

**Government of Madhya Pradesh**  
**Department of Labour**  
**Notification**

**Bhopal, the ....., 2024**

S.No.----- The following draft rules which the State Government proposes to make in exercise of the powers conferred by section 133 and 135 of the Occupational Safety, Health and Working Conditions Code, 2020 (37 of 2020) and in supersession of the

1. The Madhya Pradesh Factories Rules, 1962;
2. The Madhya Pradesh Building and Other Construction Workers (Regulation of Employment and Condition of Services)Rules, 2002;
3. The Madhya Pradesh Control of Industrial Major Accident Hazard rules ,1999
4. The Contract Labour (Regulation and Abolition)(Madhya Pradesh) Rules,1973;
5. The Madhya Pradesh Beedi and Cigar workers ( Condition of Employment) Rules,1968
6. The Madhya Pradesh Motor Transport workers Rules ,1963
7. The Inter-State Migrant Workmen (Regulation of Employment and Conditions of Service) Madhya Pradesh Rules, 1981,except as respects things done or omitted to be done before such supersession, are hereby published as required by sub-section(1) of Section 133 and sub-secton(1) of section 135 , for information of all persons likely to be affected thereby and notice is hereby given that the said draft rules will be taken into consideration after the expiry of a period of 45 days from the date on which copies of the Official Gazette in which this notification is published are made available to the public;

Objections and suggestions, if any, may be addressed to Deputy Secretary to the Government of Madhya Pradesh, Ministry of Labour ,Vallabh Bhawan ,Bhopal or by email (dslabourmp@mp.gov.in and dihsindore@mp.gov.in ) the objections and suggestions should be sent in a proforma containing columns (i) specifying the name and address of the persons and organizations and column (ii) specifying the rule or sub-rule which is proposed to be modified and column (iii) specifying the revised rule or sub rule proposed to be submitted and the reasons therefore;

Objections and suggestions, which may be received from any person or organization with respect to the said draft of rules before expiry of a period of 45 days, specified above, shall be considered by the State Government.

## **CHAPTER- I** **PRELIMINARY**

**1. Short title, extent and commencement :** (1) These rules may be called the Occupational Safety, Health and Working Conditions (Madhya Pradesh) Rules, 2026.

(2) They extend to whole of the Madhya Pradesh .

(3) They shall apply to any establishment in relation to which appropriate Government is the State Government under the Code.

(4) They shall come into force on the date of their final publication in the Official Gazette.

**2. Definitions.**—(1) In these rules unless there is anything repugnant in the subject or context:—

(a) "*appendix*" means an appendix appended to these rules;

(b) "*approved*" means approved in writing by the Chief Inspector cum facilitator or the officer notified by the State Government in this regard as the case may be;

(c) "*Board*" means the Board as and where relevant under section 17 of Code.

(d) "*Calendar year*" means the period of twelve months beginning with the first day of January in any year;

(e) "*casual leave*" means leave to cover casual absence of the employees from duty for personal reasons;

(f) "*Child*" shall have the same meaning as assigned to it in clause (ia) of section 2 of Child and Adolescent (Prohibition and Regulation) Act,1986.

(g) "*Code*" means the Occupational Safety, Health and Working Conditions Code, 2020(No. 37 of 2020);

(h) "*department*" means Labour department ,Government of Madhya Pradesh;

(i) "*District Magistrate*", in relation to any establishment, means the District Magistrate who is vested with the executive powers of maintaining law and order in the revenue district in which the establishment is situated:Provided that in case of a establishment, which is situated partly in one district and partly in another, the District Magistrate for the purpose shall be the District Magistrate authorised in this behalf by the State Government;

(j) "*Hazardous substance*":- (1) The Chemicals which are described under Schedule 1, Part-1 and Part-2 appended to these rules , or any other such substances which central Government or State Government may notify time to time.

(k) "*Labour Commissioner*" means an officer as such or in the capacity of Additional Labour Commissioner appointed by the State Government;

(l) "*lokseva guarantee adhiniyam*" means Loksevaon ke pradan ki guarantee Adhiniyam ,2010;

(m) "*manager*" means a person nominated or appointed as such by the occupier of the factory.

(n) "*national standards*" means standards as approved by the Bureau of Indian Standards and in the absence of such standards, the standards approved by the State Government for a specific purpose;

(o) "*official portal*" means Shram Seva Portal or official web portal of Labour Department ,Government of Madhya Pradesh with any other name.

(p) "*plant or equipment*" includes any plant, equipment, gear, machinery, apparatus or appliance, or any part thereof;

(q) "*Power*" means electrical energy or any other form of energy which is mechanically transmitted and is not generated by human or animal agency;

(r) "*pressure*" means air pressure in bars above atmospheric pressure;

(s) "*pressure plant*" means the pressure vessel along with its piping and other fittings operated at a pressure greater than the atmospheric pressure;

(t) "*prime mover*" means any engine, motor or other appliance which generates or otherwise provides power;

(u) "*Public Health Authority*" means the Local Health Officer having jurisdiction over the area;

(v) "*Qualified Nurse*" means a person who possesses a qualification in nursing recognized under the Indian Nursing Council Code, 1947, and who is registered with the Madhya Pradesh Nurses registration Council, or a similar registered body of any other State in India.

(w) "*responsible person*" means a person appointed by the employer to be responsible for the performance of specific duty or duties and who has sufficient knowledge and experience and the requisite authority for the proper performance of such duty or duties;

(x) "*Registering Officer*" means the registering officer appointed by State government for the purpose of different sections of the Code and these rules;

(y) "*section*" means a section of the Code;

(z) "*schedule*" means a Schedule appended to these rules;

(za) "*workplace*" means all places where building workers are required to be present or to go for work and which are under the control of an employer.

(2) All other words and expressions used herein but not defined and defined in the Occupational Safety, Health and Working Conditions Code ,2020 shall have the meaning respectively assigned to them in that Code.

**(3). Income from other sources under clause (x) of sub-section (1) of section 2** -For the purposes of clause (x) of sub-section (1) of section 2, the criteria for income from such sources means the income for the dependents as prescribed by State Government by general or special orders, from time to time .

## **CHAPTER-II** **Registration**

**[Rules prescribed under Section 3 and Section 79]**

### **3. Approval of plans and registration of establishments -**

#### **(A) Approval of plans of Factorie (Under section 79)-**

(1) No building or structure for a factory be constructed, reconstructed, extended or taken into use as a factory or part of a factory unless previous permission in writing is obtained from the chief inspector cum facilitator. Online application for such permission shall be made on Official portal to the chief inspector cum facilitator which shall be accompanied by the following documents:-

- (a) Form No. 1 duly filled in by the applicant.
- (b) The process flow diagram of manufacturing process supplemented by a brief description of process indicating the names of raw materials, intermediates and finished products with their inventories. In the case of chemical substances, their chemical names and storage quantities shall be mentioned;
- (c) Plans (PDF file of drawings prepared by computer aided design) showing
  - (i) the site of the factory and immediate surrounding including adjacent buildings and other structures, roads, drains, etc. drawn to a scale not less than 1:500.
  - (ii) Detail drawings which include plan, elevation and necessary cross sectional elevations of the various buildings and structures including all relevant details relating to natural lighting, ventilation and means of escape in case of emergency. The plans shall also clearly indicate the lay-out of the plant and machinery, position of aisles and passage-ways, the latrines and urinals and other sanitary provisions and shall be drawn to a scale not less than 1:100;
  - (e) particulars in connection with the maximum number of workers to be employed in each work room, together with the area of ventilating openings and cubic space available per worker to be employed in each room;
  - (f) Particulars in connection with other requirements of the code and the rules and the Schedule thereunder applicable to the proposed factory;
  - (g) such other particulars as the Chief Inspector cum facilitator may require to visualise situation of the safety in factories covered under section 2(za) and section 82 of the Code.

(2) The plan of a factory shall be decided within such period as prescribed in “Madhya Pradesh Lok Sewayon ke Pradan ki Guarantee Adhiniyam,2010” for such service ,as amended from time to time.

(3)If the Chief Inspector cum facilitator is satisfied that the plans are in consonance with the requirements of rules he may order for approving the plans subject to such conditions, if any,as he may specify for fulfilment of the requirements. Such plans that are approved within in the time limit given in sub-rule (2) shall be issued under digital signature by Chief Inspector cum facilitator who shall send online the copy of digitally signed plan and its approval letter to the applicant on the same day and also inform the applicant on his e-mail address and his registered mobile number on the same day.

(4). No manufacturing process shall be started or carried on in any building, or part of a building until a certificate of stability of the building, or part of building in **Form No.2** signed by a competent person recognised under **Rules** has been delivered online to the Chief Inspector cum facilitator and accepted by him.

## **(B) Registration (Under section 3):-**

### **(I) Registration of factories -**

(1) The employer seeking registration for a factory not already registered shall apply electronically in**Form-3** on Official Portal of Department by giving details about the factory, and uploading documentsrelated to Registration of the Factory along with Copy of treasury challan /e-challan or otherwise as proof of payment of registration fee prescribed in schedule II appended to the rules. The Form shall be signed digitally or in any other manner as may be required on the portal. The applicant shall be responsible for veracity of all information submitted in the application.

Provided that the State government may amend schedule of fee for registration by general or special order.

(2) As soon as the plan, as per rule-3-A is approved , the Chief Inspector-cum-Facilitator may, on application being made to him under rule 3(B)(I) (1) ,register the factory and issue a certificate of registration in **Form-4** electronically within such period as Prescribed in “Madhya Pradesh Lok Sewayon ke Pradan ki Guarantee Adhiniyam,2010” for such service ,as amended from time to time, if the application is complete in all respect but not later than seven working days from the date of submission of complete application, failing which such Factory shall be deemed to have been registered and the certificate of registration shall be auto generated.

Provided that certificate of registration may be issued subject to compliance with such conditions as are specified in the certificate.

## **(II) Registration of Plantation-**

(1) The employer seeking registration for an establishment relating to plantation not already registered shall apply electronically in **Form-3** on the Official Portal by giving details about the establishment, and uploading documents related to Registration of the establishment along with Copy of treasury challan /e-challan or otherwise as proof of payment of registration fee prescribed in schedule II appended to the rules. The Form shall be signed digitally or in any other manner as may be required on the portal. The applicant shall be responsible for veracity of all information submitted in the application.

Provided that the State government may amend schedule of fee for registration by general or special order.

(2) The registering officer may, on application being made to him under sub-rule (1), register the establishment and issue a certificate of registration in **Form-4** electronically within such period as Prescribed in “Madhya Pradesh Lok Sewayon ke Pradan ki Guarantee Adhiniyam,2010” for such service, as amended from time to time, if the application is complete in all respect but not later than seven working days from the date of submission of complete application, failing which such establishment shall be deemed to have been registered and the certificate of registration shall be auto generated.

Provided that certificate of registration may be issued subject to compliance with such conditions as are specified in the certificate.

## **(III) Registration of Motor Transport Undertaking:-**

(1) The employer seeking registration for an establishment relating to motor transport undertaking not already registered shall apply electronically in **Form-3** on the Official Portal by giving details about the establishment, and uploading documents related to Registration of the establishment along with Copy of treasury challan /e-challan or otherwise as proof of payment of registration fee prescribed in schedule II appended to the rules. The Form shall be signed digitally or in any other manner as may be required on the portal. The applicant shall be responsible for veracity of all submitted in the application information

Provided that the State government may amend schedule of fee for registration by general or special order.

(2) The registering officer may, on application being made to him under sub-rule (1), register the establishment and issue a certificate of registration in **Form-4** electronically within such period as Prescribed in “Madhya Pradesh Lok Sewayon ke Pradan ki Guarantee Adhiniyam,2010” for such service ,as amended from time to time, if the application is complete in all respect but not later than seven working days from the date of submission of complete application, failing which such establishment shall be deemed to have been registered and the certificate of registration shall be auto generated: Provided that where an undertaking has units operating in more than one State, the employer of the undertaking shall apply for registration to the registering officer of the State in which its Headquarters Office is located. Further provided that certificate of registration may be issued subject to compliance with such conditions as are specified in the certificate.

#### **(IV) Registration of industrial premises for *beedi* and cigar work :-**

(1) The employer seeking registration for an establishment relating to *beedi* and cigar work not already registered shall apply electronically in **Form-3** on the Official Portal by giving details about the establishment, and uploading documents related to Registration of the establishment along with Copy of treasury challan /e-challan or otherwise as proof of payment of registration fee prescribed in schedule II appended to the rules. The Form shall be signed digitally or in any other manner as may be required on the portal. The applicant shall be responsible for veracity of all submitted in the application information.

Provided that the State government may amend schedule of fee for registration by general or special order.

(2) The registering officer may, on application being made to him under sub-rule (1), register the establishment and issue a certificate of registration in **Form-4** electronically within such period as Prescribed in “Madhya Pradesh Lok Sewayon ke Pradan ki Guarantee Adhiniyam,2010” for such service ,as amended from time to time, if the application is complete in all respect but not later than seven working days from the date of submission of complete application, failing which such establishment shall be deemed to have been registered and the certificate of registration shall be auto generated.

Provided that certificate of registration may be issued subject to compliance with such conditions as are specified in the certificate.

#### **(V) Registration of audio-visual Production :-**

(1) Every producer seeking registration for an establishment relating to audio -visual production not already registered shall apply electronically in **Form-3** on the Official Portal by giving details about the establishment, and uploading documents related to Registration of the establishment along with Copy of treasury challan /e-challan or otherwise as proof of payment of registration fee prescribed in schedule II appended to the rules. The Form shall be signed digitally or in any other manner as may be required on the portal. The applicant shall be responsible for veracity of all information submitted in the application.

Provided that the State government may amend schedule of fee for registration by general or special order.

(2) The registering officer may, on application being made to him under sub-rule (1) ,register the establishment and issue a certificate of registration in **Form-4** electronically within such period as Prescribed in “Madhya Pradesh Lok Sewayon ke Pradan ki Guarantee Adhiniyam,2010” for such service ,as amended from time to time, if the application is complete in all respect but not later than seven working days from the date of submission of complete application, failing which such establishment shall be deemed to have been registered and the certificate of registration shall be auto generated.

Provided that certificate of registration may be issued subject to compliance with such conditions as are specified in the certificate.

## **(VI)Registration of building and other construction work-**

(1) The employer seeking registration for an establishment relating to building and other construction work not already registered shall apply electronically in **Form-3** on the Official Portal by giving details about the establishment, and uploading documents related to Registration of the establishment along with Copy of treasury challan /e-challan or otherwise as proof of payment of registration fee prescribed in schedule II appended to the rules. The Form shall be signed digitally or in any other manner as may be required on the portal. The applicant shall be responsible for veracity of all information submitted in the application.

Provided that the State government may amend schedule of fee for registration by general or special order.

(2) The registering officer may, on application being made to him under sub-rule (1) ,register the establishment and issue a certificate of registration in **Form-4** electronically within such period as Prescribed in “Madhya Pradesh Lok Sewayon ke Pradan ki Guarantee Adhiniyam ,2010” for such service ,as amended from time to time, if the application is complete in all respect but not later than seven working days from the date of submission of complete

application, failing which such establishment shall be deemed to have been registered and the certificate of registration shall be auto generated:

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

Provided that certificate of registration may be issued subject to compliance with such conditions as are specified in the certificate.

#### **(VII) Registration of Contract work:-**

(1) Every person seeking registration for an establishment relating to contract work not already registered shall apply electronically in **Form-3** on the Official Portal by giving details about the establishment, and uploading documents related to Registration of the establishment along with Copy of treasury challan /e-challan or otherwise as proof of payment of registration fee prescribed in schedule II appended to the rules. The Form shall be signed digitally or in any other manner as may be required on the portal. The applicant shall be responsible for veracity of all information submitted in the application.

Provided that the State government may amend schedule of fee for registration by general or special order.

(2) The registering officer may, on application being made to him under sub-rule (1), register the establishment and issue a certificate of registration in **Form-4** electronically within such period as Prescribed in “Madhya Pradesh Lok Sewayon ke Pradan ki Guarantee Adhiniyam ,2010” for such service ,as amended from time to time, if the application is complete in all respect but not later than seven working days from the date of submission of complete application, failing which such establishment shall be deemed to have been registered and the certificate of registration shall be auto generated:

Provided that certificate of registration may be issued subject to compliance with such conditions as are specified in the certificate.

**(4) Late fees:** Where an employer has not submitted its application for registration within 60 days as required under sub-section(1) of section 3, he shall submit the application for registration along with late fee as under as notified from time to time :

Period of Delay	Late fee-Percentage of Fees
Upto 30 days	5%
Upto 60 days	25%
After 60 days	Additional 1% for every day

**(5)** The registering officer under the Code may direct the employer who fails to comply with the requirements of sub-rule (1) of clause 3(B)(I) or 3(B)(II) or 3(B)(III) or 3(B)(IV) or 3(B)(V) or 3(B)(VI) or 3(B)(VII) to do so within the time stated therein and such employer shall, thereupon comply with the instruction issued by the officer in this behalf.

**(6)** In exceptional circumstances the State Government may, for such period, by notification, dispense with requirement of electronic registration, in respect of establishment or class of establishment, for part or whole of State, and submission of application in the form so provided, may be allowed.

**(7)** The certificate of registration shall be non-transferable and a copy of the certificate of registration shall be displayed in the premises of the establishment at the conspicuous place in hard copy or electronically.

**(8)** The employer in respect of an establishment already registered under any other central labour law for the time being in force shall, update the registration particulars on the Official Portal, within six months from the date on which the Code comes into force.

**(9)** Any registration obtained by providing wrong information shall be liable to be cancelled provided that the establishment has been given an opportunity to show cause, electronically or by registered post, as to why the certificate of registration should not be cancelled.

**(10)** The employer shall quote the Registration Number on all documents prepared or completed by him in connection with the Code or the Rules or the Regulations or the Scheme, as the case may be, and in all correspondence with the office concerned.

**(11)** Any change in the ownership, management or any particular furnished in Registration Form submitted on the specified portal, shall be updated on the portal by the employer within thirty days of such change.

**(12)** The employer of an establishment to which the provisions of the Code apply and whose business activities are in process of closure, may apply for cancellation of registration online on the Official Portal after giving complete details of the dues payable under the Central Labour Codes:

Provided that no such application for cancellation of registration shall be entertained unless the employer has furnished all statutory returns, paid all statutory dues under the Central Labour Codes and any other Central Labour law in force in accordance with the law applicable for the time being and submitted a self-certification to that effect along with the application.

**(13)** The registering officer shall maintain a register of establishment electronically in **Form-5** showing the particulars of establishment in relation to which certificates of registration have been issued by him.

**(14)** 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 maybe,

the work is to be executed, intimating the actual date of the commencement, completion of work and cessation of establishment, as the case may be, in **Form-6** annexed to these rules electronically and the same shall be auto-shared to Employees' Provident Fund Organisation (EPFO) and Employees' State Insurance Corporation (ESIC).

**(15) Credit of fees.** - All fees payable under these rules shall be credited into the Government treasury under the State head of the account notified in this regard.

**16. Appeal under Section 4.** - (i) The employer aggrieved by the order of Registering Officer, may appeal against such order before the appellate officer appointed by the State Government for such purpose within thirty days from the date of receipt by him of such order, electronically.

(ii) Where the memorandum of appeal is in order, the appellate officer shall admit the appeal, acknowledge it and intimate admission of such appeal, and shall register the appeal in electronic form to be kept for the purpose called the register of appeals.

(iii) When the appeal has been admitted, the appellate officer shall send the notice of the appeal to the registering officer, against whose order the appeal has been preferred and the registering officer shall thereupon send the records of the case to the appellate officer online electronically.

(iv) On receipt of the appeal, the appellate officer shall send a notice to the appellant to appear before him on such date and time as may be specified in the notice for the hearing of the appeal electronically or by registered post.

(v) If on the date fixed for hearing, the appellant does not appear, the appellate officer may dismiss the appeal for default of appearance of the appellants by sending the copy of the order to the applicant electronically.

(vi) Where an appeal has been dismissed, the appellant may apply electronically to the appellate officer for the restoration of the appeal within thirty days from the date of receipt of the order and if the appellate officer is satisfied that the appellant was prevented by sufficient cause from appearing, the appellate officer shall restore the appeal.

(vii) The order of the Appellate Officer 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.

**17. Saving for Pending Cases.** - Nothing contained in Rules shall affect the grant, renewal, transfer or amendment of licence pending at the time when these rules come into force. Such cases of grant, renewal, transfer or amendment shall be dealt with in accordance with the rules in force at the time of the commencement of these rules.

**18. Notice by employer of commencement and cessation of operation  
[Rule prescribed under Section-5]**

The employer of every establishment shall within thirty days of the commencement or cessation of operation, submit to the Registering Officer in **Form 6**, electronically and the notice of cessation of operation shall be enclosed with a certificate that the payment of all dues to the workers employed in the establishment have been made and the premises are kept free from storage of hazardous chemicals and substances.

**CHAPTER-III**  
**Duties of Employers and Employees**

**Rules prescribed under Section-6**

**(19). Annual health Examination under clause (c) of subsection (1). -**

Every employer of factory, building and other construction work, beedi and cigar work, plantation, motor transport undertaking shall arrange to conduct free of cost, medical examination for every worker annually i.e. within 120 days from the commencement of the every calendar year who has completed 30 years of age. The medical examination shall be conducted by a qualified medical practitioner as per proforma in the **Form-7**. The Medical Certificate shall be submitted by the qualified medical practitioner to the concerned employer and employee.

**(20) Letter of appointment to employee under clause (f) of subsection (1)**

**:-**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) 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 & 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:
- (xiv) Broad Nature of duties to be performed:
- (xv) Any other information:

Signature  
Occupier/manager

### **Rules prescribed under Section-10**

#### **21. Notice of accidents and dangerous occurrences under sub section (1) of section 10 and 11**

(1) Where at any place in an establishment which is a factory, building and other construction work, plantation, beedi and cigar works an accident occurs which results in the death of any person, the employer of the establishment shall forthwith send a notice thereof in Form-8 electronically and inform by telephone to the Inspector-cum Facilitator and Chief Inspector-cum Facilitator and District Magistrate or Sub-divisional Officer, the officer-in-charge of the nearest police station; and the family members /kin of the injured or deceased person.

(2) Where at any place in an establishment which is a factory, building and other construction work, plantation, beedi and cigar works an accident occurs which results in bodily injury by reason of which the person injured is prevented from working for a period of forty eight hours or more immediately following the accident, the employer or occupier or manager of the establishment shall forthwith send a notice in Form-8 within twelve hours after the completion of forty eight hours, electronically to the Inspector-cum-Facilitator.

(3) Wherein an establishment there is any dangerous occurrence as specified in the schedule annexed hereto, whether causing any bodily injury or disability or not, a notice in Form-8 shall within twelve hours be sent to:

- (a) The Inspector-cum-facilitator;
- (b) District Magistrate or Sub-divisional Officer;

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

in writing within 12 hours of the death. 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.

## **SCHEDEULE**

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

- (i) Bursting, of any *lifting appliance* or pipeline or equipment containing petroleum, steam, compressed air or other substance at a pressure greater than the atmospheric pressure;
- (ii) Collapse or failure of a crane, derrick, winch, hoist or other appliances used in raising or lowering persons or goods, or any part thereof, or the overturning of a crane.
- (iii) Explosion, explosion due to explosives, fire, leakage or release of harmful toxic gases, bursting out, leakage or escape of any molten metal, or hot liquid or gas causing bodily injury to any person or damage to any room or place in which persons are employed;
- (iv) Explosion of a receiver or container used for the storage at pressure greater than atmospheric pressure of any gas or gases (including air) or any liquid or solid resulting from the compression of gas.
- (v) collapse or failure of lifting appliances or hoist or conveyors or other similar equipment for handling building or construction material or breakage or failure of rope, chain or loose gears; overturning of cranes used in building or other construction work; falling of objects from height;
- (vi) collapse of any wall, floor, gallery, roof bridge, tunnel, chimney, wall, building or subsidence of soil or any other structure, platform, staging, scaffolding or any means of access including formwork; contact work, excavation and collapse of transmission;
- (vii) Spillage or leakage of hazardous substances and damage to their container;
- (viii) collapse, capsizing, toppling or collision of transport equipment within the establishment;
- (ix) fall from height of any excavation, loading or transport machinery;
- (x) an instantaneous failure of a pillar, part of a pillar or several pillars of coal (i.e.,a 'bump') in working below ground;

- (xi) a rock-burst in working belowground; a premature collapse of any part of the working;
- (xii) a breakage, fracture or failure of an essential part of any machine or apparatus whereby the safety of persons may be endangered;
- (xiii) a slide causing injury to any person, damage to any machinery, or interruption of normal mining operations;
- (xiv) failure of dump or side in opencast working; a blowout;
- (xv) a failure of any structure or installation whereby the safety of persons may be endangered; or spark generated due to electrical flash-over causing burn injury to any person;
- (xvi) a major uncontrolled emission of petroleum or chemical spillage;

**22. Notice of disease under sub-section (1) and (2) of Section 12.-** (1) A notice in the following format shall be sent forthwith electronically, to the Inspector-Cum Facilitator or Chief Inspector-cum-facilitator, by the employer or occupier or manager of an establishment in which there occurs any disease as notified under the Third Schedule of the Code.

**NOTICE OF DISEASE**

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

Signature of employer /occupier / manager

Date:

**(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 stating-

- (a) the name and full postal address of the patient,
- (b) the disease from which he believes the patient to be suffering, and
- (c) the name and address of the establishment in which the patient is or was last employed.

### **Rules prescribed under Section 13 and 14**

**23. Duties of employee under clause (d) and (g) of Section 13.**- If an employee comes to know that of any unsafe or unhealthy condition in the establishment, he shall report to the employer, health and safety representative or safety officer, as soon as practicable, electronically or in writing or telephonically.

**24. Rights of Employee under sub-section (3) of Section 14.**- On receipt of information from the employee relating to the existence of an imminent danger to their safety and health, the employer shall take immediate remedial action in this regard. The employer whether satisfied or not, shall send a report forthwith of such actions taken, to the Inspector-cum-facilitator electronically or by registered post or speed post.

### **CHAPTER IV** **(Occupational Safety and health)** **Rules prescribed under Section 17**

#### **Rule 25. State Occupational Safety and health advisory Board**

**(1)** For the purpose of section 17 of the Code the State Occupational, Safety and Health Advisory Board shall consist of :-

- I. Additional Chief Secretary /Principal Secretary/Secretary Labour, Government of Madhya Pradesh- Chairman,*ex officio*.
- II. Chairman, Madhya Pradesh Pollution Control Board, Bhopal- Member,*ex officio*.
- III. Additional Chief Secretary /Principal Secretary/Secretary, Department of Industrial Policy and Investment Promotion, Government of Madhya Pradesh- Member,*ex officio*.
- IV. Labour Commissioner, Government of Madhya Pradesh- Member,*ex officio*.
- V. Commissioner, Health , Govt of Madhya Pradesh- Member, *ex officio*
- VI. Chief inspector-cum-Facilitator, Government of Madhya Pradesh- Member,*ex officio*.
- VII. Director , Geology and Mining Department, Government of Madhya Pradesh- Member *ex officio*.
- VIII. Secretary, Madhya Pradesh Building and Other Construction Workers Welfare Board- Member,*ex officio*.
- XI. Secretary, MP Urban / Rural Unorganized Workers Welfare Board- Member,*ex officio*

- X. Secretary, Madhya Pradesh Labour Welfare Board- Member ,*ex officio*
- XI. Director, ESICS, Govt of Madhya Pradesh- Member ,*ex officio*
- XII. Five representative of employers- Members
- XIII. Five representative of employees- Members
- XIV. Five eminent persons connected with field of Occupational Safety and health- Member
- XV. Deputy Secretary Labour- Member Secretary,*ex officio*

Members referred to in clause XII, XIII, XIV as above shall be nominated by Government of Madhya Pradesh.

**(2) Term of Office.**— The terms of office of members as referred in clause XII, XIII, XIV of sub rule (1) shall be three years

**(3) Procedure for nomination of members and discharge of their functions** shall be prescribed by the State Government.

**(4) Resignation.**— (a) A member of the State board, not being an *ex officio* member, may resign his office by a letter in writing addressed to the Chairperson of the State Board.

(b) The seat of such a member shall fall vacant from the date on which his resignation is accepted by the state Government, or on the expiry of thirty days from the date of receipt of the letter of resignation by the State Government which is earlier.

(c) A member appointed to fill a casual vacancy, arising due to death, resignation or otherwise of the member shall hold office for the remaining period of the tenure of office of the member in whose place he is appointed.

**(5) Cessation of membership.**—If any member of the State board, not being an *ex-officio* member, fails to attend three consecutive meetings of the State board, without obtaining the leave sanctioned by the Chairperson of such State board for such absence, he shall cease to be a member of State board.

Provided that the State Government may, if it is 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 State Board.

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

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

**(7) Removal from membership.**-The State Government may remove any member of the State Board, if in its opinion such member has ceased to represent the interest which he purports to represent on such State 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.

**(8) Travelling Allowance for members.-** (i) the travelling allowance of an official member shall be governed by the rules applicable to him for journey performed by him on official duties and shall be paid by the authority paying his salary.

(ii) the non-official members of the State Board shall be paid travelling allowance for attending the meeting of the State Board at such places as per the guidelines of Finance Department.

**(9) Meeting of the Board and Quorum.-** (1) The State Board may meet as often as necessary.

Provided that the Chairperson shall, within fifteen days of the receipt of a requisition in writing from not less than one third of the members of the Board, call a special meeting thereof.

(2) No business shall be transacted at any meeting unless at least 6 members are present, Provided that if at any meeting less than 6 members are present the Chairperson may adjourn the meeting to another date informing members present and giving notice to the other members that he proposes to dispose of the business at the adjourned meeting whether there is a prescribed quorum or not, and it shall thereupon be lawful for him to dispose of the business at the adjourned meeting irrespective of the number of members attending.

Provided that when the Chairperson calls a meeting for considering any matter which in his opinion is of urgent nature, notice of not less than three days shall be deemed sufficient.

(3). The meeting of the State Occupational Safety and health advisory Board shall be conducted at least once in a year.

**10. Chairperson to preside at meetings.—**The Chairperson shall preside over all meetings of the Board, and if the Chairperson is, for any reason, unable to attend a meeting of the Board, any member nominated by the Chairperson in this behalf, and in the absence of such nomination, any other member elected by the members present from amongst themselves at the meeting, shall preside at the meeting.

**11. Minutes of meetings.—**The proceedings of each meeting of the Board shall be recorded and circulated to all members after approval by the Chairperson as soon after the meeting as possible, subject to confirmation in the next meeting of the Board. After such confirmation, they shall be recorded in a Minute Book, which shall be kept for permanent record.

**12. Allowances payable to Non-official members.—**Every non-official member shall be paid travelling allowance and daily allowance for attending meetings of the Board and its sub-committees at rates admissible to Class I officers of the State Government.

**13. Appointment of Secretary, other Officers and Staff.**— (1) The Board may, with the prior concurrence of the State Government, appoint an officer not below the rank of a Class I officer as Secretary of the Board.

(2) The Board may, with approval of state government, appoint such other officers and employees as it may consider necessary for the efficient discharge of its functions;

## **Rule 26 under section 21**

### **26. Collection of Statistics**

The employer shall submit the details of occupational safety and Health statistics electronically on web portal designated for the purpose.

## **Rule prescribed under Section-22(1)**

### **27. Safety Committee. –**

(1) In every factory, building and other construction works, Beedi and Cigar work and Plantation -

(a) wherein five hundred or more workers are ordinarily employed; or  
(b) a factory carries on “hazardous process” as defined under section 2 (za) of the Code; or  
(c) a factory carries on any process or operations declared to be “dangerous operations” under section 82 of the Code;

there shall be a Safety Committee :

Provided that factories declared under Section 81 of the Code situated in a particular area and carrying out “hazardous process” or “dangerous operations” of similar nature, , shall have a common Safety Committee for them with the prior approval of Chief Inspector cum facilitator for the purpose this rule. The area of common safety committee shall be decided by Chief Inspector cum facilitator. Chief Inspector cum facilitator shall facilitate formation of safety committee.

(2) The tenure of the safety committee shall be for three years. The safety committee shall meet atleast once in everyquarter

(3) The representative of the workers shall be chosen by the registered trade Union. In case where there is no registered trade union the members may be chosen by the workers of the establishment.

Provided that there shall be adequate representation of the women workers in the committee.

(4) Safety Committee shall have the right to be adequately and suitably informed of –

(a) potential safety and health hazards to which the workers may be exposed at workplace;

(b) data on accidents as well as data resulting from surveillance of the working environment and of the health of employees, conducted at such establishments.

(5) The owner, employer, occupier, agent or manager shall, within a period of 15 days from the date of receipt of the recommendations of the Safety Committee shall take action to implement the recommendations.

**28. Composition of Safety Committee.**— (1) The representatives of the management on Safety Committee, shall consist of –

(a) A senior official, who by his position in the organisation can contribute effectively to the functioning of the Committee, shall be the Chairman;

(b) A Safety Officer and Medical Officer wherever available and the Safety Officer in such a case shall be the Secretary of the Committee ; and

(c) A representative each from the production, maintenance and purchase departments.

(d) In case of common safety committee, minimum one employee from each factory shall be nominated by the occupier.

(2) The workers' representatives on the Safety Committee referred to in sub-rule (1) shall be chosen by the workers.

(3) The minutes of the meeting of the Safety Committee referred to in sub-rule (1) shall be recorded.

(4) Safety Committee shall have the right to be adequately and suitably informed of –

(a) potential safety and health hazards to which the workers may be exposed at workplace;

(b) data on accidents as well as data resulting from surveillance of the working environment and of the health of workers exposed to hazardous substances.

(5) Function and duties of the Safety Committee referred to in sub-rule (1) shall include –

(a) assisting and cooperating with the management in achieving the aims and objectives outlined in the "Safety and Health Policy";

(b) dealing with all matters concerning health, safety and environment and to arrive at practicable solutions to problems encountered;

(c) creating safety awareness amongst all workers;

(d) undertaking educational, training and promotional activities;

(e) discussing reports on safety, environmental and occupational health surveys, safety audits, risk assessment, emergency and disaster management plans and implementation of the recommendations made in the reports;

(f) looking into the matters likely to cause danger to the safety and health of the workers and suggest corrective measures; and

(g) reviewing the implementation of the recommendations made by it.

**29. Functions of Safety Committee.**— The functions of the Committee shall be-

- (a) to discuss remedial measures against the unsafe conditions and practices in the establishment as pointed out in the reports of worker's representative brought to the notice of the Committee and make appropriate recommendations;
- (b) to discuss the report of inquiry into accident, dangerous occurrences etc., and make appropriate recommendations;
- (c) to formulate and implement appropriate Safety campaign based on analysis of accidents and dangerous occurrences;
- (d) to serve as a forum for communication on Safety and occupational health matters; and
- (e) to discuss the standard operating procedures (SOP) prepared for different plant, equipment, installations and methods at the establishment and make appropriate recommendations.

**30. Qualification of Safety Officer -** (1) A person shall not be eligible for appointment as a Safety Officer unless he-

- (i) Possesses recognised degree in any branch of engineering or technology and has had practical experience of working in a establishment or in construction work, as the case may be, a supervisory capacity for a period of not less than 2 years; or a recognised degree in physics or chemistry and has had practical experience of working in establishment in a supervisory capacity for a period of not less than 5 years; or a recognised diploma in any branch of engineering or technology and has had practical experience of working in a establishment in construction work,in a supervisory capacity for a period of not less than 6 years;
- (ii) Possesses a degree or diploma in the industrial safety recognised by the State Government in this behalf; and
- (iii) Has adequate knowledge of the language spoken by majority of the workers in the region in which the establishment where he is to be appointed is situated.

(2) Notwithstanding the provisions contained in clauses (i) and (ii) sub-rule (1), any person who possesses a recognised degree or diploma in engineering or technology and has had experience of less than 5 years in a department of the Central or State Government which deals with the administration of the Occupational safety, health and working conditions Code ,2020; or Possesses a recognised degree or diploma in engineering or technology and has had experience of not less than 5 years, (full time) in training education consultancy or research in the field of accidents prevention in industry or in any institution, shall also be eligible for appointment as Safety Officer :

Provided that the Chief Inspector cum facilitator may, subject to such conditions as he may specify, grant exemption from the requirements of this sub rule, if in his opinion, a suitable person possessing the necessary qualifications and experience; is not available for appointment .

**31. Duties of Safety Officer.** - The duties of a Safety Officer shall be to advice and assist the establishment management in the fulfilment of its obligations, statutory otherwise concerning prevention of personal injuries and maintaining a safe working environment. These duties shall include the following namely :-

- (i) to advice the concerned departments in planning and organising measures necessary for the effective control of personal injuries;
- (ii) to advise on safety aspects in all job studies and to carry out detailed job safety of selected jobs;
- (iii) to check and evaluate the effectiveness of the action taken or proposed to be taken by concerned department to prevent personal injuries;
- (iv) to advise the purchase and stores departments in ensuring high quality and availability of personal protective equipment;
- (v) to advise on matter related to carrying out plant safety inspections;
- (vi) to render advise on matters related to reporting and investigation of industrial accidents diseases;
- (vii) to investigate selected accidents.
- (viii) to investigate the cases of industrial diseases contracted ,dangerous occurrence reportable under rules .
- (ix) to advise on the maintenance of such records as are necessary relating to accidents, dangerous occurrences and industrial diseases;
- (x) to promote setting up of safety committees and act as advisor to such committees;
- (xi) to organise in association with the concerned departments, campaigns, contests and other activities will develop and maintain the interest of the workers in establishing and maintaining safe conditions of work and procedures; and
- (xii) to design and conduct either independently or in collaboration with the training department suitable training and educational programmes for the prevention of personal injuries.

**32. Facilities to be provided to Safety Officers.**- The employer of the establishment shall provide each Safety Officer with such facilities equipment and information as are necessary to enable him to discharge his duties effectively.

**33. Prohibition on performance of other Duties.** - No Safety Officer shall be required or permitted to do any work which is inconsistent with of department to the performance of the duties prescribed in Rule 31.

**34. Number of Safety Officers.**- In every establishment where appointing of Safety officer is mandatory shall appoint safety officers, as laid down in the scale given below :

(A) For Factories

Sr.No.	Employment	Number of Safety officers
1.	500 to 1000 workers	One safety officer
2.	1001 to 2000 workers	Two safety officers
3.	2001 to 5000 workers	Three safety officers
4.	5001 to 10000 workers	Four safety officers

(B) For factories carrying on Hazardous process

Sr.No.	Employment	Number of Safety officers
1.	250 to 500 workers	One safety officer
2.	501 to 1000 workers	Two safety officers
3.	1001 to 2000 workers	Three safety officers
4.	2001 to 5000 workers	Four safety officers
5.	5001 to 10000	Five safety officers

(C) For Building or other construction work

Sr.No.	Employment	Number of Safety officers
1.	250 to 500 workers	One safety officer
2.	501 to 1000 workers	Two safety officers
3.	1001 to 2000 workers	Three safety officers
4.	2001 to 5000 workers	Four safety officers
5.	5001 to 10000	Five safety officers

Provided that for employment above 10000 workers one additional safety officer shall be appointed for every additional 5000 workers or part thereof.

Any appointment, when made, shall be notified to the Inspector cum facilitator having jurisdiction in the area, giving full details of the qualifications, terms and conditions of service of such safety officers.

## CHAPTER V

### Hours of work and annual leave with wages

**35. Daily and weekly working hours under clause (b) of sub-section (1) of Section 25.-**

- (1) No worker shall be required or allowed to work in an establishment for more than forty eight hours in any week.
- (2) the period of work of a worker shall be so arranged that inclusive of his intervals for rest, shall not spread over formore than twelve hours in a day.
- (3) the period of works of workers shall not exceed **six hours** and that no worker shall work for more than six hours before he has had an interval for rest of atleast half an hour.
- (4) the working hours in a day may be modified subject to sub-rules (1), (2) and (3), so that the total number ofworking hours in a week shall be so fixed and followed.

**36. Interruption period allowed in running time under Explanation (a) of sub-section (1) of Section 25.-** A maximum of fifteen minutes interruption shall be allowed any time during which the running of the transport vehicleis interrupted.

**37. Working hours of working journalist under sub-section (2) of Section 25.-**

(1) The provisions under this ruleshall apply to working journalist but not apply to editors, or to correspondents, reporters or news photographers (2) Notwithstanding anything contained in sub-rule (1) the following provisions shall apply to every correspondent,reporter or news photographer stationed at the place at which the newspaper establishment (in relation to which any such person is employed) is situated, namely:

(a) Subject to such agreement as may be arrived at either collectively or individually between the parties concerned,every such correspondent, reporter or news photographer shall, once he enters upon duty on any day, be deemed to be on duty throughout that day till he finishes all the work assigned to him during that day:

Provided that if such correspondent, reporter or news photographer has had at his disposal for rest anyinterval or intervals for a total period of two hours or less between any two or more assignments of work, heshall not be deemed to be on duty during such period:

Provided further that where the total period of such interval or intervals exceeds two hours, he shall bedeemed to be on duty during the period which is in excess of the said period of two hours.

(b) Any period of working in excess of thirty-six hours during any week, which shall be considered as a unit of workfor the purposes of this sub-rule, shall be compensated by rest during the succeeding week and shall be given inone or more spells of not less than three hours each:

Provided that where the aggregate of the excess hours worked falls short of three hours, the duration of restshall be limited only to such excess.

**38. Normal working day for working journalist.** - The number of hours which shall constitute a normal working day for a working journalist exclusive of the time for meals shall exceed six hours per day in the case of a day shift and five and a half hours per day in the case of a night shift and no working journalist shall ordinarily be required or allowed to work for longer than the number of hours constituting a normal working day.

**39. Interval for rest for working journalist.** - Subject to such agreement as may be arrived at between a newspaper establishment and working journalists employed in that establishment, the periods of work for working journalist shall be so fixed that no working journalist shall work for more than four hours in the case of a day shift and three hours in the case of a night shift before he had an interval of rest, in the case of the day shift for one hour, and in the case of the night shift for half an hour.

**40. Compensation for overtime work.** - When a working journalist work for more than six hours on any day in the case of a day shift and more than five and a half hours in the case of a night shift, he shall, in respect of that overtime work, be compensated in the form of hours of rest equal in number to the hours for which he has worked overtime.

**41. Conditions governing night shifts.** - No working journalist shall be employed on a night shift continuously for more than one week at a time or for more than one week in any period of fourteen days.

**42. Interval preceding change of shift.** - In the case of change of shift from night to day shift or vice versa, there shall be an interval of not less than twenty-four consecutive hours between the two shifts and in the case of a change from

one day shift to another day shift or from one night shift to another night shift there shall be interval of not less than twelve consecutive hours.

Provided that no such interval may be allowed if such interval either coincides with or falls within, the interval enjoyed by a working journalist under sub-section (2) of Section 25 of the Code.

**43. Number of holidays in a year for sales promotion employee or working journalist.** - A working journalist or Sales promotion employee shall be entitled to ten holidays in a calendar year.

**44. Compensatory holidays for sales promotion employee or working journalist.** - If a working journalist or Sales promotion employee is required to attend on a holiday, a compensatory holiday shall be given to him, within thirty

days immediately following the holiday, on a day mutually agreed upon by him and his employer.

**45. Wages for holidays.** - A working journalist or Sales promotion employee shall be entitled to wages on all holidays as if he was on duty.

**46. Wages for weekly day of rest.** -

A working journalist and Sales promotion shall be entitled to wages for the weekly day of rest as if he was on duty.

**47. Competent officers.** -Every newspaper establishment may designate one or more officers in that establishment as competent officers for the purposes of rules under this Chapter.

**48. Procedure for availing leave by working journalist or sales promotion employee** .- (1)A working journalist or sales promotion employee who desire to obtain leave shall apply in writing to the competent officer of the establishment. (2) Application for leave under sub-rule (1), other than casual leave, leave on medical certificate and quarantine leave, shall be made not less than one month before the date of commencement of leave, except in urgent or unforeseen circumstances.

(3) If leave is refused or postponed, the competent officer of the establishment shall record the reasons for such refusal or postponement, as the case may be, and send a copy of the order to the working journalist or sales promotion employee as the case may be.

(4) Holidays, other than weekly days of rest, shall not be prefixed or suffixed to any leave without the prior sanction of the competent officer of the establishment.

(5) A holiday including a weekly rest day, intervening during any leave granted under these rules, shall form part of the period of leave.

**49. Recall a working journalist or sales promotion employee before expiry of leave.** -(1) A newspaper establishment may recall a working journalist or sales promotion employee on leave, if that establishment considers it necessary to do so. In the event of such recall, such working journalist or sales promotion employee shall be entitled to travelling allowance, if at the time of recall he is spending his leave at a place other than his headquarters.

(2) The travelling allowance, which shall be paid to a working journalist under sub rule(1) shall be determined in accordance with the rules of the establishment governing travelling allowance for journeys undertaken by the working journalists or sales promotion employee in the course of their duties.

**50. Production of medical certificate of fitness before resumption of duty.** -A working journalist or sales promotion employee who has availed himself of leave for reasons of health may, before he resumes duty, be required by his employer to produce a medical certificate of fitness from the qualified medical practitioner or medical officer who issued the medical certificate.

**51. Designation of Medical Officer.** -Every establishment employing working journalist or sales promotion employee may designate one or more qualified medical practitioners in conformance with Section 42 of the Code.

**52. Earned leave.** -(1) A working journalist or sales promotion employee shall be entitled to earned leave on full wages for a period not less than one month for every eleven months spent on duty.

Provided that he shall cease to earn further such leave when the earned leave due amounts to ninety days.

(2) The period spent on duty shall include the weekly days of rest, holidays, casual leave and quarantine leave.

**53. Wages during earned leave.** - A working journalist or sales promotion employee on earned leave shall draw wages equal to his average monthly wages earned during the period of twelve complete months spent on duty, or if the period is less than twelve complete months, during the entire such period, immediately preceding the month in which the leave commences.

**54. Cash compensation for earned leave not availed of.**-(1) When a working journalist or sales promotion employee voluntarily relinquishes his post or retires from service on reaching the age of superannuation, he shall be entitled to cash compensation for earned leave not availed of up to a maximum of thirty days :

Provided that a working journalist or sales promotion employee who has been refused earned leave due to him shall be entitled to get cash compensation for the earned leave so refused:

Provided further that in the case of a working journalist who dies while in service and who has not availed himself of the earned leave due to him immediately preceding the date of his death, his heirs shall be entitled to cash compensation for the leave not so availed of.

(2) When a working journalist's or sales promotion employee's services are terminated for any reason whatsoever, other than as punishment inflicted by way of disciplinary action, he shall be entitled to cash compensation for earned leave not availed of up to a maximum of ninety days.

(3) Such cash compensation shall not be less than the amount of wages due to a working journalist or sales promotion employee for the period of leave not availed of, the relevant wage being that which would have been payable to him had he actually proceeded on leave on the day immediately preceding the occurrence of any of the events specified in sub-rule (1) or (2), as the case may be.

**55. Leave on medical certificate.** -

(1) A working journalist or sales promotion employee shall be entitled to leave on medical certificate on one-half of the wages at the rate of not less than one month for every eighteen months of service:

Provided that he shall cease to earn such leave when the leave on medical certificate amounts to ninety days.

(2) Such medical certificate shall be from a medical officer: Provided that when a working journalist has proceeded to a place other than his headquarters with the permission of his employer and falls ill, he may produce a medical certificate from any registered medical officer:

Provided further that the employer may, when the qualified medical practitioner is not in the service of the Government, arrange at his own

expense, the medical examination of the working journalist or sales promotion employee concerned by any Medical Officer.

(3) Leave on medical certificate may be taken in continuation with earned leave provided that the total of duration earned leave and leave on medical certificate taken together shall not exceed a hundred and twenty days at anyone time.

(4) A working journalist or sales promotion employee shall be entitled at his option to convert leave on medical certificate on one-half of the wages to half the amount of leave of full wages.

(5) The ceiling laid down in the provision to sub-rule (1) and sub-rule (3) on the accumulation and total duration of leave may be relaxed by the competent officer in the cases of working journalists or sales promotion employees suffering from lingering illness such as tuberculosis.

(6) Leave on medical certificate or converted leave on medical certificate referred to in sub-rules (1) and (4) may be granted to a working journalist at his request notwithstanding that earned leave is due to him.

**56. Quarantine leave.** -Quarantine leave on full wage shall be granted by the newspaper establishment on the certificate of the authorized medical practitioner designated as such under Section 42, for a period not exceeding twenty-one days or, in exceptional circumstances, thirty-days. Any leave necessary for quarantine purposes in excess of that period shall be adjusted against any other leave that may be due to the working journalist or sales promotion employee.

**57. Extraordinary leave.**-A working journalist or sales promotion employee who has no leave to his credit may be granted extraordinary leave without wages at the discretion of the newspaper establishment in which such working journalist or sales promotion employee is employed.

**58. Leave not due.**-A working journalist or sales promotion employee who has no leave to his credit may be granted at the discretion of the newspaper establishment in which such working journalist is employed.

**59. Study leave.** -A working journalist or sales promotion employee may be granted study leave with or without wages at the discretion of the newspaper establishment in which such working journalist or sales promotion employee is employed.

