



THE ASSAM GAZETTE

অসাধাৰণ

EXTRAORDINARY

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GOVERNMENT OF ASSAM

ORDERS BY THE GOVERNOR

LABOUR WELFARE DEPARTMENT ::: DISPUR ::: GUWAHATI-6

NOTIFICATION

The 28th March, 2022

No.GLR(RC)74/2020/12.- The following draft of the Assam Occupational Safety, Health and Working Conditions Assam Rules, 2022, which the Governor of Assam proposes to make in exercise of the powers conferred under sections 133 and 135 of the Occupational Safety, Health and Working Conditions Code, 2020 (37 of 2020) is hereby published as required under section 137 of the said Code, for information of all persons likely to be affected thereby and notice is hereby given that the said draft rules shall be taken into consideration after the expiry of a period of 45 days from the date of publication of this notification in the Official Gazette.

Any objections or suggestions, which may be received from any individual or organizations with respect to the said draft rules before the expiry of the period specified above shall be considered by the Governor of Assam.

Objections or suggestions, if any, may be sent to the Commissioner to the Government of Assam, Labour Welfare Department, Janata Bhawan, Dispur, Guwahati-06 and email to labour.assam@gmail.com.

DRAFT RULES**CHAPTER I****Preliminary**

Short title,
extent and
commencement

1. (1) These rules may be called the Assam Occupational Safety, Health and Working Conditions Assam Rules, 2022.
- (2) They shall extend to whole of the State of Assam.
- (3) They shall come into force on the date of their publication in the Official Gazette.

Definitions

2. In these rules, unless the context otherwise requires,-
 - (a) "Authority" means an Authority designated by Government of Assam under sub-section (1) of section 119 of the Code;
 - (b) "Appellate Authority" means the authority designated/notified by the Government of Assam under sub-section (6) of section 119 of the Code;
 - (c) "Appellate Officer" means the Officer as notified by the Government of Assam under sub-section (1) of section 4 of the Code;
 - (d) "Board" means the Assam Occupational, Safety and Health Advisory Board constituted under section 17 of the Code;
 - (e) "Code" means the Occupational Safety, Health and Working Conditions Code, 2020 (No. 37 of 2020);
 - (f) "Compounding Officer" means an officer notified by the Government of Assam under section 114 of the Code;
 - (g) "Electronically" means-
 - (i) legible colored scanned document or Form of original one or digitally signed soft copy to the official email address of concerned office or to the State Government web portal as the case may be, if it is to be sent, or submitted or necessary details are filled and requisite documents are uploaded in State Government web portal, as required in it; or
 - (ii) efficient and authentic pay roll software so that the requisite information can be seen in a systematic manner in case of maintaining attendance register, muster roll, leave register, overtime register or wage register ; or
 - (iii) Downloading from the official web portal of State Government by the applicant or by the government official for registration or licensing by a registering officer ; or

- (iv) Any other method or means which State Government may specify in general or special order if it becomes expedient;
- (h) "Enquiry Officer" means Officer appointed by the Government of Assam for holding enquiry under section 111 of the Code;
- (i) "Form" means a form annexed to these rules;
- (j) "Income from the sources" under Explanation to clause (x) of sub-section (1) of section 2 means a member of the family having such monthly income from all sources or any other income as may be notified from time to time by the State Government and shall not be included as dependent for the purpose of these rules;
- (k) "maintained" means maintained in an efficient state, in efficient working order and in good repair;
- (l) "Manager" means the person responsible to the occupier for the working of the factory for the purposes of the Code;
- (m) "Medical Officer" means a Medical practitioner appointed as per sub-section (1) of section 42 of the Code by the State Government;
- (n) "Quarter" means a period of three consecutive months beginning on the 1st of January, the 1st of April, the 1st of July or the 1st of October;
- (o) "Registering Officer" means the registering officer appointed by the State Government for the purpose of these rule;
- (p) "Schedule" means a Schedule appended to these rules;
- (q) "section" means the section of the Code;
- (r) "Social Security Fund" means Assam Social Security Fund established under Social Security Code, 2020;
- (s) "State Government" means Government of Assam;
- (t) "Substance or quantity of substance" under clause (zb) of sub-section (1) of section 2 of the Code means such hazardous or any chemicals which are described under **Schedule 1**, **Schedule 2** and **Schedule 3** of the Manufacture, Storage and Import of Hazardous Chemicals Rules, 1989 or any other such substances which the State Government or Central Government may notify from time to time;
- (u) The words and expressions used in these rules and not defined herein but defined in the Code shall have the same meaning respectively as assigned to them in the Code.

CHAPTER II
Registration

Manner and form of filing an application for registration fee and late fee under sub-section (1) and (2) of section 3

3. (1) The employer seeking registration for an establishment under section 3 of the Code shall apply electronically in **Form-I** on the official portal of Labour Department, State Government within sixty days from the date of commencement of these rules. After the expiry of the said period, a late fee of 25% in excess to the fees ordinarily payable for registration shall be payable. The Form shall be signed digitally or in any other manner as may be required on the portal. The applicant shall be responsible for veracity of all information submitted in the application.
- (2) The Permanent Account Number (PAN) of the applicant or the establishment allotted under Income Tax Act, 1961 or any other unique number allotted to the establishment under any other Act for the time being in force or any other particulars furnished in the Form, may be verified online.
- (3) The following fees for registration of the establishment shall be deposited in the Head of Account 0230-Labour and Employment along with the Application in **Form-I** electronically on the Official portal of Labour Department, the State Government for registration of establishments.
- (i) Fees for Registration of Contractor, Inter State Migrant, Motor Transport, Beedi Cigar, Building and Other Construction Workers and Factories employing 10 to 19 workers shall be provided herein:-

Factories employing 10 to 19 workers

(a)	No registration fee shall be charged for the establishments already registered under Central Labour Laws for updation of information	Nil
(b)	Establishments employing 10 to 19 workers	Rs. 500.00
(c)	Establishments employing 20 to 49 workers	Rs. 1500.00
(d)	Establishments employing 50 to 99 workers	Rs. 3000.00
(e)	Establishments Employing 100 to 199 workers	Rs. 4000.00
(f)	Establishments Employing 200 to 499 workers	Rs. 5000.00
(g)	Establishments Employing 400 and above workers	Rs. 10000.00

(ii) **Fees for Plantation workers shall be :-**

a)	Plantation upto 120 Hectares	Rs 10,000.00
b)	Plantation within 121 to 200 Hectares	Rs. 15,000.00
c)	Plantation within 201 Hectares and above	Rs. 20,000.00

- (4) For registration of factories as defined under section 2(w) of the Code the applicant shall pay fees as prescribed under **Schedule I, II and III** of these rules :

Provided that Plantations and Motor Transport Undertakings registering under rule 3 shall be renewable every ten years. The manner of application and fees of renewal shall be as prescribed by the government from time to time under rule 3 of the Code.

- (5) The certificate of registration shall be non-transferable and a copy of the certificate of registration shall be displayed in the premises of the establishment at the conspicuous place in hard copy or electronically.
- (6) The Registering Officer appointed under the Code may direct (electronically) the employer who fails to comply with the requirements as specified in sub-rule (1) above, to do so within the time stated therein and such employer shall, thereupon comply with the instruction issued by the officer in this behalf.
- (7) The employer in respect of an establishment already registered under any other State labour law for the time being in force shall, update the registration particulars on the Government of Assam Portal, within six months from the date on which the Code comes into force.
- (8) Any registration obtained by providing wrong information shall be liable to be cancelled provided that establishment has been given an opportunity to show cause, electronically or by registered post, as to why the certificate of registration should not be cancelled.
- (9) The employer shall quote the Registration Number on all documents prepared or completed by him in connection with the Code or the Rules or the Regulations or the Scheme, as the case may be, and in all correspondence with the office concerned.

Form and manner of sending notice of commencement or cessation of operation under sub-section (1) of section 5

4. (1) The employer of every establishment shall, submit notice within thirty days of the commencement or cessation of operation, of any industry, trade or business to the Registering Officer in **Form-II**, electronically or otherwise.
- (2) The notice of cessation of operation shall be enclosed with a certificate that the payment of all dues to the workers employed in the establishment have been made and the premises are kept free from storage of hazardous chemicals and substances.

Chapter-III

Duties of Employer and Employee

Annual Health Examination of employees or establishments under clause (c) of sub-section (1) of section 6

5. Every employer of factory, plantation, employer engaging contractual workers, motor transport workers, interstate migrant workers and building or other construction workers shall arrange to conduct free of cost medical examination annually i.e. within 120 days from the commencement of every calendar year for every worker who has completed 45 years of age. However in case of hazardous establishment workers who have completed 40 years of age will be eligible. The medical examination shall be conducted by a qualified medical practitioner as per proforma annexed in the **Form-III**. The Medical Certificate shall be submitted by the qualified medical practitioner to the concerned employer and employee.

- Form of letter of appointment to employee under clause (f) of sub-section (1) of section 6
6. (1) No employee shall be employed in any establishment unless he has been issued a letter of appointment in the prescribed format as provided in **Form-IV**:
 Provided that, an employee who has not been issued an appointment letter containing the required particulars, shall be issued an appointment letter within three months from the commencement of these rule.
- (2) The employer shall also ensure the systematic allotment of a distinct Labour Identification Number (LIN) for every employee and shall issue an identity card bearing such employee code and other necessary particulars within one month of his appointment:
 Provided that such letter and Identity cards may be issued to all the employees within three months of coming into force of this rule.
- (3) If the Identity card of an employee is damaged or lost, the employer shall issue a new Identity card to the employee within a month. He/she may charge Rupees 10 (Ten) from the employee for issuing new one but upto rupees 50 (Fifty) for any subsequent issuance within a calendar year subject to provisions of section 22 of Code on Wages, 2019.
- Manner and time of notice to Authority and nature of dangerous occurrences under sub-section (1) of section 10 and section 11
7. (1) Where at any place in an establishment which is factory, plantation, employer engaging contractual workers, motor transport workers, inter-state migrant workers and building or other construction, an accident occurs which results in the death of any person, the employer or occupier or manager of the establishment shall forthwith send a notice thereof in **Form-V** electronically and inform by telephone to the Inspector-cum- Facilitator and Chief Inspector-cum Facilitator and District Magistrate or Sub-divisional Officer, the officer-in-charge of the nearest police station; and the family members /kin of the injured or deceased person.
- (2) Where at any place in an establishment which is factory, plantation, employer engaging contractual workers, motor transport workers, inter-state migrant workers and building or other construction, an accident occurs which results in bodily injury by reason of which the person injured is prevented from working for a period of forty eight hours or more immediately following the accident, the employer or occupier or manager of the establishment shall forthwith send a notice in **Form-V** within twelve hours after the completion of forty eight hours, electronically to the Inspector-cum-Facilitator.
- (3) Wherein an establishment there is any dangerous occurrence as specified in the **SCHEDULE-IV** annexed hereto, whether causing any bodily injury or disability or not, a notice in **Form-V** shall within 12(Twelve) hours be sent to,-
- (a) The Chief Inspector-cum-Facilitator;
 - (b) District Magistrate or Sub-divisional Officer;
 - (c) The Assistant Labour Commissioner having jurisdiction;
 - (d) The Inspector-cum-Facilitator having jurisdiction;
 - (e) The Officer-in-charge of the nearest police station;

Provided that if in the case of an accident or dangerous occurrence, death occurs to any person injured by such accident or dangerous occurrence after the notices and reports referred to in the foregoing sub-rules have been sent, the employer or occupier or manager of the establishment shall forthwith send a notice thereof by telephone and electronically to the authorities and persons mentioned in sub-rules (1) and (2) and also have this information confirmed in writing within 12 hours of the death or dangerous occurrence as the case may be:

Provided further that, if the period of disability from working for 48 hours or more referred to in sub-rule (2) does not occur immediately following the accident, or the dangerous occurrence, but later, or occurs in more than one spell, the report referred to shall be sent to the Inspector-cum-Facilitator in **FORM-V** within 24 Hours following the hours when the actual total period of disability resulting from the accident or the dangerous occurrence becomes 48 hours.

Notice of certain diseases under sub-section (1) and form and manner of report and time under sub-section (2) of section 12

8. (1) A notice in **FORM-VI** shall be sent forthwith electronically, to the Inspector-Cum Facilitator or Chief Inspector-cum-Facilitator, by the employer or occupier or manager of an establishment in which there occurs any disease as notified under Third Schedule of the Code.
- (2) If any qualified medical practitioner attends a person who is or has been employed in an establishment and who is or is believed by the qualified medical practitioner that he/she is suffering from any disease specified in the **Schedule III** of the Code, the qualified medical practitioner shall without delay send a report in writing to the office of the Chief Inspector-cum- Facilitator stating,-
- (a) the name and full postal address of the patient,
 - (b) the disease from which he believes the patient is suffering, and
 - (c) the name and address of the establishment in which the patient is or was last employed.

Manner of making report by employee and other duties under clause (d) and (g) of section 13

9. (1) If an employee comes to know of any unsafe or unhealthy condition in the establishment, he/she shall report to the employer or health and safety representative or safety officer or agent or manager, as soon as practicable, electronically or in writing or telephonically.
- (2) Every employee shall in general, wear or keep with him the identity card provided by the employer during his working hours in the establishment. The employee shall report to the manager, in writing if his identity card is lost or damaged. No employee shall misuse the card.

Manner of sending report of action taken under sub-section (3) of section 14

10. On receipt of information from the employee relating to the existence of an imminent danger to their safety and health, the employer shall take immediate remedial action in this regard. The employer, whether satisfied or not, shall send a report forthwith of such actions taken, to the Inspector-cum-Facilitator electronically or by registered/speed post or telephonically.

CHAPTER IV

Occupational Safety and Health

Constitution, procedure and other matters relating to State Advisory Board under sub-section (2) of section 17

11. (1) Under section 17 of the Code the Assam Occupational, Safety and Health Advisory Board shall be constituted to advise the State Government on such matters as may be referred to it by the Government. The Board shall consist of the following members, namely:-

(a)	Hon'ble Minister, Labour Welfare, Assam	Chairperson
(b)	Senior most Secretary, Labour Welfare Department	Member-Secretary
(c)	Chairman, Assam Pollution Control Board	Member (ex-officio)
(d)	Secretary, Health and family Welfare Department	Member (ex-officio)
(e)	Secretary, Industries Department.	Member (ex-officio)
(f)	Director of fire services, Assam Government	Member (ex-officio)
(g)	Representative of Assam State Disaster Management Authority	Member (ex-officio)
(h)	Labour Commissioner, Assam	Member (ex-officio)
(i)	Chief Inspector cum Facilitator for Factories	Member (ex-officio)
(j)	Administrative Medical Officer, ESI	Member (ex-officio)
(k)	Representative of The Assam Building and Other Constructions Workers Welfare Board.	Member
(l)	Chief Inspector-cum- Facilitator for other establishments not mentioned above for which the State Government is the appropriate Government.	Member
(m)	Two Representatives of Employers to be nominated by the State Government (Tea Industry, Bricks, Stone crushing and such other Industries)	Members
(n)	Two Representatives of Employees to be nominated by the State Government	Members
(o)	One representative from reputed research institutions or similar other discipline to be nominated by the State Government	Member

(2) **Term of Office.-**

- (i) Non-Official members of the Board shall hold office for the period of three year from the date of their nomination:

Provided that the State Government may at any time before the expiry of period of term remove any non- official member from his office.

- (ii) A non-official member may, at any time by a letter addressed to the State Government, resign from his office and his seat shall be deemed vacant from the date of acceptance of his resignation.

- (iii) If any member of the Board, not being an ex-officio member, fails to attend three consecutive meetings of the Board, without obtaining the leave sanctioned by the Chairperson of such Board for such absence, he/she shall cease to be a member of Board:

Provided that the State Government may, if satisfied that such member was prevented on sufficient ground causes from attending three consecutive meetings, direct that such cessation shall not take place and on such direction being made, such member shall continue to be a member of the Board.

- (iii) The State Government may remove any member of the Board, if in its opinion such member has ceased to represent the interest which he purports to represent on such Board:

Provided that no such member shall be removed unless a reasonable opportunity is given to him of making a representation against the proposed action under this rule.

(3) **Disqualification for membership.**—A person shall be disqualified for being a member of the Board—

- (a) if he is of unsound mind and stands so declared by the competent authority;
- (b) if he is an undischarged insolvent ; or
- (c) if he has been convicted for an offence, having a penalty of imprisonment of three months or more.

(4) **Disposal of the Business.-**

- (1) The Board shall meet at least once in one year or as often as necessary to discharge the function as specified in sub-section (1) of section 17 of the Code at the time and place fixed by the Chairperson.

- (2) The meeting of the Board shall be called by the Member Secretary with the prior approval of Chairperson.

- (3) The Chairperson shall preside over every meeting of the Board in which he is present and in his absence the meeting shall be

presided by the Deputy Chairman.

- (4) Ordinarily seven days notice shall be given to the members of proposed meeting :
 Provided that in case of any matter of urgent importance, a notice of lesser period shall be deemed sufficient.
- (5) No business shall be transacted at any meeting unless at least two third members are present :
 Provided that if at any meeting less than two third members are present, the Chairperson may adjourn the meeting to another date informing members present and giving notice to other members that he proposes to dispose of the business at the adjourned meeting whether there is prescribed quorum or not, and thereupon it shall be lawful to dispose the business at the adjourned meeting irrespective of number of members attending the meeting.
- (6) The travelling allowance of an official member shall be governed by the rules applicable to him for journey performed by him on official duties and shall be paid by the authority paying his salary.
- (7) The non-official members of the Board shall be paid travelling allowance for attending the meeting of the Board at such places as per the instructions issued by Finance Department of the State Government from time to time. The amount so paid to the non-official members shall be debited from the official account of the Member-Secretary of the Board.
- (8) Every decision taken at the meeting of the Board shall be recorded in a Minutes Book, which shall be kept for permanent record.

(5) Function of State Board. –

- (1) The Board shall be responsible for securing the health, safety, welfare of employees in factories and establishments.
- (2) Without prejudice to the generality of the powers conferred in the foregoing clause the Board shall be responsible for –
 - (a) minimizing accidents, gas leakage, fire, etc in the factories. For this purpose the Board may prescribe the procedure and frequency of inspection, mock drills and enquiry of all serious accidents.
 - (b) the Board shall review all such accidents in any establishments where five or more persons have died.

- (c) preparation and submission of the annual report to the State Government on the activities of the Board;
- (d) proper maintenance of accounts;
- (e) collection of contributions to the fund and other charges;
- (f) appoint Committees for disposal of the business of the Board or for advice in various matters pertaining to the objects of the Board;
- (g) hear and deal with the complaints;
- (h) secure the fulfillment of any contract and agreement entered into;
- (i) authorize any person to enter into negotiations and execute contract and to rescind and vary all such contracts;
- (j) open account with the Bank and authorize officers of the Board to operate on them as well as draw, accept, endorse and execute cheques, bills of exchange etc. on behalf of the Board;
- (k) lay down rules for affixation and safe custody of common seal of the Board;
- (l) invest the fund money and deposits within Nationalized Banks, Government securities or in institutions wholly owned by the Government;
- (m) delegate from time to time all or any of its powers to the Secretary or any other officer of the Board as may be necessary for the efficient administration of the affairs of the Board.

Constitution of Technical Committee and Site Appraisal Committee under sub-section (3) of section 17

12. (1) The State Government may constitute as many technical committees on the recommendation of State Advisory Board to assist the State Government or State Advisory Board in discharge of their functions. The technical committee shall include not less than two officers from Directorate of Factories. The term, function, procedures and allowances of these Committees shall be as determined by the State Government.
- For the purpose of Factories, the State Government shall constitute a State Site Appraisal Committee for the purposes of advising and to consider applications for grant of permission for the initial location of an establishment which is a factory involving a hazardous process or for the expansion of such establishments (factory) consisting of the following members and may reconstitute the Committee as and when necessary:-

- (a) the Chief Inspector cum Facilitator for Factories of the State who shall be its Chairman;
- (b) a representative of the Central Board for the Prevention and Control of Water Pollution appointed by the Central Government under section 3 of the Water (Prevention and Control of Pollution) Act, 1974 (6 of 1974);
- (c) a representative of the Central Board for the Prevention and Control of Air Pollution referred to in section 3 of the Air (Prevention and Control of Pollution) Act, 1981 (14 of 1981);
- (d) a representative of the State Board appointed under section 4 of the Water (Prevention and Control of Pollution) Act, 1974 (6 of 1974);
- (e) a representative of the State Board for the Prevention and Control of Air Pollution referred to in section 5 of the Air (Prevention and Control of Pollution) Act, 1981 (14 of 1981);
- (f) a representative of the Department of Environment in the State;
- (g) a representative of the Meteorological Department of the Government of India;
- (h) an expert in the field of occupational health; and
- (i) a representative of the Town Planning Department of the State Government, and not more than five other members may be co-opted by the State Government who shall be—
 - (i) a scientist having specialized knowledge of the hazardous process which will be involved in the factory,
 - (ii) a representative of the local authority within whose jurisdiction the factory is to be established, and
 - (iii) not more than three other persons as deemed fit by the State Government as members of the Committee such as—
 - (a) a representative of the Fire Service Organisation of the State Government;
 - (b) a representative of the State Department of Industries;
 - (c) a representative of the Directorate General Factory Advice Service and Labour Institutes, Mumbai.

- (2) The State Government may appoint a senior official of the Factories Inspectorate, preferably with qualification in Chemical Engineering to be the Secretary of the Committee;
- (3) No member; unless required to do so by a Court of Law, shall disclose otherwise than in, connection with the purposes of the Act, at any time any information relating to manufacturing or Commercial business or any working process which may come to his knowledge during his tenure as a Member on this Committee.

Safety
Committee
and manner of
choosing the
representative
of workers
under section
22(1)

13. (1) In every establishment where Safety Committee is required by general or special order of the Government a Committee shall be constituted by the following members, namely :-
 - (a) A senior official, who by his position in the organization can contribute effectively to the functioning of the Committee, shall be the Chairman;
 - (b) A Safety Officer and Medical Officer wherever available and the Safety Officer in such a case shall be the Secretary of the Committee ;and
 - (c) A representative each from the production, maintenance and purchase departments.
- (2) The workers' representatives on the Safety Committee referred to in sub-rule (1) shall be chosen by the workers.
- (3) The minutes of the meeting of the Safety Committee referred to in sub-rule (1) shall be recorded:

Provided that there shall be adequate representation of the women workers in the committee. Safety Committee shall have the right to be adequately and suitably informed of-

 - (a) potential safety and health hazards to which the workers may be exposed at workplace;
 - (b) data on accidents as well as data resulting from surveillance of the working environment and of the health of workers exposed to hazardous substances in factory or plantation and any other establishment where workers are exposed to hazardous substances:

Provided that the Committee undertakes to use the data on a confidential basis and solely to provide guidance and advice on measures to improve the working environment and the health and safety of the workers. The owner, employer, occupier, agent or manager shall, within a period of 15 days from the date of receipt of the recommendations of the Safety Committee shall take action to implement the recommendations.

- (4) Function and duties of the Safety Committee shall be,—
- (a) assisting and cooperating with the management in achieving the aims and objectives outlined in the 'Safety and Health Policy' of the establishment;
 - (b) dealing with all matters concerning health, safety and environment and to arrive at practicable solutions to problems encountered;
 - (c) creating safety awareness amongst all workers;
 - (d) undertaking educational, training and promotional activities;
 - (e) discussing reports on safety, environmental and occupational health surveys, safety audits, risk assessment, emergency and disaster management plans and implementation of the recommendations made in the reports;
 - (f) looking into the matters likely to cause danger to the safety and health of the workers and suggest corrective measures ;
 - (g) reviewing the implementation of the recommendations made by it;
 - (h) carrying out health and safety surveys and identifying causes of accidents.
- (5) Where owing to the size of the establishment, or any other reason, the functions referred to in sub-rule (4) above, cannot be effectively carried out by the Safety Committee, it may establish Sub-Committees as may be required to assist it.

Qualifications,
duties and
number of
Safety Officers
under sub-
section (2) of
section 22

14. The qualification of Safety Officer-

- (1) A person shall not be eligible for appointment as Safety Officer unless he-
 - (a) possesses a degree from a recognized University or its equivalent in any branch of Engineering or Technology with two years of experience in a position of supervision of management in a factory in either the production or the maintenance or the safety department; or

a degree from a recognized University in Physics and Chemistry with five years experience in a position of supervision or management in a factory in either the production or the maintenance or the Safety department; or

Diploma in any branch of engineering or technology recognized by the State Government with five years experience in a position of supervision of management in a factory in either the production or the maintenance or the Safety Department;

- (b) possesses a degree or diploma or certificate in industrial safety recognized by the State Government;
- (c) has thorough knowledge of Assamese;
- (d) has qualified at a viva voce test conducted by a Board constituted by the Labour Welfare Department, Government of Assam, for the purpose;
- (e) can speak Hindi; and
- (f) is not less than 23 years of age:

Provided that the Chief Inspector-cum-Facilitator, may exempt from the requirement of clause (b) of this rule for any person on the following conditions:-

- (i) who has not less than five years of experience in department of the Central or a State Government which deals with the administration of the Code; or
- (ii) who has not less than five years of experience on a full-time basis in training or education or consultancy or research in the field of accident prevention in any industry or in any institution.

Provided further that the Chief Inspector-cum-Facilitator, Assam may exempt from all or any of the prescribed qualifications any person who has been working as a Safety Officer in any factory for a period of not less than three years on the date of commencement of these rules and who, in his opinion, possesses the requisite practical experience to serve as a Safety Officer:

Provided further that the Chief Inspector-cum-Facilitator may relax subject to such conditions as may be specified, the qualification prescribed in clause (a) of sub-rule (3) herein, in case of persons already in service on the date of commencement of these rules as Safety Officers in factories.

- (2) (i) The occupier of a factory shall notify the appointment of a Safety Officer within seven days from the date of appointment, to the Chief Inspector-cum-Facilitator, giving full details of qualifications, age, terms and conditions of service.
- (ii) Any vacancy in the post of a Safety Officer caused by the death, termination of service or resignation of a Safety Officer or by any other reason shall be filled up within three months of the occurrence of the vacancy.

(3) Safety Officer shall perform following duties namely:-

- (i) The duties of a Safety Officer shall be to advise and assist the factory management in the fulfillment of obligations statutory or otherwise concerning prevention of personal injuries and maintaining a safe working environment.
- (ii) Without prejudice to the generality of the provisions of clause (i), of this sub-rule such duties may include:
 - (a) to advise the concerned departments in planning and organizing the measures necessary for the effective control of personal injuries and industrial diseases ;
 - (b) to advise on safety aspects of all jobs and to carry out detailed job safety analysis of selected jobs;
 - (c) to carry out safety inspections in order to identify unsafe plant or equipment and hazardous conditions of work, and carry out safety observation to identify unsafe work practices and procedures followed by workers, and to suggest measures to be adopted for remedying defects found ;
 - (d) to advise and assist on matters relating to carrying out safety inspections and Safety observations by concerned Department ;
 - (e) to design and conduct, either independently or in collaboration with the training department, suitable training and educational programmes for all levels in the organizations and specifically for the supervisory staff for the prevention of personal injuries and industrial diseases;
 - (f) to check and evaluate the effectiveness of the action taken or proposed to be taken to prevent personal injuries and industrial diseases ;
 - (g) to advise the purchasing and store departments on the availability and the specifications of any new machinery, plant, appliance or equipment including personal protective equipment, to be installed or used in the factory in order to ensure high standard of safety and protection of health of the employees ;
 - (h) to advise concerned departments on matters relating to reporting and investigation of causes of industrial accidents and diseases ;

- (i) to investigate into the causes and circumstances of every fatal, serious and selected accident and dangerous occurrence, compile necessary reports and tender advice to prevent their recurrence ;
 - (j) to investigate into the cases of every industrial disease ;
 - (k) to promote setting up of safety committees and act as adviser and catalyst to such committees ;
 - (l) to organize, in collaboration with the concerned departments, campaigns, competitions, contests and other activities which will develop and maintain the interest of the workers in establishing and maintaining safe conditions of work and procedures ;
 - (m) to advise on the maintenance of records as are necessary relating to accidents, dangerous occurrences and industrial diseases and present information in appropriate form for the use of management and others in assessing safety performance ;
 - (n) to maintain liaison with other departments, in the factory including medical and training departments, and with the Directorate of Factories, Fire Services, local authorities and other organizations engaged in the promotion of industrial safety.
- (iii) If the Chief Inspector-cum-Facilitator, is of opinion that Safety Officer is being required or allowed by the occupier of a factory to do work which is inconsistent with or detrimental to the performance of the duties prescribed under clause (ii) of sub-rule (5) of this rule above, he/she may by an order, for reasons to be recorded in writing, direct that such Safety Officer shall not be required or allowed to do such work.

CHAPTER V

Hours of Work and Annual Leave with Wages

- | | | |
|---|-----|--|
| Conditions for exemption from weekly holidays under sub-section (2) of section 26 | 15. | Adult male workers engaged in factories specified in column 3 of the Schedule V annexed hereto on the work specified in column 4 of the said Schedule shall be exempted from the provisions of sub-section (1) of section 26 specified in column 5 subject to the conditions, if any, specified in column 6 of the said Schedule V . |
| The total number of overtime under third proviso of section 27 | 16. | (1) Where in an establishment, a worker works for more than eight hours in any day or for more than forty-eight hours in any week, as the case may be, he/she shall in respect of such overtime work be entitled to wages at the rate of twice his ordinary rate of wages and shall be paid at the end of each wage period. |

- (2) In calculating overtime on any day, a fraction of an hour between 15 to 30 minutes shall be counted as 30 minutes and in case of more than 30 minutes it shall be rounded and shall be counted as an hour on actual basis.
- (3) In calculating the wages or earnings in the case of a worker paid by the month, the daily wages shall be 1/26th of his monthly wages and in the case of any other worker it shall be the daily wages or earnings as the case may be.
- (4) The spread over for the workers shall not exceed twelve hours in any one day under the following works and circumstances in factories and building and other construction, namely :-
- (i) urgent repairs ;
 - (ii) work in the nature of preparatory or complimentary work ;
 - (iii) work which is necessarily so intermittent that the intervals during which they do not work while on duty ordinarily amount to more than the intervals for rest ;
 - (iv) work which for technical reasons must be carried on continuously ;
 - (v) engaged in making or supplying articles of prime necessity which must be made or supplied everyday ;
 - (vi) engaged in a process which cannot be carried on except during fixed seasons ;
 - (vii) engaged in a process which cannot be carried on except at times dependent on the irregular action of natural forces ;
 - (viii) engaged in an engine rooms or boiler houses or in attending to power plant or transmission machinery ;
 - (ix) engaged in process on account of the break-down of machinery;
 - (x) engaged in the loading or unloading of railway wagons or lorries or trucks ;
 - (xi) exceptional press of work and engaged in any work, which is notified by the Central Government/Government of Assam in the Official Gazette as a work of national importance :

Provided that no worker shall be allowed to work overtime exceeding one hundred twenty-five hours in any quarter of a year.

Explanations:

For the purposes of this rule “urgent repair” shall mean -

- (i) Repairs to any part of the machinery, plant or structure of a factory which are of such a nature that delay in their execution shall involve danger to human life safety or the stoppage of the manufacturing process.
- (ii) Breakdown repairs to the prime movers, transmission or other essential plant of other factories, collieries, railways, dockyard harbours, tramways, motor transport,

gas, electric generation and transmission, pumping or other similar essential or public utility services carried out in general engineering works and foundries and which are necessary to enable such concerns to maintain their main manufacturing process, production or service during normal working hours.

- (iii) Repairs to deep sea ships and repairs to commercial aircraft done in a factory which are essential to enable such ships or aircraft leave port at proper time or continue their normal operations at sea or air-worthy condition, as the case may be, and break down repairs to Inland Water Transport Vessels which are essential to enable such vessels to continue their normal operations.
- (iv) Repairs in connection with a change of motive power, e.g. from steam to electricity vice-versa, which such work cannot possibly be done without stoppage of the normal manufacturing process.
- (v) Periodical cleaning is not included in the terms "examining or "repairing".
- (vi) "Maintenance" for the purpose of this rule means normal upkeep of power plant, transmission machinery, electric motors and their switch gears and cables.

Restriction on double employment in factory under section 30

17. No worker shall be required or allowed to work in a factory if he has already been working in any other such similar establishment within the preceding twelve hours as there are no circumstances in existence for double employment in any factory establishments in the state as on date.

Display of notice under sub-section (2) of section 31

18. The notice referred to in sub-section (2) of section 31 of the Code shall be displayed at conspicuous places on a notice Board or electronic board and maintained in **Form-VII** and copy of such notice shall be sent to Inspector-cum-Facilitator electronically or otherwise or by registered post.

CHAPTER VI

Maintenance of Registers, Records and Returns

Form of Register and particulars of workers under clause (a) of section 33

19. (1) Every employer shall maintain register of workers, registrar of attendance work and registrar of wages and leave registrar, overtime, fine, deduction, for damage or loss and such other register as may be determined by the State Government by order in **Form-VIII** electronically or otherwise and shall be kept available at an office or the nearest convenient building within the precincts of the establishment.

- (2) The registers of accident and dangerous occurrences required by sub-clause (v) of clause (a) of section 33 of the Code shall be maintained in **Form-IX**.
- (3) The owner, agent or manager of every establishment shall maintain in respect of every employee thereof a record of leave with wages electronically or manually in **Form-X**.
- (4) in case of manual registers and other records, be legibly entered in ink in English and Hindi/Assamese or the language understood by a majority of the persons employed.
- (5) be preserved in original for a period of one calendar year after the date of the last report or entry :
 Provided that when the original record is lost or destroyed before the expiry of one year period, true copies thereof, if available, shall be preserved for the prescribed period.
- (6) The record as prescribed under sub-rule (1) and sub-rule (2) above shall be produced, electronically or by registered post, on demand before the Chief Inspector-cum-Facilitator or an Inspector-cum-Facilitator or any person authorized in that behalf by the State Government.

Displaying of notices under clause (b) of section 33 (b)

20. Every employer shall cause to display at the conspicuous place of the workplace of the establishment under his control, notice showing the name and address of the establishment, hours of work, wage period, date of payment of such wages, details of accident and dangerous occurrence in the establishment for the last five years, name and address of the Inspector-cum-Facilitator having jurisdiction to such establishment and date of payment of unpaid wages to such workers in English, Hindi, Assamese or in any other official language of Assam as the case may be.

Manner of filing return under clause (d) section 33

21. Every employer of an establishment shall send annually a return relating to such establishment in duplicate in **Form- XI** to the Inspector-cum-Facilitator having jurisdiction so as to reach him not later than 1st February following the end of each calendar year with a copy to Chief Inspector cum Facilitator, of the State.

Qualification and experience of Chief Inspector-cum-Facilitator under sub-section (5) of section 34

22. The State Government may by order determine the qualification and experience for the Chief Inspector cum Facilitator for the purposes of such establishments or class of establishments.

CHAPTER VII

Inspector-cum-Facilitator and other Authority

The manner of entering in any premises of establishment under clause (x) of sub-section (1) of section 35

23. (1) An Inspector-cum-Facilitator shall take samples or substances in an establishment as per the inspection scheme mandated under Official Portal of Labour Welfare Department after informing the employer of the establishment, taken in the manner hereinafter providing a sufficient sample of any substance used or intended to be used in the establishment such use being,—
- (a) in the belief of the Inspector-cum-Facilitator in contravention of any of the provisions of this Code or the rules made thereunder; or
 - (b) in the opinion of the Inspector-cum-Facilitator likely to cause bodily injury to, or injury to the health of employee in the establishment.
- (2) Where the Inspector-cum-Facilitator takes a sample under sub-rule (1), he/she shall in the presence of the person informed under that sub-section unless such person willfully absents himself, divide the sample into three portions and effectively seal and suitably mark them, and shall permit such person to add his own seal and mark thereto.
- (3) The person informed as aforesaid shall, if the Inspector-cum-Facilitator so requires, provide the appliance for dividing, sealing and marking the sample taken under this section.
- (4) The Inspector-cum-Facilitator shall-
- (a) forthwith give one portion of the sample to the person informed under sub-rule (1),
 - (b) forthwith send the second portion to a Government Analyst for analysis and report thereon;
 - (c) retain the third portion for production to the Court before which proceedings, if any, are instituted in respect of the substance.
- (5) Any document purporting to be a report under the hand of any Government Analyst upon any substance submitted to him for analysis and report under this section, may be used as evidence in any proceeding instituted in respect of the substance.

Powers and duties of Inspector cum facilitator under clause (xiv) of sub-section (1) of section 35

24. (1) Inspector-cum-Facilitator shall, after every inspection, as may be deemed necessary, issue prohibition in case of factories or improvement notice in all other establishments including factories in the **Form-XII** pointing out the non-compliance of provisions of safety, health and working conditions under the Code, and rules and regulations framed thereunder, to the employer or occupier or owner or manager or their agent.

- (2) An Inspector-cum-Facilitator shall, at each inspection, ascertain to what extent any shortcomings notified at a previous inspection have been rectified and the notices previously issued have been complied with. His findings and any shortcomings which may come to light during the inspection, together with any order passed by him under the Code or the regulations made thereunder shall be recorded and maintained.

In case of subsequent non-compliance of the order passed by the Inspector cum Facilitator under sub-section (1) of section 35 or any provisions of the Code, the Inspector cum Facilitator shall file a complaint with the appropriate authority as provided under section 102, 103 and 104 of the Code as applicable.

Specialized Qualifications and experience, duties and responsibility of experts empanelled under section 37

25. (1) **Purpose of third Party Audit and Certification:-**
The Auditors shall assess the status of implementation of the provisions of the Code in the establishments eligible for this purpose and make recommendations for improvement for any shortfall detected during the audit as it may deem necessary.
- (2) **Eligibility of the Audit firm—**
- (i) The Firm should be registered body corporate in India under appropriate legal framework, such as Companies Act or LLP Act ;
 - (ii) The Firm should be registered in Labour Welfare Department;
 - (iii) The Firm should have experience and authorization to undertake and evaluate labour regulatory compliance;
 - (iv) The Firm should have Labour Law Auditor and Technical Auditor on company pay roll.
- (3) **Eligibility, qualifications and experience of the Auditors:**
- (i) **Labour Law Auditor—**
 - (a) Shall be having a minimum of 7 years of experience under Labour Law ; or Should be having a minimum of 7 years of experience as a legal practitioner under Labour Law ; or Should have served as Labour Officer or Inspector of Factories or above for 7 years ;
 - (b) Shall not currently be a part-time/full-time employee in any unit/establishment in the State or elsewhere in the country ;
 - (c) Shall not be of an age more than 65 years;
 - (d) Shall be medically fit to carry out inspection procedure;

(ii) **Technical Auditor—**

Shall have one year full time Diploma in industrial safety recognized by the Board of Technical Education or All India Council of Technical Education or recognized university or Central labour Institute or any of the Regional labour Institutes and either of the following qualifications,—

- (a) Degree in any branch of Engineering preferably in Chemical, Mechanical, Electrical or Production Engineering and having five years' experience in manufacturing, maintenance, design, project or safety department in the supervisory or above capacity in factories ; or
- (b) Diploma in branch of Chemical, Mechanical, Electrical or Production Branch Engineering and having seven years experience in manufacturing, maintenance, design, project or safety department in the supervisory or above capacity in factories; or
- (c) Degree of Bachelor of Science with Physics and/or Chemistry and having ten years experience in manufacturing or safety.

(4) **Establishments to be audited:**

- (a) Micro, small and medium enterprises
- (b) Factories under self-certification scheme as introduced vide Govt. Notification No. GLR.71/2016/C/Pt/44, Dated 16-03-2017 pertaining to Inspection Scheme.
- (c) Factories declared under section 81(1) of the Code.
- (d) Any other establishments that Government may deem fit.

(5) **Manner of Audit:**

- (a) Audit shall primarily be based on a comprehensive checklist brought out for the purpose of the audit along with application of relevant intuition of the persons undertaking the audit.
- (b) Audit shall be conducted annually in all establishments that are eligible for the audit based on computer generated random selection of the establishments.
- (c) Any stakeholder including employer, workers, supervisors and others of the establishment being audited are legally bound to appear before the auditor conducting the audit to meet any quarry raised by him in relation to the subject of the audit.
- (d) Audit shall be web based.

(6) Duties of Auditors:

- (a) Unless it is necessary for the purpose of the audit the audit should be undertaken as far as possible during the working hours of the establishments.
- (b) The auditor shall give prior intimation to the employer of the establishment regarding the commencement of the audit.
- (c) Auditor shall submit his report to the employer and the Inspector-cum-Facilitator after the completion of the audit forthwith.
- (d) He/she shall perform the audit in such a manner that every aspect of the subject of the audit is brought out in a systematic way with the application of his intuition and experience.

Alternative employment under sub-clause (d) of clause (A) of sub-section (1) of section 38

26. The occupier of the factory may take necessary steps for providing employment to the workers affected by the order of prohibition issued by Inspector-cum-Facilitator under sub-clause (d) of clause (A) of sub-section (1) of section 38 of the Code and as far as practicable provide alternate employment to the workers so affected. Where it may not be possible for the occupier to provide such employment, he/she shall be responsible for making payment of salary/wages to the affected workers during the period for which the prohibition order is in operation.

Qualification of medical practitioner under sub-section (1) of section 42

27. The medical practitioner under section (1) of section 42 of the Code shall be a Medical Officer who possesses any recognized medical qualification as defined in the National Medical Commission Act, 2019 (30 of 2019) and who is enrolled on a Indian Medical Register as defined in clause (e) and on a State Medical Register as defined in clause (1) of sections 35, 36, 37 and 40 of the said Act.

Duties of Medical Officer under clause (a), (b) and (c) of sub-section (2) of section 42

28. (1) The Medical Officer shall perform the examination and certification of the workers in a factory or in such other establishments engaged in dangerous occupation and processes specified in **Schedule-VI** of these rules.
- (2) The Medical Officer shall perform the examination and certification of the workers in a factory or in such other establishments where the cases of illness have occurred which it is reasonable to believe are due to the nature of any process carried on or other conditions of work prevailing in such establishments and inform the occupier, owner, Chief Inspector-cum-Facilitator and the State Government for study and remedial measures as may be required in this behalf.
- (3) The Medical Officer shall perform the examination and certification of an adolescent worker for the purpose of ascertaining his fitness of employment in a factory, motor transport undertaking or in any other establishments under the Code.

- (4) On receipt of a reference under clause (c) of sub-section (2) of section 42 of the Code, the Medical Officer shall, after giving prior notice regarding date, time and place for medical examination shall record the result of his examination in the Health Register in **FORM XXIV-A**, which shall be kept by the Factory Manager and produce to the Medical Officer at each visit. The Officer upon examining the person sent for such examination, prepare the age and fitness certificate and deliver the same to the occupier, manager, owner of the establishment concerned after retaining a copy.
- (5) The Medical Officer may seek opinion of specialists like radiologist, dentist and orthopaedic surgeon as the case may be, for the purpose of determination of age.
- (6) Medical Officer shall carry out such examination and furnish such report as State Government may direct-
 - (a) for examination and certification of workers in an establishment in such dangerous operations declared under section 82 of the code or processes as specified in First Schedule to the Code;
 - (b) for medical supervision of any establishment or class of establishment where cases of chronic occupational illness have occurred due to arduous nature of any process carried on or hazardous condition of work;
 - (c) in respect of any establishment or class of establishment or description of establishment in which operations involve any risk of injury to the health of any person or class of persons employed therein;
 - (d) to undertake occupational health survey for any or class of an establishment, where cases of illness have occurred or there is prevalence of diseases as prescribed in Third Schedule of the Code ;
 - (e) to assess the age and issue fitness of adolescent for employment in an establishment or class of establishment;
 - (f) and may perform any other duty as may be decided by the State Government time to time.

CHAPTER VIII**Special Provisions relating to Employment of Women**

Employment of
woman under
section 43

29. The women may be employed in all establishment with their prior consent subject to following conditions, namely:-
- (1) It shall be the duty of the employer and other responsible persons that they may prevent any act of probable sexual harassment and in case of such incident, they shall arrange for taking appropriate action,
 - (2) It shall be the duty of the employer or other responsible persons at the work places or institutions to prevent or deter the commission of acts of sexual harassment and to provide the procedures for the resolution, statement or prosecution of acts of sexual harassment by taking all steps required,
 - (3) All employers or persons in charge of work place or factory shall take appropriate steps to prevent sexual harassment and they shall take the following steps, namely:-
 - (i) express prohibition of sexual harassment in any form such as unwelcome sexually determined behaviour either directly or by implication or advances or contact to gain contact or demand sexual favours or make sexually coloured remarks or showing pornography or any other unwelcome physic verbal or non-verbal contact of sexual nature;
 - (ii) the rules or regulations shall be framed by the factory managements relating to conduct and discipline prohibiting sexual harassment and provide for appropriate penalties in such rules against the offenders and also introduce amendments wherever necessary which are existing in the Standing Orders;
 - (iii) provide appropriate working conditions in respect of work, leisure, health and hygiene to further ensure that there is no hostile environment towards women at work place and no women employee should have reasonable ground to believe that she is disadvantaged in connection with her employment.
 - (4) In case of any criminal case the employer shall initiate appropriate action in accordance with the penal law without delay and also ensure that victims or witnesses are not victimized or discriminated while dealing with the complaints of sexual harassment and wherever necessary, at the request of the affected workers, shift or transfer the perpetrator, if circumstances so warrant. The employer shall take appropriate disciplinary action if such conduct amounts to misconduct in employment.

- (5) The employer shall maintain a complaint redressal mechanism in the factory itself and the said mechanism should ensure time-bound treatment of complaints. Such mechanism should be at any rate to provide, when necessary, a Complaint Committee, a special counsellor or other support services including the maintenance of confidentiality.
- (6) Such Complaint Committee shall preferably be headed by a woman and not less than half of its members should be women besides a non-governmental organization's representation in the committee. Such person should be familiar with the issue relating to women and sexual harassment.
- (7) The women employees should be sensitized about their rights in particular by prominently notifying the guidelines on the subject.
- (8) Wherever there is a harassment at the instance of a third party either by an act or omission the employer and person in charge of the factory should take all steps necessary and reasonable to assist the affected person, in terms of support and preventive action.
- (9) The employer shall provide proper lighting not only inside the factory, but also surrounding of the factory and to all places where the female workers may move out of necessity in the course of such shift and it shall be mandatory to install CCTV Surveillance in all the crucial areas to ensure safety of women employees.
- (10) The employer shall see that the women workers are employed in a batch preferably not less than ten and the total of the women workers employed in a night shift shall not be less than 2/3rd of the total strength.
- (11) It is mandatory for employer to provide separate Ladies Toilets in the work place with adequate lighting and security.
- (12) Sufficient women security shall be provided during the night shift at the entry as well as exit points.
- (13) Sufficient number of work sheds shall be provided for the women workers to arrive in advance and also leave after the working hours.
- (14) Separate canteen facility shall be provided for the women employees.
- (15) Transportation facility shall be provided wherever transportation is provided by the employer or the occupier of the factory with pre-installed CCTV Surveillance and GPS System in the vehicles used for transportations of women employees.
- (16) The employer or occupier of the factory shall provide Night Creches for the Children of the women employees.

- (17) The employer shall appoint not less than two women wardens per night shifts who shall go round and work as Special Welfare Assistants.
- (18) The factory shall provide appropriate medical facilities and also make available at any time of urgency by providing necessary telephone connections and where more than hundred women workers are employed in a shift, a separate vehicle be kept ready to meet the emergent situation such as hospitalization, whenever there is a case of injury or incidental acts of harassment etc.
- (19) Wherever the factory provides boarding and lodging arrangements for the women workers, the same shall be kept exclusively for the women under the control of women wardens or supervisors.
- (20) During night shift not less than 1/3rd of strength of the supervisors or shift-in-charge or foreman or other supervisory staff shall be women.
- (21) There shall be not less than twelve consecutive hours of rest or gap between the last shifts and the night shift wherever a women worker is changed from day shift to night shift and so also from night shift to day shift.
- (22) The provisions of the Code and those of the Rules made thereunder with respect to the hours of work and the provisions of Code on Wages, 2020 and those of the Rules made thereunder with respect to the Payment of Equal Remuneration and all other Labour Code provisions shall be followed by the employer.
- (23) Apart from the facilities, which are permissible under the Code, an additional holiday shall be permitted for the women workers during their menstruation period, which shall be a paid holiday for the night shift.
- (24) The women workers who work in night shifts and regular shifts shall have a monthly meeting through their representatives with principal employer once in eight weeks as grievance day and the employer shall try to comply all just and reasonable grievances.
- (25) The employer shall be at liberty to employ women workers as a whole or in part during night shift, provided, the above directions be complied with.
- (26) The employer shall send a fortnightly report to the Inspector-cum-Facilitators about the details of employees engaged during night shift and shall also send express report whenever there is some untoward incident, to the Inspector-cum-Facilitator and local Police stations as well.
- (27) The area Inspector-cum-Facilitators shall strictly enforce the direction and make it a point to take note of the non-compliance in their inspection from time to time and see that the employer complies with the directions by appropriate action.

Providing adequate safeguards under section 44

30. The Government of Assam may declare by notification the class of establishments and the scheme, and standards for safeguarding of women in hazardous and dangerous processes, if required in consonance with the standards set by the Central Government.

CHAPTER IX

PART I

CONTRACT LABOUR

Conditions of license under clause (a) of sub-section (3) of section 47

31. Every application by a contractor for grant of license shall ensure that—
- (1) the hours of work shall conform to the rules made under section 25 of the code ;
 - (2) the wages shall be paid in accordance with the Code on Wages, 2020 (29 of 2020) ;
 - (3) if the contract worker of the contractor is working at the premises of the principal employer then it shall be the responsibility of the principal employer to provide the facilities or amenities such as toilet, washroom, drinking water, bathing facilities if required, changing room, first aid box, Canteen and Crèche;
 - (4) if the contract worker of the contractor is working at the premises of the principal employer then it shall be the responsibility of the principal employer to ensure the applicability of Occupational safety, health, welfare and working conditions in respect of such workers in accordance with the provisions of the Code;
 - (5) all other facilities and entitlements shall be provided by the contractor;
 - (6) in case the contractor fails to make payment of minimum wages to the contract worker, then the Labour Commissioner, Assam/Deputy Labour Commissioner/the Assistant Labour Commissioner having jurisdiction, shall cause such payment to be made to the contract workers who have not been paid out of the security deposit maintained by invoking the bank guarantee; and
 - (7) he/she shall intimate within fifteen days of the receipt of a contract work order about the details of the contract work order and in the manner as under this section.

Application for license under sub-section (1) of section 48

32. (1) Every application by a contractor for the grant of a license shall be made online electronically through Official Portal of Labour Welfare Department of the State Government in **Form-XIII** to the Licensing Officer. The Licensing Officer may issue the license to the contractor in **Form-XIV** electronically immediately, if the application is

complete in all respects but not later than **fifteen (15) days** from the date of submission of complete application, failing which such license shall be deemed to have been issued and the license shall be auto generated.

- (2) Every Application for grant of license shall be accompanied by a certificate by the employer in **Form – XIV-A**:

Provided that in exceptional circumstances the State Government may, for such period, by notification, dispense with requirement of electronic registration, in respect of any class of contractors, for any part or whole of Assam, and submission of application in the form so provided, may be allowed.

