

EXTRAORDINARY

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**PART III**

**Laws, Regulations and Rules passed thereunder.**

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GOVERNMENT OF JAMMU AND KASHMIR  
CIVIL SECRETARIAT □ LABOUR AND EMPLOYMENT  
DEPARTMENT

Notification

Jammu, the 3rd February, 2021.

SO-36. □ The following draft rules, which the Government of Jammu and Kashmir proposes to make in exercise of powers conferred by sections 133 and 135 of the Occupational Safety, Health and Working Conditions Code, 2020 (37 of 2020) read with section 24 of General Clauses Act, 1897 (10 of 1897) and in supersession of the □

1. The Jammu and Kashmir Building and Other Construction Workers (Regulation of Employment and Condition of Services) Rules, 2006 ;
2. The Jammu and Kashmir Factories Rules, 1972 ;
3. The Contract Labour (Regulation and Abolition) Jammu and Kashmir Rules, 1972 ;

















qualified medical practitioner as per proforma in Form-V and such medical certificate shall be submitted to the concerned employer and employee.

**10. The information to be included in the letter of appointment and the form of such letter under clause (f) of sub-section (1) of section 6.** No employee shall be employed in any establishment unless he has been issued a letter of appointment in the prescribed format as appended to this rule :

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 of coming into force of this rule.

Format

- (i) Name of employee :
- (ii) Father's name :
- (iii) Aadhar number :
- (iv) Labour Identification Number (LIN)/registration number of the establishment :
- (v) Universal Account Number (UAN)/Insurance Number (ESIC) :
- (vi) Designation :
- (vii) Category of skill :
- (viii) Date of joining :
- (ix) Wages, Basic Pay and Dearness Allowance :
- (x) Other allowance including accommodation whichever is/are applicable :
- (xi) Avenue for achieving higher wages/higher position :
- (xii) Applicability of social security EPFO and ESIC benefits applicable :
- (xiii) Health check-up : Broad Nature of duties to be performed :
- (xiv) Any other information :

Signature  
Occupier/employer/owner/agent/manager.



sub-rules (1) and (2) and also have this information confirmed in writing within 12 hours of the death :

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 the prescribed form within 24 Hours following the hours when the actual total period of disability from working resulting from the accident or the dangerous occurrence becomes 48 hours.

#### SCHEDULE

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



NOTICE OF DISEASE

- i. Name of establishment :
- ii. Nature of establishment :
- iii. Details of Patient□
  - (a) Name of Patient :
  - (b) Works number of Patient :
  - (c) Address of Patient :
  - (d) Precise occupation of Patient :
- iv. Nature of disease from which patient is suffering :
- v. Date of Detection of Disease :
- vi. Details of Medical Practitioner :
- vii. Has the case been reported to the Medical Officer.

Date :

Signature of Employer or Occupier or Manager.

(2) If any qualified medical practitioner attends on a person who is or has been employed in an establishment and who is or is believed by the qualified medical practitioner to be suffering from any disease specified in the Third Schedule, the qualified medical practitioner shall without delay send a report in writing to the office of the Chief Inspector-cum-Facilitator and Inspector-cum-Facilitator stating□

- (i) the name and full postal address of the patient ;
- (ii) the disease from which he believes the patient to be suffering ; and
- (iii) the name and address of the establishment in which the patient is or was last employed.

**13. The manner of making report by employee under clause (d) and other duties of employees under clause (g) of section 13.**□ If an employee comes to know about any unsafe or unhealthy condition in the establishment, he shall report to the employer, health and safety representative or safety officer or agent or manager as soon as practicable, electronically or otherwise or telephonically.



(3) **Resignation.** □

- i. A member of the Board, not being an ex-officio member, may resign his office by a letter in writing addressed to the Chairperson of the Board ;
- ii. The seat of such a member shall fall vacant from the date on which his resignation is accepted by the Government of Jammu and Kashmir, or on the expiry of thirty days from the date of receipt of the letter of resignation by the Government of Jammu and Kashmir whichever is earlier.

(4) **Cessation of membership.** □ 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 shall cease to be a member of Board :

Provided that the Government of Jammu and Kashmir may, if satisfied that such member was prevented by sufficient cause 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 Board.

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

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

(6) **Removal from membership.** □ The Government of Jammu and Kashmir 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.













(ii) The register mentioned in clause (i) shall be preserved for a period of two years after the last entry in them has been made and shall not be destroyed even after the expiry of that period unless it has been properly transferred to the new register.

CHAPTER VII

**Inspector-cum-Facilitator and other Authority**

**25. The qualification and experience of Chief Inspector-cum-Facilitator under sub-section (5) of section 34.** □ The Government of Jammu and Kashmir may appoint an officer not below the rank of Labour Commissioner as Chief Inspector-cum-Facilitator for the whole Territory of Jammu and Kashmir under the provisions of this Code.

**26. The manner of taking samples of any article or substance found in any premises and air of atmosphere under clause (x) of sub-section (1) of section 35.** □ An Inspector-cum-Facilitator shall take samples or substances in an establishment as per the inspection scheme mandated under Official Portal of Labour Department after informing the employer of the establishment, taken in the manner herein after 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.

**27. The other powers and duties under clause (xiv) of sub-section (1) of section 35.** □ (1) Inspector-cum-Facilitator shall, after every inspection, as may be deemed necessary, issue prohibition or improvement notice 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.













- (3) adequate transportation facilities shall be provided to women employee to pick-up and drop such employee at her residence ;
- (4) the workplace including passage towards conveniences or facilities concerning toilet, washrooms, drinking water, entry and exit of women employee should be well-lit ;
- (5) the toilet, washroom and drinking facilities should be near the workplace where such women employee are employed ;
- (6) provide safe, secure and healthy working condition such that no women employee is disadvantaged in connection with her employment ;
- (7) in case of below ground mine not less than 3 women employees shall be on duty at any place ;
- (8) the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (14 of 2013), as applicable to the establishments, shall be complied with.

**36. The manner of requiring the employer to provide the adequate safeguards under section 44.**□ The Government of Jammu and Kashmir may declare by notification the class of establishments and the scheme, and standards for safeguarding of women in hazardous and dangerous processes.

#### CHAPTER IX

##### **Special Provision for Contract Labour, Inter-State Migrant Worker and Audio Visual Workers etc.**

**37. Conditions including in particular conditions as to hours of work, fixation of wages and other essential amenities in respect of contract labour under clause (a) of sub-section (3) of section 47.**□ The contractor shall ensure that□

- (1) the hours of work shall conform to the rules made under section 25 of the Occupational Safety, Health and Working Conditions Code, 2020 (37 of 2020) ;



requirement of electronic registration, in respect of any class of contractors, for any part or whole of Jammu and Kashmir, and submission of application in the form so provided, may be allowed.

**39. The procedure under sub-section (2) of section 48.**

(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 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. 1000
(c) 101 but does not exceed 300 contract labour	Rs. 2000
(d) 301 but does not exceed 500 contract labour	Rs. 3000
(e) 501 but not exceeding 1000 contract labour	Rs. 5000
(f) 1001 but not exceeding 5000 contract labour	Rs. 10000
(g) 5001 but not exceeding 10000 contract labour	Rs 20000
(h) 10001 but not exceeding 20000 contract labour	Rs 30000
(i) 20001 and above contract labour	Rs. 40000

**40. Manner of applying for the renewal of licence and the manner of renewal of licence under sub-section (3) of section 48.**

(1) Every contractor shall apply electronically on the Official Portal of Labour Department ([www.jklabour.com](http://www.jklabour.com)) of Jammu and Kashmir Government to the licensing authority for renewal of the license.













□ □  
the date of the commencement of these rules or which had not been constructed or extended since then. Such plans shall be drawn to scale showing : □

- (a) the site of the factory and immediate surrounding including adjacent buildings and other structures, roads, drains, etc. ;
- (b) the plan, elevation and necessary cross-sections of the factory buildings indicating all relevant details relating to natural lighting, ventilation and means of escape in case of fire, and the position of the plant and machinery, aisles and passage ways ; and
- (c) such other particulars as the Government or the Chief Inspector-cum-Facilitator, as the case may be, may require.

**56. Mode of submission of application under sub-section (2) of section 79.** □ (1) No building shall be constructed or used as factory unless plans in respect of such building are approved by the Chief Inspector-cum-Facilitator.

(2) No addition/alteration or extension in the existing factory building shall be made unless plans in respect of such additions, alterations or extensions are approved by the Chief Inspector-cum-Facilitator.

(3) Application for approval of the plans shall be made electronically in Form-XX along with the following plans and documents to the Inspector-cum-Facilitator of the area : □

- (a) Flow chart of the manufacturing process giving a brief description of the process in its various stages ;
- (b) Site plan drawn to scale showing the site of the factory and immediate surroundings including adjacent buildings and other structures, roads, drains, etc. ;
- (c) The plan, elevations and necessary cross-sections drawn to scale showing all relevant details relating to natural lighting, ventilation, and means of escape in case of fire, position of plant and machinery, aisles and passage ways ;
- (d) Such other particulars as the Inspector-cum-Facilitator may require in relation to the approval.





certificate shall be auto generated in Form-XXII 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 in sub-rule (11), the licence 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 licence.

(12) The fees for grant of licence shall be the same as for renewal of licence for one year and shall be as specified in the Schedules mentioned below :

### SCHEDULE

**Quantity of H. P. installed      Minimum Number of Persons employed during the year**

	20	50	100	250	500	750	1000	2000	5000 & above
	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.
<b>NIL</b>	390	530	950	2210	4310	6410	8510	12710	13510
<b>10</b>	410	610	1020	2290	4380	6480	8590	12780	13980
<b>50</b>	630	880	1310	2560	4660	6760	8860	13060	15080
<b>100</b>	980	1230	1650	2910	5010	7110	9210	13410	17910
<b>250</b>	1960	2280	2710	3960	6050	8160	9860	14460	20050
<b>500</b>	3780	4030	4450	5710	7810	9910	12010	16210	25100
<b>1000</b>	7280	7530	7950	9210	11310	13410	15510	19710	30500
<b>1500</b>	10780	11030	11450	12710	14810	16910	19010	23210	35100
<b>2000</b>	14280	14530	14950	16210	18310	20410	22510	26710	38700
<b>5000 &amp; above</b>	20530	20780	21210	22450	24500	26510	29760	33910	44500

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Over 500000 kW but not over 1000000 kW (1000MW)	1 or above	300000
Over 1000000 kW but not over 1500000 kW (1500MW)	do	400000
Over 1500000 kW but not over 2000000 kW (2000MW)	do	500000
Over 2000000 kW (2000MW)	do	667000

(13) Every licence granted or renewed under these rules shall be valid for a period up to ten (10) years as per the request of the licensee and shall remain in force till the 31st December of the year for which the licence is granted or renewed.

**57. Common facilities and services for joint liability of owner of premises and occupiers of the factories under section 80.—(1)**

Wherein any premises, separate buildings are leased to different occupiers for use as separate factories, the owner of the premises shall be responsible for the provisions and maintenance of common facilities and services, such as approach road, drainage, water supply, lighting and sanitation.

(2) Wherein 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 the 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) safeness of access to the floors or flats and maintenance and cleanliness of stair cases and common passages ;
- (iv) precautions in cases of fire ;







- x. Carrying on of certain processes of lead and lead material in Printing Presses and Type Foundries ;
- xi. Manufacture of pottery and ceramics ;
- xii. Chemical works ;
- xiii. Manipulation of stone or any other material containing free silica ;
- xiv. 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 ;
- xv. Handling and manipulation of corrosive substances ;
- xvi. Processing of cashew nuts ;
- xvii. Compression of Oxygen and Hydrogen produced by the electrolysis of water ; Use of ovens and driers in factories ;
- xviii. Process extracting vegetable oils from oil cakes in solvent extraction plants ;
- xix. Manufacture and manipulation of manganese and its compounds ;
- xx. Manufacture or manipulation of dangerous pesticides ;
- xxi. Protection against hazards of poisoning arising from benzene ;
- xxii. Carbon disulphide plants ;
- xxiii. Manufacture or Manipulation of Carcinogenic intermediates ;
- xxiv. Operations involving High Noise levels ;
- xxv. Manufacture of Rayon by Viscose ;
- xxvi. Highly Flammable liquids and Flammable Compressed Gases ;
- xxvii. Operation in foundries.



Schedule B-I to Schedule B-XXVII, in respect of any worker, shall be kept readily available to the Inspector-cum-Facilitator and shall be preserved till the expiry of a period of one year after the worker ceases to be in employment of the factory.

