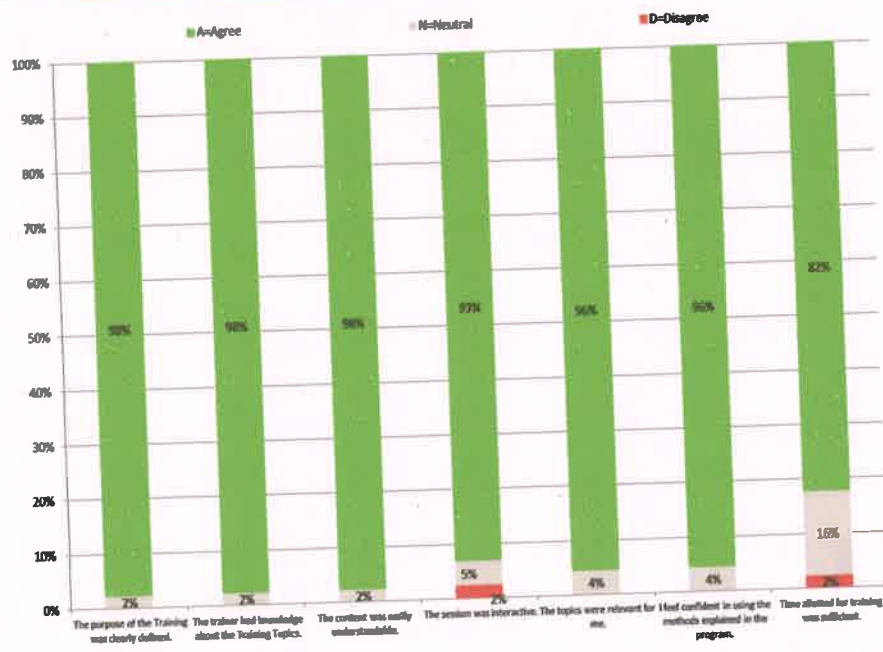
A feedback on the training program was taken on the format attached. The feedback was asked on the purpose and relevance of the training, knowledge of resource person, level of interaction of the session and overall time management of the workshop. Mostly participants were of the opinion that both *training sessions were very useful*. The summary of session wise feedback is given below.



SM

Internal Quality Assurance Cell (IQAC)
 SHARDA UNIVERSITY
 Plot No. 32-34, Knowledge Park - III
 Greater Noida-201306

Feedback Analysis of Session 2

Also suggestions were asked from the participants so that in future such type of sessions may be conducted in small or big groups wherever the need may be. A detailed analysis of the feedback is attached. The main suggestions from the participants of training program are


- a. *Mock drill for fire safety required.*
- b. *Safety Day on 4th March needs to be celebrated in the University.*
- c. *The training session should be conducted regularly.*
- d. *Videos need to be added in the training session.*

Visuals of the workshops: Few of the visuals of the training are given below. Rest are attached.

[Signature]

**Internal Quality Assurance Cell (IQAC)
SHARDA UNIVERSITY
Plot No. 32-34, Knowledge Park - III
Greater Noida-201306**




Internal Quality Assurance Cell (IQAC)
SHARDA UNIVERSITY
Plot No. 32-34, Knowledge Park - III
Greater Noida-201306



Feed back Report of Training **on**

**Safety
Management
Training**

Criteria for Evaluation

Agree

Neutral

Disagree

Grading



S.No.	Content and structure of the workshop	Agree	Neutral	Disagree
Session 1st				
1	The purpose of the Training was clearly defined.	100%	0%	0%
2	The trainer had good knowledge about the Training Topics.	95%	5%	0%
3	The content was easily understandable.	86%	12%	2%
4	The session was interactive.	98%	2%	0%
5	The topics were relevant for me.	95%	3%	2%
6	I feel confident in using the methods explained in the program.	89%	11%	0%
7	Time allotted for training was sufficient.	86%	12%	2%
Session 2nd				
8	The purpose of the Training was clearly defined.	98%	2%	0%
9	The trainer had knowledge about the Training Topics.	98%	2%	0%
10	The content was easily understandable.	98%	2%	0%
11	The session was interactive.	93%	5%	2%
12	The topics were relevant for me.	96%	4%	0%
13	I feel confident in using the methods explained in the program.	96%	4%	0%
14	Time allotted for training was sufficient.	82%	16%	2%
15	The training room and facilities were adequate and comfortable.	100%	0%	0%

Internal Quality Assurance Cell (IQAC)
 SHARDA UNIVERSITY
 Plot No. 27, Knowledge Park - III
 Greater Noida-201306