- (3) Every license granted or renewed is subject to the following conditions, namely:—
- (i) the license shall be non-transferable;
 - (ii) the number of workers employed as contract labour by the contractor shall not, on any day, exceed the maximum number specified in the license;
 - (iii) save as provided in these rules, the fees paid for the grant, or as the case may be, for renewal of the license shall be non-refundable;
 - (iv) Every contractor who has worked in the construction sector shall at the time of renewal of their license, furnish copy of the registration card, issued under the Assam Building and Other Construction Workers Welfare Board and as per provision of the Social Security Code, Assam Rules, 2021 for the workers engaged by him/her.

The procedure for obtaining licence under sub-section (2) of section 48

33. (1) Before a license is issued under any rule of these rules, bank guarantee for an amount calculated at the rate of Rupees 1000 for each of the worker to be employed as contract labour, in respect of which the application for license has been made, shall be deposited as security deposit by the contractor for performance of the conditions of the license and compliance with the provisions of the Code or the rules made thereunder.
- (2) Wherein the issued contract license had expired, based on the request of the applicant, the Licensing Officer may adjust the security deposit in respect of his application for new license to be issued in **Form-XIV**.
- (3) The fees to be paid for the grant of a license shall be as specified in the table below, namely :—

(a)	No license is required up to 49 contract labour	Nil
(b)	50 but does not exceed 100 contract labour	Rs.700.00
(c)	101 But does not exceed 200 contract labour	Rs.1000.00
(d)	201 but does not exceed 500 contract labour	Rs.3000.00
(e)	501 and above contract labour	Rs.5000.00

Renewal of license under sub-section (3) of section 48

34. (1) Every contractor shall apply electronically on the Official Portal of Labour Welfare Department Government of Assam to the licensing authority for renewal of the license.
- (2) Every such application shall be submitted on the said portal at least 30 days prior to expiry of license period but not before 90 days of such expiry of license.
- (3) The security deposit and the fee chargeable for renewal of the license shall be the same as for the grant of license under sub-rule (3) of rule 33:

Provided that if the application for renewal is not received within the time specified in sub-rule (2) above, an additional fee of twenty five per cent, shall be payable for such renewal.

- (4) Every application for renewal, complete in all respects, shall be made on the portal of the Labour Welfare Department, Government of Assam. The renewal certificate shall be auto generated and the same may be downloaded by the applicant from the portal.

Responsibility of the contractor under sub-section (4) of section 48

35. (1) The rates of wages payable to the workers by the contractor shall not be less than the rates prescribed under the Code on Wages, 2020 and where the rates have been fixed by agreement, settlement or award, not less than the rates of minimum wages fixed by the Government of Assam.
- (2) In case where the worker employed by the contractor perform the same or similar kind of work as the worker directly employed by the principal employer of the establishment, the wage rates, holidays, hours of work and other conditions of service of the workers of the contractor shall be the same as applicable to the workers directly employed by the principal employer of the establishment on the same or similar kind of work. In case of any dispute whether the work is of similar kind, the matter be referred to the Inspector-cum-Facilitator whose decision shall be final.
- (3) In other cases the wage rates, holidays, hours of work and conditions of service of the workers of the contractor shall be such as specified under the Code and rules made thereunder.

- (4) All contract labour shall be made member of Employees' Provident Fund Organisation (EPFO) and Employees' State Insurance Corporation (ESIC) subject to applicability as under respective provisions of the Code on Social Security, 2020.
- (5) The contractor shall notify any change in the number of workers or conditions of work to the Licensing Authority, electronically.
- Intimation of work order and time limit under sub-section (1) of section 50
36. (1) Every contractor shall within fifteen days of the receipt of a contract work order shall intimate about the contract work order containing the details such as the name of the principal employer, address of the premises where work is being undertaken, date of commencement of the contract work, the number of contract labour employed under that work order, duration of work orders.
- (2) The details of work order shall be sent by the contractor or his authorized representative.
- (3) The intimation shall be sent electronically on the Official Portal of Labour Welfare Department, Government of Assam and e-mail of the Labour Commissioner, Assam and the Licensing Authority concerned.
- Suspending or cancelling of license under sub-section (2) of section 50
37. (1) If the Licensing Authority is satisfied that the license has been obtained by misrepresentation or suppression of any material fact or if the contractor has failed to comply with the conditions subject to which license was granted or the contractor has contravened any provision of **Part-I, Chapter-XI** of the Code or rules made thereunder, the Licensing Authority shall issue a show cause notice of 30 days to the contractor electronically or otherwise. On receipt of the reply, if any, from the contractor within 30 days, the Licensing Authority shall examine the same and in case the Licensing Authority feels that the continuation of contract business by the contractor is going to lead to grave harm to the workers, he/she may pass a Speaking Order recording the reasons for revocation or suspension or otherwise and communicate to the contractor electronically. A copy of the Order shall be endorsed to the Labour Commissioner, Assam, Deputy Labour Commissioner/ Assistant Labour Commissioner having jurisdiction and the principal employer.
- (2) If the contractor has complied with the said provisions of the Code and rules made thereunder within the stipulated time period, the Licensing Authority shall revoke the suspension giving a Speaking Order or else the suspension may be continued.
- (3) If the contractor fails to comply with the directions as in sub-rule (1) above, the Licensing Authority may forthwith pass an order of revocation of license, recording the reasons thereof and communicate to the contractor electronically or otherwise. The copy of the order shall be endorsed electronically or otherwise to Labour Commissioner, Assam, Deputy Labour Commissioner/Assistant Labour Commissioner having jurisdiction and to the principal employer.

- Responsibility of payment of wages under sub-section (1) (2) of section 55
38. (1) The contractor shall fix the wage periods in respect of which wages shall be payable and no wage period shall exceed one month.
- (2) The wages of every person employed as contract labour in an establishment or by a contractor shall be paid before the expiry of seventh day after the last day of the wage period in respect of which the wages are payable.
- (3) Where it is not practicable to disburse payment in the mode specified under sub-section (2) of section 55, then the payment shall be made in the mode other than electronic mode as prescribed under relevant provisions of Code on Wages, 2019.
- Payment of wages from security deposit amount under sub-section (4) of section 55
39. If the contractor or principal employer does not pay the wages to the contract labour employed by him, the Labour Commissioner, Assam or his representative or the competent officer as may be notified by State Government shall conduct or cause to conduct, an inquiry and after giving an opportunity to be heard to the contractor shall pass an order to make payment, if any, of such wages from the amount deposited by the contractor as security deposit and the bills of the contractor as the case may be. The contractor shall re-furnish the security deposit within a period of 30 days or else his license shall be liable to be suspended.
- The experience certificate under section 56
40. Every concerned contractor shall issue on demand, experience certificate in **Form-XV** to the contract labour giving details of the period, work performed, experience gained in various fields performed by such contract labour.
- Application for core activity under clause (b) and (c) of sub-section (2) of section 57
41. (1) If a question arises as to whether any activity of an establishment is a core activity or otherwise, the aggrieved party shall make an application, to the Secretary to Government of Assam, Labour Welfare Department, giving reasons along with supporting documents.
- (2) The application shall contain complete details of the activity in question and manufacturing process of the establishment.
- (3) The application shall contain justification for making such application.
- (4) On receiving the application under clause (b) of sub-section (2) of section 57, the Secretary to Government of Assam, Labour Welfare Department, shall if he deem proper, refer the application to the Labour Commissioner, Assam for making such enquiry as may be required and the Labour Commissioner shall submit the report/ recommendation to the Secretary to Government of Assam, Labour Welfare Department within thirty days for taking appropriate action under these rules and the Secretary to Government of Assam, Labour Welfare Department shall decide the matter within one month from the date of receipt of such report/recommendation and communicate the said decision of the Government to the parties through electronically or otherwise for implementation of the said order of the Government.

PART-II**INTER STATE MIGRANT WORKER**

- Journey allowance to inter state migrant worker under section 61
42. The employer shall pay a lump sum amount on account of fare for to and fro journey to inter-state migrant worker by train (not less than II Class Sleeper) or by bus or any other mode of passenger transport from the place of employment to the place of residence in the home state in the event if he/she has worked for a period of not less than 180 days in the concerned establishment(s) in the preceding twelve months :
- Provided that the journey allowance shall be given to an inter-state migrant worker once in twelve months. In the event of change of employer by the inter-state migrant worker during the middle of the employment period and if he/she has not availed the journey allowance from his previous employer, then on the basis of a certificate to be given by inter-state migrant worker, the employer where the inter-state migrant worker is now working and such worker has completed one hundred and eighty days in preceding twelve months including the period spent with the previous employer, then the employer shall give the journey allowance.
- Toll free helpline number under section 63
43. A Toll Free helpline number shall be provided by the Labour Welfare Department, Government of Assam, to address queries and grievances of the inter-state migrant workers.
- Study of inter-state migrant workers under section 64
44. The State Government may identify the fields where studies are to be carried out to promote safety, health and welfare of inter-state migrant workers. Wherever required the State Government may also consult the Central Government or expert organizations involved in the safety, health and welfare of inter-state migrant workers.

Chapter X**PART-III****Special Provision for Audio Visual Workers**

- Agreement of Audio-visual to worker under sub-section (3) of section 66
45. The copy of Agreement as referred to in sub-section (1) of section 66 of the Code shall be as in **Form XVI** and which shall be forwarded by the Producer of the Audio-Visual programme to an Officer not below the rank of Labour Officer as the Authority under sub-section (3) of section 66 of the Code.
- Dispute Resolution mechanism under clause (vii) of sub-section (4) of section 66
46. The procedure for reference of dispute to the Conciliation Officer or an Industrial Tribunal shall be in conformity with the Industrial Relations Code, 2020 and rules framed thereunder by the State Government.

CHAPTER XI

PART-IV

Special Provision for Beedi and Cigar Workers

The application form and fees for license under sub-section (2) of section 74

47. Every application by an employer under sub-section (1) of section 74 who intends to use or allows to use any place or premises as an industrial premise, for the grant of a license shall be made online electronically through Official Portal of Labour Welfare Department, Government of Assam in **Form-XVII** to the Licensing Officer and on payment of fees as prescribed under rule 50. The Licensing Officer may issue the license to the contractor in **Form-XVIII** electronically immediately, if the application is complete in all respects but not later than seven days from the date of submission of complete application, failing which such license shall be deemed to have been issued and the license shall be auto generated :

Provided that in exceptional circumstances the State Government may, for such period, by notification, dispense with requirement of electronic registration, in respect of any class of contractors, for any part or whole of Assam, and submission of application in the form so provided, may be allowed.

Plans of place/premises under sub-section (3) of section 74

48. (1) The Government or the Chief Inspector-cum-Facilitator may require for the purposes of the Code, submission of plans of any place or premises intended to be used as an industrial premise which was either in existence on the date of the commencement of these rules or which had not been constructed or extended since such plans shall be drawn to scales showing,-
- (a) the site of the premise and immediate surrounding including adjacent buildings and other structures, roads, drains, etc. ;
 - (b) the plan, elevation and necessary cross-Sections of the premise/building indicating all relevant details relating to natural lighting, ventilation and means of escape in case of fire ;
 - (c) no addition/alteration or extension in the existing premise/building shall be made unless plans in respect of such additions, alterations or extensions are approved by the Chief Inspector-cum-Facilitator;
 - (d) the internal height of a workroom shall be not less than 4.25 m measured from the floor level to the lowest part of the roof and if the roof is of corrugated iron which is neither covered with tiles nor has an inner ceiling of lining of heat resisting material with an air space of at least 10 cm. Between it and the corrugated iron, the internal height shall be not less than 5 m ;
 - (e) building having a brick or concrete roof, or a combination of the two, the minimum height may be 3.75m ;

(f) and such other particulars as the Government or the Chief Inspector-cum-Facilitator, as the case may be, may require.

(2) If the Inspector-cum-Facilitator is satisfied that the plans and documents are in consonance with the requirements of the rules, he/she shall forward the plans and documents to the Chief Inspector-cum-Facilitator for approval. The Chief Inspector-cum-Facilitator after being similarly satisfied shall approve the plans :

Provided that where the plans and documents fall short of the requirements of these rules, the Inspector-cum-Facilitator or the Chief Inspector-cum-Facilitator as the case may be, may return the documents to the applicant for modifications and corrections as suggested therein :

Provided further that the plans shall not be deemed to have been submitted till such time as they are re-submitted duly modified and amended.

Renewal of license under the second proviso to sub-section (6) of section 74

49. (1) Every application for renewal of license, complete in all respects, shall be made on the portal of the Labour Welfare Department and shall be made not less than sixty days before the date on which the license expires. The application shall be accompanied by the following documents, namely:-
- (a) the license sought to be renewed;
 - (b) the cyber treasury challan showing that the appropriate fee for renewal of the license specified in the Official Gazette has been paid.
- (2) If the application is complete in all respects, the renewal certificate shall be auto generated in **Form-XVIII** and the same may be downloaded by the applicant from the portal :
- Provided that if the application for renewal, complete in all respects, is not received within the time specified above, the license shall be renewed only on payment of a fee of twenty five per cent in excess of the fees ordinarily payable for the renewal of the license.

Fees for renewal

50. (1) The fees for grant of license shall be the same as for renewal of license for one year and shall be as specified in the Schedules mentioned below:-

(a)	No license is required up to 49 contract labour	Nil
(b)	50 but does not exceed 100 contract labour	Rs. 1500.00
(c)	Exceeds 100	Rs. 2000.00

- (2) The fees payable under these rule shall be credited in Government treasury under State Head of account notified in this regard.

Appeal under section 75

51. A person aggrieved by the decision of the authority referred to in sub-section (1) of section 119 shall make an appeal as per section 75 of the Act to the Appellate Authority for grant/renew of a license with an application accompanied with a rejection order of the Registering Authority and on payment of a fee receipt of Rs 1000/- to be deposited in the official account of the Appellate Authority with a time period of thirty days of the passing of the Rejection Order.

Conditions to work outside the industrial premises under sub-section (1) and (2) of section 76

52. (1) The employer shall apply to the Chief Inspector- cum- Facilitator electronically through the Government of Assam Portal to permit the wetting and cutting of beedi or tobacco leaves by employees outside the industrial premises subject to the following conditions:-
- (a) The health safety measures of the employee outside the premises are ensured.
 - (b) No child as defined under the Child and Adolescent labour (P and R) Act, 1986, are engaged even outside the premises.
 - (c) The employee is paid minimum wages as fixed by the State Government under the Code on Wages, 2019.
- (2) The Chief Inspector cum Facilitator shall forward the application with his comment within a period of seven days to State Government and State Government shall decide on the application within a period of 30(thirty) days. The permission shall be granted only for such period as specified in the order granting permission. Every employer shall maintain record of work permitted to be carried on outside the Industrial premises in **Form XIX**.

CHAPTER XII

FACTORY

Application for factory license under sub-section (1) of section 79 under sub-section (2) of section 79

53. (1) No site shall be used for the location of a factory or no building in a factory be constructed/extended or taken into use as a factory and no additional machinery be installed or no prime movers exceeding the horsepower already installed in a factory be installed unless previous permission in writing is obtained from the Chief Inspector-cum-Facilitator for the establishments that are factories.
- (2) Application for such permission shall be made in **Form no-XX** to the Chief Inspector-cum-Facilitator, Assam electronically in the manner as required under section 9 of the Assam Ease of Doing Business Act, 2016. All such applications shall be accompanied by the following documents,-
- (i) a flow chart of the manufacturing process in its various stages;
 - (ii) plans in triplicate drawn to scale showing-
 - (a) the site of the factory and immediate surroundings including adjacent building and other structures, roads, drains, etc., drawn to scale not less than 1cm= 20 meters or drawn to a lower scale with the permission of Chief Inspector-cum-Facilitator; and
 - (b) the plans, elevation and necessary cross-Sections of the various building, indicating all relevant details relating to natural lighting, ventilation and means of escape in case of fire. The plans shall also clearly indicate the position of the plant and machinery, aisles and passage ways, and shall be drawn to a scale not less than 1 cm - 10 meters or

drawn to suitable scale with the permission of Chief Inspector-cum-Facilitator;

- (iii) such other documents as the Chief Inspector-cum-Facilitator may require; and
 - (iv) in case of factory involving hazardous process covered under clause (za) sub-section (1) of section 2, the detailed policy with respect to the health and safety of the workers employed therein and other particulars shall be submitted electronically as specified in sub-section (2) of section 84 of the Code.
- (3) If the Chief Inspector-cum-Facilitator is satisfied that the plans are in consonance with the requirements of the Code, he/she subject to such condition as he/she may specify, approve them within period specified in the table given below by signing and returning to the applicant one copy of each, or he/she may call for such other particulars as he/she may require to enable such approval to be given.

Table showing Time Line for approval of Plan

Sl. No.	Category of Factories	Time limit from the date of receipt of completed application
1	Factories as defined under Section 2(1)(w)(ii) of the Code and not involving hazardous process as defined under Section 2(1)(za) of the Code	10(Ten) days
2	Factories other than hazardous and Major Accident Hazardous installations	30(Thirty) days
3	Factories involving Hazardous process and Major Accident Hazards installations	45(Forty five) days (30 days for the appraisal of site by the appraisal committee, 10 days for approval from the Government and 5 days for approval of plans by the Chief Inspector-cum-Facilitator)

- (4) **Certificate of stability** — No manufacturing process shall be carried on in any building of a factory constructed, reconstructed or extended or in any building which has been taken into use as factory or part of a factory until a certificate of stability in respect of that building in the **Form No. XXI** has been sent by the occupier or Manager of the factory to the Chief Inspector and accepted by him.
- (5) Notice of occupation of a factory and application for its registration and grant or renewal of license-
- (i) The occupier of every factory coming within the scope of the Code, after its commencement shall submit to the Chief Inspector-cum-Facilitator, Assam a notice of occupation and application in **Form No-XIII** as per the provision of the section

9 of the Assam Ease of Doing Business Act, 2016 for the registration of the factory and grant of license thereof for a period as specified in clause (i) sub-rule 6 of rule 53. Every application made under this sub-rule shall be accompanied with proof of payment specified in sub-rule (2) above.

Provided that the Occupier of a place to which the provisions of the Code are made applicable by the notification under section 81(1) shall submit an application within 30 days of the date of the notification.

- (ii) Every such application shall be accompanied by an online payment certificate as approved by the State Government for payment of the fee as specified in the **Schedule I, II or III**.
- (iii) All factories declared under section 81 of the Code shall pay an application fee of Rs 3000/- in online mode.

(6) **Grant of license-**

- (i) The Chief Inspector-cum-Facilitator may, on application being made to him under sub-rule (1) of rule 53 and on payment of fees prescribed in sub-rule (2) of the said rule and on being satisfied that there is no objection to the grant of license applied, register the factory and grant a license for a maximum period of 10 years within the time period as shown in the table below in **Form No. XIV** to the applicant to use as a factory such premises as are specified in the application and subject to compliance with such conditions as are specified in the license:

Provided that subject to the provision of sub-section (3) of section 79 of the Code, the Chief Inspector-cum-Facilitator may refuse to register the factory and grant of a license, if he is satisfied,-

- (a) That the factory has not been constructed in accordance with the plans approved by the Chief Inspector-cum-Facilitator or in non-compliance with the conditions subject to which the plans were approved;
- (b) That there is imminent danger to life in the factory due to explosive material or inflammable or toxic dust, gas or fumes, and no effective measures, in his opinion has been taken to remove the danger.

Table showing Time limit for grant of license:-

Sl. No.	Category of Factories	Time limit from the date of receipt of completed application
I	Factories as defined under Section 2(1)(w)(ii) of the Code and not involving hazardous process as defined under Section 2(1)(za) of the Code.	10(Ten) days

2	Factories other than hazardous and Major Accident Hazardous installations	30(Thirty) days
3	Factories involving Hazardous process and Major Accident Hazardous installations	45(Forty five) days (30 days) for the appraisal of site by the site appraisal committee, 10 days for approval from the Government and 5 days for approval of plans by the Chief Inspector Inspector-cum-Facilitator.

- (ii) Every license granted or renewed under these provisions shall remain in force up to the 31st December of the year/years for which the license is granted or renewed.

(7) **Amendment of license-**

- (1) A license granted under the rule 53(6)(i) or renewed under rule 53(8)(ii) may be amended by the Chief Inspector-cum-Facilitator within the period specified in the table given below:-

Sl. No.	Category of Factories	Time limit from the date of receipt of completed application
1	For all category of factories	15 (Fifteen) days.

- (2) A licensee shall be required to have the license amended if there is change in name of the factory, or if the factory for which the license is granted exceeds the limits specified in the license in regard to horsepower or the number of persons employed.
- (3) A licensee who desires to have his license amended shall submit it to the Chief Inspector-cum-Facilitator with an application in **Form no XIII** stating the nature of the amendment and reasons thereof
- (4) The fees for the amendment of a license shall be Rs. 1000/- (Rupees One Thousand) and the amount, if any, by which the fee that would have been payable if the license had originally been issued in the amended form exceeds the fee originally paid for the license.
- (5) In case of any administrative or processing error on the part of the Licensing Authority, no amendment fees shall be levied.

(8) Renewal of License-

(i) An application for the renewal of license shall be made to the Chief inspector-cum-Facilitator in **Form No XIII** accompanied by an online payment certificate as approved by the State Government, as the case may be, for payment of the fees specified in the **Schedule I, II or III** of these rules, so as to reach him on or before 30 days of the date of expiry of the license.

(ii) On receipt of the application under sub-rule (1), the Chief Inspector -cum-Facilitator may, if he is satisfied that there is no objection to the renewal of the license, renew the same for a maximum period of 10 (ten) years within the time line as shown in the table below may after recording his reasons, in accordance to the applicability of rejection clause provided in the sub-rule (1) of rule 53(5)(i), refuse the renewal of license applied:

Provided that if the period for which the license is applied for is one year or more but does not exceed 10 years, the fees payable per year shall be at the rates specified in the **Schedule I, II or III** of these rules:

Provided further that where the application for renewal of the license is made after the expiry of the due date specified in sub-rule (1) it may be renewed on payment of an additional fee of 25 percent of the fee payable for the renewal of the license subject to the minimum of Rupees Five hundred.

Sl. No.	Category of Factories	Time limit from the date of receipt of completed application
1	For all category of factories	30 (Thirty) days.

(3) Every license renewed under this rule shall remain in force up to 31st December of the year for which the license is renewed.

(9) Transfer of license-

(1) The holder of the license may at any time before the expiry of the license, apply for permission to transfer his license to another person.

(2) Such application shall be made in **Form No XIII** to the Chief Inspector-cum-Facilitator, who subject to his satisfaction for approval of the proposed transfer, enter upon the license under his signature and an endorsement to the effect that to the person proposed by the applicant.

(3) A fee equal to the license fee subject to a maximum of Rs 10000/- shall be charged on each such application.

(10) Mode of payment of fees-

- (1) (a) Every application under these rules shall be accompanied by an online payment certificate as approved by the State Government, for the appropriate amount of fees, if any.
- (b) No payment of fee under these rules made through off-line mode including Treasury challan shall be accepted or entertained.
- (c) Every payment of fee under these rules shall be made through online mode as approved by the State Government.
- (2) If application for grant, renewal or amendment or transfer of a license is rejected, the fees paid shall be refunded to the applicant by the Government.
- (3) Where such application is granted, any amount paid by the applicant in excess of the prescribed fee may be adjusted against the payment of any fees due for the next succeeding year.

Liability of
owner for
premises under
section 80

54. (1) Where in any premises separate buildings are leased to different occupiers for use as separate factories, the owner of the premises shall be responsible for the provision and maintenance of common facilities and services, such as approach roads, drainage, water supply, lighting, fire protection and prevention and sanitation.
- (2) The Chief Inspector-cum-Facilitator shall have, subject to the control of the State Government, power to issue orders to the owner of the premises in respect of the carrying out of the provisions of sub-rule (1) above.
- (3) Where in any premises, independent or self-contained, floors or flats are leased to different occupiers for use as separate factories, the owner of the premises shall be liable as if he were the occupier or manager of a factory, for any contravention of the provisions of this Code in respect of,—
 - (i) latrines, urinals and washing facilities in so far as the maintenance of the common supply of water for these purposes is concerned;
 - (ii) fencing of machinery and plant belonging to the owner and not specifically entrusted to the custody or use of an occupier;
 - (iii) safe means of access to the floors or flats and maintenance and cleanliness of staircases and common passages;
 - (iv) precautions in case of fire;
 - (v) maintenance of hoists and lifts; and

(vi) maintenance of any other common facilities provided in the premises.

(4) The Chief Inspector shall have, subject to the control of the State Government, power to issue orders to the owner of the premises in respect of the carrying out the provisions of sub-rule (3) above.

(5) The provisions of sub-rule (3) relating to the liability of the owner shall apply where in any premises independent rooms with common latrines, urinals and washing facilities are leased to different occupiers for use as separate factories:

Provided that the owner shall be responsible also for complying with the requirements relating to the provision and maintenance of latrines, urinals and washing facilities.

(6) The Chief Inspector shall have, subject to the control of the State Government, the power to issue orders to the owner of the premises referred to in sub-rule (5) in respect of the carrying out of the provisions of the rules relating to shelters, rest rooms, lunch room or creches.

(7) Where in any premises portions of a room or a shed are leased to different occupiers for use as separate factories, the owner of the premises shall be liable for any contravention of the provisions of,—

- (a) Health
- (b) Safety
- (c) Washing facility

(8) The Chief Inspector shall have, subject to the control of the State Government, power to issue orders to the owner of the premises in respect of the carrying out the provisions of sub-rule (7) above.

(9) In respect of sub-rules (5) and (7), while computing, for the purposes of any of the provisions of this Code, the total number of workers employed, the whole of the premises shall be deemed to be a single factory.

Dangerous operations declared under section 82

55. (1) The operations when carried on in any factory which are declared to be dangerous operations under section 82 of the Code may be seen at **Schedule VI**.

The dangerous operations mentioned in Schedule VI have been elaborated in details in **Schedule VI(A) to Schedule VI(Y)**.

(2) The provisions specified in the **Schedules** hereto shall apply to any class or description of factories wherein dangerous operations specified in each **Schedule** are carried out.

(3) These rules shall come into force in respect of any class or description of factories, wherein the said operations are carried on, on such dates as the State Government may by notification in the official Gazette appoint in this behalf.

- (4) (a) For medical examinations of workers to be carried out by the Medical officers for the purposes of the Code in relation to factory as required by the schedules annexed to this rule, the occupier of the factory shall pay fees at the rate of Rs. 100.00 per examination of each worker every time he is examined.
 - (b) The fees prescribed in sub-rule (4) clause (a) shall be exclusive of any charges for biological, radiological or other tests which may have to be carried out in connection with the medical examination. Such charges shall be paid by the occupier.
 - (c) The fees to be paid for medical examinations shall be paid online as approved by the State Government.
- (5) Employment of pregnant woman shall be strictly prohibited in any factory wherein any dangerous operation is carried on.

Purpose of Site Appraisal Committee under sub-section (1) and (2) of section 83

56. (1) The State Government shall constitute one or more Site Appraisal Committee as per sub-section (1) section 83 of the Code consisting of a Chairman and other Members for the purposes of considering and to give recommendations on an application for grant of permission for the initial location of a factory involving a hazardous process or for the expansion of such factory.
- (2) Applications for appraisal of sites —
- (a) Applications for appraisal of sites in respect of the factories covered under section 2(za) of the Code or for their expansion shall be submitted to the Chairman of this Site Appraisal Committee;
 - (b) The application for site appraisal along with 15 copies thereof shall be submitted in the **Form XXII** annexed to these rules. The Committee may dispense with furnishing information on any particular item in the Application Form if it considers the same to be not relevant to the application under consideration.
- (3) **Functions of the Committee —**
- (a) The Secretary shall arrange to register the applications received for appraisal of site in a separate register and acknowledge the same within a period of 7 days;
 - (b) The Secretary shall fix up meeting in such a manner that all the applications received and registered are referred to the committee and making recommendations thereon by the committee within a period of one month from the date of their receipt;
 - (c) The Committee may adopt a procedure for its working keeping in view the need for expeditious disposal applications;

- (d) The Committee shall examine the application for appraisal of a site with reference to the prohibitions and restrictions on the location of industry and the carrying on of processes and operations in different areas as per the provisions of rule 5 of the Environment (Protection) Act, 1986;
- (e) The Committee may call for documents, examine, experts, inspect the site if necessary and take other steps for formulating its views in regard to the suitability of the site;
- (f) Wherever the proposed site requires clearance by the Ministry of Industry or the Ministry of Environment and Forests the application for Site Appraisal shall be considered by the Site Appraisal Committee only after such clearance has been received.

Compulsory
Disclosure of
information by
Occupier of a
factory under
sub-section (1)
of section 84

57. (1) The occupier of every factory carrying on a 'hazardous process' shall arrange, to obtain or develop information in the form of Material Safety Data Sheet (MSDS) in respect of every hazardous substance or material handled in the manufacture, transportation and storage in the factory. It shall be accessible upon request to a worker for reference —
- (a) every such Material Safety Data Sheet shall include the following information—
 - (i) the identity used on the label;
 - (ii) hazardous ingredients of the substance;
 - (iii) physical and chemical characteristics of the hazardous substance;
 - (iv) the Physical hazards of the hazardous substances, including the potential for fire, explosion and reactivity;
 - (v) the health hazards of the hazardous substances, including signs and symptoms of exposure, and any medical conditions which are generally recognised as being aggravated by exposure to the substance;
 - (vi) the primary route(s) of entry;
 - (vii) the permissible limits of exposure prescribed in the **Schedule** under section 88 of the Code, and in respect of a Chemical not covered by the said Schedule, any exposure limit used or recommended by the manufacturer, importer or occupier;
 - (viii) any generally applicable precautions for safe handling and use of the hazardous substance, which are known, including appropriate hygienic practices, protective

measures during repairs and maintenance of contaminated equipment, procedures for clean-up of spills and leaks;

- (ix) any generally applicable control measures, such as appropriate engineering, controls, work practices, or use of personal protective equipment;
 - (x) emergency and first-aid procedure;
 - (xi) the date of preparation of the Material Safety Data Sheet, or the last change to it; and
 - (xii) the name, address and telephone number of the manufacturer, importer, occupier or other responsible party preparing or distributing the Material Safety Data Sheet, who can provide additional information on the hazardous substance and appropriate emergency procedures, if necessary.
- (b) the occupier while obtaining or developing a Material Safety Data Sheet in respect of a hazardous substance shall ensure that the information recorded accurately reflects the scientific evidence used in making the hazard determination. If he becomes newly aware of any significant information regarding the hazards of a substance, or ways to protect, against the hazards, this new information shall be added to the Material Safety Data Sheet as soon as practicable;
- (c) an example of such Material Safety Data Sheet is given in the **Schedule VII** to this rule.

Labelling-

- (2) Every container of a hazardous substance shall be clearly labelled or marked to identify—
- (a) the contents of the container;
 - (b) the name and address of the manufacturer or importer of the hazardous substance;
 - (c) the physical and health hazards; and
 - (d) the recommended personal protective equipment needed to work safely with the hazardous substance.

Health and Safety Policy under sub-section (2) of section 84

58. (1) Occupier of every factory except as provided for in sub-rule (2), shall prepare a written statement of his policy in respect of health and safety of workers at work.
- (2) All factories,—

- (a) covered under section 2(w) (i) of the Code but employing less than 50 workers;
 - (b) covered under section 2(w) (ii) of the Code but employing less than 100 workers; are exempted from requirements of clause (i) :
Provided that they are not covered in the First Schedule under section 2(za) or carrying out processes or operations declared to be dangerous under section 82 of the Code.
- (3) Notwithstanding anything contained in rule (2), the Chief Inspector-cum-Facilitator may require the occupiers of any of the factories or class or description of factories to comply with the requirements of sub-rule (1), if, in his opinion, it is expedient to do so.
- (4) The Health and Safety Policy should contain or deal with,—
- (a) declared intention and commitment of the management to health, safety and environment and compliance with all the relevant statutory requirements;
 - (b) organisational set up to carry out the declared policy clearly assigning the responsibility at different levels; and
 - (c) arrangements for making the policy effective.
- (5) In particular, the policy should specify the following,—
- (a) arrangements for involving the workers;
 - (b) intentions of taking into account the health and safety performance of individuals at different levels while considering their career advancement;
 - (c) fixing the responsibility of the contractors, sub-contractors, transporters and other agencies entering the premises;
 - (d) providing a resume of health and safety performance of the factory in its Annual Reports;
 - (e) relevant techniques and methods, such as safety audits, risk assessment, for periodical assessment of the status on health, safety and environment and taking all the remedial measures;
 - (f) stating its intentions to integrate health and safety in all decisions including those dealing with purchase of plant, equipment, machinery, materials as well as selection and placement of personnel;
 - (g) arrangements for informing educating and training and retraining its own employee at different levels and the public, wherever required.

- (6) A copy of the declared Health and Safety Policy signed by the occupier shall be made available to the Inspector-cum-Facilitator-cum-Facilitator having jurisdiction over the factory and to the Chief Inspector-cum-Facilitator and the local authority concerned.
- (7) The policy shall be made widely known by,—
 - (a) making copies available to all workers including contract workers, apprentices, transport workers, supplier, etc.;
 - (b) displaying copies of the policy at conspicuous places; and
 - (c) any other means of communication; in a language understood by majority of workers.
- (8) The occupier shall revise the Safety Policy as often as may be appropriate, but it shall necessarily be revised under the following circumstances,—
 - (a) Whenever expansion or modification having implications on safety and health of persons at work is made; or
 - (b) Whenever new substance(s) or articles are introduced in the manufacturing process having implications on health and safety of persons exposed to such substances.

Form and manner of information of hazardous process under sub-section (5) of section 84

59. Every occupier of a factory shall, if such factory proposes to engage in a hazardous process at any time after the commencement of the Code, within a period of thirty days before the commencement of such process, inform the Chief Inspector-cum-Facilitator about the nature and details of the process electronically comprising all information as specified in **Schedule 7**.

Disposal and handling of hazardous substance under sub-section (7) of section 84

60. Measures laid down for the handling, usage, transportation and storage of hazardous substances inside the factory premises and the disposal of such substances outside the factory premises should be publicized among the workers and the general public living in the vicinity through booklet, hoardings located at all relevant places including at the main entrance of the factory.

Health record accessible to workers under clause (a) of section 85

61. (1) The occupier of every factory carrying out 'hazardous process' shall make accessible the health records including the records of worker's exposure to hazardous process or' as the case may be, the medical records of any worker for his perusal under the following conditions—
- (a) Once in every six months or immediately after the medical examination whichever is earlier;

- (b) If the Factory Medical Officer or the Medical officer as the case may be, is of the opinion that the workers has manifested signs and symptoms of any notifiable disease as specified in the Third Schedule of the Code;
 - (c) If the workers leaves the employment;
 - (d) If any one of the following authorities so direct.
 - (i) the Chief Inspector -cum-Facilitators;
 - (ii) the Health Authority of the Central or State Government;
 - (iii) Commissioner of Workmen's Compensation;
 - (iv) The Director General, Employee's State Insurance Corporation;
 - (v) The Director, Employees State Insurance Corporation (Medical Benefits); and
 - (vi) The Director General, Factory Advice Service and Labour Institute.
- (2) A copy of the up-to-date health records including the record or worker's exposure to hazardous process or as the case may be, the medical records shall be supplied to the worker on receipt of an application from him X-ray plates and other medical diagnostic reports may also be made available for reference to his medical practitioner.

Qualifications, and experience for handling hazardous substances under clause (b) of section 85

62. (i) All persons who are required to supervise the handling of hazardous substances shall possess the following qualifications and experience —
- (a) a degree in Chemistry or Diploma in Chemical Engineering or Technology with 5 years experience; or a Master's Degree in Chemistry or a Degree in Chemical Engineering or Technology with 2 years experience.
 - (b) The experience stipulated above shall be in process operation and maintenance in the Chemical Industry.
 - (c) the Chief Inspector-cum-Facilitator may require the supervisor to undergo training in Health and Safety.
- (ii) The syllabus and duration of the above training and the organisations conducting the training shall be approved by the Director General Factory Advice Service and Labour Institutes(DGFASLI) or the State Government in accordance with the guidelines issued by the Director General Factory Advice Service and Labour Institutes(DGFASLI) .

Medical examination of a worker under sub clause (ii) of clause (c) of section 85

63. (1) **Medical Examination —**

- (i) Workers employed in a “Hazardous Process” shall be medically examined by a qualified medical practitioner hereinafter referred to as **Factory Medical Officer**, in the following manner, —
- (a) Once before employment to ascertain physical fitness of the person to do the particular job.
- (b) once in a period of 3 months, to ascertain the health status of all the worker in respect of occupational health hazards to which they are exposed; Medical examination shall also be conducted for the workers who quit employment or dismissed by the occupier for a period of two years from such quit or dismissal as the case may be. In the event of diagnosis of any occupational disease related to the process carried on in the factory wherein the worker was working, the occupier of such factory shall be liable to provide medical facilities as per law.
Explanation: To ensure the health safety of those workers who are retrenched frequently by the occupiers before they develop signs and symptoms of occupational diseases during their employment period.
- (c) the details of pre-employment and periodical medical examinations carried out as aforesaid shall be recorded in the Health Register in **Form XXIII**.
- (d) The occupier of every factory manufacturing Asbestos or its ancillary products shall maintain and keep maintaining Health Record of every worker in Prescribed **Form XXIII** up to a minimum period of 40 years from the beginning of employment or 15 years after retirement or cessation of employment whichever is later;
- (ii) No person shall be employed for the first time without a certificate of Fitness in **Form XXIV** granted by the Factory Medical Officer. If the Factory Medical Officer declares a person unfit for being employed in any process covered under clause (i), such a person shall have the right to appeal to the Inspector-cum-Facilitator who shall refer the matter to the **Medical officer** whose opinion shall be final in this regard. If the Inspector-cum-Facilitator himself is also a **Medical officer**, he/she may dispose of the application himself.
- (iii) Any findings of the Factory Medical Officer revealing any abnormality or unsuitability of any person employed in the process shall immediately be reported to the **Medical officer** who shall in turn, examine the concerned worker and communicate his findings to the occupier within 30 days. If the **Medical officer** is of the opinion that the worker so examined is required to be taken away from the process for health protection,

he/she will direct the occupier accordingly, who shall not employ the said worker in the same process. However, the worker so taken away be provided with alternate placement unless he is in the opinion of the **Medical officer** fully incapacitated in which case the worker affected shall be suitable rehabilitated.

- (iv) A **Medical officer** on his own motion or on a reference from an Inspector-cum-Facilitator may conduct medical examination of a worker to ascertain the suitability of his employment in a hazardous process or for ascertaining his health status. The opinion of the **Medical officer** in such a case shall be final. The fee required for the medical examination shall be paid by the occupier.
- (v) The worker taken away from employment in any process under clause (ii) above may be employed again in the same process only after obtaining the Fitness Certificate from the **Medical officer** and after making entries to that effect in the Health Register.
- (vi) The worker required to undergo medical examination under these rules and for any medical survey conducted by or on behalf of the Central or the State Government shall not refuse to undergo such medical examination.

(2) **Occupational Health Centres —**

In respect of any factory carrying on “hazardous process” there shall be provided and maintained in good order an Occupational Health Centre with the services and facilities as per scale laid down hereunder —

- (a) for factories employing up to 50 workers —
 - (i) the services of a Factory Medical Officer on retainer-ship basis, in his clinic to be notified by the occupier. He/she will carry out the pre-employment and periodical medical examination and render medical assistance during any emergency;
 - (ii) a minimum of 5 persons trained in first aid procedures amount whom at least one shall always be available during the working period;
 - (iii) a fully equipped first-aid box;
- (b) for factories employing 51 to 200 workers —
 - (i) an Occupational Health Centre having a room with a minimum floor area of 15 sq.m. with floors and walls made of smooth and impervious surface and with adequate illumination and ventilation as well as equipment as per the **Schedule VIII** annexed to this rule;

- (ii) a part-time Factory Medical Officer shall be in overall charge of the Centre who shall visit the factory at least twice in a week and whose services shall be readily available during medical emergencies;
 - (iii) one qualified and trained dresser-cum-compounder on duty throughout the working period;
 - (iv) a fully equipped first aid box in all the departments.
- (c) **for factories employing above 200 workers —**
- (i) one full-time Factory Medical Officer for factories employing upto 500 workers and one more Factory Medical Officer for every additional 1000 workers or part thereof;
 - (ii) An Occupational Health Centre having at least 2 rooms each with a minimum floor area of 15 sq.m with floors and walls made of smooth and impervious surface and adequate illuminations and ventilation as well as equipment as per the **Schedule VIII** annexed to this rule;
 - (iii) there shall be one nurse, one dresser-cum-compounder and one sweeper- cum-ward boy throughout the working period;
 - (iv) the Occupational Health Centre shall be suitable equipped to manage medical emergencies.
- (3) The Factory Medical Officer required to be appointed under sub-rule (2) above, shall have qualifications included in **Schedules** to the Indian Medical Degrees Act of 1916 or in the Schedules to the Indian Medical Council Act, 1956 and possess a Certificate of Training in Industrial Health of Minimum three months duration recognised by the State Government:
- Provided that —
- (i) a person possessing a Diploma in Industrial Health or equivalent shall not be required to possess the certificate of training as aforesaid;
 - (ii) the Chief Inspector-cum-Facilitator may, subject to such conditions as he/she may specify, grant, exemption from the requirement of this sub-rule, if in his opinion a suitable person possessing the necessary qualification is not available for appointment;
 - (iii) in case of a person who has been working as a Factory Medical Officer for a period of not less than 3 years on the date of commencement of this rule, the Chief Inspector-cum-Facilitator may subject to the condition that said person shall obtain the aforesaid certificate of training with in a period of three years, relax the qualification.

- (4) The syllabus of the course leading the above certificate, and the organisations conducting the course shall be approved by the Directorate General of Factory Advice Service and Labour Institute or the State Government in accordance with the guidelines issued by the Directorate General of Factory Advice Service and Labour Institute.
- (5) Within one month of the appointment of a Factory Medical Officer, the occupier of the factory shall furnish to the Chief Inspector-cum-Facilitator the following particulars :-
- (a) Name and address of the Factory Medical Officer;
 - (b) Qualifications;
 - (c) Experience, if any and ;
 - (d) The sub-rule under which appointed.

Issue of guidelines under section 85

64. For the purpose of Compliance with the requirements of sub-sections (1), (4) and (7) of section 84 or section 85 of the Code the Chief Inspector-cum-Facilitator may, if deemed necessary, issue guidelines from time to time to the occupier of factories carrying on 'hazardous process'. Such guidelines may be based on National Standards, Codes of Practices or recommendations of International Bodies such as International Labour Organisation (ILO) and World Health Organisation (WHO).

Measures or standards under sub-section (1) of section 86

65. Measures and standards prescribed for the health, safety and working conditions declared by the Central government under section 18 and section 23 of the Code shall be the prescribed measures and standards for the health and safety of the workers employed in the factory or the general public.

Permissible limits of chemicals and toxic substances under sub-section (1) of section 88

66. The maximum permissible threshold limits of exposure of chemical and toxic substances in manufacturing processes (whether hazardous or otherwise) in any factory shall be of the value indicated in the **Schedule IX**.

Appeal against the order of Inspector-cum-Facilitator under section 90

67. The manager or occupier of the factory may make appeal against the order of an Inspector-cum-Facilitator to the Chief Inspector-cum-Facilitator stating the reasons for with-holding such order. The Chief Inspector-cum-Facilitator shall give an opportunity to the occupier or manager of being heard and pass an order to the representation within 30 days of the receipt of the appeal. An occupier aggrieved by an order of the Chief Inspector may prefer an appeal before the State Govt. within a period of 30 days of receipt of such order from the Chief Inspector-cum-Facilitator. The State Government shall give an opportunity to the occupier of being heard and pass an order. The order of the State Government shall be final.

Holding of supervisory or management of post under sub-section (1) of section 91

68. The following persons shall be deemed to hold positions of supervision of management —
- (1) all persons specified in the **Schedule X** annexed hereto;
 - (2) any other person who, in the opinion of the Chief Inspector-cum-Facilitator, holds a position of supervision or management.

Chapter XIII

Provisions for Plantations

Facilities for workers in plantation under clause (a), (b) and (c) of sub-section (1) of section 92

69. (1) Every employer of a Plantation registered under the Code shall ensure and make available all Central or the State Government schemes to provide housing accommodation, including drinking water and toilet, cheche facilities and education facilities to their workers who are entitled to be provided with the aforementioned facilities under this Code:
- Provided that, if the employer fails to facilitate and make available all the aforementioned facilities or any one of the facilities within 6 months from the date of commencement of this rule, he/she shall provide such facility / facilities of same standard from his own resources:
- Provided further that no such facility / facilities provided by the employer from his own resources shall be treated as part of wages as defined under section 2 (y) and section 7 of the Code on Wages, 2019.
- (2) The employer shall facilitate holding of Gaon Sabha / meeting by Departments concerned for the purpose on days which is normally a weekly holiday.
 - (3) He/she shall provide adequate space within the tea garden for holding meetings, provide details of beneficiaries and any other requirement including issue of NOC for use of land within the tea garden area to execute the schemes within 15 days from the date of requisition made by the departmental authority or as and when asked for.
 - (4) Every employer shall constitute a "Garden Labour Welfare Committee (a sub Committee under the Assam Labour Welfare Society)" to be notified by the State Government.
 - (5) The Committee shall review and facilitate periodically all welfare schemes implemented in tea garden areas.
 - (6) The Committee shall hold its meeting at least twice in every month and upload minutes of the meeting in the portal dedicated for the purpose.
 - (7) The term of the Committee shall be for two years.

Health facilities under clause (a) of sub-section 1 of section 92

70. (1) Every employer of a Plantation registered under the Code shall register their workers and employees under the Employees State Insurance Scheme under the Social Security Code, 2020.

- (2) The employer shall provide adequate land within the tea garden for setting up of hospital / dispensary under Employees State Insurance Scheme under the Social Security Code, 2020 or provide space in the existing medical infrastructure available in the tea garden:

Provided that the Employers of tea garden who already have existing medical infrastructure available shall continue to maintain and extend medical treatment to their workers till the time the Employees State Insurance Scheme under the Social Security Code, 2020 is being implemented.

Recreational facilities under clause (e) of sub-section (1) of section 92

71. Every employer shall provide and maintain:-

- (1) Recreation Centre to the scale of one for every one hundred and seventy-five families of resident workers or part thereof with provision for a TV set with cable connection, one Radio and indoor games (Carrom, Chess etc.) for adult and children of workers as specified by the Chief Inspector cum Facilitator of Plantations with prior approval of the State Government subject to there being at least one centre for each Plantation or out garden thereof.
- (2) Where adequate flat open space is available within a reasonable distance, a playground or playgrounds for adult and children of workers with necessary sports equipment for out-door games.
- (3) Every recreation centre to be provided and maintained under this rule shall be conveniently situated as near as possible to the workers residential area.

Prohibition of restricting employment of women and adolescents under sub-section (2) of section 93

72. No person who has not attained 18 years of age and no woman shall be employed or permitted to be employed in using or handling, spraying, storage and transport of insecticides, chemicals and toxic substances in plantations.

Qualification of Supervisor under sub-section (3) of section 93

73. The employer of a tea estate shall appoint at least one person designated as Chemical Supervisor and having minimum qualification of Higher Secondary (pass) with Chemistry as one of the subjects and duly trained in handling, use and storage of insecticides, chemicals and toxic substances with additional qualification on first aid measures to supervise the use of such substances in the plantations.

Safety measures and safe work practices under sub-section (4) of section 93

74. (1) The employers shall also ensure through repeated periodic instruction for safety measures and safe working practices in works related to use, handling, mixing blending, storage and applying of such substances.
- (2) There shall be compulsory medical check-up of each such workers engaged for the purposes at an interval of not more than 90 days by a Medical Officer appointed under the Code.

- (3) Any worker showing symptom of poisoning shall be immediately examined and given proper medical treatment.
- (4) The employer shall report immediately to the Medical Officer declared under the Code of any accident caused due to use, handling, mixing, blending, storage and transportation of such substances immediately.
- (5) **First Aid measures-** In all cases of poisoning, first-aid treatment shall always be given before the physician is called. The Indian Standard Guide for handling cases of pesticide poisoning Part 1, First Aid Measures [I.S.4015 (Part II) – 1967] shall be consulted for such first-aid treatment in addition to any other book on the subject. The workers shall also be educated on the effects on poisoning and the first-aid treatment to be given.
- (6) **Provision of change of batch used in spraying-** Workers engaged in spraying work shall be changed and replaced by other batches of workers after they have worked for a period of three months.

periodical
medical
examination of
workers under
sub-section (5)
of section 93

75. Every person who is to be engaged in connection with the works of use, handling, spraying, storage and transport of insecticides, chemicals and toxic substances in a Plantation shall be examined by a qualified medical practitioner as per sub-section (5) of section 93 of the Code before his engagement and within 15 days by a Medical Officer appointed under the Code and such medical examination shall include appropriate tests that is necessary for assessment of his health status be conducted periodically atleast once in a year. Results of such medical examination shall be recorded in **FORM XXV**.

Providing
facilities of
clothing and
equipment
under sub-
section (7) of
section 93

76. The washing, bathing and cloak room facilities shall be provided and maintained in a cleanly state and in good repair for the use of all persons employed in the following manner:-
- (a) a trough with a smooth impervious surface fitted with a waste pipe with plug, and of sufficient length to allow at least two feet for every ten persons employed at any one time, and having a constant supply of water from taps or jets above the trough at intervals of not more than two feet ; or
 - (b) at least one wash basin for every ten such persons employed at any one time, fitted with a waste pipe and plug and having a constant supply of water together with, in either case, a sufficient supply of nail brushes, soap or other suitable cleansing material and clean towels changed daily ;
 - (c) suitable accommodation for clothing not worn during working hours with adequate arrangements for drying the clothing if wet. The accommodation so provided shall be placed under the charge of a responsible person.
 - (d) No food, drink or eatables including pan, supari or tobacco shall be brought into or consumed by any worker either at the work place or at the washrooms.

- (e) Every worker handling insecticides during transport or application shall be adequately protected with appropriate clothing.
- (f) The protective clothing shall be used wherever necessary in conjunction with appropriate respiratory devices for preventing inhalation of toxic dusts, vapours or gases.
- (g) No worker shall be allowed to dilute chemical solutions to be used for spraying nor allowed to spray without using gauntlets, dust-proof hats, hood, goggles, knee length polythene apron, rubber gloves, rubber boots (gum boots) with socks nose-mask or bleached kerchiefs to cover nose and mouth.
- (h) Lenses of goggles shall be of good quality.
- (i) Rubber or rag-pad shall be used on the back to minimize the jerking of spraying machine.
- (j) Every worker engaged in spraying shall be provided with a bar of washing soap every fortnight.
- (k) The equipment used for spraying as well as protective clothing and other equipment shall be maintained properly and replaced whenever necessary immediately.

Precautionary notices under sub-section (9) section 93

77. Every employer shall exhibit list of permissible concentrations of insecticide, pesticide, chemicals and toxic substances and precautionary notices indicating the hazards of insecticides, chemicals and toxic substances in the vicinity of the work place, electronically as well as printed in the language of the majority of the workers and shall be affixed in a prominent place where it could be easily seen and conveniently read by the workers.

CHAPTER XIV

Offences and Penalties

Manner of holding enquiry under sub-section (1) of section 111

78. The Government of Assam may by notification in the official Gazette appoint any Gazetted Officer not below the rank of Assistant Labour Commissioner / Labour Officers/ Senior Inspector of Factories having jurisdiction for holding enquiry in such manner as may be prescribed by the Central Government under this section.