**59. Site Appraisal Committee under section 83.** (1) The Government of Jammu and Kashmir may constitute a Site Appraisal Committee as and when necessary consisting of

- (i) the Chief Inspector of Factories who shall be its Chairman ;
- (ii) a representative of the State Pollution Control Board of the Government of Jammu and Kashmir ;
- (iii) a representative of the Department of Environment of the Government of Jammu and Kashmir ;
- (iv) a representative of the Local Government wing of the Department of Local Government Housing and Urban Development Department of the Government of Jammu and Kashmir ;
- (v) an expert in the field of occupational health ;
- (vi) a representative of the Department of Industries of the Government of Jammu and Kashmir ; and
- (vii) a scientist having specialised knowledge of the hazardous process which will be involved in the factory ; and
- (viii) any other person as deemed fit by the Government of Jammu and Kashmir.

(2) 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.

- (3) i. Applications for appraisal of sites in respect of the industries covered under clause (za) of sub-section (1) of section 2 of the Code shall be submitted to the Chairman of the Site Appraisal Committee ;









- (b) A list of hazardous processes carried on in the factory ;
  - (c) Location and availability of all Material Safety Data Sheets as per Rule 58 ;
  - (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 taken by the workers to ensure safe handling, storage and transportation of hazardous substances ;
  - (g) Personal Protective Equipment required to be used by workers employed in hazardous process or dangerous operations ;
  - (h) Meaning of various labels and markings used on the containers of hazardous substances as provided under Rule 58 ;
  - (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 substance ;
  - (k) Role of workers vis-à-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 workplaces. 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 explained to them ;
- (iii) The Chief Inspector-cum-Facilitator may direct the occupier to supply further information to the workers as deemed necessary.







□□□□□□□□ □□□ □ □  
(iii) The occupier shall also furnish any other information asked for by the Chief Inspector from time to time for the purpose of this Code and Rules made thereunder.

(8) **Emergency plan.** □

- i. The occupier of a factory carrying on a hazardous process shall prepare a draft on-site emergency plan and submit it to the Chief Inspector-cum-Facilitator. The Chief Inspector-cum-Facilitator may make such modification in the plan as necessary, in consultation with the occupier and approve the same ;
- ii. The occupier will submit a copy of the approved plan to the District Emergency Authority ;
- iii. The occupier will intimate the workers the provisions of the emergency plan and hold rehearsals of the plan periodically. He shall review the plan from time to time and make necessary changes therein under intimation to the Chief Inspector-cum-Facilitator and the District Emergency Authority ;
- iv. The Chief Inspector-cum-Facilitator may issue guidelines relating to formulation of emergency plans. He may also direct modifications of the emergency plan in respect of any factory as may be necessary, from time to time.

(9) **Disaster Control and Management Plan.** □

- i. The occupier of every factory carrying on a hazardous process shall prepare a draft disaster control and management plan in respect of his factory and submit the same to the Chief Inspector-cum-Facilitator and the District Emergency Authority ;
- ii. The District Emergency Authority on receipt of the plan shall hold consultation with the occupier, representatives of the Chief Inspector, the State Pollution Control Board, local authority as well as police, health fire brigade and other authorities concerned and finalise the plan ;
- iii. The District Emergency Authority shall forward a copy of the final plan to the occupier and all authorities concerned. The occupier shall intimate the workers the contents of the plan ;



(12) **Confidentiality of information.** □

(i) The occupier of a factory carrying on a hazardous process □ shall disclose all information needed for protecting safety and health of the workers and the general public in the neighbourhood □

- a. His workers ;
- b. District Emergency Authority ; and
- c. Chief Inspector

as required under sub-rules (3), (6) and (7) of Rule 60. If the occupier is of the opinion that the disclosure of details regarding the process and formulations will adversely affect his business interests, he may make a representation to the Chief Inspector-cum-Facilitator stating the reasons for withholding such information. The Chief Inspector-cum-Facilitator shall give an opportunity to the occupier of being heard and pass an order on the representation ;

(ii) An occupier aggrieved by an order of Chief Inspector-cum-Facilitator may prefer an appeal before the Government of Jammu and Kashmir within a period of 30 days. The Jammu and Kashmir Government shall give an opportunity to the occupier of being heard and pass an order. The order of the Government shall be final.

**61. The conditions for accessibility of the record by the workers under clause (a) of section 85.** □

(1) The occupier of every factory carrying out a hazardous process □ shall make accessible the health records including the record 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 : □

- i. Once in every six months or immediately after the medical examination whichever is earlier ;
- ii. If the factory Medical Officer or the Certifying Surgeon as the case may be, is of the opinion that the worker has manifested signs and symptoms of any notifiable disease as specified in the Third Schedule of the Code ;





the appropriate Government in accordance with the guidelines issued by the DGFASLI.

**63. The manner of providing for medical examination of a worker under sub-clause (ii) of clause (c) of section 85.** (1) Workers employed in a hazardous process shall be medically examined by a qualified medical practitioner herein after referred to as a Factory Medical Officer, in the following manner :

- i. Once before employment, to ascertain physical fitness of the person to do the particular job ;
- ii. Once in a period of 6 months, to ascertain the health status of all the workers in respect of occupational health hazards to which they are exposed and in cases wherein the opinion of the Factory Medical Officer it is necessary to do so at a shorter interval in respect of any workers ;
- iii. The details of pre-employment and periodical medical examination carried out as aforesaid shall be recorded in the Health Register in the Form XXIV.

(2) No person shall be employed for the first time without a certificate of fitness in Form XXIII granted by the Factory Medical Officer. If the Factory Medical Officer declares a person unfit for being employed in any process covered under sub-rule (1), such a person shall have the right to appeal to the Inspector who shall refer the matter to the Certifying Surgeon whose opinion shall be final in this regard. If the Inspector is also a Certifying Surgeon, he may dispose of the application himself.

(3) 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 Certifying Surgeon who shall in turn, examine the concerned worker and communicate his findings to the occupier within 30 days. If the Certifying Surgeon is of the opinion that the worker so examined is required to be taken away from the process for health protection, he will direct the occupier accordingly, who shall not employ the said worker in the same process. However, the worker so taken away shall be provided with alternate placement unless he is in the opinion of the Certifying Surgeon, fully incapacitated in which case the worker affected shall be suitably rehabilitated.

(4) A Certifying Surgeon on his own motion or on a reference from an Inspector 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 Certifying Surgeon in such a case shall be final. The fee required for this medical examination shall be paid by the occupier.

(5) The worker taken away from employment in any process under sub-rule (2) may be employed again in the same process only after obtaining the Fitness Certificate from the Certifying Surgeon and after making entries to that effect in the Health Register.

(6) The worker required to undergo medical examination under these rules and for any medical survey conducted by or on behalf of the Central Government or the State Government shall not refuse to undergo such medical examination.

**64. The measures or standards under sub-section (1) of section 86.** (1) **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 :

- i. For factories employing up to 50 workers
  - a. The services of a Factory Medical Officer on retainer-ship basis, in his clinic to be notified by the occupier. He will carry out the pre-employment and periodical medical examination as stipulated in rule 61 and render medical assistance during any emergency ;
  - b. A minimum of 5 persons trained in first-aid procedures amongst whom at least one shall always be available during the working period ;
  - c. A fully equipped first-aid box.
- ii. For factories employing 51 to 200 workers
  - a. An occupational Health Centre having a room with a minimum floor area of 15 sq. mm with floors and walls made of smooth and impervious surface and with adequate illumination and ventilation as well as equipment as per the Schedule-D ;







- Adhesive tape in 3" roll; -Safety pins ;
- Bandage sheets; - Burnsheets.

**Poisoning**

- Syrup of Ipecae; - Activated Charcoal Pre-packeted in dozes; - Snake bite kit ;
- Drinking water

**Emergency Medicines**

- As per requirement (under the advice of Medical Officer only)

(6) **Decontamination Facilities.** In every factory, carrying out hazardous process, the following provisions shall be made to meet emergency :

- i. fully equipped first aid box ;
- ii. readily accessible means of water for washing by workers as well as for 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 :

**TABLE**

S. No.	No. of persons employed at any time	No. of drenching showers
(i)	Up to 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









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) Wherean 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.

**72. Manner of compounding under sub-section (1) of section 114.** (1) The officer notified by the Government of Jammu and Kashmir for the purposes of compounding of offences under sub-section (1) of section 114 shall issue electronically or otherwise, a compounding notice for the offences which are compoundable under sub-section (1) of section 114.

(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 and compounding as under section 114.









**Schedule-A**

[See sub-rule (3) of rule 28 ]

Sr. No.	Area/Field for which competency is required	Qualification Required	Experience for the Purpose	Facilities at his command
(1)	(2)	(3)	(4)	(5)
1	Stability of Buildings	Degree in Civil or Structural Engineering or equivalent or above	(i) A minimum of 07 years of experience of design or construction or testing and repairs of structures ;  (ii) Knowledge of non-destructive testing, various & current codes of practice and the effect of vibrations and natural forces on the stability of the building ; and	(iii) Ability to arrive at a reliable conclusion with regard to the safety of the structure of the building.

2	Dangerous Machines	Degree in Electrical or Mechanical or Textile Engineering or its equivalent qualifications or above	<p>(i) A minimum of 07 years of experience in <input type="checkbox"/></p> <p>(a) design or operation and maintenance ; or</p> <p>(b) testing, examination and inspection of relevant machinery, their guards, safety devices and appliances.</p> <p>(ii) He shall <input type="checkbox"/></p> <p>(a) be conversant with safety devices and their proper functioning ;</p> <p>(b) be able to identify defects and any other cause leading to failure ;</p> <p>(c) and ability to arrive at a reliable conclusion with regard to the proper function of safety device and appliance and machine guard.</p>	Gauges for measurement, instruments for measuring speed and any other equipment or device to determine the safety in the use of dangerous machines.
3	Lifts and Hoists	Degree in Electrical and/or Mechanical Engineering or its equivalent or above	<p>(i) A minimum of 07 years of experience in <input type="checkbox"/></p> <p>(a) design or operation or maintenance of lifts and hoists ;</p>	<p>Facilities for load testing, tensile testing, gauges. Other equipments for measurement and for determining the safe</p>

(1)	(2)	(3)	(4)	(5)
			(ii) He shall be conversant with <input type="checkbox"/> (a) testing, examination and inspection of lifts and hoists and conversant with current codes and other statutory requirements and such procedures ; (b) able to identify defects and arrive at a reliable conclusion with regards to the safety of hoists and lifts.	working conditions of hoists and lifts.
4	Lifting Machinery and Lifting Tackles	Degree in Electrical/or Mechanical/or Metallurgical Engineering or its equivalent or above	(i) A minimum experience of 07 years in <input type="checkbox"/> (a) design or erection or operation/maintenance ; (b) testing, examination and inspection of	Facilities for load testing, tensile testing, heat treatment, equipments for measurement, gauges and such other equipments to determine the safe



lifting machinery, chains, working conditions of ropes, lifting tackles. lifting machinery tackles.

(ii) He shall be

(a) conversant with current

relevant codes of

practices and test

procedures ;

(b) conversant with fracture

mechanics and

metallurgy of the material

of construction ;

(c) conversant with heat

treatment/stress relieving

techniques ;

(d) able to identify defects and

arrive at a reliable

conclusion with regards

to the safety such

equipments.