**60. Casual leave. -(1) A working journalist or sales promotion employee shall be eligible for casual leave at the discretion of the newspaper establishment for fifteen days in a calendar year:**

Provided that no more than five days' casual leave shall be taken at any one time and such leave shall not be combined with any other leave.

(2) Casual leave not availed of during a calendar year will not be carried forward to the following year.

**61. Weekly day of rest under sub-section (2) of Section 26.**

(1) For the purpose of section 26, there shall be posted up in a conspicuous place outside the office of every establishment a notice showing the weekly

day of rest. Where the weekly day of rest is not the same day for all persons employed in the establishment, the notice shall show the day of rest allowed to each relay, or set of persons or individual.

**62. Compensatory holidays.**-(1) Except in the case of worker engaged in any work which for technical reasons must be carried on continuously throughout the day, the compensatory holidays to be allowed under sub-section (3) of section 26 of the Code shall be so spaced that not more than two compensatory holidays are given in one week.

(2) The manager of the establishment shall display, on or before the end of the month in which holidays are lost, a notice in respect of workers allowed compensatory holidays during the following month and of the dates thereof, at the place at which the notice of periods of works prescribed under section 26 is displayed. Any subsequent change in the notice in respect of any compensatory holiday shall be made not less than three days in advance of the date of that holiday.

(3) Any compensatory holiday or holidays to which a worker is entitled shall be given to him before he is discharged or dismissed and shall not be reckoned as part of any period of notice required to be given before discharge or dismissal.

**63. Extra Wages for overtime under Section 27.**-(1) In pursuance of Section 27 of Code, where in an establishment a worker works for more than eight hours in any day or for more than forty-eight hours in any week, **or**

- (a) for more than nine hours in any day when working for six days in a week; or
- (b) for more than ten hours in any day when working for five days in a week; or
- (c) for more than eleven and a half hours in any day when working for four days in a week; or
- (d) works on paid holidays,

he shall in respect of such overtime work, be entitled to wages at the rate of twice his ordinary rate of wages.

(2) In calculating overtime on any day, a fraction of an hour between 15 to 30 minutes shall be counted as 30 minutes and in case of more than 30 minutes it shall be rounded and shall be counted as an hour on actual basis.

(3) In calculating the wages or earnings in the case of a worker paid by the month, the daily wages shall be 1/26th of his monthly wages; and in the case of any other worker it shall be the daily wages or earnings as the case may be.

(4) the spread over for the workers shall exceed twelve hours in any one day under the following works and circumstances in factories, building or other construction, namely;

- (a) urgent repairs;
- (b) work in the nature of preparatory or complimentary work;
- (c) work which is necessarily so intermittent that the intervals during which they do not work while on duty ordinarily amount to more than the intervals for rest;
- (d) work which for technical reasons must be carried on continuously;
- (e) engaged in making or supplying articles of prime necessity which must be made or supplied every day,
- (f) engaged in a process which cannot be carried on except during fixed seasons;
- (g) engaged in a process which cannot be carried on except at times dependent on the irregular action of natural forces;
- (h) engaged in an engine-rooms or boiler-houses or in attending to power-plant or transmission machinery;
- (i) engaged in process on account of the break-down of machinery;
- (j) engaged in the loading or unloading of railway wagons or lorries or trucks;
- (k) exceptional press of work and
- (l) engaged in any work, which is notified by the State Government or Central government in the Official Gazette as a work of national importance;

Provided that no worker shall be allowed to work overtime exceeding **one hundred and forty four** hours in any quarter of a year.

**64. Circumstances for exemption from restriction on double employment in factory under section 30.**- Except in the case of workers engaged in any work which for technical reasons, or for such reasons as may be allowed by the Chief Inspector-cum-Facilitator, must be carried on continuously throughout the day, no worker shall be required or allowed to work in any factory on any day on which he has already been working in any other similar factory."

**65. Notice of periods of work under sub-section (2) of Section 31.**- (1) The notice referred to in sub-section (2) of section 31 shall be displayed at conspicuous places on a notice board or electronic board and maintained in **Form-9** and copy of such notice shall be sent to Inspector-cum-facilitator electronically or by registered post.

## **CHAPTER VI**

### **MAINTENANCE OF REGISTERS, RECORDS AND RETURNS**

**( Rules under Section 33).**-

**66. Maintenance and production of reports, registers and other records**  
Every employer shall-

- (a) maintain register of workers, wages, overtime, fine, deduction for damage or loss in **Form 10** electronically and shall be kept available at an office or the nearest convenient building within the precincts of the establishment;

(b) in case of manual registers and other records, be legibly entered in ink in English and Hindi or the language understood by a majority of the persons employed;

(c) be preserved in original for a period of three calendar year after the date of the last report or entry;

Provided that when the original record is lost or destroyed before the expiry of one year period, true copies thereof, if available, shall be preserved for the prescribed period;

(d) be produced, electronically or by registered post, on demand before the Chief Inspector-cum-facilitator or an Inspector-cum-facilitator or any person authorized in that behalf of the State Government.

**67. Display of notice board.**-Every employer shall cause to display at the conspicuous place of the workplace of the establishment under his control, notice showing the name and address of the establishment, hours of work, wage period, date of payment of such wages, details of accident and dangerous occurrence in the establishment for the last five years, name and address of the Inspector-cum-facilitator having jurisdiction to such establishment and date of payment of unpaid wages to such workers in English, Hindi and in the Local Language understood by the majority of the workers.

**68.Return.**- Every employer of an establishment shall send annually a return relating to such establishment in duplicate in **Form-11** to the Inspector-cum-facilitator having jurisdiction so as to reach him not later than 1st February following the end of each calendar year with a copy to Director General, Labour Bureau electronically.

**69. Register of accident and dangerous occurrences.**— The registers of accident and dangerous occurrences required by sub-clause (v) of clause (a) of section 33 of the Code shall be maintained in a **Form-12**.

**70. Register of leave with wages under clause (a) of section 33.**-

(1) The owner, agent or manager of every establishment shall maintain in respect of every employee thereof a record of leave with wages electronically or manually in **Form-13**.

(2) The register mentioned in sub- rule (1) 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 etc.)

### Rules under section 34

**71.** Qualification for the post of Chief Inspector cum facilitator for various establishments shall be as per schedule III appended to these rules.

**72. Powers and duties of Inspector-cum-facilitator-**

(1) Inspector-cum-Facilitator shall, after every inspection, as may be deemed necessary, issue prohibition or improvement notice 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 of the establishment.

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

**(Rule under clause (x) of sub-section (1) of section 35)**

**73. Power to take samples of any articles or substances**

(1) An Inspector cum facilitator may at any time during the normal working hours of a establishment, after informing the employer, occupier or manager of the establishment or other person for the time being purporting to be in charge of the establishment, taken in the manner hereinafter provided 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 the Code or this 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 workers in the factory.

(2) Where the Inspector cum facilitator takes a sample under sub-rule (1), he shall, in the presence of the person informed under that sub- section unless such person wilfully absents himself, divide the sample into three portions and effectively seal and suitably mark them, and shall permit such person to add his own seal and mark thereto.

(3) The person informed as aforesaid shall, if the Inspector cum facilitator so requires, provide the appliance for dividing, sealing and marking the sample taken under this section.

(4) The Inspector cum facilitator shall- (a) forthwith give one portion of the sample to the person informed under sub-rule (1);

(b) forthwith send the second portion to a Government Analyst for analysis and report thereon;

(c) retain the third portion for production to the Court before which proceedings, if any, are instituted in respect of the substance.

(5) Any document purporting to be a report under the hand of any Government Analyst upon any substance submitted to him for analysis and report under this rule , may be used as evidence in any proceeding instituted in respect of the substance.

### **(Rules under section 37)**

**74. Third party audit and certification-** (1) Labour Commissioner may recognise any person or institution , who are recognised by Chief Inspector cum facilitator as Competent Person or Institutes or possessing required qualification under Rules of the Occupational Safety, Health and Working Conditions (Madhya Pradesh)Rules, 2020 to inspect dangerous machines , hoist & lift , Lifting machines & Lifting Tools & pressure vessels , as Third party auditor /certifier for third party audit/certification of non hazardous category Factories employing up to fifty workers.

(2) Labour Commissioner on receipt of application in prescribed form shall register or reject such application after satisfying himself regarding qualification and experience of the applicant. Such application shall be disposed of either by issuing a certificate of third party auditor /certifier in the prescribed form or by rejecting the same specifying reason therefore within a period of 60 days.

(3) Certificate of recognition as third party shall be issued for such area and for such period as may be specified in certificate.

(4) The Labour Commissioner ,if he has reason to believe that a recognized person/Institution has rendered himself unfit for any reason, to be recorded in writing , may revoke person/Institution reorganised for third party certification after giving an opportunity to the third party certifier of being heard .

(5) Any person recognised for third party certification shall not be deemed to be a public servant within the meaning of The Indian Penal Code (45 of 1860) Explanation –For the purpose of this Rule ,an Institution Includes an organisation or agency .

(6) such factories which submit the audit/certification report carried out by a Third party authorised by Labour Commissioner of Madhya Pradsh regarding compliances of THE OCCUPATIONAL SAFETY, HEALTH AND WORKING CONDITIONS CODE, 2020 and Rules made there under to the Inspector cum facilitator having jurisdiction before 31st January every year, shall be exempted from routine inspection process,provided, Inspection of such factories shall only be carried out with the prior permission of Labour Commissioner, madhya Pradesh in case of serious/fatal accident or complaint information thereto. The factories those fail to submit their compliance certification report before the prescribed deadline of 31st January of every year shall not be entitled for such exemption.

### **75. manner of providing alternative employment under clause (d) of sub section A(1) of section 38**

(1) It shall be the duty of occupier to provide alternative employment to any person whose employment has been affected by an order under sub-clause (a) of sub-section (1) of section 38, if any other Factory of the same occupier exists within the radius of one hundred kilometer:

Provided that facility to commute to such other Factory and accommodation to affected persons shall be provided by the occupier. Provided further that if the whole or a part of Factory is fully closed by an order, than it shall be the duty of the occupier to pay wages to the affected person as per the Code of Wages, 2019(Central Act No.29 of 2019) for the number of the days for which the Factory remained closed.

- (2) The alternative employment may be offered only when the period of employment affected by the order is fifteen days or more
- (3) Such persons shall be given notice at least three days before the actual date of such order.
- (4) The wages and other facilities shall not be affected to the detriment of such person .

#### **( Rules under sub-section (1) of Section 42)**

**76. Appointment of Medical Officer-**(a)The Medical Officer shall be a medical practitioner who possesses minimum MBBS degree from medical institute recognised by MedicalCouncil of India/ National Medical Commission or Madhya Pradesh Medical Council.

(b) Medical practitioner having Diploma in Industrial health or equivalent post graduate certificate of training in industrial health shall be given preference.

**77. Duties of Medical Officer** -(1) On receipt of a reference under clause (c) sub section (2) of section 42 of the code, the Medical Officer shall, after giving prior notice regarding date, time and place for medical examination and upon examining the person sent for such examination, prepare the age and fitness certificateand deliver the same to the manager of the establishment concerned after retaining a copy thereof.

- (2) The medical officer may seek opinion of specialists like radiologist, dentist and orthopaedic surgeon as the casemay be, for the purpose of determination of age.
- (3) Medical Officer shall carry out such examination and furnish such report as government may direct:
  - (a) for examination and certification of workers in an establishment in such dangerous occupation or processesas specified in First Schedule to the Code;
  - (b) for medical supervision of any establishment or class of establishment where cases of chronic occupationalillness have occurred due to arduous nature of any process carried on or hazardous condition of work;
  - (c) in respect of any establishment or class of establishment or description of establishment in which operationsinvolve any risk of injury to the health of any person or class of persons employed therein;
  - (d) to undertake occupational health survey for any or class of an establishment, where cases of illness haveoccurred or there is prevalence of diseases as prescribed in Third Schedule of the code.

(e) to assess the age and issue fitness of adolescent for employment in an establishment or class of establishment.

## CHAPTER –VIII

### (Special provisions on Women Employment)

**78.(under Section 43).Employment of Women in establishment** - (1) The following conditions shall be met for employment of women during night or before 6.00 a.m. and beyond 7.00 p.m in any day, namely:-

- (1) It shall be mandatory to take written consent of women workers for working at night shift and employer shall ensure that women workers are employed in a batch of not less than five women.
- (2) No women shall be employed against the maternity benefit provisions laid down under any other prevailing laws.
- (3) Adequate transportation facilities shall be provided to women employees to pick-up and drop such employees at their residence.
- (4) Employer shall provide safe and secure working conditions such that no women employee is disadvantaged in connection with her employment.
- (5) The toilet, washroom, drinking, dining and rest room facilities should be available at the workplace where such women employees are employed and the passage to these facilities where women workers are required to go in connection with their work or otherwise in the premises and surroundings should be well-lit and under closed-circuit television (CCTV) surveillance.
- (6) Women security guards shall be available at entry and exit point of work place.
- (7) Wherever the factory provides boarding and lodging arrangements for the female workers, the same shall be kept exclusively for the women under the control of women wardens or supervisors.
- (8) During night shift not less than 1/3rd of strength of the supervisors, shift-in-charge, foreman or other supervisory staff shall be women.
- (9) There shall be not less than twelve consecutive hours of rest or gap between the last shifts and the night shift whenever a woman worker is changed from day shift to night shift and so also from night shift to day shift.
- (10) 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.

**79.(under Section 44).-Adequate Safety of employment of women in dangerous operations :-** The State Government may declare by notification the class of establishments or factory and the scheme, and standards for safeguarding of women in hazardous process or in dangerous operations

## **CHAPTER IX – Special Provisions**

### **PART I - Contaract labour**

**80. Qualification and Criteria of the Contractor under sub-section (1) of Section 47.**-For the purposes ofobtaining license, the contractor as an entity or as an individual should not be an un-discharged insolvent or convictedany time during the last two years of an offence which is criminal in nature involving offences which are liable forpunishment for more than three months of imprisonment.

**81. Conditions of License under sub-section (3) of section 47.- (1).**The contractor shall ensure that:

(a) the hours of work shall conform to the rules made under Section 25 of the Occupational Safety, Healthand Working Conditions Code, 2020 (37 of 2020).

(b) the wages shall be paid in accordance with the Code on Wages, 2019 (29 of 2020).

(c) if the contract worker of the contractor is working at the premises of the principal employer then it shall be the responsibility of the principal employer to provide the facilities or amenities such as toilet, washroom,drinking water, bathing facilities if required, changing room, first aid box, Canteen and Crèche and

(d) all other facilities and entitlements shall be provided by the contractor.

(e) in case the contractor fails to make payment of minimum wages to the contract worker, then the Labour Commissioner or his representative, who shall cause such payment to be made to thecontract workers who have not been paid out of the security deposit maintained under rule 85 including byinvoking the bank guarantee; and

(f) he shall intimate within fifteen days of the receipt of a contract work order about the details the contractwork order and in the manner as under rule 87.

**82. Form and manner of application for contractor license under of sub-section (1) of Section 48.**-Everyapplication by a contractor for the grant of a license shall be made on-line electronically through official portal in **Form-16** to the licensing authority.

**83. Forms, terms and conditions of license.**- (1) Every license granted shall be in **Form-17**.

(2) Every license granted or renewed is subject to the following conditions, namely:—

(i) the license shall be non-transferable;

- (ii) the number of workers employed as contract labour by the contractor shall not, on any day, exceed the maximum number specified in the license;
- (iii) save as provided in these rules, the fees paid for the grant, or as the case may be, for renewal of the license shall be non-refundable;
- (iv) the rates of wages payable to the workers by the contractor shall not be less than the rates prescribed under the Code on Wages, 2019 and where the rates have been fixed by agreement, settlement or award, not less than the rates so fixed.

**84. Procedure for issue of license 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 one thousand 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 in Form, the Licensing Authority may adjust the security deposit in respect of his application for new license.

(3) The fees to be paid for the grant of a license shall be as notified by the State Government in the official gazette from time to time.

**85. Renewal of license under Section 48.-**(1) Every contractor shall apply electronically on official portal to the Licensing Authority for renewal of the license.

(2) Every such application shall be submitted on the said portal at least 30 days prior to expiry of license period but not before 90 days of such expiry of license.

(3) The security deposit and the fee chargeable for renewal of the license shall be the same as for the grant of license under rule 82.

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

(4) It shall be the responsibility of the authority concerned to renew license within 30 days.

**86. Refund of security deposit .-**(1) On expiry of the period of license the contractor may, if he does not intend to have his license renewed further, make an application electronically to the licensing authority for the refund of the security deposited by him (in form of bank guarantee) along with copy of license and notice of completion of work and bank details in which amount is required to be refunded.

(2) If the Licensing Authority is satisfied that there is no breach of the conditions of license or there is no order for the forfeiture of security deposit

or any portion thereof, he shall direct the refund of the security deposit to the applicant.

(3) If there is any order directing the forfeiture of any portion of contractor's security deposit, the amount to be forfeited shall be deducted from the security deposit, and balance, if any, shall be refunded to the contractor.

(4) Any application for refund shall, as far as possible, be disposed of within thirty days of the receipt of the application.

### **87. Responsibility of contractor under sub-section (4) of Section 48.-**

(1) The rates of wages payable to the workers by the contractor shall not be less than the rates prescribed under the Code on Wages, 2019 (29 of 2019) and where the rates have been fixed by agreement, settlement or award, not less than the rates so fixed.

(2) In case where the worker employed by the contractor perform the same or similar kind of work as the worker directly employed by the principal employer of the establishment, the wage rates, holidays, hours of work and other conditions of service of the workers of the contractor shall be the same as applicable to the workers directly employed by the principal employer of the establishment on the same or similar kind of work. In case of any dispute whether the work is of similar kind, the matter be referred to the Licensing Authority whose decision shall be final.

(3) In other cases the wage rates, holidays, hours of work and conditions of service of the workers of the contractor shall be such as specified under the Code and rules made thereunder.

(4) All contract labour shall be made member of EPFO and ESIC subject to applicability as under respective provisions of the Code on Social Security, 2020.

(5) The contractor shall notify any change in the number of workers or conditions of work to the Licensing Authority, electronically.

### **88. Intimation of work order and time limit for intimation under section 50.-**

(1) Every contractor shall within fifteen days of the receipt of a contract work order shall intimate about the contract work order containing the details such as the name of the principal employer, address of the premises where work is being undertaken, date of commencement of the contract work, the number of contract labour employed under that work order, duration of work orders.

(2) The details of work order shall be sent by the contractor or his authorized representative.

(3) The intimation shall be sent electronically on official portal or on the e-mail of the Labour Commissioner or Licensing Authority.

### **89. Revocation or suspension of license under section 51.-**

(1) If the Licensing Authority is satisfied that the licence has been obtained by mis-representation or suppression of any material fact or if the contractor has failed to comply with the conditions subject to which licence was granted or the contractor has contravened any provision of the Part-I, Chapter-XI of the Code or rules made thereunder, the Licensing Authority shall issue a show cause notice of 15 days to the contractor electronically. On receipt of the reply if any, from the contractor within 15 days, the Licensing Authority shall examine the same and in case the licensing authority finds that the continuation of contract business by the contractor is going to lead to grave harm to the workers, he may pass a speaking order recording the reasons for revocation or suspension or otherwise and communicate to the contractor electronically. A copy of the order shall be endorsed to the Labour Commissioner, Inspector cum facilitator and concerned principal employer.

(2) If the contractor has complied with the said provisions of the code and rules made thereunder within the stipulated time period, the Licensing Authority shall revoke the suspension giving a speaking order or else the suspension may be continued.

(3) If the contractor fails to comply with the directions as in sub-rule (1), the Licensing Authority may forthwith pass an order of revocation of license, recording the reasons thereof and communicates to the contractor electronically. The copy of the order shall be endorsed electronically to the Labour Commissioner, Inspector cum facilitator and concerned principal employer.

**90. Appeal under sub-section (1) of section 52:** The appellate authority under sub-section (1) of section 52 of the Code shall be as notified by the State Government in this behalf.

**91. Responsibility of Payment of wages under Section 55.-** (1) The contractor shall fix the wage periods in respect of which wages shall be payable and no wage period shall exceed one month.

(1) The wages of every person employed as contract labour in an establishment or by a contractor shall be paid before the expiry of seventh day after the last day of the wage period in respect of which the wages are payable.

(3) The wages shall be disbursed only through bank transfer or electronic mode..

**92. Making payment of wages from the security deposit amount under sub-section (4) of section 55 .-**

If the contractor or principal employer does not pay the wages to the contract labour employed by him, the Labour Commissioner or his representative or the competent officer as may be notified shall conduct or cause to conduct, an inquiry and after giving an opportunity to be heard to the contractor shall pass an order to make payment if any, of such wages from the amount deposited by the contractor as security deposit. The contractor shall re-furnish the security deposit within a period of fifteen days or else his license will be liable to be suspended.

**93. Experience Certificate under section 56.-** Every concerned contractor shall issue on demand, experience certificate in Form-18 to the contract labour giving details of the period, work performed, experience gained in various fields performed by such contract labour.

**94. Form and manner of application for declaration of core activity under section 57-**

- (1) If a question arises, as to whether, any activity of an establishment is a core activity or otherwise, the aggrieved party may make an application in Form-18-A to the State Government directly or through the Labour Commissioner, Madhya Pradesh for decision.
- (2) The said application shall contain complete details of the activity in question and manufacturing processes of the establishment.
- (3) The such application shall also contain the justification for making such an application.
- (4) The application shall be accompanied with such documents as are deemed necessary by the applicant.
- (5) Where the State Government refers any such question suo-moto or refers the application to Authority designated under clause (a) of sub-section (2) of section 57, such designated authority shall send a report to the State Government within a period of two months from the date of receipt of such question or application and thereafter the State Government shall decide the question within two months from the date of receipt of such report."

**PART II- Inter-State Migrant Workers**

**95. Journey allowance to Inter-State Migrant Worker under Section 61.-** The employer shall pay a lump sum reasonable amount on account of fare for to & fro journey to the inter-state migrant worker by train (not less than II Class Sleeper) or by bus or any other mode of passenger transport from the place of employment to the place of residence in the home state in the event of the following, namely:

if he has worked for a period of not less than 180 days in the concerned establishment(s) in preceding twelve months;

Provided that the journey allowance shall be given to an inter-state migrant worker once in twelve months. In the event of change of employer by the inter-state migrant worker during the middle of the employment period and has not availed the journey allowance from his previous employer, then on the basis of a certificate to be given by the inter-state migrant worker, the employer where the inter-state migrant worker is now working and the such worker has completed one hundred and eighty days in preceding twelve

months including the period spent with the previous employer, then the employer shall give journey allowance.

**96. Scheme for availing benefits of public distribution system and building and other construction welfare fund.**-The inter-state migrant worker shall have option to avail benefit of the scheme under section 62 through official portal.

**97. Setting up of a Toll Free helpline number to the inter-state migrant worker under Section 63.**-A Toll Free helpline number shall be provided by the Labour Department, to address queries and grievances of the migrant workers. Helpline number shall be provided by the department from the date notified.

**98. Study of inter-state migrant workers under Section 64.**-The State Government may identify the studies to be carried out to promote safety, health and welfare of inter-state migrant workers. Wherever required the State Government may also consult expert organizations and different stake holders involved in the safety, health and welfare of inter-state migrant workers.

### **PART -III - Audio - Visual Worker**

**99. Agreement for audio-visual worker under clause (a) of sub-section (2) of section 66.**-(1) The Form of agreement for the audio-visual workers with the producer is given in Form-19

(2) The agreement shall be registered with the competent authority as may be notified by the State Government.

(3) A copy of the agreement shall also be uploaded on ShramSeva or any other official portal of the labour department.

**100. Authority to whom a copy of the agreement shall be forwarded by the producer under sub-section (3) of section 66.—**

Copy of the agreement shall be forwarded by the producer to the authority as may be notified by the State Government.

**101. Procedure for reference of disputes to a Conciliation Officer or a Tribunal under clause (vii) of sub-section (4) of section 66.**-The procedure for reference of dispute to a conciliation officer or a tribunal shall be in conformity with the Industrial Relation, Code 2020 and Rules framed thereunder.

## **PART IV - Beedi And Cigar Workers (Rule 101 to 115 under section 74 to 77)**

**102. Form of application for grant of licence and licence fees.** - (1) Every application under sub-section (1) of Section 119 for a licence to use or allowed to be used any place or premises as an industrial premises shall be made electronically in Form 20.

(2) The application shall be accompanied with the following documents, namely :-

(a) plans showing-

- (i) the site of such place or premises, the areas therein to be used for manufacturing processes and the immediate surroundings of such place or premises, including adjacent buildings, structures, roads, drains and the like; and
- (ii) the plan elevation and necessary cross-sections of, the details relating to natural lighting, ventilation, means of escape in case of fire, position of the plant and machinery, if any, used, aisles and passage-ways in or in relation to, the various buildings which are intended to be used for manufacturing processes;

(b) the cyber treasury challan showing that the appropriate fee for the licence as specified in schedule II has been paid.

(3) Before granting a licence, the Licensing Authority shall also take into consideration whether the site of an industrial premises is proposed to be altered, or whether any industrial premises has been closed, by the applicant during the period of twelve months immediately preceding the date of the application with a view to causing prejudice to the interests of the labour.

**103. Application for renewal.** - (1) Every application for renewal of a licence under Section 74 shall be made electronically in Form 20. The application shall be accompanied by the following documents, namely :

- (a) the licence sought to be renewed;
- (b) the cyber treasury challan showing that the appropriate fee for renewal of the licence specified in the official gazette has been paid.

(3) The provisions of sub-rule (3) of Rule 99 shall, so far as may be, apply to an application made under this rule.

**104. Form and terms and conditions of licence.** - (1) A licence under Section 74 shall be issued electronically in Form 21

(2) Every licence granted or renewed under Section 74 shall be subject to the following conditions, namely :

- (i) the manufacturing process shall be carried on only in that part of the industrial premises specified for the purpose in the licence;

- (ii) the maximum number of employees employed in the industrial premises shall not on any day exceed the number specified in the licence;
- (iii) power driven machinery not specified in the licence shall not be used in the manufacturing process in the premises;
- (iv) except with the prior permission in writing of the competent authority the industrial premises shall not be extended and except with the like permission no structural alteration shall be made in any building on such premises;
- (v) the licence shall not be transferable;
- (vi) except as provided in these Rules the fees paid for the grant, or, as the case may be, renewal of the licence shall be non-refundable.

**105. Appeals under Section 75.** - An appeal against the order of the Licensing Authority refusing grant or renewal of license shall-

- (a) be made electronically within a period of thirty days from the date of receipt the order sought to be appealed against;
- (b) be accompanied by a copy of the order appealed against.
- (c) memorandum containing grounds and facts.
- (d) treasury challan as a proof of payment of fees as notified from time to time.

**106. Fees.** -(1) The fees to be paid for the grant or renewal of a licence under Section 74 shall be as notified from time to time.

**107. Credit of fees.** - All fees payable under these rules shall be credited into the Government treasury under the State head of the account notified in this regard

**108.** If the competent authority refuses to grant or renew any licence under Section 74, the fees paid thereof shall not be refunded.

**109.** The State Government may permit the wetting and cutting of beedi or tobacco leaves by employees outside the industrial premises subject to such conditions as may be prescribed from time to time in this behalf.

**110. Disputes relating to issue of raw materials by the employer.** - (1) Any dispute between an employer and an employee or employees in relation to-

- (a) the issue by the employer of raw materials to the employee;
- (b) the rejection by the employer of beedi or cigar or both rejected by an employee; or
- (c) the payment of wages for the beedi or cigar or both rejected by an employer;

may be referred in writing by the employer or the employee or employees to the Inspector-cum Facilitator who shall, after making such enquiry as he may

consider necessary and after giving the parties an opportunity to represent their respective cases decide the dispute and record the proceedings in Form 22.

(2) Any party to the dispute aggrieved by the decision thereon under sub-rule (1) may prefer an appeal within a period of thirty days from the date of the decision to the Licensing Authority.

Provided that the appellate authority may admit an appeal after the said period if the appellant satisfies such authority that he had sufficient cause for not preferring the appeal within that period.

**111. Supervision of distribution of raw materials.** - No employer shall, if he is required to do so by an Inspector-cum-Facilitator by an order in writing, distribute except under the supervision of the Inspector-cum-Facilitator making the order or the supervision of another Inspector, raw materials to such employee or employees and during such period as may be specified in the order.

**112. Limit with regard to the rejection of Beedis or Cigars.** - (1) No employer or contractor shall ordinarily reject as sub-standard or *chhat* or otherwise more than five per cent of the beedis or cigars, or both, received from a worker including a home worker.

(2) Where any beedi or cigar is rejected as sub-standard or *chhat* or otherwise on any ground other than the ground of wilful negligence of the worker, the worker shall be paid wages for the beedis or cigars so rejected at one-half of the rate at which wages are payable to him for the beedis or cigars, or both, which have not been so rejected.

**113. Payment of wages to home workers.** - Where raw materials are supplied to a home worker at his home, the wages due to him shall also be paid at his home:

Provided that an Inspector-cum-Facilitator may, if he considers it expedient so to do in the circumstances of any case, specify in respect of any home worker any other place or places at which wages shall be paid.

**114. Returns.** - The employer in respect of every industrial premises shall send to the Chief Inspector cum Facilitator as illustrated in schedule III in this regard on or before the 10th day of every month, a monthly return in Form 23 electronically or otherwise and furnish to that authority an annual return in Form 24 electronically or otherwise on or before the 30th April of every year.

**115. Maintenance of certain registers.** -

(1) Every employer shall provide free of cost to each home worker two books in Form 25 (hereinafter referred to as the Home workers log-book) and the home-worker shall keep a record in the logbook of the quantum of raw materials received, the number of beedis or cigars supplied by him, number of standard beedies/cigars, the number of sub-standard or *chat* beedies/cigars, the wages receivable and received by him for the standard beedis/cigars, sub-

standard or *chhatbeedis/cigars*. The book shall be made of good quality paper duly bound and will contain sufficient number of pages to last one year. The supply of books shall be so arranged that one book remains with the home worker at all times during the period between the two successive supplies or raw materials by the employer.]

(2) Every employer shall maintain a home workers' employment register in Form 26electronically or otherwise containing the names and particulars of all the home workers employed under him and the entries in the register shall be made and kept up-to-date on the basis of the entries in the home-workers' log books.

**116. Permission to work by employees outside industrial premises-Under Section 76(1)**– (1)The employer shall make an application addressed to Additional Chief Secretary/Principal Secretary/Secretary of the Labour department on behalf of the employees to obtain permission for wetting or cutting of beedi or tobacco leaves by such employees through the Labour Commissioner. The Labour Commissioner shall forward the application with his comments within a period of seven days to the state Government. The State Government shall decide the application within a period of thirty days. The permission so granted shall be valid only for such period as specified in the order granting permission.

(a) - Application under sub rule (1) of rule 116 shall be made in form 26-A .

(b). *Terms and condition to seek permission*.-

(i) The employer shall provide adequate and regular raw material as and when demanded by the permitted workers.

(ii) Not to be discriminated while providing raw material to male or female or transgender employees.

(iii) In no case the work should be given to the child below 14 years of age.

(iv) The accurate weight of tobacco and exact quantum of beedi leaves should be given in writing to the permitted worker.

(v) Such permitted worker should not be paid less than the prescribed rates of minimum wages.

(vi) No deposit to be taken from the permitted workers for the provided raw material.

(vii) All social security statutory benefits of Insurance, provident Fund, Gratuity, Bonus, Leave with wages, Paid Holidays etc. should be given to all permitted worker.

(viii) The employer shall ensure to take accidental insurance of the beedi making industrial premises as well as of the residence of the permitted workers.

(2)The record to be maintained by the employer of the work permitted under sub-section (1) of Section 76 to be carried on outside the industrial premises shall be in Form 27electronically or otherwise.

(3) The employer shall in respect of the employees who are permitted to work in their houses (hereinafter referred to as the home-workers) maintain an up-to-date register in Form 28 electronically or otherwise.(Hereinafter referred to as the Register of Leave with Wages of home workers).

## PART V– Factories

### (Rules 117 to 121 under section 79 and 119)

**117. Form and manner of application for factory licence under sub-section (1)(c) of section 79**-The occupier seeking license for a factory shall apply electronically inForm-20on Official Portal of Department by giving details about the factory, and uploading documentsrelated to licence of the Factory for period upto ten years along with Copy of treasury challan /e-challan or otherwise as proof of payment of the amount of requisite fees for every year, as specified in the Schedule appended to this rule. The Form shall be signed digitally or in any other manner as may be required on the portal. The applicant shall be responsible for veracity of all information submitted in the application.

#### SCHEDULE-‘A’

Scale of fees payable for grant or renewal and amended of the licence for factories as may be defined in section 2 w (or notified under section 81 of the Occupational Safety, Health and Working Conditions Code, 2020 except the factories specified in the schedule 'B' & 'C' (Annual fee in Rs.)

H.P.	01-09 W	10-20 W	21-50	51- 100	101- 250	251- 500	501- 750	750- 1000	1001- 1500	1501- 2000	2001- 5000	More than 5000 Work
0-10	2447	4079	5710	8157	9789	19578	29366	32629	48944	65258	73416	97888
.10-20	3258	5710	8157	12236	16315	24472	32629	40787	65258	73416	97888	122360
21-50	4079	8157	12236	16315	24472	32629	40787	57101	73416	97888	122360	146832
51-100	6526	16315	24472	32629	40787	48944	57101	77494	97888	122360	146832	16315

101-250	8157	24472	32629	40787	48944	57101	77494	89730	122360	146832	163146	179461
251-500	12236	32629	40787	48944	57101	73416	97888	114202	146832	163146	179461	2039
501-750	16315	40787	48944	57101	73416	89730	114202	130517	163146	179461	195775	2120
751-1000	19578	48944	65258	73416	97888	106045	130517	146832	179461	195775	212090	2284
1001-2000	40787	57101	73416	89730	114202	130517	146832	163146	195775	212090	228405	2447
2001-3000	57101	65258	89730	114202	146832	179461	212090	244719	277348	309978	342607	3752
3001-4000	73416	89730	106045	130517	163146	195775	228405	261034	293663	326292	358922	3915
4001-5000	89730	106045	130517	163146	195775	228405	261034	293663	326292	358922	391551	4241
Ab-5000	106045	130517	163146	195775	228405	261034	293663	326292	358922	391551	424180	4568

## SCHEDULE-‘B’

Scale of fees payable for grant or renewal of the license for factories as may be defined in section 2 w (ii) or notified under section 81 of the Occupational Safety, Health and Working Conditions Code, 2020 except the factories specified in the schedule 'A' & 'C'(Annual fee in Rs.)

(Annual Fees in Rs.)

<b>Upto 20</b>	<b>From 21 to 50</b>	<b>From 51 to 100</b>	<b>From 101 to 250</b>	<b>From 251 to 500</b>	<b>From 501 to 1000</b>	<b>From 1001 to 1500</b>	<b>From 1501 to 2000</b>	<b>More than 2000</b>
<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>
2448	4080	6526	8160	16316	40788	57103	65259	81574

## SCHEDULE-‘C’

Scale of fees payable for grant or renewal or amendment of the license for Power Generating factories as may be defined in section 2 w ( i ) of the Occupational Safety, Health and Working Conditions Code, 2020 except the factories specified in the schedule 'A' & 'B'(Annual fee in Rs.)

<b>M.W.</b>	<b>Up-100</b>	<b>101-250</b>	<b>251-500</b>	<b>501-1000</b>	<b>More than 1000</b>
20	81574	97890	114204	130519	146835
20-50	97890	114204	130519	146835	163146
50-100	114204	130519	146835	163146	179463
100-250	130519	146835	163146	179463	195778
250-500	146835	163146	179463	195778	212091
500-1000-	163146	179463	195778	212091	228405

More than 1000	195778	212091	228405	244720	261036
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The Fee prescribed in schedule A,B, C for different categories of Factories shall be applicable from 1 st day of year in which these rule shall come into force and thereafter every three year there will be an increase in payable fee by 30 %

**118. Procedure for issue of licence** – (1)The licensing authority may, on application being made to him under rule 114 issue licence in **Form-21**electronically within such period as Prescribed in “Madhya Pradesh Lok Sewayon ke Pradan ki Guarantee Adhiniyam,2010” for such service ,as notified from time to time, if the application is complete in all respect .

Provided that licence may be issued subject to compliance with such conditions as are specified in the licence.

(2). Mode of submission of application under sub-section (1) and (2) of section 79.- The provisions of rule 3(A) to 3(B) and rule 118 to 121 shall be applicable to submitting of application under sub-section (1) and (2) of section 79.

**119. Renewal of licence.** - (1)(a) An application for the renewal of a licence for period up to ten years shall be made online to the licensing authority in Form No. 20, not less than 30 days before the date on which the licence expires. The application shall be accompanied by the treasury chalan as the proof of the payment of the amount of requisite fees for every year, as specified in the Schedule given under Rule 114 :

Provided that the State Government may by general or special order, extend the period for application for renewal of a licence.

(b) No application for the renewal of licence made after the expiry of the period specified in sub-rule (a), or if the period is extended, after the expiry of such extended period, be entertained and the licence renewed unless it is accompanied by a treasury challan as the proof of payment of the amount of fees specified in the Schedule referred to sub-rule (a) and an additional fee equal to twenty five per cent fees payable for the licence which is to be renewed.

(2) On receipt of the application under sub-rule (1), the licensing authority may if he is satisfied that there is no objection to the renewal of the licence, renew the same for a period up to ten year and issue licence electronically in Form 21, to the applicant .

**120. Amendment of licence.**—(1) If at any time, during the term of a licence, the occupier finds it necessary to exceed the limits of the power installed on

any day or maximum number of workers to be employed on any day or effects any change in the name of the factory or change in occupier or such particulars referred in licence application, he shall make an application with documents required for amendment of a licence to the licensing authority within thirty days of such change and the licensing authority may amend the licence accordingly.

(2) An application for amendment shall be made online in Form 20 alongwith a treasury challan as a proof of payment of the fees for amendment of a licence, which shall be Rs.one hundred in addition to the amount of fees payable under Rule on the basis of total maximum power installed on any one day as intended to increase or maximum number of workers intended to be employed on any one day during the calendar year or both, as the case may be, less the amount already remitted for the original licence:

Provided that amendment fee of Rs. One hundred shall not be payable when the amendments are proposed simultaneously with the application for the renewal of the licence.

**121. Credit of fees.** -All fees payable under these rules shall be credited into the Government treasury under the State head of the account notified in this regard.

## **Rules under section 80**

### **122. Liability of owner of premises-**

Liability of owner of premises in certain circumstances.—

(1) Where in any premises separate buildings are leased to different occupiers for use as separate factories, the owner of the premises shall be responsible for the provision and maintenance of common facilities and services, such as approach roads, drainage, water supply, lighting and sanitation.

(2) The Chief Inspector-cum-Facilitator shall have, subject to the control of the State Government, power to issue orders to the owner of the premises in respect of the carrying out of the provisions of sub rule (1).

(3) Where in any premises, independent or self-contained, floors or flats are leased to different occupiers for use as separate factories, the owner of the premises shall also be liable as if he were the occupier or manager of a factory, for any contravention of the provisions of this code in respect of—

(i) latrines, urinals and washing facilities in so far as the maintenance of the common supply of water for these purposes is concerned;

(ii) fencing of machinery and plant belonging to the owner and not specifically entrusted to the custody of user or an occupier;

(iii) safe means of access to the floors or flats and maintenance and cleanliness of staircases and common passages;

(iv) precautions in case of fire;

(v) maintenance of hoists and lifts; and

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

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

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

(6) The Chief Inspector-cum-Facilitator shall have, subject to the control of the State Government, the power to issue orders to the owner of the premises referred to in sub-section (5) in respect of carrying out the provisions.

(7) Where in any premises portions of a room or a shed are leased to different occupiers for use as separate factories, the owner of the premises shall be liable for any contravention of the provisions relating to Cleanliness, Disposal of water and effluent, lighting, drinking water, latrines and urinals, spittoon and washing facilities.

Provided further that the occupier shall be responsible for complying with all the safety related provisions of the code.

### **Rules prescribed under section 82**

**123. Dangerous manufacturing processes or operations.-** (1) The following manufacturing processes or operations when carried on in any factory are declared to be dangerous operations under Section 82:-

- (I) Manufacture of aerated water and processes incidental thereto.
- (II) Electrolytic plating or Oxidation of metal articles by use of an electrolyte containing chromic acid or other chromium compounds.
- (III) Manufacture and repair of electric accumulators.
- (IV) Glass manufacture.
- (V) Grinding or glazing of metals.
- (VI) Manufacture and treatment of lead and certain compounds of lead.
- (VII) Generating Petrol gas from petrol.
- (VIII) Highly flammable liquids and flammable compressed gases.
- (IX) Liming and tanning of raw hides and skins and processes incidental thereto.
- (X) Lead Process carried in Printing Press and Types Foundries.
- (XI) Chemical Works.
- (XII) Manufacture of Pottery.
- (XIII) Compression of Oxygen and Hydrogen by the Electrolysis of Water.
- (XIV) Cleaning or smoothing roughening, etc. of articles by a jet of sand, metal shots, or grit or other abrasive propelled by a blast of compressed air or steam.

(XV) 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.

(XVI) Handling and manipulation of corrosive substances.

(XVII) Manufacture of articles from refractory materials.

(XVIII) Solvent Extractions Plants.

(XIX) Carbon Di-sulphide plants.

(XX) Manufacture or Manipulation of Manganese and its compounds.

(XXI) Applicable to factories in which Benzene or substances containing Benzene are manufactured, handled or used.

(XXII) Manufacture of Slate Pencils.

(XXIII) Manufacture or manipulation of dangerous pesticides.

(XXIV) Manufacture or manipulation of carcinogenic dye intermediates.

(XXV) Operations involving high noise levels.

(XXVI) Manufacture Rayon by viscose process.

(XXVII) Operations in Foundries.

(2) The provisions specified in the schedules annexed hereto shall apply to any class or description of factories where in dangerous manufacturing processes or operations specified in each schedule are carried on and the term 'First employment' appearing in various schedule means employment or re-employment therein after cessation of employment in such processes or operations for a period exceeding three calendar months.

(3) Notwithstanding the provision's specified in the schedules annexed to this rule, the Inspector-cum facilitator may by issue of order in writing to the manager or occupier or both, direct them to carry out such measures and within such time as may be specified in such order with a view to removing conditions dangerous to the health and safety of the workers, or to suspend any process where such process constitutes, in the opinion of the Inspector-cum facilitator on the basis of his findings, an imminent danger of poisoning or toxicity or a major hazard.

(2) The occupier shall ensure medical examinations of all the employees engaged in all the dangerous operation factories. However frequency of re-examination shall be as laid down in respective schedule. Provided that apart from the clinical, pathological & other tests as mentioned in respective schedules the medical officer may recommend for such tests and examinations of the worker employed in dangerous operations as he feels necessary. Occupier shall ensure to arrange additional tests & examinations as recommended by the medical officer.

Register or record of medical examinations and tests connected therewith required to be carried out under any of the schedules annexed thereto in respect of any worker shall be kept readily available to the Inspector cum Facilitator and shall be preserved till the expiry of five years after the worker ceases to be in employment of the factory.

(e) The medical officer after examining a worker, employed/or to be employed in any dangerous operation as specified in the following schedules, shall issue a certificate of fitness in Form 29. The health register shall be kept in Form 30.

## **Schedule I**

### **Manufacture of Aerated Waters and Processes incidental thereto**

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

**2. Face-guards and gauntlets.** - (1) The occupier shall provide and maintain in good condition for the use of all persons engaged in filling bottles or siphons:-

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

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

Provided that-

(i) paragraph 2 (1) shall not apply where bottles are filled by means of an automatic machine so constructed that no fragment of a bursting bottle can escape, and

(ii) where a machine is so constructed that only one arm of the bottler at work upon it is exposed to danger, a gauntlet need not be provided for the arm which is not exposed to danger.

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

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

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

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

**4. Medical Examination by the medical officer** - (1) Every worker employed in the processes this schedule applies to, shall be examined by a medical officer. He shall issue fitness on form 29.

(1) If at any time the medical officer is of the opinion that a worker is no longer fit for employment in the Aerated Waters processes on the ground that continuance therein would involve 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 shall also include the period for which he considers that the said person is unfit for work in the said processes. The person declared unfit in such circumstances shall be provided with alternate placement facility unless he is fully incapacitated in the opinion of the medical officer, in that case the person affected shall be suitably rehabilitated.

(2) No person who has been found unfit to work shall be re-employed or permitted to work in the said processes unless the medical officer, after further examination, again certifies him fit for employment in those processes.

(3) Fitness and health register shall be maintained and shall be kept readily available for inspection by the Inspector cum facilitator and Medical Inspector cum facilitator.

## Schedule II

### Electrolytic plating or oxidation of metal articles by use of an electrolyte containing acids, bases or salts of metals such as chromium, nickel, cadmium, zinc, copper, silver, gold, etc.

**1. Definition.** - For the purposes of this Schedule,-

(a) "*electrolytic process*" means the electrolytic plating or oxidation of metal articles by the use of an electrolyte containing acids, bases or salts of metals such as chromium, nickel, cadmium, zinc, copper, silver, gold, etc.;

(b) "*bath*" means any vessel used for an electrolytic process or for any subsequent process;

(c) "*employed*" means employed in any process involving contact with liquid from a bath.

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

### **3. Prohibition relating to pregnant or lactating women**

**and young persons. –**

(1) No pregnant or lactating women, adolescent or child shall be employed or permitted to work at a bath.

(2) No women shall be employed against the maternity benefit provisions laid down under any prevailing laws and shall not be deprived of her employment during the period of complete pregnancy and lactation period for 6 months".

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

**5. Protective devices.** - (1) The occupier shall provide and maintain in good and clean condition the following articles of protective devices for the use of all persons employed on any process at which they are liable to come in contact

with liquid from abath and such devices shall be worn by the persons concerned:-

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

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

**6. Water facilities.** - (1) There shall be provided and maintained in good repair for the use of all persons employed in electrolytic process and processes incidental to it-

- (a) a wash place under cover, with either-
  - (i) a trough with a smooth impervious surface fitted with a waste pipe, and of sufficient length to allow at least 60 cm. for every 5 persons employed at any one time, and having a constant supply of water from taps or jets above the trough at intervals of not more than 60 cms.; or
  - (ii) at least one wash basin for every five such persons employed at any one time, fitted with a waste pipe and having a constant supply of water laid on.
- (b) a sufficient supply of clean towels renewed daily, and soap or other suitable cleaning material.

(2) In addition to the facility in sub-paragraph (1) an approved type of emergency shower with eye fountain shall be provided and maintained in good working order. Wherever necessary, in order to ensure continuous water supply a storage tank of 1500 liters capacity shall be provided as a source of clean water for emergency use.

**7. Cautionary placard.** - A cautionary placard in the form specified below and printed in the language of the majority of the workers employed shall be affixed in a prominent place in the factory where it can be easily and conveniently read by the workers.

#### **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.

#### **9. Medical facilities and examination by the medical officer - (1) The**

occupier of every factory in which electrolytic processes are carried on shall-

- (a) make arrangement of a qualified medical practitioner for medical surveillance of the workers employed therein
- (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 and usedsolely for the purpose of keeping substances. In case cynides are used in the bath, the box shall also contain an emergency cyanide kit.

(2) Every worker employed in the electrolytic processes shall be examined by a medical officer. He shall issue fitness on form 29.

(3) If at any time the medical officer is of the opinion that a worker is no longer fitfor employment in the electrolytic processes on the ground,that continuance thereinwould involve danger to the health of the worker, he shall make a record of hisfindings in the said certificate and the health register. The entry of his findings in thosedocuments shall also include the period for which he considers that the said person is unfit for work in the said processes.The person declared unfit in such circumstances hall be provided with alternate placement facility unless he is fully incapacitated inthe opinion of the medical officer, in that case the person affected shall be suitablyrehabilitated.

(4) No person who has been found unfit to work shall be re-employed or permitted to work in the said processes unless the medical officer,after further examination, again certifies him fit for employment in those processes.

(5) The record of the examinations shall be maintained and shall be kept readily available for inspection by the Inspector cum facilitator and Medical Inspector cum facilitator.

### **Schedule III**

#### **Manufacture and repair of electric accumulators**

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

**2. Definition.** - For the purposes of this Schedule-

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

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

**3. Prohibition relating to pregnant or lactating women and young persons. –**

- (1) No pregnant or lactating women, adolescent or child shall be employed or permitted to work in any lead process or in any room in which the manipulation of raw oxide or lead or pasting is carried on.
- (2) No women shall be employed against the maternity benefit provisions laid down under any prevailing laws and shall not be deprived of her employment during the period of complete pregnancy and lactation period for 6 months".

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

- (a) Manipulation of raw oxide of lead;
- (b) Pasting;
- (c) Drying of pasted plates;
- (d) Formation with lead burning ("tacking") necessarily carried on in connection therewith;
- (e) Melting down of pasted plates.

**5. Air space.** - In every room in which a lead process is carried on, there shall be at least fourteen cubic meter of air space for each person employed therein, and in computing this air space no height over three meters shall be taken into account.

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

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

**8. Floor of work-rooms.** - (1) The floor of every room in which a lead process is carried on shall be-

- (a) of cement or similar material so as to be smooth and impervious to water;
- (b) maintained in sound condition;
- (c) kept free from materials, plant, or other obstruction not required for, or produced in the process carried on in the room.