Form and manner of for appeal under sub-section (3) of section 111

79. (1) The employer aggrieved by the order of Enquiry Officer, may appeal against such order before the appellate officer appointed by the State Government not below the rank of Secretary, Labour Welfare Department for such purpose within sixty days from the date of receipt by him of such order, electronically or otherwise along with fee @ 25% of penalty imposed to be deposited in the official account of the Appellate Authority electronically or otherwise.

- (2) Where the memorandum of appeal is in order, the Appellate Authority shall admit the appeal, acknowledge it and intimate admission of such appeal, and shall register the appeal in electronic form in register of appeals.
- (3) When the appeal has been admitted, the Appellate Authority shall send the notice of the appeal to the Enquiry Officer, against whose order the appeal has been preferred and the Enquiry Officer shall thereupon send the records of the case to the Appellate Authority online electronically or otherwise.
- (4) On receipt of the appeal, the Appellate Authority shall send a notice to the appellant to appear before him on such date and time as may be specified in the notice for the hearing of the appeal electronically or by registered post.
- (5) If on the date fixed for hearing, the appellant does not appear, the Appellate Authority may dismiss the appeal for default of appearance of the appellants by sending the copy of the order to the applicant electronically or otherwise.
- (6) Where an appeal has been dismissed, the appellant may apply electronically to the Appellate Authority for the restoration of the appeal within thirty days from the date of receipt of the order and if the Appellate Authority is satisfied that the appellant was prevented by sufficient cause from appearing, the Appellate Authority shall restore the appeal subject to costs at the discretion of the authority.
- (7) The order of the Appellate Authority shall be communicated electronically or by registered post to the appellant and copy thereof shall be sent to the registering officer against whose order the appeal has been preferred and shall be disposed of within a period of thirty days from the date of receipt of appeal.

Manner of
compounding
under sub-
section (1) of
section 114

80. (1) The officer notified by the State Government for compounding of offence under sub-section (1) of section 114 of the Code shall not be below the rank of Assistant Labour Commissioner in case of other establishments and not below the rank of Addl. Chief Inspector of Factories in case of Factories for the purposes of compounding of offences under sub-section (1) of section 114 of the Code and shall issue electronically or otherwise, a compounding notice for the offences which are compoundable under sub-section (1) of section 114 of the Code.
- (2) The person so noticed may apply to the officer electronically or otherwise and deposit the entire compounding amount by electronic transfer or otherwise, within thirty days of the receipt of the notice.
- (3) The Compounding Officer shall issue a composition certificate within twenty days of receipt of the composition amount, to such person from whom such amount has been received in satisfaction of the composition notice.

- (4) If a person so noticed fails to deposit the composition amount within the one month before the institution of prosecution, the prosecution shall be proceeded with before the Competent Court.
- (5) No prosecution shall be instituted without giving an opportunity to the employer to comply with such provisions subjected to proviso of sub-section (1) of section 110 of the Code and compounding as under section 114 of the Code.

CHAPTER XV

SOCIAL SECURITY FUND

- | | |
|--|---|
| The other sources of fund under sub-section (2) of section 115 | 81. The other sources of fund shall be a fund under sub-section (5) of section 141 of the Code of the Code on Social Security Rules, 2020 (36 of 2020) read with Assam Social Security Rules, 2021. |
| Expenditure of Fund under sub-section (3) of section 115 | 82. The State Government in consultation with Assam Unorganized Workers Social Security Board shall take steps required in regard to the manner of administering the expenditure of the fund. |

CHAPTER XVI

Miscellaneous

- | | |
|---|---|
| The form of application, and fee under sub-section (2) of section 119 | <p>83. (1) If a contractor desirous of obtaining license for—</p> <ol style="list-style-type: none"> (i) supplying or engaging contract labour; or (ii) undertaking or executing the contract works under sub-section (1) or sub-section (2) of section 47 of the Code in more than one districts or for the whole of Assam, then he/she shall apply electronically or otherwise on the official portal of Labour Welfare Department, Government of Assam in Form-XIII to the licensing authority appointed by the Government amongst the officers not below the rank of Labour Commissioner, Government of Assam. (iii) Any person desirous of obtaining license for a factory in the State shall apply electronically or otherwise on the official portal of Labour Welfare Department, Government of Assam in Form-XIII to the Chief Inspector Cum Facilitator for Factories who shall be the Licensing Officer for this Purpose. <p>(2) Application for single license shall be submitted electronically or otherwise to the authority notified in this behalf under sub-section (1) of section 119 of this code.</p> <p>(3) License issued under this rule shall be valid for five years.</p> |
|---|---|

- (4) Copy or copies of the license so issued shall be sent to the district officers of the Labour Welfare Department in whose jurisdiction, the contract work or works for which license is issued, falls.
84. (1) Any person aggrieved by an order passed under sub-section (1) of section 119 of the Code shall prefer an appeal before the Secretary, Labour Welfare Department, Government of Assam.
- (2) The Application for the appeal shall be accompanied with the rejection order of the Registering Authority and fee receipt of Rs. 1000/- to be deposited in the official account of the Appellate Authority.
85. The manner of survey under sub-section (2) of section 121 of the Code shall be conducted in the following manner, namely:-
- (i) Survey to be conducted during working hours.
 - (ii) Information on the subject of survey shall be gathered through interaction/questionnaires from various stakeholders such as workers, management representatives, people residing in the vicinity and others.
 - (iii) Use of tools and technology for Collection of information/data related to the subject of the survey.
 - (iv) Data compilation and reporting via electronic mode.
86. (i) The Building and Other Construction Workers (Regulation of Employment and Condition of Service) Rules, 2007,
- (ii) The Contract Labour (Regulation and Abolition) Central Rules, 1971,
- (iii) The Inter-State Migrant Workmen (Regulation of Employment and Conditions of Service) Assam Rules, 1981,
- (iv) The Plantation Labour Assam Rules, 1956,
- (v) The Motor Transport Workers Assam Rules, 1965,
- (vi) The Beedi & Cigar Workers (Conditions of Employment) Assam Rules, 1968,
- (vii) The Assam Factories Rules, 1950,
- (viii) The Assam Factories (Safety Officers) Rules, 1980 are hereby repealed:
- Provided that, the said repeal shall not affect,-
- (a) the previous operation of the said rules or anything duly done or suffered there under, or
 - (b) affect any right, liability or obligation acquired, accrued or incurred under the said rules.

FORM-I**[See rules 3 (1) and 3(3)]****Application for Registration for existing establishments/New Establishment/
Amendment to Certificate of Registration****A. Establishment Details:**

1. Retrieve details of Establishment through LIN/registration No. :
2. Name of Establishment:
3. Location and Address of the Establishment:
4. Others details of Establishment—
 - a. Total number of employees engaged directly in the establishment:

Male :	Female :
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 - b. Total number of the contract employees engaged :

Male :	Female :
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 - c. Total number of Inter-State Migrant workers employed :

Male :	Female :
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5 (a) For Factories :

1. Details of Occupier		
(a)Name:		
(b)Address(office):		
(c)Address (residential):		
(d)Contact number, if any:		
2. Details of Factory		
(a)Full name:		
(b)Address with pincode:		
(c)District:		
(d)Town or village:		
(e)Nearest Railway Station:		
(f)Nearest Police Station:		
(g)Phone number, if any:		
3.Particulars of plant to be installed and Manufacturing Process		
4. Maximum number of workers		Male
(To be employed)		Female
5. Details of-		
a. Raw materials		
b. Intermediate Product/by Product		
c. Final Product		

6. Use of Chemicals in the manufacturing process, if any			
Sl. No.	Trade Name:	Chemical Name:	Maximum storage at anytime:

7. NOTE:

- a. In case of any change in the above information, Department shall be informed in writing within 30 days.
- b. Seal bearing "authorized signatory" shall not be used on any document

Place: _____

Date: _____

Signature of occupier with seal: _____

(Name) _____

CHECKLIST

NOTE: This application shall be accompanied by the following documents:-

1. A flow chart of the manufacturing process supplemented by a brief description of the process in its various stage.
2. Plans, in triplicate, drawn to scale showing:
 - (i) The site of the factory and immediate surroundings including adjacent buildings and other structures, roads, drains, etc and
 - (ii) The Plan elevation and necessary cross-section of various buildings indicating all relevant details relating to natural lighting, ventilation and means of escape in case of fire .The plans shall also clearly indicate the position of plant and machinery, aisles and passage ways.
3. Photo ID and address proof of the occupier.
4. Such other particulars as the Chief Inspector-cum-facilitator may require.

5 (b) For building and other construction work :

Type of construction work	Probable period of commencement of work	Expected period for completion of work	Details of approval of the local authority
1	2	3	4

5 (c) For Motor Transport Undertaking :

Name of Motor Transport Undertaking	Type of Transport(Freight/passenger services)	Maximum number of vehicle	Maximum number of workers engaged	
			Permanent	Contract
1	2	3	4	5

5 (d) For Plantation:

Type of Plantation (Tea, Rubber, Coffee or Other)	Total available land area in Hectare	No of workers engaged – (Total of Permanent, temporary and casual) Male/ Female
1	2	3

5 (e) For Beedi and Cigar :

Details of the manufacturing process	Full postal address and situation of the industry along with plan approval details	Name and address of the occupier and manager	Maximum number of workers to be employed on any day
1	2	3	4

6. Ownership Type/Sector :**7. Activity as per National Industrial Classification :****8. Details of Selected NIC Code :****9. Identification of the establishment e-sign/digital sign of employer/representative :****B. Details of Employer :**

1. Name and Address of Employer/Occupier/Owner/Agent/Chief Executive etc. :

2. Designation :

3. Father's/husband's name of the employer :

4. Email Address, Telephone and Mobile No. :

C. Manager/Agent Details :

1. Full name and Address of Manager/Agent or person responsible for supervision and control of the Establishment :

2. Address of Manager/Agent :

3. Email Address, Telephone and Mobile No. :

D. Contractor Details :

Name and Address of Contractor	Email address, PAN No. & Mobile No. of Contractor	Name of Work	Maximum No. of contract labour engaged	Date of commencement/ probable date of completion of Work
1	2	3	4	5

E. Others Details :

Signature/E-sign/digital sign of employer.

Dated : Place : -----

FORM-II
[See rule 4(1)]

A. Notice of Commencement/Cessation of Establishment :

1. Registration No. :

2. Name and Address of Establishment :

3. Name and Designation of employer (who has ultimate control over the affairs of the establishment) :

4. Full address to which communication relating to the establishment to be sent :

5. Nature of work of the establishment :

6. In case of the notice is for commencement of work the approximate duration of work :

In case of cessation, the date of cessation :

I/we hereby intimate that the work of establishment having Registration No..... dated..... is likely to commence /cessation is likely to be completed with effect from (Date)/ on (Date).

In case of cessation of work :

I/we hereby certify that the payment of all dues to the workers employed in the establishment has been made and the premises are kept free from storage of hazardous chemicals and substances.

Signature of the Employer

To

The Inspector-cum-Facilitator

FORM-III
[See rule 5]

The medical examination shall be conducted by a qualified medical practitioner as per following proforma: A. Demographics:

Question	Answer	Remarks
Date		
Name of the Worker:		
Permanent Address:		
Gender:		
Total Number of family Members:		
Total monthly family Income:		
Is the employee under ESI (Employees' State Insurance) Scheme? If yes, provide IP Number.	Yes/No	
Is the employee under any other health scheme apart from ESI-Scheme? (If yes, provide the name of the scheme)	Yes/No	

B. Occupational History

Question	Answer	Remarks
Present Designation:		
Work Profile:		
Duration of service in the present work profile:		
Working Hours per shift:		
Night Shift Per Week:		
Night Shift per Month:		

C. Brief Review of Medical History: Diagnosed previously or currently under treatment or Currently suffering from

Question	Answer (Yes/No)	Remarks
Anaemia		
Jaundice		
Asthma		
COPD		
History of Any other Lung Disease: (If Yes, Please Specify)		
Vertigo/Dizziness		
Diabetes Mellitus		
Hypertension		
Any Cancer (If Yes, Please Specify the Cancer)		
Chronic Low Back Pain		
Chronic Pain in hand or Elbow		
Hernia		
Hydrocele		
Varicose Vein		
Haemorrhoids		

History of amputation/fracture/dislocation injury during work (If Yes, please specify)		
Dermatitis (If Yes, specify Site)		
Hearing Impairment		
Visual Impairment		
Any Major Illness requiring hospitalization in last 1 year (If Yes, Name of the Disease)		
Occupational Injury in Last 1 year: if yes Specify the Location of injury and frequency		

D. Current Symptoms-Diseases Module

Question	Answer (Yes/No)	Remarks
Smoking habit		
Chewing Tobacco or Pan Masala or Gutkha:		
Alcohol Addiction		
Dermatosis (Irritant Contact Dermatitis/ Eczema/Chloracne/ Allergic Contact Dermatitis):		
Mucosal Irritation of eyes/Nose/Throat with response to chemical agent or biological agent:		
Symptoms like Respiratory Difficulty/ Chest Tightness/ Dry Cough at beginning of shift:		
Currently suffering from TB:		
Jaundice or Hepatitis:		
Currently suffering from Low Back Pain		
Currently suffering from Pain in hand or Elbow:		
Currently suffering from Visual Problems		
Currently suffering from Hearing Problems		
Any current injury (amputation/ fracture/ dislocation)		
Any current musculoskeletal sprains/ strains		

E. Physical Examination

Date of Examination:

Question	Answer (Yes/No) or as appropriate	Remarks
General Skin Condition: (If Any Dermatitis, please mention its location)		
Weight (in Kg):		
Height (in Meter)		
Temperature (⁰ F):		
BP:		
Pulse:		
SpO2:		
Respiratory Rate:		
Examination of Breast of female-employee		

F. Investigation Report**? Routine Blood Investigation: Attach the photocopy of the report****•Blood Grouping & Rh Typing and HB Electrophoresis Once in a lifetime**

Parameter	Answer (Normal/ Increase/ Decrease)	Value
Hb%:		
Total WBC Count and Differential Count:		
Platelet Count:		
ESR:		
FBS:		
PPBS:		
HBA1C level		
BUN:		
Creatinine:		
Total Protein		
Albumin		
Globulin		
SGOT		
SGPT		
Bilirubin		
Urine RE		
Urine ME		
Prostate Specific Antigen (PSA)		

G. Standard Chest X Ray (PA) View: attach the photocopy of the report**Date:**

Parameter	Answer (Normal/Abnormal)	Value (if any importance)
Report		

Report

H. Eye Examination: attach the photocopy of the report**Date:**

Parameter	Value/Result/Interpretation
Visual inspection of Eye for any abnormality like corneal opacity/scaring, cataract etc.	
Visual Acuity: Right	
Visual Acuity: Left	
Colour Vision	
Field of Vision	
Binocularity	
Lateral Phoria	
Vertical Phoria	
Stereoscopic Vision and Depth Perception Testing	
Fundus (Retina) examination	

I. 12 lead ECG and Echocardiography:

Final Report:

J. MEDICAL FITNESS TESTS FOR PERSONS WORKING AT HEIGHT (as may be applicable):

1. Detailed Medical History and in-Depth General Medical Examination including tests for Vision, Hearing, Musculoskeletal System, Respiratory System, Cardiovascular System etc.

As applicable to all employees

2. Special Examination

a) Cardiovascular

Uncontrolled hypertension or ischemic heart disease will be a contraindication. In the presence of hypertension and abnormal ECG findings, the employee should be referred to a Cardiologist for fitness. b) Tests for Labyrinthine functions and for sense of position Eye Examination for Bilateral Nystagmus, Romberg sign. The presence of bilateral nystagmus and a positive Romberg sign will be an absolute contra-indication.

c) Neurological examination Evaluate seizure disorders: CT Scan of Brain and E.E.G if indicated

d) Assessment of Diabetic Control Status: (in case of employees suffering from Diabetes Mellitus)

e) Assessment of Phobia (Acrophobia) and any other Mental Health Disorder like Anxiety or Depression d) Evaluation for Vertigo and Dizziness

For use of Industrial Safety Section:

Walking freely over a horizontal bar at 1 ft. height: PASS / FAIL

Wearing a safety belt and tying the rope knot: PASS/ FAIL

Walking over a horizontal structure at 9 ft. height wearing a belt: PASS/ FAIL

General physique (O.K./NOT O.K): PASS/ FAIL M.

K. Any other information/examination/biological investigation/test as mutually agreed by the employer and qualified medical practitioner.

FORM - IV**[See rule 6(1)]**

- (i) **Name of the Establishment:**
 - (ii) **Name of employee:**
 - (iii) **Father's name/Mother's Name**
 - (iv) **Aadhar number:**
 - (v) **Labour Identification Number (LIN) of the establishment:**
 - (vi) **Insurance Number(ESIC):**
 - (vii) **Designation:**
 - (viii) **Nature of Work.....**
- (hazardous/Nonhazardous/Clerical/Supervisory/Managerial)**
- (ix) **Category of skill:**
 - (x) **Date of joining:**
 - (xi) **Wages, Basic Pay & Dearness Allowance:**
 - (xii) **Other allowance including accommodation whichever is/are applicable (specify item wise):**
 - (xiii) **Avenue for achieving higher wages/higher position:**
 - (xiv) **Applicability of social security EPFO and ESIC benefits applicable:**
 - (xv) **Health check-up:**
 - (xvi) **Broad Nature of duties to be performed:**
 - (xvii) **Any other information:**

Signature**Occupier/employer/owner/agent/manager**

FORM-V**[See rules 7(1), 7(2) and 7(3)]****NOTICE OF ACCIDENT OR DANGEROUS OCCURRENCE**

E.S.I.C. Employer's Code number : _____ E.S.I.C. Insurance Number of the injured person :

1. Name of employer :
2. Address of works / premises where the accident or dangerous occurrence took place :
3. Nature of industry and LIN of the establishment :
4. Branch or department and exact place where the accident or dangerous occurrence took place :
5. Name and address of the injured person :
6. (a) Sex :
- (b) Age (at the last birthday) :
- (c) Occupation of the injured person :
7. Local E.S.I.C. Office to which the injured person is attached :
8. Date, shift and hour of accident or dangerous occurrence :
9. (a) Hour at which the injured person started work on the day of accident or dangerous occurrence :
- (b) whether wages in full or part are payable to him for the day of the accident or dangerous occurrence: 10. (a) Cause or nature of accident or dangerous occurrence :
- (b) If caused by machinery-
 - (i) Give the name of machine and the part causing the accident or dangerous occurrence
 - (ii) state whether it was moved by mechanical power at the time of accident or dangerous occurrence :
 - (c) State exactly what the injured person was doing at the time of accident or dangerous occurrence :
 - (d) In your opinion, was the injured person at the time of accident or dangerous occurrence -
 - (i) acting in contravention of provisions of any law applicable to him; or
 - (ii) acting in contravention of any orders given by or on behalf of his employer; or
 - (iii) acting without instructions from his employer?
 - (e) In case reply to (d) (i), (ii) or (iii) is in the affirmative, state whether the act was done for the purpose of and in connection with the employer's trade or business. :
11. In case the accident or dangerous occurrence took place while travelling in the employer's transport, state whether -
 - (a) the injured person was travelling as a passenger to or from his place of works; :
 - (b) the injured person was travelling with the express or implied permission of his employer; :
 - (c) the transport is being operated by or on behalf of the employer or some other person by whom it is provided in pursuance of arrangements made with the employer; and :
 - (d) the vehicle is being/not being operated in the ordinary course of public transport service :
12. In case the accident or dangerous occurrence took place while meeting emergency, state-
 - (a) its nature ; and

(b) whether the injured person at the time of accident or dangerous occurrence was employed for the purpose of his employer's trade or business in or about the premises at which the accident or dangerous occurrence took place. :

13. Describe briefly how the accident or dangerous occurrence took place :

14. Names and addresses of witnesses : (1)

(2)

15. (a) Nature and extent of injury (e.g. fatal, loss of finger, fracture of leg, scald, scratch followed by sepsis, etc.) :

(b) Location of injury (e.g. right leg, left hand, left eye, etc.)

16. (a) If the accident or dangerous occurrence was not fatal, state whether the injured person was disabled for more than 48 hours :

(b) date and hour of return of work :

17. (a) Physician, dispensary or hospital from whom or which the injured person received or is receiving treatment :

(b) Name of dispensary/panel doctor elected by the injured person :

18. (a) Has the injured person died ? :

(b) If so, date of death :

I certify that to the best of my knowledge and belief the above particulars are correct in every respect.

Signature and Name and Designation of owner/ employer /manager/agent

Date of dispatch of report :

Place:

FORM - VI
[See rule 8(1)]

NOTICE OF DISEASE

- (1)** Name of establishment:
- (2)** Nature of establishment:
- (3)** Details of Patient -
 - (a) Name of Patient:-
 - (b) Works number of Patient:-
 - (c) Address of Patient:-
 - (d) Precise occupation of Patient:-
- (3)** Nature of disease from which patient is suffering:-
- (4)** Date of Detection of Disease:-
- (5)** Details of Medical Practitioner:-
- (6)** Has the case been reported to the Medical Officer:-

Date:

Signature of Employer or Occupier or Manager.

FORM – IX
[See rule 19(2)]

**REGISTER OF ACCIDENTS AND DANGEROUS
OCCURRENCES**

Name of Injured person (if any)	Date of Accident or dangerous occurrence	Date of report to Inspector cum-Facilitator	Nature of accident or dangerous occurrence	Date of return of injured Person to work	Number of days the injured Person was absent from work
1	2	3	4	5	6

FORM XI
[See rule 21]

ANNUAL RETURN
UNIFIED ANNUAL RETURN FORM

FOR THE YEAR ENDING.....

Single Integrated Return to be filed Online under the Occupational Safety, Health and Working Conditions Code, 2020, the Code on Industrial Relations, 2020, the Code on Social Security, 2020, and the Code on Wages, 2020

Instructions to fill up the Annual Return

- (6) This return is to be filled-up and furnished on or before 28th or 29th February every year.
- (7) The return has two parts i. e. Part-I to be filled-up by all establishments.
- (8) The terms Establishment shall have the same meaning as under the Occupational Safety, Health and Working Conditions Code, 2020.
- (9) This return is to be filled-up in case of contractor or manpower supplier who have engaged more than 50 workers employed in the relevant period.

Applicable to All Establishments —

ii. **General Information :**

Sl. No.			Instructions for filling the column
1	Labour Identification Number		EPFO, ESIC, MCA, MoLE (LIN)
2	Period of the Return	From - To-	Period should be calendar year
3	Name of the Establishment		
4	Email ID		
5	Telephone No		
6	Mobile number		
7	Premise name		
8	Sub-locality		
9	District		
10	State		
11	Pin code		
12	Geo Co-ordinates		

D. Details of contractors engaged in the Establishment:			
Sl.No.	Name with IIN of the contractor	No. of Contract Labour Engaged	
E. Details of various Health and Welfare Amenities provided.			
Sl. No	Nature of various welfare amenities provided	Statutory (specify the statute)	Instructions for filling
1	Whether facility of Canteen provided (as per section 24(v) of OSH Code, 2020)	Tick yes or no in the box	Applicable to all establishments where in hundred or more worker including contract labour were ordinarily employed
2	Crèches (as per section 67 of Code on Social Security Code, 2020 and Section 24 of the OSH Code 2020)	Tick yes or no in the box	Applicable to all establishments where fifty or more workers are employed
3	Ambulance Room (as per section 24(2)(i) of OSH Code, 2020)	Tick yes or no in the box	Applicable to mine, building and other construction work wherein more than five hundred workers are ordinarily employed
4	Safety Committee (as per Section 22(1) of OSH Code, 2020.	Tick yes or no in the box	Applicable to establishments BoCW employing 250 workers or more, and mines employing 100 or more workers.
5	Safety Officer (as per section 22(2) of OSH Code, 2020)	No. of safety officers appointed	In case of BoCW 250 or more workers are ordinarily employed.
6	Qualified Medical Practitioner (as per Section 12 (2) of OSH Code 2020.	No. of Qualified Medical Practitioner appointed.	There is no specification for minimum number of Qualified Medical Practitioner employed in establishment. However, this detail is required to have data on occupational health.

F. The Industrial Relations: Instructions for filling			Instructions for filling
1	Is the Works Committee has been functioning. (section 3 of IR Code, 2020)	Yes/No	Industrial establishment in which 100 or more workers are employed

(a)	Date of its constitution.					
2	Whether the Grievance Redressal Committee constituted (section 4 of IR Code, 2020)		Yes/No		Industrial establishment employing 20 or more workers are employed	
3	Number of Unions in the establishments.					
4	Whether any negotiation union exist (Section 14 of IR Code, 2020)		Yes/No			
5	Whether any negotiating council is constituted (Section 14 of IR Code, 2020)		Yes/No			
6	Number of workers discharged, dismissed, retrenched or whose services were terminated during the year:					
	Discharged	Dismissed	Retrenched	Terminated or Removed	Grand Total	
7	Man-days lost during the year on account of					
Sl. No.	Reasons	Period / Date	No. of mandays lost	Loss in term of money		
(a)	Strike					
(b)	Lockout					
8. Details of retrenchment / lay off						
Sl. No.	No. of persons retrenched during the period	Details of payment paid to retrenched employees	No. of workers laid off during the period	No. of man-days lost due to lay-off		

G. Details pertaining to maternity benefit:

No. of female employees	No. of female employees availed maternity leave	No. of female employees paid medical bonus	No. of deduction of wages, if any made from female employees.

H. Details of payment of bonus:				
Sl. No.	No. of employees covered under the Bonus provision	Total amount of bonus actually paid	Date on which the Bonus paid	
I. Details of accidents, dangerous occurrence and notifiable diseases:				
Sl. No.	Total number of accidents by which a person injured is prevented from working for a period of 48 hours or more as per Section 10 of the OSH Code, 2020.	Total number of fatal accidents and names of the deceased as per Section 10 of the OSH Code, 2020.	Total number of Dangerous Occurrences as defined under Section 11 of the OSH Code, 2020.	Total number of cases of Notifiable Diseases specified in Third Schedule of the OSH Code, 2020 along with the details of affected persons
J. Mandays and Production Lost due to accidents / dangerous occurrence				
Sl. No.	Accident/Dangerous Occurrence	Mandays lost	Production Lost	

FORM XII
[See rule 24(1)]

IMPROVEMENT NOTICE AND PROHIBITION ORDER

PART I PROHIBITION ORDER

Inspector-cum-facilitators Notice on Inspection of Establishment, Lifting Appliance, Loose Gears and other such gears, Equipment, Ladders and Staging. Inspector-cum-Facilitator's notice to the occupier, employer, owner, master, Officer-in-charge, Owner of lifting appliances, loose gears and lifting devices or the person, scaffold who, by himself, his agents, or his employers as the case may be.

Name of the establishment, lifting appliance, lifting device, transport equipment, ladders and staging	Where situated lying/used/location	Registration no. of the establishment	LIN No. of the establishment
1	2	3	4

An inspection of the above named establishment, lifting appliances, loose gears, lifting devices, transport equipment, ladders and staging was made on ____
The activities connected with establishment which are being carried on by you/about to be carried on by you/under your control involve a risk or danger to the life, safety and health of employee and involve the following contraventions :

CONTRAVENTIONS Therefore, I hereby direct that the said activities shall not be carried on by you or under your control unless the said contraventions and matters mentioned have been remedied to the satisfaction of the Inspector-cum-Facilitator. This order is being issued without prejudice or any legal action which may be taken for these contraventions. On hearing from you that the requirements have been complied with the establishment, lifting appliance, loose gear or similar gear/transport equipment/ladders/ staging, scaffold shall again be visited with a view to the inspection being completed.
No. _____

Dated at _____ this _____ day of 20 _____ Inspector-cum-Facilitator under the Occupational Safety, Health and Working Conditions Code, 2020

REQUIREMENTS

On compliance with all or any of the above contraventions, the Inspector-cum-Facilitator shall be informed in the manner prescribed overleaf, of the date and place at which the establishment, lifting appliance, loose gears or similar gear transport equipment, ladders and staging, scaffold can be re-inspected.

Sir,

The contravention notified by you have been effectively attended to. The establishment, lifting appliance, loose gears or similar gear, transport equipment, ladders and staging, scaffold shall be ready for inspection on the date and place named below:

Date of Inspection	Place
Dated at _____ this day of _____ 20____	Employer, Occupier, Owner, Manager, Master, Officer in-charge or Agents, owner of machinery and gear or the person, who by himself, his agents or his employers, carried on the establishment.

To

The Inspector-cum-Facilitator under the Occupational Safety, Health and Working Conditions Code, 2020

PART - II

Improvement Notice

Inspector-cum-Facilitators notice to the employer, Owner, Master, Manager, Officer-in-Charge or Agents, Owner of lifting appliances, loose gears lifting devices, scaffold or the person, who, by himself, his agents or his employers, carries on the establishment, as the case may be.....

Name of the establishment, lifting appliances, loose gear, lifting device, transport, equipment, ladders and stagings, scaffold;	Where situated/lying used/location	Port of Registry	Official no.(if any) of the ship

An inspection of the above-named establishment, dock, ship, lifting appliances, loose gears, lifting devices, transport equipment, ladders and stagings, scaffold was made on

The following contraventions were observed. You are required to remedy the said contraventions and send the compliance report in writing within..... days.

This notice is being issued without prejudice to any legal action which may be taken for these contraventions on hearing from you that the requirements have been complied with the establishment, lifting appliance/loose gear or similar other gear/transport equipment/ladders/ staging, scaffold will again be visited with a view to the inspection being completed.

Contraventions No. _____ Dated _____ this _____ day of _____
 20____ Inspector-cum-Facilitator under the Occupational Safety, Health and Working
 Conditions Code, 2020

Requirements.

On compliance with all or any of the requirements, the Inspector-cum-Facilitator should be informed in the manner prescribed overleaf of the date and place at which the establishment, lifting appliance, loose gear, transport equipment, ladders and staging, scaffold can be re-inspected. The requirements noted by you have been effectively fulfilled. The establishment, lifting appliance, loose gear, lifting devices, transport equipment, ladders and staging, scaffold will be ready for inspection on the date and place named below:

Date of Inspection	Place
Dated at _____ this day of _____ 20____	Employer, occupier, Owner, Master, Manager, Officer-in-charge or Agents, owner of machinery and gear or the person, who, by himself, his agents or his employers, carried on the establishment.

To The Inspector-cum-Facilitator under the Occupation Safety, Health and Working
 Conditions Code, 2020.

FORM XIII

[See rules 32(1), 53(5)(i), 53(7)(3), 53(8)(i), 53(9) and 83(1)(ii),(iii)]

APPLICATION FOR LICENSE**Online Application for License/Renewal of License/Amendment of License (including Common/Single License)****Department of Labour Welfare, Government of Assam****ESTABLISHMENT PROFILE:**

Labour Identification Number/Licence No.

Date:

Acknowledgement Number: Date of Application:

I. Particulars of Establishment for which license required:

1. Name of Establishment:
2. Address of establishment:
 - (a) Head Office address along with email Id:
 - (b) Corporate office address along with email Id:
3. Telephone Number:
4. Activity as per National Industrial Classification: (Select all applicable activities given)
5. Details of selected NIC Code:
6. Nature of work carried on in main establishment:
7. Identifier of the Establishment: (Select): esign/digital sign

II. Details of Employer:

1. Full Name of Employer:relationship with establishment
2. Full Address of Employer:
3. . Email Id of employer:
4. Mobile No. of employer:

III. Particulars of the Contract Labour to be employed / is employed (If license is required work wise)

Locations of worksites	Name of works	Activity as per national industrial classification	Date of commencement	Date of completion	Name of Establishments in which contract labour is/proposed to be employed	Name Address, email id of the Site Incharge
1	2	3	4	5	6	7

5. Maximum number of workmen proposed to be employed on the Establishment on any date:

6. Amount of License Fee: INR (Transaction Id :)

7. Amount of Security Deposit: INR (Transaction Id :)

IV. DETAILS OF ESTABLISHMENTS FOR WHICH COMMON LICENCE REQUIRED, (IF APPLYING FOR)

Type of Establishments	Name & Address of establishment	(i) Nature of work carried out in the establishment (ii) Activity as per National Ind'l classification	Date of commencement	Permanent establishment or probable date of completion	Maximum number of employees employed/proposed to be employed	Registration number, if obtained and the details thereof
1	2	3	4	5	6	7

V. DETAILS OF ESTABLISHMENTS FOR WHICH SINGLE LICENCE IS REQUIRED (IF APPLYING FOR)

Name of States in which the establishments are situated	Name of each work	Maximum number of labour will be/is employed	Date of commencement	Permanent establishment or probable date of completion	Maximum number of employees employed/proposed to be employed	Registration number, if obtained, and the details thereof
1	2	3	4	5	6	7

Signature of Contractor
(eSign/DSC)

VI. DETAILS OF ESTABLISHMENTS THAT ARE FACTORIES FOR GRANT OF LICENSE**18 Period of License:**

1.	YEAR(s) for which license is applied for	From	To
----	--	------	----

19 General Information

2a	Full name of the factory	
2b	Factory Registration number (if already registered)	

20 Address and contact information:

3a.	Full postal address along with pin code and telephone Number of the Factory	
3b.	Full postal address along with pin code for communications (if differ from above)	

21 **Nature of manufacturing processes:**

4a.	Date of start of production (for registration)	
4b.	Manufacturing process carried on in the factory in the last twelve months	
4c.	Manufacturing process to be carried On in the factory during the next twelve months	
4d.	Details of product(s) manufactured during the last twelve months	

22 **Workers employed:**

5a	Maximum number of workers proposed to be employed During the year	Male	Female	Total
5b	Maximum number of workers Employed during the last twelve months on any day			
5c	Number of worker ordinarily employed in the factory			

23 **Power installed:**

6a	Total rated horsepower (installed or to be installed)	
6b	Maximum amount of Power (H.P.) proposed to be used	

24 **Particulars of Factory Manager:**

7 Name and address of the person who shall be the Factory Manager(if appointed)of the factory for the purposes of the Act	Name
	Residential Address
	Contact No.

25 **Particulars of Occupier:**

8a. Name and address of the occupier <i>(in case of a private firm.) Attach list of partners with complete details, (in Case of partnership firm)</i>	Name
	Residential Address
	Contact No. (if any)
8b. Name and address of the Director <i>(In case of a private/public limited company.)(attach list of director with details)</i>	Name
	Residential Address
	Contact No. (if any)

8c. Full name and residential address of the Managing Agent in case where a managing agent is appointed by the Government/ State Government/Local authority as Occupier	Name		
	Residential Address		
	Contact	No.	(if any)

26 Land and Building:

9a. Full name and address of the owner of the premises or building (including the precincts Thereof)(referred to in section93 of the Act)	Name		
	Residential Address		
	Contact	No.	(if any)
9b. Reference number and date of approval of the plans for site, whether for old or new building and for construction or extension of factory by the State Government/ Chief Inspector			

27 Disposal of wastes and effluents:

10. Reference number and date of approval of the arrangements, if any made for disposal of trade waste and effluents and the name of the authority granting such approval.

28 Fees Details:

11.	Total amount of Fees Paid	Rs	
11a.	In case of payment in treasury (Original Challan to be enclosed)	Name of Bank And Branch	
		Challan Number	
		Date	
11c.	In case of online payment,		

a. In case of any change in the above information, Department shall be informed in writing within 30 days.

8 Seal bearing "authorized signatory" shall not be used on any document.**Place:** _____**Date:** _____**Signature of Factory Manager with Seal:**
_____ (Name)**Signature of Occupier with Seal:**
_____ (Name)**VERIFICATION**

I the above named Occupier do hereby further solemnly affirm that the contents given above are true to the best of my knowledge.

Place: _____**Date:** _____**Signature of Occupier**.....
_____**CHECKLIST****NOTE:** This application shall be accompanied by the following documents: -

- (3) Information should be entered in block letters.
- (4) If power proposed is not used at the time of filling up this form, but is introduced later, the fact should be communicated to the Chief Inspector of Factories immediately.
- (5) If any of the persons named against items 7 (a) and 7 (b) is minor, the fact should be clearly stated alongwith documents.
- (6) List of documents to be enclosed:
 - i. Latest List of Partners/Latest list of Directors.
 - ii. In case of change of Directors submit Form No.32 of the Companies Act, 1956.
 - iii. Partnership deed/Memorandum of Articles of Association.
 - iv. Land ownership documents.
 - v. Rent deed/lease deed.
 - vi. Latest electricity bill for renewal.
 - vii. Photo ID and address proof of the Occupier and the Factory Manager.

APPLICATION FOR RENEWAL OF LICENCE:

1. License No. Date
 2. LIN & PAN
 3. Name and address of the establishment:
 4. Date of expiry of previous license :
 5. Whether the license of the employer/contractor was suspended or revoked:
 6. Details of Fees paid : (Enclose e-payment receipt): Amount date of payment:
- E-sign /digital sign of the employer/contractor date:**

DETAILS OF ESTABLISHMENTS THAT ARE FACTORIES FOR RENEWAL OF LICENSE**29 Period of License:**

1.	YEAR(s)for which license is applied for	From	To
----	---	------	----

30 General Information

2a	Full name of the factory	
2b	Factory Registration number (if already registered)	

31 Address and contact information:

3a.	Full postal address along with pin code and telephone Number of the Factory	
3b.	Full postal address along with pin code for communications (if differ from above)	

32 Nature of manufacturing processes:

4a.	Date of start of production (for registration)	
4b.	Manufacturing process carried on in the factory in the last twelve months	
4c.	Manufacturing process to be carried On in the factory during the next twelve months	
4d.	Details of product(s) manufactured during the last twelve months	

33 Workers employed:

5a	Maximum number of workers proposed to be employed During the year	Male	Female	Total
5b	Maximum number of workers Employed during the last twelve months on any day			
5c	Number of worker ordinarily employed in the factory			

34 **Power installed:**

6a	Total rated horsepower (installed or to be installed)	
6b	Maximum amount of Power (H.P.) proposed to be used	

35 **Particulars of Factory Manager:**

7	Name and address of the person who shall be the Factory Manager (if appointed) of the factory for the purposes of the Act	Name
		Residential Address
		Contact No.

36 **Particulars of Occupier:**

8a. Name and address of the occupier <i>(in case of a private firm.) Attach list of partners with complete details, (in Case of partnership firm)</i>	Name
	Residential Address
	Contact No. (if any)
8b. Name and address of the Director <i>(In case of a private/public limited company.)(attach list of director with details)</i>	Name
	Residential Address
	Contact No. (if any)
8c. Full name and residential address of the Managing Agent in case where a managing agent is appointed by the Government/ State Government/ Local authority as Occupier	Name
	Residential Address
	Contact No. (if any)

37 **Land and Building:**

9a. Full name and address of the owner of the premises or building (including the precincts Thereof)(referred to in section 93 of the Act)	Name
	Residential Address
	Contact No. (if any)
9b. Reference number and date of approval of the plans for site, whether for old or new building and for construction or extension of factory by the State Government/ Chief Inspector	

38 **Disposal of wastes and effluents:**

10.	Reference number and date of approval of the arrangements, if any made for disposal of trade waste and effluents and the name of the authority granting such approval.
------------	--

39 **Fees Details:**

11.	Total amount of Fees Paid	Rs	
11a.	In case of payment in treasury (Original Challan to be enclosed)	Name of Bank And Branch	
		Challan Number	
		Date	
11c.	In case of on line payment,		

- i In case of any change in the above information, Departments shall be informed in writing within 30 days.
- ii Seal bearing "authorized signatory" shall not be used on any document.

Place: _____

Date: _____

Signature of Factory Manager with Seal:

_____ (Name)

Signature of Occupier with Seal:

_____ (Name)

VERIFICATION

I the above named Occupier do hereby further solemnly affirm that the contents given above are true to the best of my knowledge.

Place: _____

Date: _____

Signature of Occupier.....

CHECKLIST

NOTE: This application shall be accompanied by the following documents: -

- (7) Information should be entered in block letters.
- (8) If power proposed is not used at the time of filling up this form, but is introduced later, the fact should be communicated to the Chief Inspector of Factories immediately.
- (9) If any of the persons named against items 7 (a) and 7 (b) is minor, the fact should be clearly stated along with documents.
- (10) List of documents to be enclosed:
- i. Latest List of Partners/Latest list of Directors.
 - ii. In case of change of Directors submit Form No.32 of the Companies Act,1956.
 - iii. Partnership deed/Memorandum of Articles of Association.
 - iv. Land ownership documents.
 - v. Rent deed/lease deed.
 - vi. Latest electricity bill for renewal.
 - vii. Photo ID and address proof of the Occupier and the Factory Manager.

APPLICATION FOR AMENDMENT OF LICENCE:

1. License No. Date:

2. LIN & PAN

3. Name and address of the establishment:

4. Details for which amendment is sought :

(a). Maximum number of worker presently employed : (If there is increase in the maximum number of workers to be employed, then additional fees/security deposit as per law needs to be deposited:

(b). Details of fees paid through e payment date on which made :

(c) Other details requiring amendment in the license issued (Necessary documents may be uploaded in support of change required)

E-sign /digital sign of the employer/contractor Date of application:

DETAILS OF ESTABLISHMENTS THAT ARE FACTORIES FOR AMENDMENT OF LICENSE**40 Period of License:**

1.	YEAR(s) for which license is applied for	From	To
----	--	------	----

41 General Information

2a.	Full name of the factory	
2b.	Factory Registration number (if already registered)	

42 **Address and contact information:**

3a.	Full postal address along with pin code and telephone Number of the Factory	
3b.	Full postal address along with pin code for communications (if differ from above)	

43 **Nature of manufacturing processes:**

4a.	Date of start of production (for registration)
4b.	Manufacturing process carried on in the factory in the last twelve months
4c.	Manufacturing process to be carried On in the factory during the next twelve months
4d.	Details of product(s)manufactured

44 **Workers employed:**

		Male	Female	Total
5a	Maximum number of workers proposed to be employed During the year			
5b	Maximum number of workers Employed during the last twelve months on any day			
5c	Number of workers ordinarily employed in the factory			

45 **Power installed:**

6a	Total rated horsepower (installed or to be installed)	
6b	Maximum amount proposed to be used	

46 **Particulars of Factory Manager:**

7	Name and address of the person who shall be the Factory Manager (if appointed) of the factory for the purposes of the Act	
		Residential Address
		Contact No. (if any)

47 **Particulars of Occupier:**

8a.	Name and address of the occupier (in case of a private firm.) Attach list of partners with complete details. (in Case of partnership firm)	Name
		Residential Address
		Contact No. (if any)

8b. Name and address of the Director (In case of a private/public limited company.)(attach list of director with details)	Name
	Residential Address
	Contact No. (if any)
8c. Full name and residential address of the Managing Agent in case where a managing agent is appointed by the Government/ State Government/ Local authority as Occupier	Name
	Residential Address
	Contact No. (if any)

48 **Land and Building:**

9a. Full name and address of the owner of the premises or building (including the precincts thereof)(referred to in section 93 of the Act)	Name
	Residential Address
	Contact No. (if any)
9b. Reference number and date of approval of the plans for site, whether for old or new building and for construction or extension of factory by the State Government/ Chief Inspector	

49 **Disposal of wastes and effluents:**

10. Reference number and date of approval of the arrangements, if any made for disposal of trade waste and effluents and the name of the authority granting such approval
--

50 **Fees Details:**

11.	Total amount of Fees Paid	Rs
11a.	In case of payment in treasury (Original Challan to be enclosed)	Name of Bank And Branch
		Challan Number
		Date
11c.	In case of online payment,	

- 1 **In case of any change in the above information, Departments shall be informed in writing within 30 days.**
- 2 **Seal bearing “authorized signatory” shall not be used on any document.**

Place:_____

Date:_____

Signature of Factory Manager with Seal: _____ **(Name)**

Signature of Occupier with Seal: _____ **(Name)**

VERIFICATION

I the above named Occupier do hereby further solemnly affirm that the contents given above are true to the best of my knowledge.

Place:_____

Date:_____

Signature of Occupier.....

Signature of Occupier.....

CHECKLIST

NOTE : This application shall be accompanied by the following documents: -

- (11) Information should be entered in block letters.
- (12) If power proposed is not used at the time of filling up this form, but is introduced later, the fact should be communicated to the Chief Inspector of Factories immediately.
- (13) If any of the persons named against items 7 (a) and 7 (b) is minor, the fact should be clearly stated along with documents.
- (14) List of documents to be enclosed:
 - i. Latest List of Partners/Latest list of Directors.
 - ii. In case of change of Directors submit Form No.32 of the Companies Act, 1956.
 - iii. Partnership deed/Memorandum of Articles of Association
 - iv. Land ownership documents.
 - v. Rent deed/lease deed.
 - vi. Latest electricity bill for renewal.
 - vii. Photo ID and address proof of the Occupier and the Factory Manager.
 - viii. Latest electricity bill for renewal.
 - ix. Photo ID and address proof of the Occupier and the Factory Manager.

Form XIV-A**[See rules 32(2)]****Certificate by Principal employer**

Certified that I proposed/have engaged the applicant (Name of the Contractor) as a contractor in my establishment. I undertake to be bound by the all provisions of occupational safety health and working conditions code 2020 and Assam rules mad there under in so far as the provisions or applicable to me in respect of employment of contract labour by the applicant in my establishment.

Issue No. & Date .-

Place

Copy to- The Licensing Authority.

Signature of Principal employer Name and Address of Establishment

FORM XIV
[See rules 32(1) and 53(6)(i)]

PROFORMA OF LICENSE

Licence No. ----- Reg. No. ----- Date of Reg. -----
Licence is hereby granted to ----- for the
premises known as ----- situated at -----

----- for use as a establishment within the limits
stated herein after, subject to provisions of the Occupational Safety, Health and Working
Conditions Code, 2020, and the rules made there under.

The ----- 20.....

Issuing

Authority

Sl.No.	Period of issue	Valid up to	Valid For Maximum number of workers on any one day	Valid for Maximum Motive power to be used (HP)	Fee	Date of Payment	Excess fee for late payment	Date of payment	Signature of the Issuing Authority
1	2	3	4	5	6	7	8	9	10

AMENDMENTS:

Year when Amended	Maximum number of Contract labour /workers on any one day	Date of payment of amendment fee	Date of Payment	Signature of the Issuing Authority

FORM - XV
[See rule 40]

EXPERIENCE CERTIFICATE OF CONTRACT EMPLOYEE

To whom so ever concerned

- (1) Name of contractor/employer*:
- (2) LIN/PAN No. of the contractor/employer*:
- (3) Email Id of the contractor /employer*:
- (4) Mobile No. of the contractor/employer*:
- (5) Nature and location of work:
- (6) Name of Principal Employer*:
- (7) LIN/PAN No. of the Principal Employer*:
- (8) Email Id of the Principal Employer*:
- (9) Mobile No. of the Principal Employer*:
- (10) Name of the worker*:
- (11) UAN / Aadhaar No.:
- (12) Mobile No.:
- (13) Serial Number in the Employee Register :
- (14) Registration number, date and name of the Board if the building and other construction worker is registered as a beneficiary:
- (15) Period of Employment:
- (16) Designation:

*Please strike off whichever is not applicable.

Seal and Signature of Contractor

FORM XVI**[See rule 45]****Agreement between Producer and Audio-visual worker**

This agreement is made on this day monthyear..... between Messers..... having office at (hereinafter referred to as the –Producer|) on the first part and Shri/Smt/Kumson/daughter/wife of Shri residing at (hereinafter referred to as the –audio-visual worker|) on the second part. The terms ‘Producer’ and ‘audio-visual worker’ shall include their heirs, successors, administrators and legal representatives:

Now, therefore this agreement is made as follows:

4. That both the parties agree that the duration of this agreement shall be from the date hereof till the completion of the audio-visual and this period shall not exceed consecutive months.
5. That the audio-visual worker agrees to attend studio, location or work place, as the case may be, subject to the requirement of his previous engagement and on his confirmation, to his respective job punctually as and when He/She/she/she shall be required by a written intimation by the Producer or the person duly authorized by him in writing.
6. That inconsideration of the audio-visual worker services, as aforesaid, the Producer agrees to pay and the audiovisual worker agrees to receive a sum of Rs.(Rupees) payable as advance on signing of this agreement and the balance of Rs.payable in equal installments.
7. That in the event of the audio-visual production being not complete within the stipulated period and the Producer still needing the services of the audio-visual worker to complete the audio-visual production, the producer agrees to pay and the audio-visual worker agrees to receive additional remuneration on pro-rata basis, payable in the same manner as stated in Clause 3 above, till the completion of the production.
8. That in case the assignment of the audio-visual worker is completed earlier than the period stipulated in Clauses 1 and 4 above, the producer shall settle the account of the audio-visual worker and pay the remaining balance of the agreement amount in full before the commencement of re-recording work/censor of the production, whichever is earlier.
9. That the audio-visual worker shall, if so required,
 - (a) attend the studios, location or work-place, as the case may be, earlier than the a scheduled time of the shift, for preparatory work, and in that case, He/She shall be paid by the Producer extra wages at the rate of Rs.per hour or part thereof for such early attendance.

- (b) continue to work beyond the working day, with one hour break and in that case, He/She shall be paid by the Producer extra wages at the rate of Rs..... for the work during the extended hours and refreshments, and transport facilities.
10. That the Producer shall provide transport and food or pay traveling allowances to and fro to report to duty and food allowance while on duty as are customary or fixed by bilateral arrangements between the Producer's and audio-visual worker's representative organizations.
 11. That the Producer shall also pay for all travelling and accommodation expenses, fares, cost of food and such other allowances as are customary when the audio-visual worker is required to work on location outdoors.
 12. That the Producer shall get the audio-visual worker insured for any injury or damage to his/her person including death caused by accident arising out of or in the course of his/her employment and/or during the period of his/her assignment under this agreement.
 13. That where the Producer is prevented from proceeding with the production of the audio-visual by reason of fire, riot, natural calamity, order of the public authority or any other reason beyond his control :-
 - (1) He/She shall be entitled to suspend the operation of this agreement during the period of suspension of production in case the production is suspended. The producer shall serve notice in writing of such suspension on the audio-visual worker and shall pay all his/her dues up to the date of service of such notice. Upon resumption of work on the film, this agreement shall revive and shall remain valid for the period stipulated in Clause I excluding the period of suspension therefrom ; or
 - (2) He/She shall be entitled to terminate this agreement as from the cessation of production, in case the production ceases completely. The producer shall serve a notice in writing of such cessation on the audio-visual worker and make payment of all the amount due to the audio-visual worker at the time of termination.
 14. That in case if the Producer desires to terminate this agreement before the expiry of its term for reasons other than misconduct in relation to performance of the audio-visual worker's duties or of his/her unwillingness to perform the services required under this agreement, the producer shall be entitled to do so only upon payment of the balance of the stipulated amount of the agreement. Only after such payment to the audio-visual worker, the Producer shall be titled to employ another audio-visual worker in his/her place.
 15. That the Producer shall have the right to terminate this agreement on ground of misconduct on the part of the audio-visual worker in relation to performance of his/her duties or his/her unwillingness to perform the service required under the agreement, upon payment to the audio-visual worker of the amount due at the time of termination, calculated taking into consideration the audio-visual worker's total work in the audio-visual and the work he/she has completed till the date of termination of this agreement. Termination under this clause shall not be made

unless the charges of the Producer against the audio-visual worker are proved before a forum comprising equal number of representatives of the Producers' Organisation and the audio-visual worker's Organisation to which the Producer and the audio-visual worker respectively may belong. The decision of the forum shall be binding on both the parties. The producer can engage another audio-visual worker for the job towards this agreement only after the forum has given a decision in favour of such termination and the audio-visual worker has been paid all his dues.