(i) A minimum experience of

07 years in

(a) design or erection or

maintenance of

the same ;

5 Pressure Plant

Degree in Chemical or

Mechanical or Electrical or

Metallurgical Engineering

or its equivalent or above

Facilities for carrying out

hydraulic test, non-

destructive test, gauge,

equipment/gadgets for

measurement and any

(1)	(2)	(3)	(4)	(5)
6	Precautions against dangerous fumes	Master <input checked="" type="checkbox"/> degree in Chemistry or degree in Chemical Engineering or	(i) A minimum experience of 07 years in collection and analysis of	Meters, instruments and devices duly calibrated for carrying out the tests and
(ii)	He shall be <input type="checkbox"/>	(a) conversant with relevant codes of practices, statutory requirements and test procedures relating to pressure vessels ;	(b) conversant with non-destructive testing techniques of pressure vessels ;	(c) able to identify defects and arrive at a reliable conclusion with regards to the safety of the pressure plant
(b)	testing, examination and inspection of pressure plants.	other equipment or gauges to determine the safety in the use of pressure vessels.		

their equivalent or above	environmental samples and calibration of monitoring equipment ; (ii) He shall be <input type="checkbox"/> <ul style="list-style-type: none"> <li>(a) conversant with the hazardous properties of the chemicals and their permissible values ;</li> <li>(b) conversant with current techniques of sampling and analysis of environmental contaminants ;</li> <li>(c) able to arrive at a reliable conclusion as regard the safety in respect of entering and carrying out hot work.</li> </ul>	certification of safety in working in confined spaces
7 Ventilation system as may be required for <input type="checkbox"/> <ul style="list-style-type: none"> <li>(i) grinding and glazing of metals and</li> </ul>	Degree in Chemical or Mechanical or Metallurgical Engineering or its equivalent or above	Facilities for testing of the ventilation systems, instruments and gauges for testing the effectiveness <input type="checkbox"/>

(1)	(2)	(3)	(4)	(5)
	<p>processes incidental thereto ;</p> <p>(ii) Cleaning or smoothening or roughening etc. of articles by a jet sand, metal shot or grit ;</p> <p>(iii) Other processes propelled by a blast of compressed air or steam ;</p> <p>(iv) Handling and processing of asbestos ;</p> <p>(v) Manufacture of rayon by viscose process ;</p> <p>(vi) Foundry operations.</p>		<p>system and their equivalent systems used for extraction and collection for dusts, fumes, vapours and ancillary equipments ;</p> <p>(ii) He shall be conversant with current relevant codes of practice and test procedures in respect of ventilation and extraction system for fumes and shall be able to arrive at a reliable conclusion with regard to effectiveness of the system.</p>	<p>of the extraction systems for dusts, vapours, fumes. Other equipments needed for determining the efficiency and adequacy of these systems. He shall have assistance of suitable qualified technical persons who can come to a reasonable conclusion as to the adequacy of the system.</p>

□ □ □ □ □











### Cautionary Notice

#### Electrolytic Plating

1. Chemicals handled in this plant are corrosive and poisonous ;
2. Smoking, chewing tobacco, eating food or drinking, 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 the skin and may cause poisoning ;
4. A good wash shall be taken before meals ;
5. Protective devices supplied shall be used while working in this area ;
6. Spillage of the chemicals on any part of the body or on the floor shall be immediately washed away with water ;
7. All workers shall report for the prescribed medical tests regularly to protect their own health ;
8. **Medical facilities and records of examinations and tests.** □ (1) The occupier of every factory in which electrolytic processes are carried on shall □
  - (a) employ a qualified medical practitioner for medical surveillance of the workers employed therein whose appointment 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) ; and
  - (c) maintain a sufficient supply of suitable barrier cream, ointment and impermeable water proof plaster in a separate box readily accessible to the workers ad used solely for the purpose of keeping these substances. In case cyanides are used in the both, the box shall also contain an emergency cyanide kit.
- (2) The medical practitioner shall examine all workers before they are employed in electrolytic processes. Such examination in case of chrome plating shall include inspection of hands, forearms and nose and will be carried out once at least in every fortnight.
- (3) The record of the examinations referred to in sub-paragraph (2) shall be maintained in a separate register

























































shall be taken to prevent dust escaping from such enclosure, and from apparatus connected therewith, into the air of any room ;

- (c) **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-cum-Facilitator is of opinion that it is not reasonably practicable to provide such separating apparatus.

- (d) **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 and 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 bag or other filtering or settling device, shall be completely separated from the general air of that room in an enclosure ventilated to the open air.
- (e) **Operation of ventilating plant.**—The ventilating plant provided for the purpose of sub-paragraph (d) 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.**

- I. 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 in every month.



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.

- II. In connection with any cleaning operation referred to in paragraph 5, and with the removal of dust from filtering or settling 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 paragraph 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 clothings provided and worn for the purposes of this schedule, shall be kept in good condition and so far as is reasonably practicable shall be cleaned on every weekday 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.**

- I. 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.
- II. No person under 18 years of age shall be employed to work regularly within twenty feet of any blasting enclosure unless the enclosure is in a room and he is



























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

(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.

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

(a) all processes involving the manipulation or use of a dry and unfritted lead compound ;

(b) 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 ;

(c) sifting of clay dust or any other material for making tiles or other articles or other articles by pressure, except where

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

ii. the material to be shifted is so damp that no dust can be given off ;

(d) pressing of tiles from clay dust, an exhaust opening being connected with each press, and pressing from clay dust of articles other than tiles, unless the material is so damp that no dust is given off ;

(e) fettling of tiles made from clay dust by pressure, except where the fettling is done wholly on, or with, damp material, and fettling of other articles made from clay dust, unless the material is so damp that no dust is given off ;

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

(g) 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 the Inspector of Factories as adequate having regard to all the circumstances of the case ;











**Schedule B-XII**

***Chemical Works***

**PART I**

1. **Application** . This schedule shall apply to all manufacture and processes incidental thereto carried on in chemical works.

2. **Definitions**. For the purpose of this schedule

- (a) **chemical works** means any factory or such parts of any factory as are listed in appendix A to this schedule ;
- (b) **efficient exhaust draught** means localised 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 on ;
- (c) **bleaching powder** means the bleaching powder commonly called chloride of lime ;
- (d) **chlorate** means chlorate or perchlorate ;
- (e) **caustic** means hydroxide of potassium or sodium ;
- (f) **chrome process** means the manufacture of chromate or bichromate of potassium or sodium, or the manipulation, movement or other treatment of these substances ;
- (g) **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 ;
- (h) the term **permit to work** system means the compliance with the procedures laid down under para 20 of Part II ;
- (i) **toxic substances** means all those substances which when they enter into the human body, through inhalation or ingestion or absorption through skin, in sufficient quantities cause fatality or exert serious affliction of health, or chronic harmful effects on the health of persons exposed to it due to its inherent chemical or biological effects. In respect of substances whose TLV is specified in Rule 64, exceeding the concentration specified therein would make the substance toxic ;
- (j) **emergency** means a situation or condition leading to a circumstance or set of circumstances in which there is danger to the life or health of persons or which could result in big fire or explosion or pollution to the work and outside environment,





**4. Cautionary Notices and Instructions.** □

- I. Cautionary notices in a language understood by the majority of workers shall be prominently displayed in all hazardous areas drawing the attention of all workers about the hazards to health, hazards involving fire and explosion and any other hazard such as consequences of testing of material or substances used in the process or using any contaminated container for drinking or eating, to which the workers □ attention should be drawn for ensuring their safety and health.
- II. In addition to the above cautionary notice, arrangement shall be made to instruct and educate all the workers including illiterate workers about the hazards in the process including the specific hazards to which they may be exposed to, in the normal course of their work. Such instructions and education should also deal with the hazards involved in unauthorised and unsafe practices including the properties of substances used in the process under normal conditions as well as abnormal conditions and the precautions to be observed against each and every hazard. Further, an undertaking from the workers shall be obtained within 1 month of their employment and for old workers employed, within one month of coming into operation of the rules, to the effect that they have read the contents of the cautionary notices and instructions, understood them and would abide by them. The training and instructions to all workers and all supervisory personnel shall include the significance of different types of symbols and colors used on the labels stuck or painted on the various types of containers and pipe lines.

**5. Evaluation and provision of safeguards before the commencement of process.** □

- I. Before commencing any process or any experimental work, or any new manufacture covered under Appendix □A□ the occupier shall take all possible steps to ascertain definitely all the hazards involved both from the actual operations and the chemical reactions including the dangerous chemical reactions. The properties of the raw materials used, the final products to be made and any by-products derived during manufacture, shall be carefully studied and provisions shall be made for dealing with any hazards including effects on workers, which may occur during manufacture.

























deterioration or defects, or accumulation of flammable or explosive substances, and record kept of any defects found and repairs made.

**8. Fire fighting systems.**

- I. Every factory employing 500 or more persons and carrying out processes listed in Appendix A shall provide
  - (a) Trained and responsible fire fighting squad so as to effectively handle the fire fighting and life saving equipment in the event of fire or other emergency. Number of persons in this squad will necessarily depend upon the size of risk involved, but in no case shall be less than 8 such trained persons to be available at any time. The squad shall consist of watch and ward personnel, fire pump man and departmental supervisors and operators trained in the operation of fire and emergency services ;
  - (b) Squad leaders shall preferably be trained in a recognized government institution and their usefulness enhanced by providing residence on the premises ;
  - (c) Squad personnel shall be provided with clothing and equipment including helmets, boots and belts.
- II. A muster roll showing the duties allocated to each member of the squad shall be prepared and copies supplied to each leader as well as displayed in prominent places so as to be easily available for reference in case of emergency.
- III. The pump man shall be thoroughly conversant with the location of all appliances. He shall be responsible for maintaining all fire fighting equipment in proper working order. Any defect coming to his notice shall be immediately be brought to the notice of squad leader.
- IV. As far as is practicable, the fire pump room and the main gate(s) of the factory be connected to all manufacturing or storing areas through telephone interlined and placed in a convenient location near such areas.

**PART IV**

**Risks of Toxic Substances**

**1. Leakage.**

- I. All plants shall be so designed and constructed as to prevent the escape of toxic substance. Where necessary, separate

















incapacitated in the opinion of the Certifying Surgeon, in which case the person affected shall be suitably rehabilitated :

Provided that the Certifying Surgeon on his own may examine any other worker whom he feels necessary to be examined for ascertaining the suitability of his employment in the process covered in Appendix [A] or for ascertaining the health status of any other worker and his opinion shall be final.

- III. No person shall be newly appointed without the Certificate of Fitness granted by the Factory Medical Officer. If the Factory Medical Officer declares a person unfit for being appointed to work in the process covered in Appendix [A], such person shall have a right of appeal to the Certifying Surgeon, whose opinion shall be final in this regard.
- IV. The worker suspended from the process owing to the circumstances covered in sub-para (2) shall be employed again in the same process only after obtaining the Fitness Certificate from the Certifying Surgeon and after making entries to that effect in the health register.

## PART VII

### Additional Welfare Amenities

#### 1. Washing facilities.—

- I. There shall be provided and maintained in every factory for the use of all the workers taps for washing, at the rate of one every 15 persons including liquid soap in a container with tilting arrangements and nail brushes or other suitable means for effective cleaning. Such facilities shall be conveniently accessible and shall be kept in a clean and hygienic condition.
- II. If washing facilities as required above are provided for women, such facilities shall be separate for them and adequate privacy at all times shall be ensured in such facilities.

#### 2. Mess room facilities. □

- I. The occupier of all the factories carrying out processes covered in Appendix [A] and employing 50 workers or more, shall provide for all the workers working in a shift mess room facilities which are well ventilated and provided with tables and sitting facilities along with the provision of cold and hygienic drinking water facilities.









- □□□ □ □
- ii. tar based synthetic colouring matters or their intermediates are produced ;
  - (e) nitric acid is used in the manufacture of nitro compounds;
  - (f) explosives are produced with the use of nitro compounds;
  - (g) aliphatic or aromatic compounds or their metallic and non-metallic derivatives or substituted derivatives, such as chloroform, ethylene glycol, formaldehyde, benzyle chloride, phenol, methyl ethyl keytone peroxide, cobalt carbonyl, tungsten carbide etc. are manufactured or recovered.

#### **Appendix 'B'**

##### **Concerning Special Bathing Accommodation in pursuance of Para 4 of Part IV**

1. Nitro or amido processes.
2. All chrome processes.
3. Processes of distilling gas or coal tar or processes of chemical manufacture in which tar is used.
4. Processes involving manufacture, manipulation, handling or recovery of cyanogens compound, cyanide compound, cyanate compounds.
5. Processes involving manufacture of bleaching powder or production of chlorine gas in chloralkali plants.
6. Manufacture, manipulation or recovery of nickel and its compounds.
7. All processes involving the manufacture, manipulation or recovery of aliphatic or aromatic compounds or their derivatives or substituted derivatives.

#### **Appendix 'C'**

##### **Ambulance should have the following equipment**

###### **General :**

- An wheeled stretcher with folding and adjusting devices; Head of the stretcher must be capable of being tilted upward ;
- Fixed suction unit with equipment ;

















- (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 a 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 crushing, 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.

2-A. **Demolition of plants or structures.**—No person shall carry out any demolition of plants or structures containing friable asbestos insulation material and removal of asbestos from building or structures in which asbestos is liable to become air-borne, unless he is recognized and duly empowered by the Chief Inspector of Factories as qualified to carry out such work in accordance with the provisions of this Schedule.

3. **Tools and equipment.**□ 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.**□

- I. 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 ;
    - 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 ;



6. **Segregation in case of certain process.** □ Mixing or blending of asbestos by the hand, 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.** □ All loose asbestos shall while not in use be kept in suitable closed receptacles which prevent the escape of asbestos dust therefrom and such asbestos shall not be distributed in the factory except in such receptacles or in totally enclosed system of conveyance.

8. **Asbestos sacks.** □

- I. All 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.
- II. A sack which has contained asbestos shall not be cleaned by hand beating but by a machine, complying with paragraph 4.

9. **Maintenance of floors and workplaces.** □

- I. 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.
- II. The cleaning as mentioned in sub-rule (I) 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.
- III. When the cleaning is done by any method other than that mentioned in sub paragraph (II), the persons doing cleaning work and any other person employed in that room shall be provided with respiratory protective equipment and protective clothing.

IV. The vacuum cleaning equipment used in accordance with provisions of subparagraph (II), shall be properly maintained and after each cleaning operation, its surfaces kept in a clean state and free from asbestos waste and dust.

V. 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.**□

I. 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 defer 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.

II. 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.

III. All breathing apparatus and protective clothing Washing not in use shall be stored in the accommodation provided in accordance with sub-rule (II) above.