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

(3) In gird casting shops, the floor shall be cleansed daily.

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

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

(b) provided with suitable and adequate arrangements for drainage;

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

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

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

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

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

(d) be cleansed daily; and, every work-bench used for pasting, shall-

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

(f) be provided with raised edges;

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

**10. Exhaust draught.** - The following processes, shall not be carried on without the use of an efficient exhaust draught-

(a) Melting of lead or materials containing lead;

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

(c) Pasting;

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

(e) Lead burning, other than-

(i) "tacking" in the formation-room;

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

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

**12. Container for dross.** - A suitable receptacle with tightly fitting cover shall be provided and used for dross as it is removed from every melting pot. Such

receptacles shall be kept covered while in the work-room, except when dross is being deposited therein.

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

**14. Racks and shelves in drying-room.** - The racks or shelves provided in any drying-room shall not be more than 8 feet from the floor nor more than 2 feet in width:

provided that as regards racks or shelves set or drawn from both sides the total width shall not exceed 4 feet. Such racks or shelves shall be cleaned only after being thoroughly damped unless an efficient suction cleaning apparatus is used for this purpose.

**15. Medical facilities and examination by the medical officer** - (1) The occupier of every factory in which manufacture and repair of electric accumulators is carried on shall-

(a) make arrangement of a qualified medical practitioner for medical surveillance of the workers employed therein, and

(b) provide to the said medical practitioner all the necessary facilities for the purpose referred to in clause (a).

(2) Every worker employed in lead processes shall be examined by a medical officer within 15 days of his first employment. Such examination shall include tests for lead in urine and blood. ALA in urine haemoglobin content, stippling of cells and steadiness tests. No worker shall be allowed to work after 15 days of his first employment in the factory unless certified fit for such employment by the medical officer.

Every worker employed in the said process shall be re-examined by a medical officer atleast once in every three calendar months. Such re-examination shall, wherever the medical officer considers appropriate, include tests specified in sub-paragraph (1).

(3) Every worker employed in the manufacture and repair of electric accumulators shall be examined by a medical officer. He shall issue fitness on form 29.

(4) If at any time the medical officer is of the opinion that a worker is no longer fit for employment in the processes on the ground that continuance therein would involve 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 shall also include the period for which he considers that the said person is unfit for work in the said processes. The person declared unfit in such circumstances shall be provided with alternate placement facility unless he is fully incapacitated in the opinion of the medical officer, in that case the person affected shall be suitably rehabilitated.

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

(6) The record of the shall be maintained, which shall be kept readily available for inspection by the Inspector cum facilitator and Medical Inspector cum facilitator.

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

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

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

**17. Mess-room.** - There shall be provided and maintained for the use of all persons employed in a lead process and remaining on the premises during the meal intervals a suitable mess-room which shall be furnished with (a) sufficient tables and benches, and (b) adequate means for warming food. The means-room shall be placed under the charge of a responsible person, and shall be kept clean.

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

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

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

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

(iv) a sufficient supply of soap or other suitable be cleansing material and of mainbrushes.

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

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

Provided that if there is one basin or 60 centimeter of trough for each such person, this rule shall not apply.

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

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

#### **Schedule IV**

#### **Glass Manufacture**

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

**2. Definitions.** - For the purpose of this Schedule-

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

(b) "*Lead compound*" means any compound of lead other than galena which, when treated in the manner described below, yield to an aqueous solution of hydrochloric acid a quantity of soluble lead compound exceeding, when calculated as lead monoxide, five per cent of the dry weight of the portion taken for analysis. The method of treatment shall be as follows :-

A weight quantity of the material which has been dried at 190°C. and thoroughly mixed shall be continuously, shaken for one hour, at the common temperature with 1,000 times its weight of an aqueous solution of hydrochloric

acid containing 0.25 percent by weight or hydrogen chloride. This solution shall thereafter be allowed to stand for one hour and then filtered. The lead salt contained in the clear filtrate shall then be precipitated as lead sulphide and weighted as lead sulphate.

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

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

**4. Prohibition relating to pregnant or lactating women**

**and young persons. -**

- (1) No pregnant or lactating women, adolescent or child shall be employed or permitted to work in any of the operations specified in serial number 3 or at any place where such operations are carried on.
- (2) No women shall be employed against the maternity benefit provisions laid down under any prevailing laws and shall not be deprived of her employment during the period of complete pregnancy and lactation period for 6 months".

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

The floors shall be-

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

The work-benches shall-

- (a) have a smooth surface and be maintained in sound condition, and
- (b) be cleansed daily either after being thoroughly damped or by means of a suction-cleaning apparatus at a time when no other work is carried on thereat.

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

- (a) There shall be inlets and outlets of adequate size so as to secure and maintain efficient ventilation in all parts of the room;
- (b) The floor shall be covered with guttaparcha and be tight, and shall slope gently down to a converted drain;
- (c) The work-places shall be so enclosed in projecting hoods that openings required for bringing in the objects to be treated shall be as small as practicable; and
- (d) The efficient exhaust draught shall be so contrived that the gases are exhausted downwards.

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

**8. Blow-pipes.** - Every glass-blower shall be provided with a separate blow pipe bearing the distinguishing mark of the person to whom it is issued and suitable facilities shall be readily available to every glass-blower for sterilising blow pipe.

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

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

**11. Washing facilities.** - There shall be provided and maintained in a cleanly state in good repairs for the use of all persons employed in the processes specified in paragraph 3-

- (a) a wash place with either-
  - (i) a trough with a smooth impervious surface fitted with a waste pipe, without plug and of sufficient length to allow of at least two feet every five such persons employed at any one time, and having a constant supply of water from taps or jets above the trough at intervals of not more than 60 centimeters; or
  - (ii) at least one wash basin for every five such persons employed at any one time, fitted, with a waste pipe and plug and having an adequate supply of water laid on or always readily available; and a sufficient supply of clean towels made of suitable material renewed daily with a sufficient supply of soap or other suitable cleaning material and of nail brushes; and
- (b) a sufficient number of stand pipes with taps, the number and location of such stand pipes shall be to the satisfaction of the Chief Inspector cum facilitator.

**12. Medical facilities and examination by the medical officer** -  
(1) The occupier of every factory in which glass manufacturing processes are carried on shall-

- (a) make arrangements of a qualified medical practitioner for medical surveillance of the workers employed therein; and
- (b) provide to the said medical practitioner all the necessary facilities for the purpose referred to in clause(a).

(2) Every worker employed in the Glass Manufacture shall be examined by a medical officer. He shall issue fitness on form 29.

(3) If at any time the medical officer is of the opinion that a worker is no longer fit for employment in the processes on the ground, that continuance therein would involve 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 shall also include the period for which he considers that the said person is unfit for work in the said processes. The person declared unfit in such circumstances shall be provided with alternate placement facility unless he is fully incapacitated in the opinion of the medical officer, in that case the person affected shall be suitably rehabilitated.

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

(5) The record of the examinations shall be maintained which shall be kept readily available for inspection by the Inspector cum facilitator.

## **Schedule V**

### **Grinding or Glazing of Metal and Processes incidental thereto**

#### **1. Definitions. -** For the purposes of this Schedule-

- (a) "*grindstone*" means a grindstone composed of natural or manufactured sandstone but does not include a metal wheel or cylinder into which blocks of natural or manufactured sandstone are fitted;
- (b) "*abrasive wheel*" means a wheel manufactured of bonded emery or similar abrasive;
- (c) "*grinding*" means the abrasion, by aid of mechanical power, of metal, by means of a grindstone or abrasive wheel;
- (d) "*glazing*" means the abrading, polishing or finishing, by aid of mechanical power of metal, by means of any wheel, buff, mop or similar appliance to which any abrading or polishing substance is attached or applied;
- (e) "*racing*" means the turning up, cutting or dressing of a revolving grindstone before it is brought into use for the first time;
- (f) "*hacking*" means the chipping of the surface of a grindstone by a hack or similar tool;
- (g) "*rodding*" means the dressing of the surface of a revolving grind stone by the application of a rod, bar or strip of metal to such surface.

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

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

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

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

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

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

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

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

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

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

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

**6. Hacking and rodding.** - Hacking or rodding shall not be done unless during the process either-(a) an adequate supply of water is laid on at the upper surface of the grindstone, or (b) adequate appliances for the interception of dust are provided in accordance with the requirements of paragraph 3.

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

(b) A register containing particulars of such examination and test shall be kept in a form No 31.

**8. Medical facilities and examination by the medical officer -**

(1) The occupier of every factory in which glazing of metal and processes are carried on shall-

(a) make arrangements of a qualified medical practitioner for medical surveillance of the workers employed therein; and

(b) provide to the said medical practitioner all the necessary facilities for the purpose referred to in clause(a).

(2) Every worker employed in the Grinding or Glazing of Metal and Processes incidental thereto shall be examined by a medical officer. He shall issue fitness on form 29.

(3) If at any time, the medical officer is of the opinion that a worker is no longer fit for employment in the Grinding or Glazing processes on the ground, that continuance therein would involve 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 shall also include the period for which he considers that the said person is unfit for work in the said process. The person declared unfit in such circumstances shall be provided with alternate placement facility unless he is fully incapacitated in the opinion of the medical officer, in that case the person affected shall be suitably rehabilitated.

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

(5) The record of the examinations shall be maintained and kept readily available for inspection by the Inspector cum facilitator and Medical Inspector cum facilitator.

**Schedule VI**

**Manufacture and Treatment of Lead and certain compounds of Lead**

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

**2. Definitions.** - For the purposes of this Schedule-

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

The Method of treatment shall be as follows :-

A weight quantity of the material which has been dried at 100°C and thoroughly mixed shall be continuously shaken for one hour, at the common temperature with 1000 times its weight of an aqueous solution of hydrochloric acid containing 0.25 percent by weight to hydrogen chloride. This solution shall thereafter be allowed to stand for one hour, and then filtered. The lead salt contained in clear filtrate shall then be precipitated as lead sulphide and weighed as lead sulphate.

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

**3. Application.** - The Schedule shall apply to all factories or parts of factories in which any of the following operations are carried on:-

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

**4. Prohibition relating to pregnant or lactating women and young persons. -**

- (1) No pregnant or lactating women, adolescent or child shall be employed or permitted to work in any of the operations specified in serial number 3.
- (2) No women shall be employed against the maternity benefit provisions laid down under any prevailing

laws and shall not be deprived of her employment during the period of complete pregnancy and lactation period for 6 months.”

**5. Requirements to be observed.** - No person shall be employed or permitted to work in any process involving the use of lead compounds if the process is such that dust or fume from a lead compound is produced therein or the persons employed therein are liable to be splashed with any lead compound in the course of their employment unless the provisions of paragraphs 6 to 14 are complied with.

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

**7. Medical facilities and examination by the medical officer** -(1) The

occupier of every factory to which this schedule applies, shall-

(a) make arrangements of a qualified medical practitioner for medical surveillance of the workers employed therein; and

(b) provide to the said medical practitioner all the necessary facilities for the purpose referred to in clause(a).

(2) Every worker employed in the processes referred to in paragraph -1 shall be examined by a medical officer within 15 days of his first employment. Such examination shall include tests of lead in blood and urine. ALA in urine haemoglobin contents, stippling of cells and steadiness test.

Now workers shall

be allowed to work after 15 days of his first employment in the factory unless certified fit for such employment by the medical officer.

(3) Every worker employed in the said process shall be re-examined by a medical officer atleast once in every three calendar months. Such re-examination shall, wherever the medical officer considers appropriate, include tests as specified in sub-paragraph(1).

(4) Every worker employed in the Manufacture and Treatment of Lead and certain compounds of lead processes incidental thereto shall be examined by a medical officer. He shall issue fitness on form 29.

(5) If at any time the medical officer is of the opinion that a worker is no longer fit for employment in the lead processes on the ground, that continuance therein would involve 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 shall also include the period for which he considers that the said person is unfit for work in the said processes. The person declared unfit in such circumstances shall be provided with alternate placement facility unless he is fully incapacitated in the opinion of the medical officer, in that 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 medical officer, after further examination, again certifies him fit for employment in those processes.

(7) The record of the examinations shall be maintained and kept readily available for inspection by the Inspector cum facilitator and Medical Inspector cum facilitator.

**8. Food, drinks, etc., prohibited in work-rooms.** - No food, drink, pan and supari or tobacco shall be brought into or consumed by any worker in any work-room in which the process is carried on, and no person shall remain in any such room during intervals of meals or rest.

**9. Protecting clothing.** - Suitable protective overalls and head coverings shall be provided, maintained and kept clean by the factory occupier and such overalls and head coverings shall be worn on by the persons employed.

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

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

(a) a trough with a smooth impervious surface fitted with a waste pipe without plug and of sufficient length to allow at least two feet for every ten persons employed at any one time, and having a constant supply of clean water from taps or jets above the trough at intervals of not more than two feet; or  
(b) at least one wash basin for every ten persons employed at any one time, fitted with a waste pipe and plug and having a constant supply of clean water; together with in either case, a sufficient supply of nail brushes, soap or other suitable cleaning material and clean towels.

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

**12. Mess-room or canteen.** - The occupier shall provide and maintain for the use of the persons employed suitable and adequate arrangements for taking their meals. The arrangements shall consist of the use of a room separate from any work-room which shall be furnished with sufficient tables and benches, and unless a canteen serving hot meals is provided adequate means of warming

food shall be provided. The room shall be adequately ventilated by the circulation of fresh air, shall be placed under the charge of a responsible person and shall be kept clean.

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

## Schedule VII

### Generating petrol gas from petrol

#### **1. Prohibition relating to pregnant or lactating women and young persons. -**

- (1) No pregnant or lactating women, adolescent or child shall be employed or permitted to work in or shall be allowed to enter any building in which the generating of petrol gas from petrol is carried on.
- (2) No women shall be employed against the maternity benefit provisions laid down under any prevailing laws and shall not be deprived of her employment during the period of complete pregnancy and lactation period for 6 months

**2. Flame traps.** - The plant for generating petrol gas from petrol and associated piping and fittings shall be fitted with at least two efficient flame traps so designed and maintained as to prevent a flash back from any burner to the plant. One of these traps shall be fitted as close to the plant as possible. The plant and all pipes and valves shall be installed and maintained free from leaks.

**3. Generating building or room.** - All plants for generating petrol gas from petrol erected after the coming into force of the provisions specified in this schedule, shall be erected outside the factory building proper in a separate well ventilated building (hereinafter referred to as the "generating building"). In the case of such plant erected before the coming into force of the provisions specified in this schedule there shall be no direct communication between the room where such plants are erected (hereinafter referred to as "the generating room"); and the remainder of the factory building. So far as practicable, all such generating rooms shall be constructed of fire resisting materials.

**4. Fire-extinguishers.** - A efficient means of extinguishing petrol fires shall be maintained in an easily accessible position near the plant for generating petrol gas from petrol.

**5. Plant to be approved by Chief Inspector.** - Petrol gas shall not be manufactured except in a plant for generation petrol gas the design and construction of which has been approved by the Chief Inspector cum facilitator.

**6. Escape of Petrol.** - Effective steps shall be taken to prevent petrol from escaping into any drain or sewer.

**7. Prohibition relating to smoking, etc.** - No person shall smoke or carry matches, fire or naked light or other means of producing a naked light or spark in the generating room or building or in the vicinity thereof and a warning notice in the language understood by the majority of the workers shall be posted in the factory prohibiting smoking and the carrying of matches, fire or naked light or other means of producing a naked light or spark into such room or building.

**8. Access to petrol or container.** - No unauthorised person shall be access to any petrol or to a vessel containing or having actually contained petrol.

**9. Electric fittings.** - All electric fittings shall be of flame- proof construction and all electric conductors shall either be enclosed in metal conduits or be lead-sheathed.

**10. Construction of doors.** - All doors in the generating room or building shall be constructed to open outwards or to side and no door shall be locked or obstructed or fastened in such a manner that it cannot be easily and immediately opened from the inside while gas is being generated and any person is working in the generating room or building.

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

**12. Medical examination by the medical officer** - (1) Every worker employed in generating petrol gas from petrol processes shall be examined by a medical officer. He shall issue fitness on form 29.

(1) If at any time the medical officer is of the opinion that a worker is no longer fit for employment in the processes on the ground that continuance therein would involve danger to the health of the worker, he shall make a record of his findings in the said certificate and the health register on form 30. The entry of his findings in those documents shall also include the period for which he considers that the said person is unfit for work in the said processes. The person declared unfit in such circumstances shall be provided with alternate placement facility unless he is fully incapacitated in the opinion of the medical officer, in that case the person affected shall be suitably rehabilitated.

(2) No person who has been found unfit to work shall be re-employed or permitted to work in the said processes, unless the medical officer, after further examination, again certifies him fit for employment in those processes.

(3) The record of the examinations shall be maintained and kept readily available for inspection by the Inspector cum facilitator and Medical Inspector cum facilitator.

**13. In these Rules Petrol means dangerous petroleum as defined in the Petroleum Act, 1937.**

## Schedule VIII

### **High Flammable Liquids and Flammable Compressed Gases**

**1. Application.** - This schedule shall apply to all factories where high flammable liquids or flammable compressed gases are manufactured, stored, handled or used.

**2. Definition.** - For the purpose of this Schedule-

(a) "*highly flammable liquid*" means the liquid including its solution, a emulsion or suspension which when tested in a manner specified by Sections 14 and 15 of the Petroleum Act, 1934 gives off flammable vapour at a temperature less than 32 degree celsius;

(b) "*Flammable compressed gas*" means flammable compressed gas defined in Rule 2 of the Static and Mobile Pressure Vessels (Unfired) Rules, 1981 framed under the Explosives Act, 1948 (No. IV of 1948).

**3. Storage.** - (1) Every flammable liquid or flammable compressed gas used in every factory shall be stored in suitable fixed storage tank, or in suitable closed vessel located in a safe position under the ground, in the open or in a store room of adequate fire resistant construction.

(2) Except as necessary for use, operation or maintenance every vessel or tank which contains or had contained a highly flammable liquid or flammable compressed gas shall be always kept closed and all reasonably practicable steps shall be taken to contain or immediately drain off to a suitable container any spill or leak that may occur.

(3) Every container, vessel, tank, cylinder or store room used for storing highly flammable liquid or flammable compressed gas shall be clearly and in bold letters marked "Danger-Highly Flammable Liquid" or "Danger-Flammable Compressed Gas."

**4. Enclosed systems for Conveying Highly Flammable Liquids.** - Where it is reasonably practicable, highly flammable liquids shall be conveyed within a factory into totally enclosed systems consisting of pipe lines, pumps and similar appliances from the storage tank or vessels to the point of use. Such enclosed systems shall be so designed, installed, operated and maintained as to avoid leakage or the risk of spilling.

**5. Preventing Formation of Flammable Mixture with Air.** - Where there is possibility for leakage or spill of highly flammable liquid or flammable compressed gas from an equipment, pipe line, valve joint or other part of a system, all practicable measures shall be taken to contain, drain off or dilute such spills or leakage as to prevent formation of flammable mixture with air.

**6. Prevention of Ignition.** - (1) In every room work place or other location where highly flammable liquid or flammable combustible is stored, conveyed, handled or used or where there is danger or fire of explosion from a accumulation of highly flammable liquid or flammable compressed gas in air all practicable measure shall be taken to exclude the sources of ignition. Such precautions shall include the following :-

- (a) all electrical apparatus shall either be excluded from the area of risk or they shall be of such construction and so installed and maintained as to prevent the danger of their being a source of ignition;
- (b) effective measures shall be adopted for prevention of accumulation of static charge to a dangerous extent;
- (c) no person shall wear or be allowed to wear any foot wear having iron or steel nails or any other exposed ferrous materials which is likely to cause sparks by friction;
- (d) smoking, lighting or carrying of matches, lighters or smoking materials shall be prohibited;
- (e) transmission belts with iron fasteners shall not be used;
- (f) all other precautions, as are reasonably practicable, shall be taken to prevent initiation of ignition from all other possible sources such as open flames, frictional sparks, overheated surfaces of machinery or plant, chemical or physical-chemical reaction and radiant heat.

**7. Prohibition of smoking.** - No person shall smoke in any place where highly flammable liquid or flammable compressed gas is present in circumstances that smoking would give rise to a risk of fire. The occupier shall take all practicable measures to ensure compliance with this requirement including display of a bold notice indicating prohibition of smoking at every place where this requirement applies.

**8. Fire Fighting.** - In every factory where highly flammable liquid or flammable compressed gas is manufactured, stored, handled or used an appropriate and adequate means of fighting a fire shall be provided. The adequacy and suitability of such means which expression includes the fixed and portable fire extinguishing systems, extinguishing materials, procedures and the process of fire fighting shall be to the standards and levels prescribed in the rules.

**9. Medical examination by the medical officer** - (1) Every worker employed in processes where high flammable liquids or flammable compressed gases are manufactured, stored, handled or used shall be examined by a medical officer. He shall issue fitness on form 28.

(2) If at any time the medical officer is of the opinion that a worker is no longer fit for employment in the processes on the ground that continuance therein would involve danger to the health of the worker, he shall make a record of his findings in the said certificate and the health register on form 29. The entry of his findings in those documents shall also include the period for which he considers that the said person is unfit for work in the said processes. The person declared unfit in such circumstances shall be provided with alternate placement facility unless he is fully incapacitated in the opinion of the medical officer, in that case the person affected shall be suitably rehabilitated.

(3) No person who has been found unfit to work as said in sub-paragraph (6) shall be re-employed or permitted to work in the said processes unless the

medical officer, after further examination, again certifies him fit for employment in those processes.

(4) The record of the examinations shall be maintained and kept readily available for inspection by the Inspector cum facilitator and Medical Inspector cum facilitator.

**10. Exemptions.** - If in respect of any factory the Chief Inspector cum facilitator is satisfied that owing to the exceptional circumstances or infrequency of the processes or for any other reason, all or any of the provisions of this schedule is not necessary for protection of the workers in the factory the Chief Inspector may by a certificate in writing, which he may at his discretion revoke at any time, exempt such factory from all or any of such provisions subject to such conditions, if any, as he may specify therein.

## **Schedule IX**

### **Liming and tanning of raw hides and skins and processes incidental thereto**

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

(2) A copy of a warning notice as to anthrax in the form specified by the Chief Inspector cum facilitator shall be given to each person employed when he is engaged, not subsequently if still employed, on the first of each calendar year.

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

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

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

**2. Protective Clothing.** - The occupier shall provide and maintain in good condition the following articles of protective clothing :-

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

(b) Gloves and boots for persons employed in lime yard; and

(c) Protective footwear, aprons and gives of persons employed in processes involving the handling of hides or skins, other than in process specified in clauses (a) and (b):

Provided that-

(i) the gloves, aprons, leg coverings, or boots, may be of rubber or leather, but the gloves and boots to be provided under sub-clauses (a) and (b) shall be of rubber;

(ii) the gloves may not be provided to persons flushing by hand or employed in processes in which there is no risk of contact with lime, sodium sulphide or other caustic liquor.

**3. Washing facilities, mess-room and cloak-room.** - There shall be provided and maintained in a clearly state and in good repairs for the use of all persons employed-

(a) a trough with a smooth, impervious surface fitted with a waste pipe without plug, and of sufficient length to allow at least 600mm for every ten persons employed at any one time, and having a constant supply of water from taps or jets above the trough at intervals of not more than 600mm; or

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

(c) a suitable mess-room adequate of the number remaining on the premises during the meal intervals which shall be furnished with (1) sufficient tables and benches, and

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

The mess-room shall-(1) be separate from any room or shed in which hides or skins are stored, treated or manipulated, (2) be separate from the cloak-room, and (3) placed under the charge of a responsible person;

(d) The occupier shall provide and maintain, for the use of all persons employed, suitable accommodation for clothing put off during working hours and another accommodation of protective clothing and shall also make adequate arrangements for drying up the clothing in both the case, if wet. The accommodation so provided shall be kept clean at all time and place in the charge of a responsible person.

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

**5. Medical Examination** -(1) The occupier of every factory to which this schedule applies; shall-

(a) make arrangement a qualified medical practitioner for medical surveillance of the workers employed therein; and

(b) provide to the said medical practitioner all the necessary facilities for the purpose referred to in clause (a); and

(c) arrange for inspection of the hands of all the persons keeping in contact with chromium substances to be made twice a week; and

(d) provide and maintain and supply suitable ointment and plaster in a box readily accessible to the workers and solely used for the purpose of keeping the ointment and the plaster.

(2) Every worker employed in liming and tanning of raw hides and skins and processes incidental thereto shall be examined by a medical officer. He shall issue fitness on form 29.

(3) If at any time the medical officer is of the opinion that a worker is no longer fit for employment in the liming and tanning of raw hides and skins and processes incidental thereto processes on the ground, that continuance therein would involve danger to the health of the worker, he shall make a record of his findings in the said certificate and the health register on form 30. The entry of his findings in those documents shall also include the period for which he considers that the said person is unfit for work in the said processes. The person declared unfit in such circumstances shall be provided with alternate placement facility unless he is fully incapacitated in the opinion of the medical officer, in that case the person affected shall be suitably rehabilitated.

(4) No person who has been found unfit to work shall be re-employed or permitted to work in the said processes unless the medical officer, after further examination, again certifies him fit for employment in those processes.

(5) The record of the examinations shall be maintained and kept readily available for inspection by the Inspector cum facilitator and Medical Inspector cum facilitator.

## Schedule X

### **Lead processes carried in Printing Presses and Type Foundries**

**1. Exemption.** - Where the Chief Inspector is satisfied that all or any of the provisions of his schedule are not necessary for the protection of persons employed he may, by certificate in writing, exempt any factory from all or any such provisions subject to such conditions as he specifies therein. Such certificate may at any time be revoked by the Chief Inspector cum facilitator.

**2. Definitions.** - For the purpose of this schedule, 'Lead Material' means material containing not less than five per cent of lead.

'Lead Process' means-

- the melting of lead or any lead material for casting and mechanical composing;
- the recharging of machines with used lead material;

(c) any other work including removal of dross from melting pot cleaning of plungers; and

(d) manipulation, movement or other treatment of lead material;

*"Efficient exhaust draught"* means localised ventilation effected by heat or mechanical means, for the removal of gas, vapour, dust or fumes so as to prevent them from escaping into the air of any place in which work is carried on. No draught shall be deemed efficient which fails to remove gas, vapour, fume or dust at the point where they originate.

**3. Exhaust draught.** - None of the following processes shall be carried on except within efficient exhaust draught :-

(a) melting lead material or slugs;

(b) heating lead material so that vapour containing lead is given off; or unless carried on in such a manner as to prevent free escape of gas, vapour, fumes or dust into any place in which work is carried on or unless carried on in electrically heated and thermostatically controlled melting pots. Such exhaust draught shall be effected by mechanical means and so contrived as to operate on the dust, fume, gas or vapour given off as closely as may be at its point of origin.

**4. Prohibition relating to pregnant or lactating women**

**and young persons. –**

(1) No pregnant or lactating women, adolescent or child shall be employed or permitted to work in any lead process.

(2) No women shall be employed against the maternity benefit provisions laid down under any prevailing laws and shall not be deprived of her employment during the period of complete pregnancy and lactation period for 6 months..

**5. Separation of certain processes.** - Each of the following processes shall be carried on in such a manner and under such conditions as to secure effectual separation from one another and from any other material :-

(a) melting of lead or any lead material;

(b) casting of lead ingots;

(c) mechanical composing.

**6. Container for dross.** - A suitable receptacle with tightly fitting cover shall be provided and used for dross as it is removed from every melting. Such receptacles shall be kept covered while in the workroom near the machine except when the dross is being deposited therein.

**7. Floor of workroom.** - The floor of every workroom where lead process is carried on shall be -

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

(b) maintained in sound condition; and

(c) shall be cleaned throughout daily after being thoroughly damped with water at a time when no other work is being carried on at the place.

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

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

(a) wash place with either-

(i) a trough with a smooth impervious surface fitted with a waste pipe without plug, and of sufficient length to allow at least two feet for every five such persons employed at any one time and having a constant supply of water from taps or jets above the trough at intervals of not more than 2 feet (600 mm); or  
(ii) at least one wash basin for every five such persons employed at any one time, fitted with a waste pipe and plug and having an adequate supply of water laid on oralways readily available; and

(b) a sufficient supply of clean towels made of suitable material renewed daily with a sufficient supply of soap or other suitable cleaning material.

**10 Medical facilities and Examination** -(1) The occupier of every

factory to which this schedule applies, shall-

(a) make arrangement a qualified medical practitioner for medical surveillance of the workers employed therein; and

(b) provide to the said medical practitioner all the necessary facilities for the purpose referred to in clause(a).

(2) Every worker employed in a lead process shall be examined by a medical officer within 15 days of his first employment. Such examination shall include tests of lead in urine and blood. ALA in urine haemoglobin, stippling of cells and steadiness tests. No workers shall be allowed to work after 15 days of his first employment in the factory unless certified fit for such employment by the medical officer.

(3) Every worker employed in the said processes shall be examined by a medical officer at least once in every six calendar months. Such re-examination shall, wherever the Medical officer considers appropriate, include tests as specified in sub-paragraph(1)

(4) Every worker employed in lead processes carried in Printing Presses and type Foundries processes shall be examined by a medical officer. He shall issue fitness on form 29.

(5) If at any time the medical officer is of the opinion that a worker is no longer fit for employment in the processes on the ground, that continuance therein would involve danger to the health of the worker, he shall make a record of his findings in the said certificate and the health register on form 30.

The entry of his findings in those documents shall also include the period for which he considers that the said person is unfit for work in the said process. The person declared unfit in such circumstances shall be provided with alternate placement facility unless he is fully incapacitated in the opinion of the medical officer, in that case the person affected shall be suitably rehabilitated.

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

(7) The record of the examinations from 28 and 29, shall be maintained and kept readily available for inspection by the Inspector cum facilitator and Medical Inspector cum facilitator.

**11. Food, drinks, etc., prohibited in work-room.** - No food, drink, pan and "Supari" or tobacco shall be consumed or brought by any worker into any work-room in which any lead process is carried on.

## Schedule XI

### Part I-Chemical Works

**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 part 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 homologous, 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 exceeding

the concentration specified therein in the rules 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, affecting the workers or neighbourhood in a serious manner, demanding immediate action;

(k) "*dangerous chemical reactions*" means high speed reactions, runaway reactions, delayed reactions, etc. and are characterized by evolution of large quantities of heat, intense release of toxic or flammable gases or vapours, sudden pressure build-up etc.

(l) "*manipulation*" means mixing, blending, filling, emptying, grinding, sieving, drying, packing, sweeping, handling, using etc.

(m) "*approved personal protective equipment*" means items of personal protective equipment conforming to the relevant ISI specifications or in the absence of it, personal protective equipment approved by the Chief Inspector cum Facilitator;

(n) "*appropriate personal protective equipment*" means that when the protective equipment is used by the worker, he shall have no risk to his life or health or body; and

(o) "*confined space*" means any space by reason of its construction as well as in relation to the nature of the work carried therein and hazards to the persons entering into or working inside exist or are likely to develop during working.

## **Part II-General requirements applying to all the works** in Appendix 'A'

**1. Housekeeping.** - (1) Any spillage of materials shall be cleaned up before further processing.

(2) Floors, platforms, stairway, passages and gangways shall be kept free of any obstructions.

(3) There shall be provided easy means of access to all parts of the plant to facilitate cleaning.

**2. Improper use of chemicals.** - No chemicals or solvents or empty containers containing chemicals or solvents shall be permitted to be used by workers for any purposes other than in the processes for which they are supplied.

**3. Prohibition of the use of food, etc.** - No food, drink, tobacco, pan or any edible item shall be stored or heated or consumed on or near any part of the plant or equipment.

**4. Cautionary Notice and Instructions.** - (1) 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.

(2) In addition to the above cautionary notice, arrangement shall be made to instruct and educate all 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 unauthorized 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 one 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 colours 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.** - (1) 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 manufacturing, shall be carefully studied and provisions shall be made for dealing with any hazards including effects on workers, which may occur during manufacture.

(2) Information in writing giving details of the process, its hazards and the steps taken or proposed to be taken from the design stage to disposal stage for ensuring the safety as in sub-para (1) above should be sent to the Chief Inspector cum facilitator and the Industrial Hygiene laboratory of State Government at the earliest, but in no case less than 15 days before commencing manufacture, handling, or storage of any item covered under Appendix 'A', whether on experimental basis, or as pilot plant or as trial production, or as large scale manufacture.

(3) The design, construction, installation, operation, maintenance and disposal of the buildings, plant and facilities shall take into consideration effective safeguards against the safety and health hazards so evaluated.

(4) The requirements under the sub-para (1) to (3) shall not act in lieu of or in derogation to, any other provisions contained in any Act governing the work.

**6. Authorised entry.** - Authorised persons only shall be permitted to enter any section of the factory or plant where any dangerous operations or processes are being carried on or where dangerous chemical reactions are taking place or where hazardous chemicals are stored.

**7. Examination of instruments and safety devices.** - (1) All instruments and safety devices used in the process shall be tested before taking into use and after carrying out any repair to them examined once in a month by a competent person. Records of such tests and examinations shall be maintained in a register.

(2) All instruments and safety devices used in the process shall be operated daily or as often as it is necessary, to ensure its effective and efficient working at all times.

**8. Electrical installations.** - All electrical installations used in the process covered in Appendix 'A' shall be of an appropriate type to ensure safety against the hazard prevalent in that area such as suitability against dust, dampness, corrosion, flammability and explosivity etc. and shall conform to the relevant ISI specifications governing their construction and use for that area.

**9. Handling and storage of chemicals.** - (1) The containers for handling and storage of chemicals shall be adequate strength taking into consideration the hazardous nature of the contents. They shall also be provided with adequate labelling and colour coding arrangements to enable identification of the containers and their contents indicating to the respective ISI standards. The instructions given in the label shall be strictly adhered to. Damaged containers shall be handled only under supervision of acknowledgeable

and responsible person and spillage shall be rendered innocuous in safe manner using appropriate means.

(2) The arrangements for the storage of chemicals including charging of chemicals in reaction vessels and containers shall be such as to prevent any risk of fire or explosion or formation of toxic concentration of substances above the limits specified in Rule.

(3) Without prejudice to the generality of the requirements in sub-para (2) above, the arrangements shall have suitable ventilation facilities and shall enable the maintenance of safe levels in vessels and containers. Such arrangements shall also be taken into consideration, the type of flooring and the capacity of flooring and the compatibility requirements of substances with other chemicals stored nearby.

(4) (a) Storage of chemicals and intermediate products which are highly unstable or reactive or explosive shall be limited to the quantities required for two months use.

(b) Where the quantities laid down in the above clause (a) are to be exceeded, the permission of the Chief Inspector cum Facilitator shall be obtained.

(c) Notwithstanding anything contained in clauses (a) and (b) above, the Chief Inspector cum facilitator may direct any factory carrying out processes covered in Appendix 'A' to further limit the storage of hazardous substances to quantities less than two months on consideration of safety.

(5) Standby arrangements equal to the biggest container shall always be available to transfer the toxic substances quickly into the stand by storage

facility if any defect develops in any of the container resulting in the release of toxic substances.

(6) Any storage facility constructed using non-metallic material such as Fibreglass Reinforced Plastics (FRP) all glass vessels etc., shall have adequate strength to withstand and stress, if any, exerted by the contents and shall be properly anchored, working platforms, access ladders, pipe-lines etc. used in such storage facility shall not have any support on the structure of the storage facility and shall be independently supported.

**10. Facility for isolation.** - The plant and equipment shall be so constructed and maintained as to enable quick isolation of plant or part of plant or equipment, with appropriate indication. One copy of the layout plan indicating the isolation facilities shall always be available with the security personnel, the maintenance and the health and safety personnel and these isolating facilities shall be checked for its effectiveness once in a month.

**11. Personal protective equipment.** - (1) All workers exposed to the hazards in the processes covered by this Schedule shall be provided with appropriate and approved type of personal protective equipment. Such equipment shall be in a clean, and hygienic condition before issue.

(2) The occupier shall arrange to inform, educate and supervise all the workers in the use of personal protective equipment while carrying out the job.

(3) As regards any doubt regarding the appropriateness of any personal protective equipment, the decision of the Chief Inspector cum Facilitator will be final.

**12. Alarm systems.** - (1) Suitable and effective alarm systems giving audible and visible indications, shall be installed at the control room as well as in all strategic locations where process control arrangements are available so as to enable corrective action to be taken before the operational parameters exceed the predetermined safe levels or lead to conditions conductive for an outbreak of fire or explosion to occur. Such alarm systems shall be checked daily and tested every month at least once to ensure its performance efficiency at all times.

(2) The Chief Inspector cum Facilitator may direct such system to be installed in case of plants or processes where toxic materials are being used and spillage or leakage of which may cause wide spread poisoning in or around the plant.

**13. Control of escape of substances into the work atmosphere.** - (1) Effective arrangements such as, enclosure, or by pass, or efficient exhaust draught, maintenance of negative pressure etc., shall be provided in all plants, containers, vessels, sewers, drains, flues, ducts, culverts, and spread of substances which are likely to give rise to fire or explosion or toxic hazards during normal working and in the event of accident or emergency.

(2) In the event of the failure of the arrangements for control resulting in the escape of substances in the work atmosphere immediate steps shall be taken to control the process in such a manner, that further escape is brought down to the safe level.

(3) The substances that would have escaped into the work atmosphere before taking immediate steps as required in sub-para (2), shall be rendered innocuous by diluting with air or water or any other suitable agent or by suitable treating the substances.

**14. Control of dangerous chemical reactions.** - Suitable provisions, such as automatic and/or remote control arrangement shall be made for controlling the effects of dangerous chemical reactions. In the event of failure of control arrangement shall come into operation.

**15. Testing, examination and repair of plant and equipments.** - (1) All parts of plant, equipment and machinery used in the process which in the likely event of their failure may give rise to an emergent situation shall be tested by a competent person before commencing process and retested at an interval of two years or after carrying out repairs to it. The competent person shall identify the parts of the plant, equipment and machinery required to be tested as aforesaid and evolve a suitable testing procedures. In carrying out the test as mentioned above in respect of pressure vessels or reaction vessels the following precautions shall be observed, namely :-

(a) before the test is carried out, each vessel shall be thoroughly cleaned and examined externally, and as far as practicable, internally also for surface defects, corrosion and foreign matter. During the process of cleaning and removal of sludge, if any, all due precautions shall be taken against fire or explosion, if such sludge is of pyrophoric nature or contains spontaneously combustible chemicals;

(b) as soon as the test is completed, the vessel shall be thoroughly dried internally and shall be clearly stamped with the marks and figures indicating the person by whom testing has been done and the date of test; and

(c) any vessel which fails to pass the test or of which for any other reason is found to be unsafe for use shall be destroyed or rendered unusable under intimation to the Chief Inspector cum Facilitator.

(2) All parts of plant, equipment, machinery which in the likely event of failure may give rise to an emergent situation shall be examined once in a month by the competent person.

(3) Records of testing and examination referred to in paragraphs (1) and (2) shall be maintained as long as that part of the plant, equipment and machinery are in use.

(4) All repair work including alteration, modification and addition to be carried out to the plant, equipment and machinery shall be done under the supervision of a responsible person who shall evolve a procedure to ensure safety and health of person doing the work. When repairs or modification is done on pipelines, and joints are required to be welded but welding of joints are required to be welded, the responsible person shall regulate the aforesaid work through a 'permit to work system'.

**16. Staging.** - (1) All staging that is erected for the purpose of maintenance work or repair work or for work connected with entry into confined spaces and

used in the processes included in Appendix 'A' shall be stable, rigid and constructed out of substantial material of adequate strength. Such staging shall conform to the respective Indian Standard specifications.

(2) Staging shall not be erected over any closed or open vessel unless the vessel is so constructed and ventilated to prevent exposure of persons working on the stages.

(3) All the staging constructed for the purpose of this work shall have appropriate access which are safe and shall be fitted with proper hand rails to a height of one metre and toe-board.

**17. Seating arrangements.** - The seating arrangements provided for the operating personnel working in processes covered in Appendix 'A' shall be located in a safe manner as to prevent the risk of exposure to toxic, flammable and explosive substances evolved in the work environment in the course of manufacture or repair of maintenance, either due to failure of plant and equipment or due to the substances which are under pressure, escaping into the atmosphere.

**18. Entry into or work in confined spaces.** - (1) The occupier of every factory to which the provisions of this schedule apply, shall ensure the observance of the following precautions before permitting any person to enter or work inside the confined spaces :-

(a) identify all confined spaces and the nature of hazards that are encountered in such spaces, normally, or abnormally, and arrange to develop the most appropriate safeguards for ensuring the safety and health of persons entering into or working inside the confined spaces;

(b) regulate the entry or work inside the confined spaces through a 'permit to work system' which should include the safeguards so developed as required under sub-clause (a) above;

(c) before testing the confined space for entry into or work, the place shall be rendered safer by washing or cleaning with neutralizing agents or purging with steam or inert gases and making adequate forced ventilation arrangements or such measures which will render the confined space safe;

(d) shall arrange to carry out such tests as are necessary for the purposes by a competent person and ensure that the confined space is safe for the person to enter or work. Such testing shall be carried out as often as is necessary during the course of work to ensure its continued safety;

(e) shall arrange to educate and train the personnel who would be required to work in confined spaces about the hazards involved in the work. He shall also keep in readiness the appropriate and approved personal protective equipment including arrangements for rescue, resuscitation and first aid, and shall arrange supervision of the work at all times by a responsible and knowledgeable person.

(2) The manager shall maintain a log of all entry into a work-in, confined spaces and such record shall contain the details of persons assigned for the work, the location of the work and such other details that would have a bearing

on the safety and health of the persons assigned for this work. The log book so maintained shall be retained as long as the concerned workers are in service and produced to the inspector cum facilitator when demanded.

**19. Maintenance work etc.** - (1) All the work connected with the maintenance of plants and equipment including cleaning of empty containers which have held hazardous substances used in the processes covered in this Schedule, shall be carried out under 'permit to work system' employment trained personnel and under the supervision of responsible person having knowledge of the hazards and precautions required to deal with them.

(2) Maintenance work shall be carried out in such a manner that there is no risk to persons in the vicinity or to persons who pass by. If necessary, the place of such work shall be cordoned off or the presence of unconnected persons effectively controlled.

**20. Permit to work system.** - The permit to work system shall *inter alia* include the observance of the following precautions while carrying out an specified work to be subjected to the permit to work system :-

- (a) all work subject to the permit to work system shall be carried out under the supervision of a knowledgeable and responsible person;
- (b) all sorts of plant or machinery or equipment on which permit to work system is carried out, shall remain isolated from other parts throughout the period of permit to work and the place of work including the parts of plant, machinery shall be rendered safe by cleaning, purging, washing, etc.;
- (c) all work subject to the permit to work system shall have predetermined work procedures which integrate safety with the work. Such procedures shall be reviewed whenever any change occurs in material or equipment so that continued safe/safety is ensured;
- (d) persons who are assigned to carry out the permit to work system shall be physically fit in all respects taking into consideration the demands and nature, of the work before entering into the confined space. Such person shall be adequately informed about the correct work procedures as well as the precautions to be observed while carrying out the permit to work system;
- (e) adequate rescue arrangements wherever considered necessary and adequate first aid, rescue and resuscitation arrangements shall be available in good working condition near the place of work while carrying out the permit to work system, for use in emergency;
- (f) appropriate and approved personal protective equipment shall be used carrying out the 'permit to work system';
- (g) after completion of work subject to the 'permit to work system' the person responsible shall remove all the equipment and tools and restore to the original condition so as to prevent any danger while carrying out regular process.

**21. Safety sampling personnel.** - The occupier shall ensure the safety for persons assigned for collecting sample by instructing them on the safe

procedure. Such personnel shall be provided with proper and approval personnel protection equipment, if required.

**22. Ventilation.** - Adequate ventilation arrangements shall be provided and maintained at all times in the process area where dangerous or toxic or flammable or explosive substances could be evolved. These arrangements shall ensure that concentrations, which are either harmful could result in explosion, are not permitted to be built up in the work environment.

**23. Procedures for meeting emergencies.** - (1) The occupier of every factory carrying out the works covered in Appendix 'A', shall arrange to identify all types of possible emergencies that could occur in the processes during the course of work or while carrying out maintenance work or repair work. The emergencies so identified shall be reviewed every year.

(2) The occupier shall formulate a detailed plan to meet all such identified emergencies including arrangements for summoning outside help for rescue and firefighting and arrangements for making available urgent medical facilities.

(3) The occupier shall send the list of emergencies and the details of procedures and plans formulated to meet the emergencies, to the Chief Inspector cum facilitator

(4) The occupier shall arrange to install distinctive and recognizable warning arrangements to caution all persons inside plant as well as the neighboring community, if necessary, to enable evacuation of persons and to enable the observance of emergency procedures by the persons who are assigned emergency duties. All concerned must be well informed about the warning arrangements and their meaning. The arrangements must be checked for its effectiveness every month.

(5) Alternate power supply arrangements shall be made and interlocked with the normal power supply system so as to ensure constant supply of power to the facilities and equipment meant for compliance with requirements of paragraphs 10, 11, 12, 13, 14, 18, 22 and this paragraph of Part II, Part III, Part IV and Part V of this Schedule.

(6) The occupier shall arrange to suspend the further process work in a place where emergency is established and shall forthwith evacuate all persons in that area except workers who have been assigned emergency duties.

(7) All the employees of the factory shall be trained about the action to be taken by them including evacuation procedures during emergencies.

(8) All emergency procedures must be rehearsed every three months and deficiencies, if any, in the achievement of the objectives shall suitably be corrected.

(9) The occupier shall arrange to have ten per cent of the workers trained in the use of first aid fire fighting appliances and in rendering of specific first aid measure taking into consideration the special hazards of the particular process.

(10) The occupier shall furnish immediately on request the specific chemical identity of the hazardous substance to the treating physician when the

information is needed to administer proper emergency or first-aid treatment to exposed.

**24. Danger due to effluents.** - (1) Adequate precautions shall be taken to prevent the mixing of effluents from different processes and operations which may cause dangerous or poisonous gases to be evolved.

(2) Effluents which contain or give rise in the presence of other effluents to poisonous gases shall be provided with independent drainage system to ensure that they may be trapped and rendered safe.

### **Part III-Fire and Explosions Risks**

**1. Sources of ignition including lighting installation.** - (1) No internal combustion engine and no electric motor or other electrical equipment, and fittings and fixtures capable of generating sparks of otherwise causing combustion or any other source of ignition or any naked light shall be installed or permitted to be used in the process area where there could be fire and explosion hazards.

(2) All hot exhaust pipe shall be installed outside a building and other hot pipes or hot surfaces or surfaces likely to become hot shall be suitably protected.

(3) The classification of work areas in terms of its hazard potential and the selection of electrical equipment or other equipment that could constitute a source of ignition shall be in accordance with the respective Indian Standard.

(4) Where a flammable atmosphere may be prevalent or could occur, the soles of footwear worn by workers shall have no metal on them, and the wheels of trucks or conveyors shall be conductive type.

(5) All tools and appliances used for work in this area shall be of non-sparking type.

(6) Smoking in process areas where there are risks of fire and explosion shall be prohibited and warning notices in the language understood by majority of workers shall be posted in the factory prohibiting smoking into specified areas.

**2. Static electricity.** - (1) All machinery and plant, particularly, pipe lines and belt drives, on which static charge is likely to accumulate, shall be effectively earthed. Receptacles for flammable liquids shall have metallic connections to the earthed supply tanks to prevent static sparking. Where necessary, humidity shall be regulated.

(2) Mobile tanker wagons shall be earthed during filling and discharge, and precautions shall be taken to ensure that earthing is effective before such filling or discharge takes place.

**3. Lightening protection.** - Lightening protection arrangement shall be fitted where necessary, and shall be maintained.

**4. Process heating.** - The method of providing heat for a process likely to result in fire and explosion shall be as safe as possible and where the use of naked flame is necessary, the plant shall be so constructed as to prevent any escaping flammable gases, vapor or dust coming into contact with the flame, or exhaust gases, or other sources likely to cause ignition. Wherever possible the

heating arrangement shall be automatically controlled at a predetermined temperature below the dangerous temperature.

**5. Leakage of flammable liquids.** - (1) Provision shall be made to confine by means of bund walls, dykes, sumps etc. possible leakages from storage vessels containing flammable liquids.

(2) Waste material in contact with flammable substances shall be disposed off suitably under the supervision of knowledgeable and responsible person.

(3) Adequate and suitable fire-fighting appliances shall be installed in the vicinity of such vessels.

**6. Safety valves.** - Every still and every closed vessel in which gas is evolved or into which gas is passed, and in which the pressure is liable to rise above the atmospheric pressure, shall have attached to it a pressure gauge, and a proper safety valve or other equally efficient means to relieve the pressure. These appliances shall be maintained in good condition.

**7. Installation of pipe line etc.** - All pipe lines carrying flammable or explosive substances shall be protected from mechanical damage and shall be examined by a responsible person once in a week to detect any deterioration or defects, or accumulation of flammable or explosive substances, and record kept of any defects found and repairs made.

**8. Fire fighting systems.** - (1) 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 firefighting and life saving equipment in the event of fire or other emergency. Number of persons in this squad will necessarily depend upon the size or 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.