16. That in case of premature termination of this agreement, it shall be the option of the Producer whether or not to retain the work of the audio-visual worker in the audio-visual and at the same time, it shall be option of the audiovisual worker whether or not to allow his/her name to go on the credit titles of the film.
17. That the Producer shall have the right to decide the manner of representing the audio-visual worker's personality on the screen, his/her clothes, make-up and hair-style and the audio-visual worker shall fully and willingly comply with the direction of the Producer in this regard, provided that the requirements of the Producer in this respect have been notified to the audio-visual worker and accepted by him/her
18. That the audio-visual worker agrees that He/She shall render his/her services to the best of his/her ability in such manner as the Producer or, at his instance, the Director of the audio-visual may direct and shall comply with all reasonable instructions that he/she may give for the production of the film.
19. That the Producer shall also pay for all traveling and accommodation expenses, fares, cost of food and such other allowances as are customary when the audio-visual worker is required to work on location outdoors.
20. That the Producer shall get the audio-visual worker insured for any injury or damage to his/her person including death caused by accident arising out of or in the course of his/her employment and/or during the period of his/her assignment under this agreement
21. That where the Producer is prevented from proceeding with the production of the audio-visual by reason of fire, riot, natural calamity, order of the public authority or any other reason beyond his control :-
 - (a) He/She/she/she shall be entitled to suspend the operation of this agreement during the period of suspension of production in case the production is suspended. The producer shall serve notice in writing of such suspension on the audiovisual worker and shall pay all his/her dues up to the date of service of such notice. Upon resumption of work on the film, this agreement shall revive and shall remain valid for the period stipulated in Clause I excluding the period of suspension there from ;
or
 - (b) He/She/she/she shall be entitled to terminate this agreement as from the cessation of production, in case the production ceases completely. The producer shall serve a notice in writing of such cessation on the audio-visual worker and make payment of all the amount due to the audio-visual worker at the time of termination.

22. That in case if the Producer desires to terminate this agreement before the expiry of its term for reasons other than misconduct in relation to performance of the audio-visual worker's duties or of his/her unwillingness to perform the services required under this agreement the producer shall be entitled to do so only upon payment of the balance of the stipulated amount of the agreement. Only after such payment to the audio-visual worker, the Producer shall be entitled to employ another audio-visual worker in his/her place.
23. That the Producer shall have the right to terminate this agreement on ground of misconduct on the part of the audio-visual worker in relation to performance of his/her duties or his/her unwillingness to perform the service required under the agreement, upon payment to the audio-visual worker of the amount due at the time of termination, calculated taking into consideration the audio-visual worker's total work in the audio-visual and the work he/she has completed till the date of termination of this agreement. Termination under this clause shall not be made unless the charges of the Producer against the audio-visual worker are provided before a forum comprising equal number of representatives of the Producers' Organisation and the audio-visual worker's Organisation to which the Producer and the audio-visual worker respectively may belong. The decision of the forum shall be binding on both the parties. The producer can engage another audio-visual worker for the job towards this agreement only after the forum has given a decision in favor of such termination and the audio-visual worker has been paid all his dues.
24. That in case of premature termination of this agreement, it shall be the option of the Producer whether or not to retain the work of the audio-visual worker in the audio-visual and at the same time, it shall be option of the audiovisual workers whether or not to allow his/her name to go on the credit titles of the film.
25. That the Producer shall have the right to decide the manner of representing the audio-visual worker's personality on the screen, his/her clothes, make-up and hair-style and the audio-visual worker shall fully and willingly comply with the direction of the Producer in this regard, provided that the requirements of the Producer in this respect have been notified to the audio-visual worker and accepted by him/her.
26. That the audio-visual worker agrees that He/She shall render his/her services to the best of his/her ability in such manner as the Producer or, at his instance, the Director of the audio-visual may direct and shall comply with all reasonable instructions that he/she may give for the production of the film.
27. That the audio-visual worker shall comply with all the regulations of the studio, location or work place as the case may be.
28. That the Producer shall not without the consent in writing of the audio-visual worker, assign or transfer the benefit of this agreement to any other person.
29. That the provisions of the Employees' Provident Funds and Miscellaneous Provisions Act, 1952 shall be applicable to this agreement.

30. That the Producer shall not utilise the work of the audio-visual worker in any film, other than the audio-visual under this agreement, without prior permission of the audio-visual worker.
31. The parties have put their hands to this agreement on the date, month and year said above in the presence of each other and in the presence of the witnesses.

(2) Witness

Producer

Name Address

2. Witness

Audio-visual worker

Name Address

FORM XVII
[See rule 47]

**APPLICATION FOR PERMISSION TO CONSTRUCT, EXTEND
OR TAKE INTO USE ANY BUILDING AS AN INDUSTRIAL
PREMISE**

1. Applicant's name and address :
2. Full name and postal address of the industrial premises:
3. Full address to which communications relating to the Industrial premises should be sent (with e mail ID)
4. Full address of the applicant
5. Maximum Number of employees proposed to be employed on any one day during the financial year
6. Full name and residential address of the employer:
7. If the employer is a partnership /company etc. full name and residential address of the other partners or directors etc.
8. Financial resources of the employer Whether the employer is a trade mark holder under the Trade and Merchandise Marks Act, 1958
9. Previous experience of the applicant of in the industry:
10. Source of obtaining tobacco:
11. Whether the plans of the premises are enclosed:
12. Amount of fee in Rs _____ paid through online mode on _____ and E Challan No. _____ copy enclosed

Signature of applicant :

Date :

Note :— This application shall be accompanied by the following documents :—

This application shall be accompanied by the following documents :—

(a) a flow chart of the manufacturing process supplemented by a brief description of the process in its various stages ;

(b) plans, in duplicate, drawn to scale showing—

(i) the site of the factory and immediate surroundings including adjacent buildings and other structures, roads, drains, etc. ; and

(ii) the plan, elevation and necessary cross-sections of the various buildings indicating all relevant details relating to natural lighting, ventilation and means of escape in case of fire. The plans shall also clearly indicate the position of the plant and machinery, aisles and passage-ways ; and

(c) such other particulars as the Chief Inspector-cum-Facilitator may require. -

FORM - XVIII**[See rules 47 and 49(2)]****License****Licence No.****Fee****Rs.**

License is hereby granted to valid only for the premises described below for use as an industrial premises employing not more than employees on any one day during the year Subject to the conditions specified in annexure.

The license shall remain in force till the 31st day of march.....the name of industrial premises..... situation of the industrial premises.

Permission is also granted for the installation of power-driven machinery.

Dated:**Signature and Seal of the competent authority**

FORM - XIX**[See rule 52(2)]****Record of Outside Work**

Number and date of Government's Order permitting work outside the industrial premises.....

Date	Place or place where outside work was permitted	Nature of Work	Name of Employee	Remarks
1	2	3	4	5

FORM NO. XX
[See rule 53(2)]

**APPLICATION FOR PERMISSION TO CONSTRUCT, EXTEND OR TAKE INTO USE ANY BUILDING
AS A FACTORY**

1.Details of Occupier			
(a)Name:			
(b)Address(office):			
(c)Address(residential):			
(d)Contact number, if any:			
2.Details of Factory			
(a)Full name:			
(b)Address with pin code:			
(c)District:			
(d)Town or village:			
(e)Nearest Railway Station:			
(f)Nearest Police Station:			
(g)Phone number,if any:			
3.Particulars of plant to be installed and Manufacturing Process			
4.Maximum number of workers (To be employed)		Male	Female
(3)Details of-			
(i) Raw materials			
(ii) Intermediate Product/ by Product			
(iii) Final Product			
6.Use of Chemicals in the manufacturing process, if any			
S. No.	Trade Name:	Chemical Name:	Maximum storage at any time:

24 **NOTE:**

(iii) In case of any change in the above information, Department shall be informed in writing within 30 days.

(iv) Seal bearing "authorized signatory" shall not be used on any document

Place: _____

Date: _____

Signature of occupier with seal: _____

(Name)

CHECKLIST

NOTE: This application shall be accompanied by the following documents:-

1. A flow chart of the manufacturing process supplemented by a brief description of the process in its various stage.
2. Plans, in triplicate, drawn to scale showing:
 - (2)The site of the factory and immediate surroundings including adjacent buildings and other structures, roads, drains, etc and
 - (3)The Plan elevation and necessary cross-section of various buildings indicating all relevant details relating to natural lighting, ventilation and means of escape in case of fire. The plans shall also clearly indicate the position of plant and machinery, aisles and passage ways.
3. Photo ID and address proof of the occupier.
4. Such other particulars as the Chief Inspector may require.
5. Every page of the Documents submitted along with the Form should be self-attested by the occupier along with date.
6. Any correction made in the Form should be duly signed by the occupier.”

FORM – XXI

[See rule 53(4)]

FORM OF CERTIFICATE OF STABILITY

1. Name of factory _____
2. Village, town and district in which the factory is situated _____
3. Full postal address of the factory _____
4. Name of occupier of the factory _____
5. Nature of manufacturing process to be carried on in the factory _____
6. Number of floors on which workers will be employed _____

Certified that I have inspected the building/buildings the plans of which have been approved by the Chief Inspector in his letter No. _____ dated _____ and examined the various Parts including the foundation with special reference to the machinery, plant etc. that have been installed, I am of the opinion that the building/buildings which has/have been constructed/reconstructed/extended taken into use is/are in accordance with the plans approved by the Chief Inspector in his letter mentioned above, that it/they is/are structurally sound, that its/their stability will not be endangered by its/their use as a factory/part of a factory for the manufacture of _____ for which the machinery, plant, etc. installed are intended.

Signature
Qualification
Address
Date

1. If employed by a Company, association, name and address of the Company or association.
2. The Certificate of stability referred to the sub-rule (1) shall be signed by competent person.]

FORM - XXII**[See rule 56(2)(b)]****Form for application to the Site Appraisal Committee under section 83(2)—
FORMAT OF APPLICATION TO THE SITE APPRAISAL COMMITTEE**

1. Name and address of the applicant.
2. Site Ownership Data.
 - 2.1 Revenue details of site such as survey No., Plot No. etc.
 - 2.2 Whether the site is classified as forest and if so whether approval of the Central Government under Section 5 of the Indian Forests Act, 1927 has been taken.
 - 2.3 Whether the proposed site attracts the provisions of Section 3(2) (v) of the E.P. Act, 1986, if so the nature of the restrictions.
 - 2.4 Local authority under whose jurisdiction the site is located.
3. Site Plan.
 - 3.1 Site Plan with clear identification of boundaries and total area proposed to be occupied and showing the following details nearby the proposed site—
 - (a) Historical monument, if any, in the vicinity;
 - (b) Names of neighbouring manufacturing units and human habitats, educational and training institutions, petrol installations, storages of LPG and other hazardous substances in the vicinity and their distances from the proposed unit;
 - (c) Water sources (rivers, streams, canals, dams, water filtration plants, etc.) in the vicinity;
 - (d) Nearest hospitals, fire-stations, civil defence stations and police stations and their distances;
 - (e) High tension electrical transmission lines, pipe lines for water, oil, gas or sewerage, railway lines, road, stations, jetties and other similar installations.
 - 3.2 Details of soil conditions and depth at which hard strata obtained.
 - 3.3 contour map of the area showing nearby hillocks and difference in levels.
 - 3.4 plot plan of the factory showing the entry at exit points, roads within, water drains, etc.
4. Project Report.
 - 4.1 A summary of the salient features of the project.
 - 4.2 Status of the organisation (Govt, Semi-Government, Public or private etc.)
 - 4.3 Maximum number of persons likely to be working in the factory.
 - 4.4 Maximum amount of power and water requirements and source of their supply.
 - 4.5 Block diagram of the buildings and installations, in the proposed site.
 - 4.6 Details of housing colony, hospital, school and other infrastructural facilities proposed.
5. Organisation structure of the proposed manufacturing unit/factory.
 - 5.1 Organisation diagrams of
 - proposed enterprise in general.
 - Health, safety and Environment protection departments and their linkage to operation and technical departments.
 - 5.2 Proposed Health and Safety policy.
 - 5.3 Area allocated for treatment of wastes and effluent.
 - 5.4 Percentage outlay on safety, health and environment protection measures.
6. Meteorological data relating to the site.
 - 6.1 Average, minimum and maximum of.
 - Temperature
 - Humidity
 - Wind velocities during the previous ten years.
 - 6.2 Seasonal variations of wind direction.
 - 6.3 Highest water level reached during the floods in the area recorded so far.
 - 6.4 Lightning and seismic data of the area

7. Communication Links

7.1 Availability of telephone/telex/wireless and other communication facilities for outside communication
7.2 Internal communication facilities proposed

8. Manufacturing Process Information

8.1 Process flow diagram

8.2 Brief write up on process and technology

8.3 Critical process parameters such as pressure build-up, temperature rise and run-away reactions

8.4 Other external effects critical to the process having safety implications, such as ingress of moisture or water, contact with incompatible substances, sudden power failure

8.5 Highlights of the build-in safety pollution control devices or measures/ incorporated in the manufacturing technology

9. Information of Hazardous Materials

9.1 Raw materials intermediates, products and by-products and their quantities (Enclose Material Safety Data Sheet in respect of each hazardous substance).

9.2 Main and intermediate storages proposed for raw materials/ intermediates/products/by-products (maximum quantities to be stored at any time).

9.3 Transportation methods to be for materials inflow and outflow, their quantities and likely routes to be followed.

9.4 Safety measures proposed for : - handling of materials; - internal and external transportation; and. - disposal (packing & forwarding of finished products).

10. Information on Dispersal/Disposal of Wastes and Pollutants.

10.1 Major pollutants (gas, liquid, solid,) their characteristics and quantities (average and at peak loads)
10.2 Quality and quantity of solid wastes generated, method of their treatment and disposal.

10.3 Air, water and soil pollution problems anticipated and the proposed measures to control the same, including treatment and disposal of effluents.

11. Process Hazards Information.

11.1 Enclose a copy of the report on environmental impact assessment.

11.2 Enclose a copy of the report on Risk Assessment study.

11.3 Published (open or classified) reports, if any, on accident situations/ occupational health hazards or similar plants elsewhere (within or outside the country).

12. Information of proposed safety and Occupational Health Measures.

12.1 Details of firefighting facilities and minimum quantity of water, CO₂ and or other fire fighting measures needed to meet the emergencies.

12.2 Details of in-house medical facilities proposed.

13. Information on Emergency Preparedness.

13.1 Onsite emergency plan.

13-2 Proposed arrangements, if any, for mutual aid scheme with the group of neighbouring factories.

14. Any other relevant information. I certify that the information furnished above is correct to best of my knowledge and nothing of importance has been concealed while furnishing it.

(Name and signature of the Applicant)

FORM - XXIII
[See rules 63(1)(i)(c) and 63(1)(i)(d)]

Health Register

(In respect of persons employed in occupations declared to be dangerous operations under Section 82) Name of Medical officer:

- (a) Mr..... From..... To.....
 (b) Mr..... From..... To.....
 (c) Mr..... From..... To.....

Serial No.	Works No.	Name of worker	Sex	Age (birthday)	Date of employment on present work	Date of leaving or transfer to other works	Reason for leaving, transfer or discharge	Nature of job or occupation	Raw material or by-product handled	Dates of Medical Examination by Medical Officer						If suspended from work, state period of suspension with detailed reason	Re certified fit to resume duty on (with signature of Medical Officer)	If certificate of unfitness or suspension issued to worker	Signature with date of Medical Officer
1	2	3	4	5	6	7	8	9	10	11									

Note—(i) Column 8. Detailed summary of reasons for transfer or discharge should be stated
 Column 11 should be expressed as fit/unfit/suspended.

FORM - XXIV
[See rule 63(1)(ii)]

Certificate of Fitness

1. SerialNo.....
 SerialNo..... Date.....
 Date.....
 2. Name.....
 3. Father's name.....
 4. Sex.....
 5. Residence.....
 6. Date of birth, if.....available and/or.....certified age.....
 7. Physical fitness.....
 8. Descriptive marks.....
 9. Reason for—
 (1) refusal of certificate.....
 Or
 (2) certificate being revoked.....

I, hereby certify that I have personally examined(name).....son/daughter of..... residing at..... who is desirous of being employed in a factory, and that his/her age, as nearly as can be ascertained from my examination, is..... years, and that he/she is fit for employment in factory as an adult/child.

His/Her descriptive marks are

Thumb-impression Certifying Surgeon

Note—Exact details of cause of physical disability should be clearly stated.

FORM XXIV-A

[See rule 28(4)]

Health Register

(In respect of persons employed in occupations declared to be dangerous operations under Section 87) Name of Certifying Surgeon :

- (a) Mr..... From..... To.....
- (b) Mr..... From..... To.....
- (c) Mr..... From..... To.....

Serial No.	Works No.	Name of worker	Sex	Age (birth day)	Date of employment on present work	Date of leaving or transfer to other works	Reason for leaving, transfer or discharge	Nature of job or occupation	Raw material or by-product handled	Dates of Medical Examination by Certifying Surgeon					If suspended from work, state period of suspension with detailed reason	Recertified fit to resume duty on (with signature of Certifying Surgeon)	If certificate of unfitness or suspension issued to worker	Signature with date of Certifying Surgeon
1	2	3	4	5	6	7	8	9	10	11					12	13	14	15

Note — (i) Column 8. Detailed summary of reasons for transfer or discharge should be stated
 (i) Column 11. should be expressed as fit/unfit/suspended.

SCHEDULE - I
[See rules 3(4), 53(5)(8)]

Scale of fees payable for license and Annual Renewal (R-) of license fee for all factories (other than power generating stations and Electrical substations)

H.P. installed inclusive of mobile equipment							
	40	100	500	1000	2000	5000	Above 5000
1	2	3	4	5	6	7	8
Nil HP	3000	4000	6000	10,000	14,000	20,000	30,000
Up to 50 HP	5000	6000	10,000	20,000	30,000	40,000	50,000
Above 50 Up to 100 HP	6000	7000	14000	30,000	40,000	50,000	56,000
Above 100 Up to 500 HP	10,000	14,000	30,000	50,000	56,000	60,000	70,000
Above 500 Up to 1000 HP	20,000	30,000	50,000	60,000	70,000	1,00,000	1,20,000
Above 1000 Up to 2000 HP	30,000	40,000	56,000	70,000	1,00,000	1,20,000	1,40,000
Above 2000 Up to 5000 HP	40,000	50,000	60,000	1,00,000	1,20,000	1,40,000	1,60,000
Above 5000 Up to 10000 HP	50,000	56,000	70,000	1,20,000	1,40,000	1,60,000	1,80,000
Above 10,000 HP	56,000	60,000	1,00,000	1,40,000	1,60,000	1,80,000	2,00,000

SCHEDULE - II
[See rules 3(4), 53(5)(8)]

Scale of fees payable for license and Annual Renewal of license by Power Generating Stations

Generating Capacity in Kilowatts	Maximum number of Persons to be employed on any one day during the year			
	Up to 100	From 101-250	From 251 to 500	Over 500
	1 (Rs)	2 (Rs)	3 (Rs)	4 (Rs)
Up to 500KW	5400	7200	9000	10,800
Above 500 KW & Up to 1000KW	10,800	15,000	19,200	24000
Above 1000 KW & Up to 5000KW	27,000	30,000	33,000	36,000
Above 5000 KW & Up to 10000KW	36,000	39,000	42,000	45,000
Above 10000 KW & Up to 20000KW	45,000	48,000	51,000	54,000
Above 20000 KW & Up to 30000KW	57,000	60,000	63,000	66,000
Above 30000 KW & Up to 50000KW	72,000	75,000	78,000	81,000
Above 50000 KW & Up to 75000KW	90,000	93,000	96,000	99,000
Above 75000 KW & Up to 100000KW	102,000	105,000	108,000	111,000
Above 100000 KW & Up to 200000KW	126,000	129,000	132,000	135,000
Above 200000 KW & Up to 400000KW	150,000	153,000	156,000	159,000
Above 400000 KW & Up to 1000000KW	1,71,000	174,000	177,000	1,80,000
Above 1000000KW	1,89,000	1,92,000	1,95,000	1,98,000

SCHEDULE - III
[See rules 3(4), 53(5)(8)]

Scale of fees payable for license and Annual Renewal of license by Electrical substations etc.

Capacity in Kilowatts	Up to 30 workers	Above 30 workers
	(1) Rs	(2) Rs
Up to 300 KW	3000	4000
Above 500 KW & Up to 1000 KW	6000	8000
Above 1000 KW & Up to 5000 KW	12,000	15,000
Above 5000 KW & Up to 10000 KW	18,000	24,000
Above 10000 KW & Up to 20000 KW	30,000	35,000
Above 20000 KW & Up to 30000 KW	36,000	44,000
Above 30000 KW & Up to 50000 KW	48,000	60,000
Above 50000 KW & Up to 75000 KW	54,000	70,000
Above 75000 KW & Up to 100000 KW	60,000	80,000
Above 100000 KW & Up to 200000 KW	72,000	95,000
Above 200000 KW & Up to 400000 KW	84,000	1,08,000
Above 400000 KW & Up to 1000000 KW	96,000	1,20,000
Above 1000000	1,08,000	1,50,000

SCHEDULE - IV
[See rule 7(3)]

The following classes of dangerous occurrences, whether or not they are attended by personal injury or disablement, namely:-

- (i) bursting, of any plant or pipeline or equipment containing petroleum, steam, compressed air or other substance at a pressure greater than the atmospheric pressure;
- (ii) collapse or failure of a crane, derrick, winch, hoist or other appliances used in raising or lowering persons or goods, or any part thereof, or the overturning of a crane.
- (iii) explosion, explosion due to explosives, fire, leakage or release of harmful toxic gases, bursting out, leakage or escape of any molten metal, or hot liquid or gas causing bodily injury to any person or damage to any room or place in which persons are employed;
- (iv) explosion of a receiver or container used for the storage at pressure greater than atmospheric pressure of any gas or gases (including air) or any liquid or solid resulting from the compression of gas.
- (v) collapse or failure of lifting appliances or hoist or conveyors or other similar equipment for handling building or construction material or breakage or failure of rope, chain or loose gears; overturning of cranes used in building or other construction work; falling of objects from height;
- (vi) collapse of any wall, floor, gallery, roof bridge, tunnel, chimney, wall, building or subsidence of soil or any other structure, platform, staging, scaffolding or any means of access including formwork; contact work, excavation and collapse of transmission;
- (vii) spillage or leakage of hazardous substances and damage to their container;
- (viii) collapse, capsizing, toppling or collision of transport equipment within the establishment;
- (ix) fall from height of any excavation, loading or transport machinery;
- (x) an instantaneous failure of a pillar, part of a pillar or several pillars of coal (i.e., a "bump") in working below ground;
- (xi) a rock-burst in working belowground; a premature collapse of any part of the working;
- (xii) a breakage, fracture or failure of an essential part of any machine or apparatus whereby the safety of persons may be endangered;
- (xiii) a slide causing injury to any person, damage to any machinery, or interruption of normal mining operations;
- (xiv) failure of dump or side in opencast working; a blowout;
- (xv) a failure of any structure or installation whereby the safety of persons may be endangered; or spark generated due to electrical flash-over causing burn injury to any person;
- (xvi) a major uncontrolled emission of petroleum or chemical spillage;

SCHEDULE - V

[See rule 15]

Sl. No.	Section of the Code empowering grant of exemption	Class of factories	Nature of work exempted	Extent of Exemption	Conditions
(1)	(2)	(3)	(4)	(5)	(6)
1	26(2)	All factories	Urgent repairs	Section 26(1)	(i) Total hours of work done by any worker including the hours of normal work, if any, shall not exceed 15 on any one day, 39 during any three consecutive days or 66 during each period of seven consecutive days commencing from his first employment on such repairs. (ii) No worker shall be employed for more than 14 consecutive days without a rest period of 24 consecutive hours, and as the work permits a rest period of one hour shall be permitted to each worker during his daily working hours. (iii) Within 24 hours of the commencement of the work, a notice shall be sent to the Inspector describing the nature of the urgent repairs, stating the names of the persons employed, the exact time of commencement of work and the period probably required

					for its completion. A copy of the above notice shall be displayed in accordance with Section 108 (2) of the Act before the workers are engaged on urgent repairs.
2	Do	Oil tank installations	Work in connection with pumping operation	Do	(i) The worker shall ordinarily be employed on daily eight hours shifts.
		Oil Refineries	All continuous process work in refining crude petroleum.	Do	(ii) No such worker shall be employed for more than 14 consecutive days without a rest period of 24 consecutive hours.
		Iron and Steel Factory	All work on steel furnace.	Do	(iii) No worker shall be employed for more than 10 hours in any one day except to enable a shift worker to work a part or the whole of a subsequent shift in the absence of a worker who has failed to report for duty in time for a part of the whole shift, in which case the daily maximum hours of work shall be limited to 16. (iv) Total number of hours of overtime work done by any worker shall not exceed 50 in any one quarter. (v) The system of shift used in the factory shall have the approval of the Chief Inspector. (vi) Spread over hours shall not exceed 12 except to enable a shift
		Calcining work	Continuous process of Calcination of Coke.	Do	
		Hydro-electric Public supply factory	Operation and maintenance of prime movers and auxiliaries, transformers and switches	Do	
		Public Electric Supply companies generating electricity with thermal power.	Workers attending to boilers, turbines, engines, generators, motors, switch boards, pumps, batteries and auxiliaries.	Do	
		Electrical Transforming Factories	Operation and maintenance of transforming plant, switches and synchronous condensers.	Do	
		Water works and water pumping station		Do	

		Distilleries	The work of attending to boilers, prime movers, pumps and auxiliaries. Attendance of boilers, prime movers and pumps, extraction of sugar from various bases, fermentation of sugar juice and wash distillation processes.		worker to work a part or the whole of a subsequent shift in the absence of a worker who has failed to report for duty in time or for the whole shift. (i) No worker shall be employed for more than 14 consecutive days without a rest period of 24 consecutive hours. (ii) No worker shall be employed for more than 10 hours in any one day except to facilitate a change of shift. (iii) Total overtime hours of work shall not exceed 50 in any quarter. Do Do Do
3		Chemical factories.	Work on sulphur burners, chambers, concentrators and pumps, roasting furnace, manufacture of hydrochloric acid, nitric acid, sulphuric acid, sulphates, sulphides, nitrates, chlorides, superphosphates. Work on steam service.	Do	(i) No worker shall be employed for more than 14 consecutive days without a rest period of 24 consecutive hours. (ii) No worker shall be employed for more than 10 hours in any one day except to enable a shift worker to work a part or the whole of a subsequent shift in the absence of worker who has failed to report for duty in time or for the whole shift. (iii) Total overtime of work shall not exceed 50 in any quarter.

		Vegetable oil Hydrogeneration factories Ice Factories	Work of refining, bleaching, filtering, generation of hydrogen, hydrogeneration and deodorising processes, compressing of oxygen, charging of cylinders, work on power equipment. Work of engine and compressors drivers, assistants and oilers, work on the ice making machinery.	Do Do	(i) No worker shall be employed for more than 14 consecutive days without a rest period of 24 consecutive hours. (ii) No worker shall be employed for more than 10 hours in any one day except to enable a shift worker to work a part or the whole of subsequent shift in the absence of a worker who has failed to report for duty in time or for the whole shift. (iii) Total overtime hours of work shall not exceed 50 if any one quarter.
4		Glass factories Paper factories	Work in attending to furnace. All process work from mixing of batch to removal of manufactured glass-ware from the lears. Work on choppers, digesters, kneaders, strainers and washers, beaters, paper making machines, pumping plant, reel-ers, cutters and power plant	Do Do	No worker shall be employed for more than 14 consecutive days without rest period of 24 consecutive hours. No worker shall be employed for more than 10 hours in any one day, and for more than 14 consecutive days without a rest period of 24 consecutive hours.
5		Tea Factories	The work of rolling, fermenting, firing, sorting, cleaning and packing in the tea manufacturing process. The work of paraboiling only	Do Do Do	No worker shall be employed for more than 14 consecutive days without a rest period of 24 consecutive hours. Do Do

		Rice Mills paraboiling process Flour Mills	All work		
6		Factories manufacturing asbestos products.	All continuous process Work	Do	(i) The workers shall ordinarily be employed on daily eight hours shifts. (ii) No such worker shall be employed for more than 14 consecutive days without a rest period of 24 consecutive hours. (iii) No worker shall be employed for more than 10 hours in any one day except to enable a shift workers to work a part or the whole of a subsequent shift in the absence of a worker who has failed to report for duty in time or for the whole shift in which care the daily maximum hours of work shall be limited to 16. (iv) Total number of hours of overtime work done by any worker shall not exceed 50 in any quarter. (v) The system of shift used in the factory shall have the approval of the Chief Inspector. (vi) Spread over hours shall not exceed 12 except to enable a shift worker to work a part or whole to a subsequent shift in the absence of a worker who has failed to report for duty in time or for the whole shift."

SCHEDULE - VI**[See rules 28(1) and 55(1)]****Dangerous operations declared under section 82-**

- (1) The following operations when carried on in any factory are declared to be dangerous operations under Section 82—
1. Manufacture of aerated of water and processes incidental thereto.
 2. Electrolytic plating or oxidation of metal articles by use of an electrolyte containing chromic acid or other chromium compounds.
 3. Manufacture and repair of electric accumulators.
 4. Glass manufacture.
 5. Grinding or glazing of metals.
 6. Manufacture and treatment of lead and certain compounds of lead.
 7. Generation of gas from dangerous petroleum.
 8. Cleaning or smoothing, roughening of articles by a jet of sand metal shot or grit or other abrasive propelled by a blast of compressed air or steam.
 9. Liming and tanning of raw hides and skins and processes incidental thereto.
 10. Manufacture of Pottery.
 11. Manufactures in chemical works and processes incidental thereto.
 12. Printing Presses and Type Foundries Certain lead processes carried therein.
 13. Compression of Oxygen and Hydrogen produced by electrolysis of water.
 14. Manufacture, handling and use of benzene and substances containing benzene.
 15. Process of extracting oils and fats from vegetable and animal source in solvent extraction plants.
 16. Manipulation of stone of any other materials containing free silica.
 17. Handling and processing of asbestos, manufacture of any article of asbestos and any other process of manufacture or otherwise in which asbestos is used in any form.
 18. Handling or manipulation of corrosive substances.
 19. Manufacture or manipulation of Manganese and its compounds.
 20. Manufacture and manipulation of dangerous pesticides.
 21. Manufacturing process or operation in carbon disulphide.
 22. Manufacturing or manipulation of carcinogenic dye intermediates.
 23. Operations involving high noise level.
 24. Manufacture of rayon by viscose process.
 25. Manufacture, storing, handling and use of highly flammable liquids and flammable compressed gases.

SCHEDULE VI(A)**[See rule 55]****MANUFACTURE OF AERATED WATER AND PROCESSES INCIDENTAL THERETO**

1. Fencing of machines — All machines for filling bottles or syphons shall be so constructed, placed or fenced as to prevent, as far as may be practicable, a fragment of a bursting bottle or syphon from striking any person employed in the factory.

2. Face guards and gauntlets — [1] The occupier shall provide and maintain in good condition for the use of all persons engaged in filling bottles or syphons—

(a) suitable face-guards to protect the face, neck and throat; and

(b) suitable gauntlets for both arms to protect the whole hand and arms:

Provided that —

- (i) Paragraph 2 (1) shall not apply whether bottles are filled by means of an automatic machine so constructed that no fragment of a bursting bottle can escape, and
- (ii) where a machine is so constructed that only one arm of the bottle at work upon it is exposed to danger, a gauntlet need not be provided for the arm which is not exposed to danger.

(2) The occupier shall provide and maintain in good condition for the use of all persons engaged in corking, crowning, screwing, wiring, foiling, capsuling, sighting or labelling bottles or syphons —

(a) suitable face-guards to protect the face, neck and throat; and

(b) suitable gauntlet for both arms to protect the arm and at least half of the palm and the space between the thumb and forefinger.

3. Wearing of face guards and gauntlets — All persons engaged in any of the processes specified in paragraph 2 shall, while at work in such processes, wear the face-guards and gauntlets provided under the provisions of the said paragraph.

SCHEDULE VI(B)**[See rule 55]****ELECTROLYTIC PLATING OR OXIDATION OF METALARTICLES BY USE OF AN ELECTROLYTE CONTAINING CHROMIC ACID OR OTHER CHROMIUM COMPOUNDS****1. Definitions** — For the purposes of this Schedule —

(a) "Electrolytic chromium process" means the electrolytic plating or oxidation of metal articles by the use of an electrolyte containing chromic acid or other chromium compounds;

(b) "Bath" means any vessel used for an electrolytic chromium process or for any subsequent process;

(c) "Employed" means in paragraphs 5, 7, 8 and 9 of this Schedule, employed in any process involving contact with liquid from a bath;

(d) "Suspension" means suspension from employment in any process involving contact with liquid from any bath by written certificate in the Health Register, signed by the Medical officer appointed for the purposes of the Code, who shall have power of suspension as regards all persons employed in any such process.

2. Exhaust draught — An efficient exhaust draught shall be applied to every vessel in which an electrolytic chromium process is carried on. Such draught shall be provided by mechanical means and shall operate on the vapour or spray given off in the process as near as may be at the point of origin. The exhaust draught appliance shall be so constructed, arranged and maintained as to prevent the vapour or spray entering into any room or place in which work is carried on.

3. Prohibition relating to women and young persons — No woman, adolescent or child shall be employed or permitted to work at a bath.

4. Floor of work-rooms — The floor of every room containing a bath shall be impervious to water. The floor shall be maintained in good and level condition and shall be washed down at least once a day.

5. Protective clothing — (1) The occupier of the factory shall provide and maintain in good and clean condition the following articles of protective clothing for the use of all persons employed on any process at which they are liable to come in contact with liquid from a bath and such clothing shall be worn by the persons concerned —

(a) water-proof aprons and bids; and

(b) for persons actually working at a bath, loose-fitting rubber gloves and rubber boots or other water-proof footwear.

(2) The occupier shall provide and maintain for the use of all persons employed suitable accommodation for the storage and adequate arrangements for the drying of the protective clothing.

6. Medical requisites — The occupier shall provide and maintain a sufficient supply of suitable ointment and impermeable water-proof plaster in a separate box readily accessible to the workers and used solely for the purpose of keeping the ointment and plaster.

7. Medical examination

(a) Every person employed shall be examined by the **Medical officer** once in every 14 days and such examination shall be taken place at the factory.

(b) A Health Register in the prescribed **format** shall be kept by the occupier of the factory and it shall be entered the names of all persons employed together with such entries as the **Medical Officer** may make from time to time.

FORMAT

Health Register

(In respect of persons employed in occupations declared to be dangerous operations under Section 87) Name of Certifying Surgeon :

- (a) Mr..... From..... To.....
- (b) Mr..... From..... To.....
- (c) Mr..... From..... To.....

Serial No.	Works No.	Name of worker	Sex	Age (birth day)	Date of employment on present work	Date of leaving or transfer to other works	Reason for leaving, transfer or discharge	Nature of job or occupation	Raw material or by-product handled	Dates of Medical Examination by Certifying Surgeon					If suspended from work, state period of suspension with detailed reason	Recertified fit to resume duty on (with signature of Certifying Surgeon)	If certificate of unfitness or suspension issued to worker	Signature with date of Certifying Surgeon
1	2	3	4	5	6	7	8	9	10	11					12	13	14	15

Note — (i) Column 8. Detailed summary of reasons for transfer or discharge should be stated
 (i) Column 11. should be expressed as fit/unfit/suspended.

(c) No person after suspension shall be employed without written sanction from the **Medical Officer** entered in or attached to the Health Register.

8. Cautionary Placard — A Cautionary placard in the form specified by the Chief Inspector-cum- facilitator and printed in the language of the majority of the workers employed shall be affixed in a prominent place in the factory where it can be easily and conveniently read by the workers.

9. Weekly examination — A responsible person appointed in writing by occupier of the factory shall twice in every week inspect the hands and forearms of all persons employed and shall keep a record of such inspections in the Health Register.

SCHEDULE VI(C)

[See rule 55]

MANUFACTURE AND REPAIR OF ELECTRIC ACCUMULATORS

1. Savings — This Schedule shall not apply to the manufacture or repair of electric accumulators or parts thereof not containing lead or any compound of lead; or to the repair on the premises, of any accumulator forming part of a stationary battery.

2. Definitions — For the purposes of this Schedule —

(a) "Lead process" means the melting of lead or any material containing lead, casting, pasting, lead burning, or any other work, including trimming, or any other abrading or cutting of pasted plates, involving the use, movement or manipulation of, or contact with, any oxide of lead,

(b) "Manipulation of raw oxide of lead" means any lead process involving any manipulation or movement of raw oxides of lead other than its conveyance in a receptacle or by means of an implement from one operation to another.

(c) "Suspension" means suspension from employment in any lead process by written certificates in the **Health Register** in the prescribed format signed by the **Medical officer**, who shall have power of suspension as regards all persons employed in any such process.

FORMAT

Health Register

(In respect of persons employed in occupations declared to be dangerous operations under Section 87) Name of Certifying Surgeon :

- (a) Mr..... From..... To.....
- (b) Mr..... From..... To.....
- (c) Mr..... From..... To.....

Serial No.	Works No.	Name of worker	Sex	Age (birth day)	Date of employment on present work	Date of leaving or transfer to other works	Reason for leaving, transfer or discharge	Nature of job or occupation	Raw material or by-product handled	Dates of Medical Examination by Certifying Surgeon					If suspended from work, state period of suspension with detailed reason	Recertified fit to resume duty on (with signature of Certifying Surgeon)	If certificate of unfitness or suspension issued to worker	Signature with date of Certifying Surgeon
1	2	3	4	5	6	7	8	9	10	11					12	13	14	15

Note — (i) Column 8. Detailed summary of reasons for transfer or discharge should be stated.
 (i) Column 11. should be expressed as fit/unfit/suspended.

3. Prohibition relating to women and young persons — No woman or young person shall be employed or permitted to work in any lead process or in any room in which the manipulation of raw oxide of lead or pasting is carried on.

4. Separation of certain processes — Each of the following processes shall be carried on in such a manner and under such conditions as to secure effectual separation from one another, and from any other process—

- (a) Manipulation of raw oxide of lead,
- (b) Pasting,

(c) Drying of pasted plates,

(d) Formation with lead burning ("tacking") necessarily carried on in connection therewith,

(e) Melting down of pasted plates.

5. Air space — In every room in which a lead process is carried on, there shall be at least 500 cubic feet of air space for each person employed therein, and in computing this air space no height over 12 feet shall be taken into account.

6. Ventilation — Every workroom shall be provided with inlets and outlets of adequate size as to secure and maintain efficient ventilation in all parts of the room.

7. Distance between workers in pasting room — In every pasting room the distance between the center of the working position of any paster and that of the paster working nearest to him shall not be less than five feet.

8. Floor of workrooms — (1) The floor of every room in which a lead process is carried on shall be —

(a) of cement or similar material so as to be smooth and impervious to water;

(b) maintained in sound condition;

(c) kept free from materials, plant, or other obstruction not required for, or produced in, the process carried on in the room.

(2) In all such rooms other than grid casting shops the floor shall be cleaned daily after being thoroughly sprayed with water at a time when no other work is being carried on in the room.

(3) In grid casting shops the floor shall be cleaned daily.

(4) Without prejudice to the requirements of sub-paragraphs (1), (2) and (3), where manipulation of raw oxide of lead or pasting is carried on, the floor shall also be —

(a) kept constantly moist while work is being done;

b) provided with suitable and adequate arrangements for drainage;

(c) thoroughly washed daily by means of hose pipe.

9. Work-benches — The work benches at which any lead process is carried on shall —

(a) have a smooth surface and be maintained in sound condition;

(b) be kept free from all materials or plant not required for or produced in, the process carried on thereat; and all such work-benches other than those grid casting shops shall —

(c) be cleaned daily either after being thoroughly damped or by means of a such cleaning apparatus at a time when no other work is being carried on thereat; and, all such work-benches in grid casting shops shall —

(d) be cleaned daily; and every work-bench used for pasting shall —

(e) be covered throughout with sheet lead or other impervious material;

(f) be provided with raised edges;

(g) be kept constantly moist while pasting being carried on.

10. Exhaust draught — The following process shall not be carried on without the use of an efficient exhaust draught —

(a) Melting of lead or materials containing lead;

(b) Manipulation of raw oxide of lead, unless done in an enclosed apparatus so as to prevent the escape of dust into the workroom;

(c) Pasting;

(d) Trimming, brushing, filling or any other abrading or cutting of pasted plates giving rise to dust;

(e) Lead burning, other than —

(i) "tacking" in the formation room;

(ii) chemical burning for the making of lead linings for cell cases necessarily carried on in such a manner that the application of efficient exhaust is impracticable. such exhaust draught shall be effected by mechanical means and shall operate on the dust or fume given off as nearly as may be to its point of origin, so as to prevent it entering the air of any room in which persons work.

11. Fumes and gases from melting pots— The products of combustion produced in the heating of any melting pot shall not be allowed to escape into a room in which persons work.

12. Container for dross — A suitable receptacle with tightly fitting cover shall be provided and used for dross as it is removed from every melting pot. Such receptacle shall be kept covered while in the workroom, except when dross is being deposited therein.

13. Container for lead waste — A suitable receptacle shall be provided in every workroom in which old plates and waste material which may give rise to dust shall be deposited.

14. Racks and shelves in drying room — The racks or shelves provided in any drying room shall not be more than 8 feet from the floor nor than 2 feet in width; provided that as regards racks or shelves set or drawn from both sides the total width shall not exceed 4 feet. Such racks or shelves shall be cleaned only after being thoroughly damped unless an efficient suction cleaning apparatus is used for this purpose.

15. Medical examination — (a) Every person employed in a lead process shall be examined by **the Medical officer** within the seven days preceding or following the date of his first employment in such process and thereafter shall be examined by the **Medical officer** once in every calendar month, or at such other intervals as may be specified in writing by the Chief Inspector-cum- facilitator, on a day of which due notice shall be given to all concerned. "First employment" means first employment in a lead process in the factory or workshop and also re-employed therein in a lead process following any cessation of employment in such process for a period exceeding three calendar months.

(b) A Health Register in prescribed format containing the names of all persons employed in a lead process shall be kept.

FORMAT**Health Register**

(In respect of persons employed in occupations declared to be dangerous operations under Section 87) Name of Certifying Surgeon :

- (a) Mr..... From..... To.....
- (b) Mr..... From..... To.....
- (c) Mr..... From..... To.....

Serial No.	Works No.	Name of worker	Sex	Age (birth day)	Date of employment on present work	Date of leaving or transfer to other works	Reason for leaving, transfer or discharge	Nature of job or occupation	Raw material or by-product handled	Dates of Medical Examination by Certifying Surgeon	If suspended from work, state period of suspension with detailed reason	Recertified fit to resume duty on (with signature of Certifying Surgeon)	If certificate of unfitness or suspension issued to worker	Signature with date of Certifying Surgeon
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15

Note — (i) Column 8. Detailed summary of reasons for transfer or discharge should be stated
(ii) Column 11. should be expressed as fit/unfit/suspended.

(c) No person after suspension shall be employed in a lead process without written sanction from the **Medical officer** entered in or attached to the Health Register.

16. Protective clothing — Protective clothing shall be provided and maintained in good repair for all persons employed in —

- (a) manipulation of raw oxide of lead;
(b) pasting;
(c) the formation room;

and such clothing shall be worn by the persons concerned. The protective clothing shall consist of a water-proof apron and water-proof footwear; and, also as regards persons employed in the manipulation of raw oxide of lead or in pasting, head coverings. The head coverings shall be washed daily.

17. Mess-room — There shall be provided and maintained for the use of all persons employed in a lead process and remaining on the premises during the meal intervals, a suitable mess-room, which shall be furnished with-

- (a) sufficient tables and benches, and
(b) adequate means for warming food. The mess-room shall be provided under the charge of a responsible person, and shall be kept clean.

18. Cloak-room — There shall be provided and maintained for the use of all persons employed in a lead process —

- (a) a cloak-room for clothing put off during working hours with adequate arrangements for drying the clothing if wet. Such accommodation shall be separate from any mess-room;
- (b) separate and suitable arrangements for the storage of protective clothing provided under paragraph 16.

19. Washing facilities — There shall be provided and maintained in a cleanly state and in good repair for the use of all persons employed in a lead process —

(a) a wash place under cover, with either —

- (i) a trough with a smooth impervious surface fitted with a waste pipe, without plug and of sufficient length to allow of at least two feet for every five such persons employed at any one time, and having a constant supply of water from taps or jets above the trough at intervals of not more than two feet; or
- (ii) at least one wash basin for every five such persons employed at any one time, fitted with a waste pipe and plug and having a constant supply of water laid on;
- (iii) a sufficient supply of clean towels made of suitable materials renewed daily, which supply, in the case of pasters and persons employed in the manipulation of raw oxide of lead; shall include a separate marked towel for each such worker; and
- (iv) a sufficient supply of soap or other suitable cleansing material and of nail brushes;

(b) there shall, in addition, be provided means of washing in close proximity to the rooms in which manipulation of raw oxide of lead or pasting is carried on if required by notice in writing from the Chief Inspector-cum-facilitator.

20. Time to be allowed for washing — Before each meal and before the end of day's work, at least ten minutes, in addition to the regular meal times, shall be allowed for washing to each person who has been employed in the manipulation of raw oxide of lead or in pasting:

Provided that if there be one basin or two feet of trough for each such persons this Rule shall not apply.

21. Facilities for bathing — Sufficient bath accommodation to the satisfaction of the Chief Inspector-cum-facilitator shall be provided for all persons engaged in the manipulation of raw oxide of lead or in pasting, and a sufficient supply of soap and clean towels.

22. Foods, drinks, etc., prohibited in work-room— No food, drink, pan, supari or tobacco shall be consumed or brought by any worker into any work-room in which any lead process is carried.

SCHEDULE VI(D)
[See rule 55]

GLASS MANUFACTURE

1) Exemption — If the Chief Inspector-cum-facilitator is satisfied in respect of any factory or any class of process that, owing to the special methods of work or the special conditions in a factory or otherwise, any of the requirements of this Schedule can be suspended or relaxed without danger to the persons employed therein, or that the application of this Schedule or any part thereof is for any reason impracticable, he/she may by certificate in writing authorize such suspension or relaxation, as the case may be, indicated in the certificate for such period and on such conditions as he/she may think fit.

2) Definitions — For the purpose of this Schedule —

(a) "Efficient exhaust draught" means localized ventilation effected by mechanical means, for the removal of gas, vapour, dust or fumes so as to prevent them (as far as practicable under the atmospheric conditions usually prevailing) from escaping into the air of any place in which work is carried on. No draught shall be deemed efficient which fails to remove smoke generated at the point where such gas, vapour, fume, or dust originate.

(b) "Lead Compound" means any compound of lead other than galena which, when treated in the manner described below, yields to an aqueous solution of hydrochloric acid and quantity of soluble lead compound exceeding, when calculated as lead monoxide, five percent of the dry weight of the portion taken for analysis. The method of treatment shall be as follows: A weighed quantity of the material which has been dried at 100 degree C and thoroughly mixed shall be continuously shaken for one hour, at the common temperature with 1,000 times its weight of an aqueous solution of hydrochloric acid containing 0.25 percent by weight of hydrogen chloride. This solution shall thereafter be allowed to stand for one hour and then filtered. The lead salt contained in the clear filtrate shall then be precipitated as lead sulphide and weighed as lead sulphate.

(c) "Suspension" means suspension from employment in any process specified in Paragraph 3 by written certificate in the Health Register in the prescribed format signed by the **Medical officer** who shall have power of suspension as regard all persons employed in any such process.

FORMAT
Health Register

(In respect of persons employed in occupations declared to be dangerous operations under Section 87) Name of Certifying Surgeon :

(a) Mr..... From..... To

(b) Mr..... From..... To

(c) Mr..... From..... To

Serial No.	Works No.	Name of worker	Sex	Age (birth day)	Date of employment on present work	Date of leaving or transfer to other works	Reason for leaving, transfer or discharge	Nature of job or occupation	Raw material or by-product handled	Dates of Medical Examination by Certifying Surgeon					If suspended from work, state period of suspension with detailed reason	Recertified fit to resume duty on (with signature of Certifying Surgeon)	If certificate of unfitness or suspension issued to worker	Signature with date of Certifying Surgeon
1	2	3	4	5	6	7	8	9	10	11					12	13	14	15

Note — (i) Column 8. Detailed summary of reasons for transfer or discharge should be stated
(i) Column 11. should be expressed as fit/unfit/suspended.

3. Exhaust draught—The following process shall be carried on except under an efficient exhaust draught or under such other conditions as may be approved by the Chief Inspector-cum-facilitator —

- (a) the mixing of raw materials to form a "batch";
- (b) the dry grinding, glazing and polishing of glass or any article of glass;
- (c) all process in which hydrofluoric acid fumes or ammoniacal vapours are given off;
- (d) all process in the making of furnace moulds or "pots" including the grinding or crushing of used "pots"; (e) all process involving the use of a dry lead compound.

4. Prohibition relating to women and young persons— No woman or young person shall be employed or permitted to work in any of the operations specified in paragraph 3 or at any place where such operations are carried on.

5. Floors and work-benches— The floor and work-benches of every room in which a dry compound of lead is manipulated or in which any process is carried on giving off silica dust shall be kept moist and shall comply with the following requirements. The floor shall be—

- (a) of cement or similar material so as to be smooth and impervious to water;
 - (b) maintained in sound condition; and
 - (c) cleansed daily after being thoroughly sprayed with water at a time when no other work is being carried on in the room. The work-benches shall —
- (a) have a smooth surface and be maintained in sound condition; and

(b) be cleansed daily either after being thoroughly damped or by means of a suction cleaning apparatus at a time when no other work is being carried on thereat.

6. Use of hydrofluoric acid— The following provisions shall apply to rooms in which glass is treated with hydrofluoric acid —

(a) there shall be inlets and outlets of adequate size so as to secure and maintain efficient ventilation in all parts of the room;

(b) the floor shall be covered with gutta parcha and be tight and shall slope gently down to a covered drain; (c) the workplaces shall be so enclosed in projecting hoods that openings required for bringing in the objects to be treated shall be as small as practicable; and

(d) the efficient exhaust draught shall be so contrived that the gases are exhausted downwards.

7. Storage and transport of hydrofluoric acid — Hydrofluoric acid shall not be stored or transported except in cylinders or receptacles made of lead or rubber.

8. Blowpipes — Every glass blower shall be provided with a separate blow pipe bearing the distinguishing mark of the person to whom it is issued and suitable facilities shall be readily available to every glass blower for sterilizing his blow pipe.

9. Food, drinks, etc., prohibited in work-rooms — No food, drink, pan and supari or tobacco shall be brought into or consumed by any worker in any room or work-place wherein any process specified in paragraph 3 is carried on.

10. Protective clothing— The occupier shall provide, maintain in good repair and keep in a clean condition for the use of all persons employed in the processes specified in paragraph 3 suitable protective clothing, footwear, and goggles according to the nature of the work, and such clothing, footwear, etc., shall be worn by the persons concerned.

11. Washing facilities — There shall be provided and maintained in a cleanly state and in good repair for the use of all persons employed in the process specified in paragraph 3 —

(a) a wash place with either —

(i) a trough with a smooth impervious surface fitted with a waste pipe, without plug, and of sufficient length to allow of at least two feet for every five such persons employed at any one time, and having a constant supply of water from taps or jets above the trough at intervals of not more than 2 feet; or

(ii) at least one wash basin for every five such persons employed at any time, fitted with a waste pipe and plug and having an adequate supply of water laid on or always readily available.