IV. 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 protective the wearer.

- V. All breathing apparatus shall be cleaned and disinfected at suitable intervals and thoroughly inspected once every month by a responsible person.
- VI. 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.
- VII. No person shall be employed to perform any work specified in sub-paragraph (I) 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.
- VIII. No breathing apparatus provided in pursuance of sub-paragraph (I) 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 persons employed in operation to which this schedule applies for storing of personal clothing. This should be separated from the accommodation provided under sub-paragraph (II) of paragraph 10 to prevent contamination of personal clothing.

12. **Washing and bathing facilities.** □

- I. 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.
- II. The washing places shall have standpipes place at intervals of not less than one metre.
- III. Not less than one half of the total number of washing places shall be provided with bathrooms.









6. Smoking, eating food or drinking and chewing tobacco in this area is prohibited.
7. Scrupulous cleanliness shall be maintained in this area.
8. Dry sweeping in this area is prohibited. Any spillage of asbestos shall be cleaned by vacuum cleaning only.
9. A sack or container contaminated with asbestos shall not be cleaned by hand and is to be disposed off by an appropriate method.
10. All protective equipments and clothing shall be re-dusted by vacuum cleaning and stored in an appropriate place provided for the purpose.
11. Entry of unauthorized persons or authorized persons without proper protective equipments is prohibited.
12. Report for the prescribed medical examinations and tests regularly to protect your own health.
13. Report to your doctor immediately if you suffer from persistent breathlessness, chest tightness, or cough.

□□□□□□



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 operation is carried out and where any of the operation mentioned in clause 2 above 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 NOTICE DANGER**

**Corrosive substances cause severe burns and vapours thereof may be extremely hazardous. In case of contact, immediately flood the part affected with plenty of water for at least 15 minutes Get medical attention quickly.**

6. **Transport.** □

- I. Corrosive substances shall not be filled, moved or carried except in containers or through pipes and when they are to be transported in containers, they shall be placed in crates of sound construction and of sufficient strength.
- II. 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.
- III. Containers for corrosive substances shall be plainly labelled.

7. **Devices for handling corrosive.** □

- I. Tilting, lifting of pumping arrangements shall be used for emptying jars, carboys and other containers of corrosives.
- II. Corrosive substance shall not be handled by bare hands but by means of a suitable scoop or other device.

8. **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.

9. **Cleaning tanks, stills, etc.–**

- I. In cleaning out or removing residues from stills or other large chambers used for holding any corrosive substance,



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12. **Exemption.** □ If in respect of any factory on application made by the manager, the Chief Inspector 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 may by a certificate in writing, which he may at any time revoke, exempt the factory from such of the provisions and subject to such conditions as he may specify therein.

□□□□□□□□









□ □  
worker, he 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 to work in the said process shall be provided with alternate placement facilities unless he is fully incapacitated in the opinion of the Certifying Surgeon, in which case the person affected shall be suitably rehabilitated.

(6) No person who has been found unfit to work as said in subparagraph (5) shall be re-employed or permitted to work in the said processes unless the Certifying Surgeon, after further examination, again certifies him fit for employment in those processes.

15. **Exemption.** □ The Chief Inspector of Factories may grant exemptions from the operation of any of these where he is satisfied that their observance is not necessary for safeguarding the health of the workers.

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**7. Precautions against reversal of polarity.** □ Electrical connections at the electrolyser cells and at the electric generator terminals shall be so constructed as to preclude the 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. Colouring of gas pipes.** □ 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. Use of flameproof fittings.** □ All electrical wiring and apparatus in the electrolyser room shall be of flameproof construction or enclosed in flameproof 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. Prohibition of hot work.** □ 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 substance shall be allowed to enter that part until the metal has cooled sufficiently to prevent risk of explosion.

**11. Repair, etc. to be done under supervision.** □ No work or operations, 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/the electrolysers unless the same is certified by the competent persons 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 paragraph 7.

**12. Checking of plant.** □ Every part of the electrolysis plant and the gas holders and compressor shall have a regular schedule of overhaul and checking and every defect noticed shall be rectified forthwith.







shall be deposited in approved containers and removed from the premises at least once a day.

III. Space within the solvent extraction plant and within 15 meters from the plant shall be kept free from any combustible materials and any spills of oil or solvent, shall be cleaned up immediately.

13. **Examination and repairs.**

I. 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.

II. No repairs shall be carried out to the machinery or plant except under the direct supervision of the competent person.

III. 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 woman or young person shall be employed in the solvent extraction plant.

16. **Vapour detection.** A 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 shall be drawnout and entered in a register maintained for the purpose.

17. **Exemption.** If in respect of any factory, the Chief Inspector-cum-Facilitatoris 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 may in his discretion revoke at any time) exempt such factory from all or any of such provisions subject to conditions, if any, as he may specify therein.

□□□□□□□□





under an efficient exhaust ventilation which shall be applied as near to the point of generation as practicable.

**6. Medical facilities and records of examinations and tests.—**

- I. The occupier of every factory to which this schedule applies, shall
  - a) employ a qualified medical practitioner 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 medical practitioner all the necessary facilities for the purpose referred to in clause (a).
- II. 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-Facilitator, which shall be kept readily available for inspection by the Inspectorcum facilitator.

**7. Medical examination by certifying Surgeon. □**

- I. Every worker employed in any manganese process shall be medically examined by a Certifying Surgeon within 15 days of his first employment. Such examinations shall include tests for detection of serum calcium, serum phosphate and manganese in blood and urine and also include steadiness tests and other neuro-muscular coordination tests. No worker shall be allowed to work after 15 days of his first employment in the factory unless certified for such employment by the Certifying Surgeon.
- II. Every worker employed in a manganese process shall be re-examined by a Certifying Surgeon at least once in every three calendar months and such examination shall, wherever the Certifying Surgeon considers appropriate, include all the tests in sub-paragraph (I).
- III. The Certifying Surgeon after examining a worker shall issue a Certificate of Fitness in Form XXIII. The record of examination and 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-paragraph (I) and (II), including the nature and the

results of this test, shall also be entered by the certifying Surgeon in a health register in Form XXIV.

- IV. The Certificate of Fitness and the health register shall be kept readily available for inspection by the Inspectorcum facilitator.
- V. If at any time the Certifying Surgeon 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 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 to work in the said process shall be provided with alternate placement facilities unless he is fully incapacitated in the opinion of the Certifying Surgeon, in which case the person affected shall be suitably rehabilitated.
- VI. 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 Certifying Surgeon, after further examination, again certifies him fit for employment in those processes.

**8. Personal protective equipment.—**

- I. 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.
- II. The occupier of the factory shall provide suitable respiratory protective equipment for use by works 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.
- III. The occupier shall provide and maintain for the use of all persons employed, suitable accommodation for the



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.

**APPENDIX**

**CAUTIONARY NOTICE**

**Manganese and Manganese Compounds**

1. Dust free 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 in the body, report to the manager who would make arrangements for your examination and treatment.

□□□□□□

SCHEDULE-B-XX

*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. **Definitions.** For the purpose of this Part

- (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.

3. **Instruction to workers.** Every worker on his first employment shall be fully instructed on the properties including dangerous properties of the chemicals 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 any 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 to 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 projecting health of the workers.



III. 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.**—

- I. If a dangerous pesticide during its manipulation splashes or spills on the work-bench, floor or on the protective clothing worn by a worker, immediate action shall be taken for through decontamination of such areas or articles.
- II. 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.
- III. Suitable deactivating agents, where available, shall be kept in a readily accessible place for use while attending to a spillage.
- IV. 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.** □

- I. A dangerous pesticide shall not be required or allowed to be manipulated by hand except by means of a long handled scoop.
- II. Direct contact of any part of the body with a dangerous pesticide during its manipulation shall be avoided.

12. **Ventilation.**—

- I. 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.
- II. 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 ;









process shall be provided with alternate placement facilities unless he is fully incapacitated in the opinion of the Certifying Surgeon, in which case the person affected shall be suitably rehabilitated.

- VI. No person who has been found unfit to work as said in sub-paragraph (V) shall be re-employed or permitted to work in the said processes unless the Certifying Surgeon, after further examination, again certifies him fit for employment in those processes.

200. **Exemption.** If in respect of any factory the Chief Inspector-cum-Facilitator is satisfied that owing to the exceptional circumstances or the infrequency of the said manufacturing process or for any other reason which shall record in writing all or any of the provisions of this Part are not necessary for the protection of workers employed in the factory, he may by a certificate in writing exempt such factory, from all or any of the provisions on such condition as he may specify therein

## APPENDIX

### CAUTIONARY NOTICE

#### **Insecticides and pesticides**

1. Chemicals handled in this plant are poisonous substances.
2. Smoking, eating 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 wash shall be taken before meals.
5. A good bath shall be taken at the end of this shift.
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 workbench 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.













- III. The Certifying Surgeon after examining a worker, shall issue a Certificate of Fitness in Form XXIII. The record of examination and re-examinations carried out shall be entered in the Certificate and the Certificate shall be kept in the custody of the manger of the factory. The record of each examination carried out under sub-paragraph (I) and (II), including the nature and the results of this test, shall also be entered by the Certifying Surgeon in a health register in Form XXIV.
- IV. The Certificate of Fitness and the health register shall be kept readily available for inspection by the Inspector.
- V. If at any time the Certifying Surgeon 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 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 to work in the said process shall be provided with alternate placement facilities unless he is fully incapacitated in the opinion of the Certifying Surgeon , in which case the person affected shall be suitably rehabilitated.
- VI. 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 Certifying Surgeon, after further examination, again certifies him fit for employment in those processes.

**APPENDIX-A**

- 1. Production of benzene
- 2. Process where benzene is used for chemical synthesis
- 3. Motor spirits (used as fuel)

**APPENDIX-B**

*[See Paragraph 11 of this Schedule]*

**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 or 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 □

Move him to fresh air in open.

- Lay down without a pillow and keep him quiet and warm.
- ii. If the exposed person is unconscious□
  - Lay him down preferably on the left side with the head low.
  - Remove any false teeth, chewing gum, tobacco or other foreign objects which may be in his mouth.
  - Provide him artificial respiration in case difficulty is being experienced in breathing.

In case of shallow breathing or cyanosis (blueness of skin, lips, ears, finger nail beds), he should be provided with medical oxygen or oxygen carbondioxide mixture. If needed, he should be given artificial respiration. Oxygen should be administered by a trained person only.

□□□□□□







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 or 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 to afford easy passage.

14. **Warnings in case of fire.** There shall be adequate arrangements for giving warnings in case of fire or explosion which shall operate on electrically and in case of failure of electricity by some mechanical means.

15. **Fire-fighting equipment.—**

- I. 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.
- II. 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.—**

- I. 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.
- II. All enclosures for bulk sulphur shall be of non-combustible construction, adequately ventilated and so designed as to provide a minimum of ledges on which dust may lodge.
- III. The bulk sulphur in the enclosures shall be handled in such a manner as to minimise the formation of dust clouds and no flame, smoking and matches or other sources of ignition shall









- (b) ortho-tolidine and its salts ;
- (c) dianisdine and its salts ;
- (d) dichlorobenzidine and its salts ;
- (e) auramine ; and
- (f) magneta.

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 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

processes 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 women and young persons.**□ No woman 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 discarded.

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. **Instructions regarding risk.**□ Every worker on 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 taken to 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 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 Certifying Surgeon 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 a 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 per cent of the stand pipes provided under clause (a) 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 (a), one stand pipe, in which warm water is made available, shall be provided on each floor.

(2) Arrangement shall be made to wash factory uniforms and other work clothes everyday.

16. **Food, drinks, etc. prohibited in workroom.** □ No worker shall consume food, drink, pan, supari or 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



Certificate shall be kept in the custody of the manger of the factory. The record of each examination carried out under sub-paragraph (1) and (2) , including the nature and the results of these test, shall also be entered by the Certifying Surgeon in a health register in Form XXIV.

(4) The Certificate of Fitness and the health register shall be kept readily available for inspection by the Inspector.

(5) If at any time the Certifying Surgeon 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 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 to work in the said process shall be provided with alternate placement facilities unless he is fully incapacitated in the opinion of the Certifying Surgeon , in which case the person affected shall be suitably rehabilitated.

(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 Certifying Surgeon , after further examination, again certifies him fit for employment in those processes.

**23. Exemptions-prohibited substances.** (1) The Chief Inspector may by a certificate in writing (which he may at his discretion 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 the 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 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 therefrom except in quantities no 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 substances and that adequate steps are taken to ensure that benzidine hydrochloride is, except while not in a totally enclosed system, kept wet not less than one part of water to two parts of benzidine hydrochloride at all times.