(2) 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.

(3) 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.

(4) 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 interlinked and placed in a convenient location near such areas.

## **Part IV-Risk of Toxic Substances**

**1. Leakage.** - (1) All plants shall be so designed and constructed as to prevent the escape of toxic substances. Where necessary, separate buildings, rooms, or protective structures shall be used for the dangerous stages of the process and the buildings shall be so designed as to localise any escape of toxic substances.

(2) Catch pits, bund walls, dykes, or other suitable safeguards shall be provided to restrict the serious effects of such leakages. Catch pits shall be placed below joints in pipelines where there is danger involved to maintenance and other workers from such leakage.

**2. Drainage.** - Adequate drainage shall be provided and shall lead to collection tanks specifically provided for this purpose wherein deleterious material shall be neutralized treated or otherwise rendered safe before it is discharged into public drains or sewers.

**3. Covering of vessels.** - (1) Every fixed vessel or structure containing any toxic substance and not so covered as to eliminate all reasonable risk of accidental contact of any portion of the body of a worker, shall be so constructed as to avoid physical contact.

(2) Such vessel shall, unless its edge is at least 90 centimeters above the adjoining ground or platform, be securely fenced to a height of at least 90 centimeters above such adjoining ground or platform.

(3) Where such vessels adjoin and the space between them, clear of any surrounding brick or other work is either less than 45 centimeters in width or is 45 or more centimeters in width, but is not securely fenced on both sides to a height of at least 90 centimeters, secure barriers shall be so placed as to prevent passage between them :

Provided that sub-paragraph (2) of this paragraph shall not apply to-

(a) Saturators used in the manufacture of sulphate of ammonia; and  
(b) that part of the sides of brine evaporating pans which require raking, drawing or filling.

**4. Continuous exhaust arrangement.** - (1) Any process evolving toxic vapour, gas, fume and substance shall have efficient continuous exhaust draught. Such arrangement shall be interlocked in the process control wherever possible.

(2) In the event of failure of continuous exhaust arrangement means shall be provided to automatically stop the process.

**5. Work bench.** - All the work benches used in processes involving the manipulation of toxic substances, shall be graded properly and shall be made of smooth impervious surface which shall be washed daily after the completion of work.

**6. Waste disposal.** - (1) There shall be provided a suitable receptacle made of non-absorbable material with a tightly fitting cover for depositing waste material soiled with toxic substances, and the contents of such receptacle shall

be destroyed by burning or using other suitable methods under the supervision of a responsible person.

(2) During the course of manufacture, whenever any batch or intermediate products having toxicity is rejected on consideration of quality, sufficient precautions shall be taken to render them innocuous or otherwise treat them or inactive them, before disposal.

(3) The empty containers of toxic substances shall be cleaned thoroughly before disposal under the supervision of a responsible person.

#### **Part V-Special Provisions**

**1. Special precautions for Nitro or Amino Processes.** - (1) Unless the crystallized nitro or amino substances or any of its liquor is broken or agitated in a completely enclosed process so as not to give rise to dust or fume, such process shall be carried on under an efficient exhaust draught or by adopting any other suitable means in such a manner as to prevent the escape of dust or fume in the working atmosphere.

(2) No part of the plant or equipment or implements which was in contact with nitro or amino compounds shall be repaired, or handled unless they have been emptied and thoroughly cleaned and decontaminated.

(3) Filling of containers with nitro or amino compounds shall be done only by using a suitable scoop to avoid physical contact and the drying of the containers in the stove shall be done in such a manner that the hot and contaminated air from the stove is not drawn into the work-room.

(4) Processes involving the steaming into or around any vessel containing nitro or amino compounds or its raw materials shall be carried out in such a manner that the steam or vapor is effectively prevented to be blown back into the working atmosphere.

(5) Suitable antidotes such as methylene blue injections shall always be available at designated places of work for use during emergency involving the poisoning with nitro or amino compounds.

**2. Special precautions for 'chrome processes'.** - (1) Grinding and sieving of raw materials in chrome processes shall be carried on in such a manner and under such condition as to secure effective separation from any other processes and under an efficient exhaust draught.

(2) There shall be washing facilities located very near to places where wet chrome processes such as leaching, acidification, sulphate settling, evaporation, crystallisation, centrifugation or packing are carried out, to enable quick washing of affected parts of body with running water.

(3) Weekly inspection of hand and feet of all persons employed in chrome processes shall be done by a qualified nurse and record of such inspections shall be maintained in a form approved by the Chief Inspector cum facilitator.

(4) There shall be always available at designated places of work suitable ointments such as glycerine, vaseline, etc. and water proof plaster in a separate box readily accessible to the workers so as to protect against perforation of nasal septum.

**3. Special precautions for processes carried out in all glass vessels. -**

(1) Processes and chemical reactions such as manufacture of vinyl chloride, benzylchloride etc. which are required to be carried out in all glass vessels shall have suitable means like substantial wiremesh covering to protect persons working nearby in the event of breakage of glass vessel.

(2) The personal protective equipment like overall, etc. provided for the chlorate workers shall not be taken from the place of work and they shall be thoroughly cleaned daily.

(3) Adequate quantity of water shall be available near the place of chlorate process for use during fire emergency.

(4) Wooden vessel shall not be used for the crystallisation of chlorate or to contain crystallised ground chlorate.

(5) Special precautions in the use of plant and equipment made from reinforced plastics-

(1) All plants and equipments shall conform to appropriate Indian or any other National Standard.

(2) Care shall be taken during storage, transport, handling and installation of plant and equipments to avoid accidental damage.

(3) All plants and equipments shall be installed in such a way as to ensure that loads are distributed as intended in design or as per the recommendation of the manufacturers.

(4) All pipe work shall be supported so that total loads local to the branches on the vessel or tank do not exceed their design values.

(5) After erection all plants and equipments shall be subjected to a pressure test followed by a thorough examination by a competent person. The test and examination shall be as per relevant standard. A certificate of test and examination by competent person shall be obtained and kept available at site.

(6) All plants and equipments shall be subjected to periodical test and examination and record maintained as per paragraph 15 in Part II of this Schedule.

(7) Plant and equipments during their use shall not be subjected to over filling or overloading beyond rated capacity.

## **Part VI-Medical Requirements**

**1. Decontamination facilities. -** In all places where toxic substances are used in processes listed in Appendix 'A' the following provisions shall be made to meet an emergency :-

(a) fully equipped first aid box;

(b) readily accessible means of drenching with water persons, parts of body of persons, and clothing of persons who have been contaminated with such toxic and corrosive substances and such means shall be as shown in the table below :-

## **Table**

**No. of personsemployed at any time**

Upto 50 persons 2

Between 51 to 100 3

Between 101 to 200

3 + 1 every 50

persons thereafter

Between 201 to 400

5 + 1 for every 100

persons

Between 401 and

above

7 + 1 for every 200persons

(c) a sufficient number of eye wash bottles filled with distilled water or suitable liquid,kept in boxes or cupboards conveniently situated and clearly indicated by a distinctivesign which shall be visible at all times.

**2. (1) For factories employing upto 50 workers.** - (a) The services of a qualifiedmedical practitioner hereinafter known as Factory Medical Officer, available on a retainership basis, in his notified clinic near factory for seeking medical help during emergency. He will also carry out the pre-employment and periodical medicalexaminations as stipulated in paragraph 4 of this Part.

(b) A minimum of five persons trained in first aid procedures, amongst whom at leastone shall always be available during the working period.

(c) A fully equipped first aid box.

**(2) For factories employing 51 to 200 workers.** - (a) The occupational health centreshall have a room having a minimum floors area of 15 sq. mtr, with floor and wallsmade of smooth, hard and impervious surface and shall be adequately illuminated,ventilated and equipped.

(b) A part time Factory Medical Officer will be in over all charge of the Centre whoshall visit the factory minimum twice in a week and whose services shall be readilyavailable during emergencies.

(c) There shall be one qualified and trained dresser-cum-compounder on dutythroughout the working period.

(d) A fully equipped first aid box.

**(3) For factories employing above 200 workers.** - (a) There shall be one full timeFactory Medical Officer for factories employing up to 500 workers and one moremedical officer for every 1000 workers or part thereof.

(b) The occupational health centre in this case shall have a minimum of 2 rooms eachhaving a minimum floor area of 15 sq. m. with floors and walls made of smooth, hardand impervious surface and shall be adequately illuminated, ventilated and equipped.

(c) There shall be one trained nurse, one dresser-cum-compounder and onesweeper-cum-ward boy throughout the working period.

(d) The Occupational Health Centre in this case shall be suitably equipped to manage medical emergencies.

**3. Ambulance van.** - (1) In every factory carrying out processes covered in Appendix 'A' there shall be provided and maintained in good condition a suitably constructed and fully equipped ambulance van as per Appendix 'C' manned by a full-time driver-cum-mechanic and helper trained in the first aid for the purposes of transportation of serious cases of accidents or sickness unless arrangements for procuring such facility at short notice during emergencies have been made with the nearby hospital or other places. The ambulance van shall not be used for any purpose other than the purpose stipulated herein and will always be available near the Occupational Health Centre.

(2) The relaxation to procure Ambulance Van from nearby places provided for in sub-para (1) above will not be applicable to factories employing more than 500 workers.

**4. Medical examination.** (1) Workers employed in processes covered in Appendix 'A' shall be medically examined by a Factory Medical Officer in the following manner:-

(a) once before employment, to ascertain physical suitability of the person to do the particular job;

(b) once in a period of 6 months, to ascertain the health status of the worker; and

(c) the details of pre-employment and periodical medical examinations carried out as aforesaid shall be recorded in the prescribed form.

(2) Any finding of the Factory Medical Officer revealing any abnormality or unsuitability of any person employed in the process shall immediately be reported to the Medical inspector cum facilitator who shall in turn, examine the concerned workers and communicate his findings within 30 days. If the Medical inspector cum facilitator is of the opinion that the person so examined is required to be suspended 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 person so suspended from the process shall be provided with alternate placement facilities unless he is fully incapacitated in the opinion of the Medical inspector cum facilitator in which case the person affected shall be suitably rehabilitated:

Provided that the Medical inspector cum facilitator 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.

(3) 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 Medical inspector cum facilitator, whose opinion shall be final in this regard.

(4) 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 Medical inspector cum facilitator and after making entries to that effect in the healthregister.

(5) Every worker employed in the processes of this shdule shall be examined by a medical officer. He shall issue fitness on form 29.

(6) If at any time the medical officer is of the opinion that a worker is no longer fit for employment in these processes on the ground, that continuance therein would involve danger to the health of the worker, he shall make a record of his findings in the said certificate and the health register on form 30. The entry of his findings in those documents shall also include the period for which he considers that the said person is unfit for work in the said process. The person declared unfit in such circumstances shall be provided with alternate placement facility unless he is fully incapacitated in the opinion of the medical officer, in that case the person affected shall be suitably rehabilitated.

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

(8) The record of the examinations form 28 and 29, shall be maintained and kept readily available for inspection by the Inspector cum facilitator and Medical Inspector cum facilitator.

## **Part VII-Additional Welfare Amenities**

**1. Washing facilities.** - (1) There shall be provided and maintained in every factory for the use of all the workers taps for washing, at the rate of one tap for every 15 persons including liquid soap in a container with tilting arrangement and nail brushes or other suitable means for effective cleaning. Such facilities shall be conveniently accessible and shall be kept in clean and hygienic condition.

(2) 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.** - (1) 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 alongwith the provisions of cold and hygienic drinking water facilities.

(2) Such facilities include suitable arrangement for cleaning and washing and shall be maintained in a clean and hygienic condition.

**3. Cloak room facilities.** - (1) The occupier of every factory carrying out any process covered in Appendix 'A' shall provide for all the workers employed in the process cloak room facilities with lockers. Each worker shall be provided with two lockers, one for work clothing and another separately for personal clothing and the lockers should be such as to enable the keeping of the clothing in a hanging position.

(2) The cloak room facilities so provided in pursuance of sub-para (1) shall be located as far as possible near to the facilities provided for washing in pursuance of para 1 (1). If it is not possible to locate the washing facilities the cloak room facilities shall have adequate and suitable arrangements for cleaning and washing.

**4. Special bathing facilities.** - (1) The occupier of any factory carrying out the process covered under Appendix 'B' shall be provided special bathing facilities for all the workers employed and such facilities shall be provided at the rate of 1 for 25 workers and part thereof, and shall be maintained in a clean and hygienic condition.

(2) The occupier shall insist all the workers employed in the processes covered in Appendix 'B' to take bath after the completion of the day's or shift work using the bathing facilities so provided and shall also effectively prevent such if those workers taking bath in any place other than the bathing facilities.

(3) Notwithstanding anything contained in sub-para (1) above, the Chief Inspector cum facilitator may require in writing the occupier of any factory carrying out any other process for which in his opinion bathing facilities are essential from the health point of view, to provide special bathing facilities.

## **Part VIII**

**1. Duties of workers.** - (1) Every worker employed in the processes covered in Appendix 'A' and Appendix 'B' not make any safety device or appliance or any guarding or fencing arrangement, in operative or defective and shall report the defective condition of the aforesaid arrangement as soon as he is aware of any such defect.

(2) Before commencing any work, all workers employed in processes covered in Appendix 'A' shall check their work place as well as the machinery,

equipment or appliance used in the processes and report any mal-function or defect immediately to the supervisor or any responsible person of the management.

(3) All workers shall co-operate in all respects with the management while carrying out any work or any emergency duty assigned to them in pursuance of this schedule and shall always use all the personal protective equipments issued to them in a careful manner.

(4) All workers employed in the processes covered in Appendix 'A' or Appendix 'B' shall not smoke in the process area or storage area. If special facilities are provided by the management only such facilities should be used.

(5) All workers employed in the processes covered in Appendix 'A' shall not remain in an unauthorized place or carry out unauthorized work or improvise any arrangement or adopt short cut method or misuse any of the facilities provided in pursuance of the Schedule, in such a manner as to cause risk to themselves as well as or to others employed.

(6) The workers shall not refuse undergoing medical examination as required under these rules.

## **Part IX**

**Restriction on the employment of young persons under 18 years of age and pregnant or lactating women.**

- (1). No pregnant or lactating women, adolescent or child shall be employed or permitted to work in any of the processes covered in Appendix 'A' of the Schedule XI on consideration of health and Safety of pregnant woman and lactating mother and young persons.
- (2). No women shall be employed against the maternity benefit provisions laid down under any prevailing laws and shall not be deprived of her employment during the period of complete pregnancy and lactation period for 6 months.
- (3) Such persons who are restricted or prohibited from working in the process due to the order issued in pursuance of sub-para (1) above shall be provided with alternate work which is not detrimental to their health or safety.

## **Part X-Exemptions**

**1. Power of exemption.** - The State Government or subject to the control of the State Government, the Chief Inspector may exempt from the compliance with any of the requirements of this Schedule partly or fully, any factory carrying out processes covered in Appendix 'A' if it is clearly and satisfactorily established by the occupier that the compliance with any of the requirement is not necessary to ensure the safety and health of persons employed as suitable

and effective alternate arrangements are available to any of the requirements covered in this schedule.

#### **Appendix 'A'**

Any works or that part of works in which - (a) The manufacture, manipulation or recovery of any of the following is carried on :-

- (i) sodium, potassium, iron, aluminium, cobalt, nickel, copper, arsenic, antimony, chromium, zinc, selenium, magnesium, cadmium, mercury, beryllium and their organic and inorganic salts, alloys, oxides and hydroxides;
- (ii) ammonia, ammonium hydroxide and salts of ammonium;
- (iii) the organic or inorganic compounds of sulphurous, sulphuric, nitric, nitrous, hydrochloric, hydrofluoric, hydroiodic, hydrosulphuric, hydrobromic, boric;
- (iv) cyanogen compounds, cyanide compounds, cyanate compounds;
- (v) phosphorous and its compounds other than organo-phosphorous insecticides;
- (vi) chlorine.

(b) hydrogen sulphide is evolved by the decomposition of metallic sulphides, or hydrogen sulphide is used in the production of such sulphides;

(c) bleaching powder is manufactured or chlorine gas is produced in chloralkali plants;

(d) (i) gas tar or coal tar or bitumen or shale oil asphalt of any residue of such tar is distilled or is used in any process of chemical manufacture;

(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, benzylchloride, phenol, methyl ethyl ketone 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 amino 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 cyanogen compounds, cyanide compounds, 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 :**

Ambulance should have the following equipments :-

#### **General :**

An wheeled stretcher with folding and adjusting devices;

Head of the stretcher must be capable of being titled upward;

Fixed oxygen supply with equipments Fixed oxygen supply with equipments;

Pillow with cases;

Sheets;

Blankets;

Towels;

Emosis bag;

Bed pan;

Urinal;

Glass.

#### **Safety equipment :**

Flares with life of 30 minutes;

Flood lights;

Flash lights;

Fire extinguisher dry powder type;

Insulated guantlets.

#### **Emergency care equipments :**

##### **Resuscitation :**

Portable suction unit;

Portable oxygen unit;

Bag-valve-mask, hand operated artificial ventilation unit;

Airways;

Mouth gage;

Tracheostomy adaptors;

Short spine board;

I.V. Fluids with administration unit;

B.P. manometer;

Cugg;

Stethoscope.

##### **Immobilization :**

Long and short padded boards;

Wire ladder splints;

Triangular bandage;

Long and short spine board.

##### **Dressings :**

Gauze pads 4" + 4";

Universal dressing 10" X 36";

Roll of aluminium foils;

Soft roller bandages 6" x 5 yards;

Adhesive tape in 3" roll;

Safety pins;

Bandage sheets;

Bandage sheet;

**Poisoning :**

Syrup of Ipecac;

Activated charcoal; Pre packeted in doses

Snake bite left;

Drinking water.

**Emergency Medicines :**

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

**Schedule XII**

**Manufacture of Pottery**

**1. Definitions.** - (a) "Pottery" includes, earthenware, stoneware,, porcelain, china,tiles and any other articles made from clay or from mixture containing clay and othermaterials such as quartz, flint feldspars and gypsum.

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

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

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

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

A weighed quantity of the material which has been dried at 100°C and thoroughlymixed shall be continuously shaken for one hour, at the common temperature with1000 times of weight of an aqueous solution of hydrochloric acid containing 0.25percent by weight of hydrogen chloride. This solution shall thereafter be allowed tostand for one hour and then filtered. The lead salt contained in the clear filtrate shallthen be precipitated as lead sulphide and weighted as lead sulphate.

(f) Ground or ordered faint or quartz does not include natural sands.

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

**2. Efficient exhaust draught.** - The following processes shall not be carried onwithout the use of an efficient exhaust draught-

Operations	Locations
(i)All processes involving the manipulation or use of dry and unfitted Lead compound.	Preparing mix for frit.
(ii)The fettling operations of any kind,whether on greenware or Biscuit,provided that this shall not apply to the wet fettling, and to the occasional finishing of pottery articles without the aid of mechanical power.	Finishing on wheels(of fettling machine) Hand finishing,Blowing of dust, before glazing pipe,turning and polishing. Finishing of Biscuits. Rubbing before glazing.
(iii)The shifting of clay dust or any other material for making tiles or other articles by pressure, except where:- (a) This is done in a machine so enclosed as to effectually prevent the escape of dust, or (b) The material to be shifted is so damp that no dust can be given off.	Making body for Toggle press and Tile press.
(iv)The pressing of tiles from clay dust, an exhaust opening being connected with each press, this clause shall also apply to the pressing from clay dust of articles other than tiles, unless the material is so damp that no dust is given off.	Tiles press, Toggle press or Dye press.
(v) The fettling of tiles made from clay dust by pressure, except where the fettling is done wholly on or with damp material, this clause shall also apply to the fettling of other articles made from clay dust, unless the material is so damp that no dust is given off.	Hand finishing.
(vi) The process of loading and unloading of saggers where handling and manipulation of ground and powdered flint, quartz, alumina, or other materials are involved.	Loading of saggers, doubling unloading of saggers.

<p>(vii) The brushing of earthenware biscuits, unless the process is carried on in a room provided with efficient general mechanical ventilation or other ventilation which is certified by the Inspector cum facilitator as adequate having regard to all the circumstances of the case.</p>	<p>Hand Finishing of Biscuits.</p>
<p>(viii) Felling of Biscuits were, which has been fired in powdered flint or quartz except where this is done in machines so enclosed as to effectually prevent the escape of dust.</p>	<p>Finishing Biscuits.</p>
<p>(ix) Ware cleaning after the application of glaze by dipping or other process.</p>	<p>Glazing &amp; Dusting</p>
<p>(x) Crushing and dry grinding of materials for potter bodies, and saggers, unless carried on in machines, so enclosed as to effectually prevent the escape of dust or is so damp that no dust can be given off.</p>	<p>Low crushing of quartz, feldspars etc. Edge runner of pebble mill grinding. Grinding for tile body. Grog disintegrator.</p>
<p>(xi) Sieving or manipulation of powdered flint, quartz, clay, grog or mixture of these materials unless it is so damp that no dust can be given off.</p>	<p>Fire clay disintegrator. Hand sieving of grog and Fire Clay. Filling bags with mix for sagger. Charging of tanks and mixing the Materials.</p>
<p>(xii) Grinding of tiles on power driven wheel unless an efficient water spray is used on the wheels.</p>	
<p>(xiii) Lifting and conveying of materials by elevators and conveyors unless they are effectively enclosed and so arranged as to prevent escape of dust into the air in or near to any</p>	<p>Jaw crushing of quartz, feldspar etc. Edge runner or pebble mill grinding. Grinding for tile body.  <b>Note.</b> - Elevators were close to the crushers and grinders.</p>

place in which persons are employed.	
(xiv) The preparation or weighing out of flow material, lawning of dry colours, colour dusting and colour blowing.	Spary glazing. Glazing and dusting.
(xv) In mould making unless the bins or similar receptacles used for holding plaster of Paris are provided with suitable covers.	Mould making.
(xvi) The manipulation of calcined material unless the materials have been made and remains so wet that no dust is given off.	Calcining gypsum. Sieving Plaster of Paris.
(xvii) Protective Equipment.	Weighing of raw materials charging the blunder charging the ball mill. Filling bags with mix for saggar. Charging of the tanks and mixing the materials

3. Each of the following processes shall be carried on in such manner and under such conditions so as to secure effectual separation from one another and from other processes :-

(a) Crushing and dry grinding or sieving of materials, fettling, pressing of tiles, drying of clay and greenware, loading and unloading of saggers.

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

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

**5. Prohibition relating to pregnant or lactating women and young persons. –**

(1) No pregnant or lactating women, adolescent or child shall be employed or permitted to work in any of the operations specified in serial number 2 or at any place where such operations are carried on.

(2) No women shall be employed against the maternity benefit provisions laid down under any prevailing laws and shall not be deprived of her employment during the period of complete pregnancy and lactation period for 6 months.

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

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

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

8. The floors of potter shops, slip houses, dipping houses and ware cleaning roomsshall be hard, smooth and impervious and shall be thoroughly cleaned daily by amoist method by an Adult male.

**9. Medical facilities and Examination** -(1) The occupier of every factory in which a manufacturing of pottery is carried on, shall-

(a) make arrangements of a qualified medical practitioner for medical surveillance of the workers employed therein;and

(b) provide to the said medical practitioner all the necessary facilities for the purpose referred to in clause(a).

(2) The record of medical examinations and appropriate tests carried out by the said medical practitioner shall be maintainedwhich shall be kept readily available for inspection by the Inspector cum facilitator.

(3) Every worker employed in any process mentioned under paragraph 3, shall be examined by medical officer within 15 days of his first employment. Such examination shall include tests for lead in urine and blood. ALA in urine, haemoglobin content, stippling of cells and pulmonary function test and chest X-ray for workers engaged in processes mentioned in items (i) to (iv) of paragraphs 2 and pulmonary function tests and chest X-rays for the others. No worker shall be allowed to work after 15 days of his first employment in the factory unless certified fit for such employment by the medical officer.

(4)All persons employed in any of the process included under item (i) to (iv) shall be examined by a medical officer once in every 3 calendar months. Such examinations in respect of all the workers shall include all the tests as specified in sub-paragraph (1) except chest X-ray which will be once in 3years.

(5) Every worker employed in pottery processes shall be examined by a medical officer. He shall issue fitness on form 29.

(6) If at any time the medical officer is of the opinion that a worker is no longer fitfor employment in the electrolytic processes on the ground,that continuance thereinwould involve danger to the health of the worker, he shall make a record of his findings in the said certificate and the health registeron form 30. The entry of his findings in those documents shall also include the

period for which he considers that the said person is unfit for work in the said process. The person declared unfit in such circumstances shall be provided with alternate placement facility unless he is fully incapacitated in the opinion of the medical officer, in that case the person affected shall be suitably rehabilitated.

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

(8) The record of the examinations shall be maintained and kept readily available for inspection by the Inspector cum facilitator and Medical Inspector cum facilitator.

**10. Protective equipment.** - (1) The occupier shall provide and maintain suitable overalls and head coverings for all persons employed in process included under clause 2.

(2) The occupier shall provide and maintain suitable aprons of a water proof or similar material, which can be sponged daily, for the use of the dippers, assistants, throwers, jolly workers, casters, mound makers and filter press and pug mill workers.

(3) Aprons provided in pursuance of clause 11 (2) shall be thoroughly cleaned daily by the weavers by sponging or other wet process. All overalls and head covering shall be washed, cleaned and mended at least once a week and this washing, cleaning or mending shall be provided for by the occupier.

(4) No person shall be allowed to work in emptying specks of dusty materials, weighing out and mixing of dusty materials and charging of ball mills and blungers without wearing a suitable and efficient dust respirator.

**11. Washing Facilities.** - (1) The occupier shall provide and maintain, in a clean and hygienic state and in good repair for the use of all persons employed in any of the processes specified in clause 2, a wash place under cover, with either-

(i) a trough with smooth impervious surface fitted with a waste pipe, without plug, and of sufficient length to allow at least two feet for every five such persons employed at any one time, and having constant supply of clean water from taps or jets above the trough at intervals of not more than two feet, or  
(ii) at least one tap or stand pipe for every five such persons employed at any one time, and having a constant supply of clean water, the tap or stand pipe being spaced not less than 1.2 meters apart; and

(2) A sufficient supply of clean towels made of suitable material changed daily, with sufficient supply of nail brusher and soap.

**12. Time allowed for washing.** - Before each meal and before the end of the day's work, at least ten minutes, in addition to the regular meal times, shall be allowed for washing to each person employed in any of the processes mentioned in clause 2.

**13. Mess-room.** - (1) There shall be provided and maintained for use of all persons remaining within the premises during the rest intervals, a suitable mess-room, providing accommodation of 10 square feet per head and furnished with-

- (i) a sufficient number of tables and chairs or benches with back rest;
- (ii) arrangements for washing utensils;
- (iii) adequate means for warming food;
- (iv) adequate quantity of drinking water.

(2) The room shall be adequately ventilated by the circulation of fresh air and placed under the charge of responsible person and shall be kept clean.

**14. Food, drinks, etc., prohibited in work-rooms.** - No food, drinks, pan and supari, or tobacco shall be brought into or consumed by any worker in any work-room in which any of the processes mentioned in clause 2 are carried on and no person shall remain in any such room during intervals for meals or rest.

**15. Cloak-room etc.** - There shall be provided and maintained for the use of all persons employed in any of the processes mentioned in clause 2 :-

- (a) a cloak-room for clothing put off during working hours and such accommodation shall be separate from any mess room;
- (b) separate and suitable arrangements for the storage of protective equipment provided under clause II.

**16.** These regulations shall not apply to a factory in which any of the following articles, but no other pottery, are made

(a) unglazed or salt brick and tiles, and

(b) architectural terra cotton made from plastic clay and either unglazed or glazed with a leadless glaze only.

**17. Exemptions.** - If in respect of any factory the Chief Inspector cum facilitator is satisfied that all or any of the provisions of this Schedule are not necessary for the protection of the persons employed in such factory, he may by a certificate in writing exempt such factory from all or any such provisions, subject to such conditions as he may specify therein, such certificate may at any time be revoked by the Chief Inspector without assigning any reasons.

### **Schedule XIII**

#### **Compression of Oxygen and Hydrogen produced by the electrolysis of water.**

(1) The room in which electrolyser plant is installed shall be separate from the plant for storing and compressing the oxygen and hydrogen.

(2) The purity of oxygen and hydrogen shall be tested by a competent person at hourly intervals at the following points :-

- (i) in the electrolyser room;
- (ii) at the gas holder inlet; and
- (iii) at the section end of the compressor.

The purity figure shall be entered and signed by the person carrying out such tests in the register :

Provided, however, that if the electrolyser plant is fitted with automatic recorder of purity of oxygen and hydrogen with alarm lights, it shall be sufficient if the purity of the gases is tested at hourly intervals at the suction end of the compressor only.

(3) The oxygen and hydrogen gases shall not be compressed, if their purity as determined under clause 2 above falls below 98 per cent at any time.

(4) There shall be at least two gas holders for each kind of gas and the gas holders for same gas shall not be fitted with inter-locked valves or levers and three way cocks at the junction of their outlets in such a way that no gas holder is connected to the compressor and to the electrolyser at the same time, and only one gas holder is disconnected to the compressor, line at any one time.

(5) The bell of any gas holder shall not be permitted to go within 30 cm. of its lowest position when empty, a visual and an audible warning signal shall be fitted to the gas holder to indicate that this limit is reached.

(6) The water and caustic soda used for making shall be chemically pure within pharmaceutical limits.

(7) Electrical connections at the electrolyser cells and at the generator terminals shall be constructed as to preclude the possibility of wrong connections leading to the reversal of polarity.

(8) Oxygen and hydrogen gas pipes shall be painted with distinguishing colours and in the event of leakage at the joints of the hydrogen gas pipe, the pipe after reconnection shall be purged of all air before drawing in hydrogen gas.

(9) All electrical wiring and apparatus in the electrolyser room shall be of flame-proof construction or enclosed in flame-proof fitting and no naked light or flame shall be taken either in the electrolyser room or where compression and filling of the gases is carried on and such warning notices shall be exhibited in prominent places.

(10) No part of the electrolyser plant and the gas holders and compressor shall be subjected to welding, brazing, soldering or cutting until steps have been taken to remove any explosive substance from that part and render the part safe for such operations and after the completion of such operations no explosive substance shall be allowed to enter that part until the metal has cooled sufficient to prevent risk of explosion.

(11) No work of operation, repair or maintenance shall be undertaken except under the direct supervision of a person who, by his training, experience and knowledge of the necessary precautions against risk of explosion is competent to supervise such work.

**12. Medical Examination** -(1) Every worker employed in the process of compression of Oxygen and Hydrogen produced by the electrolysis water shall be examined by a medical officer. He shall issue fitness on form 29.

(2) If at any time the medical officer is of the opinion that a worker is no longer fit for employment in the electrolytic processes on the ground, that continuance therein would involve danger to the health of the worker, he shall make a

record of his findings in the said certificate and the health register on form 30. The entry of his findings in those documents shall also include the period for which he considers that the said person is unfit for work in the said process. The person declared unfit in such circumstances shall be provided with alternate placement facility unless he is fully incapacitated in the opinion of the medical officer, in that case the person affected shall be suitably rehabilitated.

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

(4) The record of the examinations shall be maintained and kept readily available for inspection by the Inspector cum facilitator and Medical Inspector cum facilitator.

#### **Schedule XIV**

#### **Cleaning or smoothening, roughening, etc., of articles by a jet of sand, metal shot, or grit, or other abrasive propelled by a blast of compressed air or steam.**

##### **Blasting Regulations**

**1. Definitions.** - For the purposes of this Schedule :-

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

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

"*Blasting chamber*" means a blasting enclosure in which any person may enter at anytime in connection with any work or otherwise.

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

**2. Prohibition of Sand Blasting.** - Sand or any other substance containing free silica shall not be introduced as an abrasive into any business apparatus and shall not be used for blasting :

Provided that this clause shall come into force two years after the coming into operation of the Schedule :

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

**3. Precautions in connection with Blasting Operations.** - (1) *Blasting to be done in blasting enclosure.* - Blasting shall not be done except in a blasting enclosure and no work other than blasting any work immediately incidental thereto and clearing and repairing of the enclosure including the plants and

appliances situated therein, shall be performed in a blasting enclosure. Every door, aperture and joint of blasting enclosure, shall be kept closed and air tight while blasting is being done therein.

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

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

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

(4) *Provision of ventilating plant.* - There shall be provided and maintained in connection with every blasting enclosure efficient ventilating plant to extract by exhaust draught effected by mechanical means, dust produced in the enclosure. The dust extracted and removed shall be disposed of by such method 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.

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

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

(2) Particulars of the result of every such inspection, examination and test shall forthwith be entered in a register, which shall be kept in a form approved by the Chief Inspector and shall be available for inspection by any workman employed in or in connection with blasting in the factory. Any defect found on any such inspection, examination or test shall be immediately reported by the person carrying out the inspection, examination or test to the Occupier,

Manager or other appropriate person and without prejudice to the foregoing requirements of this Schedule, shall be removed without avoidable delay.

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

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

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

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

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

(2) In connection with any cleaning operation referred to in clause 5, and with the removal of dust from filtering or 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 where practicable for such cleaning operations.

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

**8. Maintenance and cleaning of protective wear.** - All helmets, gauntlets, overalls and other protective devices or 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 week day in which they are used. Where dust arising from the cleaning of such protective clothing or devices is likely to be inhaled; all practicable measures shall be taken to prevent such inhalation. Vacuum cleaners shall wherever practicable, be used

for removing dust from such clothing and compressed air shall not be used for removing dust from any clothing.

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

**10. Restrictions in employment of adolescents.** - (1) No person under 18 years of age shall be employed in blasting or assisting at blasting or in any blasting chamber or in the cleaning of any blasting apparatus or any blasting enclosure or any apparatus or ventilating plant connected therewith or be employed on maintenance or repair work at such apparatus, enclosure or plant. (2) No person under 18 years of age shall be employed to work regularly within 8 meters of any blasting enclosure unless the enclosure is in a room and he is outside that room where he is effectively separated from any dust coming from the enclosure.

**11. Power to exempt or relax.** - (1) If the Chief Inspector cum facilitator is satisfied that in any factory or any class of factory, the use of sand or other substance containing free silica as an abrasive in blasting is necessary for a particular manufacture or process (other than the process incidental or supplemental to making of metal castings) and that the manufacture or process cannot be carried on without the use of such abrasive or, that owing to the special conditions, or special method of work or otherwise any requirement of this schedule can be suspended either temporarily or permanently or can be relaxed without endangering the health of the persons employed or that application of any of such requirements is for any reason impracticable or inappropriate, he may, with the previous sanction of the State Government, by an order in writing exempt the said factory or class of factory from such provisions of this Schedule, to such an extent and subject to such conditions and for such period as may be specified in the said order.

(2) Where an exemption has been granted under sub-clause (1), a copy of the order shall be displayed at a notice board at a prominent place at the main entrance or entrances to the factory and also at the place where the blasting is carried on.

**12. Medical facilities and Examination** -(1) The occupier of every factory to which this schedule applies, shall-

- (a) make arrangements of a qualified medical practitioner for medical surveillance of the workers employed therein; and
- (b) provide to the said medical practitioner all the necessary facilities for the purpose referred to in clause (a).

(2) The record of medical examinations and appropriate tests carried out by the said medical practitioner shall be maintained which shall be kept readily available for inspection by the Inspector.

(3) Every worker employed in the process of cleaning or smoothening, roughening, etc., of articles by a jet of sand, metal shot, or grit, or other

abrasive propelled by a blast of compressed air or steam shall be examined by a medical officer. He shall issue fitness on form 29.

(4) If at any time the medical officer is of the opinion that a worker is no longer fit for employment in these processes on the ground that continuance therein would involve danger to the health of the worker, he shall make a record of his findings in the said certificate and the health register on form 30. The entry of his findings in those documents shall also include the period for which he considers that the said person is unfit for work in the said process. The person declared unfit in such circumstances shall be provided with alternate placement facility unless he is fully incapacitated in the opinion of the medical officer, in that case the person affected shall be suitably rehabilitated.

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

(6) The record of the examinations shall be maintained and kept readily available for inspection by the Inspector cum facilitator and Medical Inspector cum facilitator.

## **Schedule XV**

### **Handling and Processing of Asbestos, Manufacture of any Article of Asbestos and any other Process of Manufacture or otherwise in which Asbestos is used in any Form**

**1. Application.** - This schedule shall apply to all factories or parts of factories in which any of the following processes are carried on :-

- (a) breaking, crushing, disintegrating, opening, grinding, mixing or sieving of asbestos and any other processes involving handling and manipulation of asbestos incidental thereto;
- (b) all processes in the manufacture of asbestos textiles including preparatory and finishing processes;
- (c) making of insulation slabs or sections, composed wholly or partly of asbestos, and processes incidental thereto;
- (d) making or repairing of insulating mattresses composed wholly or partly of asbestos, and processes incidental thereto;
- (e) manufacture of asbestos cardboard and paper;
- (f) manufacture of asbestos cement goods;
- (g) application of asbestos by sprays methods;
- (h) sawing, grinding, turning, abrading and polishing in dry state of articles composed wholly or partly of asbestos;
- (i) cleaning of any room vessel, chamber, fixture or appliance for the collection of asbestos dust; and
- (j) any other processes in which asbestos dust is given off into the work environment.

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

- (a) "asbestos" means any fibrous silicate mineral and any admixture containing actionlite, amosite anthophyllite, chrysotile crocidolite, tremolite or any mixture thereof, whether crude, crushed or opened;
- (b) "asbestos textiles" means yarn or cloth composed of asbestos or asbestos mixed with any other material;
- (c) "approved" means approved for the time being in writing by the Chief Inspector;
- (d) "breathing apparatus" means a helmet or face piece with necessary connection by means of which a person using it breathes air free from dust or any other approved apparatus;
- (e) "efficient exhaust draught" means localised ventilation by mechanical means for the removal of dust so as to prevent dust from escaping into air of any place in which work is carried on, 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 incidental to the opening of asbestos;
- (g) "protective clothing" means overalls and head covering, which (in either case) will when exclude asbestos dust.

**3. Tools and Equipment.** - Any tools or equipment used in processes to which this schedule applied shall be such that they do not create asbestos dust above the permissible limit or are equipped with efficient exhaust draught.

**4. Exhaust draught.** - (1) An efficient exhaust draught shall be provided and maintained to control dust from the following processes and machines :-

- (a) manufacture and conveying machinery namely :-
  - (i) preparing grinding or dry mixing machines;
  - (ii) carding, card waste and ring spinning machines, and looms;
  - (iii) machines or other plant fed with asbestos; and
  - (iv) machines used for the sawing, grinding, turning, drilling, abrading or polishing; in the dry state of articles composed wholly or partly of asbestos;
- (b) cleaning, and grinding of the cylinders or other parts of a carding machines;
- (c) chambers, hoppers or other structures into which loose asbestos is delivered or passes;
- (d) work-benches for asbestos waste sorting or for other manipulation of asbestos by hand;
- (e) workplaces at which filling or emptying of sacks, skips or other portable containers, weighing or other process incidental thereto which is effected by hand, is carried on;
- (f) sack cleaning machines;
- (g) mixing and blending of asbestos by hand; and
- (h) any other process in which dust is given off into the work environment.

(2) Exhaust ventilation equipment provided in accordance with sub-paragraph (1) shall, while any work of maintenance or repair to the machinery, apparatus

or other plant or equipment in connection with which it is provided is being carried on, be kept in use so as to produce an exhaust draught which prevents the entry of asbestos dust into the air of any work place.

(3) Arrangements shall be made to prevent asbestos dust discharged from exhaust apparatus being drawn into the air of any workroom.

(4) The asbestos bearing dust removed from any workroom by the exhaust system shall be collected in suitable receptacles or filter bags which shall be isolated from all work areas.

**5. Testing and examination of ventilating systems.** - (1) All ventilating systems used for the purpose of extracting or suppressing dust as required by this schedule shall be examined and inspected once in every week by a responsible person. It shall be thoroughly examined and tested by a competent person once in every period of 12 months. Any defects found by such examinations or test shall be rectified forthwith.

(2) A register containing particulars of such examination and tests and the state of the plant and the repairs or alterations (if any) found to be necessary shall be kept and shall be available for inspection by an Inspector cum facilitator.

**6. Segregation in case of certain process.** - Mixing of blending by the hand of asbestos, or making or repairing of insulating mattresses composed wholly or partly of asbestos shall not be carried on in any room in which any other work is done.

**7. Storage and distribution of loose asbestos.** - (1) All loose asbestos shall while not in use, be kept in suitable closed receptacles which prevent the escape of asbestos dust therefrom such asbestos shall not be distributed within a factory except in such receptacles or in a totally enclosed system of conveyance.

**8. Asbestos sacks.** - (1) All sack used as receptacle for the purpose of transport of asbestos within the factory shall be constructed of impermeable materials and shall be kept in good repair.

(2) A sack which has contained asbestos shall not be cleaned by hand beating but by a machine, complying with paragraph 3.

**9. Maintenance of floors and workplaces.** - (1) In every room in which any of the requirements of this schedule apply-

(a) the floors, work-benches, machinery and plant shall be kept in a clean state and free from asbestos debris and suitable arrangements shall be made for the storage of asbestos not immediately required for use; and

(b) the floors shall be kept free from any materials, plant or other articles not immediately required for the work carried on in the room, which would obstruct the proper cleaning of the floor.

(2) The cleaning as mentioned in sub-rule (1) shall so far as is practicable, as carried out by means of vacuum cleaning equipment so designed and constructed and sited that asbestos dust neither escape nor is discharged into the air of any workplace.

(3) When the clearing is done by any method other than that mentioned in subparagraph (2), the persons doing cleaning work and any other person employed in that room shall be provided with respiratory protective equipment and protective clothing.

(4) The vacuum cleaning equipment used in accordance with provisions of subparagraph (2) shall be properly maintained and after each cleaning operation, its surfaces kept in a clean state and free from asbestos waste and dust.

(5) Asbestos waste shall not be permitted to remain on the floors or other surfaces at the work place at the end of the working shift and shall be transferred without delay to suitable receptacles. Any spillage of asbestos waste occurring during the course of the work at any time shall be removed and transferred to the receptacles maintained for the purpose without delay.

**10. Breathing apparatus and protective Clothing.** - (1) An approved breathing apparatus and protective clothing shall be provided and maintained in good conditions for use for every person employed-

(a) in chambers containing loose, asbestos;

(b) in cleaning, dust settling or filtering chambers or apparatus;

(c) in cleaning the cylinders, including the doffer cylinders, or other parts of a carding machine by means of hand-strickers; and

(d) in filling, beating or leveling in the manufacture or repair of insulating mattresses; and

(e) in any other operation of circumstances in which it is impracticable to adopt technical means to control asbestos dust in the work environment within the permissible limit.

(2) Suitable accommodation in conveniently accessible position shall be provided for the use of persons when putting on or taking off breathing apparatus and protective clothing provided in accordance with this rule and for the storage of such apparatus and clothing when not in use.

(3) All breathing apparatus and protective clothing when not in use shall be stored in the accommodation provided in accordance with sub-rule (2) above.

(4) All protective clothing in use shall be deducted under an efficient exhaust draught or by vacuum cleaning and shall be washed at suitable intervals. The cleaning schedule and procedure should be such as to ensure the efficiency in protecting the weaver.

(5) All breathing apparatus shall be cleaned and disinfected at suitable intervals and thoroughly inspected once every month by a responsible person.

(6) A record of the cleaning and maintenance and of the condition of the breathing apparatus shall be maintained in a register provided for that purpose which shall be readily available for inspection by an Inspector.

(7) No person shall be employed to perform any work specified in subparagraph (1) for which breathing apparatus is necessary to be provided under that subparagraph unless he has been fully instructed in the proper use of that equipment.

(8) So breathing apparatus provided in pursuance of sub- paragraph (1) which has been worn by a person shall be worn by another person unless it has been thoroughly cleaned and disinfected since last being worn and the person has been fully instructed in the proper use of that equipment.

**11. Separate accommodation for personal clothing.** - A separate accommodation shall be provided in a conveniently accessible position for all persons employed in operations to which this schedule applied for storing of personal clothing. This should be separated from the accommodation provided under sub-paragraph (2) to prevent contamination of personal clothing.

**12. Washing and bathing facilities.** - (1) There shall be provided and maintained in a clean stage and in good repair for the use of all workers employed in the processes covered by the schedule, adequate washing and bathing places having a constant supply of water under cover at the rate of one such place for every 15 persons employed.

(2) The washing places shall have standpipes placed at intervals of not less than one meter.

(3) Not less than one half of the total number of washing places shall be provided with bathroom.

(4) Sufficient supply of clean towels made of suitable material shall be provided:

Provided that such towels shall be supplied individually for each worker if so ordered by the Inspector cum facilitator.

(5) Sufficient supply of soap and nail brushes shall be provided.

**13. Mess-room.** - (1) There shall be provided and maintained for the use of all workers employed in the factory covered by this schedule, remaining on the premises during the rest intervals, a suitable mess-room which shall be furnished with

(a) sufficient tables and benches with back rest; and  
(b) adequate means for warming food.

(2) The mess-room shall be placed under the charge of a responsible person and shall be kept clean.

**14. Prohibition of employment of adolescents.** - No adolescent shall be employed in any of the processes covered by this schedule.

**15. Prohibition relating to smoking.** - No person shall smoke in any area where processes covered by this schedule are carried on. A notice in the language understood by majority of the workers shall be posted in the plant prohibiting smoking at such areas.

**16. Cautionary Notices.** - (1) Cautionary notices shall be displayed at the approaches and along the perimeter of every asbestos processing area to warn all persons regarding-

(a) hazards to health from asbestos dust;  
(b) need to use appropriate protective equipment;  
(c) prohibition of entry to unauthorised person, or authorised persons but without protective equipment.

(2) Such notices shall be in the language understood by the majority of the workers.

**17. Air Monitoring.** - To ensure the effectiveness of the control measures, monitoring of asbestos fibre in air shall be carried out once atleast in every shift and the record of the results so obtained shall be entered in a register specially maintained for the purpose.

**18. Medical facilities and examination.** (1) The occupier of every factory or part of the factory to which the schedule applies shall-

(a) make arrangements of a qualified medical practitioner for medical surveillance of the workers employed therein; and

(b) provide to the said medical practitioner all the necessary facilities for the purpose referred to in clause (a).

(2) The record of medical examinations and appropriate tests carried out by the said medical practitioner shall be maintained and kept readily available for inspection by the Inspector cum facilitate to.

(3) Every worker employed in the processes specified in paragraph 1 shall be examined by a Certifying Surgeon within 15 days of his first employment. Such examination shall include pulmonary function tests, tests for detecting asbestos fibres in sputum and chest X-ray. No worker shall be allowed to work after 15 days of his first employment in the factory unless certified fit for such employment by the Certifying Surgeon.

(4) Every worker employed in the process of this schedule shall be examined by a medical officer. He shall issue fitness on form 29.

(5) If at any time the medical officer is of the opinion that a worker is no longer fit for employment in these processes on the ground that continuance therein would involve danger to the health of the worker, he shall make a record of his findings in the said certificate and the health register on form 30. The entry of his findings in those documents shall also include the period for which he considers that the said person is unfit for work in the said process. The person declared unfit in such circumstances shall be provided with alternate placement facility unless he is fully incapacitated in the opinion of the medical officer, in that 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 medical officer, after further examination, again certifies him fit for employment in those processes.

(7) The record of the examinations shall be maintained and kept readily available for inspection by the Inspector cum facilitator and Medical Inspector cum facilitator.

**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 schedule is not necessary for protection of the workers in the factory, the Chief Inspector may by a certificate in writing, which he may at his discretion revoke at any time, exempt such factory from all or any of such provisions subject to such conditions, if any as he may specify therein.

## **Schedule XVI**

### **Handing and manipulation of Corrosive substances**

**1. Definitions.** - For the purpose of this Schedule-

(a) "*Corrosive operation*" means an operation of manufacturing, storing handing, processing, packing, or using any corrosive substance in a factory  
(b) "*Corrosive substance*" includes sulphuric acid, nitric acid, hydrochloric acid, hydrofluoric acid, carbolic acid, phosphoric acid, liquid chlorine, liquid bromine, ammonia, sodium hydroxide and potassium hydroxide and a mixture thereof and any other substance which the State Government by notification in the *Official Gazette* specify to be a corrosive substance.

**2. Flooring.** - The floor of every work-room of a factory in which corrosive operation is carried on shall be made of impervious, corrosion and fire resistant material and shall be so constructed as to prevent collection of any corrosive substance. The surface of such flooring shall be smooth and cleaned as to often as necessary and maintained in sound condition.

**3. Protective equipment.** - (a) The Occupier shall provide for the use of all persons employed in any corrosive operation suitable protective wear for hands and feet, suitable aprons, face shields, chemical safety goggles, and respirators. The equipments shall be maintained in good order and shall be kept in clean and hygienic condition by suitable treating to get rid of the ill effects of any absorbed chemicals and by disinfecting. The Occupier shall also provide suitable protective creams and other preparations wherever necessary.  
(b) The protective equipment and preparations provided shall be used by the persons employed in any corrosive operation.