(b) a sufficient supply of clean towels made of suitable material renewed daily with a sufficient supply of soap or other suitable cleaning material and of nail brushes; and

(c) a sufficient number of stand pipes with taps — The number and location of such stand pipes be to the satisfaction of the Chief Inspector-cum-facilitator.

12. Medical examination— (a) Every person employed in any process specified in Paragraph 3 shall be examined by the **Medical officer** within seven days preceding or following the date of his first employment in such process and thereafter shall be examined by the **Medical officer** once in every calendar month or at such other intervals as may be specified in writing by the Chief Inspector-cum-facilitator on a day of which due notice shall be given to all concerned.

(b) A Health Register in the prescribed format containing the names of persons employed in any process specified in Paragraph 3 shall be kept;

FORMAT
Health Register

(In respect of persons employed in occupations declared to be dangerous operations under Section 87) Name of Certifying Surgeon :

(a) Mr..... From..... To.....

(b) Mr..... From..... To.....

(c) Mr..... From..... To.....

Serial No.	Works No.	Name of worker	Sex	Age (birth day)	Date of employment on present work	Date of leaving or transfer to other works	Reason for leaving, transfer or discharge	Nature of job or occupation	Raw material or by-product handled	Dates of Medical Examination by Certifying Surgeon	If suspended from work, state period of suspension with detailed reason	Recertified fit to resume duty on (with signature of Certifying Surgeon)	If certificate of unfitness or suspension issued to worker	Signature with date of Certifying Surgeon
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15

Note — (i) Column 8. Detailed summary of reasons for transfer or discharge should be stated
(ii) Column 11. should be expressed as fit/unfit/suspended.

(c) No person after suspension shall be employed in any process specified in Paragraph 3 without written sanction from the Medical Officer entered in or attached to the health register.

SCHEDULE VI(E)**[See rule 55]****GRINDING OR GLAZING OF METALS AND PROCESS INCIDENTAL THEREOF****1. Definitions** — For the purposes of this Schedule —

(a) "Grindstone" means a grindstone composed of natural or manufactured sandstone but does not include a metal wheel or cylinder into which blocks of natural or manufactured sandstone are fitted;

(b) "Abrasive Wheel" means a wheel manufactured of bonded emery or similar abrasive;

(c) "Grinding" means the abrasion, by aid of mechanical power, of metal, by means of a grindstone or abrasive wheel;

(d) "Glazing" means the abrading, polishing or finishing, by aid of mechanical power, of metal, by means of any wheel buff, mop or similar appliance to which any abrading or polishing substance is attached or applied;

(e) "Racing" means the turning up, cutting or dressing of a revolving grindstone before it brought into use for the first time;

(f) "Hacking" means the chipping of the surface of a grindstone by a hack or similar tool;

(g) "Rodding" means the dressing of the surface of a revolving grindstone by the application of a rod, bar or strip of metal to such surface.

2. Exception— (1) Nothing in this Schedule shall apply to any factory in which only repairs are carried on except any part thereof in which one or more persons are wholly or mainly employed in the grinding or glazing of metals.

(2) Nothing in this Schedule except Paragraph 4 shall apply to any grinding or glazing of metals carried on intermittently and at which no person is employed for more than 12 hours in any week.

(3) The Chief Inspector-cum-facilitator may by certificate in writing subject to such condition as he/she may specify therein, relax or suspend any of the provisions of this Schedule in respect of any factory if owing to the special methods of work or otherwise such relaxation or suspension is practicable without danger to the health or safety of the persons employed.

3. Equipment for removal of dust— No racing, dry grinding or glazing shall be performed without —

(a) a hood or other appliance so constructed, arranged, placed and maintained as substantially to intercept the dust thrown off; and

(b) a duct of adequate size, air tight and so arranged as to be capable of carrying away the dust, which duct shall be kept from obstruction and shall be provided with proper means of access for inspection and cleaning, and where practicable, with a connection at the end remote from the fan to enable the Inspector to attach thereto any instrument necessary for ascertaining the pressure of air in the said duct; and

(c) a fan or other efficient means of producing a draught sufficient to extract the dust:

Provided that the Chief Inspector may accept any other appliance that is in his opinion, is effectual for the interception, removal and disposal of dust thrown off as a hood, duct and fan would be.

3. Restriction of employment on grinding operations — Not more than one person shall at any time perform the actual process of grinding or glazing upon a grindstone, abrasive wheel or glazing appliance:

Provided that this paragraph shall not prohibit the employment of person to assist in the manipulation of heavy or bulky articles at any such grindstone, abrasive wheel or glazing appliance.

5. Glazing— Glazing or other processes except processes incidental to wet grinding upon a grindstone shall not be carried on in any room in which wet grinding upon a grindstone is done.

6. Hacking and rodding — Hacking or rodding shall not be done unless during the process either

- (a) an adequate supply of water is laid on at the upper surface of the grindstone or
- (b) adequate appliances for the interception of dust are provided in accordance with the requirements of paragraph 3.

7. Examination of dust equipment—(a) All equipment for the extraction or suppression of dust shall at least once in every six months be examined and tested by a competent person, and any defect disclosed by such examination and test shall be rectified as soon as practicable.

(b) A register containing particulars of such examination and test shall be kept in the prescribed format.

FORMAT

Report of Examination and test of dust extraction system

1. Description of system:
 2. Hood:
 - (a) Serial No. of Hood.....
 - (b) Contaminant captured.....
 - (c) Capture velocities.....(at points to be specified) Design value Actual value
 - (d) Volume exhausted at hood.....
 - (e) Hood Static pressure.....
 3. Total pressure drop at:
 - (a) Joints.....
 - (b) Other points of system.....(to be specified.)
 4. Transport velocity in Duct (at points along duct to be specified)
 5. Air cleaning Device:
 - (a) Type used.....
 - (b) Velocity at inlet.....
 - (c) Static pressure at inlet.....
 - (d) Velocity at outlet.....
 - (e) Static pressure at outlet.....
 6. Fan:
 - (a) Type used.....
 - (b) Volume handled.....
 - (c) Static pressure.....
 - (d) Pressure drop at outlet of fan.....
 7. Fan Motor:
 - (a) Type.....
 - (b) Speed and horsepower.....
 8. Particulars of defects, if any, disclosed during test in any of the above components. I, certify that on this ——— day of ———
- the above dust extraction system was thoroughly cleaned and (so far as its construction permits) made accessible for thorough examination. I further certify that on the said date, I thoroughly examined the above dust extraction system including its components and fittings and that the above is a true report of my examination.

Signature.....
 Qualification.....
 Address.....
 Date.....

If employed by a Company or Association,
 the name and address of the company or association:

SCHEDULE VI(F)
[See rule 55]

MANUFACTURE AND TREATMENT OF LEAD AND CERTAIN COMPOUNDS OF LEAD

1. Exemptions — Where the Chief Inspector-cum-facilitator is satisfied that all or any of the provisions of this Schedule are not necessary for the protection of the persons employed, he/she may by certificate in writing exempt any factory from all or any of such provisions, subject to such conditions as he/she may specify therein.

2. Definitions— For the purpose of this Schedule —

(a) "Lead Compound" means any compound of lead other than galena which, when treated in the manner described below, yields to an aqueous solution of hydrochloric acid a quantity of soluble lead compound exceeding, when calculated as lead monoxide, five percent of the dry weight of the portion taken for analysis. In the case of paints and similar products and other mixtures containing oil or fat the "dry weight" means the dry weight of the material remaining after the substance has been thoroughly mixed and treated with suitable solvents to remove oil, fats, varnish or other media.

The method of treatment shall be as follows :

A weighed quantity of the material which has been dried at 100 °C and thoroughly mixed shall be continuously shaken for one hour, at the common temperature with 1,000 times its weight of an aqueous solution of hydrochloric acid containing 0.25 percent by weight of hydrogen chloride. This solution shall thereafter be allowed to stand for one hour and then filtered. The lead salt contained in the clear filtrate shall then be precipitated as lead sulphide and weighed as lead sulphate.

(b) "Efficient exhaust draught" means localised ventilation affected by heat or mechanical means, for the removal of gas vapour, dust or fumes so as to prevent them (as far as practicable under the atmospheric conditions usually prevailing) from escaping into the air of any place in which work is carried on. No draught shall be deemed efficient which fails to remove smoke generated at the point where such gas, vapour, fumes or dust originate.

3. Application — This Schedule shall apply to all factories or parts of factories in which any of the following operations are carried on —

- (a) Work at a furnace where the reduction or treatment of zinc or lead ores is carried on;
- (b) The manipulation, treatment or reduction of ashes containing lead, the de sulfurizing of lead or the melting of scrap lead or zinc;
- (c) The manufacture of solder or alloys containing more than ten percent of lead;
- (d) The manufacture of any oxide, carbonate sulphate, chromate, acetate, nitrate or silicate of lead;
- (e) Handling or mixing of lead tetra-ethyl;
- (f) any other operation involving carried on.
- (g) The cleaning of work-rooms where any of the operations aforesaid are carried on.

4. Prohibitions relating to women and young persons— No woman or young person shall be employed or permitted to work in any of the operations specified in paragraph 3.

5. Requirement to be observed — No person shall be employed or permitted to work in any process involving the use of lead compounds if the process is such that dust or fume

from a lead compound is produced therein, or the persons employed therein are liable to be splashed with any lead compound in the course of their employment unless the provisions of paragraph 6 to 14 are complied with.

6. Exhaust draught — Where dust, fume, gas or vapour is produced in the process, provision shall be made for removing them by means of an efficient exhaust draught so contrived as to operate on the dust, fume, gas or vapour as closely as possible to the point of origin.

7. Certificate of fitness — A person medically examined under paragraph 8 and found fit for employment shall be granted by a **Medical officer** a certificate of fitness in **the prescribed format** and such certificate shall be in the custody of the manager of the factory. The certificate shall be kept readily available for inspection by any Inspector-cum-facilitator and the person granted such a certificate shall carry with him, while at work, a token giving reference to such certificate.

FORMAT
Certificate of Fitness

Serial Number:

I certify that I have personally examined (name) son
of (father's name) residing at (address)
who is desirous of being employed as (designation) in
(process, department and factory)
and that his age, as nearly as can be ascertained from any examination, is years, and that he is, in
my opinion, fit/unfit for employment in the above mentioned factory as mentioned above.

2. He may be produced for further examination after a period of

3. The serial number of the previous certificate is

Signature or left hand thumb impression
of person examined

Signature of Medical Officer

Date:

1	2	3	4
I certify that I have examined the persons mentioned above on	I extend this Certificate until (If Certificate is not extended, the period for which the worker is considered unfit for work is to be mentioned)	Signs and symptoms observed during examination	Signature of the Medical Officer.

8. Medical examination — (1) The person so employed shall be medically examined by a Medical Officer within 14 days of his first employment in such process and thereafter shall be examined by the Medical officer at intervals of not more than three months, and a record of such examinations shall be entered by the Medical officer in the special Certificate of fitness granted under paragraph 7.

(2) If at any time the Medical officer is of opinion that any person is no longer fit for employment on the grounds that continuance therein would involve special danger to health, He/She/she/she shall cancel the special certificate of fitness of that person.

(3) No person whose special certificate of fitness has been cancelled shall be employed unless the Medical officer, after re-examination, again certifies him to be fit for employment.

9. Food, drinks, etc., prohibited in workrooms — No food, drink, pan and supari or tobacco shall be brought into or consumed by any worker in any workroom in which the process is carried on and no person shall remain in any such room during intervals for meals or rest.

10. Protective clothing — Suitable protective overalls and head coverings shall be provided, maintained and kept clean by the factory occupier and such overalls and head covering shall be worn by the person employed.

11. Cleanliness of work-rooms, tools, etc. — The rooms in which the persons are employed and all tools and apparatus used by them shall be kept in a clean state.

12. Washing facilities— (1) The occupier shall provide and maintain for the use of all persons employed suitable washing facilities consisting of-

(a) a trough with smooth impervious surface fitted with a waste pipe without plug and of sufficient length to allow at least two feet for every ten persons employed at any one time, and having a constant supply of clean water from taps or jets above the trough at intervals of not more than two feet; or

(b) at least one wash-basin for every ten persons employed at any one time, fitted with a waste pipe and plug and having a constant supply of clean water; together with, in either case, a sufficient supply of nail brushes, soap or other suitable cleansing material and clean towels.

(2) The facilities so provided shall be placed under the charge of a responsible person and shall be kept clean.

13. Mess-room or canteen — The occupier shall provide and maintain for the use of the persons employed suitable and adequate arrangements for taking their meals. The arrangements shall consist of the use of a room separate from any workroom which shall be furnished with sufficient tables and benches, and unless a canteen serving hot meals is provided, adequate means of warming food. The room shall be adequately ventilated by the circulation of fresh air, shall be placed under the charge of a responsible person and shall be kept clean.

14. Cloak-room — The occupier shall provide and maintain for the use of persons employed, suitable accommodation for clothing not worn during working hours, and for the drying of wet clothing.

SCHEDULE VI(G)
[See rule 55]

GENERATION OF GAS FROM DANGEROUS PETROLEUM

- 1. Prohibition relating to women and young persons** — No woman or young person shall be employed or permitted to work in or shall be allowed to enter any building in which the generation of gas from dangerous petroleum is carried on.
- 2. Flame traps** — The plant for generation of gas from dangerous petroleum and associated piping and fittings shall be fitted with at least two efficient flame traps so designed and maintained as to prevent a flash back from any burner to the plant. One of these traps shall be fitted as close to the plant as possible. The plant and pipes and valves shall be installed and maintained free from leaks.
- 3. Generating building or room** — All plants for generation of gas from dangerous petroleum erected after the coming into force of the provisions specified in this Schedule, shall be erected outside the factory building proper in a separate well-ventilated building (hereinafter referred to as the "generating building"). In the case of such plant erected before the coming into force of the provisions specified in this Schedule there shall be no direct communication between the room where such plants are erected (hereinafter referred to as "the generating room") and the remainder of the factory building. So far as practicable, all such generating rooms shall be constructed of fire resisting materials.
- 4. Fire extinguishers**— An efficient means of extinguishing fires from dangerous petrol shall be maintained in an easily accessible position near the plant for generation of gas from dangerous petroleum.
- 5. Plant to be approved by Chief Inspector**— Gas from dangerous petroleum shall not be manufactured except in a plant for generating gas from dangerous, petroleum, the design and construction of which has been approved by the Chief Inspector.
- 6. Escape of dangerous petroleum**— Effective steps shall be taken to prevent dangerous petroleum escaping into any drain or sewer.
- 7. Prohibition relating to smoking, etc.** — No person shall smoke or carry matches, fire or naked light or other means of producing a naked light or spark in the generating room or building or in the vicinity thereof and a warning notice in the language understood by the majority of the workers shall be posted in the factory prohibiting smoking and the carrying of matches, fire or naked light or other means of producing light or spark into such room or building.
- 8. Access to dangerous petroleum or container** — No unauthorized person shall have access to any dangerous petroleum or to a vessel containing or having actually dangerous petroleum.
- 9. Electric fittings** — All electric fittings shall be of flame-proof construction and all electric conductors shall either be enclosed in metal conduits or be lead sheathed.
- 10. Construction of doors** — All doors in the generating room or building shall be constructed to open outwards or to slide and no door shall be locked or obstructed or fastened in such a manner that it cannot be easily and immediately opened from the inside while gas is being generated and any person is working in the generating room or building.

11. Repair of containers— No vessel that has contained dangerous petroleum shall be repaired in a generating room or building and no repairs to any such vessel shall be undertaken unless live steam has been blown into the vessel and until the interior is thoroughly steamed out or other equally effective steps have been taken to ensure that it has been rendered free from dangerous petroleum or inflammable vapour.

Explanatory Notes — “Dangerous Petroleum” means dangerous petroleum as defined in the Petroleum Act, 1934.

SCHEDULE VI(H)**[See rule 55]****CLEANING OR SMOOTHING, ROUGHENING ETC, OF ARTICLES BY A JET OF SAND,
METAL SHOT OR GRIT OR OTHER ABRASIVE PROPELLED BY A BLAST OF
COMPRESSED AIR OR STEAM****BLASTING REGULATIONS****1. Definitions** — For the purposes of this Schedule;

(a) "Blasting" means cleaning, smoothing, roughening, or removing of any part of the surface of any article by the use of an abrasive of a jet of sand, metal shot, or grit or other material propelled by a blast of compressed air or steam.

(b) "Blasting enclosure" means a chamber, barrel, cabinet or any other enclosure designed for the performance of blasting therein.

(c) "Blasting chamber" means a blasting enclosure in which any person may enter at any time in connection with any work or otherwise.

(d) "Cleaning of casting" where done as an incidental or supplemental process in connection with the making of metal castings, means the freeing of the casting from adherent sand or other substance and includes the removal of cores and the general smoothing of a casting, but does not include the free treatment.

2. Prohibition of sand blasting — Sand or any other substance containing free silica shall not be introduced as an abrasive into any blasting apparatus and shall not be used for blasting;

Provided that no woman or young person shall be employed or permitted to work at any operation of sand blasting.

PRECAUTIONS IN CONNECTION WITH BLASTING OPERATION**3. Blasting to be done in blasting enclosure—**

(1) Blasting shall not be done except in a blasting enclosure and no work other than blasting and any work immediately incidental thereto and clearing and repairing of the enclosure including the plants and appliances situated therein, shall be performed in a blasting enclosure. Every door, aperture and joint, of blasting enclosure, shall be kept closed and air tight while blasting is being done therein.

(2) Maintenance of blasting enclosure: Blasting enclosure shall always be maintained in good condition and effective measures shall be taken to prevent dust escaping from such enclosures, and from apparatus connected therewith, into the air of any room.

(3) Provision of separating apparatus: There shall be provided and maintained for and in connection with every blasting enclosure, efficient apparatus for separating, so far as practicable, abrasive which has been used for blasting and which is to be used again as an abrasive, from dust or particles of other materials arising from blasting; and no such abrasive shall be introduced into any blasting apparatus and used for blasting until it has been so separated:

Provided that this clause shall not apply, except in the case of blasting chambers, to blasting enclosures constructed or installed before the coming into force of this Schedule, if the Chief Inspector is of opinion that it is not reasonably practicable to provide such separating apparatus.

(4) Provision of ventilating plant: There shall be provided and maintained in connection with every blasting enclosure efficient ventilating plant to extract by exhaust draught effected by mechanical means, dust produced in the enclosure. The dust extracted and removed shall be disposed of by such method in such manner that it shall not escape into the air of any room; and every other filtering or settling device situated in a room in which persons are employed, other than persons attending to such beg or other filtering or settling devices, shall be completely separated from the general air of that room in an enclosure ventilated to the open air.

(5) Operation of ventilating plant: The ventilating plant provided for the purpose of subparagraph (4) shall be kept in continuous operation whenever the blasting enclosure is in use whether or not blasting is actually taking place therein, and in the case of a blasting chamber it shall be in operation even when any person is inside the chamber for the purpose of cleaning.

4 Inspection and Examination— (1) Every blasting enclosure shall be specially inspected by a competent person at least once in every week in which it is used for blasting. Every blasting enclosure, the apparatus connected therewith and the ventilating plant, shall be thoroughly examined and in the case of ventilating plant, tested by a competent person at least once every month.

(2) Particulars of the result of every such inspection, examination and test shall forthwith be entered in a register, which shall be kept in a form approved by the Chief Inspector-cum-facilitator and shall be available for inspection by any workman employed in or in connection with blasting in the factory. Any defect found on any such inspection, examination or test shall be immediately reported by the person carrying out the inspection, examination or test to the occupier, manager or other appropriate person and without prejudice to the foregoing requirements of this Schedule, shall be removed without avoidable delay.

5. Provision of protective helmets, gauntlets and overalls—

(1) There shall be provided and maintained for the use of all persons who are employed in a blasting chamber, where in blasting or in any work connected therewith or in cleaning such a chamber, protective helmets of a type approved by a certificate of the Chief Inspector-cum-facilitator, and every such person shall wear the helmet provided for this use while he is in the chamber and shall not remove it until he is outside the chamber.

(2) Each protective helmet shall carry a distinguishing mark indicating the person by whom it is intended to be used and no person shall be allowed or required to wear a helmet not carrying his mark or a helmet which has been worn by another person and has not since been thoroughly disinfected.

(3) Each protective helmet when in use shall be supplied with clean and not unreasonably cold air a rate of not less than 170 litre per minute.

(4) Suitable gauntlets and overalls shall be provided for the use of all persons while performing blasting or assisting at blasting and every such person shall so engaged wear the gauntlet and overall provided.

6. Precautions in connection with cleaning and other work — (1) Where any person is engaged upon cleaning of any blasting apparatus or blasting enclosure or of any apparatus or ventilating plant connected therewith or the surroundings thereof or upon any other work in connection with any blasting apparatus or blasting enclosure or with any apparatus or ventilating plant connected therewith so that he is exposed to the risk of inhaling dust which has arisen from blasting, all practicable measures shall be taken to prevent such inhalation.

(2) In connection with any cleaning operation referred to in clause 5, and with the removal of dust from filtering or setting devices all practicable measures shall be taken to dispose of the dust in such a manner that it does not enter the air of any room. Vacuum cleaners shall be provided and used wherever practicable for such cleaning operations.

7. Storage accommodation for protective wear— Adequate and suitable storage accommodation for the helmets, gauntlets and overalls required to be provided by clause 5 shall be provided outside and conveniently near to every blasting enclosure and such accommodation shall be kept clean. Helmets, gauntlets and overalls when not in actual use shall be kept in this accommodation.

8. Maintenance and cleaning of protective wear — All helmets, gauntlets, overalls and other protective devices or clothing provided and worn for the purpose of this schedule, shall be kept in good condition and so far as reasonably practicable shall be cleaned on every week day in which they are used, where dust arising from the cleaning of such protective clothing or devices is likely to be inhaled all practicable measures shall be taken to prevent such inhalation. Vacuum cleaners shall, wherever practicable, be used for removing dust from such clothing and compressed air shall not be used for removing dust from any clothing.

9. Maintenance of vacuum cleaning plant— Vacuum cleaning plant used for the purpose of this Schedule shall be properly maintained.

10. Restrictions in employment of young persons— (1) No person under 18 years of age shall be employed in blasting or assisting at blasting or in any blasting chamber or in the cleaning of any blasting apparatus or any blasting enclosure or any apparatus or ventilating plant connected therewith or be employed on maintenance or repair work at such apparatus, enclosure or plant.

(2) No persons under 18 years of age shall be employed to work regularly within six meters feet of any blasting enclosure unless the enclosure is in a room and he is outside that room where he is effectively separated from any dust coming from the enclosure.

11. Power to exempt or relax— (i) If the Chief Inspector-cum-facilitator is satisfied that in any factory, or any class of factory, the use of sand or other substance containing free silica as an abrasive in blasting is necessary for a particular manufacture or process (other than the process incidental or supplement to making of metal castings) and that the manufacture or process cannot be carried on without the use of such abrasive or that owing to the special conditions or special method of work or otherwise any requirement of this Schedule can be suspended either temporarily or permanently, or can be relaxed without endangering the health of the persons employed or that application of any such requirements is for any reason impracticable or inappropriate, he/she may, with the previous sanction of the State Government, by an order in writing exempt the said factory or class of factory from such provisions of this Schedule, to such an extent and subject to such conditions and for such period as may be specified in the said order.

(ii) Where an exemption has been granted under sub-clause (i) a copy of the order shall be displayed at a notice board at a prominent place at the main entrance or entrances to the factory and also at the place where the blasting is carried on.

SCHEDULE VI(I)**[See rule 55]****LIMING AND TANNING OF RAW HIDES AND SKINS AND PROCESSES INCIDENTAL THERETO****1. Cautionary notices —**

(1) Cautionary notice as to anthrax in the form specified by the Chief Inspector-cum-facilitator shall be affixed in prominent positions in the factory where they may be easily and conveniently read by the persons employed.

(2) A copy of warning notice as to anthrax in the form specified by the Chief Inspector-cum-facilitator shall be given to each person employed when he is engaged, and subsequently if still employed, on the first day of each calendar year.

(3) Cautionary notices as to the effects of chrome on the skin shall be affixed in prominent positions in every factory in which chrome solutions are used and such notices shall be so placed as to be easily and conveniently read by the persons employed.

(4) Notices shall be affixed in prominent places in the factory stating the position of the "First Aid" box or cupboard and the name of the person in-charge of such box or cupboard;

(5) If any person employed in the factory is illiterate, effective steps shall be taken to explain carefully to such illiterate person the contents of the notices specified in paragraphs 1,2 and 4 and if chrome solutions are used in the factory, the contents of the notice specified in paragraph 3.

2. Protective clothing — The occupier shall provide and maintain in good condition the following articles of protective clothing —

(a) waterproof footwear, leg coverings, aprons and rubber gloves for persons employed in processes involving contact with chrome solutions including the preparation of such solutions;

(b) protective footwear, aprons and gloves for persons employed in the handling of hides or skins other than in processes specified in clause (a).

Provided that gloves shall not be required for persons fleshing by hand or where there is no risk of contact with lime, sodium sulphide or other caustic liquor.

3. Washing facilities, mess-room and cloak-room — There shall be provided and maintained in a cleanly state and in good repair for the use of all persons employed: —

(a) a trough with a smooth impervious surface fitted with a waste pipe without plug, and of sufficient length to allow at least 60 centimeters for every ten persons employed at any one time, and having a constant supply of water from taps or jets above the trough at intervals of not more than 60 centimeters; or

(b) at least one wash basin for every ten such persons employed at any one time, fitted with a waste pipe and plug and having a constant supply of water together with, in either case, a sufficient supply of nail brushes, soap or other suitable cleansing material and clean towels;

(c) a suitable mess-room, adequate for the number remaining on the premises during the meal intervals, which shall be furnished with

(1) sufficient tables and benches, and

(2) adequate means for warming food and for boiling water;

The mess-room shall —

(1) be separate from any room or shed in which hides or skins are stored, treated or manipulated,

(2) be separate from the cloak-room, and

(3) be placed under the charge of a responsible person;

(d) suitable accommodation for clothing not worn during working hours with adequate arrangements for drying the clothing if wet. The accommodation so provided shall be placed under the charge of a responsible person.

4. Food, drinks, etc., prohibited in work-rooms — No food, drink, pan and supari or tobacco shall be brought into or consumed by any worker in any workroom or shed in which hides or skins are stored, treated or manipulated.

5. First-aid arrangements— The occupier shall —

(a) arrange for an inspection of the hands of all persons coming into contact with chrome solutions to be made twice a week by a responsible person;

(b) provide and maintain a sufficient supply of suitable ointment and impermeable waterproof plaster in a box readily accessible to the worker and used solely for the purpose of keeping the ointment and plaster.

SCHEDULE VI(J)**[See rule 55]****MANUFACTURE OF POTTERY****1. Definitions** — For the purpose of this Schedule —

(a) "Pottery" includes earthenware, stoneware, porcelain, china tiles and any other articles made from clay or from a mixture containing clay and other materials such as quartz, flint, feldspar and gypsum.

(b) "Efficient exhaust draught" means localized ventilation effected by mechanical or other means, for the removal of dust or fume so as to prevent it from escaping into the air of any place in which work is carried on. No draught shall be deemed efficient which fails to remove effectively dust or fume generated, at the point where dust or fume originates.

(c) "Fettling" includes scalloping, towing, and sand papering, sand sticking, brushing or any other process of cleaning of pottery ware in which dust is given off.

(d) "Leadless glaze" means a glaze which does not contain more than one percent of its dry weight of a lead compound calculated as lead monoxide.

(e) "Low solubility glaze" means a glaze which does not yield to dilute hydrochloric acid more than five percent of its dry weight of a soluble lead compound calculated as lead monoxide when determined in the manner described below:-

A weighed quantity of the material which has been dried at 100 degree C and thoroughly mixed shall be continuously shaken for one hour at the common temperature with 1,000 times its weight of an aqueous solution of hydrochloric acid containing 0.25 percent by weight of hydrogen chloride. This solution shall thereafter be allowed to stand for one hour and then filtered. The lead salt contained in the clear filtrate shall then be precipitated as lead sulphide and weighed as lead sulphide.

(f) "Ground or powdered flint or quartz" does not include natural sands;

(g) "Potter's shop" includes all places where pottery is formed by pressing or by any other process and all places where shaping, fettling or other treatment of pottery articles prior to placing for the biscuit fire is carried on.

2. Efficient exhaust draught — The following processes shall not be carried on without the use of an efficient exhaust draught —

(i) All processes involving the manipulation or use of a dry and unfretted lead compound.

(ii) The fettling operations of any kind, whether on greenware or biscuit; provided that this shall not apply to the wet fettling, and to the occasional finishing of pottery articles without the aid of mechanical power. (iii) The sifting of clay dust or any other materials for making tiles or other articles by pressure, except where —

(a) this is done in a machine so enclosed as to effectually prevent the escape of dust; or

(b) the material to be sifted is so damp that no dust can be given off;

(iv) The pressing of tiles from the clay dust, an exhaust opening being connected with each press; this clause shall also apply to the pressing from clay dust or articles other than tiles, unless the material is so damp that no dust is given off;

(v) The fettling of tiles made from clay dust by pressure, except where the fettling is done wholly on, or with damp material; this clause shall also apply to the fettling of other articles

made from clay dust, unless the material is so damp that no dust is given off;

(vi) The process of loading and unloading of saggars where handling and manipulation of ground and powdered flint, quartz, alumina or other materials are involved;

(vii) The brushing of earthenware biscuit, unless the process is carried on in a room provided with efficient general mechanical ventilation or other ventilation which is certified by Inspector of Factories as adequate, having regard to all the circumstances of the case;

(viii) Fetting biscuit-ware which has been fired in powdered flint or quartz except where this is done in machines so enclosed as to effectually prevent the escape of dust;

(ix) Where cleaning after the application of glaze by dipping or other process;

(x) Crushing and dry grinding of materials for pottery bodies and saggars, unless carried on in machines so enclosed as to effectively prevent the escape of dust or is so damp that no dust can be given off;

(xi) Sieving or manipulation of powdered flint, quartz, clay grog or mixture of these materials unless it is so damp that no dust can be given off;

(xii) Grinding of tiles on a power-driven wheel unless an efficient water spray is used on the wheel;

(xiii) Lifting and conveying of materials by elevators and conveyor unless they are effectively enclosed and so arranged as to prevent escape of dust into the air in or near to any place where persons are employed;

(xiv) The preparation or weighing out of flow material, lawning of dry colours, colour dusting and colour blowing;

(xv) In mould making unless the bins or similar receptacles used for holding plaster of Paris are provided with suitable covers;

(xvi) The manipulation of calcined material unless the material has been made and remains so wet that no dust is given off;

3. Each of the following processes shall be carried on in such a manner and under such condition so as to secure effectual separation from the other, and from wet processes —

(a) crushing and dry grinding or sieving materials, fetting, pressing of tiles, drying of clay and greenware, loading and unloading of saggars;

(b) all processes involving the use of a dry lead compound.

4. No glaze which is not a leadless glaze or low solubility glaze shall be used in a factory in which pottery is manufactured.

5. No woman or young person shall be employed or permitted to work in any of the operations specified in clause 2, or at any place where such operations are carried on.

6. The potter's wheel (Jolly and jiggers) shall be provided with screens or so constructed as to prevent clay scrapings being thrown off beyond the wheel.

7. (1) All practical measures shall be taken by damping or otherwise to prevent dust arising during cleaning of floors.

(2) Damp saw-dust or other suitable material shall be used to render the moist method effective in preventing dust rising into the air during the cleaning process which shall be carried out after work has ceased.

8. The floors of potter's shops, slip houses, dipping houses and ware cleaning rooms shall be hard, smooth and impervious and shall be thoroughly cleaned daily by a moist method by an adult male.

9. Medical Examination— (1) All persons employed in any process included under clause 2 shall be examined by the Medical officer within 7 days preceding or following the date of their first employment in such process; thereafter all persons employed in any process included under clause 2 (i) and (xiv) shall be examined by the Medical officer once in every three calendar months, and those employed in any process included in clause (ii) to (xiii) and (xv) and (xvi) once in every 12 months by the Medical officer. Records of such examinations shall be entered by the Medical officer in the Health Register and certificate of fitness granted to him under clause 10.

(2) If at any time the Medical officer is of opinion that any person employed in any process included in clause 2 is no longer fit for employment on the ground that continuance therein would involve damage to his health, He/She/she/she shall cancel the certificate of fitness granted to that person.

(3) No person whose certificate of fitness has been cancelled shall be re-employed unless the Medical officer after examination again, certifies him to be fit for employment.

10. Certificate of fitness —

A person medically examined under clause 9 and found fit for employment shall be granted by the Medical officer a certificate of fitness in **the prescribed format** and such certificate shall be in the custody of the manager of the factory. The certificate shall be kept readily available for inspection by any inspector-cum-facilitator and the person granted such a certificate shall carry with him while at work, a token giving reference to such certificate.

FORMAT

Certificate of Fitness

1. Serial No.....
 Serial No..... Date.....
 Date.....
 2. Name.....
 3. Father's name.....
 4. Sex.....
 5. Residence.....
 6. Date of birth, if.....available and/or.....certified age.....
 7. Physical fitness.....
 8. Descriptive marks.....
 9. Reason for—
 (1) refusal of certificate.....
 Or
 (2) certificate being revoked.....

I, hereby certify that I have personally examined (name).....son/daughter of..... residing at..... who is desirous of being employed in a factory, and that his/her age, as nearly as can be ascertained from my examination, is..... years, and that he/she is fit for employment in factory as an adult/child.

His/Her descriptive marks are

Thumb-impression Certifying Surgeon

Note—Exact details of cause of physical disability should be clearly stated.

11. Protective equipment — (1) The occupier shall provide and maintain suitable overalls and head coverings for all persons employed in process included under clause 2.

(2) The occupier shall provide and maintain suitable aprons of a 'waterproof or similar material, which can be sponged daily for the use of the dippers, dippers assistants, throwers, jolly workers, casters, mould makers and filter press and pug mill workers.

(3) Aprons provided in pursuance of clause 11 (2) shall be thoroughly cleaned daily by the wearers by sponging or other wet process. All overalls and head coverings shall be washed, cleaned and mended at least once a week and this washing, cleaning or mending shall be provided for by the occupier.

(4) No person shall be allowed to work in emptying sacks of dusty materials, weighing out and mixing of dusty materials and charging of ball mills and plungers without wearing a suitable and efficient dust respirator.

12. Washing facilities— (1) The occupier shall provide and maintain, in a cleanly state and in good repair for the use of all persons employed in any of the processes specified in clause 2, a wash place under cover, with either- (a) (i) a trough with smooth impervious surface fitted with a waste pipe without plug, and sufficient length to allow at least two feet for every five such persons employed at any one time, and having a constant supply of clean water from taps or jets above the trough at intervals of not more than 60 centimeters; or

(ii) at least one tap or stand pipe for every five such persons employed at any one time, and having a constant supply of clean water, the tap or stand pipe being spaced not less than 4 feet apart; and

(b) a sufficient supply of clean towels made of suitable material changed daily, with sufficient supply of nail brushes and soap.

13. Time allowed for washing — Before each meal and before the end of the day's work at least ten minutes, in addition to the regular meal times, shall be allowed for washing to each person employed in any of the processes mentioned in clause 2.

14. Mess-room— (1) There shall be provided and maintained for use of all persons remaining within the premises during the rest intervals, suitable messroom providing accommodation of 0.93 square meter per head and furnished with—

(i) a sufficient number of tables and chairs or benches with back rest;

(ii) arrangements for washing utensils;

(iii) adequate means for warming food;

(iv) adequate quantity of drinking water.

(2) The room shall be adequately ventilated by the circulation of fresh air and placed under the charge of responsible person and shall be kept clean.

15. Food, drinks etc., prohibited in work-room— No food, drink, pan and supari, or tobacco shall be brought into, or consumed by any worker in any workroom in which any of the processes mentioned in clause 2 are carried on and no person shall remain in any such room during intervals for meal or rest.

16. Cloak-room, etc. — There shall be provided and maintained for use of all persons employed in any of the processes mentioned in clause 2 —

(a) a cloak-room for clothing put off during working hours and such accommodation shall be separate from any mess-room;

(b) separate and suitable arrangements for the storage of protective equipment provided under clause 11.

17. These regulations shall not apply to a factory in which any of the following articles, but no other pottery, are made —

(a) unglazed or salt glazed bricks and tiles; and

(b) architectural terra-cotta made from plastic clay and either unglazed or glazed with a leadless glaze only.

18. Exemptions — If in respect of any factory the Chief Inspector-cum-facilitator is satisfied that all or any of the provisions of this Schedule are not necessary for the protection of the persons employed in such factory, he/she may, by a certificate in writing, exempt such factory from all or any of such provisions, subject to such conditions as he/she may specify therein. Such certificate may at any time be revoked by the Chief Inspector-cum-facilitator without assigning any reasons.

SCHEDULE VI(K)**[See rule 55]****MANUFACTURES IN CHEMICAL WORKS AND PROCESSES
INCIDENTAL THERETO**

Application — These rules shall apply to all manufactures and processes incidental thereto carried on in chemical works. These rules shall be in addition to and not in derogation of any provisions of the Code or any other rules-made thereunder or of any other Act or rules.

Definitions — 'Chemical works' means any factory or such parts of any factory as are named in Schedule (I) to this Schedule.

'Breathing Apparatus' means

1) a helmet of face-piece with necessary connections by means of which a person using it in a poisonous, asphyxiating or irritant atmosphere breathes ordinary air, or

(2) any other suitable apparatus approved in writing by the Chief Inspector-cum-facilitator.

'Life-belt' means belt made of leather or other suitable materials which can be securely fastened round the body, with a suitable length of rope attached to it, each of which is sufficiently strong to sustain the weight of a man.

'Efficient exhaust draught' means localized ventilation effected by mechanical or other means for the removal of gas, vapour, fume, or dust to prevent it from escaping into the air of any place in which work is carried out.

'Surgeon' means a Medical officer appointed under Section 42(1) of the Code.

'Suspension' means suspension by written certificate in the Health Register, signed by the Surgeon, from employment in any process mentioned in the certificate.

'Bleaching powder' means the bleaching powder commonly called chloride of lime.

'Chlorate' means chlorate or perchlorate.

'Caustic' means hydroxide of potassium or sodium.

'Caustic pot' means a metal pot fixed over furnace of flue and surrounded by brick-work, such as is commonly used for concentrating caustic liquor, whether such pot be used for concentrating or boiling caustic or other liquor.

'Chrome process' means the manufacture of chromate or bichromate of potassium or sodium, or the manipulation, movement or other treatment of these substances in connection with their manufacture.

'Nitro or Amino process' means the manufacture of nitro or amino derivatives of phenol and of benzene or its homologues, and the making of explosives with the use of any of these substances.

Exceptions — If the Chief Inspector-cum-facilitator is satisfied in respect of any factory or any process that, owing to the special conditions or special methods of work, or by reasons of the infrequency of the process or for other reasons, any of the requirements of these rules are not necessary for the protection of persons employed in any factory or process, he/she may by order in writing (which he/she may in his discretion revoke) exempt such factory or process from all or any of the provisions of these rules subject to such conditions as he/she may by such order prescribe.

PART I
APPLYING TO ALL WORKS IN SCHEDULE VI(K)(i)
GENERAL

1. House-keeping — (a) Every part of the ways, works, machinery and plant shall be maintained in a clean and tidy condition.

(b) Any spillage of materials shall be cleaned up without delay.

(c) Floors, platforms, stairways, passages and gangways shall be kept free of temporary obstructions.

(d) There shall be provided easy means of access to all parts of the plant to facilitate cleaning, maintenance and repairs.

2. Improper use of chemicals — (a) No chemicals or solvents shall be used by workers for any purposes apart from the processes for which they are supplied.

(b) Workers shall be instructed on the possible dangers arising from such misuse. These instructions shall further be displayed in bold letters in prominent places in the different sections.

3. Storage of food — (a) No food, drink, tobacco, pan or similar articles shall be stored or consumed on or near any part of the plant.

(b) Testing - Workers shall be instructed on the possible dangers, arising from the testing of materials, or of the use for drinking purposes of any vessel used, in or in connection with the manufacture of chemicals. These instructions shall further be displayed in bold letters in prominent places in the different sections.

4. Process hazards — Before commencing any large-scale experimental work, or any new manufacture, all possible steps shall be taken to ascertain definitely all the hazards involved both from the actual operations and the chemical reactions. The properties of the raw materials used, the final products to be made, and any by-products arising during manufacture, shall be carefully studied and provisions shall be made for dealing with any hazards including effects on workers, which may arise during manufacture.

The design of the buildings and plant shall be based on information so obtained.

5. Unauthorised personnel — (a) Unauthorised persons shall not be permitted to enter any section of the factory or plant where there are special dangers.

(b) Visitors—Visitors shall be provided, where necessary, with suitable safety equipment and shall be accompanied round dangerous plant by a responsible official.

6. Instrument— All instruments, such as pressure gauges, thermometers, flow meters and weighing machines shall be tested at regular intervals by a competent person, and records of these tests shall be kept in a register.

7. Cocks and Valves— Suitable valves shall be provided in all service lines at sufficiently short intervals for conveyance in blanking off, etc. All cocks and valves shall be operated at least once a month, and tested periodically by a competent person and records of these tests shall be kept in a register. A plan of all service installations shall be kept readily available for perusal.

8. Manhole — No manhole shall be opened for entry until effective fencing has been erected around it.

9. Emergency Instructions — Simple and special instructions shall be framed to ensure that effective measures will be carried out in cases of emergency, to deal with escapes of inflammable, poisonous or deleterious gases, vapours, liquids, or dusts. These instructions shall further be displayed in bold letters in prominent places in the different sections. All workers shall be trained and instructed in the action to be taken in such emergencies, and the general hazards of their employment.

10. Protection of Reaction Mixtures — Suitable arrangements shall be made to ensure that no foreign matter of any sort can fall into reaction mixtures.

11. Electrical Apparatus — Electrical plant, fittings, and conductors, shall if exposed to a damp or corrosive atmosphere, be adequately protected. Periodic tests shall be carried out on all circuits.

12. Place of work — (a) Workers shall only be allowed in those places in which they have been given orders to work.

(b) In dangerous sections of a factory, the number of workers shall be kept to minimum compatible with the need of the process.

13. Packing, Storage and Transport of Chemicals — Chemicals shall be packed and stored in containers suitable for the purpose and of adequate strength for storage or transport. All such containers shall be suitably labelled so that they will be stored and transported in such a manner as to ensure that, in the event of a spillage, they will neither produce a reacting mixture, nor cause the development of toxic or fire risks in contact with other products in its vicinity, or with walls, floors, or dust thereon.

FIRE AND EXPLOSION RISKS

14. Site — (a) Buildings and plant shall be sited with due regards to the dangers which may arise from the processes involved, and in particular shall be spaced at distance which are deemed safe for the fire and explosion risks connected with the processes in adjacent buildings. Due consideration shall be given to the effect of any processes carried out in adjacent factories.

(b) Isolation of Buildings — Where special dangers exist, separate buildings shall be used for the different parts of a process. They shall be spaced at sufficient distances apart and shielded to prevent damage to each other in the event of fire or explosion, and shall be safeguarded by the provision of suitable blow-out panels or roofs. Where the risk of fire or explosion is considerable the building shall be divided by blast or protective screen walls.

(c) Fire Resistance — No combustible materials shall be used in the erection of working buildings, unless there are special reasons necessitating their use, when they shall be rendered fire-resistant. The roof shall be of light fire-resistant construction and floor shall be of impervious fire-resistant material and shall be regularly maintained in such condition.

15. Dangers of Ignition (including lighting installation) — (a) No internal combustion engine, and no electric motor or other electrical equipment, capable of generating sparks or otherwise causing combustion shall be installed or used in a building or danger zone. Electric conductor shall be fitted with screwed steel conduit.

(b) All hot exhaust pipes shall be installed outside a building and other hot pipes shall be suitably protected.

(c) Portable electric hand lamps shall not be used unless of an intrinsically safe type, and portable electric tools connected by flexible wires shall not be used, unless of the flame proof type.

(d) Where an inflammable atmosphere may occur the soles of footwear worn by workers shall have no metal on them, and the wheels of trucks or conveyors shall be of conductive non-sparking materials. Adequate precautions shall be taken to prevent the ignition of explosive or inflammable substances by sparks emitted from locomotives or other vehicles operated in the factory or on public lines.

(e) No electric arc lamp, or naked light, fixed or portable, shall be used, and no person shall have

in his possession any match or any apparatus of any kind for producing naked light or spark in or on, or about any part of the factory where there is liability to fire or explosion from inflammable gas, vapour or dust and all incandescent electric lights in such parts shall be in double air tight glass covers.

(f) Prominent notices in the language understood by the majority of the workers and legible by day and by night, prohibiting smoking, the use of naked lights and the carrying of matches or any apparatus for producing a naked light or spark, shall be affixed at the entrance of every room or place where there is the risk of fire or explosion from inflammable gas, vapour or dust. In the case of illiterate workers, the contents of the notices shall be fully and carefully explained to them when they commence work in the factory for the first time and again when they have completed one week in a factory.

(g) Non-sparking Tools - A sufficient supply of spades, scrapers and pails made from non-sparking material shall be provided for the use of persons employed in cleaning out or removing residues from any chamber, still, tank, or other vessel where an inflammable or explosive danger may occur.

Note — The risk is not always obvious and may arise, for example, through the production of hydrogen in acid tanks.

16. Static Electricity—(a) All machinery and plant, particularly pipe lines and belt drives, on which static electricity is likely to accumulate shall be effectively earthed. Receptacles for inflammable liquids shall have metallic connections to the earthed supply tanks to prevent static sparking. Where necessary, humidity shall be controlled.

(b) Mobile tanker wagons shall be earthed during filling and discharge, and precautions shall be taken to ensure that earthing is effective before such filling or discharge takes place.

(c) Lighting condition—Lighting protection apparatus shall be fitted where necessary and shall be maintained in good condition.

17. Process heating — The method of providing heat for a process shall be as safe as possible and where the use of naked flame is necessary, the plant shall be so constructed as to prevent any escaping inflammable gas, vapour or dust coming into contact with the flame, or exhaust gases or other hot agency likely to cause ignition. So far as practicable, the heating medium shall be automatically controlled at a pre-determined temperature below the danger temperature.

18. Escape of materials —

(a) Provision shall be made in plant, sewers, drains, flues, ducts, culverts and buried pipes to prevent the escape and spread of any liquid, gas, vapour, fume or dust likely to give rise to fire or explosion, both during normal working and in the event of accident or emergency.

(b) If escape occurs, such substances shall be removed expeditiously and efficiently at the point of liberation. The effluents shall be trapped and rendered safe outside the danger area.

19. Leakage of inflammable liquids — (a) Provision shall be made to confine by means of bound walls, sumps, etc., possible leakages from vessel containing inflammable liquids.

(b) Adequate and suitable fixed fire-fighting appliances shall be installed in the vicinity of such vessels.

20. Cleaning of Empty Containers — (a) All empty containers which have held inflammable liquids and metal containers which have held Sulphuric acid shall be rendered permanently safe as soon as practicable and shall not be repaired or destroyed until such cleaning has been completed. Storage of Combustible Materials

(b) Combustible and inflammable materials shall not be stored in close proximity to chemicals which are liable to cause ignition.

(c) Rubbish shall be removed from building without delay and placed in special metal containers provided with close fitting lids. The contents shall be removed daily and suitably dealt with. Waste products containing inflammable or explosive materials shall not be placed on rubbish heaps but shall be destroyed in an appropriate manner.

21. Installing of Pipe Lines for Inflammable Liquids — All pipe lines for the transport of inflammable liquids shall be protected from breakage, shall be arranged so that there is no risk of mechanical damage from vehicles and shall be so laid that they drain throughout without the collection of deposits at any part. All flanged joints, bends and other connections shall be regularly inspected. Cocks and valves shall be so constructed that explosive residues cannot collect therein. The open and closed positions of all cocks and valves shall be clearly indicated on the outside.

22. Packing of Reaction Vessels — Packing and jointing materials for reaction vessels (including covers, manhole covers, and exhaust pipes) and in pipe lines and high or low temperature insulating material shall not contain material which are combustible or which react with the products of the plant.

23. Safety Valves — Every still and every closed vessel in which gas is evolved or into which gas is passed, and in which the pressure is liable to rise to a dangerous

degree, shall have attached to it a pressure gauge, and a proper safety valve or other equally efficient means to relieve the pressure, maintained in good condition. Nothing in these Rules shall apply to metal bottles or cylinders used for the transport of compressed gases.

24. Vigorous or delayed reactions — Suitable provision, such as automatic and distant control shall be made for controlling the effects of unduly vigorous or delayed reactions. Automatic flooding or blanketing shall be provided for in the event of an accident.

25. Examination, testing and repair of plant — Examination, testing and repair of plant part which have been in contact with explosive and inflammable material or which is under pressure, shall only be carried out under proper supervision.

26. Alarm systems —(a) Gravity or pressure feed systems of supplying inflammable materials to the various parts of the buildings or plant shall be fitted with alarm systems, automatic cut-offs or other devices to prevent overcharging or otherwise endangering the plant.

(b) The amount of inflammable material taken into a building in bulk containers at any one time shall be kept as low as practicable.

(c) Adequate steps shall be taken to prevent the escape of inflammable and explosive vapours from any container into the atmosphere of any building.

GAS, VAPOUR, FUME OR DUST RISKS

27. Escape of Gases, Etc., — (a) Effective steps shall be taken to prevent the escape of dangerous gases, vapours, fumes or dust from any part of the plant, by the total enclosure of the process involved or by the provision of efficient exhaust draught. Effective arrangements shall be made to ensure that in the event of failure of the control measure provided in compliance of the foregoing, the process shall stop immediately.

(b) In the event of any such escape, provision shall be made to trap the materials and render them safe.

28. Danger due to Effluents — (a) Adequate precautions shall be taken to prevent the mixing of effluents which may cause dangerous or poisonous gases to be evolved.

(b) Effluents which may contain or give rise in the presence of other effluents to such gases shall be provided with independent drainage system to ensure that they may be trapped and rendered safe.

29. Staging — (a) Staging shall not be erected over any open vessel unless the vessel is so constructed and ventilated as to prevent the emission of vapour or fumes about such staging;

(b) Where such staging is provided to give access to higher levels in large plants, effective means shall be provided at all levels with direct means of access to the outside of the room or building and thence to ground level;

(c) Such staging shall be fitted with suitable handrails and toe boards and the floors and staging shall be impervious and easily cleaned.

30. Instructions as regards risk — Before commencing work, every worker shall be fully instructed on the properties of the materials they have to handle, and of the

dangers from any gas, fume, vapour or dust which may be evolved during the process. Workers shall also be instructed in the measures to be taken to deal with such an escape in the event of emergency.

31. Breathing Apparatus — (a) There shall be provided in every factory where dangerous gas, or fume is liable to escape sufficient supply of —

- (i) breathing apparatus of an approved make for the hazards involved;
- (ii) oxygen and suitable means of its administration; and
- (iii) lifebelts.