**Schedule B-XXIV**

***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 or 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 10 of this ratio. The noise level (or the sound pressure level) 6 corresponds to a reference pressure of  $20 \times 10^{-6}$  Newton per square meter or 0.0002 dynes per square centimetre 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 in abbreviated form is dB.
  - (d) Frequency is the rate of pressure variations expressed in cycles per second or hertz.
  - (e) dBA refers to sound level in decibels as measured on a sound level meter operating on the A-weighting net work with slow meter response.
  - (f) A-weighting means making graded adjustments in the intensities of sound of various frequencies for the purpose of noise measurement, 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.**
  - i. In every factory, suitable, a 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.



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.
3. For the purposes of this schedule, if the variations in the noise level involve maximum 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.
4. 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 of less than 90 dBA may be ignored in the above calculation.
5. Where it is not possible to reduce the noise exposure to the levels specified in Point (1) of the Note 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 to the levels specified in Point (1) of the Note.
6. Where the ear protectors provided in accordance with subparagraph (2) 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 suitably reduced to correspond to the permissible noise exposures specified in point (1) of the Note.
7. (a) In all cases where the prevailing sound levels exceed the permissible levels specified in point (1) of the Note there shall be administered an effective hearing conservation









8. **Protective equipment.** □

- I. 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**

No.	Process	Protective equipment
1.	Dumping	Overalls, face-shields, gloves and footwear all made of suitable material
2.	Spinning	Suitable aprons, gloves and footwear
3.	Process involving or likely to involve contact with viscose solution	Suitable gloves and footwear
4.	Handling of sulphur	Suitable chemical goggles
5.	Any other process involving contact with hazardous chemicals	Protective equipment as may be directed by the Chief Inspector by an order in writing

- II. A suitable room, rooms or lockers shall be provided exclusively for the storage of all 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.** □

- I. 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.
- II. (a) The breathing apparatus and other appliances referred to in sub-paragraph (I) shall be maintained in good condition and kept in appropriate locations so as to be readily available ;





fire or naked light or other means of producing naked light or spark into such rooms :

Provided that fire, naked light or other means of producing a naked light of spark may be carried on in such room only when required for the purposes of the process itself under the direction of a responsible person.

**12. Washing and bathing facilities.**

- I. There shall be provided and maintained in a clean state and in good repair for the use of all workers employed and 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 25 persons employed.
- II. The washing places shall have standpipes placed at intervals of not less than one meter.
- III. Not less than one half of the total number of washing places shall be provided with bathrooms.
- IV. 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.
- V. Sufficient supply of soap and nail brushes shall be provided.

**13. Rest Room.**

- I. A rest room shall be provided for the workers engaged in doffing operations of filament yarn spinning process.
- II. Such rest room shall be provided with fresh air supply and adequate seating arrangement.

**14. Cautionary notice and instructions—**

- I. The following cautionary notice shall be prominently displayed in each fume process room :

**Cautionary Notice.**

- i. Carbon disulphide (CS<sub>2</sub>) and Hydrogen Sulphide (H<sub>2</sub>S) which may be present in this room are hazardous to health ;
- ii. Follow safety instructions ;



















□□□□□□□□ □□□ □ □

- (c) Calcined aluminous fire clay ;
  - (d) Sillimanite ;
  - (e) Calcined or fused alumina ;
  - (f) Olivine ;
  - (g) Natural sand.
- II. Dust or other matter deposited from a fettling or blasting process shall not be used as a parting material or as a constituent in a parting material.
4. **Arrangement and storage.**—For the purposes of promoting safety and cleanliness in workrooms the following requirements shall be observed :□
- (a) moulding boxes, loam plates, ladles, patterns, pattern plates, frames, boards, box weights, and other heavy articles shall be so arranged and placed as to enable work to be carried on without unnecessary risk ;
  - (b) Suitable and conveniently accessible racks, bins, or other receptacles shall be provided and used for the storage of other gear and tools ;
  - (c) Where there is bulk storage of sand, fuel, metal scrap or other materials or residues, suitable bins, bunkers or other receptacles shall be provided for the purpose of such storage.
5. **Construction of floors.**—
- I. Floors of indoor workplaces in which the processes are carried on, other than parts which are of sand, shall have been surface of hard material.
  - II. No part of the floor of any such indoor workplace shall be of sand except where this is necessary by reason of the work done.
  - III. All parts of the surface of the floor of any such indoor workplace which are of sand shall, so far as practicable, be maintained in an even and firm condition.
6. **Cleanliness of indoor workplaces.**—
- I. All accessible parts of the walls of every indoor workplace in which the processes are carried on and of everything



applies, sufficient and clearly defined main gangway shall be provided and properly maintained which□

- (a) shall have an even surface of hard material and shall, in particular, not be of sand or have on them more sand than is necessary to avoid risk of flying metal from accidental spillage ;
- (b) shall be kept, so far as reasonably practicable, free from obstruction ;
- (c) if not used for carrying molten metal, shall be at least 920 millimetres in width ;
- (d) if used for carrying molten metal shall be□
  - i. Where truck ladles are used exclusively, at least 600 millimetres wider than the overall width of the ladle ;
  - ii. Where hand shanks are carried by not more than two men, at least 920 millimetres in width ;
  - iii. Where hand shanks are carried by more than two men, at least 1.2 meters in width ; and
  - iv. Where used for simultaneous travel in both directions by men carrying hand shanks, at least 1.8 metres in width.

II. In workroom to which this Paragraph applies constructed, reconstructed or converted for use as such after the making of this Schedule, sufficient and clearly defined pouring aisles shall be provided and properly maintained which□

- (a) shall have an even surface of hard material and shall, in particular, not be sand or have on them more sand than is necessary to avoid risk of flying metal from accidental spillage ;
- (b) Shall be kept so far as reasonably practicable free from obstruction ;
- (c) if molten metal is carried in hand ladles or bulk ladles by not more than two men per ladle, shall be at least 460 millimetres wide, but where any moulds alongside the aisle are more than 510 millimetres above the floor of the aisle, the aisle shall be not less than 600 millimetres wide ;

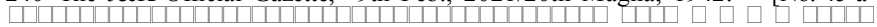


impurities from entering into or remaining in the atmosphere of the workroom.

- II. No open coal, coke or wood fires shall be used for drying moulds except in circumstances in which the use of such fires is unavoidable.
- III. Mould stoves, core stoves and annealing furnaces shall be so designed constructed, maintained and worked as to prevent, so far as practicable, offensive or injurious fumes from entering into any workroom during any period when a person is employed therein.
- IV. All knock-out operations shall be carried out
  - (a) in a separate part of foundry suitably partitioned off, being a room or part in which, so far as reasonably practicable, effective and suitable local exhaust ventilation and a high standard of general ventilation are provided ; or
  - (b) in an area of the foundry in which, so far as reasonably practicable, effective and suitable local exhaust ventilation is provided, or where compliance with this requirement is not reasonably practicable, a high standard of general ventilation is provided.
- V. All dressing or fettling operations shall be carried out
  - (a) In a separate room or in a separate part of foundry suitably partitioned off ; or
  - (b) In an area of the foundry set apart for the purpose ; and shall, so far as reasonably practicable, be carried out with effective and suitable local exhaust ventilation or other equally effective means of suppressing dust, operating as near as possible to the point of origin of the dust.

11. **Maintenance and examination of exhaust plant.**

- I. All ventilation plant used for the purpose of extracting, suppressing or controlling dust or fumes shall be properly maintained.
- II. All ventilating plant used for the purpose of extracting, suppressing or controlling dust or fumes shall be examined and inspected once every week by a responsible person. It



shall be thoroughly examined and tested by a competent person at least once in every such examination and test shall be entered in an approved register which shall be available for inspection by an Inspector. Any defect found on any such examination and carrying out the examination and test to the occupier or manager of the factory.

**12. Protective equipment. □**

- I. The occupier shall provide and maintain protective equipment specified for the protection of workers □
  - (a) suitable gloves to other protection for the hands for workers engaged in handling any hot material likely to cause damage to the hands by burn, scald, or scar, or in handling pig iron, rough castings or other articles likely to cause damage to the hands by cut or abrasion ;
  - (b) approved respirators for workers carrying out any operations creating a have dust concentration which cannot be dispelled quickly and effectively by the existing ventilation arrangements.
- II. No respirator provided for the purposes mentioned in I (b) has been worn by a person shall be worn by another person if it has not since been thoroughly cleaned and disinfected.
- III. Persons who for any of their time □
  - (a) Work at a spout of or attend to, a cupola or furnace in such circumstances that material therefrom may come into contact with the body, being material at such a temperature that its contact with the body would cause a burn ; or
  - b) Are engaged in, or in assisting with, the pouring of molten metal ; or
  - (c) Carry by hand or move by manual power any ladle or mould containing molten metal ; or
  - (d) Are engaged in knocking-out operations involving material at such a temperature that its contact with the body would cause a burn ;
  - (e) Shall be provided with suitable footwear and gaiters which worn by them prevent, so far as reasonably practicable, risk of burns to his feet and ankles.



- IV. Where appropriate, suitable screens shall be provided for protection against flying materials (including splashes of molten metal and sparks and chips thrown off in the course of any process).
- V. The occupier shall provide and maintain suitable accommodation for the storage and make adequate arrangements for cleaning and maintaining of the protective equipment supplied in pursuance of this paragraph.
- VI. Every person shall make full and proper use of the equipment provided for his protection in pursuance of sub-paragraph (I) and (IV) and shall without delay report to the occupier, manager, or other appropriate person any defect in, or less of, the same.

**13. Washing and bathing facilities.—**

- I. There shall be provided and maintained in clean state and good repair for the use of all workers employed in the foundry□
  - (a) A wash place under cover with either□
    - i. a trough with impervious surface fitted with a waste pipe without plug, and of sufficient length to allow at least 60 centimetres for every 10 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 centimetres ; or
    - ii. at least one tap or stand pipe for every 10 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 1.2 metres apart ; and
  - (b) Not less than one half of the total number of washing places provided at (a) shall be in form of bath rooms ;
  - (c) A sufficient supply of clean towels made of suitable material changed daily, with sufficient supply of nail, brushes and soap.
- II. The facilities provided for the purposes of sub-paragraph (I) shall be placed in charge of a responsible person or persons and maintained in a clean and orderly condition.



every 12 months and such examination shall, wherever the Certifying Surgeon considers appropriate, include all the tests in sub-paragraph (I).

- III. The Certifying Surgeon after examining a worker, shall issue a Certificate of Fitness in Form XXIII. The record of examination and 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-paragraph (I) and (II) including the nature and the results of these test, shall also be entered by the Certifying Surgeon in a health register in Form XXIV.
- IV. The Certificate of Fitness and the health register shall be kept readily available for inspection by the Inspector.
- V. If at any time the Certifying Surgeon 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 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 to work in the said process shall be provided with alternate placement facilities unless he is fully incapacitated in the opinion of the Certifying Surgeon, in which case the person affected shall be suitably rehabilitated.
- VI. No person who has been found unfit to work as said in sub-paragraph (V) shall be re-employed or permitted to work in the said processes unless the Certifying Surgeon, after further examination, again certifies him fit for employment in those processes.

19. **Exemptions.** If in respect of any factory, the Chief Inspector 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 Part is not necessary for the protection of the workers in the factory, the Chief Inspector may be a certificate in writing which he 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 may specify therein.

□□□□□□□□



Vapour Pressure	Vapour density (Air=1)	Evaporation Rate	Boiling point(oC)	Freezing (oC)
Solubility in water pH (20°C)		Density (g/ml)	Coefficient of water / oil distribution	

**SECTION IV-FIRE AND EXPLOSION HAZARD OF MATERIAL**

Flammability

..... Yes \_\_\_\_\_ No. If yes, under what conditions

Means of Extinction \_\_\_\_\_

Special Procedure \_\_\_\_\_

Flash Point (°C) and Method	Upper Explosion Limit (% by Volume)	Lower Explosion Limit (% by Volume)
Anti-ignition Temperature (°C)	TDG Flammability Classification	Hazardous Combustion Products
Explosion Data-Sensitivity Sensitivity to Static		Chemical Impact Discharge

**SECTION V  
REACTIVITY DATA**

Chemical Stability

\_\_\_\_\_ Yes \_\_\_\_\_ No. If no, under what conditions

Incompatibility to other substances

\_\_\_\_\_ Yes \_\_\_\_\_ No. If yes, which ones

Reactivity and under what conditions

Hazardous Decomposition Products

Material Name/Identifier

.....

**SECTION-VI  
TOXICOLOGICAL PROPERTIES OF MATERIAL**

Route of Entry

Skin contact    Skin Absorption \_\_\_\_\_ Eye Contact

Inhalation Acute    Inhalation Chronic \_\_\_\_\_ Ingestion

.....

.....

Effects of Acute Exposure to Material

Effects of Chronic Exposure to Material

Exposure Irritancy of

Limit(s)                      Material

.....

Sensitization to

Carcinogenicity, Reproductive

Material                      Effects, Teratogenicity,

Mutagenicity

.....