**4. Water facilities.** - Where any corrosive operation is carried on, there shall be provided as close to the place of such operation as possible, a source of clean water at a height of 2.1 meters. from a pipe of 1.25 cm. diameter and fitted with a quick acting valve so that in case of injury to the worker by any corrosive substance, the injured part can be thoroughly flooded with water. Wherever necessary, in order to ensure continuous water supply, a storage tank having a minimum length, breadth and height of 210 cm., 120 cm. and 60 cm.

respectively or such dimensions as are approved by the Chief Inspector of Factories, shall be provided as the source of clean water.

**5. Cautionary Notice.** - A cautionary notice in the following form and printed in the language which majority of the workers employed understand, shall be displayed prominently close to the place where any of the operations mentioned in paragraph 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 vapors thereof may be extremely hazardous. In case of contact, immediately flood the part effected with plenty of water for at least 15 minutes. Get medical attention quickly.

**6. Transport.** - (a) Corrosive substances shall not be filled, moved, or carried except in containers and when they are to be transported, they shall be included in crates of sound construction and sufficient strength.

(b) A container with a capacity of (11.5 litres) (2½ gallons) 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.

(c) Containers for corrosive substances shall be plainly labeled.

**7. Devices for handling Corrosives.** - (a) Suitable tiling or lifting device shall be used for emptying jars, carboys and other containers of corrosives.

(b) Corrosive substance shall not be handled by hands but by means of a suitable scoop or other devices.

**8. Opening 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.** - (a) In cleaning out or removing residues from stills or other large chamber used for holding any corrosive substance, suitable implements, made of wood or other material shall be used to prevent production of arseniuretted hydrogen (Arsine).

(b) Whenever it is necessary for the purpose of cleaning or other maintenance work for any worker to enter a chamber, tank, vat, pit or other confined space where a corrosive substance had been stored, all possible precautions shall be taken to ensure the workers' safety.

(c) Wherever possible, before repairs are undertaken to any part of equipment in which a corrosive substance was handled, such equipment or part thereof shall be freed of any adhering corrosive substance by adopting suitable methods.

**10. Storage.** - (a) Corrosive substances shall not be stored in the same room with other chemicals, such as turpentine, carbides, metallic powders and combustible materials the accidental mixing with which may cause a reaction which is either violent or gives rise to toxic fumes and gases.

(b) Pumping or filling overhead tanks, receptacles, vats or other containers storing corrosive substances shall be so arranged that there is no possibility of any corrosive substance over flowing and causing injury to any person.

(c) Every container having capacity of twenty liters or more and every pipe line, valves and fitting used for storing or carrying corrosive substances shall be thoroughly examined every year for finding out any defects, and defects shall be removed forthwith. A register shall be maintained of every such examination made and shall be produced before the Inspector whenever required.

**11. Fire extinguishers and fire fighting equipment.** - An adequate number of suitable type of fire extinguishers or other fire fighting equipment, depending on the nature of chemicals stored, shall be provided. Such extinguishers or other equipment shall be regularly tested and refilled. Clear instructions as to how the extinguishers or other equipment should be used printed in the language which majority of the workers employed understand, shall be affixed near each extinguisher or other equipment.

**12. Medical Examination**-(1) Every worker employed in the process of this schedule shall be examined by a medical officer. He shall issue fitness on form 29.

(2) If at any time the medical officer is of the opinion that a worker is no longer fit for employment in the handling and manipulation of corrosive substances on the ground, that continuance therein would involve danger to the health of the worker, he shall make a record of his findings in the said certificate and the health register on form 30. The entry of his findings in those documents shall also include the period for which he considers that the said person is unfit for work in the said process. The person declared unfit in such circumstances shall be provided with alternate placement facility unless he is fully incapacitated in the opinion of the medical officer, in that case the person affected shall be suitably rehabilitated.

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

(4) The record of the examinations shall be maintained and kept readily available for inspection by the Inspector cum facilitator and Medical Inspector cum facilitator.

**13. Exemption.** - If in respect of any factory on an application made by the manager, the Chief Inspector cum facilitator, is satisfied that owing to the exceptional circumstances, or the infrequency of the process or for any other

reason to be recorded by him in writing, all or any of the provisions of this Schedule are not necessary for the protection of the persons employed therein, he 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.

## **Schedule XVII**

### **Manipulation of Stone or Any Other Material Containing Free Silica causing notified disease such as Silicosis**

**1. Application.** - This schedule shall apply to all factories or parts of Factories in which manipulation of stone or any other material containing free silica is carried on.

**2. Definitions.** - For the purpose of this Schedule-

- (a) "*manipulation*" means crushing, breaking, chip-ping, dressing, grinding, sieving, mixing, grinding or handling of stone or any other material containing free silica or any other operation involving such stone or material;
- (b) "*stone or any other material containing free silica*" means a stone or any other solid material containing not less than 5% by weight of free silica.

**3. Precautions in manipulation.** - No manipulation shall be carried out in a factory or part of a factory unless one or more of the following measures, namely :-

- (a) dampening the stone or other material being processed,
- (b) providing water spray,
- (c) enclosing the process,
- (d) isolating the process, and
- (e) providing localised exhaust ventilation :

Provided that such measures as above said are not necessary if the process or operation itself is such that the level of dust created and prevailing does not exceed the permissible level referred to.

**4. Maintenance of floors.** - (1) All floors or places fine dust is likely to settle on and whereon any person has to work or pass shall be of impervious material and maintained in such condition that they can be thoroughly cleaned by a moist method or any other method which would prevent dust being airborne in the process of cleaning.

(2) The surface of every floor of every workroom or place where any work is carried on or where any person has to pass during the course of his work, shall be deemed of dust once at least during each shift after being sprayed with water or by any other suitable method so as to prevent dust being airborne on the process of cleaning.

**5. Prohibition relating to adolescents.** - No adolescent shall be employed or permitted to work in any of the operations involving manipulation or at any place where such operations are carried out.

**6. Medical facilities and Examination.** - (1) The occupier of every factory to

which the schedule applies, shall-

(a) make arrangements of a qualified medical practitioner for medical surveillance of the workers employed therein; and

(b) provide to the said medical practitioner all the necessary facilities for the purpose referred to in clause(a).

(2) The record of medical examination and appropriate tests carried out by the said medical officer shall be maintained which shall be kept readily available for inspection by the Inspector cum facilitator.

(3) Every worker employed in the processes specified in paragraph 1 shall be examined by medical officer within 15 days of his first employment. Such medical examination shall include pulmonary function tests and chest X-ray. No worker shall be allowed to work after 15 days of his first employment unless he is certified fit for such employment by the medical officer.

Provided that test of spirometry shall be carried out after every twelve months and chest X-ray shall be done after every twenty four months till worker attains age of thirty years thereafter chest X-ray shall be done after every twelve months. Provided further that if it appears to the medical inspector cum facilitator or medical officer that spirometry and chest x-ray is to be repeated and additional test and examination is required to be done; he may recommend accordingly and the occupier shall ensure arrangement for such tests. Radiological examinations shall be evaluated as per the prevailing guideline of International Labour Organisation.

(4) Every worker employed in the process of this schedule shall be examined by a medical officer. He shall issue fitness on form 29.

(5) If at any time the medical officer is of the opinion that a worker is no longer fit for employment in the processes on the ground that continuance therein would involve danger to the health of the worker, he shall make a record of his findings in the said certificate and the health register on form 30. The entry of his findings in those documents shall also include the period for which he considers that the said person is unfit for work in the said process. The person declared unfit in such circumstances shall be provided with alternate placement facility unless he is fully incapacitated in the opinion of the medical officer, in that case the person affected shall be suitably rehabilitated.

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

(7) The record of the examinations shall be maintained and kept readily available for inspection by the Inspector cum facilitator and Medical Inspector cum facilitator.

**8. Exemption.** - If in respect of any factory the Chief Inspector is satisfied that owing to the except exceptional circumstances or in frequency of the processes or for any other reason, all or any of the provisions of this schedule is not necessary for protection of the workers in the factory, the Chief Inspector 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 such conditions, if any he may specify therein.

## **Schedule XVIII**

### **Solvent extraction Plants**

#### **Process of Extracting Oils and Fats from vegetable and animal sources in Solvent Extraction Plants**

**1. Definitions.** - In this schedule unless the context otherwise requires :-

(a) "*Solvent Extraction Plant*" means a plant in which the process of extracting oils and fats from vegetable and animal sources by use of solvents is carried on.

(b) "*Solvent*" means an inflammable liquid such as pentane hexane and heptane used for the extraction of vegetable oils.

(c) "*Flame roof*" enclosure as applied to electrical machinery or apparatus means an enclosure that will withstand, when covers or other access doors are properly secured, an internal explosion of the flammable gas or vapour which may enter, or which may be originally inside the enclosure without suffering damage and without communicating internal inflammation for explosion to the external flammable gas or vapour.

(d) "*Competent Person*" for the purpose of this schedule shall be at least Member of the Institution of Engineers (India) or an Associate Member of the said institution with 10 years experience in a responsible position as may be approved; by the Chief Inspector cum Facilitator:

Provided that a graduate in Mechanical Engineering or Chemical Technology with specialised knowledge of oils and fats and with a minimum experience of 5 years in a solvent extraction plant shall also be considered to be competent person :

Provided further that the Chief Inspector may accept any other person having suitable qualification and experience as a competent person for purposes of this Schedule.

**2. Location and Lay-out.** - (a) No solvent extraction plant shall be constructed or extended to within a distance of 30 meters from the nearest residential locality.

(b) A 1.5 metre high continuing fencing shall be provided around the solvent extraction plant up to minimum distance of 15 meters from the plant.

(c) No person shall be allowed to carry any matches or an open flame or fire inside the area bound by the fencing.

(d) Boiler house and other building where open flame process are carried on shall be located at least 30 meters away from the solvent extraction plant.

(e) If godowns and preparatory processes are at less than 30 metres distance from the solvent extraction plant, there shall be atleast 15 metres distance from the plant, and a continuous barrier wall of non-combustible material 1.5 metres high from the solvent extraction plant so that it extends to atleast 30 meters of vapour travel around its ends from the Plant to the possible sources of ignition.

**3. Electrical Installation.** - (a) All electrical motors and wiring and other electricalequipment installed or housed in Solvent Extraction Plant shall be of flame proof construction.

(b) All metal parts of the plant and building including various tanks and containers where solvents are stored or are present and all parts of electrical equipment not required to be energised shall be properly bounded together and connected to the earth so as to avoid accidental rise on the electrical potential of such part above the earth potential.

**4. Restriction on Smoking.** - Smoking shall be strictly prohibited within 15 metres distance from Solvent Extraction Plant. For this purpose 'No Smoking' signs shall be permanently displayed in the areas.

**5. Precaution against friction.** - (a) All tools and equipments including ladders, chains, and other lifting tackle required to be used in Solvent Extraction Plant shall be of non sparking type.

(b) No machinery or equipment in Solvent Extraction Plant shall be belt driven unless the belt is made of conductive material.

(c) No person shall be allowed to enter in the Solvent Extraction Plant if wearing clothes made of Nylon or such other Fibre that can generate static electrical charge, or wearing foot wear which is likely to cause sparks by friction.

**6. Fire-fighting apparatus.** - (a) Adequate number of portable fire extinguishers suitable for use against flammable liquid fire shall be provided in the Solvent Extraction Plant.

(b) An automatic water sprinker system overhead deluge system with sufficient supply of storage water shall be provided over Solvent Extraction Plant and throughout the building housing such plant.

**7. Precaution against power failure.** - (a) Provision shall be made for the automatic cutting off of steam in the event of power failure and also.

(b) For emergency over head water supply for feeding water by gravity to condensers which shall come into play automatically with the power failure.

**8. Magnetic Separators.** - The material under extraction shall be fed to the extractor by a conveyer through a hopper and a magnetic separator shall be provided to remove any piece of iron during its transfer.

**9. Venting.** - (a) Tanks containing solvents shall be protected with emergency venting to relieve excessive internal pressure in the event of fire.

(b) All emergency relief vents shall be terminated at least 6 metres above the ground and be so located that vapours will not re-enter the building in which solvent extraction plant is located.

**10. Waste water.** - Process waste water shall be passed through a flash evaporator to remove any solvent before it is discharged into a sump which should be located within the fenced area, but not closer than 8 m. to the fence.

**11. Ventilation.** - The Solvent Extraction Plant shall be well ventilated and if the Plant is housed in a building the building shall be provided with mechanical ventilation with provision for atleast six air changes per hour.

**12. House keeping.** - (a) Solvent shall be stored in an area covered by Solvent Extraction Plant except in small quantity which shall be stored in approved safety cans.

(b) Waste materials such as oily-rags, other waste and absorbents used to wipe off solvent and paints and oils shall be deposited in approved containers and removed from the premises atleast once a day.

(c) Space within the Solvent Extraction Plant and within 15 metres from the Plant shall be kept free from any combustible materials and any spills of oil or solvent, shall be cleared up immediately.

**13. Examination and Repairs.** - (a) 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 examinations shall be supplied to the Inspector with his observations as to whether or not the Plant is in safe condition to work.

(b) No repairs shall be carried out to the Machinery or Plant except under the direct supervision of the competent person.

(c) 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 duty qualified and trained persons as are certified by the competent persons to be fit for the purpose and no other person shall be allowed to operate the plant Machinery.

**15. Prohibition relating to pregnant or lactating women and young persons. -**

- (1) No pregnant or lactating women, adolescent or child shall be employed or permitted to work in the solvent extraction plant.
- (2) No women shall be employed against the maternity benefit provisions laid down under any prevailing laws and shall not be deprived of her employment during the period of complete pregnancy and lactation period for 6 months.”

**16. Vapour Detection.** - A suitable type of the flame proof and portable combustible gas indicator shall be provided and maintained in good working

order and a schedule of routine sampling of atmosphere at various locations as approved by the Chief Inspector cum Facilitator shall be drawn out and entered in a register maintained for the purpose.

**17. Log Book.** - A log book of plant operation shall be maintained in a proforma approved by the Inspector cum facilitator,

**18. Medical Examination-**(1) Every worker employed in the process of this schedule shall be examined by a medical officer. He shall issue fitness on form 29.

(2) If at any time the medical officer is of the opinion that a worker is no longer fit for employment in the process of solvent extraction, that continuance therein would involve danger to the health of the worker, he shall make a record of his findings in the said certificate and the health register on form 30. The entry of his findings in those documents shall also include the period for which he considers that the said person is unfit for work in the said process. The person declared unfit in such circumstances shall be provided with alternate placement facility unless he is fully incapacitated in the opinion of the medical officer, in that case the person affected shall be suitably rehabilitated.

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

(4) The record of the examinations shall be maintained and kept readily available for inspection by the Inspector cum facilitator and Medical Inspector cum facilitator.

## **Schedule XIX**

### **Carbon Disulphide Plants**

**1. Application.** - This Schedule shall apply to all electric furnaces in which carbon-disulphide is generated and all other Plants where carbon disulphide after generation is condensed, refined and stored. These Rules are in addition to and not in derogation of any of the provisions of the Act and Rules made thereunder.

**2. Construction, Installation and Operations.** - (a) The buildings in which electric furnaces are installed and carbon disulphide after generation is condensed and refined shall be segregated from other parts of the factory and shall be open type to ensure optimum ventilation and the plant layout shall be such that only a minimum number of workers are exposed to the risk of any fire or explosion at any one time:

(b) Every electric furnace and every Plant in which carbon disulphide is condensed, refined and stored with all their fittings and attachments shall be of good construction, sound material and of adequate strength maintained in good order to sustain the internal pressure to which the furnace or the plant

may be subjected and shall be sodesigned that carbon disulphide liquid and gas are in closed system during theirnormal working.

(c) The Electric furnace supports shall be firmly grounded about 60 centemeter in concrete orby other effective means.

(d) Every electric furnace shall be installed and operated according to manufacturer'sinstructions and these instructions shall be clearly imparted to the personnel inchargeof construction and operation.

(e) The instructions regarding observations of correct furnace temperaturesulphurdoze, admissible current/power consumption and periodical checking ofcharcoal level shall be strictly complied with. These instructions shall be exhibited atconspicuous place near the furnace.

**3. Electrodes.** - (a) Where upper ring electrode(s) or straight electrodes made of steelare used in the electric furnace, they shall be of steamless tube constructed and shallhave arrangement for being connected to cooling water system through a siphon-builtin the electrodes or through positive pressure water pump.

(b) The arrangement for cooling water referred to in clause (a) shall be connected withautomatic alarm system which will actuated in the event of interruption of coolingwater in the electrodes and given visible and audible alarm signals in the control roomand simultaneously stop power supply for the furnace operation and to stop thefurther supply of water. The alarm system and the actuating device shall be checkedevery day.

**4. Rapture Discs and Safety Seal.** - (a) At least two rapture discs of adequate sizewhich shall blow off at a pressure twice the maximum operating pressure shall beprovided on each furnace and shall either be mounted directly on the top of thefurnace or each through an independent pipe as close as possible to the furnace.

(b) A safety water shall be provided and tapped from a point between the charcoalseparator and the sulphur separator.

**5. Pyrometer and Manometers.** - (a) Each electric furnace shall be fitted withadequate number of pyrometers to give an indication of the temperature as correctlyas reasonably practicable at various points in the furnace. The dials for reading thetemperature shall be located in this control room.

(b) Manometers or any other suitable devices shall be provided for indicating pressure :-

- (i) In the off take pipe before and after the sulphur separator; and
- (ii) In primary and secondary condensers.

**6. Check Valves.** - All piping carrying carbon disulphide shall be fitted with checkvalves at suitable position so as to prevent gas from flowing back into any electricfurnace in the event it is shut down.

#### **Inspection and Maintenance of Electric Furnace**

**7.(a)**Every electric furnace shall be inspected internally by a competent person:-

- (i) Before being placed in service after installation:

(ii) Before being placed in service after reconstruction or repairs; and  
(iii) Periodically every time the furnace is opened for cleaning and de-ashing or for replacing electrodes.

(b) When an electric furnace shut down for cleaning and deashing :-

(i) The brick lining shall be checked for continuity and any part found defective be removed.

(ii) After removal of any part of the lining referred to in (a) the condition of the shell be closely inspected; and

(iii) Any plates forming shell found corroded to the extent that safety of the furnace is endangered shall be replaced.

**8. Maintenance of Records.** - The following hourly records shall be maintained in a log book :

(i) Manometer reading at the points specified in (5) (b) (i) and (ii).

(ii) Gas temperature indicated by pyrometers and all other vital points near the sulphur separator and primary and second condensers.

(iii) Water temperature and flow of water through the siphon in the electrodes.

(iv) Primary and secondary voltages and energy consumed.

**9. Electrical Apparatus-Wiring and Fittings.** - All buildings in which carbondisulphide is refined or stored shall be provided with electrical apparatus, wiring and fittings which shall afford adequate protection from fire and explosion.

**10. Prohibition relating to Smoking.** - No person shall smoke or carry matches fire or naked light or other means of producing a naked light or spark in buildings in which carbon disulphide is refined or stored and a notice in the language understood by a majority of the workers shall be pasted in the Plant prohibiting smoking and carrying of matches, fire or naked light or spark into such rooms.

**11. 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 not less than 110 cm. in width and making an angle of not more than 45 from the horizontal shall be provided in every building housing the furnaces at reasonable intervals at opposite ends. These shall always be kept clear of all obstructions and so designed as to afford easy passage.

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

**13. Fire fighting equipments.** - (a) 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 material stored.

(b) 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 equipments.

(c) Adequate number of persons shall be trained in the use of fire fighting equipments.

**14. Bulk Sulphur.** - (a) 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 by 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 handing of bulk sulphur.

(b) 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.

(c) The bulk sulphur in the enclosure shall be handled in such manner as to minimize the formation of dust clouds and no flame, smoking and matches or other sources of ignition shall be allowed and non-sparking tools shall be used whenever sulphur is shoveled.

(d) No repairs involving flames, heat or use of hand or power tools shall be made in the enclosure where bulk sulphur is stored.

**15. Liquid Sulphur.** - Open flames, electric sparks and other sources of ignition including smoking and matches, shall be excluded from the vicinity of molten sulphur.

**16. Training and Supervision.** - (1) All electric furnaces and all Plants in which carbon disulphide is condensed, refined or stored shall be under adequate supervision at all times while the furnaces and plants are in operation.

(b) Workers in charge of operation and maintenance of electric furnaces and the plants shall be properly qualified and adequately trained.

**17. Washing facilities.** - The occupier shall provide and maintain in a clean state and in good repair for the use of all persons employed wash place under cover with at least one tap or standpipe having a constant supply of clean water for every five such persons, the taps or stand-pipes being spaced not less than 120 cm. apart with sufficient supply of soap and clean towels. All the workers employed in the sulphur storage, handling and melting operations shall be provided with nail brush.

**18. Personal Protective Equipment.** - (a) Suitable goggles and protective clothing consisting of overalls without pockets, gloves and foot wear shall be provided for the use of operators :-

(i) When operating valves or cocks controlling fluids etc.

(ii) Drawing off of molten sulphur from pots; and

(iii) Handling charcoal or sulphur.

(b) Suitable respiratory protective equipment shall be provided and stored in the appropriate place for use during abnormal conditions or in an emergency.

(c) Arrangements shall be made for the proper and efficient cleaning of all such protective equipment.

**19. Cloak-Rooms.** - There shall be provided and maintained for the use of all persons employed in the process a suitable cloak-room for clothing put off during work hours and a suitable place separate from the cloak-room of that

storage of overalls or working clothes. The accommodation so provided shall be placed in the charge of responsible person and shall be kept clean.

**20. Unauthorised Persons.** - (a) Only maintenance and repair personnel, person directly connected with plant operating and those accompanied by authorised person shall be admitted into the plant.

**21. Medical Examination**-(1) Every worker employed in the process of this schedule shall be examined by a medical officer. He shall issue fitness on form 29.

(2) If at any time the medical officer is of the opinion that a worker is no longer fit for employment in the carbon di sulphide on the ground, that continuance therein would involve danger to the health of the worker, he shall make a record of his findings in the said certificate and the health register on form 30. The entry of his findings in those documents shall also include the period for which he considers that the said person is unfit for work in the said process. The person declared unfit in such circumstances shall be provided with alternate placement facility unless he is fully incapacitated in the opinion of the medical officer, in that case the person affected shall be suitably rehabilitated.

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

(4) The record of the examinations shall be maintained and kept readily available for inspection by the Inspector cum facilitator and Medical Inspector cum facilitator.

## **Schedule XX**

### **Manufacture manipulation of "Manganese" and its compound**

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

(a) "*Manganese Process*" means processing manufacture of manipulation of manganese or any compound of manganese or any area of any mixture containing manganese.

(b) "*First employment*" means first employment in any manganese process and includes also re-employment in any manganese process following any cessation of employment for a continuous period exceeding 3 calendar months.

(c) "*Manipulation*" means mixing, blending, filling, emptying, grinding, sewing, drying, packing, sweeping or otherwise handling of manganese or a compound of manganese, or an ore of mixture containing manganese.

(d) "*Efficient Exhaust Ventilation*" means localized ventilation effected by mechanical means for the removal of dust or fume or mist at its source of origin so as to prevent it from escaping into the atmosphere of any place where any work is carried on. No draught shall be deemed to be efficient which fails to remove the dust or mist at the point where it is generated and fails to prevent it from escaping into and spreading into the atmosphere of a work place.

**2. Application.** - This Schedule shall apply to every factory in which or in any part of which any manganese process is carried on.

**3. Exemption.** - If in respect of any factory, the Chief Inspector cum facilitator is satisfied that owing to any exceptional circumstances, or infrequency of the process or for any other reason application of all or any of the provisions of this schedule is not necessary for the protection of the persons employed in such factory he may, by an order in writing which he may at his discretion revoke, exempt such factory from all or any of the provisions of such conductions and for such period as he may specify in the said order.

**4. Isolation of process.** - Every manganese process which may give rise to dust, vapour or mist containing manganese, shall be carried on in a totally enclosed system or otherwise effectively isolated from other processes so that other plants and processes and other parts of the factory and persons employed on other work of process may not be affected by the same.

**5. Ventilation of process.** - No process in which any dust, vapour or mist containing manganese is generated, shall be carried out except under an efficient exhaust ventilation which shall be applied as near to the point of generation as practicable.

**6. Medical Examination-**(1) The occupier of every factory to which this Schedule applies, shall-

- (a) make arrangements of a qualified medical practitioner for medical surveillance of the workers employed therein; and
- (b) provide to the said medical practitioner all the necessary facilities for the purpose referred to in clause (a).

(2) The record of medical examination and appropriate tests carried out by the said medical practitioner shall be maintained in a separate register which shall be kept readily available for inspection by the Inspector.

(3) Every worker employed in any manganese processes shall be medically examined by a medical officer within 15 days of his first employment. Such examination shall include tests for detection of a serum calcium, serum phosphate and manganese in blood and urine and also include steadiness tests other neuromuscular 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 medical officer

(4) Every worker employed in the processes of this schedule shall be examined by a medical officer. He shall issue fitness on form 29.

(5) If at any time the medical officer is of the opinion that a worker is no longer fit for employment in the electrolytic processes on the ground, that continuance therein would involve danger to the health of the worker, he shall make a record of his findings in the said certificate and the health register on form 30. The entry of his findings in those documents shall also include the period for which he considers that the said person is unfit for work in the said process. The person declared unfit in such circumstances shall be provided with alternate placement facility unless he is fully incapacitated in the opinion of the medical officer, in that case the person affected shall be suitably rehabilitated.

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

(7) The record of the examinations shall be maintained and kept readily available for inspection by the Inspector cum facilitator and Medical Inspector cum facilitator

**7. Personal Protective Equipment.** - (1) The Occupier and Manager of the Factory shall provide and maintain in good and clean condition suitable overalls and headcoverings for all persons employed in any manganese process and such overalls and head coverings shall be worn by the persons while working on a manganese process.

(2) The occupier and Manager of the factory shall provide suitable respiratory protective equipment for use by workers in emergency to prevent inhalation of dust fumes. Sufficient number of complete sets of such equipment shall always be kept near the work place and the same shall be properly maintained and kept always in a condition to be used readily.

(3) The Occupier and Manager shall provide and maintain for the use of all persons employed suitable accommodation for the storage and make adequate arrangements for cleaning and maintenance of personal protective equipment.

## **8. Prohibition relating to pregnant or lactating women and young persons.**

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- (1) No pregnant or lactating women, adolescent or child shall be employed or permitted to work in any manganese process.
- (2) No women shall be employed against the maternity benefit provisions laid down under any prevailing laws and shall not be deprived of her employment during the period of complete pregnancy and lactation period for 6 months.”

**9. Food, drinks prohibited in the work-rooms.** - No food, drink, pan and supari or tobacco shall be allowed to be brought into or consumed by any worker in any work-room in which any manganese process carried on.

**10. Mess Room.** - There shall be provided and maintained for the use of the persons employed in a manganese process a suitable mess room which shall be furnished with sufficient tables and benches and adequate means for warming of food. The mess room shall be placed under the charge of a responsible person and shall be kept clean.

**11. Washing Facilities.** - There shall be provided and maintained in a clean state and in good condition, for the use of persons employed in manganese process a wash place under cover, with either :-

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

(2) Sufficient supply of soap or other suitable cleaning material and nail brushes and clean towels.

**12. Cloak Room.** - If the Chief Inspector so requires there shall be provided and maintained for the use of persons employed in manganese process a cloak-room for clothing put off during working hours with adequate arrangement for drying the clothing.

**13. Cautionary Playcard and instructions.** - Cautionary notice in the following form and printed in the language of the majority of the workers employed shall be affixed in prominent places in the factory where they can be easily and conveniently read by the workers and arrangement shall be made by the manager or occupier to instruct periodically all workers employed in a manganese process regarding the health hazards connected with their duties and the best preventive measure and methods and to protect themselves. The notice shall always be maintained in a legible conditions.

### **Cautionary Notice**

#### **Managanese and Manganese compound**

1. Dust fumes and mists of Manganese and compounds are toxic when inhaled or when injected.
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 equipments provided.
6. When required to work in situations where dust, fumes or mists are likely to be inhaled, use respiratory protective equipment provided for the purpose.
7. If you get severe headaches, prolonged sleeplessness or abnormal sensations on the body, report to the Manager who would make arrangements for your examination and treatment.

### **Schedule XXI**

#### **This Schedule shall apply to factories in which benzene or substances containing benzene are manufactured, handled or used.**

**2. Definitions.** - For the purposes of this Schedule-

- (a) "*Substance containing benzene*" means substance wherein benzene content exceeds one percent by volume;
- (b) "*Substitute*" means a Chemical which is harmless or less harmful than benzene and can be used in place of benzene;
- (c) "*enclosed system*" means a system which will not allow escape of benzene vapours to the working atmosphere;
- (d) "*efficient exhaust draught*" means localised ventilation effected by mechanical means for the removal of gases, vapours and dusts or fumes so as to prevent them from escaping into the air of any work-room and no draught shall be

deemed to be efficient if it fails to remove smoke/generated at the point where such gases, vapours, fumes or dust originates.

**3. Prohibition and substitution.** - [(a) use of Benzene and substances containing Benzene is prohibited in the following processes :-

(i) Manufacture of Varnishes, paints and thinners; and

(ii) Cleaning and degreasing operations.

(b) Benzene or substances containing benzene shall not be used as a solvent or diluent unless the process in which it is used is carried on in an enclosed system or unless the process is carried on in a manner which is considered equally safe as if it were carried out in an enclosed system.

(c) Where suitable substitutes are available, they shall be used instead of benzene or substances containing benzene. This provision, however, shall not apply to the processes specified in Appendix A.

(d) The Chief Inspector cum facilitator may, subject to confirmation by the State Government, permit exemptions from the percentage laid down in clause 2(a) and also from the provisions of sub-clause (b) temporarily under conditions and within limits of time to be determined after consultation with the employers and workers concerned.

**4. Protection against inhalation.** - (a) The process involving the use of benzene or substances containing benzene shall, as far as practicable be carried out in an enclosed system.

(b) Where, it is not practicable to carry out the process in an enclosed system, the workroom in which benzene or substances containing the benzene are used shall be equipped with an efficient exhaust draught or other means for the removal of benzene vapours to prevent their escape into the air of the workroom so that the concentration of benzene in the air does not exceed 25 parts per million by volume or 80 mg/m.

(c) Air analysis of or the measurement of concentration of benzene vapours in air shall be carried out every 8 hours or at such intervals as may be directed by the Chief Inspector cum Facilitator at places where process involving use of benzene is carried on and the result of such analysis shall be recorded in a register specially maintained for this purpose. If the concentration of benzene vapours in air and measured by air analysis, exceeds 25 parts per million by volume or 80 mg./m. the Manager shall forthwith report the concentration to the Chief Inspector stating the reasons for such increase.

(d) Workers who for special reasons are likely to be exposed to concentration of benzene in the air of the work-room exceeding the maximum referred to in clause (b) shall be provided with suitable respirators or face mask. The duration of such exposure shall be limited as far as possible.

**5. Measures against skin contact.** - (a) Workers who are likely to come in contact with liquid benzene or liquid substances containing benzene shall be provided with suitable gloves, aprons, boots where necessary vapour tight chemical goggles, made of material not affected by benzene or its vapours.

(b) The protective were referred to in sub-clause (a) shall be maintained in goodconditions and inspected regularly.

**6. Prohibition relating to pregnant or lactating women and young persons. –**

- (1) No pregnant or lactating women, adolescent or child shall be employed or permitted to work in any work-room involving exposure to benzene or substances containing benzene.
- (2) No women shall be employed against the maternity benefit provisions laid down under any prevailing laws and shall not be deprived of her employment during the period of complete pregnancy and lactation period for 6 months..

**7. Labelling.** - Every container holding benzene or substances containing benzene shall have the word "Benzene" and approved danger symbols clearly visible on it and shall also display information on benzene content, warning about toxicity and warning about inflammability of the chemical.

**8. Improper use of benzene.** - (a) The use of benzene or substance containing benzene by workers for cleaning their hands or their work clothing shall be prohibited.

(b) Workers shall be instructed on the possible dangers arising from such misuse, and written acknowledgment from every workers who having regard to nature of his work likely to come in contact with liquid benzene or liquid substances containing benzene, shall be obtained that he has fully understood the import of the instructions.

**9. Prohibition of consuming food, etc., in workrooms.** - No workers shall be allowed to store or consume food or drink in the workroom in which benzene or substance containing benzene are manufactured, handled or used. Smoking and chewing tobacco or pan betel nut shall be prohibited in such workrooms.

**10. Instructions as regards risks.** - Every worker on his first employment shall be fully instructed on the properties of benzene or substances containing benzene which he has to handle and of the dangers involved. Workers shall also be instructed on the measures to be taken to deal with in an emergency.

**11. Cautionary notices.** - Cautionary notices in the form specified in Appendix B and presented in the language easily read and understood by the majority of the workers shall be displayed in prominent places in the work-rooms where benzene or substance containing benzene are manufactured, handled or used.

**12. Washing facilities, cloak room and mess room.** - In factories in which benzene or substances containing benzene are manufactured, handled or used, the occupier shall provide and maintain in clean state and in good repair-

(a) Washing facilities under cover of the standard of at least one tap for every 10 persons having supply of water with soap and a clean towel provided individually to each worker.

(b) A cloak room with lockers for each worker, having two compartments one for streetclothing and one for work clothing.

(c) A mess room furnished with tables and benches with arrangement for warming food provided that where a canteen or other proper arrangements exist for the workers to take their meals, the requirements of messroom shall be dispensed with.

**13. Medical facilities and Examination-**(1) The occupier of every factory to which the Schedule applies, shall-

(a) make arrangements of a qualified medical practitioner for medical surveillance of the workers employed therein; and

(b) provide to the said medical practitioner all the necessary facilities for the purpose referred to in clause(a).

(2) The record of medical examinations and appropriate tests carried out by the said medical practitioner shall be maintained, which shall be kept readily available for inspection by the Inspector.

(3) Every worker employed in processes mentioned in paragraph 1, shall be examined by a medical officer within 15 days of his first employment. Such examination shall include tests for detection of phenol in urine and determination of urinary sulphideration and CNS and hamotological tests. No worker shall be allowed to work after 15 days of his first employment in the factory unless certified fit for such employment by the medical officer.

(4) Every worker employed in the process of this schedule shall be examined by a medical officer. Fitness will be issued on Form no. 29.

(5) If at any time the medical officer is of the opinion that a worker is no longer fit for employment in the processes on the ground, that continuance therein would involve danger to the health of the worker, he shall make a record of his findings in the said certificate and the health register on Form no. 30. The entry of his findings in those documents shall also include the period for which he considers that the said person is unfit for work in the said processes. The person declared unfit in such circumstances shall be provided with alternate placement facility unless he is fully incapacitated in the opinion of the medical officer, in that case the person affected shall be suitably rehabilitated.

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

(7) The record of the examinations shall be maintained and kept readily available for inspection by the Inspector cum facilitator and Medical Inspector cum facilitator.

## **Appendix A**

### **[Clause 3 (b)]**

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

## **Appendix B**

### **(Clause 11)**

#### **(a) The hazards-**

- (i) Benzene and substances containing benzene are harmful.
- (ii) Prolonged or repeated breathing of benzene vapours may result in acute or chronic poisoning.
- (iii) Benzene can also be absorbed through skin which may cause skin and other diseases.

#### **(b) The preventive measures to be taken-**

- (i) Avoid breathing of benzene vapours.
- (ii) Avoid prolonged or repeated contact of benzene with skin.
- (iii) Remove benzene soaked or wet clothing promptly.
- (iv) If any time you are exposed to high concentration of benzene vapours and exhibit the sign and symptoms such as dizziness, difficulty in breathing over excitement of consciousness, immediately inform your Factory Manager.
- (v) Keep all the containers of benzene closed.
- (vi) Handle, use and process benzene and substances containing benzene carefully in order to prevent their spillage on floor.
- (vii) Maintain good housekeeping.

#### **(c) The protective equipment to be used-**

- (i) Use respiratory protective equipment in a place where benzene vapours are present in high concentration.
- (ii) In emergency, use self generating oxygen mask or oxygen or air cylinder masks.
- (iii) Wear hand gloves, aprons, goggles and gum boots to avoid contact of benzene with your skin and body parts.

#### **(d) The first-aid measures to be taken in case of acute benzene poisoning-**

- (i) Remove the clothing immediately if it is wet with benzene.
- (ii) If liquid benzene enters eyes, flush roughly for at least 15 minutes with clean running water and immediately secure medical attention.
- (iii) In case of unusual exposure to benzene vapour call a physician immediately. Until he arrives do the following :-

#### **If the exposed person is conscious**

- (A) Move him to fresh air in open.
- (B) Lie him down without a pillow and keep him quiet and warm.

#### **If the exposed person is unconscious**

- (A) Lie him down preferably on the left side with the head low.

(B) Remove any false teeth, chewing gum, tobacco or other foreign objects which may be in his mouth.

(C) Provide him artificial respiration in case difficulty is being experienced in breathing.

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

## Schedule XXII

### Manufacture of Slate Pencil

**1. Definitions.** - For the purposes of this Schedule-

(a) Manufacture of slate pencils means cutting of stone with the aid of circular saw or any other means for the manufacture of slate pencils and includes incidental processes, such as, handling and slicing of stone separating the pencils at the grooves cut by saws and incidental processes, such as, counting, packing, pointing and sorting of pencils.

(b) "*Efficient exhaust draught*" means localised ventilations by mechanical means for the removal of dust so as to prevent the dust from escaping into the air of any place in which work is carried on and no draught shall be deemed to be efficient which fails to remove the dust produced at the point where such dust originates.

**2. (a)** No process of cutting the stones or making a groove in the stone with the help of a saw shall be carried out unless the cutting or grooving equipment is fitted with such an efficient exhaust draught, which exhausts the dust from the place where the dust originates and carries it away from the place of work.

(b) Where the exhaust fan and the cutting or grooving equipment are driven by separate motors, these motors shall be electrically so interlocked that unless the motor of the exhaust fan is working, it shall not be possible to start the motor used for driving the cutting or grooving equipment.

**3. (a) Prohibition relating to pregnant or lactating women and young persons. –**

(i) No pregnant or lactating women, adolescent or child shall be employed or permitted to work in the machines used for cutting the stones or making grooves on the stones.

(ii) No women shall be employed against the maternity benefit provisions laid down under any prevailing laws and shall not be deprived of her employment during the period of complete pregnancy and lactation period for 6 months.

(b) The work such as packing, repacking, pointing or sorting of pencil, breaking open the grooves or similar other operations, shall not be carried out in the same shed in which the operations or cutting of stone or making grooves on them are carried out.

**4.** (a) No worker shall be employed on the manufacture of slate pencils, unless he has been medically and radiologically examined by a medical officer, and declared fit for such employment by grant of certificate of fitness in Form No. 29.

(b) Every workers employed on the manufacture of slate pencil on the date on which this Schedule comes in force shall be medically and radiologically examined by a medical officer within 3 months of the said date.

(c) Every worker employed on the manufacture of slate pencil manufacturing shall be medically examined by a medical officer at an interval of not more than six months after the first examination conducted under the said sub-clauses (a) and (b) and shall be radiologically examined at an interval as may be directed by the medical officer.

(d) Worker already in employment and declared unfit by a medical officer shall not be allowed to work on the manufacture of slate pencils, unless he is examined again and granted a certificate of fitness.

(e) The medical officer may direct that a worker may be got radiologically examined or may be subjected to further examination, clinical, pathological or otherwise, or that he may undergo specified treatment, and it shall be the responsibility of the occupier and the manager to arrange for the specified examination and treatment, and to bear all expenses thereof and in connection therewith.

(f) The medical officer shall, after each examination grant a certificate in Form No 29.

(g) The manager shall maintain all certificates on Form 29 in a proper file and shall produce all the certificates before the Inspector cum facilitator whenever demanded.

**5.** No worker shall be required or allowed to work on cutting, groove making machine or any other equipment generating dust from the stone used for manufacturing slate pencils, unless he is wearing dust mask.

### **Schedule XXIII**

#### **Manufacture of 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 Schedule-

(a) "*dangerous pesticides*" means any product proposed or used for controlling, destroying or repelling any pest or for preventing growth or mitigating effects of such growth including any of its formulations which is considered toxic

under and iscovered by the Insecticides Act, 1968 and the rules made thereunder and otherproduct, as may be notified from time to time by the State Government; (b) "*manipulation*" includes mixing, blending, formulation, filling, emptying, packing orotherwise handling;

(c) "*efficient exhaust draught*" means localised mechanical ventilation for removal ofsmoke, gas, vapour, dust, fume or mist so as to prevent them from escaping into theair of any work room in which work is carried on. No exhaust draught shall beconsidered efficient if it fails to remove smoke generated at the point where such gas,fume, dust, vapour, or mist originates from the process;

(d) "*first employment*" shall mean first employment in any manufacturing process towhich this schedule applies and shall also include re-employment in the saidmanufacturing process following any cessation of employment for a continuous periodexceeding three calendar months; and

(e) "*suspension*" means suspension from employment in any process wherein adangerous pesticide is manipulated, by written certificate the health register signed by the Medical officer who shall be competent to suspend all personemployed in such process.

**3. Instruction to workers.** - Every worker on his first employment shall be fullyinstructed on the properties including dangerous properties of the chemicals handledin the said manufacturing process and the hazards involved. The employees shallalso be instructed in the measures to be taken to deal with any emergency. Suchinstructions shall be repeated periodically.

**4. Cautionary notice and placards.** - Cautionary notices and placards in the formspecified in appendix to this schedule and printed in the language of the majority ofthe workers shall be displayed in all work places in which said manufacturing processis 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 toperiodically instruct the workers regarding the health hazards arising in the saidmanufacturing process and method of protection. Such notices shall include briefinstructions regarding the periodical clinical tests required to be undertaken forprotecting health of the workers.

#### **5. Prohibition relating to pregnant or lactating women**

**and young persons. –**

- (1) No pregnant or lactating women, adolescent or child shall be employed or permitted to work in any room in which the said processes are carried on or in any room in which dangerous pesticide is stored.
- (2) No women shall be employed against the maternity benefit provisions laid down under any prevailing laws and shall not be deprived of her employment during the period.

**6. Food, drinks and smoking prohibited.** - (1) No food, drink, tobacco, pan or suparishall be brought into or consumed by any worker in any workroom in which the saidmanufacturing process is carried out.

(2) Smoking shall be prohibited in any workroom in which the said manufacturingprocess is carried out.

**7. Protective clothing and protective equipment.** -(1) Protective clothingconsisting of long pants and shirt or over all with long sleeves and head covering shallbe provided for all workers employed in the said manufacturing process.

(2) (a) Protective equipment consisting of rubber gloves, gum boots, rubber aprons,chemical safety goggles and respirators shall be provided for all workers employed inthe said manufacturing process.

(b) Gloves, boots, aprons shall be made from synthetic rubber where a pesticidecontains oil.

(3) Protective clothing and equipment shall be worn by the workers supplied with suchclothing and equipment.

(4) Protective clothing and equipment shall be washed daily from inside and outside ifthe workers handle pesticides containing nicotine or phosphorus and shall be washedfrequency to handling other pesticides.

(5) Protective clothing and equipment shall be maintained in good repair.

**8. Floors and work-benches.** - (1) Floors in every workroom where dangerouspesticides are manipulated shall be of cement or other impervious material giving a smooth surface.

(2) Floors shall be maintained in good repair, provides with adequate slope leading toa drain and thoroughly washed once a day with hose pipe.

(3) Work-benches where dangerous pesticides are manipulated shall be made ofsmooth, non-absorbing material preferably stainless steel and shall be cleaned atleast once daily.

**9. Spillage and waste.** - (1) If a dangerous pesticide during its manipulation splashesor spills on the work-bench, floor or on the protective clothing worn by a worker,immediate action shall be taken for thorough decontamination of such areas orarticles.

(2) Cloth, rags, paper or other material soaked or soiled with a dangerous pesticideshall be deposited in a suitable receptacle with tight fitting cover. Contaminated wasteshall be destroyed by burning atleast once a week.

(3) Suitable deactivating, where available, shall be kept in a readily accessible placefor use while attending to a spillage.

(4) Easy means for access shall be provided to all parts of the plant for cleaning,maintenance and repairs.

**10. Empty containers used for dangerous pesticides.** - Containers used fordangerous pesticides shall be thoroughly cleaned of their contents and treated with aninactivating agent before being discarded or destroyed.

**11. Manual handling.** - (1) A dangerous pesticide shall not be required or allowed to be manipulated by hand except by means of a long handled scoop.  
(2) Direct contact of any part of the body with a dangerous pesticide during its manipulation shall be avoided.

**12. Ventilation.** - (1) In every workroom or area where a dangerous pesticide is manipulated, adequate ventilation shall be provided at all times by the circulation of fresh air.

(2) Unless process is completely enclosed, the following operations during manipulation of a dangerous pesticide shall not be undertaken without an efficient exhaust draught :-

- (a) emptying container holding a dangerous pesticide;
- (b) blending a dangerous pesticide;
- (c) preparing a liquid or powder formulation containing a dangerous pesticide; and
- (d) changing or filling a dangerous pesticide into a container, tank hopper or machine or small sized containers.

(3) In the event of a failure of the exhaust draught provided on the above operation, the said operations shall be stopped forthwith.

**13. Time allowed for washing.** - (1) Before each meal and before the end of the day's work at least ten minutes in addition to the regular rest interval shall be allowed for washing to each worker engaged in the manipulation of dangerous pesticide.

(2) Every worker engaged in the manipulation of dangerous pesticide shall have a thorough wash before consuming any food and also at the end of the day's work.

**14. Washing and bathing facilities.** - (1) There shall be provided and maintained in a dean state and in good repair for the use of all workers employed in the factory where the said manufacturing process is carried on, adequate washing and bathing places having a constant supply of water under cover at the rate of one such place for every 5 persons employed.

(2) The washing place shall have stand pipes placed at intervals of not less than one metre.

(3) Not less than one half of the total number of washing places shall be provided with bathrooms.

(4) Sufficient supply of clean towels made of suitable material shall be provided: Provided that such towels shall be supplied individually for each worker if so ordered by the Inspector cum facilitator.

(5) Sufficient supply of soap and nail brushes shall be provided.

**15. Cloak-room.** - There shall be provided and maintained for the use of all workers employed in the factory where the said manufacturing process is carried on-

- (a) a cloak-room for clothing put off during working hours with adequate arrangements for drying clothing, if wet; and

(b) separate and suitable arrangements for the storage of protective clothing provided under paragraph 7.

**16. Messroom.** - (1) There shall be provided and maintained for the use of all workers employed in the factory in which the said manufacturing process is carried on and remaining on the premises, during the rest intervals, a suitable messroom which shall be furnished with-

- (a) sufficient tables and benches with back-rest; and
- (b) adequate means for warming food.

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

**17. Manipulation not to be undertaken.** - Manufacture or manipulation of pesticides shall not be undertaken in any factory unless a certificate regarding its dangerous nature or otherwise is obtained from the Chief Inspector cum Facilitator.

**18. Medical facilities and Examination**-(1) Every worker employed in the said manufacturing process shall be examined by the medical officer within seven days of the first employment and no worker shall be allowed to work unless certified fit by a certificate of fitness in Form 29 for such employment by the medical officer.

(2) Every worker employed in the said manufacturing process shall be re-examined by a medical officer atleast once in 6 calendar months.

(3) Due notice shall be given to the medical officer and the concerned workers regarding the arrangements for examination of workers employed in the said manufacturing process after obtaining the consent regarding the arrangement from the medical officer.

(4) Health register in Form 30 shall be maintained.

(5) No worker after suspension shall be employed without written sanction from the medical officer entered in or attached to the health register. The person so suspended from the process being unfit for work in that process shall be provided with alternate placement facilities by factory management unless he is fully incapacitated in the opinion of the medical officer, in that case the person affected shall be suitably rehabilitated.

(6) The occupier shall make arrangement of a qualified medical practitioner approved by the Chief Inspector who shall examine and when necessary treat on the premises of the factory, all workers who are employed in the said manufacturing process, for effect of excessive absorption of the dangerous pesticide atleast once a week.

(7) The occupier shall make necessary arrangements to ensure quick

availability of qualified medical practitioner in emergency.

(8) The occupier shall provide medicines and antidotes and other equipment required for treatment of excessive absorption of dangerous pesticides.

(9) Records of such examinations and treatments and tests shall be maintained and shall be made available to Inspector cum facilitator and Medical Inspector-cum-Facilitator.

(10) The Chief Inspector-cum-Facilitator may order suitable clinical test or tests to be carried out at specified intervals in respect of workers in any factory where such manufacturing process is carried on. Charges for such test or tests shall be borne by the occupier.

(11) Every worker in any factory where the said manufacturing process is carried on, shall undergo the prescribed examinations, tests and treatments.

(12) Every worker employed in the process of this schedule shall be examined by a medical officer. He shall issue fitness on form 29.

(13) If at any time the medical officer is of the opinion that a worker is no longer fit for employment in the said processes on the ground that continuance therein would involve 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 shall also include the period for which he considers that the said person is unfit for work in the said processes. The person declared unfit in such circumstances shall be provided with alternate placement facility unless he is fully incapacitated in the opinion of the medical officer, in that case the person affected shall be suitably rehabilitated.

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

(15) The record of the examinations shall be maintained and kept readily available for inspection by the Inspector cum facilitator and Medical Inspector cum facilitator.