The breathing apparatus and other appliances required by this Rule shall—

- (i) be maintained in good order and kept in an ambulance room or in some other place approved in writing by the Chief Inspector; and
 - (ii) be thoroughly inspected once in every month by a competent person, appointed in writing by the occupier, and a record of their condition shall be entered in a book provided for that purpose, which shall be produced when required by an Inspector.
- (b) Workers shall be trained, and given a periodic refresher course in the use of breathing apparatus and respirators;

(c) Respirators shall be kept properly labelled in clean dry light-proof cabinets, and if liable to be affected by fumes shall be protected by suitable containers. Respirators shall be dried and cleaned after use and shall be periodically disinfected.

32. Treatment of Persons — In every room or place wherever required in writing by the Chief Inspector there shall be affixed official cautionary notice regarding gassing burns. Such notice shall be legible by day and by night and shall be printed in the language understood by the majority of the workers.

33. Personal Protective Equipment— (a) Suitable protective clothing shall be provided for the use of operators — (i) when operating valves or cocks controlling fluids which by their nature, pressure or temperature would be highly dangerous if a blow-out occurred or when cleaning chokes in systems containing such fluids if pressure is likely to exit behind the chokes;

(ii) when there is danger of injury by absorption through the skin during the performance of normal duties or in the event of emergency;

(iii) whenever there is the risk of injury in handling corrosive substances, hot or cold articles and sharp or rough objects; and

(iv) when there is the risk of poisonous materials being carried away on their clothes.

(b) There shall be provided for the use of all persons employed in the processes specified in Schedule II to this Schedule an adequate supply of suitable protective equipment including gloves, overalls, and protective footwear, and of goggles and respirators. Respirators shall be of a type approved in writing by the Chief Inspector;

(c) Protective equipment shall be provided and stored in the appropriate place for use during abnormal conditions or in an emergency;

(d) Arrangements shall be made for the proper and efficient cleaning of all such protective equipment.

34. Cloak rooms — There shall be provided and maintained for the use of all persons employed in the processes specified in Schedule II to this Schedule a suitable cloak room, for clothing put off during working hours and a suitable place separate from the cloak room, for the storage of overalls or working clothes. The accommodation so provided shall be placed in the charge of a responsible person, and shall be kept clean.

35. Special Bathing Accommodation — (a) There shall be provided for the use of all persons employed in the processes specified Schedule III to this Schedule separate sanitary conveniences and sufficient and suitable bathing facilities, which shall be to the satisfaction of the Chief Inspector.

(b) A bath register shall be kept containing the names of all persons employed in these processes and an entry of the date when each person takes a bath.

36. Entry into Vessels — (a) Before any person enters, for any purpose except that of rescue, any absorber, boiler, culvert, drain, flue, gas purifier, sewer, still, tank, tower, vitriol chamber or other place where there is reason to apprehend the presence of dangerous gas or fume, a responsible person appointed in writing by the occupier for the purpose, shall personally examine such place and shall certify in writing in a book kept for the purpose either that such place is isolated and sealed from every source of such gas or fume and is free from danger, or that it is not so isolated and sealed and free from danger. No person shall enter any such place which is certified not to be so isolated and sealed and free from danger unless he is wearing a breathing apparatus, and (where there are no cross stays or obstructions likely to cause entanglement) a life-belt, the free end of the rope attached to which shall be left with a man outside, whose sole duty shall be to keep watch and to draw out the wearer if he appears to be affected by gas or fume. The belt and rope shall be so adjusted and worn that the wearer can be drawn up head foremost through any manhole or opening.

(b) A person entering for the purpose of rescue any such place for which a clearance certificate has not been issued shall wear breathing apparatus and a life-belt in the manner specified.

37. Examination and Repair of Plant — Where poisonous materials are likely to be present the examination and repair of plant and piping shall only be done under the supervision of a competent person, and after the plant and piping has been thoroughly cleaned and ventilated. When opening vessels and breaking joints in pipe lines, respirators, goggles and protective clothing shall be worn to the extent required by the competent person.

38. Storage of Acid Carboys — Carboys containing nitric acid or "mixed" acid shall be stored in open-sided sheds detached from other buildings, and placed on a flooring of sandstone, brick, or other suitable inorganic materials. A passageway shall be provided and kept free from obstruction between every four rows of such carboys. An ample supply of water shall be available for washing away spilt acid and all precautions shall be taken to prevent workers being exposed to fumes.

CORROSIVE OR DELETERIOUS SUBSTANCES RISKS

39. Buildings — All buildings and plant shall be sited with due regard to possible dangers from accidental liberation or splashing of corrosive and deleterious liquids, and shall be so designed as to facilitate thorough washing and cleaning. The construction of staging and other parts of buildings shall be carried out with materials impervious and resistant to corrosion so far as practicable.

40. Leakage — (a) All plant shall be so designed and constructed as to obviate the escape of corrosive liquid. Where necessary, separate buildings, rooms, or protective structures shall be used for the dangerous stages of the process and the buildings shall be so designed as to localise any escape of liquid. (b) Catch pits, bund walls, or other suitable precautions shall be provided to restrict the serious effects of such leakages. Catch pits shall be placed below joints in pipe-lines where there is danger involved to maintenance and other workers from such leakage.

(c) Passages and work-stations shall not be situated directly below any part of plant where there is risk of escape of dangerous liquid. Access to such parts shall, so far as practicable, be prohibited, and danger notices shall be affixed at suitable points.

41. Precautions against escape— Adequate precautions shall be taken to prevent the escape of corrosive or deleterious substances and means shall be provided for rendering safe any such escape.

42. Drainage— Adequate drainage shall be provided and shall lead to special treatment tanks where deleterious material shall be neutralised or otherwise rendered safe before it is discharged into ordinary drains or sewers.

43. Covering of Vessels—(a) Every fixed vessel or structure containing any dangerous material, and not so covered as to eliminate all reasonable risk of accidental immersion in it of any portion of the body of a worker, shall be so constructed that there is no foothold on the top or the sides.

(b) Such vessel shall, unless its edge is at least 90 centimeters above the adjoining ground or platform, be securely fenced to a height of at least three 90 centimeters above such adjoining ground or platform.

(c) No plank or gangway shall be placed across or inside any such vessel, unless such plank or gangway is at least 45 centimeters wide, and is securely fenced on both sides by rails spaced at 22 centimeters apart to a height of at least 90 centimeters, or by other equally efficient means.

(d) Where such vessels adjoin and the space between them, clear of any surrounding brick or other work, is either less than 45 centimeters in width or is 45 or more centimeters in width, but is not securely fenced on both sides to a height of at least 90 centimeters, secure barriers shall be so placed as to prevent passage between them:

Provided that paragraph (b) of this rule shall not apply to —

- (i) saturators used in the manufacture of Sulphate of Ammonia; and
- (ii) that part of the sides of brine evaporating pans which require raking, drawing or filling.

44. Ventilation — Adequate ventilation shall be provided and maintained at all times in rooms or buildings where dangerous gas, vapour, fume or dust may be evolved.

45. Means of Escape — Adequate means of escape from rooms or buildings in the event of a leakage of corrosive liquids shall be provided and maintained.

46. Treatment of Personnel — In all places where (strong acids or dangerous corrosive liquids are used) — (a) there shall be provided for use in an emergency —

(i) adequate and readily accessible means of drenching with cold water of persons and the clothing of persons, who have become splashed with such liquid;

(ii) adequate special arrangements to deal with any person who has been splashed with poisonous material that can be absorbed through the skin;

(iii) a sufficient number of eye-wash bottles filled with distilled water or other suitable liquid, kept in boxes or cupboards conveniently situated and clearly indicated by a distinctive sign which shall be visible at all times;

(b) Except where the manipulation of such corrosive liquids is so carried on as to prevent risk of personal injury from splashing or otherwise there shall be provided for those who have to manipulate such liquids, sufficient and suitable goggles and gloves or other suitable

protection for the eyes and hands. If gloves are provided they shall be collected, examined, and cleansed at the close of the day's work and shall be repaired or renewed when necessary.

47. Maintenance — (a) Before any examination or repair are carried out on plant or pipe lines, a competent person shall issue a clearance certificate permitting such examination or repairs.

(b) Adequate precautions shall be taken to liberate any pocket of gas or liquid which may have been formed in pipe lines, and which may cause corrosive spray at the point where dismantling takes place.

48. Washing Facilities— (1) There shall be provided and maintained in every factory for the use of employed persons adequate and suitable facilities for washing which shall include soap and nail brushes or other suitable means of cleaning and facilities shall be conveniently accessible and shall be kept in a clean and orderly condition.

(2) If female workers are employed, separate washing facilities shall be provided and so enclosed or screened that the interiors are not visible from any place where persons of the other sex work or pass, the entrance to such facilities shall bear conspicuous notice in the language understood by the majority of the workers "For Women Only" and shall also be indicated pictorially.

49. Mess-Room Facilities— In every factory there shall be provided and maintained for the use of those remaining on the premises during the rest intervals, suitable and adequate mess room or canteen accommodation which shall be furnished with sufficient tables and chairs or benches with back rests and where sufficient drinking water is available.

50. Ambulance Room — (a) in every factory in which more than 250 persons are employed on the processes to which these rules apply there shall be provided and maintained in good order an Ambulance Room. The Ambulance Room shall be a separate room used only for the purpose of treatment and rest. It shall have a floor space of not less than 9.3 square meter and smooth, hard and impervious walls and floor, and shall be provided with ample means of natural and artificial lighting. It shall contain all the items shown in **Schedule IV**. Where persons of both sexes are employed, arrangements shall be made at the Ambulance Room for their separate treatment. The Ambulance Room shall be placed under the charge of a qualified nurse or other person trained in First Aid, who shall always be readily available during working hours and shall keep a record of all cases of accidents or sickness, treated in the room.

(b) In every factory there shall be provided and maintained in good condition a suitably constructed ambulance van for the purpose of removal of serious cases of accidents or sickness, unless arrangements have been made with hospital or other place in-telephonic communication with the factory for obtaining such a carriage immediately when required.

51. Medical Personnel — There shall be a whole time Medical Officer in every factory employing 250 persons or more.

52. Medical Examination — In a chrome process or in a nitro or amino process — (a) A Health Register containing the names of all persons employed in the process shall be kept in a form approved by the Chief Inspector-cum-facilitator;

(b) No person shall be newly employed for more than 14 days without a certificate of fitness granted after examination by the Surgeon, by a signed entry in the Health Register;

(c) Every person employed in the process shall be examined by the Medical Officer once in each calendar month (or at such other intervals as may be prescribed in writing by the Chief Inspector-cum-facilitator) on a date/dates of which due notice shall be given to all concerned;

(d) Every person so employed shall present himself at the appointed time for examination by the Medical Officer as provided in (b) and (c) of this rule;

(e) The Medical Officer shall have power of suspension as regards to all persons employed and no person after suspension shall be employed without written sanction from the **Medical officer** and entered in the Health Register.

53. Duties of Workers — Every person employed shall — (a) report to his foreman any defect in any fencing, breathing apparatus, appliance or other requisite provided in pursuance of these rules, as soon as he becomes aware of such defect;

(b) use the articles, appliances or accommodation required by these rules for the purpose for which they are provided;

(c) wear the breathing apparatus and life-belt where required under Rule 36 (a) and (b).

54. No person shall — (a) remove any fencing provided in pursuance of Rule 43 unless duly authorised; or (b) stand on the edge or on the side of any vessel to which Rule 43 applies;

- (c) pass or attempt to pass any barrier erected in pursuance of Rule 43;
- (d) place across or inside any vessel to which Rule 43 applies any plank or gangway which does not comply with that Regulation or make use of any such plank or gangway while in such position;
- (e) take a naked light or any lamp or matches or any apparatus for producing a naked light or spark into, or smoke in any part of the works where there is liability to explosion from inflammable gas, vapour or dust;
- (f) use a metal spade, scraper or pail when cleaning out or removing the residues from any chamber, still, tank or other vessel which has contained sulphuric acid or hydrochloric acid or other substances, which may cause evolution of arseniuretted hydrogen;
- (g) remove from a First Aid Box cupboard or from the Ambulance Room any First Aid appliance or dressing except for the treatment of injuries in the work.

SCHEDULE VI(K(i))

"Chemical Works" means any work or part of a work in which — 1, the manufacture or recovery of any of the following is carried on —

- (a) Carbonates, chromates, chlorates, oxides or hydroxides of potassium, sodium, iron, aluminium, cobalt, nickel, arsenic antimony, zinc or magnesium;
 - (b) Ammonia and the hydroxide and salts of ammonium;
 - (c) Sulphurous, sulphuric, nitric, hydrochloric, hydrofluoric, hydriodic, hydrosulphuric, boric, phosphoric, oxalic, arsenious, arsenic, lactic, acetic, tartaric or citric acids and their metallic or organic salts; and
 - (d) Cyanogen compounds.
2. a wet process is carried on — (a) for the extraction of metal from ore or from any by-product or residual material; or
- (b) in which electrical energy is used in any process of chemical manufacture.
3. Alkali waste or the drainage therefrom is subject to any chemical process for the recovery of sulphur, or for the utilisation of any constituent of such waste or drainage.
4. Carbon bisulphide is made or hydrogen sulphide is evolved by the decomposition of metallic sulphides or hydrogen sulphide is used in the production of such sulphides.
5. Bleaching powder is manufactured or chlorine gas is made or is used in any process of chemical manufacture.
- 6.(a) Gas-tar or coal-tar or any compound product or residue of such tars is distilled or is used in any process of chemical manufacture;
- (b) synthetic colouring matters or their intermediates are made.
7. Refining of crude shale oil or any process incidental thereto is carried out.
8. Nitric acid is used in the manufacture of nitro-compounds.
9. Explosives are made with the use of nitro-compounds.

SCHEDULE-VI(K(ii))

1. A nitro or amino process (overalls or suits working clothes and protective footwear).
2. Grinding raw materials in a chrome process (overall suits).
3. The crystal department and in packing in a chrome process (protective coverings).
4. Packing in a chrome process (respirators).
5. Any room or place in which chlorate is crystallised, ground or packed (clothing of woollen material and boots or overshoes, the soles of which have no metal on them).
6. Any room in which caustic is ground or crushed by machinery (goggles and gloves or other suitable protection for the eyes and hands.)
7. Bleaching powder chambers, or in packing charges drawn from such chambers (suitable respirators).
8. Drawing off of molten sulphur from sulphur pots in the process of carbon disulphide manufacture (overalls, face-shields, gloves and footwear of fireproof material).

SCHEDULE VI(K(iii))

1. A nitro or amina process.
2. The crystal department and the packing room in a chrome process.
3. The process of distilling gas or coal tar (other than blast furnace tar) and any process of chemical manufacture in which such tar is used.

SCHEDULE VI(K(iv))

- (i) A glazed sink with hot and cold water always available;
- (ii) A table with a smooth top;
- (iii) Means for sterilizing instruments;
- (iv) A couch;
- (v) A stretcher;
- (vi) Two buckets or containers with close fitting lids.
- (vii) Two rubber hot water bags;
- (viii) A kettle and spirit stove or other suitable means of boiling water;
- (ix) Twelve plain wooden splints, 36// × 4// × ¼//
- (x) Twelve plain wooden splints, 14// × 3// × 1 / 4 //
- (xi) Six plain wooden splints 10// × 2// × 1 / 2 //
- (xii) Three woollen blankets;
- (xiii) One pair artery forceps;
- (xiv) One bottle of brandy;
- (xv) Two medium size sponges;
- (xvi) Three hands towels;
- (xvii) Two kidney trays;

- (xviii) Four carbolic soaps
- (xix) Two glass tumblers and two wine glasses;
- (xx) Two clinical thermometers;
- (xxi) Graduated measuring glass with teaspoon;
- (xxii) One eye bath;
- (xxiii) One bottle (2 lbs.) carbolic lotion 1 in 20;
- (xxiv) Two chairs;
- (xxv) One screen;
- (xxvi) One electric hand torch;
- (xxvii) An adequate supply of anti-tetanus serum;
- (xxviii) Two first aid boxes, each containing
 - (a) 24 small sterilized dressings,
 - (b) 12 medium size sterilized dressings,
 - (c) 12 large size sterilized dressings,
 - (d) 12 large size sterilized burn dressings,
 - (e) 12 half ounce packets sterilized cotton wool,
 - (f) one snake bite lancet,
 - (g) one pair scissors,
 - (h) two (1 oz.) bottles of potassium permanganate crystals,
 - (i) one (4 oz.) bottle containing a two percent alcoholic solution of iodine,
 - (j) one (4 oz.) bottle of salvolatile having the dose and mode of administration indicated on the label,
 - (k) 1 copy of the first aid leaflet issued by the Chief Advisor, Factories, Government of India

PART II APPLYING TO WORKS OR PARTS THERE OF IN WHICH

I. Caustic pots are used; or

II. Chlorate or bleaching powder is manufactured; or

III. (a) Gas tar or coal tar is distilled or is used in any process of Chemical manufacture; or

(b) Anitrooramino process is carried on; or

(c) Achrome process is carried on; or

IV. Crudes shale oil is refined or processes incidental the retoare carried on; or

V. Nitric acid is used in the manufacture of nitrocom pounds; or

VI. The evaporation of brine in open pans and the stoving of salt are carried on; or

VII. The manufacture or recovery of hydrofluoric acid or any of its salts is carried on; and

VIII. Work at a furnace where the treatment of zinc ores is carried on.

1. Entry of Gas Tar or Coal Tar Still — Before any person enters a gas tar or coal tar still for any purpose except that of rescue, it shall be completely isolated from adjoining tar stills, either by disconnecting — (a) The pipe leading from the swan neck to the condenser worm; or

(b) The waste gas pipe fixed to the worm and or receiver; and in addition, blank flanges shall be inserted between the disconnected parts, and the pitch discharge pipe or cock at the bottom of the still shall be disconnected.

2. Entry into Bleaching Powder Chambers— No person shall enter a chamber for the purpose of withdrawing the charge of bleaching powder unless and until (i) The

chamber is efficiently ventilated; and (ii) The air in the chamber has been tested and found to contain not more than 2.5 grains of free chlorine gas per cubic foot. A register containing details of all such tests shall be kept in a form approved by the Chief Inspector-cum-facilitator.

3. Special Precautions for Nitro and Amino Process—In anitrooramino process—

- (a) If crystallised substance are broken or any liquor agitated by hand means shall be taken to prevent, as far as practicable, the escape of dust or fume into the air of any place in which any person is employed. The handles of all implements used in the operations shall be cleansed daily;
- (b) Cartridges shall not be filled by hand except by means of a suitable scoop;
- (c) Every drying stove shall be efficiently ventilated to the outside air in such a manner that hot air from the stove shall not be drawn in to any workroom;
- (d) No person shall enter a stove to remove the contents until a free current of air has been passed through it;
- (e) Every vessel containing nitro or amino derivatives of phenol or of benzene or its homologues shall, if steam is passed into or around it, or if the temperature of the contents be at or above the temperature of boiling water, be covered in such a way that steam or vapour shall be discharged into the open air at a height of not less than 25 feet from the ground or the working platform, and at a point where it cannot be blown back again in to the work room.

4. Precautions During Caustic Grinding, Etc. — (a) Every machine used for grinding or crushing caustic shall be closed; and

(b) Where any of the following processes are carried on—

- (i) Grinding or crushing of caustic;
- (ii) packing of ground caustic;
- (iii) Grinding, sieving, evaporating or packing in a chrome process; and
- (iv) Crushing, grinding or mixing of material or cartridge filling in anitrooramino process; an efficient exhaust draught shall be provided.

5. Chlorate manufacture—(a) Chlorate shall not be crystallised, ground or packed except in a room or place not used for any other purpose, the floor of which room or place shall be of cement or other smooth, impervious and incombustible material, and shall be thoroughly cleansed daily;

(b) Wooden vessel shall not be used for the crystallisation of chlorate, or to contain crystallised or ground chlorate; provided that this regulation shall not prohibit the packing of chlorate for sale in to wooden casks or other wooden vessels.

6. Restrictions on the employment of young persons and women — (a) Persons under 18 years of age and women shall not be employed in any process in which hydrofluoric acid fumes or ammoniacal vapours are given off or in any of the following operations—

- (i) Evaporation of brine in open pans;
- (ii) Stoving of salt;

- (iii) Work at a furnace where the treatment of zinc ores is carried on;
 - (iv) The cleaning of work rooms where the process mentioned in (iii) is carried on.
- (b) No person under 18 years of age shall be employed in a chrome process or in anitro or amino process or in a process in which the following materials are used or where the vapour of such materials is given off; Carbonbisulphide, chloride of sulphur, benzene, carbontetrachloride, trichloroethylene, any carbon, chlorine compound, or any mixture containing any of such materials.
- 7. Duties of Employees—** Every person employed — (a) In a process to which Rule 33 apply shall wear the protective clothing, footwear, respirators, goggles or gloves provided under Rule 33 and shall deposit over all sorsuits or working clothing so provided, as well as clothing put off during working hours, in the place provided under Rule 34.
- (b) In processes to which rule 35 applies shall carefully wash the hands and face before par taking of any food or leaving the premises;
- (c) In any process to which Part II of these rules applies shall use protective appliances supplied in respect of any process in which he is engaged.

SCHEDULE VI(L)

[See rule 55]

PRINTING PRESSES AND TYPE FOUNDRIES AND CERTAIN LEAD PROCESSES CARRIED THEREIN

1. Exemption — Where the Chief Inspector-cum-facilitator is satisfied that all or any of the provisions of the Schedule are not necessary for the protection of persons employed he/she may by certificate in writing exempt any factory from all or any of such provisions subject to such conditions as he/she may specify therein. Such certificate may at any time be revoked by the Chief Inspector-cum-facilitator.
2. Definitions — In these regulations — “Lead material” means materials containing not less than five percent of lead;
- “Lead process” means — (a) the melting of lead or any lead material for casting and mechanical composing; and
- (b) the recharging of machines with used lead material; or
 - (c) any other work including removal of dross from melting pots, cleaning of plungers; and
 - (d) manipulation, movement or other treatment of lead material.
- “Efficient exhaust draught” means localised ventilation effected by heat or mechanical means, for the removal of gas, vapour, dust or fumes so as to prevent them from escaping into the air of any place in which work is carried on. No draught shall be deemed efficient which fails to remove gas, vapour, fume or dust at the point where they originate.

3. Exhaust Draught— None of the following processes shall be carried on except with an efficient exhaust draught — (a) melting lead material or slugs;

(b) heating lead material so that vapour containing lead is given off; or, unless carried on in such a manner as to prevent free escape of gas, vapour, fumes or dust into any place in which work is carried on or, unless carried on in electrically heated and thermostatically controlled melting pots; Such exhaust draught shall be effected by mechanical means and so contrived as to operate on the dust, fume, gas or vapour given off as closely as may be at its point of origin.

4. Prohibition Relating to Women and Young Persons— No women or young person shall be employed or permitted to work in any lead process.

5. Separation of certain processes— Each of the following processes shall be carried on in such a manner and under such conditions as to secure effectual separation from one another and from any other process — (a) Melting of lead or any lead material;

(b) Casting of lead ingots;

(c) Mechanical composing.

6. Container for Dross — A suitable receptacle with tightly fitting cover shall be provided and used for dross as it is removed from every melting pot. Such receptacle shall be kept covered while in the work-room near the machine except when the dross is being deposited therein.

7. Floor of Work-Room — The floor of every work-room where lead process is carried on shall be — (a) Of cement or similar material so as to be smooth and impervious to water;

(b) Maintained in sound condition; and

(c) Shall be cleaned throughout daily after being thoroughly damped with water at a time when no other work is being carried on at the place.

8. Mess-Room — There shall be provided and maintained for the use of all persons employed in a lead process and remaining on the premises during the meal intervals, a suitable mess-room which shall be furnished with sufficient tables and benches.

9. Washing Facilities — There shall be provided and maintained in a cleanly state and in good repair for the use of all person employed in a lead process—

(a) a wash place with either — (i) a trough with a smooth impervious surface fitted with a waste pipe without plug; and of sufficient length to allow at least 60 Centimeters for every five such persons employed at any one time and having a constant supply of water from taps or jets above the trough at intervals of not more than 60 Centimeters; or

(ii) at least one wash basin for every five such persons employed at any one time, fitted with a waste pipe and plug and having an adequate supply of water laid on or always readily available; and

(b) a sufficient supply of clean towels made of suitable material renewed daily with a sufficient supply of soap or other suitable cleansing material.

10. Medical Examination—(a) Every person employed in lead process shall be examined by the Medical Officer within 14 days of his first employment in such processes and thereafter shall be examined by the Medical Officer at intervals of not more than 3 months, and a record of such examination shall be entered by the Medical Officer in the special certificate of fitness in **the prescribed format**;

FORMAT

Special certificate of fitness

(In respect of persons employed in operations involving use of lead compounds)

Serial No.....

Date.....

I hereby certify that I have personally examined.....son of.....residing at.....who is desirous of being employed as.....in the.....and that his age, as nearly as can be ascertained from my examination is..... years, and that he is, in my opinion fit for employment at work involving the use of lead compounds.

His descriptive marks are: Medical Officer Left thumb-impression of person examined:

(b) A Health Register containing names of all persons employed in any lead process shall be kept in **the prescribed format;**

FORMAT

Health Register

(In respect of persons employed in occupations declared to be dangerous operations under Section 87) Name of Certifying Surgeon :

- (a) Mr..... From..... To.....
- (b) Mr..... From..... To.....
- (c) Mr..... From..... To.....

Serial No.	Works No.	Name of worker	Sex	Age (birth day)	Date of employment on present work	Date of leaving or transfer to other works	Reason for leaving, transfer or discharge	Nature of job or occupation	Raw material or by-product handled	Dates of Medical Examination by Certifying Surgeon				If suspended from work, state period of suspension with detailed reason	Recertified fit to resume duty on (with signature of Certifying Surgeon)	If certificate of unfitness or suspension issued to worker	Signature with date of Certifying Surgeon
1	2	3	4	5	6	7	8	9	10	11				12	13	14	15

Note — (i) Column 8. Detailed summary of reasons for transfer or discharge should be stated.
 (i) Column 11. should be expressed as fit/unfit/suspended.

(c) No person after suspension shall be employed in a lead process without the written sanction from the Medical Officer, entered in the Health Register.

11. Food, Drinks, Etc., Prohibited in Work-Room — No food, drinks, pan and supari or tobacco shall be consumed or brought by any worker into any work room in which any lead process is carried on.

SCHEDULE VI(M)
[See rule 55]

COMPRESSION OF OXYGEN AND HYDROGEN PRODUCED BY THE ELECTROLYSIS OF WATER

1. The room in which electrolyser plant is installed shall be separated from the plant for storing and compressing the oxygen and hydrogen and also the electric generator room.
2. The purity of oxygen and hydrogen shall be tested by a competent person at hourly intervals at the following points — (i) In the electrolyser room;
(ii) At the gas holder in-let; and
(iii) at the suction end of the compressor. The purity figures shall be entered and signed by the person carrying out such tests in the register;
Provided, however, that if the electrolyser plant is fitted with automatic recorder of purity of oxygen and hydrogen with alarm lights, it shall be sufficient if the purity of the gases is tested at hourly intervals at the suction end of the compressor only.
3. The oxygen and hydrogen gases shall not be compressed if their purity as determined under clause 2 above falls below 98 percent at any time.
4. There shall be at least two gas holders for each kind of gas compressed and the gas holder for same gas shall be provided with suitable arrangements to ensure that no gas holder is connected to the compressor and to the electrolyser at the same time, and only one gas holder is connected to the compressor line at any one time.
5. The bell of any gas holder shall not be permitted to go within 30 c.m. (12 inches) of its lowest position when empty, and a visual and an audible warning signal shall be fitted to the gas holder to indicate that this limit is reached.
6. The water and caustic soda used for making electrolytes shall be chemically pure within pharmaceutical limits.
7. Electrical connections at the electrolyser cells and at the electric generator terminals shall be so constructed as to preclude possibility of wrong connections leading to the reversal of polarity and in addition an automatic device shall be provided to cut off power in the event of reversal of polarity owing to wrong connections either at the switch board or at the electric generator terminals.
8. Oxygen and hydrogen gas pipes shall be painted with distinguishing colours and in the event of leakage at the joints of the hydrogen gas pipe, the pipe after reconnection shall be purged of all air before drawing in hydrogen gas.
9. All electrical wiring and apparatus in the electrolyser room shall be of flame-proof construction or enclosed in flame-proof fittings and no naked light or flame shall be allowed to be taken either in the electrolyser room or where compression and filling of the gases is carried on and such warning notices shall be exhibited in prominent places.
10. No part of the electrolyser plant and the gas holders and compressor shall be subjected to welding, brazing, soldering or cutting until steps have been taken to remove any explosive substance from that part and render the part safe for such operations and after the completion of such operations no explosive substances shall be allowed to enter that part until the metal has cooled sufficiently to prevent risk of explosion.
11. No work or operation, repair or maintenance shall be undertaken except under the direct supervision of a person who by his training, experience and knowledge of the necessary precautions against risk of explosion is competent to supervise such work. No

electric generator after erection or repairs shall be switched on to the electrolyzers unless the same is certified by the competent person under whose direct supervision erection or repairs are carried on to be in a safe condition and the terminals have been checked for the polarity as required by Rule 7.

12. Every part of the electrolyser plant and the gas holders and compressor shall have a regular schedule of overhaul and checking and every defect noticed shall be rectified forthwith.

SCHEDULE VI(N)

[See rule 55]

MANUFACTURE, HANDLING AND USE OF BENZENE AND SUBSTANCES CONTAINING BENZENE.

1. Application :- This schedule shall apply in respect of factories or parts thereof in which benzene or substances containing benzene are manufactured, handled or used.

2. Definitions :- For the purpose of this schedule - (a) "substances containing benzene" means substances wherein benzene content exceeds 1 per cent by volume ;

(b) "substitute" means a chemical which is harmless or less harmful than benzene and can be used in place of benzene ;

(c) "enclosed system" means a system which will not allow escape of benzene vapours to the working atmosphere ; and

(d) "efficient exhaust draught" means localised ventilation, effected by mechanical means for the removal of gases, vapours and dusts or fumes so as to prevent them from escaping into air of any workroom. No draught shall be deemed to be efficient if it fails to remove smoke generated at the point where such gases, vapours, fumes or dusts originate.

3. Prohibition and substitutions : (1) Use of Benzene and substances containing benzene, is prohibited in the following process :- (a) Manufacture of varnishes, paints and thinners ; and

(b) Cleaning and degreasing operations.

(2) Benzene or substances containing benzene shall not be used as a solvent or diluent unless the process in which it is used is carried on in an enclosed system or unless the process is carried on in a manner which is considered equally safe as if it were carried out in an enclosed system.

(3) Where suitable substitutes are available, they shall be used instead of benzene or substances containing benzene. This provision, however shall not apply to the following process :-

(a) production of benzene ;

(b) process where benzene is used for chemical synthesis ; and

(c) motor spirits (used as fuel)

(4) The Chief Inspector-cum-facilitator may, subject to confirmation by the State Government, permit exemptions from the percentage laid down in sub-paragraph 2(a) and also from the provisions of sub-paragraph (3) of this paragraph temporarily under conditions and within limits of time to be determined after consultation with the employers and workers concerned.

4. Protection against inhalation.- (1) The process involving the use of benzene or substances containing benzene shall as far as practicable be carried out in an enclosed system.

(2) Where, however, it is not practicable to carry out the process in an enclosed system, the workroom in which benzene or substances containing benzene are used shall be equipped with an efficient exhaust draught or other means for the removal of benzene vapours to prevent their escape into the air of the workroom so that the concentration of benzene in the air does not exceed 10 parts per million by volume or 30 milligrams per cubic meter.

(3) Air analysis for the measurement of concentration of benzene vapours in air shall be carried out every 8 hours or at such intervals as may be directed by the Chief Inspector at places where process involving use of benzene is carried on and the result of such analysis shall be recorded in a register specially maintained for this purpose. If the concentration of benzene vapours in air as measured by air analysis, exceeds 10 parts per million by volume or 30 milligrams per cubic meter, the Manager shall forthwith report the concentration to the Chief Inspector stating the reasons for such increase.

(4) Workers who for special reasons are likely to be exposed to concentration of benzene in the air of the workroom exceeding the maximum referred to in subparagraph (2) shall be provided with suitable respirator or face masks. The duration of such exposure shall be limited as far as possible.

5. Measures against skin contact - (1) Workers who are likely to come in contact with liquid benzene or liquid substances containing benzene shall be provided with suitable gloves, aprons, boots and where necessary-vapour tight chemical goggles, made of materials not effected by benzene or its vapours.

(2) The protective wear referred to in sub-paragraph (1) shall be maintained in good condition and inspected regularly.

6. Prohibition relating to employment of women and young persons. No women or young person shall be employed or permitted to work in any workroom involving exposure to benzene or substances containing benzene.

7. Labelling :- Every container holding benzene or substances containing benzene shall have the word "Benzene" and approved danger symbols clearly visible on it and shall also display information on benzene content warning about toxicity and warning about inflammability of the chemical.

8. Improper use of benzene:- (1) The use of benzene or substances containing benzene by workers for cleaning their hands or their work clothing shall be prohibited. (2) Workers shall be instructed on the possible dangers arising from such misuse.

9. Prohibition of consuming food, etc. in workroom:- No worker shall be allowed to store or consume food or drink in the workroom in which benzene or substances containing benzene are manufactured, handled or used. Smoking and chewing tobacco or pan shall be prohibited in such workrooms.

10. Instructions as regards risks:- Every workers on his first employment shall be fully instructed on the properties of benzene or substances containing benzene which he has to handle and of the dangers involved. Workers shall also be instructed on the measures to be taken to deal with in an emergency.

11. Cautionary notices:- Cautionary notices in the form specified in appendix and printed in the language easily read and understood by the majority of the workers shall be displayed in prominent places in the workrooms where benzene or substances containing benzene are manufactured, handled or used.

12. Washing facilities, cloakroom and messroom :- In factories in which benzene or substances containing benzene are manufactured, handled or used, the occupier shall provide and maintain in a clean state and in good repair - (a) Washing facilities under cover, of the standard of at least one tap for every 10 persons having constant supply of water with soap and a clean towel provided individually to each worker if so ordered by the Inspector ;

(b) A cloakroom with lockers for each worker, having two compartments one for street-clothing and one for work-clothing; and

(c) a messroom furnished with tables and benches with means for warming food, provided that where a canteen or other proper arrangements exist for the workers to take their meals, the requirements of messroom shall be dispensed with.

13. Medical examination:- (1) Every worker who is to be employed in processes involving use of benzene or substances containing benzene, shall undergo. (a) a thorough pre-employment medical examination including a blood test for fitness for employment by a **Medical officer**; and

(b) periodical medical examination including blood test and other biological tests at intervals of every 6 months by the factory medical officer with the assistance of a laboratory.

(2) Certificates of pre-employment medical examination and periodical medical examination including test shall be entered in a health register in **the prescribed format**, which shall be produced on demand by an Inspector. (3) (a) If the factory medical officer on examination at any time is of the opinion that any worker has developed signs symptoms of benzene exposure, he shall make a record of his findings in the said register and inform the manager in writings.

FORMAT
Health Register

(In respect of persons employed in occupations declared to be dangerous operations under Section 87) Name of Certifying Surgeon :

(a) Mr..... From..... To.....

(b) Mr..... From..... To.....

(c) Mr..... From..... To.....

Serial No.	Works No	Name of worker	Sex	Age (birth day)	Date of employment on present work	Date of leaving or transfer to other works	Reason for leaving, transfer or discharge	Nature of job or occupation	Raw material or by-product handled	Dates of Medical Examination by Certifying Surgeon					If suspended from work, state period of suspension with detailed reason	Recertified fit to resume duty on (with signature of Certifying Surgeon)	If certificate of unfitness or suspension issued to worker	Signature with date of Certifying Surgeon
1	2	3	4	5	6	7	8	9	10	11					12	13	14	15

Note — (i) Column 8. Detailed summary of reasons for transfer or discharge should be stated
(i) Column 11. should be expressed as fit/unfit/suspended.

(b) on receipt of the information from the factory medical officer, the manager of the factory shall sent the worker so found exposed, to the Medical Officer who shall, after satisfying himself with the findings of the factory medical officer and conducting necessary examinations, issue orders of temporary shifting of the worker or suspension of the worker in the process.

(4) The medical examination shall be arranged by the occupier or manager of the factory and the worker so examined shall not bear any expenses for it.

APPENDIX

CAUTIONARY NOTICE BENZENE AND SUBSTANCES CONTAINING BENZENE

1. Hazards: (a) Benzene and substances containing benzene are harmful.
- (b) Prolonged or repeated breathing of benzene vapours may result in acute or chronic poisoning.
- (c) Benzene can also be absorbed through skin which may cause skin and other diseases.
2. Preventive measures: (a) Avoid breathing of benzene vapours. (b) Avoid prolonged or repeated contact of benzene with the skin. (c) Remove benzene soaked or wet clothing promptly.
- (d) If any time you are exposed to high concentration of benzene vapours and exhibit signs and symptoms such as dizziness, difficulty in breathing, excessive excitation and losing of consciousness, immediately inform your factory manager.

(e) Keep all the containers of benzene closed.

(f) Handle, use and process benzene and substances containing benzene carefully in order to prevent their spillage on floor.

(g) Maintain good housekeeping.

3. Protective equipment: (a) Use respiratory protective equipment in places where benzene vapours are present in high concentration.

(b) In emergency, use self generating oxygen mask or oxygen or air cylinder masks.

(c) Wear hand gloves, aprons, goggles and gum boots to avoid contact of benzene with your skin and body parts.

4. First aid measures in case of acute benzene poisoning : (a) Remove the clothing immediately if it is wetted with benzene.

(b) If liquid benzene enters eyes, flush thoroughly for at least 15 minutes with clean running water and immediately secure medical attention.

(c) In case of unusual exposure to benzene vapour, call a physician immediately. Until he arrives, do the following :-

(i) If the exposed person is conscious - (aa) Move him to fresh air in open. (bb) Lay down without a pillow and keep him quiet and warm.

(ii) If the exposed persons is unconscious - (aa) Lay him down preferably on the left side with the head low. (bb) Remove any false teeth, chewing-gum, tobacco or other foreign objects which may be in his mouth. (cc) Provide him artificial respiration in case difficulty is-being experienced in breathing. (dd) In case of shallow breathing or cyanosis (blueness of skin, lips, ears, finger nail beds), he/she should provided with medical oxygen or oxygen carbon dioxide mixture. If needed, he/she should be given artificial respiration. Oxygen should be administered by a trained person only.

SCHEDULE VI(O)
[See rule 55]

**PROCESS OF EXTRACTING OILS AND FATS FROM VEGETABLES AND ANIMAL SOURCES
IN SOLVENT EXTRACTION PLANTS**

1. Definitions :- For the purposes of this Schedule :-

(a) "Solvent extraction plant" means a plant in which the process of extracting oil and fats from vegetable and animal sources by use of solvents is carried on.

(b) "Solvent" means an inflammable liquid such as pentane, hexane and heptanes used for the recovery of vegetable oil.

(c) "flameproof enclosure" as applied to electrical machinery or apparatus means an enclosure that will with-stand when covers or other access doors are properly secured an internal explosion of the flammable gas or vapour which may enter or which may originate inside the enclosure without suffering damage and without communicating internal inflammation or explosion to the external flammable gas or vapour.

(d) "competent person" for the purpose of this schedule shall be at least a member of the Institution of Engineers (India) or an Associate Member of the said Institution with 10 years experience in a responsible position as may be approved by the Chief Inspector-cum-facilitator.

Provided that a graduate in mechanical engineering or chemical technology with specialised knowledge of oil and fats and with a minimum experience of 5 years in a solvent extraction plant shall also be considered to be competent person :

Provided further that the State Government may accept any other qualifications if in its opinion they are equivalent to the qualifications aforesaid.

2. Location and layout:- (1) No solvent extraction plant will be permitted to be constructed or extended within a distance of 30 meter from the nearest residential locality.

(2) A 1.5 metre high continuous wire fencing shall be provided around the solvent extraction plant up to a minimum distance of 1.5 metres from the plant.

(3) No person shall be allowed to carry any matches or an open flame or fire inside the areas bound by the fencing.

(4) Boiler houses and other buildings where open flame processes are carried on shall be located at least 30 meters away from the solvent extraction plant.

(5) If godown or preparatory processes are at a distance of less than 30 meters from the solvent extraction plant there shall be at least 15 metres distance from the plant and a continous barrier wall of noncombustible material 1.5 metres high shall be erected at a distance of not less than 15 metres from the solvent extraction plant so that it extends to at least 30 metres of vapourtraval around its ends from the plant to the possible source of ignition.

3. Electrical Installations : (1) All electrical motors and wiring and other electrical equipment installed for house in solvent extraction plant shall be of flameproof construction.

(2) All metal parts of the plant and building including various tanks and containers where solvents are stored or are present and all parts of electrical equipments not required to be energized shall be properly bonded together and connected to earth so as to avoid accidental rise in the electrical potential of such parts above the earth potential.

4. Restriction on smoking :- Smoking shall be strictly prohibited within 15 metres distance from solvent extraction plant. For this purpose, "No smoking" signs shall be permanently displayed in the area.

5. Precautions against friction :- (1) All tools and equipment including ladders, chains and other lifting tackle required to be used in solvent extraction plant shall be of non-sparking type.

(2) No machinery or equipment in solvent extraction plant shall be belt driven.

(3) No person shall be allowed to enter and work in the solvent extraction plant if wearing clothes made of nylon or such other fibre that can generate static electrical charge or wearing footwear which is likely to cause sparks by friction.

6. Fire fighting apparatus :- (1) Adequate number of portable fire extinguishers suitable for use against flammable liquid fires shall be provided in the solvent extraction plant.

(2) An automatic water spray sprinkler system on a wet pipe or open head deluge system with sufficient supply of storage water shall be provided over solvent extraction plant and throughout the building housing such plant.

7. Precautions against power failure:- Provision shall be made for the automatic cutting off of steam in the event of power failure and also for emergency over head water supply for feeding water by gravity to condensers which shall come into play automatically with the power failure.

8. Magnetic separators:- Oil cake shall be fed to the extractor by conveyer through a hopper and magnetic separator shall be provided to remove any pieces of iron during its transfer.

9. Venting:- (1) Tanks containing solvents shall be protected with emergency venting to relieve excessive internal pressure in the event of fire.

(2) All emergency relief vents shall terminate at least 6 metres above the ground and be so located that vapours will not re-enter the building in which solvent extraction plant is located.

10. Waste water :- Process waste water shall be passed through a flash evaporator to remove any solvent before it is discharged into a sump which should be located within the fenced area but not closer than 8 metres to the fence.

11. Ventilation :- The solvent extraction plant shall be well ventilated and if the plant is housed in a building the building shall be provided with mechanical ventilation with provision for at least six air changes per hour.

12. House keeping :- (1) Solvents shall not be stored in an area covered by solvent extraction plant except in small quantities which shall be stored in approved safety cans

(2) Waste, materials such as oily rags, other wastes and absorbents used to wipe off solvent and paints and oil shall be deposited in approved containers and removed from the premises at least once a day.

(3) Space within the solvent extraction plant and within 15 metres from the plant shall be kept free from combustible materials and any spills of oil or solvent shall be cleaned up immediately.

13. Examination and Repairs :- (1) The solvent extraction plant shall be examined by the competent person to determine any weakness or corrosion and wear once in every 12 months. Report of such examination shall be supplied to the Inspector with his observation as to whether or not the plant is in safe condition to work.

(2) No repairs shall be carried out to the machinery or plant except under the direct supervision of the competent person.

(3) Facility shall be provided for purging the plant with inert gas or steam before opening for cleaning or repairs and before introducing solvent after repairs.

14. Operating personnel :- The operation of the plant and machinery in the solvent extraction plant shall be in the charge of such duly qualified and trained persons as are certified by the competent person to be fit for the purpose and no other person shall be allowed to operate the plant and machinery.

15. Employment of women and young persons:- No women or young person's shall be employed in the solvent extraction plant.

16. Vapour detection :- Suitable type of flameproof and portable combustible gas indicator shall be provided and maintained in good working order and a schedule of routine sampling of atmosphere at various locations as approved by the chief Inspector-cum-facilitator shall be drawn out and entered in a register maintained for the purpose.

SCHEDULE VI(P)

[See rule 55]

MANIPULATION OF STONE OR ANY OTHER MATERIAL CONTAINING FREE SILICA

1. Application — This Schedule shall be applied to all factories or parts of factories in which manipulation of stone or any other material containing free silica is carried on.

2. Definitions — For the purpose of this Schedule — (a) "manipulation" means crushing, breaking, chipping, dressing grinding, sieving, mixing, grading or handling of stone or any other material containing free silica or any other operation involving such stone or material;

(b) "stone or any other material containing free Silica" means a stone or any other solid material containing not less than 5% by weight of free silica.

3. Precautions in manipulation — No manipulation shall be carried out in a factory or part of a factory unless one or more of the following measures, namely —

(a) damping the stone or other material being processed;

(b) providing water spray;

(c) enclosing the process;

(d) isolating the process; and

(e) providing localised exhaust ventilation; are adopted so as to effectively control the dust in any place in the factory where any person is employed, at a level equal to or below the maximum permissible level for silica dust as laid down in **Table - 2 appended to Rule - 128 of Model Rule.**

Provided that such measures as above are not necessary if the process or operation itself is such that the level of dust created and prevailing does not exceed permissible level referred

4. Maintenance of Floors— (1) All floors or places where fine dust is likely to settle on and where on any person has to work or pass shall be of impervious material and maintained in such condition that they can be thoroughly cleaned by a moist method or any other method which would prevent dust being air borne in the process of cleaning.

(2) The surface of every floor of every work room or place where any work is carried on or where any person has to pass during the course of his work shall be cleaned of dust once at least during each shift after being sprayed with water or by any other suitable method so as to prevent dust being airborne in the process of cleaning.

5. Prohibition relating to young persons — No young person shall be employed or permitted to work in any of the operations involving manipulation or at any place where such operations are carried out.

6. Medical facilities and records of examination and tests — (1) The occupier of every factory to which the Schedule applies shall —

(a) employ a qualified medical officer for medical surveillance of the workers employed therein whose employment shall be subject to the approval of the Chief Inspector of Factories and

(b) Provide to the said medical officer all the necessary facilities for the purpose referred to in clause (1). (2) The record of medical examination and appropriate tests carried out by the said medical officer shall be maintained in a separate register approved by the Chief Inspector of Factories, which shall be kept readily available for inspection by the Inspector.

7. Medical examination by **Medical officer** — (1) Every worker employed in the processes specified in paragraph 1 shall be examined by a **Medical officer** within 15 days of his first employment. Such medical examination shall include pulmonary function tests and chest X-ray. No worker shall be allowed to work after 15 days of his first employment in the factory unless certified fit for such employment by the Medical Officer.

(2) Every worker employed in the said processes shall be re-examined by a **Medical officer** at least once in every twelve months. Such examination shall, wherever the **Medical officer** considers appropriate, include all the tests as specified in sub-paragraph (1) except chest X-ray which will be once in 3 years.

(3) The **Medical officer** after examining a worker, shall issue a Certificate of Fitness in **the prescribed format (I) hereinbelow**. The record of re-examinations carried out shall be entered in the certificate and the certificate shall be kept in the custody of the Manager of the Factory. The record of each examination carried out under sub-paragraphs (1) and (2), including the nature and the results of the tests, shall also be entered by the Medical Officer in a health register in **the prescribed format(II) hereinbelow**.

FORMAT(I)
Certificate of Fitness

Serial Number:

I certify that I have personally examined (name) son
of (father's name) residing at (address)
who is desirous of being employed as (designation) in
(process, department and factory)
and that his age, as nearly as can be ascertained from any examination, is years, and that he is, in
my opinion, fit/unfit for employment in the above mentioned factory as mentioned above.
2. He may be produced for further examination after a period of
3. The serial number of the previous certificate is

Signature or left hand thumb impression
of person examined

Signature of Medical Officer

Date:

1	2	3	4
I certify that I have examined the persons mentioned above on	I extend this Certificate until (If Certificate is not extended, the period for which the worker is considered unfit for work is to be mentioned)	Signs and symptoms observed during examination	Signature of the Medical Officer.

FORMAT (II)
Health Register

(In respect of persons employed in occupations declared to be dangerous operations under Section 87) Name of Certifying Surgeon :

- (a) Mr..... From..... To
- (b) Mr..... From..... To
- (c) Mr..... From..... To

Serial No.	Works No.	Name of worker	Sex	Age (birth day)	Date of employment on present work	Date of leaving or transfer to other works	Reason for leaving, transfer or discharge	Nature of job or occupation	Raw material or by-product handled	Dates of Medical Examination by Certifying Surgeon					If suspended from work, state period of suspension with detailed reason	Recertified fit to resume duty on (with signature of Certifying Surgeon)	If certificate of unfitness or suspension issued to worker	Signature with date of Certifying Surgeon
1	2	3	4	5	6	7	8	9	10	11					12	13	14	15

Note — (i) Column 8, Detailed summary of reasons for transfer or discharge should be stated
(ii) Column 11, should be expressed as fit/unfit/suspended.

(4) The certificate of Fitness and the health register shall be kept readily available for inspection by the Inspector-cum-facilitator.

(5) If at any time the **Medical officer** is of the opinion that a worker is no longer fit for employment in the said processes on the ground that continuance therein would involve special danger to the health of the worker, He/She shall make a record of his findings in the said certificate and the health register. The entry of his findings in those documents should also include the period for which he considers that the said person is unfit for work in the said processes.

(6) No person who has been found unfit to work as said in sub-paragraph (5) above shall be re-employed; or permitted to work in the said processes unless the **Medical officer**, after further examination, again certifies him fit for employment in those processes.

8. Exemptions— If in respect of any factory, the Chief Inspector-cum-facilitator is satisfied that owing to the exceptional circumstances or in-frequency of the processes or for any other reason, all or any of the provisions of this schedule is not necessary for protection of the workers in the factory, the Chief Inspector-cum-facilitator may by a certificate in writing, which he/she may in his discretion revoke at any time, exempt such factory from all or any of such provisions subject to such conditions, if any, as he/she may specify therein.

SCHEDULE VI(Q)**[See rule 55]****HANDLING AND PROCESSING OF ASBESTOS, MANUFACTURE OF ANY ARTICLE OF ASBESTOS, AND ANY OTHER PROCESS OF MANUFACTURE OR OTHERWISE IN WHICH ASBESTOS IS USED IN ANY FORM**

1. Application — This Schedule shall apply to all factories or parts of factories in which any of the following processes is carried on —

- (a) breaking, crushing, disintegrating, opening, grinding, mixing or sieving of asbestos and any other processes involving handling and manipulation of asbestos incidental thereto;
- (b) all process in the manufacture of asbestos textiles including preparatory and finishing processes;
- (c) making of insulation slabs or sections, composed wholly or partly of asbestos, and processes incidental thereto;
- (d) making or repairing of insulating mattresses, composed wholly or partly of asbestos, processes incidental thereto;
- (e) manufacture of asbestos cardboard and paper;
- (f) manufacture of asbestos cement goods;
- (g) application of asbestos by spray method;
- (h) sawing, grinding, turning, abrading and polishing in dry state of articles composed wholly or partly of asbestos;
- (i) cleaning of any room, vessel, chamber, fixture or appliance for the collection of asbestos dust; and
- (j) any other processes in which asbestos dust is given off into the work environment.