Synergistic Materials

**SECTION-VII  
PREVENTIVE MEASURES**

Personal Protective Equipment

Gloves (specify)                      Respiratory (specify)                      Eyes (specify)

.....

Footwear (specify)                      Clothing (specify)                      Other (specify)

.....







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 6mm
  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, atronine, 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, atronine, adrenaline, coramine, novacan (2 each)
  6. One surgical scissors

**AMBULANCE VAN**

(80) 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 sub-rule (2) and manned by a full time 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 a nearby hospital or other places, to meet any emergency.

(81) The Ambulance should have the following equipment :

**a. General :**

- i. A wheeled stretcher with folding and adjusting devices; with the head of the stretcher capable of being tilted upward ;
- ii. Fixed suction unit with equipment ;
- iii. Fixed oxygen supply with equipment ;
- iv. Pillow with case; -Sheets; - Blankets; -Towels ;
- v. Emesis bag; - Bed pan; - Urinal; -Glass.

**b. Safety equipment :**

- i. Flares with life of 30 minutes; - Flood lights ;
- ii. Flash lights; -Fire extinguisher dry power type ;
- iii. Insulated gauntlets

**c. Emergency Care Equipment :**

**(ii) Resuscitation :**

- Portable suction unit; Portable oxygen units ;
- Bag-valve-mask, hand operated artificial ventilation unit ;
- Airways; -Mouth gags; - Tracheostomy adapters ;
- Short spine board; I. V. Fluids with administration unit ;

- B. P. Manometer; - Cunn;-Stethoscope.

(iii) **Immobilization :**

- Long and short padded boards; - Wire ladders plints ;
- Triangular bandage; - Long and short spine boards.

(iv) **Dressings :**

- Gauze pads 4" x 4" ; - Universal dressing 10" x 36",
- Roll of aluminum foils ; - Soft roller bandages 6" x 5 yards ;
- Adhesive tape in 3" roll; -Safety pins ;
- Bandage sheets; - Burn sheet.

(v) **Poisoning :**

- Syrup of Ipecae; - Activated Charcoal Pre-packeted in dozes; - Snake bite kit ;
- Drinking water.

(vi) **Emergency Medicines :**

- As per requirement (under the advice of Medical Officer only).

**DECONTAMINATION FACILITIES**

In every factory, carrying out hazardous process, the following provisions shall be made to meet emergency :

- iv. fully equipped first aid box ;
- v. readily accessible means of water for washing by workers as well as for 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 :

TABLE

No. of persons employed at any time	No. of drenching showers
(i) Up to 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.



**SCHEDULE-E**

(See rule 66)

1. **Definitions.** For the purpose of this schedule

- (a) mg/m<sup>3</sup> means milligrams of a substances per cubic metre of air ;
- (b) mppem means million particles of a substance per cubic metre of air ;
- (c) ppm means parts of vapour or gas per million parts of air by volume at 25 degrees centigrade and 760 mm of mercury pressure ;
- (d) Time weighted average concentration means the average concentration of a substance in the air at any work location in a factory computed from evaluation of adequate number of air samples taken at that location, spread over the entire shift on any day, after giving weightage to the duration for which each such sample is collected and the concentration prevailing at the time of taking the sample.

$$\text{Time weighted average concentration} = \frac{C_1T_1 + C_2T_2 + C_nT_n}{T_1 + T_2 + \dots + T_n}$$

Where C<sub>1</sub> represents the concentration of the substance for duration T<sub>1</sub> (in hours) ;

C<sub>2</sub> represents the concentration of the substance for duration T<sub>2</sub> (in hours) ; and

C<sub>n</sub> represents the concentration of the substance for duration T<sub>n</sub> (in hours).

- (e) Work location means a location in a factory at which a worker works or may be required to work at any time during any shift on any day.

2. **Limits of concentration of substances at work location.**

(1) The time weighted average concentration of any substance listed in table 1 or 2 of the schedule, at any work location in a factory during any shift on any day shall not exceed the limit of the permissible time weighted average concentration specified in respect of that substance :

Provided that in the case of a substance mentioned in Table 1 in respect of which a limit in terms of short term maximum concentration is indicated,

the concentration of such a substance may exceed the permissible limit of the time weighted average concentration for the substance for short periods not exceeding 15 minutes at a time, subject to the condition that

- (a) such periods during which the concentration exceeds the prescribed time weighted average concentration are restricted to not more than 4 per shift ;
- (b) the time interval between any two such periods of higher exposure shall not be less than 60 minutes ; and
- (c) at no time the concentration of the substance in the air shall exceed the limit of short term maximum concentration.

(2) In the case of any substance given in Table 3, the concentration of the substance at any work location in a factory at any time during any day shall not exceed the limit of exposure for that substance specified in the table.

(3) In the cases where the word "skin" has been indicated against certain substance mentioned in Tables 1 and 3, appropriate measures shall be taken to prevent absorption through cutaneous routes particularly skin, mucous membranes, and eyes as the limits specified in these Tables are for conditions where the exposure is only through respiratory tract.

(4) (a) In case, the air at any work location contains a mixture of such substances mentioned in Table 1, 2 or 3, which have similar toxic properties, the time weighted concentration of each of these substances during the shift should be such that when these time weighted concentration divided by the respective permissible time weighted average concentration specified in the above mentioned Tables, and the fractions obtained are added together, the total shall not exceed unity.

$$\frac{C_1}{L_1} + \frac{C_2}{L_2} + \frac{C_n}{L_n} \text{ should not exceed unity}$$

Where  $C_1, C_2, \dots, C_n$  are the time weighted concentration of toxic substances 1, 2, ..... and n respectively, determined after measurement at work location ;

and  $L_1, L_2, \dots, L_n$  are the permissible time weighted average concentration of the toxic substances 1, 2, ..... and n respectively ;

- (b) In case the air at any work location contains a mixture of substances, mentioned in Table 1, 2, 3 and these do not have similar toxic properties, then the time weighted concentration of each of these substances shall not exceed the permissible time weighted average concentration specified in the above mentioned Tables, for that particular substance ;
- (c) The requirement in clauses (a) and (b) shall be in addition to the requirements in paragraphs 2 (1) and 2 (2).

3. **Sampling and evaluation procedures.** (1) Notwithstanding provisions in any other paragraphs, the sampling and evaluation procedures to be adopted for checking compliance with the provisions in the schedule shall be as per standard procedures in vogue from time to time.

(2) Notwithstanding the provisions in paragraph 5, the following conditions regarding the sampling and evaluation procedures relevant to checking compliance with the provisions in the schedule are specified :

- (a) For determination of the number of particles per cubic metre in item 1 (a)(i)(1) in Table 2, samples are to be collected by standard or midget impinger and the counts made by light field technique ;
- (b) The percentage of quartz in the 3 formulae given in item 1(a)(i) of Table 2 is to be determined from air borne samples ;
- (c) For determination of number of fibres as specified in item 2(a) of Table 2, the membrane filter method at 430 x magnification (4mm objective) with phase contrast illumination should be used ;
- (d) Both for determination of concentration and percentage of quartz for use of the formula given in item 1(a)(i)(2) of Table 2, the fraction passing through a size select or with the following characteristics should only be considered :

Aerodynamic diameter (unit density sphere)	Percentage allowed by size selector
2.0	90
2.5	75
3.5	50
5.0	25
10.0	0

**4. Power to require assessment of concentration of substances.** (1) An Inspector may, by an order in writing, direct the occupier or manager of a factory to get before any specified date, the assessment of the time weighted average concentration at any work location of any of the substances mentioned in Table 1, 2 or 3 carried out.

(2) The results of such assessment as well as the method followed for air sampling and analysis for such assessment shall be sent to the Inspector within 3 days from the date of completion of such assessment and also a record of the same kept readily available for inspection by an Inspector.

**5. Exemption.** If in respect of any factory or a part of a factory, the Chief Inspector is satisfied that, by virtue of the pattern of working time of the workers at different work locations or an account of other circumstances, no worker is exposed, in the air at the work locations, to a substance or substances specified in Tables 1, 2 or 3 to such an extent as is likely to be injurious to his health, he (the Chief Inspector) may by an order in writing, exempt the factory or a part of the factory from the requirements in paragraph 2, subject to such conditions, if any, as he may specify therein.

TABLE 1

Substances	Permissible limits of exposure			
	Time weighted average concentration		Short-term maximum concentration	
	ppm	mg/m <sup>3</sup>	ppm	mg/m <sup>3</sup>
Acetic acid	10	25	15	37
Acreleïn	0.1	0.25	0.3	0.8
Aldrin-skin	-	0.25	-	0.75
Ammonia	25	18	35	27
Aniline-skin	2	10	5	20
Anisidine (o-poisoners)-skin	0.1	0.5	-	-
Arsenic and compounds (as)	-	0.2	-	-
Benzene	10	30	-	-
Bromine	0.1	0.7	0.3	2
2 Butanene Methylene Ketone □ MEK	200	590	300	885



Substances	Permissible limits of exposure			
	Time-weighted average concentration		Short-term maximum concentration	
	ppm	mg/m <sup>3</sup>	ppm	mg/m <sup>3</sup> n
Butyl acetate	150	710	200	950
sec/tert.Butyl acetate	200	950	250	1190
Cadmium-dust and salts (as Cd)	-	0.05	-	0.2
Calcium Oxide	-	2	-	-
Carbaryl (Sovin)	-	5	-	10
Carbofuran (Furadan)	-	0.1	-	-
Carbon disulphide-skin	2	60	30	90
Carbon monoxide	50	55	400	440
Carbon tetrachloride-skin	10	65	20	130
Carbonyl chloride (Phosgene)	0.1	0.4	-	-
Chlordane-skin	-	0.5	-	2
Chlorobenzene (mono chloro- benzene)	75	350	-	-
Chlorine	1	3	3	9
bis-Chloromethylether	0.001	-	-	-
Chromic acid and chromates (as Cr.)	-	0.05	-	-
Chromium, Sel-Chromic, Chromous salts (as Cr)	-	0.5	-	-
Copper fume	-	0.2	-	-
Cotton dust, raw	-	0.2	-	0.6
Cresol, all isomers-skin	5	22	-	-
Cyanides, (as CN)-skin	-	5	-	-
Cyanogen	10	20	-	-

## Permissible limits of exposure

Substances	Time-weighted average concentration		Short-term maximum concentration	
	ppm	mg/m <sup>3</sup>	ppm	mg/m <sup>3</sup>
DDT (Dichlorodiphenyl-trichlore-ethane)	-	1	-	3
Demeton-skin	0.01	0.1	0.03	0.3
Diazion-skin	-	0.1	-	0.3
Dibutyl phthalate	-	5	-	10
Dichlorves (DDVP)-skin	0.1	1	0.3	3
Dieldrin-skin	-	0.25	-	0.75
Dinitrobenzene (all isomers) skin	0.15	1	0.5	3
Dinitrotoluene-skin	-	1.5	-	5
Diphenyl	0.2	1.5	0.6	4
Endosulfan (Thiodan)-skin	-	0.1	-	0.3
Endrin-skin	-	0.1	-	0.3
Ethyl acetate	400	1000	-	-
Ethyl alcohol	1000	1900	-	-
Ethyl amine	10	18	-	-
Flourides (as F)	-	2.5	-	-
Flourine	1	2	2	4
Hydrogen Cyanide-skin	10	11	15	16
Hydrogen sulfide	10	15	15	27
Iron oxide fume (Fe <sub>2</sub> O <sub>3</sub> as Fe)	-	5	-	10
Isoamyl acetate	100	525	125	655
Isoamyl alcohol	100	360	125	450
Isobutylalcohol	50	150	75	225
Lead, inorg, fumes and dusts (as Pb)	-	0.15	-	0.45

Substances	Permissible limits of exposure			
	Time-weighted average concentration		Short-term maximum concentration	
	ppm	mg/m <sup>3</sup>	ppm	mg/m <sup>3</sup>
Lindane-skin	-	0.5	-	1.5
Mala thion-skin	-	10	-	-
Manganese fume (as Mn)	-	1	-	3
Mercury (as Hg)	-	0.05	-	0.15
Mercury (alkyl compounds) -skin (as Hg)	0.001	0.01	0.003	0.03
Methyl alcohol (methanol) skin		200 260	250	310
Methyl cellosolve-skin (2-methoxy ethanol)		25 80	35	120
Methyl isobutyl ketone-skin		100 410	125	510
Naphthalene		10 50	15	75
Nickel carbonyl (as Ni)		0.05 0.35	-	-
Nitric acid		2 5	4	10
Nitric oxide		25 30	35	45
Nitrobenzene-skin		1 5	2	10
Oil mist-mineral		- 5	-	10
Parathion-skin		- 0.1	-	0.3
Phenel-skin		5 19	10	38
Phorate (Thimet)-skin		- 0.05	-	0.2
Phosgene (Carbonyl chloride)		0.1 0.4	-	-
Phosphine		0.3 0.4	1	1
Phosphorous (yellow)		- 0.1	-	0.3
Phosphorous pentachloride		- 1	-	3
Phosphorous trichloride		0.5 3	-	-
Picric acid-skin		- 0.1	-	0.3
Pyridine		5 15	10	30