**19. 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 he shall record in writing all or any of the provisions of this schedule are not necessary for the protection of the workers employed in the factory, he may by a certificate in writing exempt such factory, from all or any of the provisions on such condition as he may specify therein. Such certificate may, at any time, be revoked by the Chief Inspector cum facilitator after recording his reasons therefore.

## **Appendix**

### **Cautionary Notice**

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 the 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 work-bench shall be immediately washed away with water.
9. Clothing contaminated due to splashing shall be removed immediately.
10. Scrupulous cleanliness shall be maintained in this area.
11. Do not handle pesticides with bare hands, use scoops provided with handle.
12. In case of sickness like nausea, vomiting, giddiness, the manager should be informed who will make necessary arrangements for
13. All workers shall report for the prescribed medical tests regularly to protect their own health.

#### **Schedule XXIV**

#### **Manufacture or manipulation of Carcinogenic dye intermediates**

**1. Application.** - This schedule shall apply in respect of all factories or any part thereof where processes in which the substances mentioned in paragraphs 3 and 4 formed, manufactured, handled, or used and the processes incidental thereto in the course of which these substances are formed, are carried on. The processes indicated in this paragraph shall be referred to hereinafter as "the said processes", and such a reference shall mean any or all the processes described in this paragraph.

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

- (a) "*controlled substances*" means chemical substances mentioned in paragraph 4 of this schedule;
- (b) "*first employment*" means first employment in the said processes and also reemployment in such processes following any cessation of employment for a continuous period exceeding three calendar months;
- (c) "*efficient exhaust draught*" means localised ventilation effected by mechanical means for the removal of gas, vapour, dust or fume so as to prevent them from escaping into the air of any place in which work is carried on. No draught shall be deemed to be efficient which fails to remove smoke generated at the point where such gas, vapour, fume or dust originates; and
- (d) "*prohibited substances*" means chemical substances mentioned in paragraph 3 of this schedule.

**3. Prohibited substances.** - For the purpose of this schedule, the following chemicalsubstances shall be classified as "prohibited substances" except when thesesubstances are present or are formed as a by-product of a chemical reaction in totalconcentration and exceeding one per cent :

- (a) beta-naphthylamine and its salts;
- (b) benzidine and its salts;
- (c) 4-amino diphenyl and its salts;
- (d) 4-nitro diphenyl and its salts; and
- (e) any substances containing any of these compounds.

**4. Controlled substances.** - For the purpose of this schedule, the following chemicalsubstances shall be classified as "controlled substances.

- (a) Alpha-naphthylamine oralpha-naphthylamine containing not more than one percent of betanaphthylamine either as a by-product if chemical reaction or otherwiseand its salts;
- (b) ortha-tolidine and its salts;
- (c) dianisidine and its salts;
- (d) dichlorobenzidine and its salts;
- (e) auramine; and
- (f) magnets.

**5. Prohibition of employment.** - No person shall be employed in the said processesin any factory in which any prohibited substance is formed, manufactured, processed,handled, or used except as exempted by the Chief Inspector cum facilitator as stipulated inparagraph 23.

**6. Requirements for processing or handling controlled substance.**

(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 theworkers while engaged in processing that substance, and its storage or transportwithin 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 closed system. Wherever such enclosure is not possible, efficient, exhaust draught shall be applied atthe point where the controlled substances are likely to escape into the atmosphereduring the process.

(3) The controlled substances shall be received in the factory in tightly closedcontainers and shall be kept so except when these substances are in process or inuse. The controlled substance shall leave the factory only in tightly closed containersof appropriate type. All the containers shall be plainly labeled to indicate the contents.

**7. Personal protective equipment.** - (1) The following item to personal protectiveequipment shall be provided and issued to every worker employed in the saidprocesses :-

(a) long trousers and shirts or overall with full sleeves and head cover in the shirt or overall shall cover the neck completely; and  
(b) rubber gum-boots.

(2) The following item of personal protective equipment shall be provided in sufficient numbers for use by workers employed in the said processes when there is danger or 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 responsibilities of the manager to maintain all item of personal protective equipment in a clean and hygienic conditions and in good repair.

## **8. Prohibition relating to pregnant or lactating women and young persons.**

—

- (1) No pregnant or lactating women, adolescent or child shall be employed or permitted to work in any room in which the said processes are carried on.
- (2) No women shall be employed against the maternity benefit provisions laid down under any prevailing laws and shall not be deprived of her employment during the period of complete pregnancy and lactation period for 6 months.

**9. Floors of work-room.** - The floor of every work-room 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 suitable slope for easy cleaning and provided with gutters; and
- (d) thoroughly washed daily with the drain water being led into a sewer through a closed channel.

**10. Disposal of empty containers.** - Empty containers used for holding controlled substances shall be thoroughly cleaned of their contents and treated with an inactivating agent before being discharged.

**11. Manual handling.** - Controlled substances shall not be allowed to be mixed, filled, emptied or handled except by means of a scoop with a handle. Such scoop shall be thoroughly cleaned daily.

**12. 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 in the factory, where the placards can be easily and conveniently read. Arrangements shall be made by the manager to instruct periodically all such workers regarding the precautions contained in the cautionary placards.

**14. Obligations of the workers.** - It shall be the duty of the persons employed in the said processes to present themselves for the medical examination including exfoliative cytology of urine by the Medical officer or the qualified medical practitioner as provided for under these rules.

**15. Washing and bathing facilities.** - (1) The following washing and bathing facilities shall be provided and maintained in a clean state and in good repairs 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 atleast one stand pipe, for every five such workers;

(b) 50 per cent of the stand pipes provided under clause (a) shall be located in bath-rooms where both hot and cool 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 closed 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. Cloak-room.** - There shall be provided and maintained in clean state and in good repair for the use of the workers employed in the said processes - (a) a cloak-room 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 shall be under the care of a responsible person and shall be kept clean.

**18. Messroom.** - There shall be provided and maintained for the use of the workers employed in the said processes who remain on the premises during the meal intervals, a messroom which shall be furnished with tables and benches and provided with suitable means for warming food.

**19. Time allowed for washing.** - Before the end of each shift 30 minutes shall be allowed for bathing for each worker who is employed in the said processes.

Further, at least 10 minutes shall be allowed for washing before each meal in addition to the regular time allowed for meals.

**20. Restriction on age of persons employed.** - No worker under the age of 40 years shall be engaged in the factory in the said processes for the first time after the date on which the schedule comes into force.

**21. Medical Examination-**(1) Every worker employed in the said processes shall be examined by a medical officer within 14 days of his first employment. Such examination shall include tests which the medical officer may consider appropriate and shall include ex-foliative cytology of the urine. No worker shall be allowed to work after 14 days of his first employment in the factory unless certified fit for such employment by the medical officer.

(2) Every worker employed in the said processes shall be re-examined by a medical officer at least once in every six calendar months. Such examination shall include tests which the medical officer may consider appropriate but shall include ex-foliative cytology of the urine.

(3) A person medically examined under sub-paragraph (1) shall be granted by the medical officer certificate of fitness in Form 28. The record of each examination carried out as referred to in sub-paragraphs (1) and (2) including the nature and the results of the tests shall be entered by the medical officer in a health register in Form 29.

(4) The certificate of the fitness and the health register shall be kept readily available for inspection by any Inspector.

(5) The occupier of every factory in which the said processes are carried on shall engage a qualified medical practitioner for medical surveillance of the workers employed in such processes. His appointment shall be subject to approval of the Chief Inspector cum Facilitator. The occupier shall provide to him all the necessary facilities for the purposes referred to in sub-paragraph (1).

(6) Every worker employed in the process of this schedule shall be examined by a medical officer. He shall issue fitness on form 29.

(7) If at any time the medical officer is of the opinion that a worker is no longer fit for employment in the electrolytic processes on the ground that continuance therein would involve danger to the health of the worker, he shall make a record of his findings in the said certificate and the health register form 30. The entry of his findings in those documents shall also include the period for which he considers that the said person is unfit for work in the said process. The person declared unfit in such circumstances shall be provided with alternate placement facility unless he is fully incapacitated in the opinion of the medical officer, in that case the person affected shall be suitably rehabilitated.

(8) No person who has been found unfit to work as said in sub-paragraph (6) shall be re-employed or permitted to work in the said processes unless the medical

officer, after further examination, again certifies him fit for employment in those processes.

(9) The record of the examinations shall be maintained and kept readily available for inspection by the Inspector cum facilitator and Medical Inspector cum facilitator.

**22. Exemptions-Prohibited substances.** - (1) The Chief Inspector cum facilitator 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 quantities no greater than that required for the purpose of control of the process or such purposes as are necessary to ensure that the product is free from any of the prohibited substances.

(2) The Chief Inspector cum facilitator may allow the manufacture, handling or use of benzidinehydrochlorine 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 are 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 less than one part of water to two parts of benzidine hydrochloride at all times.

**23. Exemptions general.** - If in respect of any factory, the Chief Inspector cum facilitator is satisfied that owing to the exceptional circumstances or in frequency of the processes or for any other reason, all or any of the provisions of this schedule is not necessary for the protection of the workers in the factory, the Chief Inspector 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 such conditions, if any as he may specify herein.

## **Schedule XXV**

### **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 90dB above;

(c) "Decibel" means one-tenth of "Bel" which is the fundamental division, of a logarithmic scale used to express the ratio of two specific or implied quantities, the number of "Bels" denoting such a ratio being the logarithm to the base of 10 of this ratio. The noise level or the sound pressure level corresponds to a reference pressure of  $20 \times 10^{-6}$  newtons per square metre or 0.0002 dynes per square centimetre which is the threshold of hearing, this is, the lowest sound pressure level necessary to produce the sensation of hearing in average healthy listener. The decibel is abbreviated as dB;

(d) "Frequency" means 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 metre operating on the A-weighting network with slow metre response.

(f) "A-weighting" means making graded adjustments in the intensities of sound of various frequencies for the purpose of noise measurements, so that the sound pressure level measured by an instrument reflects the actual response of the human ear to the sound measured.

**3. Protection against noise.** - (1) In every factory suitable engineering control or administrative measure shall be taken to ensure, so far as reasonably practicable that no worker is exposed to sound levels exceeding the maximum permissible noise exposure levels specified in Tables 1 and 2 below :-

**Table 1**  
**Permissible Exposure in Case of continuous Noise**

Total time of exposure  
(continuous or number of short term exposures) per day, in hours  
Sound pressure level in dBA.

(1) (2)

8 90

6 92

4 95

3 97

2 100

1  $\frac{1}{2}$  102

1 105

$\frac{3}{4}$  107

$\frac{1}{2}$  110

$\frac{1}{4}$  115

**Note.** - (1) No exposure in excess of 115 dBA is to be permitted.

(2) For any period of exposure falling in between any figure and the next high or lower figure as indicated in column 1 the permissible sound pressure level is to be determined by extrapolation on a proportionate basis

**Table 2**

**Permissible Exposure levels for Impulsive or Impact Noise**

Peak sound  
pressure level in dB

Permitted number  
of impulses or  
impact per day

(1) (2)

140 100

135 315

130 1000

125 3160

120 10000

**Note.** - (1) No exposure in excess of 140 dB peak sound pressure level is permitted.

(2) For any peak sound pressure level falling in between any figure and the next higher or lower figure as indicated in column 1, the permitted number of impulses or impact per day is to be determined by extrapolation on a proportionate basis.

(2) For the purpose 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.

(3) When the daily noise-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 functions

C1+

T1

+

C2+

T2

+

CN

+

TN

exceeds unity,-

Where the C1, C2, etc. indicate the total time of actual exposure at a specified noiselevel and T1, T2, etc. denote the time of exposure permissible at that level. Noiseexposure of less than 90 dBA may be ignored in the above calculation.

(4) Where it is not possible to reduce the noise exposure to the levels specified insub-paragraph (1) by reasonably practicable engineering control or administrativemeasures, the noise exposure shall be reduced to the greatest extent feasible bysuch control measures, and each worker so exposed shall be provided with suitableear protectors so as to reduce the exposure to noise to the levels specified insub-paragraph (1).

(5) Where the ear protectors provided in accordance with sub-paragraph (4), andworn by a worker cannot still attenuate the noise reaching near his ear, as determinedby subtracting the attenuation value in dBA of the ear protectors concerned from themeasured should pressure level, to a level permissible under Table 1 or Table 2 as the case.

**4. Medical Examination**-(1) Every worker employed in the process of this schedule shall be examined by a medical officer. He shall issue fitness on form 29.

(2) If at any time the medical officer is of the opinion that a worker is no longer fitfor employment in the these processes on the ground,that continuance thereinwould involve danger to the health of the worker, he shall make a record of his findings in the said certificate and the health register form 30. The entry of his findings in those documents shall also include the period for which he considers

that the said person is unfit for work in the said process. The person declared unfit in such circumstancesshall be provided with alternate placement facility unless he is fully incapacitated inthe opinion of the medical officer, in that case the person affected shall be suitablyrehabilitated.

(3) No person who has been found unfit to work as said in sub-paragraph (6) shall bere-employed or permitted to work in the said processes unless the medical officer,after further examination, again certifies him fit for employment in those processes.

(4) The record of the examinations shall be maintained and kept readily available for inspection by the Inspector cum facilitator and Medical Inspector cum facilitator.

## **Schedule XXVI**

### **Manufacture of Rayon by Viscose Process**

**1. Definitions.** - For the purpose of this Schedule,-

(a) "*approved*" means approved for the time being in writing by the Chief Inspector;

(b) "*breathing apparatus*" means a helmet or face piece with necessary connectionsby means of which the person using it in a poisonous, asphyxisting or irritantatmosphere breathes unpolluted air, or any other approved apparatus;

- (c) "*churn*" means the vessel in which alkali cellulose pulp is treated with carbon-di-sulphide;
- (d) "*dumping*" means transfer of cellulose xanthate from a dry churn to a dissolver;
- (e) "*efficient exhaust draught*" means localised ventilation by mechanical means for the removal of any gas or vapour, so as to prevent it from escaping into the air of any place in which work is carried on. No draught shall be deemed to be efficient if it fails to control effectively any gas or vapour generated at the point where such gas or fume originates;
- (f) "*fume process*" means any process in which carbon disulphide or hydrogen sulphide is produced, used or given off;
- (g) "*life belt*" means belt made of leather or other suitable material which can be securely fastened round the body with a suitable length of rope attached to it, each of which is sufficiently strong to sustain the weight of man;
- (h) "*protective equipment*" means apron, goggles, face shields, foot wear, gloves and overalls made of suitable materials.

**2. Ventilation.** - (1) In all workrooms where a fume process is carried on, adequate ventilation by natural or mechanical means shall be provided so as to control in association with other control measures, the concentration of Carbon-di-sulphide and hydrogen sulphide in the air of every work environment within the permissible limits.

(2) Notwithstanding the requirements in sub-paragraph (1) an efficient exhaust draught shall be provided and maintained to control the concentration of carbon-di-sulphide and hydrogen sulphide in the air at the following locations:-

- (a) dumping hoppers of dry churning;
- (b) spinning machines;
- (c) trio rollers and cutters used in staple fibre spinning;
- (d) hydro-extractors for yarn cakes;
- (e) after treatment processes, and
- (f) spin baths.

(3) In so far as the spinning machines and trio rollers and cutters used in staple fibrespinning are concerned, they shall be, for the purpose of ensuring the effectiveness of the exhaust draft to be provided as required in sub-paragraph (1), enclosed as fully as practicable and provided with suitable shutters in sections to enable the required operations to be carried out without giving rise to undue quantities of Carbon-di-sulphide and hydrogen sulphide escaping to the work environment.

(4) No dry churn shall be opened after completion of reaction without initially exhausting the residual vapours of carbon-di-sulphide by operation of suitable and efficient arrangement for exhausting the vapours which shall be continued to be operated as long as the churn is kept opened.

(5) Whenever any ventilation apparatus normally required for the purpose of meeting the requirements in sub-paragraphs (2), (3) and (4) is ineffective, fails, or

is stopped for any purpose whatsoever, all persons shall be required to leave the work areas where the equipment or processes specified in the above said sub-paragraphs are in use, as soon as possible, and in any case not later than 15 minutes after such an occurrence.

(6) (i) All ventilating system provided for the purposes as required in sub-paragraphs (2), (3) and (4) shall be examined and inspected once every week by a responsible person. It shall be thoroughly examined and tested by a competent person once in every period of 12 months. Any defects found by such examinations or test shall be rectified forthwith.

(ii) A register containing particulars of such examination and tests, and the state of the systems and the repairs of alterations (if any) found to be necessary shall be kept and shall be available for inspection by an Inspector cum facilitator.

**3. Waste from spinning machines.** - Waste yarn from the spinning machines shall be deposited in suitable containers provided with close fitting covers. Such waste shall be disposed off as quickly as possible after decontamination.

**4. Lining of Dry Churns.** - The inside surface of all dry churns shall be coated with a non-sticky paint so that cellulose xanthate will not stick to the surface of the churn. Such coating shall be maintained in good condition.

**5. Air monitoring.** - (1) To ensure the effectiveness of the control measures, monitoring of carbon-di-sulphide and hydrogen sulphide in air shall be carried out once at least in every shift and the record of the results so obtained shall be entered in a register specially maintained for the purposes.

(2) For the purpose of the requirement in sub-paragraph (1), instantaneous gas detector tubes shall not be used. Samples shall be collected over a duration of not less than 10 minutes and analysed by an approved method. The locations where such monitoring is to be done shall be as directed by the Inspector cum facilitator.

(3) If the concentration of either carbon-di-sulphide or hydrogen sulphide exceeds the permissible limits for such vapour or gas as laid down in these rules, suitable steps shall be taken for controlling the concentrations in air of such contamination. A report of such occurrence shall be sent to the Chief Inspector cum facilitator forthwith.

**6. Prohibition to remain in fume process room.** - No person during his intervals for meal, or rest shall remain in any room wherein fume process is carried on.

**7. Prohibition relating to employment of adolescents.** - No adolescent shall be employed or permitted to work in any fume process or in any room in which any such process is carried on.

**8. Protective equipment.** - (1) To occupier shall provide and maintain in good condition protective equipment as specified in the table for use of persons employed in the processes referred to therein.

#### **Table**

Process Protective Equipment

(1) (2)

1. Dumping

Overalls, face-shields, gloves and footwear all made of suitable materials.

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 inspector by an order in writing.

(2) A suitable room, rooms or lockers shall be provided exclusively for the storage of all the protective equipment supplied to workers and no such equipment shall be stored at any place other than the room, rooms or lockers so provided.

**9. Breathing apparatus.** - (1) There shall be provided in every factory where fumeprocess is carried on, sufficient supply of-

(a) breathing apparatus;

(b) oxygen and a suitable appliances for its administration; and

(c) life belts.

(2) (i) The breathing apparatus and other appliances referred to in sub-paragraph (1) shall be maintained in good condition and kept in appropriate locations so as to be readily available.

(ii) The breathing apparatus and other appliances referred to in clauses (a) and (b) of sub-paragraph (1) shall be cleaned and disinfected at suitable intervals and thoroughly inspected once every month by a responsible persons.

(iii) A record of the maintenance or the condition of the breathing apparatus and other appliances referred to in sub-clause (1) shall be entered in a register provided for that purposes which shall be readily available for inspection by an Inspector.

(3) Sufficient number of workers shall be trained and periodically retrained in the use of breathing apparatus and administering artificial respiration so that at least 2

suchtrained persons would be available during all the working hours in each room in whichfume process is carried on.

(4) Breathing apparatus shall be kept properly labeled in clean, dry, light-proofcabinets and if liable to be affected by fumes, shall be protected by placing them insuitable containers.

(5) No person shall be employed to perform any work specified in sub-paragraph (1)for which breathing apparatus is necessary to be provided under the sub-paragraphunless he has been fully instructed in the proper use of the equipment.

(6) No breathing apparatus provided in pursuance of sub-paragraph (1) which hasbeen worn by a person shall be worn by another person unless it has been thoroughlycleaned and disinfected since last being worn and the person has been fullyinstructed in the proper use of that equipment.

**10. Electric fitting.** - All electric fitting in any room in which carbon-di-sulphide isproduced, used or given off or is likely to be given off into the work environment, otherthan a spinning room, shall be of flame proof construction and all electric conductorsshall either be enclosed in metal conduits or be lead-sheathed.

**11. Prohibition relating to smoking, etc.** - No person shall smoke or carry matches,fire or naked light or other means of producing a naked light or spark in a room inwhich fume process is carried on. A notice in the language understood by the majorityof the workers shall be posted prominent locations in the plant prohibiting smokingand carrying of matches, fire or naked light or other means of producing naked light orspark into such rooms :

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

**12. Washing and bathing facilities.** - (1) There shall be provided and maintained in a clean state and in good repair for the use of all workers employed in the processcovered by the schedule, adequate washing and bathing places having a constantsupply of water under cover at the rate of one such place for every 25 personemployed.

(2) The washing places shall have standpipes places at intervals of not less than onemeter.

(3) Not less than one half of the total number of washing places shall be provided withbathrooms.

(4) Sufficient supply of clean towels made of suitable material shall be provided: Provided that such towels shall be supplied individually for each worker if so orderedby the Inspector.

(5) Sufficient supply of soap and nail brushes shall be provided.

**13. Rest room.** - (1) A rest room shall be provided for the workers engaged in doffingoperations of filament yarn spinning process.

(2) Such rest room shall be provided with fresh air supply and adequate seatingarrangement.

**14. Cautionary notice and instructions.** - (1) The following cautionary notice shall be prominently displayed in each fume process rooms.

**"Cautionary Notice :**

1. Carbon-di-sulphide (CS<sub>2</sub>) and Hydrogen Sulphide (H<sub>2</sub>S) which may be present in this room are hazardous to health.
2. Follow safety instructions.
3. Use protective equipment and breathing apparatus as and when required.
4. Smoking is strictly prohibited in this area."

This notice shall be in a language understood by the majority of the workers and displayed where it can be easily and conveniently read. If any worker is illiterate, effective steps shall be taken to explain carefully to him the contents of the notice so displayed.

(2) Arrangements shall be made to instruct each workers employed in any room in which a fume process is carried on regarding the health hazards, connected with their work and the preventive measures and method to protect themselves. Such instructions shall be given on his first employment and repeated periodically.

(3) Simple and special instructions shall be framed to ensure that effective measures will be carried out in case of emergency involving escape of carbon-di-sulphide and hydrogen sulphide. Those instructions shall be displayed in the concerned areas and workers shall be instructed and trained in the actions to be taken in such emergencies.

**15. Medical Examination**-(1) The occupier of each factory to which this schedule applies, shall-

- (a) make arrangements of a qualified medical practitioner for medical surveillance of the workers employed therein; and
- (b) provide to the said medical practitioner all the necessary facilities for the purpose referred to in clause(a).

(2) The record of medical examination and appropriate tests carried out by the said medical officer shall be maintained which shall be kept readily available for inspection by the Inspector.

(3) Every worker employed in the process of this schedule shall be examined by a medical officer. He shall issue fitness on form 29.

(4) If at any time the medical officer is of the opinion that a worker is no longer fit for employment in the processes on the ground, that continuance involve danger to the health of the worker, he shall make a record of his findings in the said certificate and the health register form 30. The entry of his findings in those documents shall also include the period for which he considers that the said person is unfit for work in the said processes. The person declared unfit in such circumstances shall be provided with alternate placement facility unless he is fully incapacitated in the opinion of the medical officer, in that case the person affected shall be suitably rehabilitated.

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

(4) The record of the examinations shall be maintained and kept readily available for inspection by the Inspector cum facilitator and Medical Inspector cum facilitator.

**16. Exemptions.** - If in respect of any factory, the Chief Inspector cum facilitator is satisfied that owing to the exceptional circumstances or infrequency of the processes or for any other reason, all or any of the provisions of this schedule is not necessary for protection of the workers in the factory, the Chief Inspector may by a certificate in writing, which he may at his discretion revoke at any time, exempt such factory from all or any of such provisions subject to such conditions, if any he may specify therein.

## **Schedule XXVII**

### **Operations in Foundries**

**1. Application.** - Provisions of this schedule shall apply to all parts of factories where any of the following operations or processes are carried on :-

(a) the production of iron castings or, as the case may be, steel castings by casting in mould, made of sand, loam, moulding composition or other mixture of materials, or by shell moulding, or by centrifugal casting and any process incidental to such production;

(b) the production of non-ferrous castings by casting metal in moulds made of sand, loam, metal, moulding composition or other material or mixture of materials, or by shell mouldings, die-casting (including pressure diecasting), centrifugal casting or continuous casting and any process incidental to such production; and

(c) the melting and casting of non-ferrous metal for the production of ingots, billets, slabs or other similar products, and the stripping thereof; but shall not apply with respect to-

(a) any process with respect to the smelting and manufacture of lead and the Electric Accumulators;

(b) any process for the purposes of a printing worker; or

(c) any melting process in which metal is obtained by a reducing operation or any process incidental to such operation; or

(d) the production of steel in the form of ingots; or

(e) any process in the course of the manufacture of solder or any process incidental to such manufacture; or

(f) the melting and casting of lead or any lead based alloy for the production of ingots, billets, slabs or other similar products or the stripping thereof, or any process incidental to such melting, casting or stripping.

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

- (a) "*approved respirator*" means a respirator of a type approved by the Chief Inspector;
- (b) "*cupola or furnace*" includes a receiver associated therewith;
- (c) "*dressing or fettling operations*" includes stripping and other removal of adherents and cores, runners, risers, flash and other surplus metal from a casting and the production of reasonably clean and smooth surface, but does not include-(a) the removal of metal from a casting when performed incidentally in connection with the machining or assembling of castings after they have been dressed or fettled, or (b) any operation which is a knock-out operation within the meaning of this schedule;
- (d) "*foundry*" means those parts of a factory in which the production of iron or steel or non-ferrous castings (not being the production of pig iron or the production of steel in the form of ingots) is carried on by casting in moulds made of sand, loam, moulding composition or other mixture of materials, or by shell moulding or by centrifugal casting in metal moulds lined with sand, or die casting including pressure die castings, together with any part of the factory in which any of the following processes are carried on as incidental processes in connection with and in the course of, such production, namely, the preparation and mixing of materials used in foundry process, the preparation of moulds and cores knock out operations and dressing or fettling operations;
- (e) "*knock-out operations*" means all methods of removing castings from moulds and the following operations, when done in connection therewith, namely, stripping, coring-out and the removal of runners and risers;
- (f) "*pouring aisle*" means an aisle leading from a main gangway or directly from a cupola or furnace to where metal is poured into moulds.

**3. Prohibition of use of certain materials as parting materials.** - (1) A material shall not be used as a parting material if it is a material containing compounds of silicon calculated as silica to the extent more than 5 per cent by weight of the dry materials :

Provided that this prohibition shall not prevent the following being used as a parting material if the material does not contain an admixture of any other silica:-

- (a) Zirconium silicate (Zirocon)
- (b) Calcined china clay
- (c) Calcined aluminous fireclay
- (d) Sillimanite
- (e) Calcined or fused alumina
- (f) Olivine
- (g) Natural sand.

(2) 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 prompting safety and cleanliness in workrooms the following requirements shall be observed :-

- (a) moulding boxes, loam plates, ladles, patterns, pattern plates, frames, boards, boxweights, 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 purposes of such storage.

**5. Construction of floors.** - (1) Floors of indoor work places in which the processes are carried on, other than parts which are of sand shall have an even surface of hard material.

(2) 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.

(3) 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.** - (1) All accessible parts of the walls of every indoor workplace in which the processes are carried on and of everything affixed to those walls shall be effectively cleaned by a suitable method to a height of not less than 4.2 metres from the floor at least once in every period of fourteen months. A record of the carrying out of every such effective cleaning in pursuance of this paragraph including the date (which shall be not less than five months nor more than nine months after the last immediately preceding washing, cleaning or other treatment).

(2) Effective cleaning by a suitable method shall be carried out at least once every working day of all accessible parts of the floor of every indoor workplace in which the processes are carried on, other than parts which are of sand, and the parts which are of sand shall be kept in good order.

**7. Manual operations involving molten metal.** - There shall be provided and properly maintained for all persons employed on manual operations, involving molten metal with which they are liable to be splashed, a working space for that operation :-

- (a) which is adequate for the safe performance of the work; and
- (b) which, so far as reasonably practicable, is kept free from obstruction.

(2) Any operation involving the carrying by hand of a container holding molten metal shall be performed on a floor and parts of which where any person walks, while engaged in the operations shall be on the same level:

Provided that, where necessary to enable the operation to be performed without undue risk, nothing in this paragraph shall prevent the occasional or exceptional use of a working space on a different level from the floor, being a space provided with a safe means of access from the floor for any person while engaged in the operation.

**8. Gangways and pouring aisles.** - (1) In every workroom to which this paragraph applies constructed, reconstructed or converted for use as such after the

making of this Schedule and, so far as reasonably practicable, in every other workroom to which this paragraph applies, sufficient and clearly defined main gangways 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 metres in width; and
  - (iv) where used for simultaneous travel in both directions by means carrying handshanks, at least 1.8 metres in width.

(2) 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 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 molten metal is carried in hand ladles or bull 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;
- (d) if molten metal is carried in hand ladles or bull ladles by more than two men per ladle, shall be at least 769 millimetres wide;
- (e) if molten metal is carried in crane, trolley or truck ladles, shall be of a width adequate for the safe performance of the work.

(3) Requirements of sub-paragraphs (1) and (2) shall not apply to any workroom or part of a workroom if, by reason of the nature of the work done therein, the floor of that workroom or, as the case may be, that part of a workroom has to be of sand.

(4) In this paragraph "workroom to which this paragraph applies" means a part of a ferrous or non-ferrous foundry in which molten metal is transported or used, and a workroom to which this paragraph applies shall be deemed, for the purposes of this paragraph to have been constructed, reconstructed or converted for use as such after the making of this schedule if the construction, reconstruction, or conversion thereof was begun after the making of this schedule.

**9. Work near cupolas and furnaces.** - No person shall carry out any work within a distance of 4 metres from a vertical line passing through the delivery and of any spout of a cupola or furnace, being a spout used for delivering molten metal, or within a distance of 2.4 metres from a vertical line passing through the nearest part of any ladle which is in position at the end of such a spout, except, in either case, where it is necessary for the proper use of maintenance of a cupola or furnace that work should be carried out with in that distance of that work is being carried out at such a time and under such conditions that there is no danger to the person carrying it out from molten metal which is being obtained from the cupola or furnace or is in a ladle in position at the end of the spout.

**10. Dust and fumes.** - (1) Open coal, coke or wood fires shall not be used for heating or drying ladles inside a workroom unless adequate measures are taken to prevent, so far as practicable, fumes or other impurities from entering into or remaining in the atmosphere of the workroom.

(2) 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.

(3) 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.

(4) All knock out operations shall be carried out-

(a) in a separate part of the 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.

(5) All dressing or fettling operations shall be carried out-

(a) in a separate room or in a separate part of the 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.** - (1) All ventilation plant used for the purpose of extracting, suppressing or controlling dust or fumes shall be properly maintained.

(2) 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 period of twelve months; and particulars of the results of 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 test shall be immediately reported in writing by the person carrying out the examination and test of the occupier or manager of the factory.

**12. Protective equipment.** - (1) The occupier shall provide and maintain suitable portable equipment specified for the protection of workers-

(a) suitable gloves or 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 heavy dust concentration which cannot be dispelled quickly and effectively by the existing ventilation arrangements.

(2) No respirator provided for the purposes of clause (1) has been worn by a person shall be worn by another person if it has not since been thoroughly cleaned and disinfected.

(3) 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; 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.

(4) Where appropriate, suitable screens shall be provided for protection against flying (including splashes of molten metal and sparks and chips thrown off in the course of any process).

(5) The occupier, shall provide and maintain suitable accommodation for the storage and make adequate arrangement for cleaning and maintaining of the protective equipment supplied in pursuance of this paragraph.

(6) Every person shall make full and proper use of the equipment provided for his protection in pursuance of sub-paragraphs (1) and (4) and shall without delay report to the occupier, manager or other appropriate person any defect in, or loss of, the same.

**13. Washing and bathing facilities.** - (1) There shall be provided and maintained in a 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 an impervious surface fitted with a waste pipe without a 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) atleast 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 notless than 1.2 metres apart; and

(b) not less than one half of the total number of washing places provided under clause(a) shall be in the form of bath rooms.

(c) a sufficient supply of clean towels made of suitable material changed daily, withsufficient supply of nail brushes and soap.

(2) The facilities provided for the purposes of sub-paragraph (1) shall be placed incharge of a responsible person or persons and maintained in a clean and orderlycondition.

**14. Disposal of dross and skimmings.** - Dross and skimmings removed from moltenmetal or taken from a furnace shall be placed forthwith in suitable receptacles.

**15. Disposal of waste.** - Appropriate measures shall be taken for the disposal of allwaste products from shell moulding (including waste burnt sand) as soon asreasonably practicable after the castings have been knocked-out.

**16. Material and equipment left out of doors.** - All material and equipment left out ofdoors (including material) and equipment so left only temporarily or occasionally shallbe so arranged and placed as to avoid unnecessary risk. There shall be safe meansof access to all such material and equipment and, so far as reasonably practicable,such access shall be by roadways or pathways which shall have a firm and evensurface and shall, so far as reasonably practicable be kept free from obstruction.

**17. Medical Examination-**(1) The occupier of every factory to which the Schedule applies, shall-

(a) make arrangements of a qualified medical practitioner for medical surveillance of the workers employed therein;and

(b) provide to the said medical practitioner all the necessary facilities for the purpose referred to in clause(a).

(2) Every worker employed in the process of this shudule shall be examined by a medical officer. He shall issue Fitness on form 29.

(3) If at any time the medical officer is of the opinion that a worker is no longer fitfor employment in the electrolytic processes on the ground,that continuance thereinwould involve danger to the health of the worker, he shall make a record of his findings in the said certificate and the health register form 30. The entry of his findings in those documents shall also include the period for which he considers that the said person is unfit for work in the said processes.The person declared unfit in such circumstances shall be provided with alternate placement facility unless he is fully incapacitated inthe opinion of the medical officer, in that case the person affected shall be suitablyrehabilitated.

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

(5) The record of the examinations shall be maintained and kept readily available for inspection by the Inspector cum facilitator and Medical Inspector cum facilitator.

**18. Exemptions.** - If in respect of any factory the Chief Inspector cum facilitator is satisfied that owing to the exceptional circumstances or infrequency of the processes or for any other reason, all or any of the provisions of this schedule is not necessary for protection of the workers in the factory, the Chief Inspector cum facilitator may by a certificate in writing, exempt such factory from all or any of such provisions subject to such condition, if any, he may specify therein.

### **Rules prescribed under section 83(1)**

#### **124. Site Appraisal Committees.—**

(1) The State Government may, for purposes of advising it to consider applications for grant of permission for the initial location of a factory involving a hazardous process or for the expansion of any such factory, appoint a Site Appraisal Committee consisting of—

(a) the Chief Inspector-cum-Facilitator of the State who shall be its Chairman;  
(b) a representative of the State Pollution Board appointed under section 4 of the Water (Prevention and Control of Pollution) Act, 1974 (6 of 1974);

(c) a representative of the State Board for the Prevention and Control of Air Pollution referred to in section 5 of the Air (Prevention and Control of Pollution) Act, 1981 (14 of 1981);

(d) a representative of the Department of Environment in the State;

(e) a representative of the Meteorological Department of the Government of India;

(f) an expert in the field of occupational health; and

(g) a representative of the Town and country Planning Department of the State Government, and not more than five other members who may be co-opted by the State Government who shall be—

(i) a scientist having specialised knowledge of the hazardous process which will be involved in the factory,

(ii) a representative of the local authority within whose jurisdiction the factory is to be established, and

(iii) not more than three other persons as deemed fit by the State Government.

(2) The Site Appraisal Committee shall examine an application for the establishment of a factory involving hazardous process and make its

recommendation to the State Government within a period of ninety days of the receipt of such application in the prescribed form.

(3) Where any process relates to a factory owned or controlled by the Central Government or to a corporation or a company owned or controlled by the Central Government, the State Government shall co-opt in the Site Appraisal Committee a representative nominated by the Central Government as a member of that Committee.

(4) The Site Appraisal Committee shall have power to call for any information from the person making an application for the establishment or expansion of a factory involving a hazardous process.

### **Rules prescribed under section 83(2)**

#### **125. Form of application to Site appraisal application**

Application to the Site Appraisal Committee

1. Name and address of the applicant :

2. Site Ownership Date :

2 (1). Revenue details of site such as survey No., Plot No. etc.

2 (2). Whether the site is classified as forest and if so, whether approval of the Central Government under Section 5 of the Indian Forests Act, 1927 has been taken.

2 (3). Whether the proposed site attracts the provisions of Section 3 (2)(v) of the E.P. Act, 1986, if so, the nature of the restrictions.

2 (4). Local authority under whose jurisdiction the site is located.

3. Site Plan :

3 (1). Site Plan with clear identification of boundaries and total area proposed to be occupied and showing the following details nearby the proposed site :

(a) Historical monument, if any, in the vicinity.

(b) Names of neighbouring manufacturing units and human habitats, educational and training institutions, petrol installations, storages of LPG and other hazardous substances in the vicinity and their distances from the proposed units.

(c) Water sources (rivers, streams, canals, dams, water filtration plants, etc.) in the vicinity.

(d) Nearest hospitals, fire-stations, civil defence stations and police stations and their distances.

(e) High tension electrical transmission lines, pipe lines for water, oil, gas or sewerage, railway lines, roads, stations, jetties and other similar installations.

3 (2). Details of soil conditions and depth at which hard strata obtained.

3 (3). Contour map of the area showing nearby hillocks and difference in levels.

3 (4). Plot Plan of the factory showing the entry and exit points, roads, within, water drains etc.

4. Project Report :

(1) A summary of the salient features of the Project.

(2) Status of the organisation (Government, Semi-Government, Public or Private etc.).

(3) Maximum number of persons likely to be working in the factory.

(4) Maximum amount of power and water requirements and source of their supply.

(5) Block diagram of the buildings and installations, in the proposed supply.

(6) Details of housing colony, hospital, school and other infrastructural facilities  
Proposed

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

(1) Organisation diagrams of :

(a) Proposed enterprise in general.

(b) Health, safety and environment protection departments and their linkage to operation and technical departments.

(2) Proposed Health and Safety Policy.

(3) Area allocated for treatment of wastes and effluent.

(4) Percentage outlay on safety, health and environment protection measures.

**6. Meteorological data relating to the site :**

(1) Average, minimum and maximum of-

(a) Temperature;

(b) Humidity;

(c) Wind velocities during the previous ten years.

(2) Seasonal variations of wind direction.

(3) Highest water level reached during the floods in the area recorded so far.

(4) Lightening and seismic data of the area.

**7. Communication links :**

7(1). Availability of telephone/telex/wireless and other communication facilities for outside communication.

7(2). Internal communication facilities proposed.

**8. Manufacturing Process Information :**

(1) Process flow diagram.

(2) Brief write up on process and technology.

(3) Critical process parameters such pressure build-up, temperature rise and runaway reactions.

(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.

(5) Highlights of the build-in safety/pollution control devices or measures/ incorporated in the manufacturing technology.

**9. Information of Hazardous Materials :**

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

(2) Main and intermediate storages proposed for raw materials/

intermediates/products/by products (maximum quantities to be stored at any time).

(3) Transportation methods to be used for materials inflow and outflow, their quantities and likely routes to be followed.

(4) Safety measures proposed for-

- handling or materials;
- internal and external transportation, and
- disposal (packing forwarding of finished products).

**10. Information on Disposal/Disposal of Wastes and Pollutions :**

(1) Major pollutions (Gas, liquid, Solid) their characteristics and quantities (average and at peak loads).

(2) Quality and quantity of solid wastes generated method of their treatment and disposal.

(3) Air, water and soil pollution problems anticipated and the proposed measures to control the same, including treatment and disposal of effluent.

**11. Process Hazards Information :**

(1) Enclose a copy of the report on environmental impact assessment.

(2) Enclose a copy of the report on Risk Assessment study.

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

**12. Information of proposed Safety and Occupational Health Measures :**

(1) Details of fire fighting facilities and minimum quantity of water, CO<sub>2</sub> and/or other fire fighting measures needed to meet the emergencies.

(2) Details of in-house medical facilities proposed.

**13. Information on Emergency Preparedness :**

(1) Onsite emergency plan.

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

**14. Any other relevant information.**

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

.....  
Name and signature of the applicant

#### **Rules prescribed under section 84**

**126. Compulsory disclosure of information by occupier - Manner of disclosing information-**

The occupier of every factory involving a hazardous process shall disclose all the information regarding dangers, including health hazards and the measures to overcome such hazards arising from the exposure to or handling of the materials

or substances in the manufacture, transportation, storage and other processes, to the workers employed in the factory, the Chief Inspector cum facilitator, the local authority within whose jurisdiction the factories situate and the general public in the vicinity in following manner:-

- (1) The occupier of a factory carrying on a 'hazardous process' shall provide :-(
  - (a) On-site emergency plan and detailed disaster control measures for his factory and make known to the workers employed therein and to the general public living in the vicinity of the factory the safety measures required to be taken in the event of an accident taking place.
  - (b) A list of 'hazardous processes' carried on in the factory;
  - (c) detailed policy with respect to the health and safety of the workers employed therein and intimate such policy to the Chief Inspector-cum-Facilitator and the local authority and, thereafter, and after every 12 months, inform the Chief Inspector-cum-Facilitator and the local authority of any change made in the said policy.
  - (d) Hazard evaluation studies like safety audit, fault free analysis, event free analysis Report of HAZOP study of all the hazardous processes and operations carried out after every twelve months (or as and when necessary in case of HAZOP)by competent person.
  - (e) Location and availability of all Material Safety Data Sheets of all he hazardous substances
  - (f) Physical and health hazards arising from the exposure to or handling of Substances,
  - (g) Measures taken by the occupier to ensure safety and control of physical and health hazards;
  - (h) Measure to be taken ensure safe handling, storage and transportation of hazardous substances;
  - (i) Details of personal protective equipment provided in the factory.
  - (j) Measures to be taken by the workers in case of any spillage or leakage of a hazardous substances;
  - (k) Any other information considered necessary by the occupier to ensure safety and health of workers.

### **Rules prescribed under section 84(2)**

#### **127. Health & safety policy**

- (1) The employer shall send the revised updated health and policy at the interval of every two years, to the Chief Inspector cum facilitator.
- (2) Occupier of every factory, except as provided for in sub-rule (3), shall prepare a written statement of his policy in respect of health and safety of workers at work.
- (3) All factories employing, less than 50 workers;  
Provided that they are not covered in the First Schedule under Section 2 (za) of the code or carrying out, processes or operations declared to be dangerous under Section 82 of the code.

(4) Notwithstanding anything contained in sub-rule (3), the Chief Inspector-cum-Facilitator may require the occupiers of any of the factories or class or description of factories to comply with the requirements of sub-rule (1), if, in his opinion, it is expedient to do so.

(5) The Health and Safety Policy should contain or deal with-

- (a) declared intention and commitment of the top management to health, safety and environment and compliance with all the relevant statutory requirements;
- (b) Organisational set up to carry out the declared policy clearly assigning the responsibility at different levels; and
- (c) arrangements for making the policy effective.

(6) In particular, the policy should specify the following :-

- (a) arrangements for involving the workers;
- (b) intentions of taking into account the health and safety performance of individuals at different levels while considering their career advancement;
- (c) fixing the responsibility of contractors, sub-contractors, transporters and other agencies entering the premises;
- (d) providing a resume of health and safety performance of the factory in its Annual Report;
- (e) relevant techniques and methods, such as safety audits and risk assessment for periodical assessment of the status on health, safety and environment and taking all the remedial measures;
- (f) stating its intentions to integrate health and safety in all decisions including those dealing with purchases, of plant, equipment, machinery and material as well as selection and placement of personal;
- (g) arrangements for informing education and training and retraining its own employees at different levels and the public, wherever required.

(7) A copy of the declared Health and Safety Policy signed by the occupier shall be made available to the Inspector-cum-Facilitator having jurisdiction over the factory and to the Chief Inspector-cum-Facilitator.

(8) The policy shall be made widely known by

- (a) making copies available to all workers including contract workers, apprentices, transport workers, suppliers, etc.
- (b) displaying copies of the policy at conspicuous places; and
- (c) any other means of communication in a language understood by majority of workers.

(9) The occupier shall revise the Safety Policy as often as may be appropriate, but it shall necessarily be revised under the following circumstances:

- (a) whenever any expansion or modification having implication on safety and health of persons at work is made; or
- (b) wherever new substance(s) or articles are introduced in the manufacturing process having implications on health and safety of person exposed to such substances.

### **Rules prescribed under section 84(5)**

## **128. Information to be furnished by Occupier of Hazardous process Industry to the Chief Inspector-cum-Facilitator**

The Information desired under this Rule shall be furnished electronically in following manner:

1. Name of Factory .....

2. Address .....

3. Product .....

4. Manufacturing process .....

5. Raw Material .....

Name & Maximum storage Capacity .....

.....  
6. Finished Product

Name & Maximum storage Capacity

7. Intermediate Products

Name & Maximum storage Capacity

8. Hazards associated with the Factory

9. Safety Measures observed

10. Fire & Explosion risk

11. Details for disposal of hazardous waste

Signature of Occupier

## **Rule prescribed under section 84(7)**

### **129. Information on industrial wastes :-**

For the purpose of compliance with the requirements of provisions of section 84 and 85 of the code, the Chief Inspector cum facilitator, if deemed necessary, issue guidelines from time to time to the occupier of factories carrying on 'hazardous process'. Such guidelines may be based on National Standards, Codes of Practice or recommendations of International Bodies such as ILO (Internal Labour Organization) and WHO (World Health Organization).

### **Rules prescribed under section 85(a)**

#### **130. Accessibility of Health record of workers exposing to hazards**

1) The occupier of a factory carrying as' hazardous process' shall disclose all information needed for protecting safety and health of the workers to-

(a) his workers; and

(b) If Occupier of a factory 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. The occupier may prefer an appeal before the State Government within 30 days of receiving the order. The State Government shall give an opportunity to the occupier of being heard and pass an order. The order of the State Government shall be final.

### **Rules prescribed under section 85(b)**

#### **131. Qualification of persons handling Hazardous Substances**

1) All persons who are required to supervise the handling of hazardous substances shall possess the following qualifications and experience :-

(a)(i) A degree in Chemistry or Diploma in Chemical Engineering or Technology with 5 years experience; or

(ii) A Master's Degree in Chemistry or a Degree in Chemical Engineering or Technology with 2 years experience.

(iii) The experience stipulated above shall in process operation and maintenance in the Chemical Industry.

(2) The Chief Inspector may require the supervisor to undergo training in Health and Safety. The syllabus and duration of the training in health and safety and the organisation conducting the training shall be approved by the DGFASLI or the State Government in accordance with the guideline issued by the DGFASLI

### **Rules prescribed under section 85(c)**

#### **132. Medical examination of workers**

Workers employed in a 'hazardous process' shall be medically examined by a medical officer in following manner :-

(1) Once before employment, to ascertain the health status of all the workers in respect of occupational health hazards to which they are exposed and in cases where in the opinion of the medical officer it is necessary to do so at a shorter interval in respect of any worker;

(2) The details of pre-employment and periodical medical examinations carried out as aforesaid shall be recorded in the Health Register Form 30.

(3) No person shall be employed for the first time without a certificate of Fitness in form 29 granted by the medical Officer. If the medical officer declares a person unfit for being employed in any hazardous process covered under section 2(ZA) of the code ,such a person shall have the right to appeal to the Inspector-cum Facilitator, who shall refer the matter to the medical inspector –cum-facilitator whose opinion shall be final in this regard. If the Inspector himself is also a medical officer, he may dispose of application himself.

(4) Any findings of the medical officer revealing any abnormality or unsuitability of any person employed in the process shall immediately be reported to the medical inspector-cum-facilitator who shall in turn, examine the concerned worker and communicate his findings to the occupier within 30 days. If the medical inspector-cum-facilitator 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 be provided with alternate placement unless he is fully incapacitated, in the opinion of the medical officer, in that case the worker effected shall be suitably rehabilitated :

Provided that the medical inspector-cum-facilitator on his own examine any worker when he considers it necessary to do so far ascertaining the suitability of his employment in the 'hazardous process' or for ascertaining the health states of any worker.

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

(6) An Inspector may if he deems it necessary to do so, refer a worker to the medical officer or medical inspector-cum-facilitator for medical examination as required under sub-rule (1) .