2. Definition— For the purpose of this Schedule — (a) "asbestos" means any fibrous silicate mineral and any admixture containing actinolite, amosite, anthophyllite, dthrysotile, crocidolite, tremolite or any mixture thereof, whether crushed or opened;

(b) "asbestos textiles" means yarn or cloth composed of asbestos or asbestos mixed with any other material;

(c) "approved" means approved for the time being in writing by the Chief Inspector-cum-facilitator;

(d) "breathing apparatus" means a helmet or face piece with necessary connection by means of which a person using it breathes air free from dust, or any other approved apparatus;

(e) "efficient exhaust draught" means localised ventilation by mechanical means for the removal of dust so as to prevent dust from escaping into air of any place in which work is carried on. No draught shall be deemed to be efficient which fails to control dust produced at the point where such dust originates;

(f) "preparing" means crashing, disintegrating, and any other processes in or incidental to the opening of asbestos;

(g) "protective clothing" means overalls and head covering which (in either case) will when worn exclude asbestos dust.

3. Tools and Equipment— (1) Any tools or equipment used in processes to which this Schedule applies shall be such that they do not create asbestos dust above the permissible limit or are equipped with efficient exhaust draught.

4. Exhaust draught— (1) An efficient exhaust draught shall be provided and maintained to control dust from the following processes and machines-

(a) manufacture and conveying machinery namely —

(i) preparing, grinding or dry mixing machines;

(ii) carding, card waste and ring spinning machines and looms;

(iii) machines or other plant fed with asbestos; and

(iv) machines used for the sawing, grinding, turning, drilling, abrading or polishing, in the dry state of articles composed wholly or partly of asbestos.

(b) cleaning and grinding of the cylinders or other parts of a carding machine;

(c) chambers, hoppers or other structures into which loose asbestos is delivered or passes;

(d) work-benches for asbestos waste sorting or for other manipulation of asbestos by hand;

(e) workplaces at which the filling or emptying of sacks, skips or other portable containers, weighing or other process incidental thereto which is effected by hand, is carried on;

(f) sack cleaning machines;

(g) mixing and blending of asbestos by hand; and

(h) any other process in which dust is given off in-to the work environment.

(2) Exhaust ventilation equipment provided in accordance with sub-paragraph (1) shall, while any work of maintenance or repair to the machinery, apparatus or other plant or equipment in connection with which it is provided is being carried on, be kept in use so as to produce an exhaust draught which prevents the entry of asbestos dust into the air of any work place.

(3) Arrangements shall be made to prevent asbestos dust discharged from exhaust apparatus being drawn into the air of any workroom.

(4) The asbestos bearing dust removed from any workroom by the exhaust system shall be collected in suitable receptacles or filter bags which shall be isolated from all work areas.

(5) Testing and examination of ventilating systems— (1) All ventilating systems used for the purpose of extracting or suppressing dust as required by this Schedule shall be examined and inspected once in every week by a responsible person. It shall be thoroughly examined and tested by a competent person once in every period of 12 months. Any defects found by such examinations or test shall be rectified forthwith.

(2) A register containing particulars of such examination and testes, and the state of the plant and the repairs or alteration (if any) found to be necessary shall be kept and shall be available for inspection by an Inspector.

6. Segregation in case of certain process-mixing or blending by the hand of asbestos, or making or repairing of insulating mattresses composed wholly or partly of asbestos shall not be carried on in any room in which any other work is done.

7. Storage and distribution of loose asbestos— (1) All loose asbestos shall while not in use, be kept in suitable closed receptacles which prevent the escape of asbestos dust therefrom; such asbestos shall not be distributed within a factory except in such receptacles or in a totally enclosed system of conveyance.

8. All Asbestos sacks — (1) sacks used as receptacles for the purpose of transport of asbestos within the factory shall be constructed of impermeable materials and shall be kept in good repair.

(2) A sack which has contained asbestos shall not be cleaned by hand beating but by a machine, complying with paragraph 3.

9. Maintenance of floors and workplaces — (1) In every room in which any of the requirements of this Schedule apply — (a) the floors, work-benches, machinery and plant shall be kept in a clean state and free from asbestos debris and suitable arrangements shall be made for the storage of asbestos not immediately required for use; and

(b) the floors shall be kept free from any materials, plant or other articles not immediately required for the work carried on in the room which would obstruct the proper cleaning of the floor.

(2) The cleaning as mentioned in sub-para (1) shall so far as is practicable, as carried out by means of vacuum cleaning equipment so designed and constructed and so used that asbestos dust neither escapes nor is discharged into the air of any work place.

(3) When the cleaning is done by any method other than that mentioned in sub-paragraph (2), the persons doing cleaning work and any other person employed that room shall be provided with respiratory protective equipment and protective clothing.

(4) The vacuum cleaning equipment used in accordance with provisions of sub-paragraph (2), shall be properly maintained and after each cleaning operation, its surfaces kept in a clean state and free from asbestos waste and dust,

(5) Asbestos waste shall not be permitted to remain on the floors or other surfaces at the work place at the end of the working shift and shall be transferred without delay to suitable receptacles. Any spillage of asbestos waste occurring during the course of the work at any time shall be removed and transferred to the receptacles maintained for the purpose without delay.

10. Breathing Apparatus and protective clothing— (1) An approved breathing apparatus and protective clothing shall be provided and maintained in good conditions for use of every person employed —

(a) in chambers containing loose asbestos;

(b) in cleaning, dust settling or filtering chambers of apparatus;

(c) in cleaning the cylinders, including the doffer cylinders, or other parts of a carding machine by means of hand strikes,

(d) in filling, beating, or levelling in the manufacture or repair of insulating mattresses; and

(e) in any other operation or circumstances in which it is impracticable to adopt technical means to control asbestos dust in the work environment within the permissible limit.

(2) Suitable accommodation in conveniently accessible position shall be provided for the use of persons when putting on or taking off breathing apparatus and protective clothing provided in accordance with this rule and for the storage of such apparatus and clothing when not in use.

(3) All breathing apparatus and protective clothing when not in use shall be stored in the accommodation provided in accordance with sub-paragraph above.

(4) All protective clothing in use shall be de-dusted under an efficient exhaust draught or by vacuum cleaning and shall be washed at suitable intervals. The cleaning Schedule and procedure should be such as to ensure the efficiency in protecting the wearer.

(5) All breathing apparatus shall be cleaned and disinfected at suitable intervals and thoroughly inspected once in every month by a responsible person.

(6) A record of the cleaning and maintenance and of the condition of the breathing apparatus shall be maintained in a register provided for that purpose which shall be readily available for inspection by an Inspector.

(7) No person shall be employed to perform any work specified in subparagraph (1) for which breathing apparatus is necessary to be provided under that sub-paragraph unless he has been fully instructed in the proper use of that equipment.

(8) No breathing apparatus provided in pursuance of sub-paragraph (1) which has been worn by a person shall be worn by another person unless it has been thoroughly cleaned and disinfected since last being worn and the person has been fully instructed in the proper use of that equipment.

11. Separate accommodation for personal clothing — A separate accommodation shall be provided in a conveniently accessible position for all person employed in operations to which this Schedule applied for storing of personal clothing. This should be separated from the accommodation provided under sub-paragraph (2) of paragraph (10) to prevent contamination of personal clothing.

12. Washing and bathing facilities— (1) There shall be provided and maintained in a clean state and in good repair for the use of all workers employed in the processes covered by the Schedule, adequate washing and bathing places having a constant supply of water under cover at the rate of one such place for every 15 persons employed.

(2) The washing places shall have standpipes placed at intervals of not less than one meter.

(3) Not less than one half of the total number of washing places shall be provided with bathrooms.

(4) Sufficient supply of clean towels made of suitable material shall be provided:

Provided that such towels shall be supplied individually for each worker if so ordered by the Inspector.

(5) Sufficient supply of soap and nail brushes shall be provided.

13. Messroom— (1) There shall be provided and maintained for use of all workers employed in the factory covered by this Schedule, remaining on the premises during the rest intervals, a suitable messroom which shall be furnished with—

(a) sufficient tables and benches with back rest, and

(b) adequate means for warming food.

(2) The messroom shall be placed under the charge of a responsible person and shall be kept clean.

14. Prohibition of employment of young persons— No young person shall be employed in any of the process covered by this Schedule.

15. Prohibition relating to smoking — No person shall smoke in any area where processes covered by this Schedule are carried on. A notice in the language understood by majority of the workers shall be pasted in the plant prohibiting smoking at such areas.

16. Cautionary Notices— (1) Cautionary notices shall be displayed at the approaches and along the perimeter of every asbestos processing area to warn all persons regarding —(a) hazards to health from asbestos dust;

(b) need to use appropriate protective equipment;

(c) prohibition of entry to unauthorized persons, or authorized persons but without protective equipment. (2) Such notices shall be in the language understood by the majority of the workers.

17. Air Monitoring — To ensure the effectiveness of the Control measures, monitoring of asbestos fibre in air shall be carried out once at least in every shift and the record of the results so obtained shall be entered in a register specially maintained for the purpose.

18. Medical facilities and records of medical examinations and tests— (1) The occupier of every factory or part of the factory to which the Schedule applies, shall —

(a) employ qualified medical practitioner for medical surveillance of the workers covered by this Schedule whose employment shall be subject to the approval of the Chief Inspector-cum-facilitator;

(b) provide to the said medical practitioner all the necessary facilities for the purpose referred to in clause (a).

(2) The record of medical examinations and appropriate tests carried out by the said medical practitioner shall be maintained in a separate register approved by the Chief Inspector-cum-facilitators, which shall be kept readily available for inspection by the Inspector-cum-facilitators.

19. Medical examination by **Medical officers** — (1) every worker employed in the processes specified in paragraph 1 shall be examined by a **Medical officer** within 15 days of his first employment. Such examination shall include pulmonary function tests, tests for detecting asbestos fibres in sputum and chest X-ray. No worker shall be allowed to work after 15 days of his first employment in the factory unless certified fit for such employment by the **Medical officer**. (2) Every worker employed in the process referred to sub-paragraph (1) shall be re-examined by a **Medical officer** at least once in every twelve calendar months. Such examinations shall wherever the **Medical officer** considers appropriate include all the tests specified in sub-paragraph (1) except chest Xray which will be carried out once in 3 years.

(3) The **Medical officer** after examining a worker shall issue a certificate of Fitness in **the prescribed format(I) hereinbelow**. The record of examination and re-examination carried out shall be entered in the certificate and the certificate shall be kept in the custody of the manager of the factory. The record of each examination carried out under sub-paragraphs (1) and (2) including the nature and the results of the tests, shall also be entered by the Medical Officer in a health register in **the prescribed format(II) hereinbelow**.

FORMAT(I)
Certificate of Fitness

Serial Number:

I certify that I have personally examined (name) son
of (father's name) residing at (address)
who is desirous of being employed as (designation) in
(process, department and factory)
and that his age, as nearly as can be ascertained from any examination, is years, and that he is, in
my opinion, fit/unfit for employment in the above mentioned factory as mentioned above.
2. He may be produced for further examination after a period of
3. The serial number of the previous certificate is

Signature or left hand thumb impression
of person examined

Signature of Medical Officer

Date:

1	2	3	4
I certify that I have examined the persons mentioned above on	I extend this Certificate until (If Certificate is not extended, the period for which the worker is considered unfit for work is to be mentioned)	Signs and symptoms observed during examination	Signature of the Medical Officer.

FORMAT(II)
Health Register

(In respect of persons employed in occupations declared to be dangerous operations under Section 87) Name of Certifying Surgeon :

- | | | |
|-------------|-----------|----------|
| (a) Mr..... | From..... | To |
| (b) Mr..... | From..... | To |
| (c) Mr..... | From..... | To |

Serial No.	Works No.	Name of worker	Sex	Age (birth day)	Date of employment on present work	Date of leaving or transfer to other works	Reason for leaving, transfer or discharge	Nature of job or occupation	Raw material or by-product handled	Dates of Medical Examination by Certifying Surgeon					If suspended from work, state period of suspension with detailed reason	Recertified fit to resume duty on (with signature of Certifying Surgeon)	If certificate of unfitness or suspension issued to worker	Signature with date of Certifying Surgeon
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15				

Note — (i) Column 8. Detailed summary of reasons for transfer or discharge should be stated
(i) Column 11. should be expressed as fit/unfit/suspended.

(4) The Certificate of Fitness and the health register shall be kept readily available for inspection by the Inspector-cum-facilitator.

(5) If at any time the **Medical officer** is of the opinion that a worker is no longer fit for employment in the said processes on the ground that continuance therein would involve special danger to the health of the worker, He/She shall make a record of his finding in the said certificate and the health register. The entry of his findings in those documents should also include the period for which he considers that the said person is unfit to work in the said processes.

(6) No person who has been found unfit to work as said in sub-paragraph (5) shall be re-employed or permitted to work in the said processes unless the Medical Officer, after examination, again certifies him fit for employment in those processes.

20. Exemptions — If in respect of any factory, the Chief Inspector-cum-facilitator is satisfied that owing to the exceptional circumstances or infrequency of the processes or for any other reason, all or any of the provisions of this Schedule, is not necessary for protection of the workers in the factory, the Chief Inspector-cum-facilitator may by a certificate in writing, which he/she may at his discretion revoke at any time, exempt such factory from all or any of such provisions subject to such conditions, if any, as he/she may specify there in.

SCHEDULE VI(R)

[See rule 55]

HANDLING OR MANIPULATION OF CORROSIVE SUBSTANCES

1. Definitions — For the purposes of this Schedule — (a) "corrosive operation" means an operation of manufacturing, storing, handling, processing, packing or using any corrosive substance in a factory; and (b) "corrosive substance" includes sulphuric acid, nitric acid, hydrochloric acid, carbolic acid, phosphoric acid, liquid chlorine, liquid bromine, ammonia, sodium hydroxide and potassium hydroxide and a mixture thereof, and any other substance which the State Government by notification in the Official Gazette specify to be a corrosive substance.

2. Flooring — The floor of every workroom of a factory in which corrosive operation is carried on shall be made of impervious, corrosion and fire resistant material and shall be so constructed as to prevent collection of any corrosive substance. The surface of such flooring shall be smooth and cleaned as often as necessary and maintained on a sound condition.

3. Protective equipment— (1) The occupier shall provide for the use of all persons employed in any corrosive operation suitable protective wear for hands and feet, suitable aprons, face shields, chemical safety goggles, and respirators. The equipments shall be maintained in good order and shall be kept in clean and hygienic condition by suitably treating to get rid of the ill effects of any absorbed chemicals and by disinfecting. The occupier shall also provide suitable protective creams and other preparations wherever necessary.

(2) The protective equipment and preparations provide shall be used by the persons employed in any corrosive operation.

4. Water facilities — Where any corrosive operation is carried on, there shall be provided as close to the place of such operations as possible a source of clean water at a height of 210 centimeters from a pipe of 1.25 centimeters diameter and fitted with a quick acting valve so that in case of injury to the worker by any corrosive substance, the injured part can be thoroughly flooded with water. Whenever necessary in order to ensure continuous water supply, a storage tank having a minimum length, breadth and height of 210 centimeters, 120 centimeters and 60 centimeters respectively or such dimensions as are approved by the Chief Inspector-cum-facilitator shall be provided as the source of clean water.

5. Cautionary notice — A cautionary notice in the following form and printed in the language which majority of the workers employed understand, shall be displayed prominently close to the place where a corrosive operations is carried out and where it can be easily and conveniently read by the workers. If any worker is illiterate effective steps shall be taken to explain carefully to him the contents of the notice so displayed.

**CAUTIONARY
NOTICEDANGER**

Corrosive substances cause severe burns and vapours there of may be extremely hazardous. In case of contact, immediately flood the part affected with plenty of water for at least 15 minutes.

GETMEDICAL ATTENTION QUICKLY

1. Transport— (1) Corrosive substances shall not be filled, moved or carried except in containers and when they are to be transported they shall be placed in crates of sound construction and of sufficient strength. (2) A container with a capacity of 11.5 litres or more of a corrosive substance shall be placed in a receptacle or crate and then carried by more than one person at a height below the waist line unless a suitable rubber wheeled truck is used for the purpose.

(2) Containers for corrosive substances shall be plainly labelled.

2. Devices for handling corrosives— (1) Suitable tilting or lifting device shall be used for emptying Jars, carboys and other containers of corrosives.

(2) Corrosive substance shall not be handled by bareh and sbut by means of a suitable scoop or other device.

3. Opening of Valves — Valves fitted to containers holding a corrosive substance shall be opened with great care. If they do not work freely, they shall not be forced open. They shall be opened by a worker suitably trained for the purpose.

4. Cleaning tanks, stills etc.— (1) In cleaning out or removing residues from stills or other large chambers used for holding any corrosive substance, suitable implements made of wood or other material shall be used to prevent production of arseniureted hydrogen (arsine).

(2) Whenever it is necessary for the purpose of cleaning or other maintenance work for any worker to enter chamber, tank, vat, pit or other confined space where a

corrosive substance had been stored all possible precautions as outlined below are required to be undertaken to ensure the worker's safety-

(a) No person shall be required or allowed to enter any chamber, tank, vat, pit, pipe, flue or other confined space in any factory in which any gas, fume vapour or dust is likely to be present to such an extent as to involve risk to persons being overcome thereby, unless it is provided with a manhole of adequate size or other effective means of egress.

(b) No person shall be required or allowed to enter any confined space as is referred to in sub-paragraph 2 (a), until all practicable measures have been taken to remove any gas, fume, vapour or dust, which may be present so as to bring its level within the permissible limits and to prevent any ingress of such gas, fume, vapour or dust and unless—

(i) a certificate in writing has been given by a competent person, based on a test carried out by himself that the space is reasonably free from dangerous gas, fume, vapour or dust; or

(ii) such person is wearing suitable breathing apparatus and a belt securely attached to a rope the free end of which is held by a person outside the confined space.

(3) Wherever possible, before repairs are undertaken to any part of equipment in which a corrosive substance was handled, such equipment or part thereof shall be freed of any adhering corrosive substance by adopting suitable methods.

5. Storage— (1) Corrosive substance shall not be stored in the same room with other chemicals, such as turpentine, carbides, metallic powders and combustible materials, the accidental mixing with which may cause a reaction which is either violent or gives rise to toxic fumes and gases.

(2) Pumping or filling overhead tanks, receptacles, vats or other containers for storing corrosive substance shall be so arranged that there is no possibility of any corrosive substance over flowing and causing injury to any person.

(3) Every container having a capacity of twenty liters or more and every pipeline, valve, and fitting used for storing or carrying corrosive substance shall be thoroughly examined every year for finding out any defect and defects so found out shall be removed forth with. A register shall be maintained of every such examination made and shall be produced before the Inspector-cum-facilitator whenever required.

6. Fire extinguishers and firefighting equipment— An adequate number of suitable type of fire extinguishers or other firefighting equipment, depending on the nature of chemicals stored, shall be provided, such extinguishers or other equipment shall be regularly tested and refilled. Clear instructions as to how the extinguishers or other equipment should be used, printed in the language which majority of the workers employed understand, shall be affixed near each extinguishers or other equipment.

7. Exemption—If in respect of any factory on an application made by the manager, the Chief Inspector-cum-facilitator is satisfied that owing to the exceptional circumstances, or the infrequency of the process or for any other reason to be recorded by him in writing, all or any of the provisions of this Schedule are not necessary for the protection of the persons employed therein, he/she may by a certificate in writing, which he/she may at any time revoke, exempt the factory from such of the provisions and subject to such condition as he/she may specify there in.

SCHEDULE VI(S)
[See rule 55]

MANUFACTURE OR MANIPULATION OF MANGANESE AND ITS COMPOUNDS

1. Application — This Schedule shall apply to every factory in which or in any part of which any manganese process is carried on.
2. Definition — For the purposes of this Schedule — (a) "manganese process" means processing, manufacture or manipulation of manganese or any compound of manganese or any mixture containing manganese;
(b) "first employment" means first employment in any manganese process and includes also re-employment in any manganese process following any cessation of employment for a continuous period exceeding 3 calendar months;
(c) "manipulation" means mixing, blending, filling, emptying, grinding, sieving, drying, packing, sweeping or otherwise handling of manganese, or a compound of manganese, or any ore or any mixture containing manganese; and
(d) "efficient exhaust ventilation" means localized ventilation effected by mechanical means for the removal of dust or fume, mist at its source of origin so as to prevent it from escaping into the atmosphere of any place where any work is carried on. No draught shall be deemed to be efficient which fails to remove the dust or fume or mist at the point where it is generated and fails to prevent it from escaping into and spreading into the atmosphere of a workplace.
3. Isolation of a process — Every manganese process which may give rise to dust vapour or mist containing manganese, shall be carried on in a totally enclosed system or otherwise effectively isolated from other processes so that other plants and processes and other parts of the factory and persons employed on other processes may not be affected by the same.
4. Ventilation of process — No process in which any dust, vapour or mist containing manganese is generated shall be carried out except under an efficient exhaust ventilation which shall be applied as near to the point of generations as practicable.
5. Personal protective equipment — (1) The occupier of the factory shall provide and maintain in good and clean condition suitable overalls and head coverings for all persons employed in any manganese process and such overalls and head coverings shall be worn by the persons while working on a manganese process.
(2) The occupier of the factory shall provide suitable respiratory protective equipment for use by workers in emergency to prevent inhalation of dusts, fumes or mists, Sufficient number of complete sets of such equipment shall always be kept near the work place and the same shall be properly maintained and kept always in a condition to be used readily.
(3) The occupier shall provide and maintain for the use of all persons employed, suitable accommodation for the storage and make adequate arrangements for cleaning and maintenance of personal protective equipment.
6. Prohibition relating to women and young persons — No women or young persons shall be employed or permitted to work in any manganese process.

7. Food, drinks etc. prohibited in the work rooms — No food, drink, pan and supari or tobacco shall be allowed to be brought into or consumed by any worker in any workroom in which any manganese process is carried on.

8. Messroom — There shall be provided and maintained for the use of the persons employed in a manganese process a suitable messroom which shall be furnished with sufficient tables and benches and adequate means for warming of food. The messroom shall be placed under the charge of a responsible person and shall be kept clean.

9. Washing facilities— There shall be provided and maintained in a clean state and in good condition, for the use of persons employed on manganese process —

(a) a wash place under cover, with either — (i) a trough with a smooth impervious surface fitted with a waste pipe without plug, and of sufficient length to allow at least 60 centimeters for every ten such persons employed at any one time, and having a constant supply of water taps or jets above the trough at intervals of not more than 60 centimeters; or

(ii) at least one wash basin for every such persons employed at any one time, fitted with a waste pipe and plug having a constant supply of water; and

(b) sufficient supply of soap or other suitable cleaning material and nail brushes and clean towels.

10. Cloakroom — If the Chief Inspector so requires there shall be provided and maintained for the use of persons employed in manganese process a cloakroom for clothing put off during working hours with adequate arrangements for drying the clothing.

11. Cautionary placard and instructions— Cautionary notices in the form specified in appendix and printed in the language of the majority the workers employed shall be affixed in prominent places in the factory where they can be easily and conveniently read by the workers and arrangement shall be made by the occupier to instruct periodically all workers employed in a manganese process regarding the health hazards connected with their duties and the best preventive measures and methods to protect themselves. The notices shall always be maintained in a legible condition.

12. Medical examination— (1) Every person employed in a manganese process shall be medically examined by Medical Officer within 14 days of his first employment and thereafter at intervals of not more than three months.

(2) If a person medically examined is found fit for employment on a manganese process the Medical Officer shall grant a certificate of fitness in **the prescribed format** which shall be kept in the custody of the manager of the factory. The certificate shall be readily produced by the manager whenever required by any Inspector, and the person granted such a certificate shall be provided with a token made of metal with the number of the certificate inscribed there on and the said person shall always carry the said token while at work.

(3) If a person is found unfit for work in any manganese process, the Medical Officer shall grant a certificate to that effect and such person shall not be allowed to work in any manganese process.

FORMAT
Certificate of Fitness

Serial Number:

I certify that I have personally examined (name) son
of (father's name) residing at (address)
who is desirous of being employed as (designation) in
(process, department and factory)
and that his age, as nearly as can be ascertained from any examination, is years, and that he is, in
my opinion, fit/unfit for employment in the above mentioned factory as mentioned above.

2. He may be produced for further examination after a period of

3. The serial number of the previous certificate is

Signature or left hand thumb impression
of person examined

Signature of Medical Officer

Date:

1	2	3	4
I certify that I have examined the persons mentioned above on	I extend this Certificate until (If Certificate is not extended, the period for which the worker is considered unfit for work is to be mentioned)	Signs and symptoms observed during examination	Signature of the Medical Officer.

(4) (a) If the Medical Officer finds that any worker who had been granted a certificate of fitness at a previous medical examination was no longer fit to be employed on any manganese process, he/she may revoke the previous certificate and no person whose certificate of fitness has been revoked shall be allowed to work on any manganese process;

(b) The Medical Officer may require such person to be produced before him for fresh medical examination after such period as he/she may specify in writing on the revoked certificate and in the health register.

(5) If the Medical Officer is of the opinion that a person had become permanently unfit for employment on any manganese process, He/She/she/she shall make an entry to that effect in the certificate and in the health register and no such person shall be allowed to work in any manganese process.

(6) If the Medical Officer is of the opinion that any special expert examination or test is necessary for a proper diagnosis in a doubtful case he/she may direct the manager and or the occupier to get the worker examined by such expert or to get such tests carried out as may be specified by him and the manager or the occupier as the case may be shall comply with the direction given within a specified time and the report of examination or test as the case may be brought before the Medical Officer

(7) If the Medical Officer is of the opinion that any person is not fit for employment in any manganese process but is fit to be employed on any other work he/she may advise the manager or the occupier to employ the said person on such other job as may be safe for him. The Medical Officer may also advise the worker to undergo such treatment as he/she may consider necessary.

(8) If any person has any doubt regarding the diagnosis or decision of the **Medical officer** he/she may make an appeal to the Chief Inspector-cum-facilitator and the Chief Inspector-cum-facilitator may refer the case to the Medical Inspector-cum-facilitator of Factories or to a Medical committee constituted by him for this purpose of which Medical Inspector-cum-facilitator of Factories shall be a member. The decision of the Medical Inspector-cum-facilitator or the committee as the case may be shall be final in the matter.

13. Exemption— If in respect of any factory, the Chief Inspector-cum-facilitator is satisfied that owing to any exceptional circumstances, or infrequency of the process, or for any other reason, application of all or any of the provisions of this Schedule is not necessary for the protection of the persons employed in such factory he/she may by an order in writing which he/she may at his discretion revoke, exempt such factory from all or any of the provisions on such conditions and for such period as he/she may specify in the said order.

APPENDIX
CAUTIONARY NOTICE
MANGANESE AND MANGANESE COMPOUNDS

1. Dust, fumes and mists of manganese and its compounds are toxic when inhaled or when ingested.
2. Do not consume food or drink near the work place.
3. Take a good wash before taking meals.
4. Keep the working area clean.
5. Use the protective clothing and equipment provided.
6. When required to work in situations where dusts, fumes or mists are likely to be inhaled, use respiratory protective equipment provided for the purpose.
7. If you get severe headaches, prolonged sleeplessness or abnormal sensations on the body, report to the manager who would make arrangements for your examination and treatment.

SCHEDULE VI(T)**[See rule 55]****MANUFACTURE OR MANIPULATION OF DANGEROUS PESTICIDES**

1. Application — This Schedule shall apply in respect of all factories or any part thereof in which the process of manufacture or manipulation of dangerous pesticide hereinafter referred to as the said manufacturing process is carried on

2. Definition— For the purpose of this Schedule — (a) “dangerous pesticides” means any product proposed or used for controlling, destroying or repelling any pest or for preventing growth or mitigating effects of such growth including any of its formulations which is considered toxic under and is covered by the Insecticides Act, 1968 and the rules made thereunder and any other product, as may be notified from time to time by the State Government;

b) “manipulation” includes mixing, blending, formulating, filling, emptying, packing or otherwise handling;

(c) “efficient exhaust draught” means localised mechanical ventilation for removal of smoke, gas, vapour, dust, fume or mist so as to prevent them from escaping into the air of any work room in which work is carried on. No exhaust draught shall be considered efficient if it fails to remove smoke generated at the point where such gas, fume, dust, vapour or mist originates from the process;

(d) “first employment” shall mean first employment in any manufacturing process to which this Schedule applies and shall also include re-employment in the said manufacturing process following any cessation of employment for a continuous period exceeding three calendar months; and

(e) “suspension” means suspension from employment in any process wherein a dangerous pesticide is manipulated, by written certificate in the health register in **the prescribed format** signed by the Medical Officer who shall be competent to suspend all persons employed in such process.

FORMAT
Health Register

(In respect of persons employed in occupations declared to be dangerous operations under Section 87) Name of Certifying Surgeon :

(a) Mr..... From..... To

(b) Mr..... From..... To

(c) Mr..... From..... To

Serial No.	Works No.	Name of worker	Sex	Age (birth day)	Date of employment on present work	Date of leaving or transfer to other works	Reason for leaving, transfer or discharge	Nature of job or occupation	Raw material or by-product handled	Dates of Medical Examination by Certifying Surgeon				If suspended from work, state period of suspension with detailed reason	Recertified fit to resume duty on (with signature of Certifying Surgeon)	If certificate of unfitness or suspension issued to worker	Signature with date of Certifying Surgeon
1	2	3	4	5	6	7	8	9	10	11				12	13	14	15

Note — (i) Column 8. Detailed summary of reasons for transfer or discharge should be stated.
(ii) Column 11, should be expressed as fit/unfit/suspended.

3. **Instruction to workers :** Every worker on his first employment shall be fully instructed on the properties including dangerous properties of the chemical handled in the said manufacturing process and the hazards involved. The employees shall also be instructed in the measures to be taken to deal with emergency. Such instructions shall be repeated periodically.

4. **Cautionary notice and placards:** Cautionary notices and placards in the form specified in appendix to this Schedule and printed in the language of the majority of the workers shall be displayed in all work places in which said manufacturing process is carried on so that they can be easily and conveniently read by the workers. Arrangements shall be made by the occupier and the manager of the factory to periodically instruct the workers regarding the health hazards arising in the said manufacturing process and methods of protection. Such notices shall include brief instructions regarding the periodical clinical tests required to be undertaken for protecting health of the workers.

5. **Prohibition relating to employment of women or young persons:** No woman or young person shall be employed or permitted to work in any room in which the said manufacturing process is carried on or, in any room in which dangerous pesticide is stored.

6. Food, drinks and smoking prohibited— (1) No food, drink, tobacco, pan and supari shall be brought into or consumed by any worker in any workroom in which the said manufacturing process is carried out. (2) Smoking shall be prohibited in any workroom in which the said manufacturing process is carried out.

7. Protective clothing and protective equipment — (1) Protective clothing consisting of long pants and shirts or overalls with long sleeves and head coverings shall be provided for all workers employed in the said manufacturing process.

(2)(a) Protective equipment consisting of rubber gloves, gum boots, rubber aprons, chemical safety goggles and respirators shall be provided for all workers employed in the said manufacturing process;

(b) Gloves, boots, aprons shall be made from synthetic rubber where a pesticide contains oil.

(3) Protective clothing and equipment shall be worn by the workers supplied with such clothing and equipment.

(4) Protective clothing and equipment shall be washed daily from inside and outside if the workers handle pesticides containing nicotine or phosphorous and shall be washed frequently if handling other pesticides. (5) Protective clothing and equipment shall be maintained in good repair.

8. Floors and work benches— (1) Floors in every workroom where dangerous pesticides are manipulated shall be of cement or other impervious material giving a smooth surface.

(2) Floors shall be maintained in good repair, provided with adequate slope leading to a drain and thoroughly washed once a day with hose pipe.

(3) Work-benches where dangerous pesticides are manipulated shall be made of smooth, non-absorbing material preferably stainless steel and shall be cleaned at least once daily.

9. Spillage and waste — (1) If a dangerous pesticide during its manipulation splashes or spills on the workbench, floor or on the protective clothing worn by a worker, immediate action shall be taken for thorough decontamination of such areas or articles.

(2) Cloth, rags, paper or other material soaked or soiled with a dangerous pesticide shall be deposited in a suitable receptacle with tight fitting cover. Contaminated waste shall be destroyed by burning at least once a week.

(3) Suitable deactivating agents, where available, shall be kept in a readily accessible place for use while attending to a spillage.

(4) Easy means of access shall be provided to all parts of the plant for cleaning, maintenance and repairs.

10. Empty containers used for dangerous pesticides— Containers used for dangerous pesticides shall be thoroughly cleaned of their contents and treated with an inactivating agent before being discarded or destroyed.

11. Manual handling— (1) A dangerous pesticide shall not be required or allowed to be manipulated by hand except by means of a long handled scoop.

(2) Direct contact of any part of the body with a dangerous pesticide during its manipulation shall be avoided.

12. Ventilation— (1) In every workroom or area where a dangerous pesticide is manipulated, adequate ventilation shall be provided at all times by the circulation of fresh air.

(2) Unless the process is completely enclosed, the following operations during manipulation of a dangerous pesticide shall not be undertaken without an efficient exhaust draught — (a) emptying a container holding a dangerous pesticide; (b) blending a dangerous pesticide; (c) preparing a liquid or powder formulation containing a dangerous pesticide; and (d) changing or filling a dangerous pesticide into a container, tank hopper or machine or small sized containers.

(3) In the event of a failure of the exhaust draught provided on the above operation, the said operations shall be stopped forthwith.

13. Time allowed for washing— (1) Before each meal and before the end of the day's work at least ten minutes in addition to the regular rest interval shall be allowed for washing to each worker engaged in the manipulation of dangerous pesticide.

(2) Every worker engaged in the manipulation of dangerous pesticides shall have a thorough wash before consuming any food and also at the end of the day's work.

14. Washing and bathing facilities— (1) There shall be provided and maintained in a clean state and in good repair for the use of all workers employed in the factory where the said manufacturing process is carried on, adequate washing and bathing places having a constant supply of water under cover at the rate of one such place for every 5 persons employed.

(2) The washing places shall have standpipes placed at intervals not less than one metre.

(3) Not less than one half of the total number of washing places shall be provided with bathrooms.

(4) Sufficient supply of clean towels made of suitable material shall be provided, provided that such towels shall be supplied individually for each worker if so ordered by the Inspector-cum-facilitator.

(5) Sufficient supply of soap and nail brushes shall be provided.

15. Cloakroom — There shall be provided and maintained for the use of all workers employed in the factory where the said manufacturing process is carried on —

(a) a cloakroom for clothing put off during working hours with adequate arrangements for drying clothing, if wet; and

(b) separate and suitable arrangements for the storage of protective clothing provided under paragraph 7.

16. Messroom— (1) There shall be provided and maintained for the use of all workers employed in the factory in which the said manufacturing process is carried on and remaining on the premises during the rest intervals, a suitable messroom which shall be furnished with —

(a) sufficient tables and benches with back rest; and

(b) adequate means for warming food.

(2) The messroom shall be placed under the charge of a responsible person and shall be kept clean.

17. Manipulation not to be undertaken — Manufacture or manipulation of pesticides shall not be undertaken in any factory unless a certificate regarding its dangerous nature or otherwise is obtained from the Chief Inspector.

18. Medical examination — (1) Every worker employed in the said manufacturing process shall be examined by the **Medical officer** within seven days of the first employment and no worker shall be allowed to work unless certified fit for such employment by the **Medical officer**.

(2) Every worker employed in the said manufacturing process shall be reexamined by a **Medical officer** at least once in 6 calender months.

(3) Due notice shall be given to the Medical Officer and the concerned workers regarding the arrangements for examination of workers employed in the said manufacturing process after obtaining the consent regarding the arrangement from the **Medical officer**.

(4) Health register in **the prescribed format** containing name of all workers employed in the said manufacturing process shall be maintained.

FORMAT
Health Register

(In respect of persons employed in occupations declared to be dangerous operations under Section 87) Name of Certifying Surgeon :

- (a) Mr..... From..... To.....
- (b) Mr..... From..... To.....
- (c) Mr..... From..... To.....

Serial No.	Works No.	Name of worker	Sex	Age (birth day)	Date of employment on present work	Date of leaving or transfer to other works	Reason for leaving, transfer or discharge	Nature of job or occupation	Raw material or by-product handled	Dates of Medical Examination by Certifying Surgeon					If suspended from work, state period of suspension with detailed reason	Recertified fit to resume duty on (with signature of Certifying Surgeon)	If certificate of unfitness or suspension issued to worker	Signature with date of Certifying Surgeon
1	2	3	4	5	6	7	8	9	10	11					12	13	14	15

Note — (i) Column 8. Detailed summary of reasons for transfer or discharge should be stated
 (i) Column 11: should be expressed as fit/unfit/suspended.

(5) No worker after suspension shall be employed without written sanction from the **Medical officer** entered in-or attached to the health register

19. Medical facilities— (1) The occupier shall engage a qualified medical practitioner approved by the Chief Inspector-cum-facilitator who shall examine and when necessary treat on the premises of the factory, all workers who are employed in the said manufacturing process, for effects of excessive absorption of the dangerous pesticides at least once a week.

(2) The occupier shall make necessary arrangements to ensure quick availability of qualified medical practitioner in emergency.

(3) The occupier shall provide medicines and antidotes and other equipment required for treatment of excessive absorption of dangerous pesticides.

(4) Records of such examinations and treatment and tests shall be maintained in a form approved by the Chief Inspector and shall be made available to Inspector.

(5) The Chief Inspector may order suitable clinical test or tests to be carried out at specified intervals in respect of workers in any factory where such manufacturing process is carried on. Charges of such test or tests shall be borne by the employer.

(6) Every worker in any factory where the said manufacturing process is carried on shall undergo the prescribed examinations, tests and treatments.

20. Exemption — If in respect of any factory the Chief Inspector is satisfied that owing to the exceptional circumstances or the infrequency of the said manufacturing process or any other reason which He/She shall record in writing all or any of the provisions of this Schedule are not necessary for the protection of the workers employed in the factory, he/she may by a certificate in writing exempt such factory, from all or any of the provisions on such condition as he/she may specify therein, such certificate may at any time be revoked by the Chief Inspector recording his reasons there for.

APPENDIX
CAUTIONARY NOTICE
INSECTICIDES AND PESTICIDES

1. Chemicals handled in this plant are poisonous substances.
2. Smoking, taking food or drinking, chewing tobacco in this area is prohibited. No food stuff or drink shall be brought in this area.
3. Some of these chemicals may be absorbed through skin and may cause poisoning.
4. A good bath shall be taken at the end of the shift
5. A good wash shall be taken before meals.
6. Protective clothing and equipment supplied shall be used while working in this area.
7. Containers of pesticides shall not be used for keeping food stuffs.
8. Spillage of the chemicals on any part of the body or on the floor or work bench shall be immediately washed away with water.
9. Clothing contaminated due to splashing shall be removed immediately.
10. Scrupulous cleanliness shall be maintained in this area.
11. Do not handle pesticides with bare hands, use scoops provided with handle.
12. In case of sickness like nausea, vomiting, giddiness, the manager should be informed who will make necessary arrangement for treatment.
13. All workers shall report for the prescribed medical tests regularly to protect their own health.

SCHEDULE VI(U)
[See rule 55]

MANUFACTURING PROCESS OR OPERATION IN CARBON DISULPHIDE PLANTS

1. Application — This Schedule shall apply to all electric furnaces in which carbon disulphide is generated and all other plants where Carbon disulphide after generation is condensed, refined and stored. This Schedule is in addition to and not in derogation of any of the provisions of the Act and Rules made there under.

2. Construction, installation and operation — (1) The buildings in which electric furnaces are installed and carbon disulphide after generation is condensed and refined shall be segregated from other parts of the factory and shall be of open type to ensure optimum ventilation and the plant layout shall be such that only a minimum number of workers are exposed to the risk of any fire or explosion at any one time.

(2) Every electrical furnace and every plant in which carbon disulphide is condensed, refined and stored with all their fittings and attachments shall be of good construction, sound material and of adequate strength to sustain the internal pressure to which the furnace or the plant may be subjected to and shall be so designed that carbon disulphide liquid and gas are in closed system during their normal working.

(3) The electric furnace supports shall be finely grouted about 60 centimeters in concrete or by other effective means.

(4) Every electric furnace shall be installed and operated according to manufacturer's instructions and these instructions shall be clearly imparted to the personnel in charge of construction and operation.

(5) The instructions regarding observance of correct furnace temperature, Sulphur dose, admissible current or power consumption and periodical checking of charcoal level be strictly complied with.

3. Electrodes— (1) Where upper ring electrodes made of steel are used in the electric furnace, they shall be of seamless tube construction and shall have arrangement for being connected to cooling water system through a siphon built in the electrodes or through a positive pressure water-pump.

(2) The arrangement for cooling water referred to in sub-paragraph (1) shall be connected with automatic alarm system which will actuate in the event of interruption of cooling water in the electrodes and give visible and audible alarm signals in the control room and simultaneously stop power supply for the furnace operation and to stop the further supply of water. The alarm system and the actuating device shall be checked every day.

4. Maintenance of charcoal level — When any electric furnace is in operation, it shall be ensured that the electrodes are kept covered with charcoal bed.

5. Charcoal separator— A cyclone type of charcoal separator shall be fitted on the off take pipe between the electric furnace and Sulphur separator to prevent entry of pieces of charcoal into the condensers and piping.

6. Rupture discs and safety seal — (1) At least two rupture discs of adequate size which shall blow off at a pressure twice the maximum operating pressure shall be provided on each furnace and shall either be mounted directly on the top of the furnace or each through an independent pipe as close as possible to the furnace.

(2) A safety water seal shall be provided and tapped from a point between the charcoal separator and the Sulphur separator.

7. Pyrometer and manometers— (1) Each electric furnace shall be fitted with adequate number of pyrometers to give an indication of the temperature as correctly as reasonably practicable at various points in the furnace. The dials for reading the temperatures shall be located in the control room.

(2) Manometers or any other suitable devices shall be provided for indicating pressure.

(a) in the offtake pipe before and after the sulphur separator; and

(b) in primary and secondary condensers.

8. Check valves — All piping carrying carbon disulphide shall be fitted with check valves at suitable positions so as to prevent gas from flowing back into any electric furnace in the event of its shut down.

9. Inspection and maintenance of electric furnaces— (1) Every electric furnace shall be inspected internally by a competent person —

(a) before being placed in service after installation;

(b) before being placed in service after reconstruction; or repairs; and

(c) periodically every time the furnace is opened for cleaning or deashing or for replacing electrodes.

(2) When an electric furnace is shut down for cleaning or deashing,

(a) the brick lining shall be checked for continuity and any part found defective removed;

(b) after removal of any part of the lining referred to in (7) the condition of the shell be closely inspected; and

(c) any plates forming shell found corroded to the extent that safety of the furnace is endangered shall be replaced.

10. Maintenance of records — The following hourly records shall be maintained in a log book —

(a) manometer readings at the points specified in sub-paragraph 7 (2);

(b) gas temperature indicated by pyrometers at all other vital points near the Sulphur separator and primary and secondary condensers;

(c) water temperature and flow of water through the siphon in the electrodes; and

(d) primary and secondary voltages and current and energy consumed.

11. Electrical apparatus, wiring and fittings — All buildings in which carbon disulphide is refined or stored shall be provided with electrical apparatus, wiring and fitting which shall afford adequate protection from fire and explosion.

12. Prohibition relating to smoking— No person shall smoke or carry matches, fire or naked light or other means of producing a naked light or spark in buildings in which carbon disulphide is refined or stored and a notice in the language understood by a majority of the workers shall be posted in the plant prohibiting smoking and carrying of matches, fire or naked light or other means of producing naked light of spark into such rooms.

13. Means of escape — Adequate means of escape shall be provided and maintained to enable persons to move to a safe place as quickly as possible in case of an emergency. At least two independent staircases of adequate width shall be provided in every building housing the furnaces at reasonable intervals at opposite ends. These shall always be kept clear of all obstructions and so designed as to afford easy passage.

14. Warning in case of fire — There shall be adequate arrangements for giving warnings in case of fire or explosion which shall operate on electricity and in case of failure of electricity, by some mechanical means.

15. Fire-fighting equipment— (1) Adequate number of suitable fire extinguishers or other fire-fighting equipment shall be kept in constant readiness for dealing with risks involved and depending on the amount and nature of materials stored.

(2) Clear instructions as to how the extinguishers or other equipment should be used printed in the language which the majority of the workers employed understand, shall be affixed to each extinguisher or other equipment and the personnel trained in their use.

16. Bulk sulphur— (1) Open or semi-enclosed spaces for storage of bulk sulphur shall be sited with due regard to the dangers which may arise from sparks given off by nearby locomotives, etc., and precautions shall be taken to see that flames, smoking and matches and other sources of ignition do not come in contact with the clouds of dust arising during handling of bulk sulphur.

(2) All enclosures for bulk sulphur shall be of noncombustible construction, adequately ventilated and so designed as to provide a minimum of ledges on which dust may lodge.

(3) The bulk Sulphur in the enclosures shall be handled in such a manner as to minimize the formation of dust clouds and no flame, smoking and matches or other sources of ignition shall be employed during handling and nonsparking tools shall be used whenever Sulphur is shoveled or otherwise removed by hand.

(4) No repairs involving flames, heat or use of hand or power tools shall be made in the enclosure where bulk sulphur is stored.

17. Liquid sulphur — Open flames, electric sparks and other sources of ignition, including smoking and matches, shall be excluded from the vicinity of molten sulphur.

18. Training and supervision— (1) All electric furnaces and all plants in which carbon disulphide is condensed, refined or stored shall be under adequate supervision at all times while the furnaces and plant are in operation.

(2) Workers in charge of operation and maintenance of electric furnaces and the plants shall be properly qualified and adequately trained.

19. Washing facilities— (1) The occupier shall provide and maintain in a clean state and in good repair, for the use of all persons employed, wash place under cover with at least one tap or standpipe, having a constant supply of clean water for every five such persons, the taps or stand pipes being spaced not less than 120 centimeters apart with a sufficient supply of soap and clean towels, provided that towels shall be supplied individually to each worker if so ordered by the Inspector.

(2) All the workers employed in the sulphur storage, handling and melting operation shall be provided with a nail brush.

20. Personal protective equipment — (1) Suitable goggles and protective clothing consisting of overalls without pockets, gloves and foot wear shall be provided for the use of operators —

(a) when operating valves or cocks controlling fluids etc.;

(b) drawing off of molten sulphur from sulphur pots; and

(c) handling charcoal or sulphur.

(2) Suitable respirators protective equipment shall be provided and stored in the appropriate place for use during abnormal conditions or in an emergency.

(3) Arrangements shall be made for proper and efficient cleaning of all such protective equipment.

21. Cloakrooms — There shall be provided and maintained for the use of all persons employed in the processes a suitable cloakroom for clothing put off during work hours and a suitable place separate from the cloakroom for the storage of overalls or working clothes. The accommodation so provided shall be placed in the charge of a responsible person and shall be kept clean.

22. Unauthorised persons— Only maintenance and repair personnel, person directly connected with the plant operation and those accompanied by authorised persons shall be admitted into the plant.

SCHEDULE VI(V)
[See rule 55]

MANUFACTURING OR MANIPULATION OF CARCINOGENIC DYE INTERMEDIATES

1. Application — This Schedule shall apply in respect of all factories or any part thereof where processes in which the substances mentioned in paragraph 3 and 4 are formed, manufactured, handled or used and the processes incidental thereto in the course of which these substances are formed, are carried on. The processes indicated in this paragraph shall be referred to hereinafter as "the said processes" and such a reference shall mean any or all the processes described in this paragraph.

2. Definitions — For the purpose of this Schedule the following definitions shall apply, unless the context otherwise requires —

(a) "controlled substances" means chemical substances mentioned in paragraph 4 of this Schedule;

(b) "first employment" means first employment in the said processes and also re-employment in such processes following any cessation of employment for a continuous period exceeding three calendar months;

(c) "efficient exhaust draught" means localised ventilation effected by mechanical means for the removal of gas, vapour, dust or fume so as to prevent them from escaping into the air of any place in which work is carried on. No draught, shall be deemed to be efficient which fails to remove smoke generated at the point where such gas, vapour, fume or dust originates; and

(d) "prohibited substances" means chemical substances mentioned in paragraph (3) of this Schedule.

3. Prohibited substances — For the purpose of this Schedule the following chemical substances shall be classified as "prohibited substances" except when these substances are present or are formed as a by-product of a chemical reaction in a total concentration not exceeding one percent —

(a) beta-naphthylamine and its salts;

(b) benzidine and its salts;

(c) 4-amino biphenyl and its salts;

(d) 4-nitro diphenyl and its salts; and

(e) any substance containing any of these compounds.

4. Controlled substances — For the purpose of this Schedule, the following chemical substances shall be classified as "controlled substances" —

(a) alpha-naphthylamine or alpha-naphthylamine containing not more than one percent of betanaphthylamine either as a by-product of chemical reaction or otherwise, and its salts;

(b) ortho-tolidine and its salts;

(c) dianisidine and its salts;

(d) dichlorobenzidine and its salts;

(e) auramine; and

(f) magenta.

5. Prohibition of employment — No person shall be employed in the said processes in any factory in which any prohibited substance is formed, manufactured, processed, handled, or used except as exempted by the Chief Inspector-cum-facilitator as stipulated in paragraph 23.

6. Requirements for processing or handling controlled substances — (1) Wherever any of the controlled substances referred to in paragraph 4 are formed, manufactured, processed, handled, or used, all practical steps shall be taken to prevent inhalation, ingestion or absorption of the said controlled substance by the workers while engaged in processing that substance, and its storage or transport within the plant, or in cleaning or maintenance of the concerned equipment, plant, machinery and storage areas.

(2) As far as possible all operations shall be carried out in a totally enclosed system. Wherever such enclosure is not possible, efficient exhaust draught shall be applied at the point where the controlled substances are likely to escape into the atmosphere during the process.

(3) The controlled substances shall be received in the factory in tightly closed containers and shall be kept so except when these substances are in process or in use. The controlled substances shall leave the factory only in tightly closed containers of appropriate type. All the containers shall be plainly labelled to indicate the contents.

7. Personal protective equipment— (1) The following items of personal protective equipment shall be provided and issued to every worker employed in the said processes —
(a) long trousers and shirts or overalls with full sleeves and head coverings. The shirt or overall shall cover the neck completely; and
(b) rubber gum-boots.

(2) The following items of personal protective equipment shall be provided in sufficient numbers for use by workers employed in the said process when there is danger of injury during the performance of normal duties or in the event of emergency —

(a) rubber hand-gloves;

(b) rubber aprons; and

(c) airline respirators or other suitable respiratory protective equipment.

(3) It shall be the responsibility of the manager to maintain all items of personal protective equipment in a clean and hygienic condition and in good repair.

8. Prohibition relating to employment of woman and young persons -No women or young person shall be employed or permitted to work in any room in which the said processes are carried on.

9. Floors of workroom— The floor of every workroom in which the said processes are carried on shall be (a) smooth and impervious to water provided that asphalt or tar shall not be used in the composition of the floor,

(b) maintained in a state of good repair,

(c) with a suitable slope for easy draining and provided with gutters and

(d) thoroughly washed daily with the drain water being led into a sewer through a closed channel.

10. Disposal of empty containers— Empty containers used for holding controlled substances shall be thoroughly cleaned of their contents and treated with an inactivating agent before being discharged.

11. Manual handling— Controlled substances shall not be allowed to be mixed, filled, emptied or handled except by means of a scoop with a handle. Such scoop shall be thoroughly cleaned daily.

12. Instruction regarding risk— Every worker in his first employment in the said processes shall be fully instructed on the properties of the toxic chemicals to which he is likely to be exposed to, of the dangers involved and the precautions to be taken. Workers shall also be instructed on the measures to be deal with an emergency.