Substances	Permissible limits of exposure				
	Time-weighted average concentration		Short-term maximum concentration		
	ppm	mg/m <sup>3</sup>	ppm	mg/m <sup>3</sup>	
Silane (silicon tetrahydride)	0.5	0.7	1	1.5	
Styrene, monomer (phenyl-ethylene)		100	420	125	525
Sulphur dioxide		5	13	-	-
Sulphuric acid		-	1	-	-
Toluene (toluol)-skin		100	375	150	560
0-Toludine		5	22	10	44
Trichloroethylene		100	535	150	800
Vinyl chloride		5	10	-	-
Welding fumes (NOC)		-	5	-	-
Xylene (o-m-isomers)-skin		100	435	150	655

□□□□□□

**TABLE 2**

Substance	Permissible time weighted average concentration
<b>1. Silica</b>	
(a) Crystalline	
(i) Quartz	<u>1060</u> mppcm
(1) In terms of dust count :- % Quartz +10	
(2) In terms of respirable dust	10 mg/m <sup>3</sup> % respirable quartz + 2
(3) In terms of total dust :	
	30 mg/m <sup>3</sup> % quartz + 3
(ii) Cristobalite	Half the limits given against quartz
(iii) Tridymite	Half the limits given against quartz
(iv) Silicafused	Same limit as for quartz
(v) Tripoli	Same limit as in formula in item 2 given against quartz

Substance Permissible time weighted average concentration

(b) Amorphous	705 mppcm
2. Silicate having less than 1% free silica by weight	
(a) Asbestos (fibres longer than 5 microns)	2 fibres/cubic centimetre
(b) Mica	705 mppcm
(c) Mineral Wool fibre	10 mg/m <sup>3</sup>
(d) Porlite	1060 mppcm
(e) Port land cement	1060 mppcm
(f) Soapstone	705 mppcm
(g) Talc (nonobostiform)	705 mppcm
(h) Talc (fibrous)	Same limit as for asbestos
(i) Tromolite	Same limit as for asbestos
<b>3. Coaldust</b>	
(1) For airborne dust having less than 5 % silicon dioxide by weight	: 2mg/m <sup>3</sup>
(2) For airborne dust having over 5% silicon dioxide	: Same limit as prescribed by formula in item (2) against quartz.

**TABLE 3**

Substance	Permissible limit of exposure	
	ppm	mg/m <sup>3</sup>
Acetic anhydride	5	20
O-Dichlorobenzene	50	300
Formaldehyde	2	3
Hydrogen Chloride	5	7
Manganese & compounds (as Mn)	-	5
Nitrogen dioxide	5	9
Nitroglycerin-skin	0.2	2
Potassium hydroxide	-	2
Sodium hydroxide	-	2
2, 4, 6 - Trinitrotoluene (TNT)	-	0.5



**SCHEDULE-G**

(See rule 69 )

Section of the Code empowering grant of exemption	Class of factory	Nature of exempted work	Extent of exemption	Remarks
1 91(1) (b)	2 All factories	3 Urgent repairs	4 Sections 25, 26 & 31	5 (i) No worker shall be employed on such repairs for more than 15 hours on any one day, 39 hours during any three consecutive days, or 66 hours during each period of seven consecutive days commencing from his first employment on such repairs ; (ii) Within 24 hours of the commencement of the work, notice shall be sent to the Inspector describing the nature of the urgent repairs and the period probably required for their completion. (iii) Exemption from the provisions of section 25 shall apply only in the case of adult male workers.
91(1) (b)	All factories	(a) Work in the machine shop, the smithy or the foundry or in connection with the mill gearing, the electric driving or lighting apparatus, the mechanical or electrical	Sections 25, 26 & 31	The limits of work inclusive of overtime shall not exceed those mentioned in section 91.

1	2	3	4	5
---	---	---	---	---

lifts or the steam or water pipes or pumps of a factory ;

(b) Work of examining or repairing any machinery or other part of the plant which is necessary for carrying on work in the factory ; do. do.

(c) Work in boiler houses engine rooms such as lighting fires in order generate gas preparatory to the commencement of regular work in the factory. do. do.

91(1) (b) All factories (a) Work performed by drivers on lighting, ventilating and humidifying apparatus ; Sections 25, 26 & 31 do.

(b) Work performed by fire pumpmen. (1) Oil tank Work performed by, workers installations operations. In the absence of a worker who has failed to report duty, a shift worker shall be allowed to whole or of a subsequent shift provided that (i) the next shift of the shift worker shall not commence before a period of 16 hours has elapsed ;



(ii) within 24 hours of the commencement of the subsequent shift, notice shall be sent to the Inspector describing the circumstances under which the worker is required to work in the subsequent shift ;		
(iii) the exemption will be restricted to only male adult workers ; and		
(iv) the limits of work inclusive of overtime shall not exceed those mentioned in section 91.		
(2) Public hydroelectric supply factories	Operation and maintenance of prime movers and auxiliaries, transformers and switches.	Sections 25 & 26 do.
(3) Public electric supply companies generating electricity from oil in internal combustion engines	Work of engine drivers and assistants, generator attendants, oilers and greasers, switch board operators and pumpmen.	do.
(4) Electrical transforming factories	Work of operation and maintenance of the transforming plant, switches and synchronous condensers.	do.

1	2	3	4	5
	(5) Distilleries	Work on the extraction of sugar from various bases, fermentation of sugar juice and distillation of fermented wash.	do.	do.
	(6) Sugar factories	Extraction of the juice from the cane, clarification, evaporation and boiling of the juice; curing of the massecuite; and bagging.	do.	do.
	(7) Chemical factories	Work on the sulphur burners, chambers, concentrators, and pumps; roasting furnaces, manufacture of hydrochloric and nitric acid, sulphates sulphides, nitrates, superphosphates and chlorides; and work on the steam service.	do.	do.
	(8) Vegetable factories	Work on refining, hydrogenation bleaching, filtering, generation of hydrogen; hydrogenating; deodorizing processes; compression of oxygen and cylinder filling; and work on the electrical power plant.	do.	do.
	(9) Ice factories	Work on the engine and compressor drivers and assistants and oilers.	do.	do.



(10) Oil mills	All work.	Section 25	do.
(11) Flour mills	All work.	Sections 25 and 26	do.
(12) Glass factories	(a) Work in attending to furnace ;	Sections 25 & 26	do.
	(b) All work and processes from mixing of batch to removal of the manufactured glassware from the lears.	Section 25	do.
(13) Paper factories	(a) All work on paper making machinery and on the generation and supply of power connected therewith ;	Sections 25	do.
	(b) Work on choppers, digesters, kneaders, strainers and washers, beaters, paper making machines, pumping plant reels, cutters and power plant.	Sections 25 & 26	do.
(14) Rubber tyre	All work on curing process.	Section 25	do.
(15) Iron and steel	All work on steel furnaces.	Sections 25 & 26	do.

1	2	3	4	5

**FORM-I**

[See sub-rule (1) and sub-rule (10) of Rule 6]

**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 :
  - b. Total number of the contract employees engaged :
 

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

Male :                      Female :

**5 (a) For factories :**

Details of the manufacturing process	Full postal address and situation of the factory 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

**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









□□□□□□□□ □□□ □ □

- (b) Maximum amount of power (kilowatts) proposed to be used :
7. Full name and residential address of the person who shall be the manager of the factory for the purposes of the Code :
8. Full name and residential address of the occupier, that is □
- (a) the proprietor of the factory in case of a private firm or proprietary concern ;
- (b) the directors in case of
- |         |
|---------|
| 1. .... |
| 2. .... |
| 3. .... |
| 4. .... |
| 5. .... |
- (c)(i) the managing agent in case where a managing agent is employed :
- (ii) the directors of the above managing agent :
- |         |
|---------|
| 1. .... |
| 2. .... |
| 3. .... |
| 4. .... |
- (d) the shareholders in case of a private company where no managing agent is employed ; or :
- |         |
|---------|
| 1. .... |
| 2. .... |
| 3. .... |
| 4. .... |
- (e) the chief administrative head in case of a Government or local fund factory :
9. Full name and address of the owner of the premises or building (including the precincts thereof) referred to in section 80. :
10. In the case of a factory constructed or extended after the date of commencement of the rules □
- (a) 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/UT Government/Chief Inspector ; and



**FORM-II**

[See sub-rule (4) of rule 6]

**Certificate of Registration of Establishment**

Registration No. : \_\_\_\_\_ Date : \_\_\_\_\_

A Certificate of registration containing the following particulars is hereby granted under sub-section (2) of section 3 of the Occupational Safety, Health and Working Conditions Code, 2020 (.....of 2020) to (Name of the establishment).

- 1. **Nature of work carried on in the establishment (Please tick mark)** 
  - (a) Factory ;
  - (b) Contract Work ;
  - (c) Building and other Construction Works ;
  - (d) Any other work (not covered above).
- 2. **Details of the establishment :**
  - a. Total number of the employees engaged directly in the establishment :  
Male : \_\_\_\_\_ Female : \_\_\_\_\_
  - b. Total number of the employees engaged through contractor .....  
Male : \_\_\_\_\_ Female : \_\_\_\_\_
  - c. Total number of contractors and their details :  
Male : \_\_\_\_\_ Female : \_\_\_\_\_
  - d. Number of inter-state migrant workers engaged :  
Male : \_\_\_\_\_ Female : \_\_\_\_\_



**Conditions of Registration :**

(1) Every certificate of registration issued under rule 6 shall be subject to the following conditions, namely :□

(a) the certificate of registration shall be non-transferable ;

(b) the number of workers employed in an establishment directly and contract employees shall not, on any day, exceed the maximum number specified in the certificate of registration ; and

(c) save as provided in these rules, the fees paid for the grant of registration certificate shall be non- refundable.

(2) The employer shall intimate the change, if any, in the number of workers or the conditions of work to the registering officer within 30 days.

(3) The employer shall, within thirty days of the commencement and completion of any work, intimate to the Inspector-cum-Facilitator, having jurisdiction in the area where the proposed establishment or as the case may be, work is to be executed, intimating the actual date of the commencement or, as the case may be, completion of establishment such work in **Form IV** annexed to these rules electronically.

(4) A copy of the certificate of registration shall be displayed at the conspicuous places at the premises where the work is being carried on.

□□□□□□□□

**FORM-III**

[See sub-rule (12) of rule 6 ]

**Register of Establishment**

S. No.	Nature of work	Registration No. and Date	Name and address, location of the establishment registered	Name, address and contact details of employer	Total number of workers and total horse power (if any)		Total number of contract workers		Remarks
					Male	Female	Male	Female	
1	2	3	4	5	6	7	8		
(a)	Factories								
(b)	Building and other construction work								
(c)	Contract work								
(d)	Inter-state Migrant Work								
(e)	Motor Transport Undertaking								
(f)	Any other work								

□ □ □ □ □ □ □ □ □ □

**FORM-IV**

[See sub-rule (13) of rule 6 and rule 8]

**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 :
7. 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

\_\_\_\_\_





□□□□□□□□ □□□ □ □

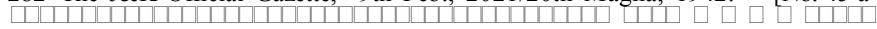
Night Shift per Week :

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		



Question	Answer (Yes/No)	Remarks
----------	-----------------	---------

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 :**

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 (°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 and Rh Typing and HB Electrophoresis once in a life time :**

---

Parameter	Answer (Normal/Increase/Decrease)	Value
-----------	--------------------------------------	-------

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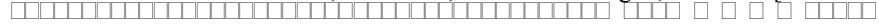
Hb% :

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)
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---

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 Echo cardiography :**

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 contra-indication. 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 ;

(f) Evaluation for Vertigo and Dizziness.

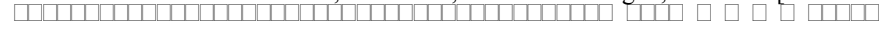








11. In case the accident or dangerous occurrence took place while travelling in the employer's transport, state whether
  - (a) the injured person was travelling as a passenger to or from his place of work ;
  - (b) the injured person was travelling with the express or implied permission of his employer ;
  - (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.

Date of dispatch of report :

Place :

**Signature, Name and Designation of Owner/Employer/ Manager/ Agent.**

\_\_\_\_\_

**FORM-VII**

(See Rule 21)

**Notice of Period of Work**

Name of the Establishment  .....   Place.....  .....  District  .....

Periods of work Groups, Relays	Men				Women				Description of groups, Nature of work	Remarks
	Total No. of men employed				Total No. of women employed					
	A	B	C	D	E	F	G	H		
	1 2 3	1 2 3	1 2 3	1 2 3	1 2 3	1 2 3	1 2 3	1 2 3		

On working days

From ..