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

### **Rules prescribed under section 88**

**133.** Permissible Levels of exposure of Chemical Substances in manufacturing process in a factory shall be as per the table below:-

**Table 1**

#### **Permissible Levels of Chemical and toxic Substances**

S. No	Substance	Permissible limits of exposure			
		Time-weighted average Concentration (8hrs)M		Short-term exposure limit (15min)*	
		ppm	mg/m <sup>3</sup> **	Ppm	mg/m <sup>3</sup> **
1	2	3	4	5	6
1.	Acetaldehyde	100	180	150	270
2.	Acetic acid	10	25	15	37
3.	Acetone	750	1780	1000	2375
4.	Acrolein	0.1	0.25	0.3	0.8
5.	Acrylo nitrile –Skin	2	4.5	-	-
6.	Aldrin –skin	-	0.25	-	-
7.	Allylchloride	1	3	2	6
8.	Ammonia	25	18	35	27
9.	Aniline-Skin	2	10	-	-
10.	Anisidine (o-p-isomers) Skin	0.1	0.5	-	-
11.	Arsenic and Soluble com- pounds (as)	-	0.2	-	-
12.	Benzene(S.C.)	10	30	-	-
13.	Beryllium and Compound (as Be) (S.C.)	-	0.002	-	-
14.	Boron trifluoride –C	1	3	-	-
15.	Bromine	0.1	0.7	0.3	2
16.	Butane	800	1900	-	-
17.	2-Butane ( methylethyl Ketone -MEK)	200	590	300	835
18.	n-Butyl acetate	150	710	200	950

19.	n-Butyl alcohol-Skin-C	50	150	-	-
20.	Sec./ tert. Butyl acetate	200	950	-	-
21.	Butyl mercaptan	0.5	1.5	-	-
22	Cadmium dusts and salts (as Cd )	-	0.05	-	-
23.	Calcium oxide	-	2	-	-
24.	Carbaryl ( Sevin )	-	5	-	-
25.	Carbofuran ( Furadan )	-	0.1	-	-
26.	Carbon disulphide-Skin	10	30	-	-
27.	Carbon monoxide	50	55	400	440
28.	Carbon tetrachloride – Skin (S.C)	5	30	-	-
29.	Chlordene –Skin	-	0.5	-	2
30.	Chlorine	1	3	3	9
31.	Chlorobenzene ( Monochloro benzene)	75	350	-	-
32.	Chloroform (S.C.)	10	50	-	-
33.	bis ( Chloromethyl ) ether (H.C.)	0.001	0.005	-	-
34.	Chromic acid and chromates (as Cr.)	-	0.05	-	-
35.	Chromous salts (as Cr)	-	0.5	-	-
36.	Copper Fume	-	0.2	-	
37.	Cotton dust, raw*	-	0.2*	-	-
38	Creosol, all isomers – Skin	5	22	-	-
39.	Cyanides (as CN)-Skin	-	5	-	-
40.	Cyanogen	-	10	20	-
41.	DDT ( Dichlorodi phenyl trichloroethane )	-	1	-	-
42.	Demeton –Skin	0.01	0.1	-	-
43.	Diazinon-Skin	-	0.1	-	-
44.	Dibutyl phthalate	-	5	-	-
45.	Dicholorvos (DDVP)-Skin	0.1	1	-	-
46.	Dieldrin-Skin	-	0.25	-	-
47.	Dinitrobenzene (all isomers)-Skin	0.15	1	-	-

48.	Dinitrotoluene-Skin	-	1.5	-	-
49.	Diphenyl-(Biphenyl)	0.2	1.5	-	-
50.	Endosulfan ( Thiodan )-Skin	-	0.1	-	-
51.	Endrin –Skin	-	0.1	-	-
52.	Ethylacetate	400	1400	-	-
53.	Ethyl alcohol	1000	1900	-	-
54.	Ethylamine	10	18	-	-
55.	Fluorides (as F)	-	2.5	-	-
56.	Fluorine	1	2	2	4
57.	Formaldehyde (S.C.)	1.0	1.5	2	3
58.	Formic acid	5	9	-	-
59.	Gasoline	300	900	500	1500
60.	Hydrazine-Skin (S.C.)	0.1	0.1	-	-
61.	Hydrogen Chloride-C	5	7	-	-
62.	Hydrogen Cyanide-Skin-C	10	10	-	-
63.	Hydrogen flouride (as F)-C	3	2.5	-	-
64.	Hydrogen peroxide	1	1.5	-	-
65.	Hydrogen sulphide	10	14	15	21
66.	Iodine –C	0.1	1	-	-
67.	Iron oxide fume ( $Fe_2O_3$ )(as Fe)	-	5	-	-
68.	Isoamyl acetate	100	525	-	-
69.	Isomyl alcohol	100	360	125	4500
70.	Isobutyl alcohol	50	150	-	-
71.	Lead, inorg Dusts, dusts and fumes (as Pb ).	-	0.15	-	-
72.	Lindane –Skin	-	0.5	-	-
73.	Malathion Skin	-	10	-	-
74.	Manganese (as Mn ) dust and compounds-C	-	5	-	-
75.	Manganese fume (as Mn )	-	1	-	3
76.	Mercury (as Hg)-Skin- (i ) Alkyl compounds (ii) All forms except alkyl vapor	-	0.01 0.05	-	0.03

77.	Aryl and inorganic compounds	-	0.1	-	-
78.	Methyl alcohol (Methanol)-Skin	200	260	250	310
79.	Methyl Cellosolve (2-Methoxy ethanol)-Skin	5	16	-	-
80.	Methyl isobutyl ketone	50	205	75	300
81.	Methyl isocyanate ketone	0.02	0.05	-	-
82.	Naphthalene	10	50	15	75
83.	Nickel carbonyl (as Ni)	0.05	0.35	-	-
84.	Nitric acid	2	5	4	10
85.	Nitric oxide	25	30	-	-
86.	Nitrobenzene-Skin	1	5	-	-
87.	Nitrogen dioxide	3	6	5	10
88.	Oil mist-mineral	-	5	-	10
89.	Ozone	0.1	0.2	0.3	0.6
90.	Parathion-Skin	-	0.1	-	-
91.	Phenol-Skin	5	19	-	-
92.	Phorate ( Thimet )-Skin	-	0.05	-	0.2
93.	Phosgene (Carbonyl chloride)	0.1	0.4	-	-
94.	Phosphine	0.3	0.4	1	1
95.	Phosphoric acid	-	1	-	3
96.	Phosphorus (yellow)	-	0.1	-	-
97.	Phosphorus pentachloride	0.1	1	-	-
98.	Phosphorus trichloride	0.2	1.5	0.5	3
99.	Picric acid – Skin	-	0.1	-	0.3
100.	Pyridine	5	15	-	-
101.	Silane (Silicon tetrahydride )	5	7	-	-
102.	Sodium Hydroxide-C	-	2	-	-
103.	Styrene, monomer (Phenyl-ethylene)	50	215	100	425
104.	Sulphur dioxide	2	5	5	10
105.	Sulphur hexafluoride	1000	6000	-	-
106.	Sulphuric acid	-	1	-	-

107.	Tetraethyl lead (as Pb )-Skin	-	0.1	-	-
108.	Toluene ( Toluol )	100	375	150	560
109.	o- Toluidine -Skin(S.C)	2	9	-	-
110.	Tributyl phosphate	0.2	2.5	-	-
111.	Trichloro -ethylene	50	270	200	1080
112.	Uranium, natural (as U)	-	0.2	-	0.6
113.	Vinyl chloride (H.C.)	5	10	-	-
114.	Welding fumes	-	5	-	-
115.	Xylene ( o,m,p -isomers)	100	435	150	655
116.	Zinc oxide ( i ) Fume (ii) Dust (Total dust)	-	5 10	-	10 -
117.	Zirconium compounds (as Zr )	-	5	-	10

**Table 2**

Substances	Permissible time-weighted average concentration
1. Silica, $\text{SiO}_2$	
(a) Crystalline	
( i ) Quartz	
(1) In terms of dusts count	$\frac{1060}{\% \text{ Quartz} + 10} \text{ Mppcm}$
(2) In terms of respirable dust	$\frac{10 \text{ mg/ m}^3}{\text{Respirable Quartz} + 2}$
(3) In terms of total dust	$\frac{30 \text{ mg/ m}^3}{\% \text{ Quartz} + 3}$
(ii) Cristobalite	Half the limits given against quartz
(iii) Tridymite	Half the limits given against quartz
(iv) Silica, fused	Same limits as for quartz.
(v) Tripoli	Same limit as in formula in item (2) given against quartz
(b) Amorphous	(705 mppcm) or $10 \text{ mg/ m}^3$ , total dust
2. Silicate having less than 1% free silica by weight	

(a) Asbestos-fibres longer 5 microns	
(i) Amosite	0.5 fibre/cube centimeter
(ii) Chrysotile	2 fibre/cubic centimeter
(iii) Crocidolite	0.2 fibre/cubic centimeter greater
(iv) Other form	2 fibres/cubic centimeter greater than 5m in length and less than 3 micron in breadth with length to breadth ration equal to or greater to 3:1
(b) Mica	750 mppcm or 10mg/ m <sup>3</sup>
(c) Mineral wool fibre	10mg/ m <sup>3</sup>
(d) Porlite	1060 mppcm
(e) Portland cement	10 mg/ m <sup>3</sup> , total dust containing less than 1% quartz.
(f) Soap stone	705 mppcm
(g) Tale (non-abestiform)	705 mppcm
(h) Tale (fibrous)	Same limit as for asbestos
(i) Tremolite	Same limit as for asbestos
3. Coal dust	
(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 quartz.	Same limit as prescribed by in item (2) against quartz.

ppm : Parts of vapor or gas per million parts of contaminated air by volume at 25°C and 760 mm of mercury

mg/ m<sup>3</sup>: milligrams of substance per cubic meter of air.

\* : Not more than 4 times a day with at least 60 min. interval between successive exposures.

\*\* : mg/ m<sup>3</sup> = Molecular weight

$$----- \times \text{ppm}$$

**Table 3**

Substance (1)	Permissible limit of exposure	
	ppm	mg/ m <sup>3</sup>
Acetic an-hydride	5	20
O-Dichlorobenzene	50	300
Formaldehyde	2	3
Hydrogen Chloride	5	7
Manganese and Compounds (as Mn)	...	5
Nitrogen-dioxide	5	9
Nitroglycerin-skin	02	2
Potassium hydroxide	...	2
Sodium hydroxide	...	2
2, 4, 6-Trinitrotoluene (TNT)	...	0.5

## **Rules prescribed under section 90**

### **134. Appeal against the order of Inspector-cum-Facilitator**

(1) Occupier or manager of any factory aggrieved by an order by inspector-cum-facilitator may, within fifteen days from the date on which the order is communicated to him, may make an appeal before the Chief Inspector-cum-facilitator who shall, after giving the appellant an opportunity of being heard, dispose of the appeal as expeditiously as possible :

Provided that the Chief Inspector-cum-facilitator may entertain the appeal after the expiry of the said period of fifteen days, if he is satisfied that the appellant was prevented by sufficient cause from filing the appeal in time.

An appeal presented under Section 90 of this code shall lie to the Chief Inspector-cum-facilitator; or in cases where the order appealed against, is an order passed by that officer, the State Government , and shall be in the form of a memorandum setting forth concisely the grounds of objection to the order and bearing court fee stamp in accordance with Article 11 of Schedule II to the Court Fees Act, 1870, and shall be accompanied by a copy of the order appealed against.

(2) **Appointment of assessors.** - On receipt of the memorandum of appeal the appellate authority shall, if it thinks fit or if the appellant has requested that appeal should be heard with the aid of assessors call upon the body declared under sub-rule

(3) to be representative of the industry concerned, to appoint an assessor within a period of 14 days, if an assessor is nominated by such body, the appellate authority shall appoint a second successor itself. It shall then fix a date for the hearing of the appeal and shall give the notice of such date to the appellant and to the Inspector whose order is appealed against, and shall call upon the two assessors to appear upon such date to assist in the hearing of the appeal.

(3) The appellant shall state in the memorandum presented under sub-rule (1) whether he is a member of one or more of the following bodies. The body empowered to appoint the assessor shall-

(a) if the appellant is a member of one of such bodies, be that body;

(b) if he is a member of two such bodies, be the body which the appellant desires should appoint such assessor; and

(c) if the appellant is not a member of any of the aforesaid bodies or if he does not state in the memorandum which of such bodies he desires should appoint the assessor, be the body which the appellate authority as the best fitted to represent the industry concerned

(1).....

(2).....

(3).....

(4).....

(4) **Remuneration of assessors.** - An assessor appointed in accordance with the provisions of sub-rules (2) and (3) shall receive for the hearing of the appeal a fee to be fixed by the appellant authority, subject to a maximum of fifty rupees per diem. He shall also receive the actual travelling expenses. The fees and travelling expenses shall be paid to the assessor by Government, but where assessors have been appointed at the request of the appellant and the

appeal has been decided wholly or partly against him, the appellate authority may direct that the fees and travelling expenses of the assessor shall be paid in whole or in part by the appellant.

## **Plantation**

### **(Rules 134 to 149 prescribed under section 92 ,93)**

**135. Housing accommodation for workers.**-Every employer shall provide for workers and his family residing in a plantation, housing accommodation as near as possible to the place of work.

**136. Standard and specification of housing accommodation.**-All housing accommodation for workers in a plantation shall have separate rooms for women employees. Effective and suitable provision shall be made in every room for securing and maintaining adequate ventilation by the circulation of fresh air and there shall also be provided and maintained sufficient and suitable natural or artificial lighting. The rooms or other suitable alternative accommodation shall be of such dimensions so as to provide at least a floor area of 10 square meters excluding area of kitchen and toilet for each person making use of the room. The accommodations shall be so constructed as to afford adequate protection against heat, wind, rain and shall have smooth, hard and impervious floor surface.

**137. Sites for housing accommodation.**-(1) The housing accommodation shall be provided on dry well-drained land which, consistent with the requirement regarding distance from the plantation, has supplies of wholesome drinking water within a reasonable distance. In materials tracts, the houses shall be provided at a safe distance from the swamps and marshes and above the highest flood level.

(2) Adequate lighting arrangements shall be provided in and around the area in which housing accommodation is provided.

(3) The employer shall maintain in good condition the approach roads and paths to the area where houses are located as also the sewers and drains in that area.

(4) The employer shall not deny to the public free access to those parts of the Plantation where the workers are housed.

(5) The employer shall cause the vicinity of all houses to be kept clear of refuse and excreta and the latrines and drains to be cleaned out daily and all refuse in or near them to be collected, removed and disposed of hygienically.

**138. Maintenance of houses.**-(1) The employer shall, at his own expenses, maintain all houses provided for accommodation of workers in a fit and safe condition and execute annual and such other repairs as may be necessary from time to time.

(2) A worker occupying a house may, and an Inspector-cum-Facilitator appointed under the Code shall, bring to the notice of the employer any defects in the condition of a house which

make it dangerous to the health and safety of the worker. Where an Inspector-cum-Facilitator brings any such defects to notice, it shall be the duty of the employer to rectify them with the least possible delay.

(3) The employer shall get all the houses lime-washed at least once every year and all the doors, windows and other wooden structures varnished or painted once in three years. A record of dates on which lime-washing or painting was carried out shall be maintained in a register in **Form 10** electronically.

**139. Accommodation to be rent free.**-No rent shall be charged by an employer for the housing accommodation provided to workers and their families residing in his plantation.

Every employer of the plantation wherein fifty or more workers(including workers employed by any contractor) are employed or were employed on any day of the preceding twelve months, shall provide crèches facilities.

**140. Educational facilities for worker's children.**(a) Every employer shall if the number of worker's children between the ages of six to twelve in his plantation exceeds 25, provide and maintain a Primary School or Schools for imparting Primary education to the children . Every employer of Plantation shall provide a hospital in his plantation. There shall be two types of hospitals in plantations, viz, Garden Hospitals and Group Hospitals— (i)Garden Hospitals will deal with out-patients, in-patients not requiring any elaborate diagnosis and treatment, infectious cases, midwifery, simple prenatal and postnatal care of infants and children and periodical inspection of workers. (i)Group Hospitals shall be capable of dealing efficiently with all types of cases normally encountered but will not be used for routine treatment. Admission to Group Hospitals shall be only on the recommendation of a garden hospital doctor. (b).Equipment and drugs.- Every dispensary, garden hospital and group hospital shall maintain such equipment and drugs, etc., as may be specified by the State Government. (c).Medical records.- The Medical Officer-in-charge of each dispensary, garden or group hospital shall maintain medical record in respect of every patient as may be prescribed by the State Government for the purpose; and (2) comply with such regulations as may be made by the State Government in respect of medical storesRule.

**141. Recreational facilities.**- (1) Every employers shall provide and maintain—

(i) Recreation Centre to the scale of one for every one hundred and seventy-five families of resident workers or part thereof with provision for a radio and television set and indoor games for adult workers and child as specified by the Labour Commissioner of the state with prior approval of the State Government subject to there being at least one centre for each Plantation or out garden thereof;"

(ii) where adequate flat open space is available within a reasonable distance, a playground or playgrounds for adult and child workers with necessary sports equipment for out- door games:

(2).Every recreation centre to be provided and maintained shall be conveniently situated as near as possible to the workers quarters.

**142. Uses, handling, transport and storage of insecticides, pesticides, chemical and toxic substances within the plantation.**- (1) No insecticides, pesticides, chemical and toxic

substances shall be transported or stored in such a way as to come into direct contact with foodstuffs or animal feeds or drinking water.

(2) If any insecticide, pesticides, chemicals and toxic substances are found to be leaked out in transport or storage, it shall be the responsibility of the employer to take such measures urgently to prevent poisoning and pollution of soil or water, if any.

(3) The packages containing insecticide, pesticides, chemicals and toxic substances shall be stored in separate rooms or premises away from the rooms or premises used for storing such articles or shall be kept in separate almirahs under lock and key depending upon the quantity and nature of the insecticides. (4) The rooms or premises meant for storing insecticide, pesticides, chemical and toxic substances shall be well built, dry, well lit and ventilated with sufficient dimension.

**143. Prohibition or restriction on employment of women and adolescent workers in handling insecticides, chemicals and toxic substances.**— No women worker or adolescent worker shall be permitted to be engaged in handling or storage or transport of insecticide, pesticide, chemicals and toxic substances

**144. Appointment and qualification of Supervisors.**—The use, handling, storage and transportation of insecticides, chemicals and toxic substances shall be supervised by a competent person who should possess the following qualifications.—

(i) He shall be a graduate in Agriculture or in Science or he shall possess a Certificate Course on handling of chemicals and toxic substances conducted by the recognized institutes.

(ii) He should be given training from a designated Training Instituted; and

(iii) He should also possess a valid certificate from a recognized institute for giving first aid treatment to workers.

**145. Training of Workers.**— (1) The workers involved in handling insecticides, chemicals, arid toxic substances shall be arranged for suitable training in observing safety precautions and handling safety equipment provided to them in the institutes notified by the State Government from time to time.

(2) All the workers who apply, handle, transport or come into contact with agrochemicals or other chemical substances must be trained in at least in the following subjects.—

(i) General occupational health;

(ii) Formulations, names, and the biocide action of the substances used in the case of pesticides;

(iii) Correct use of personal protective clothing and equipment;

(iv) Preventive measures and measures for reducing damage to health and the environment, caused by the chemical substances, equipment, techniques, signage, medical examination, etc.,

(v) Emergency procedures, first aid and medical attention for cases involving poisoning or undue contact with chemical substances;

(vi) Techniques for handling chemical substances and for the correct application of agro chemicals;

(vii) Secure handling and transportation of agro-chemicals for drivers; and

(viii) Other necessary training suitable for the plantation.

**146. Periodic medical examination to the workers.**—(1) Every worker who is engaged in the work of handling, dealing, or spraying or mixing insecticides, chemical and toxic

substances shall be medically examined initially at the time of employment and thereafter once in six months in the hospitals notified in this behalf.

(2) The medical examination and tests shall be recorded as per the formate 7.

(3) Any person showing symptoms of poisoning shall be immediately examined and given proper treatment.

**147. Maintenance of health record.**—Every employer shall maintain a health record of every worker such as annual medical examination or any other examination when required shall be kept in plantation and every such worker shall have access to such record.

**148. Washing, bathing and cloak room facilities.**—(1) Every employer shall provide washing, bathing and cloak room facilities to the workmen, who are employed in handling insecticides, pesticides, chemicals and toxic substances.

(2) Protective clothing and equipment.—

(a) Persons handling insecticides, chemicals and toxic substances during its operation, distribution, mixing, spraying shall be adequately protected with appropriate clothing.

(b) The protective clothing shall be made of materials which prevent or resist the penetration of any form of insecticide, chemical and toxic formulations. The materials shall also be washable so that the toxic elements may be removed after each use.

(c) A complete suit of protective clothing shall consist of the following dresses, namely.—

(i) Protective outer garment with hat.

(ii) Rubber gloves or such other protective gloves extend way up to the fore arm made of materials impermeable to liquids.

(iii) Dust proof goggles.

(iv) Boots.

(v) Reusable cloth masks.

**149. Display of list of insecticides, pesticides, chemicals and toxic substances.**—Every employer shall display in plantations the list of insecticides, chemicals and toxic substances as notified by the Central Government, from time to time, under the Insecticides Act, 1968 (Central Act 46 of 1968).

**150. Precautionary notices.**—Every employer in the plantations shall display the following precautionary notices at or near the place where the insecticides, chemicals and toxic substances are handled.—

(i) Use protective clothing like overalls, gloves, rubber gum-boots and wide brimmed hats.

(ii) Do not wear clothes contaminated with insecticides and pesticides.

(iii) Clean the protective clothing by washing with soap and water.

(iv) Do not allow children, sick persons and pregnant women and nursing mothers to handle insecticides and pesticides.

(v) Do not eat, drink, smoke or chew while handling insecticides and pesticides.

(vi) Never blow out clogged nozzles with your mouth.

(vii) Do not use leaking sprayers. Avoid contamination of the skin, mouth and eyes.

(viii) Do not inhale the insecticides unattended in the fields.

(ix) Never spray insecticides and pesticides against the wind.

(x) Do not leave insecticides and pesticides unattended in the fields.

(xi) Do not allow humans and livestock to enter the insecticides and pesticides sprayed fields for a period of time, suggested by the manufacturers.

(xii) Do not wash insecticides and pesticides containers near a well or running stream.

- (xiii) Keep clean water, soaps and towels ready for use.
- (xiv) Wash hands and exposed skin thoroughly with soap and water before eating, drinking, smoking or, chewing and after work.
- (xv) Keep the insecticides and pesticides locked in the store room and out of reach of children and other unauthorized persons.
- (xvi) Do not enter the sprayed field. Follow the re-entry periods for all insecticides and pesticides including herbicides, suggested by the manufacturers.
- (xvii) Keep insecticides and pesticides in their original, labeled containers.
- (xviii) Do not decant insecticides and pesticides into unlabeled containers except for immediate use.
- (xix) Dispose the containers safely after thoroughly emptying and washing. They may be buried in a place away from a water source.
- (xx) Never reuse the container for any other purposes if it is impossible to remove the traces of insecticides and pesticides from the containers.

## CHAPTER X

### Offence and penalties

#### **151. under Section-111**

##### **Power of officer of state government to impose penalty in certain cases**

1. The officer appointed by the state government for holding enquiry for the purpose of imposing penalty in following manner
  - (a) Upon receiving details of violations of provisions as mentioned in Section 111 (1) from Inspector cum facilitator of concerned jurisdiction, the officer holding enquiry will summon for attendance of the employer/Manager and the Inspector-cum-facilitator for giving evidence and producing relevant documents of the enquiry.
  - (b) After hearing the officer shall make proceedings and within 7 days time shall pass an order of penalty or discharge employer/Manager stating reasons in the order. Copy of order shall be delivered to both the parties electronically.
2. Any person aggrieved by an order made by the officer may prefer an appeal before the Labour Commissioner. The appeal shall be made within 60 days of receipt of copy of the order of officer.

##### **Form of appeal.**

Appeal as against the order passed by officer shall be made & should comprise of

1. Order of penalty impose by the said order
2. Ground on which impugned order need to be quashed
3. Relief to be desired
4. Challan of fees notified from time to time

#### **Rules prescribed under section 114**

#### **152.-Composition of certain offences**

## **Manner of compounding of offences by the authorized officer specified under sub-section (1) of section 114.**

(1) The officer notified by the state shall issue to the employer, occupier, manager or such person who has been found committing offence, electronically a compounding notice for the offences for which are compoundable under section sub-section (1) of section 114.

(2) The person so noticed may apply to the officer electronically and deposit the entire compounding amount by electronic transfer or otherwise, within fifteen days of the receipt of the notice.

(3) The Compounding Officer shall issue a compounding certificate within ten days of receipt of the compounding amount, to such person from whom such amount has been received in satisfaction of the compounding notice.

(4) If a person so noticed fails to deposit the compounding amount within one month, 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 provisions of sub-section (1) of Section 110 and compounding as under Section 114.

## **Rule prescribed Under Section 115**

**153. -Social Security Fund.-** The State Government may prescribe provisions for Social Security Fund by notification in the official gazette."

## **CHAPTER XI** **Miscellaneous**

### **Rules prescribed under section 119(2), 119(3) and 119(6)**

**154 (1). Common License for contractor, factories and to industrial premises, etc. under sub-section (3) of Section 119-** (a) any person desirous of obtaining common licence in respect of a factory, industrial premises for beedi and cigar work and for engaging contract workers or any combination thereof or single licence for any one of them under the Code shall make an application in Form-20 to the designated authority on portal.

(b) For the purpose of licence referred to in sub-section (1), fee shall, respectively be payable at the rates specified Schedules A, B and C under rule 114, schedule II under rule 99 and under rule 82(3) of these rules.

(c) The designated authority upon being satisfied, shall issue license in Form-21 within forty five days from the date of receipt of application."

**(2). Form of appeal, the fee to be accompanied therewith and the appellate authority under sub-section (6) of section 119-**

(i) The person aggrieved by the order of authority under Sub section (1) of Section 119, may appeal against such order before the appellate officer appointed by the State Government for such purpose within thirty days from the date of receipt by him of such order, electronically.

(ii) Where the memorandum of appeal is in order, the appellate officer shall admit the appeal, acknowledge it and intimate admission of such appeal, and shall register the appeal in electronic form to be kept for the purpose called the register of appeals.

(iii) When the appeal has been admitted, the appellate officer shall send the notice of the appeal to the registering officer, against whose order the appeal has been preferred and the registering officer shall thereupon send the records of the case to the appellate officer online electronically.

(iv) On receipt of the appeal, the appellate officer shall send a notice to the appellant to appear before him on such date and time as may be specified in the notice for the hearing of the appeal electronically or by registered post.

(v) If on the date fixed for hearing, the appellant does not appear, the appellate officer may dismiss the appeal for default of appearance of the appellants by sending the copy of the order to the applicant electronically.

(vi) Where an appeal has been dismissed, the appellant may apply electronically to the appellate officer for the restoration of the appeal within thirty days from the date of receipt of the order and if the appellate officer is satisfied that the appellant was prevented by sufficient cause from appearing, the appellate officer shall restore the appeal.

(vii) The order of the Appellate Officer shall be communicated electronically or by registered post to the appellant and copy thereof shall be sent to the 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.

#### **Form of a appeal.**

Appeal against the order passed by authority shall be made and should comprise of:

- 1.Said order passed by the authority
- 2.Ground on which impugned order need to be quashed
3. Desired relief
- 4.Treasury challan of fee as notified from time to time.

#### **Rules prescribed under section 121(2)**

##### **Rule 155-Manner of survey on situation relating safety and health**

1. The Chief Inspector- cum- Facilitator, officer or the committee so appointed by state governmentto undertake survey in accordance with provisions of section 121(2) of the code, may, at any time during the normal working hours of an establishment , or at any other time as is found by him or the committee to be necessary, after giving notice in writing to the employer or manager of the establishment or any other person who for the time being purports to be in charge of the establishment, undertake survey relating to safety and health in the establishment and outside.

(2)Employer or manager or other person shall afford all facilities for such survey, including facilities for the examination and testing of plant and machinery and collection of samples and other data relevant to the survey.

(3)For the purpose of facilitating surveys every worker and person in near vicinity, if so required by the person conducting the survey, present himself to undergo such medical examination as may be considered necessary by such person and furnish all information in his possession and relevant to the survey.

(4)Any time spent by a worker for undergoing medical examination or furnishing information under sub rule (2) shall, for the purpose of calculating wages and extra wages for overtime work, be deemed to be time during which such worker worked in the establishment.

### Form 1

(Prescribed under Rule 3)

#### Application for approval of plans and for permission to construct/extend/or take into use any building as a factory

1. Name of Factory .....
2. Address of the applicant on which he desires to be communicated in this regard.....
3. Full name and postal address of factory.....
4. Situation of the factory located/to be located on in Road/Railway at..... town/village..... of Tehsil..... District.....
- 5. The manufacturing process :**
  - (A) to be carried (if new factory)/being carried (if exist)..... (give description).....
  - (B) Whether it involves hazardous processes as interpreted under Section 2 (za) (give details).....
  - (C) Whether it involves wholly or partly any dangerous operations as declared under Section 82 (give details).....
  - (D) If yes for (c) and (D), whether provisions of installation/arrangements to be made according to the relevant Schedule have been incorporated in the plan.....
6. (A) Number of workers to be employed in the factory. ....
- (B) Whether provision of amenities and facilities required to all workers according to the Code and the Rules made thereunder have been taken care of in the plans.....
7. (A) Whether lifts/hoists/lifting machines of any kind installed/to be installed in the plans (give details).....
- (B) If yes for (A) whether provisions according to the Code and the Rules thereunder, have been taken care of in the plan (give details).....
8. (A) Whether any worker will be required to work at different floors or at a height from where he is likely to fall or work at a congested place due to machines or fittings or in a confined space, pit or sumps? (give details).....
- (B) If so, whether provision of arrangements to be made for access, escape and ensure safety, in accordance to the Code and the Rules thereunder have been taken care of in the plans ? (give details).....
9. Whether there is any possibility of escape of dangerous fumes/gases or explosion?  
If so whether provision on suitable arrangements to be made according to the Code and Rules thereunder have been taken care of in the plans? (give details).....
10. What materials are used/to be used for construction of :-
  - (a) Building (give details).....
  - (b) Roofing (give details).....
11. Particulars of the drawings submitted alongwith particulars of information submitted according to the requirement of Rules -
  - (1) .....
  - (2) .....

Date.....Signature of the Occupier

**Form 2**  
[Prescribed under **Rule 3 A (4)**]  
**Certificate of Stability**

1. Name of the factory.....
2. Village, town and district in which the factory is situated.....
3. Full postal address of the factory.....
4. Name of the occupier of the factory.....
5. Name of manufacturing process to be carried on in the factory.....
6. Number of floors on which workers will be employed.....
7. Material of construction. Walls roof etc.
8. Number of buildings/ structures, give details:
  - (a) Constructed area on ground floor
  - (b) Total Constructed area and height of each floor
9. Tests were applied;-
  - (a) Rebound Hammer test
  - (b) Ultrasonic pulse velocity test
  - (c) any other tests; namely
10. Details of examination of steel structures and sheet roofing:
  - (a) high raised chimney: state it is self supported or tied by tensioning ropes; are the tensioning ropes/ foundation fastening safe and in good state :
  - (b) Observation regarding steel structures, if any :
  - (c) Observation regarding stability of sheet roofing; if provided :
11. Defects/ requirement of repair if any;  
This is certified that I have inspected the building/buildings the plans of which have been approved by the Chief Inspector cum facilitator in his letter No..... dated..... and examined the various parts including the foundations with special reference to the machine, plant etc., that have been installed. I am of the opinion that the building/buildings which has/have been constructed/reconstructed/extended/taken into use is/are in accordance with the plans approved by the Chief Inspector cum facilitator in his letter mentioned above, that it/they is/are structurally sound and that its/their stability will not been endangered by its/their use as a factory/part of a factory for the manufacture of.....for which the machinery, plant, etc. installed are intended.

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

Certification No..... date.....of competency issued by Chief Inspector cum facilitator. If employed by a company or a association, name and address of the company or association.

**FORM-3**  
**(See Rule-3)**

**Application for Registration for existing establishments/New Establishment/Amendment to certificate of Registration**

**A. Establishment Details.**

1. Retrieve details of Establishment through LIN:
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:
  - b. Total Number of the contract employees engaged:
  - c. Total Number of Inter-State Migrant workers employed:

**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	Name of the chemicals to be handled and stored along with quantity
1	2	3	4	5

**5 (b) For Plantation:**

Total area of plantation in hectares	Name and address of the employer	Full name and residential address (es) of the Directors in case of a Company	Maximum number of workers to be employed on any day	Name of the hazardous chemicals , insecticides, pesticides to be handled and stored along with quantity
1	2	3	4	5

**5 (c) For Motor transport undertaking :**

Nature of motor transport service e.g. city service, long distance passenger service ,long distance freight service	Total number of routes	Total rout mileage	Total number of transport vehicles on the last date of the preceding year	Maximum number of motor transport workers employed on any day during the preceding year	Name and address of the employer	Full name and residential address (es) of the Directors in case of a Company
1	2	3	4	5	6	7

**5 (d) For Beedi and Cigar work :**

Financial resources of employer e.g. '(particulars and value of movable and immovable properties, bank reference, income tax assessment etc.)	Whether the employer is a trademark holder registered under the Trade and Merchandise Marks Act, 1958	Previous experience of the employer in the industry	Value of beedis or cigars or both manufactured at the industrial premises during the preceding financial year	Whether the proposed site of the industrial premises amounts to the alteration of the site of any existing industrial premises and, if so, the reasons for such alteration
1	2	3	4	5

Whether any industrial premises was closed by the applicant during the period of twelve months immediately preceding the date of the application and, if so, the reasons therefore	Source of obtaining tobacco	Whether the beedis or cigars or both manufactured by the applicant will be sold and marketed by himself or through a proprietor or a registered user of a trade mark registered under the Trade and Merchandise Marks Act, 1958, or any other person.	Full name and residential address (es) of the Directors in case of a Company	Maximum number of Employed to be employed on any day
6	7	8	9	10

**5 (e) For building and other construction work:**

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

**5(f) For Audio –visual production**

Name and address of the producer/Producers of the production house	Maximum number of audio- visual workers to be employed on any day
1	2

**5(g) For Contract work**

Name and address of Contractor	Maximum No. of Contract labour to be engaged
--------------------------------	--

<b>1</b>	<b>2</b>
----------	----------

6. Ownership Type/Sector:

7. Activity as per National Industrial Classification:

8. Details of Selected NIC Code:

9. Identification of the establishment e-sign/ digital sign of employer/ representative:

**B. Details of Employer:-**

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

2. Designation :

3. Father's/ Husband's Name of the Employer :

4. Email Address, Telephone& Mobile No :

**C. Manager Details**

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

2. Address of Manager:

3. Email Address, Telephone& Mobile No :

**D. Contractor Details:**

Name and Address Contractor	Email address& Mobile of Contractor	Name of Work	Maximum No. of Contract labour engaged	Date of Commencement / Probable date of Completion of work
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>

**E. Others Details:-**

Signature/ E-sign/digital sign of employer

Dated:-

Place:-

**FORM-4**  
**(See Rule-3)**  
**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) plantation  
 (c) Motor transport undertaking (d) Contract Work  
 (e) Building and Other Construction Works  
 (f) Beedi and cigar work (g) Audio- visual production  
 (h)any other work (not covered above)

2. Details of the establishment:

a. Total Number of employees engaged directly in the establishment:

b. Total Number of the employees engaged through contractor .....

c. Total Number of Contractors and their details:

c. Number of inter-state migrant workers engaged:

3. Location and address of establishment:

**4 (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

**4 (b) For Plantation:**

Total area of plantation in hectares	Name and address of the employer	Full name and residential address (es) of the Directors in case of a Company	Maximum number of workers to be employed on any day
1	2	3	4

**4 (c) For Motor transport undertaking:**

Nature of motor transport service e.g. city service, long distance passenger service ,long distance	Total number of routes	Total rout mileage	Total number of transport vehicles on the last date of the preceding year	Maximum number of motor transport workers employed on any day during the	Name and address of the employer	Full name and residential address (es) of the Directors in case of a Company

freight service				preceding year		
1	2	3	4	5	6	7

**4(d) For Beedi and Cigar work :**

Financial resources of employer e.g. '(particulars and value of movable and immovable properties, bank reference, income tax assessment etc.)	Whether the employer is a trademark holder registered under the Trade and Merchandise Marks Act, 1958	Previous experience of the employer in the industry	Value of beedis or cigars or both manufactured at the industrial premises during the preceding financial year	Whether the proposed site of the industrial premises amounts to the alteration of the site of any existing industrial premises and, if so, the reasons for such alteration
1	2	3	4	5

Whether any industrial premises was closed by the applicant during the period of twelve months immediately preceding the date of the application and, if so, the reasons therefore	Source of obtaining tobacco	Whether the beedis or cigars or both manufactured by the applicant will be sold and marketed by himself or through a proprietor or a registered user of a trade mark registered under the Trade and Merchandise Marks Act, 1958, or any other person.	Full name and residential address (es) of the Directors in case of a Company	Maximum number of Employed to be employed on any day
6	7	8	9	10

**4 (e) 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

**4(f) For Audio –visual production**

Name and address of the producer/Producers of the production house	Maximum number of audio- visual workers to be employed on any day
1	2

**4(g) For Contract work**

Name and address of Contractor	Maximum No. of Contract labour to be engaged
1	2

5. Amount of registration fee paid.....

6. Remarks of registering officers

Signature E -Sign/DSC of Registering Officer

along with designation

Place:

Date:

### Conditions of Registration

(1). Every certificate of registration issued under rule 3 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 nonrefundable.

(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 VI 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 -5**  
**[See rule 13]**  
**Register of Establishments**  
**Register of Establishments**

Sr. No .	Nature of work	RegistrationNo. and Date	Name and address location of the establishment registered	Name , address and contact details of employer	Total number of workers and Total Horsepower (if any)	Total number of contact workers	Remark
1	2	3	4	5	8	9	10
	(a) Factories (b) Building and other Construction work (c) contract work (d) Plantation (e) Beedi and Cigar work (f) Audio-visual work (g) Motor transport undertaking (h) Any other work (not covered above)						

**FORM-6**  
**(See Rule-14)**

**Notice of Commencement / cessation of Establishment:**

1. Registration No:
2. Name and Address of Establishment:-
3. Name & Designation of employer/ Port authority (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 have been made and the premises are kept free from storage of hazardous chemicals and substances.

Signature of the Employer

To,

The Inspector-cum-Facilitator.... . . . .

**FORM-7**  
**(Rule-19)**

**The medical examination shall be conducted by a qualified medical practitioner as per following proforma :**

**A. Demographics:**

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

**B. Occupational History**

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

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

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

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

#### **D. Current Symptoms-Diseases Module**

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

#### **E. Physical Examination**

**Date of Examination:**

Question	Answer (Yes/No) or as appropriate	Remarks
General Skin Condition: (If Any Dermatitis, pleasement its location)		

Weight (in Kg):		
Height (in Meter)		
Temperature (0F):		
BP:		
Pulse:		
SpO2:		
Respiratory Rate:		
Examination of Breast of female-employee		

#### **F. Investigation Report**

**Routine Blood Investigation: Attach the photocopy of the report**

**Blood Grouping & Rh Typing and HB Electrophoresis Once in a lifetime**

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

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

**Date:**

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

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

**Date:**

**I. lead ECG and Echocardiography:**Final Report

**J. Any other information/examination/biological investigation/test as mutually agreed by the Occupier and qualified medical practitioner.**

**Signature**

**Form 8**  
[Prescribed under Rule 21]  
**NOTICE OF ACCIDENT OR DANGEROUS OCCURANCE**

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

1. Name of employer :
2. Address of works / premises where the accident or dangerous occurrence took place :
3. Nature of industry and LIN of the establishment :
4. Branch or department and exact place where the accident or dangerous occurrence took place :
5. Name and address of the injured person :
6. (a) Sex : (b) Age (at the last birthday) : (c) Occupation of the injured person :
7. Local E.S.I.C. Office to which the injured person is attached :
8. Date, shift and hour of accident or dangerous occurrence :
9. (a) Hour at which the injured person started work on the day of accident or dangerous occurrence : (b) whether wages in full or part are payable to him for the day of the accident or dangerous occurrence :
10. (a) Cause or nature of accident or dangerous occurrence  
(b) If caused by machinery- (i) Give the name of machine and the part causing the accident or dangerous occurrence :  
(ii) state whether it was moved by mechanical power at the time of accident or dangerous occurrence :  
(c) State exactly what the injured person was doing at the time of accident or dangerous occurrence :  
(d) In your opinion, was the injured person at the time of accident or dangerous occurrence -  
(i) acting in contravention of provisions of any law applicable to him; or  
(ii) acting in contravention of any orders given by or on behalf of his employer; or (iii) acting without instructions from his employer?  
(e) In case reply to (d) (i), (ii) or (iii) is in the affirmative , state whether the act was done for the purpose of and in connection with the employer's trade or business. :
11. In case the accident or dangerous occurrence took place while travelling in the employer's transport, state whether  
(a) the injured person was travelling as a passenger to or from his place of works; :  
(b) the injured person was travelling with the express or implied permission of his employer; :  
(c) the transport is being operated by or on behalf of the employer or some other person by whom it is provided in pursuance of arrangements made with the employer; and :  
(d) the vehicle is being/not being operated in the ordinary course of public transport service :
12. In case the accident or dangerous occurrence took place while meeting emergency, state- (a) its nature ; and (b) whether the injured person at the time of accident or dangerous occurrence was employed for the purpose of his employer's trade or business in or about the premises at which the accident or dangerous occurrence took place. :
13. Describe briefly how the accident or dangerous occurrence took place :  
(14) .Names and addresses of witnesses : (1) (2)
15. (a) Nature and extent of injury (e.g. fatal, loss of finger, fracture of leg, scald, scratch followed by sepsis, etc.) : (b) Location of injury (e.g. right leg, left hand, left eye, etc.)
16. (a) If the accident or dangerous occurrence was not fatal, state whether the injured person was disabled for more than 48 hours : (b) date and hour of return of work :
17. (a) Physician, dispensary or hospital from whom or which the injured person received or is receiving treatment :  
(b) Name of dispensary/panel doctor elected by the injured person :
18. (a) Has the injured person died ? : (b) If so, date of death :

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

Signature and Name and Designation of owner/ employer /manager

Date of dispatch of report :

Plac

**FORM-9**  
**(See rule 65)**  
**NOTICE OF PERIODS OF WORK**

Name of the Establishment .....Place .....district.....

Period s of work Group s, Relay s	Man						Woman						Descrip tion of Groups, Nature of work	Remarks			
	Total no. of employed			Total no. of women employed													
	A	B	C	D	E	F	G	H									
	1	2	3	1	2	3	1	2	3	1	3	1	2	3	1	2	3

On Working days

From

To

From

To

From

To

On partial

Working days

## FORM-10

**(See Rule-66)**

### **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):

Sr. no. in Employee Register	Name of the employee	Designation / Department	Duration of Payment of Wages (Monthly/Fortnightly /Weekly/Daily/Piece rated)	Wage Period From-To	Total no. of days worked during the period	Total overtime (hours worked or production 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 deduction from wages	Total amount of wages paid	Date of Payment	Attendance	
							Date	Signature
11	12	13	14	15	16	17	18	19

## FORM-11

(See Rule-68)

### ANNUAL RETURN

#### UNIFIED ANNUAL RETURN FORM FOR THE YEAR ENDING.....

Single Integrated Return to be filed On-line 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,2019

##### Instructions to fill up the Annual Return

- (1) This return is to be filled-up and furnished on or before 28<sup>th</sup> or 29<sup>th</sup> February every year.
- (2) The return has two parts i.e. Part-I to be filled up by all establishments.

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- (3) Part-II to be filled-up by the establishments who are a Mine only in addition to Part-I.
- (4) The terms Establishment and Mines shall have the same meaning as under the Occupational Safety, Health and Working Conditions Code,2020.
- (5) 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 - Part-I**

###### **A. General Information:**

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

<b>B(a).</b>	<b>Hours of Work in a day</b>									
<b>B(b).</b>	<b>Number of Shifts</b>									
<b>C. Details of Manpower Deployed</b>										
<b>Details</b>		<b>Directly employed</b>				<b>Employed through Contractor</b>				<b>Grand Total</b>
<b>Skill Category</b>		<b>Highly Skilled</b>	<b>Skilled</b>	<b>Semi-Skilled</b>	<b>Un-Skilled</b>	<b>Highly Skilled</b>	<b>Skilled</b>	<b>Semi-Skilled</b>	<b>Un-Skilled</b>	
(i) Maximum No. of employees employed in the establishment in any day during the year		Male	Female	Transgender	Total	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	
<b>D. Details of contractors engaged in the Establishment:</b>										
<b>Sl. No.</b>	<b>Name with LIN of the Contractor</b>			<b>No. of Contract Labour Engaged</b>						
<b>E. Details of various Health and Welfare Amenities provided.</b>										

<b>Sl. No.</b>	<b>Nature of various welfare amenities provided</b>	<b>Statutory (specify the statute)</b>	<b>Instructions for filling</b>
1.	Whether facility of Canteen provided (as per section 24(v) of OSH Code, 2020)	Tick yes or no in the box	Applicable to all establishments where in hundred or more worker including contract labour were ordinarily employed
2.	Crèches (as per section 67 of Code on Social Security Code, 2020 and Section 24 of	Tick yes or no in the box	Applicable to all establishments where fifty or more workers are employed

	the OSH Code2020)		
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 more workers.
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 Practitioner employed in establishment. However, this detail is required to have data on occupational health.

<b>F. The Industrial Relations:</b>					<b>Instructions for filling</b>
1.	Is the Works Committee has been functioning. (section 3 of IR Code, 2020)		Yes/No		Industrial establishment in which 100 or more workers are employed
(a)	Date of its constitution.				
2.	Whether the Grievance Redressal Committee constituted (section 4 of IR Code, 2020)		Yes/No		Industrial establishment employing 20 or more workers are employed
3.	Number of Unions in the establishments.				
4.	Whether any negotiation union exist (Section 14 of IR Code, 2020)		Yes/No		
5.	Whether any negotiating council is constituted (Section 14 of IR Code, 2020)		Yes/No		
6.	Number of workers discharged, dismissed, retrenched or whose services were terminated during the year:				
	<b>Discharged</b>	<b>Dismissed</b>	<b>Retrenched</b>	<b>Terminated or Removed</b>	<b>Grand Total</b>
7.	<b>Man-days lost during the year on account of</b>				

Sl. No.	Reasons	Period / Date	No. of man-days lost	Loss in term of money	
(a)	Strike				
(b)	Lockout				
<b>8.</b>	<b>Details of retrenchment / lay off</b>				
Sl. No.	No. of persons retrenched during the period	Details of payment paid to retrenched employees	No. of workers laid off during the period	No. of man-days lost due to lay-off	

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

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

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

Sl. No.	No. of employees covered under the Bonus provision	Total amount of bonus actually paid	Date on which the Bonus paid

**I. Details of accidents, dangerous occurrence and notifiable diseases:**

Sl. No.	Total number of accidents by which a person injured is prevented from working for a period of 48 hours or more as per Section 10 of the OSH Code, 2020.	Total number of fatal accidents and names of the deceased as per Section 10 of the OSH Code, 2020.	Total number of Dangerous Occurrences as defined under Section 11 of the OSH Code, 2020	Total number of cases of Notifiable Diseases specified in Third Schedule of the OSH Code, 2020 along with the details of affected persons

**J. Mandays and Production Lost due to accidents / dangerous occurrence**

Sl. No.	Accident/Dangerous Occurrence	Mandays lost	Production Lost

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.

Signature of Owner/Agent/Manager with seal

Place:

Date:

**FORM-12**  
**(See Rule -69)**

**RAGISTER OF ACCIDENTS AND DANGEROUS OCCURRENCES**

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

**FORM-13**  
**[See Rule-70]**  
**REGISTER FOR LEAVE WITH WAGES**

Part I - Adults

Part II - Adolescents

Establishment: Name of worker:

Department: Father's Name:

Sl. No	Sl.no. in the register of workers	Date of entry into service	Interruptions					Leave due with effect from	Whether leave not desired during the next 12 months	Date from which the worker is allowed leave	Wages for Leave Paid in	Discharged worker		Remarks
			Sickness and accidents	Authorized Leave	Lock Out or Legal Strike	Involuntary unemployment	Others					Date of Discharge	Date & amount of payment made in lieu of leave due	
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 14**

[Prescribed under sub rule (2) of 74 ]

**Application for grant of certificate of third party certifier to a person**

1. Name.....
2. Date of birth.....
3. Name of the organisation .....  
(if not self-employed)
4. Designation .....
5. Educational qualification (copies of testimonials to be attached).....
6. Details of professional experience .....  
(in chronological order):  
Name of the organisation period of service designation Area of Responsibility
7. Membership, if any, of professional bodies.....
8. Section(s) and rules of Factories act 1948/Occupational safety ,health and working Conditions Code,2020 under which certificate is issued if any (Copy of certificate to be attached) .....
9. Validity period of such certificate of competency (if applicable) .....
10. Any other relevant information .....
11. Declaration by the applicant .....

I.....hereby declare that the information furnished above is true under like:

- (a) that in the event of leaving the aforesaid organisation , will promptly inform the chief Inspector cum facilitator:
- (b) to fulfil and abide by all the conditions stipulated in the certificate of third party certifier instructions issued by the chief Inspector cum facilitator from time to time.

Place: .....  
Date: .....  
Signature of the applicant

**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 organisation for the purpose of being declared as a third party certifier under the Act . I also undertake that I will Notify the Labour Commissioner in case the third party certifier leaved our employment.