13. Cautionary placards— Cautionary placards in the form specified in appendix attached to this Schedule and printed in the language of the majority of the workers employed in the said processes shall be affixed in prominent places frequented by them in the factory, where the placards can be easily and conveniently read. Arrangements shall be made by the manager to instruct periodically all such workers regarding the precautions contained in the cautionary placards.

14. Obligations of the workers — It shall be the duty of the persons employed in the said processes to submit themselves for the medical examination including exfoliative cytology of urine by the Medical Officer or the qualified medical practitioner as provided for under these rules.

15. Washing and bathing facilities— (1) The following washing and bathing facilities shall be provided and maintained in clean state and in good repair for the use of all workers employed in the said processes :- (a) a wash place under cover having constant supply of water and provided with clean towels, soap and nail brushes and with at least one stand pipe for every five such workers;

(b) 50 percent of the stand pipes provided under clause shall be located in bathrooms where both hot and cold water shall be made available during the working hours of the factory and for one hour thereafter; (c) the washing and bathing facilities shall be in close proximity of the area housing the said processes;

(d) clean towels shall be provided individually to each worker; and

(e) in addition to the taps mentioned under clause, one stand pipe and in which warm water is made available shall be provided each floor.

(2) Arrangement shall be made to wash factory uniforms and other work clothes every day.

16. Food, drinks, etc. prohibited in workroom — No worker shall consume food, drink, pan, supari and tobacco or shall smoke in any workroom in which the said processes are carried on and no worker shall remain in any such room during intervals for meals or rest.

17. Cloakroom— There shall be provided and maintained in a clean state and in good repair for the use of the workers employed in the said processes (a) a cloakroom with lockers having two compartments one for street clothes and the other for work clothes, and (b) a place separate from the locker room and the messroom, for the storage of protective equipment provided under paragraph. The accommodation so provided shall be under the care of a responsible person and shall be kept clean.

18. Messroom— There shall be provided and maintained for the use of workers employed in the said processes who remain on the premises during meal intervals, a messroom which shall be furnished with tables and benches and provided with suitable means for warming food.

19. Time allowed for washing— Before the end of each shift 30 minutes shall be allowed for bathing for each worker who is employed in the said processes. Further at least 10 minutes shall be allowed for washing before each meal in addition to the regular time allowed for meals.

20. Restriction on age of persons employed — No worker under the age of 40 years shall be engaged in the factory in the said processes for the first time after the date on which the Schedule come into force.

21. Medical examination— (1) Every worker employed in the said processes shall be examined by a **Medical officer** within 14 days of his first employment. Such examination shall include tests which the Medical Officer may consider appropriate and shall include exfoliative cytology of the urine. No worker shall be allowed to work after 14 days of his first employment in the factory unless certified fit for such employment by the **Medical officer**.

(2) Every worker employed in the said processes shall be re-examined by a **Medical officer** at least once in every six calendar months. Such examination shall include tests which the **Medical officer** may consider appropriate but shall include exfoliative cytology of the urine

(3) A person medically examined under sub-paragraph (1) shall be granted by the **Medical officer** a certificate of fitness in **the prescribed format**. Record of each re-examination carried out under sub-paragraph (2) shall be entered in the certificate. The certificate shall be kept in the custody of the manager of the factory.

FORMAT
Certificate of Fitness

Serial Number:

I certify that I have personally examined (name) son of (father's name) residing at (address) who is desirous of being employed as (designation) in (process, department and factory) and that his age, as nearly as can be ascertained from any examination, is years, and that he is, in my opinion, fit/unfit for employment in the above mentioned factory as mentioned above.

2. He may be produced for further examination after a period of

3. The serial number of the previous certificate is

Signature or left hand thumb impression of person examined

Signature of Medical Officer

Date:

1	2	3	4
I certify that I have examined the persons mentioned above on	I extend this Certificate until (If Certificate is not extended, the period for which the worker is considered unfit for work is to be mentioned)	Signs and symptoms observed during examination	Signature of the Medical Officer.

22. Medical facilities— (1) The occupier of every factory in which the said processes are carried on shall engage a qualified medical practitioner for medical surveillance of the workers employed in such processes. His appointment shall be subject to approval of the Chief Inspector -cum-facilitator,

(2) The occupier shall provide to him all the necessary facilities for the purpose referred to in sub-paragraph (1)

(3) A record of medical examination and appropriate tests carried out by the qualified medical practitioner shall be maintained in a form approved by the Chief Inspector.

23. Exemptions - Prohibited substances— (1) The Chief Inspector-cum-facilitator may by a certificate in writing (which he/she may at his direction revoke at any time), subject to such conditions, if any, as may be specified therein exempt any process in the course of which any of the prohibited substances is formed, processed, manufactured, handled, or used, from the provisions of paragraph (5) if he is satisfied that the process is carried out in

a totally enclosed and hermetically sealed system in such a manner that the prohibited substance is not removed from the system except in quantities no greater than that required for the purpose of control of the process or such purposes as is necessary to ensure that the product is free from any of the prohibited substances.

(2) The Chief Inspector-cum-facilitator may allow the manufacture, handling or use of benzidine hydrochloride provided that all the processes in connection with it are carried out in a totally enclosed system in such a manner that no prohibited substance other than benzidine hydrochloride is removed there from except in quantities not greater than that required for the purpose of control of the processes or such purposes as is necessary to ensure that the product is free from prohibited substance and that adequate steps are taken to ensure that benzidine hydrochloride is, except while not in a totally enclosed system, kept wet with not less than one part of water to two parts of benzidine hydrochloride at all times.

24. Exemptions-general — If in respect of any factory, the Chief Inspector-cum-facilitator is satisfied that owing to the exceptional circumstances or infrequency of the processes or for any other reason, all or any of the provisions of this schedule is not necessary for the protection of the workers in the factory, the Chief Inspector-cum-facilitator may by a certificate in writing (which he/she may in his discretion revoke at any time), exempt such factory from all or any of such provisions subject to such conditions, if any, as he/she may specify therein.

APPENDIX CAUTIONARY PLACARD / NOTICE

Carcinogenic dye intermediates — (1) Dye intermediates which are nitro amino derivatives or aromatic hydrocarbons are toxic. You have to handle these chemicals frequently in this factory.

(2) Use the various items of protective wear to safeguard your own health.

(3) Maintain scrupulous cleanliness at all times. Thoroughly wash hands and feet before taking meals.

(4) Wash off any chemical falling on your body with soap and water. If splashed with a solution of the chemical, remove the contaminated clothing immediately. These chemicals are known to produce cyanosis. Contact the medical officer or appointed doctor immediately and get his advice.

(5) Handle the dye intermediates only with long handled scoops, never with bare hands.

(6) Alcoholic drinks should be avoided as they enhance the risk of poisoning by the chemicals.

(7) Keep your food and drinks away from work place. Consuming food, drinks or tobacco in any form at the place of work is prohibited.

(8) Serious effects from work with toxic chemicals may follow after many years. Great care must be taken to maintain absolute cleanliness of body, clothes, machinery and equipment.

SCHEDULE VI(W)
[See rule 55]

OPERATIONS INVOLVING HIGH NOISE LEVELS

1. Application — This Schedule shall apply to all operations in any manufacturing process having high noise level.

2. Definitions — For the purpose of this Schedule — (a) "noise" means any unwanted sound;

(b) "high noise level" means any noise level measured on the A-weighted scale is 90 db of above;

(c) "Decibel" means one-tenth of "Bel" which is the fundamental division of a logarithmic scale used to express the ratio of two specified or implied quantities, the number of "Bels" denoting such a ratio being, the logarithm to the base of 10 of this ratio. The noise level (or the sound pressure level) corresponds to a reference pressure of 20×10^{-6} newtons per square meter or 0.0002 dynes per square centimeter which is the threshold of hearing, that is the lowest sound pressure level necessary to produce the sensation of hearing in average healthy listeners. The decibel is abbreviated from is dB.

(d) "Frequency" is the rate of pressure variations expressed in cycle per second or hertz.

(e) "dBA" refers to sound level in decibels as measured on a sound level meter operating on the A-weighting network with slow meter response.

(f) "A-weighting" means making graded adjustments in the intensities of sound of various frequencies for the purpose of noise measurements, so that the sound pressure level measured by an instrument reflects the actual response of the human ear to the sound measured.

3. Protection against noise — (1) In every factory, suitable engineering control or administrative measures shall be taken to ensure, so far as is reasonably practicable, that no worker is exposed to sound levels exceeding the maximum permissible noise exposure levels specified in Tables 1 and 2.

TABLE 1

Permissible exposure in cases of continuous noise.

Total time of exposure (continuous or a number of short time exposures) per day in hours.	Sound pressure level in dBA
1	2
8	90
6	92
4	95
3	97
2	100
11/2	102
1	105
3/4	107
1/2	110
3/4	115

1. Notes — I.No. exposure in excess of 115 dBA is to be permitted.
2. For any period of exposure falling in between any figure and the next higher and lower figure as indicated in column 1, the permissible sound pressure level is to be determined by extrapolation on proportionate basis.

TABLE 2
Permissible exposure levels of impulsive or impact noise

Peak sound pressure level or impacts in db	Permitted number of impulses per day
1	2
140	100
135	315
130	100
125	3160
120	10,000

Notes - 1. No exposure in excess of 140 dB peak sound pressure level is permitted.
2. For any peak sound pressure level falling in between any figure and the next higher or lower figure as indicated in column 1, the permitted number of impulses or impacts per day is to be determined by extrapolation on a proportionate basis.

(2) For the purposes of this Schedule, if the variations in the noise level involve maxima at intervals of one second or less, the noise is to be considered as a continuous one and the criteria given in Table 1 would apply in other cases, the noise is to be considered as impulsive or impact noise and the criteria given in Table 2 would apply.

(3) When the daily exposure is composed of two or more periods of noise exposure at different levels their combined effect should be considered rather than the individual effect of each. The mixed exposure should be considered to exceed the limit value if the sum of the fractions.

$C1/T1 + C2/T2 + \dots + Cn/Tn$ exceeds unity

Where the C1, C2 etc. indicate the total time of actual exposure at a specified noise level and T1, T2 etc., denote the time of exposure permissible at that level. Noise exposure of less than 90 dBA may be ignored in the above calculation.

(4) Where it is not possible to reduce the noise exposure to the levels specified in sub-rule (1) by reasonably practicable engineering control or administrative measures, the noise exposure shall be reduced to the greatest extent feasible by such control measures, and each worker so exposed shall be provided with suitable ear protectors so as to reduce the exposure to noise the level specified in sub-rule (1).

(5) Where the ear protectors provided in accordance with sub-paragraph (4) and worn by a worker cannot still attenuate the noise reaching near his ear, as determined by subtracting the attenuation value in dBA of the ear protectors concerned from the measured sound pressure level, to a level permissible under Table 1 or Table 2 as the case may be, the noise exposure period shall be suitable reduced to correspond to the permissible noise exposure specified in subparagraph (1).

(6) In all cases where the prevailing sound levels exceed the permissible levels specified in sub-paragraph (1) there shall be administered an effective hearing conservation programme which shall include among other hearing conservation measures, pre-employment and periodical auditory surveys conducted on workers exposed to noise

exceeding the permissible levels, and rehabilitation of such workers either by reducing the exposure to the noise levels or by transferring them to place where noise levels are relatively less or by any other suitable means.

(7) Every workers employed in areas where the noise exceeds the maximum permissible exposure levels specified in sub-rule (1) shall be subjected to an auditory examination by a Medical Officer within 14 days of his first employment and there after, shall be re-examined at least once in every 12 months. Such initial and periodical examination shall include tests which the Medical Officer may consider appropriate, and shall include determination of auditory thresholds for pure tones of 125,250,500,1000, 2000,4000 and 8000 cycles per second.

SCHEDULE : VI(X)

[See rule 55]

MANUFACTURE OF RAYON BY VISCOSE PROCESS.

1. Definitions — For the purpose of this Schedule,—

(a) "approved" means approved for the time being in writing by the Chief Inspector-cum-facilitator;

(b) "breathing apparatus" means a helmet or face piece with necessary connections by means of which the person using it in a poisonous, asphyxiating or irritant atmosphere breathes unpolluted air; or any other approved apparatus;

(c) "churn" means the vessel in which alkali cellulose pulp is treated with carbon disulphide;

(d) "dumping" means transfer of cellulose xanthenes from a dry churn to a dissolver;

(e) "efficient exhaust draught" means localised ventilation by mechanical means for the removal of any gas or vapour, so as to prevent it from escaping into the air of any place in which work is carried on. No draught shall be deemed to be efficient if it fails to control effectively any gas or vapour generated at the point where such gas or fume originates;

(f) "fume process" means any process in which carbon disulphide or hydrogen sulphide is produced, used or given off;

(g) "life belt" means a belt made of leather or other suitable material which can be securely fastened round the body with a suitable length of rope attached to it, each of which is sufficiently strong to sustain the weight of a man;

(h) "protective equipment" means apron, goggles, face shields, foot wear, gloves and overalls made of suitable materials.

2 Ventilation— (1) In all workrooms where a fume process is carried on, adequate ventilation by natural or mechanical means shall be provided so as to control, in association with other control measures, the concentration of carbon disulphide and hydrogen sulphide in the air of every work environment within the permissible limits.

(2) Notwithstanding the requirements in sub-paragraph (1) an efficient exhaust draught shall be provided and maintained to control the concentration of carbon-sulphide and hydrogen sulphide in the air at the following locations—

(a) dumping hoppers of dry churns,

(b) spinning machines,

(c) trio rollers and cutters used in staple fibre spinning,

(d) hydro-extractors for yarn cakes,

(e) after treatment processes, and

(f) spin baths.

(3) In so far as the spinning machines and trio rollers and cutters used in staple fibre spinning are concerned, they shall be, for the purpose of ensuring the effectiveness of the exhaust draft to be provided as required in sub-paragraph (1) enclosed as fully practicable and provided with suitable shutters in sections to enable the required operations to be carried out without giving rise to undue quantities of carbon-disulphide and hydrogen sulphide to the work environment.

(4) No dry churn shall be opened after completion of reaction without initially exhausting the residual vapours of carbon-di-sulphide by operation of suitable and efficient arrangement for exhausting the vapour which shall be continued to be operated as long as the churn is kept opened.

(5) Whenever any ventilation apparatus normally required for the purpose of meeting the requirements in sub-paragraphs (2), (3) and (4) is ineffective, fails, or is stopped for any purpose whatsoever, all persons shall be required to leave the work areas where the equipment or process specified in the above said subparagraphs are in use, as soon as possible, and in any case not later than 15 minutes after such an occurrence.

(6) (a) All ventilating systems provided for the purpose as required in subparagraphs (2), (3) and (4) shall be examined and inspected once every week by a competent person once in every period of 12 months. Any defects found by such examinations or test shall be rectified forthwith.

(b) A register containing particulars of such examinations and tests, and the state of the systems and the repairs or alternations found to be necessary shall be kept and shall be available for inspection by an Inspector-cum-facilitator.

3. Waste from spinning machines — Waste yarn from the spinning machines shall be deposited in suitable containers provided with close fitting covers. Such waste shall be disposed off as quickly as possible after decontamination.

4. Lining of Dry churns— The inside surface of all dry churns shall be coated with a non-sticky paint so that cellulose xanthenes will not stick to the surface of the churn. Such coating shall be maintained in good condition.

5. Air monitoring— (1) To ensure the effectiveness of the control measures, monitoring of carbon-di-sulphide and hydrogen sulphide in air shall be carried out once atleast in every shift and the record of the results so obtained shall be entered in a register specially maintained for the purposes.

(2) For the purpose of the requirement in sub-paragraph (1) instantaneous gas detector tubes shall not be used. Samples shall be collected over a duration of not less than 10 minutes and analysed by an approved method. The locations where such monitoring is to be done shall be as directed by the inspector. (3) If the concentration of either carbon disulphide or hydrogen sulphide exceeds the permissible limits for such vapour gas as laid down in **rule 128 of the Model Rule** suitable steps shall be taken for controlling the concentration in air of such contaminants. A report of such occurrences shall be sent to the Chief Inspector forthwith.

6. Prohibition to remain in fume process room — No person during his intervals for meal, or rest shall remain in any room where in fume process is carried on.

7. Prohibition relating to employment of young persons — No young person shall be employed or permitted to work in any fume process or in any room in which any such process is carried on.

8. Protective equipment— (1) The occupier shall provide and maintain in good condition protective equipment as specified in the Table for use of persons employed in the processes referred to therein.

TABLE

Process	Protective equipment
1	2
Dumping	Overalls, face shields, gloves and foot wear—all made of suitable material.
Spinning	Suitable aprons, gloves and foot wear.
Process involving or likely to involve contact with viscose solution	Suitable gloves and footwear,
Handling of sulphur	Suitable chemical goggles.
Any other process involving contact with hazardous chemicals.	Protective equipment as may be directed by the Chief Inspector-cum-facilitator by an order in writing

(2) A suitable room, rooms or lockers shall be provided exclusively for the storage of all the protective equipment supplied to workers and no such equipment shall be stored at any place other than the room, rooms or lockers so provided.

9. Breathing apparatus— (1) There shall be provided in every factory where fume process is carried on, sufficient supply of —

- (a) breathing apparatus,
- (b) oxygen and a suitable appliances for its administration, and
- (c) life belts.

(2) (i) The breathing apparatus and other appliances referred to in subparagraph (1) shall be maintained in good condition and kept in appropriate locations so as to be readily available.

(ii) The breathing apparatus and other appliances referred to in clause (a) and (b) of subparagraph (1) shall be cleaned and disinfected at suitable intervals and thoroughly inspected once every month by a responsible person,

(iii) A record of the maintenance of the condition of the breathing apparatus and other appliances referred to in sub clause (1) shall be entered in a register provided for that purpose which shall be readily available for inspection by an Inspector.

(3) Sufficient number of workers shall be trained and periodically retrained in the use of breathing apparatus and administering artificial respiration so that at least two such trained persons would be available during all the working hours in each room in which fume processes is carried on.

(4) Breathing apparatus shall be kept properly labeled in clean, dry, light proof cabinets and if liable to be affected by fumes, shall be protected by placing them in suitable containers.

(5) No person shall be employed to perform any work specified in subparagraph (1) for which breathing apparatus is necessary to be provided under that sub-paragraph unless he has fully instructed in the proper use of that equipment.

(6) No breathing apparatus provided in pursuance of sub-paragraph (1) which has been worn by a person shall be worn by another person unless it had been thoroughly cleaned and disinfected since last being worn and the person has been fully instructed in the proper use of that equipment.

10. Electric fittings — All electric fittings in any room in which is produced, used or given off or is likely to be given off into the work environment, other than a spinning room, shall be of flame-proof construction and all electric conductors shall either be enclosed in metal conduits or be lead-sheathed.

11. Prohibition relating to smoking, etc. — No person shall smoke or carry matches, fire or naked light or other means of producing a naked light or spark in a room in which fume process is carried on. A notice in the language understood by the majority of the workers shall be posted in prominent locations in the plant prohibiting smoking and carrying of match fire or naked light or other means of producing naked light or spark into such rooms.

12. Washing and bathing facilities— (1) There shall be provided and maintained in a clean state and in good repair for the use of all workers employed in the process covered by the Schedule, adequate washing and bathing places having a constant supply of water under cover at the rate of one such places for every 25 persons employed.

(2) The washing places shall have stand pipes placed at intervals of not less than one metre.

(3) Not less than one half of the total number of washing places shall be provided with bathrooms.

(4) Sufficient supply of clean towels made of suitable material shall be provided.

(5) Sufficient supply of soap and nail brushes shall be provided.

13. Rest Room— (1) A rest room shall be provided for the workers engaged in doffing operations of filament yarn spinning process.

(2) Such rest room shall be provided with fresh air supply and adequate sitting arrangement.

14. Cautionary notice and instructions— (1) The following cautionary notice shall be prominently displayed in each fume process room

"CAUTIONARY NOTICE"

1. Carbon disulphide (CS₂) and Hydrogen Sulphide (H₂S) which may be present in this room are hazardous to health.

2. Follow safety instructions.

3. Use protective equipment and breathing apparatus as and when required.

4. Smoking is strictly prohibited in this area.

(1) This notice shall be in a language understood by the majority of the worker and displayed where it can be easily and conveniently read. If any worker is illiterate, effective steps shall be taken to explain carefully to him the contents of the notice so displayed.

(2) Arrangement shall be made to instruct each worker employed in any room in which a fume process is carried on regarding the health hazards connected with their work and the prevention measures and methods to protect themselves. Such instructions shall be given on his first employment and repeated periodically.

(3) Simple and special instructions shall be framed to ensure that effective measures will be carried out in case of emergency involving escape of carbondisulphide and hydrogen Sulphide. Those instruction shall be displayed in the concerned areas and workers shall be displayed and trained in the actions to be taken in such emergencies.

15. Medical facilities and records of examinations and tests — (1) The occupier of each factory to which this Schedule applies, shall—

(a) employ a qualified medical officer for medical surveillance of the workers employed in the fume process whose employment shall be subject to the approval of the Chief Inspector -cum-facilitator; and

(b) provided to the said medical officer all the necessary facilities for the purpose referred to in clause (a).

(2) The record of medical examination and appropriate tests carried out by the said medical officer shall be maintained in a separate register approved by the Chief Inspector -cum-facilitator, which shall be kept readily available for inspection by the Inspector.

16. Medical Examination by the **Medical officer** — (1) Every worker employed in the fume process shall be examined by a Medical Officer within 15 days of his first employment. Such examination shall include tests for estimation of exposure co-efficient and cholesterol, as well as electrocardiogram (EEG) and Central Nervous System (CNS) tests. No worker shall be allowed to work after 15 days of his first employment in the factory unless certified fit for such employment by the Medical Officer.

(2) Every worker employed in the fume process shall be re-examined by a Medical Officer at least once in every twelve calendar months. Such examination shall, whenever the Medical Officer considers appropriate, include all the tests as specified in sub-paragraph (1).

(3) The Medical Officer after examining a worker shall issue a certificate of fitness in **the prescribed format(I) hereinbelow**. The record of re-examinations carried out shall be entered in the certificate and the certificate shall be kept in the custody of the Manager of the factory. The record of each examination carried out under sub-paragraphs (1) and (2) including the nature and the results of the tests, shall also be entered by the **Medical officer** in a health register in **the prescribed format(II) hereinbelow**.

FORMAT(I)
Certificate of Fitness

Serial Number:

I certify that I have personally examined (name) son of (father's name) residing at (address) who is desirous of being employed as (designation) in (process, department and factory) and that his age, as nearly as can be ascertained from any examination, is years, and that he is, in my opinion, fit/unfit for employment in the above mentioned factory as mentioned above.

2. He may be produced for further examination after a period of

3. The serial number of the previous certificate is

Signature or left hand thumb impression
of person examined

Signature of Medical Officer

Date:

1	2	3	4
I certify that I have examined the persons mentioned above on	I extend this Certificate until (If Certificate is not extended, the period for which the worker is considered unfit for work is to be mentioned)	Signs and symptoms observed during examination	Signature of the Medical Officer.

FORMAT(II)
Health Register

(In respect of persons employed in occupations declared to be dangerous operations under Section 87) Name of Certifying Surgeon :

- (a) Mr..... From..... To
- (b) Mr..... From..... To
- (c) Mr..... From..... To

Serial No.	Works No.	Name of worker	Sex	Age (birth day)	Date of employment on present work	Date of leaving or transfer to other works	Reason for leaving, transfer or discharge	Nature of job or occupation	Raw material or by-product handled	Dates of Medical Examination by Certifying Surgeon	If suspended from work, state period of suspension with detailed reason	Recertified fit to resume duty on (with signature of Certifying Surgeon)	If certificate of unfitness or suspension issued to worker	Signature with date of Certifying Surgeon
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15

Note — (i) Column 8. Detailed summary of reasons for transfer or discharge should be stated
 (i) Column 11, should be expressed as fit/unfit/suspended.

(4) The Certificates of Fitness and the health register shall be kept readily available for inspection by the Inspector-cum-facilitator.

(5) If at any time the Medical Officer is of the opinion that a worker is no longer fit for employment in the fume process on the ground that continuance therein would involve special danger to the health of the worker, shall make a record of his findings in the said certificate and health register. The entry of his findings in those documents should also include the period for which he considers that the said person is unfit for work in the fume process.

(6) No person who has been found unfit to work as said in sub-paragraph (5) above shall be re-employed or permitted to work in the fume process unless the Medical officer, after further examination again certifies him fit for employment in such process.

17. Exemptions — If in respect of any factory the Chief Inspector-cum-facilitator is satisfied that owing to the exceptional circumstances or infrequency of the process or for any other reason, all or any of the provisions of this Schedule is not necessary for protection of the workers in the factory, the Chief Inspector-cum-facilitator may by a certificate in writing, which he/she may at his discretion revoke at any time, exempt such factory from all or any of such provisions subject to such conditions, if any, as he/she may specify therein.

SCHEDULE : VI(Y)

[See rule 55]

MANUFACTURE , STORING, HANDLING AND USE OF HIGHLY FLAMMABLE LIQUIDS AND FLAMMABLE COMPRESSED GASES.

1. Application — These rules will be applicable to all factories where highly flammable liquides or flammable compressed gases are manufactured, stored, handled or used.

2. Definition — For the purpose of this Schedule, — (a) "highly flammable liquid" means any liquid including its solution emulsion or suspension which when tested in a manner specified by Sections 14 and 15 of the Petroleum Act, 1934, (30 of 1934) gives off flammable vapours at a temperature less than 32 degrees centigrade,

(b) "Flammable compressed gas" means flammable compressed gas as defined in Section 2 of the Static and Mobile pressure vessels (unfired) Rules 1981 framed under the Explosives Act, 1884.

3. Storage — (1) Every flammable liquid or flammable compressed gas used in every factory shall be stored in suitable fixed storage tank or in suitable closed vessel located in a safe position under the ground, in the open or in a store room of adequate fire resistant construction.

(2) Except as necessary for use, operation or maintenance of every vessel or tank which contains or had contain a highly flammable liquid or flammable compressed gas shall be always kept closed and all reasonably practicable steps shall be taken to contain or immediately drain off to a suitable container any spill or leak that may occur.

(3) Every container vessel, tank, cylinder, or store room used for storing highly flammable compressed gas shall be clearly and in bold letters marked "Danger-Highly Flammable Liquid" or " Danger-Flammable Compressed Gas".

4. Enclosed systems for conveying highly flammable liquids — Whenever it is reasonably practicable, highly flammable liquids shall be conveyed within a factory in totally enclosed systems consisting of pipe lines, pumps and similar appliances from the storage tank or vessel to the point of use. Such enclosed systems shall be so designed installed operated and maintained as to avoid leakage or the risk of spilling.

5. Preventing Formation of Flammable Mixture with Air— Wherever there is a possibility, for leakage or spill of high flammable liquid or flammable compressed gas from an equipment, pipe line, valve, joint or other part of a system, all practicable measure shall be

taken to contain, drain off or dilute such spill or leakage as to prevent formation of flammable mixture with air.

6. Prevention of Ignition— (1) In every room, work place or other location where highly flammable liquid or flammable combustible gas is stored conveyed, handled or used or where there is danger of fire or explosion from accumulation of highly flammable liquid or flammable compressed gas in air, all practicable measure shall be taken to exclude the sources of ignition. Such precautions shall include the following —

(a) All electrical apparatus shall either be excluded from the area of risk or they shall be of such construction and so installed and maintained as to prevent the danger of their being a source of ignition;

(b) effective measure shall be adopted for prevention of accumulation of static charges to a dangerous extent;

(c) No person shall wear or be allowed to wear any foot wear having iron or steel nails or any other exposed ferrous materials which is likely to cause sparks by friction;

(d) Smoking, lighting or carrying of matches, lighters or smoking materials shall be prohibited;

(e) Transmission belts with iron fasteners shall not be used; and

(f) All other precautions as are reasonably practicable, shall be taken to prevent initiation of ignition from all other possible sources such as open flames, frictional sparks, overheated surfaces of machinery or plant, chemical or physical chemical reaction and radiant heat

7. Prohibition of smoking — No person shall smoke in any place where highly flammable liquid or flammable compressed gas is present in circumstances that smoking would give rise to a risk of fire. The occupier shall take all practicable measures to ensure compliance with this requirement including display of a bold notice indicating prohibition of smoking at every place where this requirement applies.

8. Fire Fighting — In every factory where highly flammable liquid or flammable compressed gas is manufactured, stored, handled or used, appropriate and adequate means of fighting a fire shall be provided. The adequacy and suitability of such means which expression includes the fixed and portable fire extinguishing systems, extinguishing material, procedures and the process of firefighting, shall be to the standards and levels prescribed by the Indian standards applicable, and in any case not inferior to the stipulations under **Model Rules 69**.

9. Exemptions — If in respect of any factory, the Chief Inspector-cum-facilitator is satisfied that owing to the exceptional circumstances or infrequency of the processes or for any other reason, all or any of the provisions of this Schedule is not necessary for protection of the workers in the factory, the Chief Inspector-cum-facilitator may by a certificate in writing, which he/she may at his discretion revoke at any time, exempt such factory from all or any of such provisions subject to such conditions, if any, as he/she may specify therein.

SCHEDULE VII

[See rule 57]

FORMAT MATERIAL SAFETY DATA SHEET

1. CHEMICAL IDENTITY

Chemical Name	Chemical Classification
Symptoms	Trade Name

Formula	C.A.S. No.	U.N. No.
Shipping Name		
Codes Label	Hazchem No.	
Regulated Identification		
Hazardous Waste I.D. No.		
Hazardous Ingredients C.A.S. No.	Hazardous Ingredient C.A.S. No.	
1	3	
2	4	

2. PHYSICAL AND CHEMICAL DATA

Boiling Range/Point	°C	Physical State	Appearance
Melting/Freezing Point °C	Vapour at	Pressure	Odour
35° C	mm Hg		
Vapour Density (Air = 1)	Solubility in water at 30 °C		Others
Specific Gravity Water =1	PH		

3. FIRE AND EXPLOSION HAZARD DATA

Flammability Yes/No.	LEL	%	Flash Point	°C	Auto
ignition Temperature °C					
TDG Flammability	UEL	%	Flash Point	°C	
Explosion Sensitivity to Impact	Explosion Sensitivity to Static Electricity		Hazardous		
Combustion Products					
Hazardous Polymerisation					
Combustible Liquid	Explosive Material			Corrosive	
Material					
Flammable Material	Oxidiser			Others	
Pyrophoric Material	Organic Peroxide				

4. REACTIVITY DATA

Chemical Stability
Incompatibility with other Material
Reactivity
Hazardous Reaction Products

5. HEALTH HAZARD DATA

Routes of Entry						
Effects of Exposure / symptoms						
Emergency Treatment						
TLV (ACGIH)	ppm mg/m3				STEL ppm	
mg/m3						
Permissible Exposure Limit LD	ppm	mg/m3	Odour LL	Thresoll	ppm	
mg/m3						
NFPA	Hazard	Health	Flammability	Stability	Special	
Signals						

6. PREVENTIVE MEASURES

Personnel Protective
Equipment
Handling and Storage
Precautions

7. EMERGENCY AND FIRST AID MEASURE

FIRE	EXTINGUISHING
FIRE	Special Procedures
Unusual Hazards	
EXPOSURE	First Aid Measures
Antidotes/Dosages	
SPILLS	Steps to be taken
Waste Disposal Method	

8. ADDITIONAL INFORMATION/REFERENCES

9. MANUFACTURER/SUPPLIERS DATA

	Name of Firm	Contact Person in Emergency	
	Mailing Address Telephone/Mobile Nos.	Local Bodies involved	
	Email Address	Standard Packing	
		Tremcard Details/Ref	

10. DISCLAIMER

Information contained in this material data sheet is believed to be reliable but no representation guarantee or warranties of any kind are made as to its accuracy, suitability for a particular application or results to be obtained from them. It is up to the manufacture/seller to ensure that the information contained in the material safety data sheet is relevant to the product manufactured/ handled or sold by him as the case may be. The Government makes no warranties expressed or implied in respect of the adequacy of this document for any particular purpose.

(2) Disclosure of information to workers—

(i) The occupier of a factory carrying on a 'hazardous process' shall supply to all workers the following information in relation to handling of Hazardous materials or substances in the manufacture, transportation, storage and other processes —

- (a) Requirements of Sections 84, 85 and 89 of the Code;
- (b) A list of 'Hazardous Processes carried on in the factory;
- (c) Location and availability of all Material Safety Data Sheets as per rule 57;
- (d) Physical and health hazards arising from the exposure to or handling of substances;
- (e) Measures taken by the occupier to ensure safety and control of physical and health hazards;
- (f) Measures to be taken by the workers to ensure safe handling storage and transportation of hazardous substances;
- (g) Meaning of various labels and markings used on the containers of hazardous substances as provided under rule 57;
- (h) Personal Protective Equipment required to be used by workers employed in 'hazardous process' or 'dangerous operation';
- (i) Signs and symptoms likely to be manifested on exposure to hazardous substances and to whom to report;
- (j) Measures to be taken by the workers in case of any spillage or leakage of a hazardous substances;

(k) Role of workers vis-a-vis the emergency plan of the factory, in particular the evacuation procedures; (l) Any other information considered necessary by the occupier to ensure safety and health of workers.

(ii) The information required by sub-rule (i) shall be compiled and made known to workers individually through supply of booklets or leaflets and display of cautionary notices at the work places.

(iii) The booklets, leaflets, and the cautionary notices displayed in the factory shall be in the language understood by the majority of the workers, and also explain to them.

(iv) The Chief Inspector-cum-facilitator may direct the occupier to supply further information to the workers as deemed necessary.

(a) -----

(b) ----- } Matter not printed in original Gazette

(c) ----- }

(d) a statement on resources and facilities available for dealing with an emergency including any agreement entered into with a neighbouring factory for aid and assistance in the event of an emergency; (e) a map of the area showing the approaches to the factory location of emergency facilities such as hospitals, police and fire service;

(f) the organisation of the management and the responsibility for safety indicating therein the persons responsible for on-site emergency action;

(g) details relating to alert system;

(h) information on availability of antidotes for poisoning resulting from an accident;

(i) any other information as may be considered relevant by the occupier or asked for by the District Emergency Authority.

(3) Disclosure of information to the Chief Inspector —

The occupier of every factory carrying on "Hazardous Process" shall furnish in writing, to the Chief Inspector, a copy of all information furnished to the workers.

(4) Information on industrial waste —

The information furnished under **rules 57 (1) and 57 (2)** shall include the quantity of the solid and liquid wastes generated per day, their characteristics and the method of treatment such as incineration of solid wastes, chemical and biological treatment of liquid wastes, and arrangements for their final disposal.

(5) The occupier shall review once in every calendar year and modify, if necessary, the information furnished under **rules 57 (1) and 57 (2)** to the workers and Chief Inspector-cum-facilitator.

(6) Confidentiality of information — The occupier of a factory carrying on "Hazardous Process" shall disclose all information needed for protecting Safety and Health of the workers to

(a) his workers; and

(b) Chief Inspector-cum-facilitator as required under **rules 57 (1) and 57 (2)**. If the occupier is of the opinion that the disclosure of details regarding the process and formulations will adversely affect his business interests, he/she may make a representation to the Chief Inspector-cum-facilitator stating the reasons for with-holding such information. The Chief Inspector-cum-facilitator shall give an opportunity to the occupier of being heard and pass an order on the representation. An occupier aggrieved by an order of the Chief Inspector-cum-facilitator may prefer an appeal before the State Government within a period of 30 days. The State Government shall give an opportunity to the occupier of being heard and pass an order. The order of the State Government shall be final.

SCHEDULE VIII

[See rules 63(2)(b)(i) and 63(2)(c)(ii)]

EQUIPMENT FOR OCCUPATIONAL HEALTH CENTRE IN FACTORIES

1. A glazed sink with hot and cold water always available.
2. A table with a smooth top at least 180 cm x 105 cm.
3. Means for sterilizing instruments.
4. A couch.
5. Two buckets or containers with close fitting lids.
6. A kettle and spirit stove or other suitable means of boiling water.
7. One bottle of spiritus ammoniac aromations (120) ml.
8. Two medium size sponges.
9. Two 'kidney' trays.
10. Four cakes of toilet, preferable antiseptic soap.
11. Two glass tumblers and two wine glasses.
12. Two clinical thermometers.
13. Two tea spoons.
14. Two graduated (120 ml.) measuring glasses.
15. One wash bottle (100 cc) for washing eyes.
16. One bottle (one litre) carbolic lotion 1 in 20.
17. Three chairs.
18. One screen.
19. One electric hand torch.
20. An adequate supply of tetanus toxoid.
21. Coramine liquid (60 ml.).
22. Tablets — antihistaminic, antispasmodic (25 each).
23. Syringes with needles — 2 cc, 5 cc and 10 cc.
24. Two needle holders, big and small.
25. Suturing needles and materials.
26. One dissecting forceps.
27. One dressing forceps.
28. One scalpels.
29. One stethoscope.
30. Rubber bandage — pressure bandage.
31. Oxygen cylinder with necessary attachments.
32. One Blood pressure apparatus.
33. One patellar Hammer.
34. One peak-flow meter for lung function measurement.
35. One stomach wash set.
36. Any other equipment recommended by the Factory Medical Officer according to specific need relating to manufacturing process.

37. In addition —

(1) For factories employing 51 to 200 workers —

1. Four plain wooden splints 900 mm x 100 mm x 6 mm.
2. Four plain wooden splints 350 mm x 75 mm x 6 mm.
3. Two plain wooden splints 250 mm x 50 mm x 12 mm.
4. One pair artery forceps.
5. Injections - morphia, pethidine, atropine, adrenaline, coramine, novacan (2 each).
6. One surgical scissors.

(2) For factories employing above 200 workers —

1. Eight plain wooden splints 900 mm x 100 mm x 6 mm.
2. Eight plain wooden splints 350 mm x 75 mm x 6 mm.
3. Four plain -wooden splints 250 mm x 50 mm x 12 mm.
4. Two pairs artery forceps
5. Injections - morphia, pethidine, atropine, adrenaline, ceramine, novacan (4 each).
6. Two surgical scissors

(6) Ambulance Van—

(i) In any factory carrying on "hazardous process", there shall be provided and maintained in good condition, a suitably constructed ambulance van equipped with items as per clause (ii) and manned by a fulltime Driver-cum-Mechanic and a Helper trained in first-aid, for the purposes of transportation of serious cases of accidents or sickness. The ambulance van shall not be used for any purpose other than the purpose stipulated herein and will normally be stationed at or near to the Occupational Health Centre: Provided that a factory employing less than 200 workers, may make arrangements for procuring such facility at short notice from nearby hospital or other places to meet any emergency.

(ii) The Ambulance should have the following equipments —

(a) General A wheeled stretcher with folding and adjusting devices with the head of the stretcher capable of being tilted upward : Fixed suction unit with equipment. Fixed oxygen supply with equipment; Pillow with case; Sheets blankets; Towels; Emesis bag; Bed pan - Urinal - Glass.

(b) Safety equipment, Flares with life of 30 minutes; - Flood lights; Flash lights; Fire extinguisher dry powder type; Insulated gauntlets.

(c) Emergency care equipments.

(i) Resuscitation: — Portable suction unit; portable oxygen units; — Beg - valve - mask, hand operated artificial ventilation unit; — Airways; - Mouth gags; - Tracheostomy admnitors; — Short spine board; - I.V. Fluide with administration unit; — B.P. manometer ; - cugg; - Stethoscope,

(ii) Immobilization. — Long & short padded boards; - wire leadder splints; — Triangular bandage; - Long and short spine boards,

(iii) Dressings. — Gauze pads - 4" x 4"; - Universal dressing 10"x36"; — Roll of aluminium foils; - soft roller bandages 6" x 5 yards); — Adhesive tape in 3" roll; - Safety pins; — Bandage sheets; - Burn sheet.

(iv) Poisoning. — Syrup of Imecae; - Activated Charcoal pre packeted in doses; - — snake bite kit; — Drinking water.

(v) Emergency Medicines — As per requirement (under the advice of Medical Officer only).

(7) W. Decontamination facilities:

In every factory, carrying out "hazardous process" the following provisions shall be made to meet emergency -

(a) fully equipped first aid box;

(b) readily accessible means of water for washing by workers as well as drenching the clothing of workers who have been contaminated with hazardous and corrosive substance; and such means shall be as per the scale shown in the Table below :

No. of persons employed at any time	No. of drenching showers
(i) Upto 50 workers	2
(ii) Between 51 to 200 workers	2 + 1 for every additional 50 or part thereof.
(iii) Between 201 to 500 workers	5 + 1 for every additional 100 or part thereof.
(iv) 501 workers and above	8 + 1 for every additional 200 or part thereof.

(c) a sufficient number of eye wash bottles filled with distilled water or suitable liquid, kept in boxes or cupboards conveniently situated and clearly indicated by a distinctive sign which shall be visible at all times.

SCHEDULE IX

[See rule 66]

PERMISSIBLE LEVELS OF CERTAIN CHEMICAL
SUBSTANCES IN WORK ENVIRONMENT

Serial No.	Substance	Permissible limits of			
		Exposed Time-weighted average concentration (TWA) (8 hrs)		Short-term exposure limit (STEL) (15 min)	
		ppm	Mg/m ³	ppm	Mg/m ³
1	2	3	4	5	6
1.	Acetaldehyde	100	100	150	270
2.	Acetic acid	10	25	15	37
3.	Acetone	750	1780	1000	2375
4.	Acrelein	0.1	0.25	0.3	0.8
5.	Acrylonitrile-Skin(S.C.)	2	4.5	-	-
6.	Aldrin-skin	-	0.25	-	-
7.	Allychloride	1	3	2	6
8.	Ammonia	0.25	18	35	27
9.	Aniline-Skin	2	10	5	20
10.	Anisidine (o-pisnoers)- Skin	0.1	0.5	-	-
11.	Arsenic & soluble compounds (as As)	-	0.2	-	-
12.	Benzene (HC)	05	1.5	25	7.5
13.	Beryllium & Compound (as (Be) (S.C.)	-	0.002	-	-
14.	Boron trifluoride -C	0.1	0.3	-	-
15.	Bromine	0.1	0.7	0.3	2
16.	Butane	800	1900	-	-
17.	2-Butane (Methyl-ethyl Ketone-MEK)	200	590	300	885
18.	n-Butyl acetate	150	710	200	950
19.	n-Butylealcohol-Skin-C	50	150	-	-
20.	Sec/tert. Butylacetate	200	950	-	-
21.	Butylemercaptan	0.5	1.5	-	-
22.	Cadmium Dusts and salts (as Cd)	-	0.05	-	0.21
23.	Calcium Oxide	-	2	-	-
1	2	3	4	5	6
24.	Carbaryl (Sevin)	-	5	-	10
25.	Carbofuran(Furadan)	-	0.1	-	-
26.	Carbon disulphade-Skin	10	30	-	-
27.	Carbon monoxide	50	55	400	440
28.	Carbon tetrachloride-Skin(S.C.)	m5	30	-	-
29.	Chlordane Skin	-	0.5	-	2
30.	Chlorine	1	3	3	9
31.	Chlorobenzene (Monochlorobenzene)	75	350	-	-

32	Chloroform(S.C.)	10	50	-	-
33	Bis(Chloromethyl) ether(H.C.)	0.001	0.005	-	-
34	Chromic acid and Chromates (as Cr) (water soluble)	-	0.05	-	-
35	Chromous salts(as Cr)	-	0.05	-	-
36	Copper Fume	0.2	-	-	-
37	Cotton dust, raw*	-	0.2*	-	0.6
38	Cresol, all isomers-Skin	5	22	-	-
39	Cyanides (as CN) Skin	-	5	-	-
40	Cyanogen	10	20	-	-
41	DDT(Dichlorodiphenyltrichloroethane)	-	1	-	3
42	Demeton-Skin	0.01	0.1	-	-
43	Diazinon-Skin	-	0.1	-	0.3
44	Dibutyl phthalate	-	5	-	10
45	Dichlorvos(DDVP)-Skin	0.1	1	0.3	3
46	Dieldrin-Skin	-	-	0.25	0.75
47	Dinitrobenzene(all isomers)-Skin	0.15	1	0.5	0.3
48	Dinitrotoluene-Skin	-	1.5	-	5
49	Diphenyl-(Biphenyl)	0.2	1.5	-	-
50	Endosulfan (Thiodan)-Skin	-	0.1	-	0.4
51	Endrin-Skin	-	0.1	-	0.3
52	Ethyl acetate	400	1400	-	-
53	Ethyl alcohol	-	1000	1900	-
54	Ethylamine	10	18	-	-
55	Fluorides(as F)	-	2.5	-	-
56	Fluorine	-	2	2	4
57	Formaldehyde(S.C.)	1.0	1.5	2	3
58	Formic acid	5	9	-	-
59	Gasoline	300	900	500	1500
60	Hydrazine Skin(S.C.)	0.1	0.1	-	-
61	Hydrogen chloride C	5	7	-	-
62	Hydrogen cyanide Skin C	10	10	-	-

*Lint-free dust as measured by the vertical clutricator cotton-dust sampler.

1	2	3	4	5	6
63	Hydrogen Flouride (as F) C	3	2.5	6	5
64	Hydrogen Peroxide	1	1.5	2	3
65	Hydrogen sulphide	10	14	15	21
66	Iodine-C	0.1	1	-	-
67	Iron-Oxide Fume (Fe ₂ O ₃) (as Fe)	-	5	-	10
68	Isoamyl acetate	100	525	125	655
69	Isoamyl alcohol	100	300	125	4500
70	Isobutyl alcohol	50	150	75	225
71	Lead, inorg. dusts and fumes (as Pb)	-	0.15	-	045
72	Lindane-Skin	-	0.5	-	1.5
73	Malathion-Skin	-	10	-	--
74	Manganese Dust and Compounds (as Mn) C	-	5	-	-
75	Manganese Fume (as Mn)	-	1	-	0.03
76	Mercury (as Hg) Skin	-	-	-	-
	(i) Alkyl Compounds	-	0.01	-	0.03
	(ii) All Forms expect alkyl vapour	-	0.05	-	-

	(iii) Aryl and inorganic compounds	-	0.1	-	-
77	Methyl Alcohol (Methanol) Skin	200	260	250	310
78	Methyl Cellosolve (2-Methoxy-ethanol) Skin	5	16	-	-
79	Methyl isobutyl ketone	50	205	75	300
80	Methyl isocyanate- Skin	0.02	0.05	-	-
81	Naphthalene	10	50	15	75
82	Nickel carbonyl (as Ni)	0.05	0.35	-	-
83	Nitric acid	2	5	4	10
84	Nitric Oxide	25	30	-	-
85	Nitrobenzene- Skin	1	5	-	-
86	Nitrogen dioxide	3	6	5	10
87	Oil-Mist Mineral	-	5	-	10
88	Ozone	0.1	0.2	0.3	0.6
89	Parathion-Skin	-	0.1	-	-
90	Phenol-Skin	5	19	-	-
91	Phorate (Thimet) Skin	-	0.05	-	0.2
92	Phosgene (Carbonyl chloride)	0.1	0.4	-	-
93	Phosphine	0.3	0.4	1	1
94	Phosphoric Acid	-	1	-	3
95	Phosphorous (Yellow)	-	0.1	-	-
96	Phosphorous pentachloride	0.1	1	-	-
97	Phosphorous trichloride	0.2	1.5	0.5	3
98	Picric acid-Skin	-	0.1	-	0.3
99	Pyridine	5	15	-	-
100	Silane (Silicon tetrahydride)	5	7	-	-

1	2	3	4	5	6
101.	Sodium hydroxide-C	-	2	-	-
102.	Styrene, monomer (Phenylethylene)	50	215	100	425
103.	Sulphur dioxide	2	5	5	10
104.	Sulphur hexafluoride	1000	6000	-	-
105.	Sulphuric acid	-	1	-	-
106.	Tetraethyl lead (as Pb)-Skin	-	0.1	-	-
107.	Toluene(Toluol)	100	375	150	560
108.	o-Toluidinz-Skin(S.C)	2	9	-	-
109.	Tributyl phosphate	0.2	2.5	0.4	5
110.	Trichloroethylene	50	270	200	080
111.	Uranium, natural (as U)	-	0.2	-	0.5
112.	Vinyl chloride(H.C)	5	10	-	-
113.	Welding fumes	-	5	-	-
114.	Xylene(o-,m-,p-isomers)	100	435	150	650
115.	Zinc oxide				
	(i)Fume	-	5.0	-	10
	(ii)Dust(Total dust)	-	10.0	-	-
116.	Zirconium compounds(as Zr)	-	5	-	10

ppm Parts of vapour or gas per million parts of contaminated air by volume at 25C and 760mm of Hg. Mg/m³ milligram of substance per cubic metre of air.

* Not more than 4 times a day with atleast 60 min. interval between successive exposures.

** mg/m³= $\frac{\text{Molecular weight} \times \text{ppm}}{24.45}$

C denotes ceiling limit.

Skin denotes potential contribution to the overall exposure by the cutaneous route including mucous membranes and eye.

S.C. denotes Suspected Human Carcinogen

H.C. denotes Confirmed Human Carcinogen

Substance Permissible time-weighted average concentration(TWA) (8 hours)

Silica, SiO₂

(a) Crystalline

(b) Quartz

1. In term of dusts count $\frac{10600}{\% \text{ Quartz} + 10}$ mppcm

1. In terms of respirable dust $\frac{10}{\% \text{ respirable Quartz} + 2}$ Mg/m³

(3) In terms of total dust 10mg/m³

%Quartz+3

(ii) Cristobalite

Half the limits given against quartz

(iii) Tridymite

Half the limits against quartz

(iv) Silica, fused

Same limits as for quartz

(v) Tripoli

Same limits as in formula in item (2) given against quartz

(b) Amorphous Silica [Asbestos (H.C.)]

10mg/ m³ · Total Dust

(a) Amosite

0.5 fibre/cc

(b) Chrysolite

1.0 fibre/cc

(c) Crocidolite

0.2 fibre/cc

(i) For fibres greater than 5 µm in length and less than 5 µm in breadth with length to breadth ratio equal to or greater than 3:1

(ii) As determined by the membrane filter method at 4000-450x magnification (4mm objective) phase contrast illumination.]

Portland cement

10 mg/m³, Total dust containing less than 1% quartz.

Coal Dust

2 mg/m³, respirable dust fraction containing less than 5% quartz

Mppcm - Million particles per cubic metre of air based on impinger samples counted by light field techniques.

*As determined by the membrane-filter method at 400 -450 magnification (4mm objective) phase illumination.

Respirable Dust:

Fraction passing a size-selector with the following characteristics:-

Aerodynamic Diameter (μm) (Unit density sphere)	% passing sector
<2	90
2.5	75
3.5	50
5.0	25
10	0]

(2) The State Government may, at any time, for the purpose of giving effect to any scientific proof obtained from specialised institutions or experts in the field by notification in the Official Gazette, make suitable changes in the said Schedule.

SCHEDULE X
[See rule 68(1)]

List of persons to hold position of supervision or management in factories

1. Managers.
2. Assistant Managers.
3. Engineers.
4. Foremen.
5. Weaving Master and Spinning Master in Textile Mills.
6. Head Electricians.
7. Supervisors and Instructors

(2) Persons defined to hold confidential position —

All time keepers employed in a factory within the meaning of sub-section (zzl) of Section 2 shall be deemed to be employed in a confidential position in the factory.

(3) List to be maintained of persons holding confidential position or position of supervision or management —

A List showing the names and the designations of all persons to whom the provision of sub-section (1) of Section 91 have been applied shall be maintained in every factory.

J. B. EKKA,
Principal Secretary to the Government of Assam,
Labour Welfare Department.