To ..

From ..

To ..

From ..

To ..

On partial working days

From ..

To ..

From ..

To ..

Date on which this notice is first exhibited :

**Signature of manager or agent.**

Date :

**FORM-VIII**

[See sub-rule (1) of

Rule 22]

**REGISTER OF WORKERS EMPLOYED IN AN ESTABLISHMENT, WAGES, OVERTIME,  
FINE, DEDUCTION FOR DAMAGE OR LOSS**

**Register of Wages, Overtime, Fine, Deduction for damage and loss :**

Name of the Establishment : \_\_\_\_\_ Name of the Employer : \_\_\_\_\_  
 Name of the Owner : \_\_\_\_\_ PAN/TAN of the Employer : \_\_\_\_\_

Labour Identification Number (LIN/Registration No.) : \_\_\_\_\_

Sr. No.	Name of the Employee	Department	Duration of Payment	Wage Period	Total No. of days worked during the period	Total overtime worked in case of piece workers	Rates of wages	Basic	DA	Allowances
1	2	3	4	5	6	7	8	9	10	

Overtime earning	Nature of acts and omissions for which fine imposed with date	Amount of fine imposed	Damage or loss caused to the employer by neglect or default of the employee	Amount of deduction from wages	Total amount of wages paid	Date of payment	Attendance Date	Signature
11	12	13	14	15	16	17	18	19



**FORM-IX**  
 [See sub-rule (1) of Rule 24 ]  
**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**

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

**Applicable to All Establishments —**

**A. General Information :**

Sl. No.	Instructions for filling the column
---------	-------------------------------------

- |   |                                |
|---|--------------------------------|
| 1. Labour Identification Number/Registration No.                                  | EPFO, ESIC, MCA, MoLE (LIN)    |
| 2. Period of the Return From <input type="checkbox"/> To <input type="checkbox"/> | 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 Coordinates

**B (a). Hours of Work in a day**

**B (b). Number of Shifts**

**C. Details of Manpower Deployed :**

Detail	Directly employed			Employed through Contractor			Grand Total
	Highly Skilled	Semi-Skilled	Un-Skilled	Highly Skilled	Semi-Skilled	Un-Skilled	
(i) Maximum No. of employees employed in the establishment in any day during the year	Male	Female	Transgender	Male	Female	Transgender	Total

(ii) Average No. of employees employed in the establishment during the year	Male	Female	Transgender	Total	Male	Female	Transgender	Total
(iii) Migrant Worker out of (ii) above	Male	Female	Transgender	Total	Male	Female	Transgender	Total
(iv) Number of fixed term employee engaged	Male	Female	Transgender	Total	Male	Female	Transgender	Total

**D. Details of contractors engaged in the Establishment :**

Sl. No.	Name with LIN/Registration No. 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 wherein hundred or more workers 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 and factories employing 500 workers or more, factory carrying on hazardous process and BoCW employing 250 workers or more, and mines employing 100 or moreworkers |
| 5. Safety Officer (as per section 22(2) of OSH Code, 2020)                  | No. of safety officers appointed                | In case of mine 100 or more workers and 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 Practitioners employed in establishment. However, this detail is required to have data on occupational health                |

**F. The Industrial Relations**

- |   |        |  |
|---|--------|--|
| 1. If the Works Committee has been functioning (section 3 of IR Code, 2020)<br>(a) Date of its constitution | Yes/No | Industrial establishment in which 100 or more workers are employed |
|---|--------|--|

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. Mandays lost during the year on account of :**

Sl.No.	Reasons	Period/Date	No. of mandays lost	Loss in terms of money
(a)	Strike			
(b)	Lockout			

**8. Details of retrenchment/lay-off**

SI. 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 mandays lost due to lay-off

**G. Details pertaining to maternity benefit :**

No. of female employees	No. of female employees employees	No. of deduction of wages, if any made from female employees

**H. Details of payment of bonus :**

SI. 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

Certified that the tables in prescribed format are duly filled in and information and/ figures given in all the tables are correct to the best of my knowledge.

Place :

Dated :

\_\_\_\_\_  
**Signature of Owner/Agent/Manager with seal.**



**FORM-XI**

[See sub-rule (3) of rule 24 ]

**REGISTER FOR LEAVE WITH WAGES**

Part I-Adults

Part II-Adolescents

Establishment :

Department :

Name of worker :

Father's Name :

Sl. No. in the register of workers	Sl. No. of entry into service	Date of entry	Sick-ness and acci-dents	Autho-rized leave	Interruptions- Lock out or Legal Stri-ke	Lock out or unem- ploy- ment	Others	Leave due with effect from	Whether leave not desired during the next 12 months	Date from which the worker is allowed leave months	Wages for leave paid in	Discharged Date of discharge	Worker Re- marks	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15

**Note :** Separate page shall be allotted to each worker.

**FORM -XII**

[See sub-rule (1) of rule 27]

**IMPROVEMENT NOTICE AND PROHIBITION ORDER**

**PART I**

**Prohibition Order**

Inspector-cum-Facilitator [ ] Notice on Inspection of Establishment, Lifting Appliance, Loose Gears and other such Gears, Equipment, Ladders and Staging. Inspector-cum-Facilitator [ ] 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/registration No. of the establishment
---	---	---	---

1	2	3	4
---	---	---	---

An inspection of the above named establishment, lifting appliance, lifting device, 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.









**FORM-XIII**

[See rule 38 and rule 75]

**APPLICATION FOR LICENSE**

**On Line Application for License/Renewal of License/Amendment of License (including Common/Single License)**

Department of Labour, Government of Jammu and Kashmir

**ESTABLISHMENT PROFILE:**

Labour Identification Number/Licence No.                                  Date

Acknowledgement Number :  ...  Date of Application :

**I. Particulars of Establishment for which licence 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 licence 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



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

6. Amount of Licence 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 and address of establishment	(i) Nature of work carried out in the establishment (ii) Activity as per National Ind <sup>1</sup> classification	Date of commencement	Permanent establishment or probable date of completion	Maximum number of labour employed/proposed to be employed	Maximum number of employees employed/proposed to be employed
1	2	3	4	5	6	7

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

Name of District 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, then details thereof
1	2	3	4	5	6	7

**Signature of Contractor**

(e-Sign/DSC)

**Note:**  This is an online application summary applied on ([www.jklabour.com](http://www.jklabour.com)).

**APPLICATION FOR RENEWAL OF LICENCE**

- Licence No. \_\_\_\_\_ Date :
- LIN & PAN \_\_\_\_\_
- Name and address of the establishment :
- Date of expiry of previous licence :







**FORM-XVI**

*(See rule 53)*

**Agreement between Producer and Audio-visual worker**

This agreement is made on this day.....month..... year.....between Messers□□□□□□ having office at□□□□□□ .. (hereinafter referred to as the □Producer□on the First part and Shri/Smt./ Kum./□□□□□□□□□□□□ Son/Daughter 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 :□

1. 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.
2. 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 shall be required by a written intimation by the Producer or the person duly authorised by him inwriting.
3. That inconsideration of the audio-visual worker services, as aforesaid, the Producer agrees to pay and the audio-visual 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.
4. 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





10. 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 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
  - (b) he 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.
11. 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.
12. 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.

13. 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 audio-visual worker whether or not to allow his/her name to go on the credit titles of the film.
14. 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.
15. 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 may give for the production of the film.
16. 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.
17. 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.
18. 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 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
  - (b) he shall be entitled to terminate this agreement as form 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.
19. 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 □ 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.
20. 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 □ 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 □ 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.

21. 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 audio-visual workers whether or not to allow his/her name to go on the credit titles of the film.
22. 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.
23. 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 may give for the production of the film.
24. That the audio-visual worker shall comply with all the regulations of the studio, location or work place as the case may be.
25. 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.
26. That the provisions of the Employees' Provident Funds and Miscellaneous Provisions Act, 1952 shall be applicable to this agreement.
27. 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.



FORM-XVII

[See sub-rule (3) of rule 28]

Application for grant of certification of competency to an institution

- 1. Name and full address of the organization.
2. Organization's status (specify whether Government, autonomous, co-operative, corporate or private).
3. Purpose for which competency certificate sought (specify the section of the Code).
4. Whether the organization has been declared as a competent person under any other statute (if so, furnish details).
5. Particulars of persons employed and possessing qualification as experience as set out in Schedule-B.

Table with columns: S. No., Name of the Organization, Qualification, Experience, Section(s)/rule(s) under which competency sought.

1.

2.

- 6. i. Details of facilities (examination, testing etc.) ;
ii. Arrangements of calibrating and maintaining the accuracy of these facilities).

7. Any other relevant information.

8. Declaration :

I.....hereby declare that the information furnished above are correct to the best of my knowledge. I undertake to

- (a) To maintain the facilities in good working order calibrating periodically as per manufacturer's instructions or as per National standards ; and

□□□□□□□□ □□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□□ □ □

- (b) To fulfill and abide by all conditions stipulated in the certificate of competency and instructions issued by Chief Inspector-cum-Facilitator from time to time.

Place : Signature of the Head of the Institution or the person authorized to sign on his behalf

Date:

□□□□□□□□





I.....hereby declare that the information furnished above is true, I undertake to□

- (a) That in the event of any change in the facilities at my disposal (either addition or deletion) or my leaving the aforesaid organization , I will promptly inform the Chief Inspector-cum-Facilitator ;
- (b) To maintain the facilities in good working order, calibrating periodically as per manufacturer’s instructions or as per National standards ; and
- (c) To fulfill and abide by all conditions stipulated in the certificate of competency and instructions issued by Chief Inspector-cum-Facilitator from time to time.

Place: Signature of the applicant.

Date:

**Declaration by the Institution (if employed)**

I.....,.....certify that Shri.....whose details are furnished above, is in our employment and nominate him on behalf of the organization for the purpose of being declared as a competent person under the Code. I also undertake that I will□

- (a) Notify the Chief Inspector-cum-Facilitator in case the competent person leaves our employment ;
- (b) Provide and maintain in good order all facilities at his disposal as mentioned above ;
- (c) Notify the Chief Inspector-cum-Facilitator any change in the facilities (either addition or deletion)

Signature  
Designation  
Tel. No.  
Official Seal

Date :

□□□□□□



**FORM-XX**

[See sub-rule (3) of rule 56]

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

- 1. Applicant's name and address :
- 2. Full name and postal address of factory :
- 3. Situation of factory :
  - (a) Province :
  - (b) District :
  - (c) Town or Village :
  - (d) Nearest Police Station :
  - (e) Nearest railway station or steamer ghat :
- 4. Particulars of plant to be installed :

Signature of applicant :

Date :

□□

**Note** :□ 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 NO. XXIV**

(See Schedule-B and rule 58)

**HEALTH REGISTER**

1	S. No.
2	Department/Works
3	Name of Worker
4	Sex
5	Age (at last birthday)
6	Date of employment on present work
7	Date of leaving or transfer to other work with reasons for discharge or transfer
8	Nature of job or occupation
9	Raw materials, products or by-products likely to be exposed to
10	Dates
11	Result Fit or Unfit
12	Signs and symptoms observed during examination
13	Nature of tests and results thereof
14	If declared unfit for work, state period of suspension with reasons in details
15	Whether certificate of unfitness issued to the workers
16	Re-certified fit to resume duty on
17	Signature of the Certifying Surgeon with date

□ □ □ □ □ □ □ □





**5. Organisation structure of the proposed manufacturing unit/factory :**

- 5.1 Person responsible for protection of safety, health and environment.
- 5.2 Proposed health and safety policy of the proposed enterprise.

**6. Manufacturing Process Information :**

- 6.1 Process flow diagrams.
- 6.2 Brief write up on process and technology.
- 6.3 Critical Process parameters such as pressure buildup, temperature rise and run-away reaction.
- 6.4 Other external effects critical to the process having safety implications such as ingress of moisture or water, contact with incompatible substances sudden power failure ; and
- 6.5 High lights of the built-in-safety/pollution control devices or measures incorporated in the manufacturing technology.

**7. Information of Hazardous Materials :**

- 7.1 Raw materials, intermediates, products and bye-products and their quantities (enclosed Material Safety Data Sheet in respect of each hazardous substances).
- 7.2 Main and intermediate storages proposed for raw material/intermediates/products/Bye-Products (maximum quantities to be stored at any time).
- 7.3 Transportation methods to be used for materials in flow and out flow, their quantities to be stored at anytime ; and

**8. Safety measures proposed for :**

- . Handling of materials.
- . Internal and external transportation, and
- . Disposal (packing and forwarding of finished products).

**9. Information or Dispersal/Disposal of wastes and pollutants :**

- 9.1 Major Pollutants (gas, liquids, solid) their characteristics and quantities (average and at peakloads).
- 9.2 Quality and quantity of solid wastes generated, methods of their treatment and disposal.