- (a) Provide and maintain in good order all facilities at his disposal as mentioned above;
- (b) Notify the Labour Commissioner any change in the facilities (either addition or deletion)

Date.....  
Place.....  
.....  
signature .....  
Designation .....  
Telephone No.....  
Official seal

**Form 14-A**

[Prescribed under sub rule (2) of Rule 74]

**Form of Application for grant of certificate of third party certifier to an Institution**

1. Name and full address of the organisation .....
2. Organisation's status (specify whether govt. /Autonomous/ Co-operative, corporate or private).  
.....
3. Whether the organisation has been declared as a third party certifier under this or any other statute.  
If so. Give details.....
4. Particulars of persons employed and possessing qualification and experience as set out in schedule.

S.No.	Name and designation	Qualification
Experience		
1.		
2.		

5. Section(s) and rules of OSHW Code,2020 /Factories Act,1948 under which certificate is issued if any (Copy of certificate to be attached) .....
6. Validity period of such certificate of competency (if applicable) .....
7. Any other relevant information .....
8. Declaration

I,.....hereby, on behalf of.....  
certify the details furnished above are correct to the best of my Knowledge. I undertake to:

To fulfil and abide by all the conditions stipulated in the third party certification and instructions issued by the Labour Commissioner from time to time.

Place.....

Date.....

Signature of head of the institution or of the  
person authorized to sign on his behalf .  
Designation

**Form 15**

[prescribed under Rule 74]

**Certificate of third party certifier issued to a person or an Institution**

I,.....in exercise of the powers conferred on me under Occupational health,safety and working condition (Madhya Pradesh ),Rules ,2020 hereby recognize .....(Name of the Institution) or Shri .....(Name of applicant) employed in.....(Name of Organization) to be a third party certifier for the purpose of carrying out inspections and certification of non hazardous category establishments employing less than 50 workers located in Madhya Pradesh.

This certificate is valid from .....to .....

This certificate is issued subject to the conditions stipulated hereunder:

- (i) Inspections shall be carried out in accordance with the provisions of the Code and the rules made thereunder;
- (ii) Inspection shall be carried out by the third party certifier or by a person so authorised by an institution recognised to be a third party certifier.
- (iii) The certificate of Third Party Certifier issued in favour of a person shall stand cancelled if the person leaves the organisation mentioned in his application;
- (iv) The institution recognised as a third party certifier shall keep the Labour Commissioner informed of the names, designations and qualifications of the persons authorised by it to carry out inspections.
- (v) .....
- (vi) .....

Station

official seal

signature of the  
Labour Commissioner

**FORM-16****(Rule-82)****APPLICATION FOR LICENSE****On Line Application for License/ Renewal of License/Amendment of License  
(including Common license)**

Government of Madhya Pradesh, Ministry of Labour

**ESTABLISHMENT PROFILE:**

LabourIdentificationNumber 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 workwise)**

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: **24**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 & Address of establishment	(i)Nature of work carried out in the establishment (ii) Activity as per National Ind'l classification	Date of commencement	Permanent establishment or probable date of completion	Maximum number of employees employed/ proposed to be employed	Maximum number of employees employed/ proposed to be employed
1	2	3	4	5	6	7

**Signature of Contractor**

(eSign/DSC)

**Note:** This is an online application summary applied on Shram Suvidha Portal.

# **APPLICATION FOR RENEWAL OF LICENCE**

1. Licence No. \_\_\_\_\_ Date : \_\_\_\_\_

## 2. LIN & PAN

**2. Name and address of the establishment:**

**3. Date of expiry of previous licence :**

4. Whether the licence of the employer/contractor was suspended or revoked:

5. Details of Fees paid : (Enclose e-payment receipt):Amount.... date of payment:

E-sign /digital sign of the employer/contractor date:

## APPLICATION FOR AMENDMENT OF LICENCE :

1. Licence No. \_\_\_\_\_ Date: \_\_\_\_\_

## 2. LIN & PAN

**3. Name and address of the establishment:**

#### 4. Details for which amendment is sought :

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

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

©. Other details requiring amendment in the licence issued (Necessary documents may be uploaded in support of change required)

**E-sign /digital sign of the employer/contractor** **date of application**

**FORM-17****(Rule-83)****PROFORMA OF LICENSE**

LicenceNo.-----

Reg.No.-----

Date of Reg.-----

Licence is hereby granted to -----

for the premises known as -----

situated at -----

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

The-----20..

Issuing Authority

Sl.No.	Period of issue	Valid For	Fee	Date of Payment	Excess fee for late payment	Date of payment	Signature of the Issuing Authority
		Maximum number of Contract labour /workers on any one day					

**AMENDMENTS:**

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



**FORM-18**  
**( Rule-93)**  
**EXPERIENCE CERTIFICATE OF CONTRACT EMPLOYEE**

<u>To whom so ever concerned</u>	
1. Name of contractor/employer*:	
2. LIN/PAN No. of the contractor/employer *:	
3. Email Id of the contractor /employer*:	
4. Mobile No. of the contractor/employer *:	
5. Nature and location of work:	
6. Name of Principal Employer*:	
7. LIN/PAN No. of the Principal Employer:*	
8. Email Id of the Principal Employer :*	
9. Mobile No. of the Principal Employer:*	
10. Name of the worker*:	
11. UAN / Aadhaar No.:	
12. Mobile No. :	
13. Serial Number in the Employee Register:	
14. Registration number, date and name of the Board if the building and other construction worker is registered as a beneficiary:	

15. Period of Employment:
16. Designation:
Seal and Signature of Contractor
*Please strike off whichever is not applicable.

**Form-18-A (rule- 94)**

**Application for declaration of core activity**

To,  
Additional Chief Secretary/ Principal Secretary/ Secretary,  
Labour,  
Government of Madhya Pradesh.

Sir/ Madam,

1. .... (name and address of establishment) is engaged in manufacturing of .....
2. The flow chart of manufacturing process is attached herewith.
3. .... activity is core activity/ non-core activity of the establishment.
4. The details of the activity in question .....

.....

5. Details of grounds of the application .....

.....

6. Number of workers employed in the activity in question .....
7. Total number of workers employed in the establishment.....

Prayer

.....  
.....

Signature

(Name and Address)

Verification

It is verified that the content of the application is true and correct to the best of my/our knowledge and belief.

Signature

(Name and Address)

## FORM-19

### (Under Rule-99)

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

This agreement is made on this day ..... month ..... year ..... between Messer ..... having office at ..... (hereinafter referred to as the —Producer||) on the first part and Shri/Smt/Kum ..... son/daughter/wife of Shri ..... residing at ..... (hereinafter referred to as the "audio-visual worker") on the second part. The terms 'Producer' and 'audio-visual worker' shall include their heirs, successors, administrators and legal representatives:

Now, therefore this agreement is made as follows:

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 in writing.
3. That in consideration 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 the audio-visual worker agrees to receive additional remuneration on pro-rata basis, payable in the same manner as stated in Clause 3 above, till the completion of the production.
5. That in case the assignment of the audio-visual worker is completed earlier than the period stipulated in Clauses 1 and 4 above, the producer shall settle the account of the audio-visual worker and pay the remaining balance of the agreement amount in full before the commencement of re-recording work/censor of the production, whichever is earlier.
6. That the audio-visual worker shall, if so required,
  - (a) attend the studios, location or work-place, as the case may be, earlier than the scheduled time of the shift, for preparatory work, and in that case, he/she shall be paid by the Producer extra wages at the rate of Rs ..... per hour or part thereof for such early attendance.
  - (b) continue to work beyond the working day, with one hour break and in that case, he/she shall be paid by the Producer extra wages at the rate of Rs ..... for the work during the extended hours and refreshments, and transport facilities.
8. That the Producer shall provide transport and food or pay traveling allowances to and from to report to duty and food allowance while on duty as are customary or fixed by bilateral arrangements between the Producer's and audio-visual worker's representative organizations.
9. That the Producer shall also pay for all travelling and accommodation expenses, fares, cost of food and such other allowances as are customary when the audio-visual worker is required to work on location outdoors.
10. 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 thisagreement.

11. 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 there from ;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.

12. That in case if the Producer desires to terminate this agreement before the expiry of its term for reasons other than misconduct in relation to performance of the audio-visual worker's duties or of his/her unwillingness to perform the services required under this agreement, the producer shall be entitled to do so only upon payment of the balance of the stipulated amount of the agreement. Only after such payment to the audio-visual worker, the Producer shall be titled to employ another audio-visual worker in his/herplace.

13. 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 hisdues.

14. 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.

15. 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 byhim/her.

16. 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 thefilm.

17. 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 locationoutdoors.

18. 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 thisagreement.

19. 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 there from ;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.

20. 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.

21. That the Producer shall have the right to terminate this agreement on ground of misconduct on the part of the audio-visual worker in relation to performance of his/her duties or his/her unwillingness to perform the service required under the agreement, upon payment to the audio-visual worker of the amount due at the time of termination, calculated taking into consideration the audio-visual worker's total work in the audio-visual and the work he/she has completed till the date of termination of this agreement. Termination under this clause shall not be made unless the charges of the Producer against the audio-visual worker are provided before a forum comprising equal number of representatives of the Producers' Organization and the audio-visual worker's Organization 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.

22. 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 the option of the audio- visual workers whether or not to allow his/her name to go on the credit titles of the film.

23. 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.

24. 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.

25. That the audio-visual worker shall comply with all the regulations of the studio, location or work place as the case maybe.

26. 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.

27. That the provisions of the Employees' Provident Funds and Miscellaneous Provisions Act, 1952 shall be applicable to this agreement.

28. That the Producer shall not utilize 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.

The parties have put their hands to this agreement on the date, month and year said above in the presence of each other and in the presence of the witnesses.

1. Witness

Producer

Name Address

2. Witness

NameAddress

audio-visualworker

### **FORM-20**

**(Rule-102,103,117,119,120)**

**APPLICATION FOR LICENSE**

## **On Line Application for License/ Renewal of License/Amendment of License**

Government of Madhya Pradesh, Ministry of Labour

## ESTABLISHMENT PROFILE:

LabourIdentificationNumber Date

Acknowledgement Number: ..... Date of Application: .....

#### I. Particulars of Establishment for which licence required:

1. Registration number of Establishment
2. Name of Establishment:
3. Address of establishment
(a) Head Office address along with email Id :
(b) Corporate office address along with email Id:
4. Telephone Number :
5. Activity as per National Industrial Classification : (Select all applicable activities given)
6. Details of selected NIC Code:
7. Nature of work carried on in main establishment :
8. Identifier of the Establishment : (Select) : esign/digital sign
<b>II. Details of Employer:</b>
1. Full Name of Occupier (in case of a factory)/Employer:..
2. Full Address of Occupier (in case of a factory)/Employer :
3. Email Id of Occupier (in case of a factory)/Employer:
4. Mobile No. of Occupier (in case of a factory)/Employer:

### III. For factories:

Maximum number of workers to be employed on any day	Total amount of power installed (HP)	Manufacturing process	Whether it involve hazardous process or dangerous operations ;give detail	Name of the chemicals to be handled and stored along with quantity
(a)Contract worker				
(b)Inter state worker				
(c) Other				
<b>Total</b>				
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>

Full name and address of the owner of premises or building.	Full name and address of manager with his mobile number	Reference number and and date of approval of plan	Amount of Licence Fee:	Challn no. and date
6	7	8	9	10

#### IV. For Beedi and Cigar work

Financial resources of employer e.g. '(particulars and value of movable and immovable properties, bank reference, income tax assessment etc.)	Whether the employer is a trademark holder registered under the Trade and Merchandise Marks Act,1958	Previous experience of the employer in the industry	Value of beedis or cigars or both manufactured at the industrial premises during the preceding financial year	Whether the proposed site of the industrial premises amounts to the alteration of the site of any existing industrial premises and, if so, the reasons for such alteration
1	2	3	4	5

Whether any industrial premises was closed by the applicant during the period of twelve months immediately preceding the date of the application and, if so, the reasons therefore	Source of obtaining tobacco	Whether the beedis or cigars or both manufactured by the applicant will be sold and marketed by himself or through a proprietor or a registered user of a trade mark registered under the Trade and Merchandise Marks Act, 1958, or any other person.	Full name and residential address (es) of the Directors in case of a Company	Maximum number of Employed to be employed on any day
			(a)Contract worker	
			(b)Inter state worker	
			(d) Other	
			<b>Total</b>	
6	7	8	9	

		<b>Signature of Employer</b>
		(eSign/DSC)
<b>Note:</b> This is an online application summary applied on Official Portal.		
<b><u>APPLICATION FOR RENEWAL OF LICENCE</u></b>		
1.LicenceNo.	Date :	
2.Registration No.	Date	
3. LIN		
4. Name and address of the establishment:		

5. Date of expiry of previous licence :
6. Whether the licence of the employer/contractor was suspended or revoked:
7. Details of Fees paid : (Enclose e-payment receipt):Amount.... date of payment:
E-sign /digital sign of the employer date:

## **APPLICATION FOR AMENDMENT OF LICENCE :**

1. Licence No	Date:				
2. Registration No.	Date				
3. LIN					
4. Name and address of the establishment:					
5. Details for which amendment is sought :					
Maximum number of workers to be employed on any day	Total amount of power installed (HP)	Manufacturing process	Name of Occupier /employer	Updation in address of premises	Proposed amendment in Licence of Beedi and Cigar work
<p>(a). Maximum number of worker presently employed : (If there is increase in the maximum number of workers to be employed, then additional fees/security deposit as per law needs to be deposited:</p> <p>(b). Details of fees paid through e payment date on which made :</p>					
<p>©. Other details requiring amendment in the licence issued (Necessary documents may be uploaded in support of change required)</p>					

**E-sign /digital sign of the employer/contractor** **date of application.**

**FORM-21**  
**(Rule-104,118)**  
**PROFORMA OF LICENSE**

LicenceNo.----- Reg.No.----- Date of Reg.-----

Licence is hereby granted to-----

for the premises known as -----

sited at -----

for use as a establishment for the manufacturing process of....., subject to provisions of the Occupational Safety, Health and Working Conditions Code, 2020, and the rules made there under.

The-----20..

Issuing Authority

Sl.N o.	Period of issue	Valid For		Fee	Challan no. and date of payment	Signature of issuing Authority
		Maximum number of workers on any one day	Total amount of installed Power /MW			

**AMENDMENTS:**

Year when Amended	Valid For	Maximum number of workers to be employed on any day	Total amount of power installed (HP)	Manufactur- ing process	Name of Occupier /employer
1	2	3	4	5	6

Updation in address of premises	amendment in Licence of Beedi and Cigar work	Signature of issuing Authority
7	8	9

**FORM-22**  
**(Rule-110)**

**Record of Decision or Order**

1. Serial No. ....
2. Date of application ....
3. Name or names, parentage, address or addresses of applicants or some or all of the applicants .....
4. Name and address of the employer .....
5. Substance of the dispute .....
6. Plea of parties and their examination, if any .....
7. Documents seen .....
8. Substance of the evidence taken .....
9. Finding and brief statement of the reasons therefor .....
10. Decision .....

Date.....

Signed

**FORM-23**  
**(Rule-114)**

**Monthly Return**

1. Name of industrial premises and full postal address.....
2. No. and date of licence.....
3. Month to which the return relates.....
4. Name of the employer.....
5. Name of the principal employer if the employer is working as contractor for the Principal Employer.....
6. Quantity of beedi and/or cigar tobacco released by the Central Excise Department.....
7. Quantity of beedi and/or cigar tobacco supplied by the Principal Employer.....
8. Number of beedis and/or cigars manufactured by the employer in an industrial establishment.....
9. No. of beedis and/or cigars manufactured by the employer in places other than industrial establishment, i.e., workers working in their homes.....
10. Number of beedis and/or cigars sold and to whom.....

Dated.....

Signature of the Employer

**FORM-24**  
**(Rule-114)**

**Annual Return**

1. Name and address of the industrial premises.....
2. Number and date of licence.....
3. Name of the employer.....
4. Name of the principal Employer, if the employer is working as contractor for a Principal Employer.....
5. Average number\* of employees employed daily in the industrial premises.....

Men

Women

Young

Male

Female

persons

6. Average monthly number of home-workers employed (i.e., who work at their homes)\*\*.....
7. Normal hours worked per week in the industrial premises.....
8. Number of days worked in the year in the industrial premises.....
9. Number of employees who were granted leave during the Calendar year.....

*Young persons*

- (a) employed in the industrial premises.....
- (b) employed in homes.....

*Other than young persons*

- (a) employed in the industrial premises.....
- (b) employed in homes.....

10. Number of female employees who were given maternity benefit during the year.....

- (a) employed in industrial premises.....
- (b) employed in homes.....

Certified that the information furnished above is correct to the best of my knowledge and belief.  
Date

Signature

**Note.** - Partial attendance for less than half a shift or working day shall be neglected and attendance for half a shift or more shall be treated as full attendance.

\*The average daily number shall be calculated by dividing the aggregate number of attendance of working days by the number of the working days in the year. Attendance on separate shifts, e.g., night and day shifts shall be counted separately.

\*\*The average shall be calculated by dividing the aggregate number of workers on the Home-workers Employment Register during each of the preceding 12 months by twelve.

**FORM-25**  
**(Rule-115)**

**Home Workers' Log Book**

1. Name of home worker.....
2. Address of the home where the manufacturing process is carried on.....
3. Month.....

**Account of Work Done at Home**

Date	Raw Material supplied to the worker			Signature or thumb impression of the worker	No. of beedis received by the employer
	Tendu patta	Tobacco	Thread		
(1)	(2)	(3)	(4)	(5)	(6)

No. standard of beedis	Number of substandard or chhat beedis	Wages payable to worker		Wages paid to the worker
		For standard beedis	For sub-standard or chhat beedis	
(7)	(8)	(9)	(10)	(11)

Date	Amount of wages to date in arrears	Signature or thumb impression of the worker	Signature of the Employer
(12)	(13)	(14)	(15)

**FORM-26**  
**(Rule-115)**  
**Home-Workers' Employment Register**  
Month ending..... year  
*Beedis manufactured should be shown in respect of each home worker below the appropriate date*

Name of worker	Address of Home	Waged paid	Dates
			1 2 3 4 5 6 7 8 9 10 to 31

**FORM- 26-A**  
*(rule 116)*

**An application for permission to provide beedi leaves for the purpose of wetting or cutting of beedi leaves out side industrial premises**

To,

The Additional chief secretary/Pricipal Secretary/secretary of the Labour Department ,madhya pradesh ,Bhopal

Subject- An application for permission to provide beedi leavas for the purpose of wetting or cutting of beedi leaves out side industrial premises

Respected Sir,

I here by declared that, following employees mentioned in annexure are my employees to whom I will be giving beedi leaves for the purpose of wetting, cutting and making raw beedi outside my industrial premises I here by request to the authority that on behalf of my below mentioned employees, be permitted to take beedi leaves out side of my industrial premises. I will abide all the terms and condition lay down by the Government.

Signature of Employer.

Annexure.....

Signature of Employer

1.

By order and in the name of the Governor of Madhya Pradesh  
**Deputy Secretary**

**FORM-27**

**(Rule-116)**

**Record of Outside Work**

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

Date	Place or places where outside work was permitted	Nature of work	Nature of employee	Remarks
(1)	(2)	(3)	(4)	(5)

**FORM-28**

**(Rule-116)**

**Home Workers' Log Book**

1. Name of home worker.....
2. Address of the home where the manufacturing process is carried on.....
3. Month.....

**Account of Work Done at Home**

Date	Raw Material supplied to the worker	Signature or thumb	No. of beedis received by the employer

	Tendu patta	Tobac co	Thre ad	impressio n of the worker	
(1)	(2)	(3)	(4)	(5)	(6)

No. standard of beedis	Number of substandard or chhat beedis	Wages payable to worker		Wages paid to the worker
		For standard beedis	For sub-standar d or chhat beedis	
(7)	(8)	(9)	(10)	(11)

Date	Amount of wages to date in arrears	Signature or thumb impression of the worker	Signature of the Employer
(12)	(13)	(14)	(15)

**Form 29**  
**Certificate of Fitness for Dangerous Operations**  
**(Prescribed under Rule (Rule 123 and 131)**

SerialNumber ..... Date of examination ...../...../.....

Name of  
employee.....  
.....

Age.....yrs, Sex.....Aadhar Number.....

.....  
Father's/ Husband's Name

.....  
Address.....

.....Name of the factory in which he/she wishes to  
be employed.....

.....Nature of job in which he/she wishes to  
be employed.....

.....  
This is to certify that I have examined the above person as nearly as can be ascertained from my examination, considering the nature of job and the factory, he / she is:

Fit for employment	Temporarily UNFIT (may be produced for examination after 3 months)	UNFIT for employment
--------------------	--	----------------------

S.no and Date of last certificate(if so) issued.....

Recomendation of Medical Officer.....

.....  
Signature of the Left thumb impression  
of the person examined

.....  
Signature & seal of medical officer

**Form 30**  
**Health Register Prescribed under**  
**(Rule 122 and 131)**

Name of the Factory..... Village/Town.....  
 .....From (date): 01st January ..... To (date) 31st December.....

Sr. No.	Factory Identity Card Number	Aadhar Card no.	Name of Worker	Sex (M/F/O )	Age in years	Date of Medical Examination	Type of Medical Examination (Pre-employment / Periodic)	Result of Medical Examination (FIT/ UNFIT)	Notifiable disease observed if any (Yes / No)	Recommended for Job rotation or rehabilitation (Yes / No)	Basis of Job rotation or rehabilitation recommendation	Signature of Factory Medical Officer

**Form 31**  
**(Prescribed under Rule 123)**  
**Test report-Dust Extraction System**

1. Description of system
2. Head
  - (a) Serial No. of Head
  - (b) Contaminant captured.
  - (c) Capture velocities: (at points to be specified)      Design value  
Actual value
  - (d) Volume exhausted at Head
  - (e) Head Static Pressure
3. Total Pressure drop at:
  - (a) Joints
  - (b) Other points of system (to be specified)
4. Transport velocity in Dust (at points along Dusts to be specified).
5. Air Cleaning Device:-
  - (a) Type used

(b) Velocity at inlet

(c) State Pr. at inlet

(d) Velocity at outlet

(e) Static Pr. at outlet

6. Fan:-

(a) Type used

(b) Volume handled

(c) Static pressure

(d) Pressure drop at outlet of Fan

7. Fan Motor:

(a) Speed and HorsePower

(b) Type

8. Particulars of Defects, if any, disclosed during test in any of the above components. I certify that on this ..... day of ..... the above dust extraction system was thoroughly cleaned and (so far its construction permits) made accessible for thorough examination. I further certify that on the said date, I thoroughly examined the above dust extraction system including its components, and fittings and that the above is true report of any examination.

Signature.....

Qualification.....

Address.....

Date.....

If employed by a Company or Association, give name and address

**[SCHEDULE 1]**

[Rule-2-j]

[Part -I]

(a) **Toxic Chemicals:** Chemicals having the following values of acute toxicity and which owing to their physical and chemical properties, are capable of producing major accidenthazards:

S.No.	Toxicity	Oral toxicity LD <sub>50</sub> (mg/kg)	Dermal toxicity LD <sub>50</sub> (mg/kg)	Inhalation toxicity LC <sub>50</sub> (mg/l)
1.	Extremely toxic	<=50	<=200	0.1-0.5
2.	Highly toxic	51-500	201-2000	0.5-2.0

(b) **Flammable Chemicals:**

(i) **Flammable gases:** Chemicals which in the gaseous state at normal pressure and mixed with air become flammable and the boiling point of which at normal pressure is 20 degree C or below :.

(ii) **Highly flammable liquids:** chemicals which have a flash point lower than 23 degree C and the boiling pint of which at normal pressure is above 20 degree C:

(iii) **Flammable liquids:** chemicals which have a flash point lower than 65degree C and which remain liquid under pressure, where particular processing conditions, such as high pressure and high temperature, may create major accident hazards.

(c) **Explosives :** Chemicals which may explode under the effect of flame or heat or photo-chemical condition, or which are more sensitive to shocks or friction than dinitrobenzene.

**PART II**  
**LIST OF HAZARDOUS AND TOXIC CHEMICALS**

1. Acetaldehyde
2. Acetic acid
3. Acetic anhydride
4. Acetone
5. Acetone cyanohydrin
6. Acetone thiosemicarbazide
7. Acetonitrile
8. Acetylene
9. Acetylene tetra chloride
10. Acrolein
11. Acrylamide
12. Acrylonitrile
13. Adiponitrile
14. Aldicarb
15. Aldrin
16. Allyl alcohol
17. Allyl amine
18. Allyl chloride
19. Aluminium (powder)
20. Aluminium azide
21. Aluminium borohydride
22. Aluminium chloride
23. Aluminium fluoride
24. Aluminium phosphide
25. Amino diphenyl
26. Amino pyridine
27. Aminophenol-2
28. Aminopterin
29. Amiton
30. Amiton dialate
31. Ammonia
32. Ammonium chloro platinate
33. Ammonium nitrate
34. Ammonium nitrite
35. Ammonium picrate
36. Anabasine
37. Aniline
38. Aniline2,4, 6-Trimethyl
39. Anthraquinone
40. Antimony pentafluoride
41. Antimycin A
42. ANTU
43. Arsenic pentoxide
44. Arsenic trioxide
45. Arsenous trichloride
46. Arsine
47. Asphalt
48. Azinpho-ethyl
49. Azinphos methyl
50. Bacitracin
51. Barium azide

52. Barium nitrate
53. Barium nitride
54. Benzal chloride
55. Benzenamine,3-Trifluoromethyl
56. Benzene
57. Benzene sulfonyl chloride
58. Benzene. 1- (chloromethyl)-4 Nitro
59. Benzene arsenic acid
60. Benzidine
61. Benzidine salts
62. Benzimidazole. 4, 5-Dichloro-2 (Trifluoromethyl)
63. Benzoquinone-P
64. Benzotrichloride
65. Benzoyl chloride
66. Benzoyl peroxide
67. Benzyl chloride
68. Beryllium (Powder)
69. Bicyclo (2, 2, 1) Heptane -2- carbonitrile
70. Biphenyl
71. Bis (2-Chloroethyl) sulphide
72. Bis (Chloromethyl) Ketone
73. Bis (Tert-butyl peroxy) cyclohexane
74. Bis (Terbutylperoxy) butane
75. Bis(2,4, 6-Trimitrophenylamine)
76. Bis (Chloromethyl) Ether
77. Bismuth and compounds
78. Bisphenol-A
79. Bitoscanate
80. Boron Powder
81. Boron trichloride
82. Boron trifluoride
83. Boron trifluoride comp. With methylether, 1:1
84. Bromine
85. Bromine pentafluoride
86. Bromo chloro methane
87. Bromodialone
88. Butadiene
89. Butane
90. Butanone-2
91. Butyl amine tert
92. Butyl glycidal ether
93. Butyl isovalarate
94. Butyl peroxy maleate tert
95. Butyl vinyl ether
96. Butyl-n-mercaptan
97. C.I.Basic green
98. Cadmium oxide
99. Cadmium stearate
100. Calcium arsenate
101. Calcium carbide
102. Calcium cyanide
103. Camphechlor (Toxaphene)
104. Cantharidin
105. Captan
106. Carbachol chloride
107. Carbaryl
108. Carbofuran (Furadan)
109. Carbon tetrachloride

110. Carbon disulphide
111. Carbon monoxide
112. Carbonphenothion
113. Carvone
114. Cellulose nitrate
115. Chloroacetic acid
116. Chlordane
117. Chlorofenvinphos
118. Chlorinated benzene
119. Chlorine
120. Chlorine oxide
121. Chlorine trifluoride
122. Chlormephos
123. Chlormequat chloride
124. Chloroacetal chloride
125. Chloroacetaldehyde
126. Chloroaniline -2
127. Chloroaniline -4
128. Chlorobenzene
129. Chloroethyl chloroformate
130. Chloroform
131. Chloroformyl morpholine
132. Chloromethane
133. Chloromethyl methyl ether
134. Chloronitrobenzene
135. Chlorophacinone
136. Chlorosulphonic acid
137. Chlorothiophos
138. Chloroxuron
139. Chromic acid
140. Chromic chloride
141. Chromium powder
142. Cobalt carbonyl
143. Cobalt Nitrilmethylidyne compound
144. Cobalt (Powder)
145. Colchicine
146. Copper and Compounds
147. Copperoxychloride
148. Coumafuryl
149. Coumaphos
150. Coumatetralyl
151. Crimidine
152. Crotenaldehyde
153. Crotonaldehyde
154. Cumene
155. Cyanogen bromide
156. Cyanogen iodide
157. Cyanophos
158. Cyanothoate
159. Cyanuric fluoride
160. Cyclo hexylamine
161. Cyclohexane
162. Cyclohexanone
163. Cycloheximide
164. Cyclopentadiene
165. Cyclopentane
166. Cyclotetramethyl enetetranitramine
167. Cyclotrimethylenetrinnitranine

168. Cypermethrin
169. DDT
170. Decaborane (1 :4)
171. Demeton
172. Demeton S-Methyl
173. Di-n-propyl peroxydicarbonate(Conc = 80%)
174. Dialifos
175. Diazodinitrophenol
176. Dibenzyl peroxydicarbonate(Conc>= 90%)
177. Diborane
178. Dichloroacetylene
179. Dichlorobenzalkonium chloride
180. Dichloroethyl ether
181. Dichloromethyl phenylsilane
182. Dichlorophenol – 2, 6
183. Dichlorophenol – 2, 4
184. Dichlorophenoxy acetic acid
185. Dichloropropane – 2, 2
186. Dichlorosalicylic acid-3, 5
187. Dichlorvos (DDVP)
188. Dicrotophos
189. Dieldrin
190. Diepoxy butane
191. Diethyl carbamazine citrate
192. Diethyl chlorophosphate
193. Diethyl ethanolamine
194. Diethyl peroxydicarbonate (Conc=30%)
195. Diethyl phenylene diamine
196. Diethylamine
197. Diethylene glycol
198. Diethylene glycol dinitrate
199. Diethylene triamine
200. Diethleneglycol butyl ether
201. Diglycidyl ether
202. Digitoxin
203. Dihydroperoxypropane(Conc >=30%)
204. Diisobutyl peroxide
205. Dimefox
206. Dimethoate
207. Dimethyl dichlorosilane
208. Dimethyl hydrazine
209. Dimethyl nitrosoamine
210. Dimethyl P phenylene diamine
211. Dimethyl phosphoramidi cyanidicacid (TABUM)
212. Dimethyl phosphorochloridothioate
213. Dimethyl sulfolane (DMS)
214. Dimethyl sulphide
215. Dimethylamine
216. Dimethylaniline
217. Dimethylcarbonyl chloride
218. Dimetilan
219. Dinitro O-cresol
220. Dinitrophenol
221. Dinitrotoluene
222. Dinoseb
223. Diniterb
224. Dioxane-p
225. Dioxathion

- 226. Dioxine N
- 227. Diphacinone
- 228. Diphosphoramide octamethyl
- 229. Diphenyl methane di-isocynate(MDI)
- 230. Dipropylene Glycol Butyl ether
- 231. Dipropylene glycolmethyl ether
- 232. Disec-butyl peroxydicarbonate(Conc.>80%)
- 233. Disufoton
- 234. Dithiazamine iodide
- 235. Dithiobiurate
- 236. Endosulfan
- 237. Endothion
- 238. Endrin
- 239. Epichlorohydrine
- 240. EPN
- 241. Ergocalciferol
- 242. Ergotamine tartarate
- 243. Ethanesulfenyl chloride, 2 chloro
- 244. Ethanol 1-2 dichloracetate
- 245. Ethion
- 246. Ethoprophos
- 247. Ethyl acetate
- 248. Ethyl alcohol
- 249. Ethyl benzene
- 250. Ethyl bis amine
- 251. Ethyl bromide
- 252. Ethyl carbamate
- 253. Ethyl ether
- 254. Ethyl hexanol -2
- 255. Ethyl mercaptan
- 256. Ethyl mercuric phosphate
- 257. Ethyl methacrylate
- 258. Ethyl nitrate
- 259. Ethyl thiocyanate
- 260. Ethylamine
- 261. Ethylene
- 262. Ethylene chlorohydrine
- 263. Ethylene dibromide
- 264. Ethylene diamine
- 265. Ethylene diamine hydrochloride
- 266. Ethylene flourohydrine
- 267. Ethylene glycol
- 268. Ethylene glycol dinitrate
- 269. Ethylene oxide
- 270. Ethylenimine
- 271. Ethylene di chloride
- 272. Femamiphos
- 273. Femitrothion
- 274. Fensulphothion
- 275. Fluemetil
- 276. Fluorine
- 277. Fluoro2-hyrdoxy butyric acid amid salt ester
- 278. Fluoroacetamide
- 279. Fluoroacetic acid amide salts and esters
- 280. Fluoroacetylchloride
- 281. Fluorobutyric acid amide salt esters
- 282. Fluorocrotonic acid amides salts esters
- 283. Fluorouracil

284. Fonofos  
285. Formaldehyde  
286. Formetanate hydrochloride  
287. Formic acid  
288. Formoparanate  
289. Formothion  
290. Fosthiotan  
291. Fuberidazole  
292. Furan  
293. Gallium Trichloride  
294. Glyconitrile (Hydroxyacetonitrile)  
295. Guanyl-4-nitrosaminoguanyl-1-tetrazene  
296. Heptachlor  
297. Hexamethyl terta-oxyacyclononate(Conc 75%)  
298. Hexachlorobenzene  
299. Hexachlorocyclohexan (Lindane)  
300. Hexachlorocyclopentadiene  
301. Hexachlorodibenzo-p-dioxin  
302. Hexachloronaphthalene  
303. Hexafluoropropanesesquihydrate  
304. Hexamethyl phosphoromide  
305. Hexamethylene diamine N Ndibutyl  
306. Hexane  
307. Hexanitrostilbene 2, 2, 4, 4, 6, 6  
308. Hexene  
309. Hydrogen selenide  
310. Hydrogen sulphide  
311. Hydrazine  
312. Hydrazine nitrate  
313. Hydrochloric acid (Gas)  
314. Hydrogen  
315. Hydrogen bromide  
316. Hydrogen cyanide  
317. Hydrogen fluoride  
318. Hydrogen peroxide  
319. Hydroquinone  
320. Indene  
321. Indium powder  
322. Indomethacin  
323. Iodine  
324. Iridium tetrachloride  
325. Ironpentacarbonyl  
326. Iso benzan  
327. Isoamyl alcohol  
328. Isobutyl alcohol  
329. Isobutyro nitrile  
330. Isocyanic acid 3, 4-dichlorophenyl ester  
331. Isodrin  
373. Methoxy ethanol (2-methylcellosolve)  
374. Methoxyethyl mercuric acetate  
375. Methyacrylol chloride  
376. Methyl 2-chloroacrylate  
377. Methyl alcohol  
378. Methyl amine  
379. Methyl bromide (Bromomethane)  
380. Methyl chloride  
381. Methyl chloroform  
382. Methyl chloroformate

- 383. Methyl cyclohexene
- 384. Methyl disulphide
- 385. Methyl ethyl ketone peroxide(Conc.60%)
- 386. Methyl formate
- 387. Methyl hydrazine
- 388. Methyl isobutyl ketone
- 389. Methyl isocyanate
- 390. Methyl isothiocyanate
- 391. Methyl mercuric dicyanamide
- 392. Methyl Mercaptan
- 393. Methyl Methacrylate
- 394. Methyl phencapton
- 395. Methyl phosphonic dichloride
- 396. Methyl thiocyanate
- 397. Methyl trichlorosilane
- 398. Methyl vinyl ketone
- 399. Methylene bis (2-chloroaniline)
- 400. Methylene chloride
- 401. Methylenebis-4,4(2-chloroaniline)
- 402. Metolcarb
- 403. Mevinphos
- 404. Mezacarbate
- 405. Mitomycin C
- 406. Molybdenum powder
- 407. Monocrotophos
- 408. Morpholine
- 409. Muscinol
- 410. Mustard gas
- 411. N-Butyl acetate
- 412. N.-Butyl alcohol
- 413. N-Hexane
- 414. N- Methyl-N, 2, 4, 6-Tetranitroaniline
- 415. Naphtha
- 416. Naphtha solvent
- 417. Naphthalene
- 418. Naphthyl amine
- 419. Nickel carbonyl/nickel tetracarbonyl
- 420. Nickel powder
- 421. Nicotine
- 422. Nicotine sulphate
- 423. Nitric acid
- 424. Nitric oxide
- 425. Nitrobenzene
- 426. Nitrocellulose (dry)
- 427. Nitrochlorobenzene
- 428. Nitrocyclohexane
- 429. Nitrogen
- 430. Nitrogen dioxide
- 431. Nitrogen oxide
- 432. Nitrogen trifluouide
- 433. Nitroglycerine
- 434. Nitropropane-1
- 435. Nitropropane-2
- 436. Nitroso dimethyl amine
- 437. Nonane
- 438. Norbormide
- 439. O-Cresol
- 440. O-Nitro Toluene

441. O-Toludine  
442. O-Xylene  
443. O/P Nitroaniline  
444. Oleum  
445. OO Diethyl S ethyl suph. Methyl phos  
446. OO Diethyl S propythio methyl phosdithioate  
447. OO Diethyl s ethylsulphinyl methylphosphorothioate  
448. OO Diethyl s ethylsulphonyl methylphosphorothioate  
449. OO Diethyls ethylthiomethylphospho-rothioate  
450. Organo rhodium complex  
451. Orotic acid  
452. Osmium tetroxide  
453. Oxabain  
454. Oxamyl  
455. Oxetane, 3, 3-bis(chloromethyl)  
456. Oxidiphenoxarsine  
457. Oxy disulfoton  
458. Oxygen (liquid)  
459. Oxygen difluoride  
460. Ozone  
461. P-nitrophenol  
462. Paraffin  
463. Paraoxon (Diethyl 4 Nitrophenyl phosphate)  
464. Paraquat  
465. Paraquat methosulphate  
466. Parathion  
467. Parathion methyl  
468. Paris green  
469. Penta borane  
470. Penta chloro ethane  
471. Penta chlorophenol  
472. Pentabromophenol  
473. Pentachloro naphthalene  
474. Pentadecyl-amine  
475. Pentaerythriitol tetranitrate  
476. Pentane  
477. Pentanone  
478. Perchloric acid  
479. Perchloroethylene  
480. Peroxyacetic acid  
481. Phenol  
482. Phenol, 2, 2-thiobis (4, 6-Dichloro)  
483. Phenol, 2, 2-thiobis (4 chloro 6-methyl phenol)  
484. Phenol, 3-(1-methyl ethyl)methylcarbamate  
485. Phenyl hydrazine hydrochloride  
486. Phenyl mercury acetate  
487. Phenyl silatrane  
488. Phenyl thiourea  
489. Phenylene P-diamine  
490. Phorate  
491. Phosazetin  
492. Phosfolan  
493. Phosgene  
494. Phosmet  
495. Phosphamidon  
496. Phosphine  
497. Phosphoric acid  
498. Phosphoric acid dimethyl (4-methyl thio)phenyl

499. Phosphorthioic acid dimethyl S(2-Bis) Ester  
500. Phosphorothioic acid methyl(ester)  
501. Phosphorothioic acid, OODimethyl S-(2-methyl)  
502. Phosphorothioic, methyl-ethylester  
503. Phosphorous  
504. Phosphorous oxychloride  
505. Phosphorous ptaoxide  
506. Phosphorous trichloride  
507. Phosphorous penta chloride  
508. Phthalic anhydride  
509. Phylloquinone  
510. Physostignine  
511. Physostignine salicylate (1:1)  
512. Picric acid (2, 4, 6- trinitrophenol)  
513. Picrotoxin  
514. Piperidine  
515. Piprotal  
516. Pirinifos-ethyl  
517. Platinous chloride  
518. Platinum tetrachloride  
519. Potassium arsenite  
520. Potassium chlorate  
521. Potassium cyanide  
522. Potassium hydroxide  
523. Potassium nitride  
524. Potassium nitrite  
525. Potassium peroxide  
526. Potassium silver cyanide  
527. Powdered metals and mixtures  
528. Promecarb  
529. Promurit  
530. Propanesultone  
531. Propargyl alcohol  
532. Propargyl bromide  
533. Propen-2-chloro-1 ,3-dioudiacetate  
534. Propiolactone beta  
535. Propionitrile  
536. Propionitrile, 3-chloro  
537. Propiophenone, 4-amino  
538. Propyl chloroformate  
539. Propylene dichloride  
540. Propylene glycol, allylether  
541. Propylene imine  
542. Propylene oxide  
543. Prothoate  
544. Pseudosumene  
545. Pyrazoxon  
546. Pyrene  
547. Pyridine  
548. Pyridine, 2-methyl-3-vinyl  
549. Pyridine, 4-nitro-1-oxide  
550. Pyridine, 4-nitro-1-oxide  
551. Pyriminil  
552. Quinaliphos  
553. Quinone  
554. Rhodium trichloride  
555. Salcomine  
556. Sarin

557. Selenious acid  
558. Selenium Hexafluoride  
559. Selenium oxychloride  
560. Semicarbazide hydrochloride  
561. Silane (4-amino butyl) diethoxy-meth  
562. Sodium  
563. Sodium anthra-quinone-1-sulphonate  
564. Sodium arsenate  
565. Sodium arsenite  
566. Sodium azide  
567. Sodium cacodylate  
568. Sodium chlorate  
569. Sodium cyanide  
570. Sodium fluoro-acetate  
571. Sodium hydroxide  
572. Sodium pentachloro-phenate  
573. Sodium picramate  
574. Sodium selenate  
575. Sodium selenite  
576. Sodium sulphide  
577. Sodium tellorite  
578. Stannane acetoxy triphenyl  
579. Stibine (Antimony hydride)  
580. Strychnine  
581. Strychnine sulphate  
582. Styphnic acid (2, 4,6-trinitroresorcinol)  
583. Styrene  
584. Sulphotec  
585. Sulphoxide, 3-chloropropyl octyl  
586. Sulphur dichloride  
587. Sulphur dioxide  
588. Sulphur monochloride  
589. Sulphur tetrafluoride  
590. Sulphur trioxide  
591. Sulphuric acid  
592. Tellurim (powder)  
593. Tellurium hexafluoride  
594. TEPP (Tetraethyl pyrophosphate)  
595. Terbufos  
596. Tert-Butyl alcohol  
597. Tert-Butyl peroxy carbonate  
598. Tert-Butyl peroxy isopropyl  
599. Tert-Butyl peroxyacetate (Conc>=70%)  
600. Tert-Butyl peroxy pivalate (Conc>=77%)  
601. Tert-Butyl peroxyiso-butyrate  
602. Tetra hydrofuran  
603. Terta methyl lead  
604. Tetra nitromethane  
605. Tetra-chlorodibenzo-p-dioxin, 1, 2,3, 7, 8(TCDD)  
606. Tetraethyl lead  
607. Tetrafluoriethyne  
608. Tetramethylene disulphotetramine  
609. Thallic oxide  
610. Thallium carbonate  
611. Thallium sulphate  
612. Thallous chloride  
613. Thallous malonate  
614. Thallous sulphate

615. Thiocarbazide  
616. Thiocynamic acid,2(Benzothiazolyethio) methyl  
617. Thiofamox  
618. Thiometon  
619. Thionazin  
620. Thionyl chloride  
621. Thiophenol  
622. Thiosemicarbazide  
623. Thiourea (2 chloro-phenyl)  
624. Thiourea (2-methyl phenyl)  
625. Tirpate (2,4-dimethyl-1,3-di-thiolane)  
626. Titanium powder  
627. Titanium tetra-chloride  
628. Toluene  
629. Toluene -2,4-di-isocyanate  
630. Toluene 2,6-di-isocyanate  
631. Trans-1,4-di chloro-butene  
632. Tri nitro anisole  
633. Tri (Cyclohexyl) methylstanny11,2,4 triazole  
634. Tri (Cyclohexyl) stannyl-1H-1, 2,3-triazole  
635. Triaminotrinitrobenzene  
636. Triamphos  
637. Triazophos  
638. Tribromophenol 2, 4, 6  
639. Trichloro naphthalene  
640. Trichloro chloromethyl silane  
641. Trichloroacetyl chloride  
642. Trichlorodichlorophenylsilane  
643. Trichloroethyl silane  
644. Trichloroethylene  
645. Trichloromethane sulphenylchloride  
646. Trichloronate  
647. Trichlorophenol 2, 3, 6  
648. Trichlorophenol 2, 4, 5  
649. Trichlorophenyl silane  
650. Trichlorophon  
651. Triethoxy silane  
652. Triethylamine  
653. Triethylene melamine  
654. Trimethyl chlorosilane  
655. Trimethyl propane phosphite  
656. Trimethyl tin chloride  
657. Trinitro aniline  
658. Trinitro benzene  
659. Trinitro benzoic acid  
660. Trinitro phenetole  
661. Trinitro-m-cresol  
662. Trinitrotoluene  
663. Tri-orthocreysyl phosphate  
664. Triphenyl tin chloride  
665. Tris(2-chloroethyl)amine  
666. Turpentine  
667. Uranium and its compounds  
668. Valino mycin  
669. Vanadium pentaoxide  
670. Vinyl acetate monomer  
671. Vinyl bromide  
672. Vinyl chloride

- 673. Vinyl cyclohexane dioxide
- 674. Vinyl fluoride
- 675. Vinyl norbornene
- 676. Vinyl toluene
- 677. Vinylidene chloride
- 678. Warfarin
- 679. Warfarin Sodium
- 680. Xylene dichloride
- 681. Xylidine
- 682. Zinc dichloropentanitrile
- 683. Zink phosphide
- 684. Zirconium & compounds

**SCHEDEULE II (See rule 3)**  
**SCHEDEULE OF FEES FOR REGISTRATION OF ESTABLISHMENT**

**(A) Schedule of fees for registration of factories**

-The fees to be paid for the grant of a certificate of registration relating to a factory shall be as specified below, namely:

If the number of workers proposed to be employed in a factory on one day :-

(a) Is upto 100	Rs.100.00
(b) More than 100 but less than 500.	Rs. 500.00
(c) More than 500	Rs. 1000.00
(d) More than 1000	Rs.2000.00

**(B) Schedule of fees for registration of Plantation**

<b>Area of Plantations</b>	<b>Rate of Fees</b>
Not more than 10 hectares	1000/-
10 hectares or more than 10 hectares but less than 25 hectares	1500/-
25 hectares or more than 25 hectares but not less than 50 hectares	2500/-
50 hectares or more than 50 hectares but not less than 75 hectares	3000/-
75 hectares or more than 75 hectares but not less than 100 hectares	3500/-
100 hectares or more than 100 hectares but not less than 150 hectares	4000/-

More than 150 hectares	5000/-
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**(C) Schedule of fees for registration of Motor transport undertaking**

Maximum number of Motor Transport Workers to be employed during the year	Fees Rs.
(1)	(2)
10	400
25	1000
50	2000
100	4000
250	10000
500	20000
750	30000
1000	40000
1500	60000

**(D) Schedule of fees for registration and licencing of premises for Beedi and Cigar work-**

	Fees for industrial premises in which power driven machinery is used	Fees for industrial premises in which power driven machinery is not used
	(1)	(2)
If the number of employees proposed to be employed on any day during the financial year for which the licence is required or renewed-	Rs.	Rs.
(a) less than ten	200	150
(b) more than ten but less than twenty	400	300
(c) more than twenty but less than fifty	900	750
(d) more than fifty but less than hundred	1800	1500
(e) more than hundred but less than two hundred fifty	3600	3000
(f) more than two hundred fifty	5000	4500

**(E) Schedule of fees for registration audio- visual production**

Maximum number of Audio-Visual Workers to be employed during the year	Fees Rs.
(1)	(2)
10	500
25	1000
50	2000
100	4000
250	10000
500	20000
750	30000

1000	40000
1500	60000

**(F) Schedule of fees for registration of building and other construction work-**

The fees to be paid for the grant of a certificate of registration relating to building and other constructin work shall be as specified below, namely:

If the number of workers proposed to be employed as building workers, for a building of other construction work on one day :-

(a) Is upto 100	Rs. 100.00.
(b) More 100 but less than 500.	Rs. 500.00
(c) More than 500	Rs. 1000.00

**(G) Schedule of fees for registration of Contract worker-**

No. Of Labour	Fees Rs.
(1)	(2)
upto 50	100
More than 50 but less than 100	200.00
More than 100 but less than 200	300.00
More than 200 but less than 400	500.00
More than 400	1000.00

**Shedule III**

**Chief Inspector cum Facilitator for various establishments under section 34(5)**

S N.	Name of establishment	Qualification and Experience	Jurisdiction	Prevailing name of post in the state
1.	Building or other construction work	Labour Commissioner- <i>Ex officio</i>	Whole of the State	Labour Commissioner, Madhya Pradesh
2.	Factories	Degree in engineering with minimum fifteen Years of experience in the field of administration of Factories Act 1948 / occupational safety, health and working condition code	Whole of the State	Holding or officiating Director Industrial Health and safety
3	Bidi and cigar work	Graduate	Within his respective jurisdiction	Assistant Labour Commissioner/ Labour Officer
4	Motor Transport Undertaking	Graduate	Within his respective jurisdiction	Assistant Labour Commissioner/ Labour Officer
5	Plantation	Graduate	Within his respective jurisdiction	Assistant Labour Commissioner/ Labour Officer
6	Contract work	Graduate	Within his respective jurisdiction	Assistant Labour Commissioner/ Labour Officer
7	Audio – visual production	Graduate	Within his respective jurisdiction	Assistant Labour Commissioner/ Labour Officer