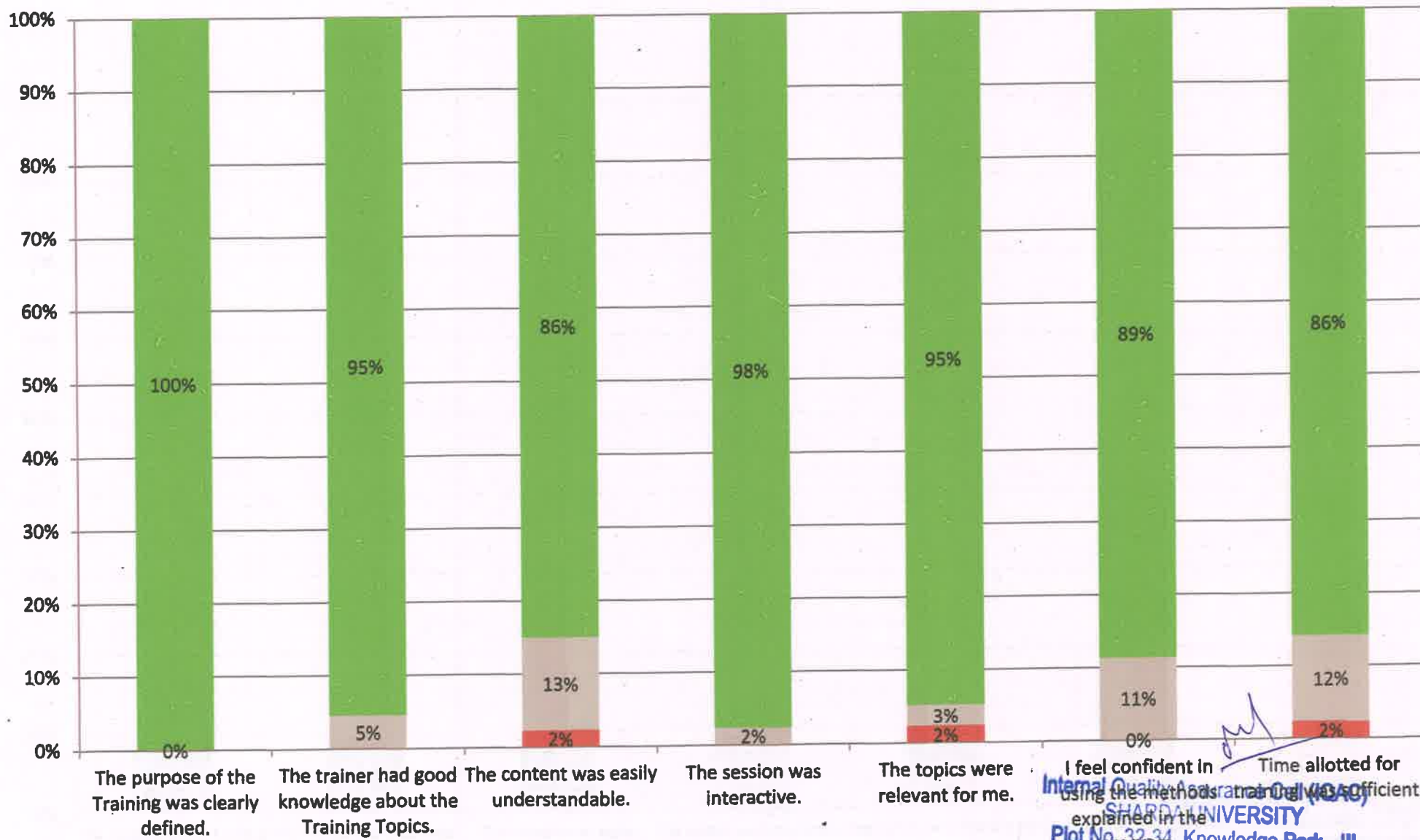
Feedback Analysis of Session 1



■ A=Agree

■ N=Neutral

■ D=Disagree



Internal Quality Assurance Cell (IQAC)
 SHARDA UNIVERSITY
 Plot No. 32-34, Knowledge Park - III
 Greater Noida-201306



Please suggest training topics that can further enhance your work performance:

- *Mock drill for fire safety required.*
- *Safety Day on 4th March needs to be celebrated in the University.*
- *Both training sessions were useful.*
- *The training session should be conducted regularly.*
- *Video needs to be added in the training session.*

Internal Quality Assurance Cell (IQAC)
SHARDA UNIVERSITY
Plot No. 32-34, Knowledge Park - III
Greater Noida-201306



**SHARDA
UNIVERSITY**
Beyond Boundaries

Thank You

Internal Quality Assurance Cell (IQAC)
SHARDA UNIVERSITY
Plot No. 32-34, Knowledge Park - III
Greater Noida-201306