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**भाग 4 (ग)**

**उप-खण्ड (II)**

**राज्य सरकार तथा अन्य राज्य प्राधिकारियों द्वारा जारी किये गये कानूनी आदेश  
तथा अधिसूचनाएं।**

**Labour and Factories & Boilers Department**

**NOTIFICATION**

**Jaipur, june 30, 2026**

**S.O.23** .- Whereas, the draft of the Rajasthan Occupational Safety, Health and Working Conditions Rules, 2026 was published as required by sub-section (1) of section 133, sub-section (1) of section 135 and section 137 of the Occupational Safety, Health and Working Conditions Code, 2020 (Central Act No. 37 of 2020) in the Rajasthan Gazette Extraordinary Part 4 (ga) up-khand (II) dated 03.02.2026 inviting objections and suggestions from all persons likely to be effected thereby, before expiry of forty five days from the date on which copies of the Official Gazette containing the said draft rules were made available to the public;

And whereas, copies of the Official Gazette in which the said draft rules were published and made available to the public on 03.02. 2026;

And whereas, objections and suggestions received from the public on the said draft rules were considered by the State Government;

Now, therefore in exercise of the powers conferred by section 133 and 135 of the Occupational Safety, Health and Working Conditions Code, 2020 (Central Act No. 37 of 2020), the State Government hereby makes the following rules, namely:-

**CHAPTER-I**  
**Preliminary**

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

(2) They extend to the whole of the State of Rajasthan.

(3) They shall come into force from the date of their publication in the Official Gazette.

**2. Definitions.-** (1) In these rules, unless the subject or context otherwise requires,-

(a) “appendix” means appendix appended to the Schedule;

- (b) "authority" or "licensing authority" means the Chief Inspector-cum-Facilitator or any officer appointed by the State Government for the purpose of these rules;
- (c) "Board" means Rajasthan State Occupational Safety and Health Advisory Board constituted under these rules;
- (d) "Chief Inspector-cum-Facilitator" means Chief Inspector-cum-Facilitator appointed as such by the State Government under section 34;
- (e) "code" means the Occupational Safety, Health and Working Conditions Code, 2020 (Central Act No. 37 of 2020);
- (f) "confined space" means any space by reason of its construction as well as in relation to the nature of the work carried therein and where hazards to the persons entering into or working inside exist or are likely to develop during working;
- (g) "department" means Factories and Boilers Inspection Department, Government of Rajasthan in relation to factories and Labour department, Government of Rajasthan in relation to establishments other than factories;
- (h) "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 an 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;
- (i) "Factory Medical Officer" means a qualified medical practitioner appointed by occupier of factory;
- (j) "form" means a form appended to these rules;
- (k) "Government" or "State Government" means Government of Rajasthan;
- (l) "Inspector-cum-Facilitator (Medical)" means a qualified medical practitioner appointed as Medical Officer by the State Government, in the department;
- (m) "Labour Commissioner" means an officer as such or in the capacity of Additional Labour Commissioner appointed by the State Government;
- (n) "Lokseva Guarantee Adhinium" means the Rajasthan Guaranteed Delivery of Public Services Act, 2011;
- (o) "Major Accident Hazards (MAH) installations" has the same meaning as defined in the clause (ja) of rule 2 of the Manufacture, Storage and Import of Hazardous Chemicals Rules, 1989;
- (p) "Maintained" means maintained in an efficient state, in efficient working order and in good repair;
- (q) "Manager" means the responsible person declared by the occupier or employer for the working of the factory or establishment for the purposes of the Code;
- (r) "Non-hazardous process" means a process which is not covered under clause (za) of sub-section (1) of section 2 or under section 82 of the Code or under the Manufacture, Storage and import of Hazardous Chemical Rules, 1989;
- (s) "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 Rajasthan Nursing Council;

- (t) "Official Portal" means the LDMS web application of the Labour Department and the RajFAB web application of the Factories and Boilers Inspection Department or any other official website of the State Government, called by any other name, to provide a gateway for the purposes of the Code and these rules;
- (u) "Personal protective equipment" means items of personal protective equipment conforming to the relevant National Standards specifications;
- (v) "Registering Officer" means the Chief Inspector-cum-Facilitator or- any other officer appointed by the State Government for the purpose of these rules;
- (w) "Schedule" means a schedule of these rules;
- (x) "Section" means the section of the Code;
- (y) "workplace" means all places where,-
- (i) building workers or employees are required to be present or to go for work and which are under the control of an employer or
  - (ii) workers or employees are required to be present or to go for work and which are under the control of an occupier.
- (2) Words and expressions not defined under these rules but defined or used under the Code shall have the same meaning as assigned to them in the Code.

**3. Income from the sources.-** For the purpose of Explanation to clause (x) of sub-section (1) of section 2, income and sources of income shall be such as specified by the State Government, from time to time.

**4. Hazardous substance.-** Hazardous substance or quantity of substance under clause (zb) of sub-section (1) of section 2 shall be the substances as specified in clause (e) of rule 2 of the Manufacture, Storage and Import of Hazardous Chemicals Rules, 1989 (MSIHC Rules) and being used in the manufacturing process except the use in the testing labs in the premises of factory or establishment.

## **CHAPTER-II Registration**

### ***General provisions for registration***

**5. General provisions for registration under section 3.-** (1) The general provisions for registration are as under,-

- (a) The employer or occupier seeking registration for an establishment or factory, not already registered shall apply electronically in Form-1 on the Official Portal by giving details about the establishment, and uploading documents related to Registration of the establishment or factory, proof of Identity and address of the occupier or employer and manager specified in the Form and other documents as specified in the Official Portal. The Form shall be signed digitally or in any other manner as may be required in the Official Portal. The applicant shall be responsible for veracity of all information submitted in the application.
- (b) The Permanent Account Number (PAN) of the applicant or the establishment allotted under the Income Tax Act, 1961 or any other unique number allotted to

the factory or establishment under any other Act for the time being in force or any other particular furnished in the form, may be verified online.

- (c) Every application referred to in clause (a) shall be accompanied by a proof of payment of fees, as specified in relevant rule for such establishment or factory for the registration of the establishment or factory through Official Portal.
- (d) The certificate of registration shall be issued in Form-2 electronically, if the application received under clause (a) is complete in all respect, within such time limit as prescribed under the Loksewa Guarantee Adhiniyam or rules made by the Central Government under the Code, whichever is less, for such service, 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, as specified therein dispense with requirement of electronic registration, in respect of establishment or class of establishment, for part or whole of the State, and submission of application in the form so provided, may be allowed.

- (e) 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 or factory at the conspicuous place(s) in hard copy or electronically.

(2) The registering officer under these rules may direct the employer or occupier, who fails to comply with the requirements of sub-rule (1), to comply with such requirements within the time stated therein and such occupier or employer shall thereupon comply with the directions issued by such Officer in this behalf.

(3) The employer or the occupier in respect of an establishment or factory 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.

(4) Any registration obtained by providing wrong information shall be liable to be cancelled provided that establishment or factory has been given an opportunity to show cause within a period of 30 days, electronically or by registered post or by speed post, as to why the certificate of registration should not be cancelled.

(5) The employer or the occupier 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.

(6) Any change in the ownership, management or any particular furnished for registration in Form-1 submitted on the Official Portal, shall be updated on the portal by the employer or occupier within thirty days of such change.

(7) 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 Code and rules made thereunder:

Provided that no such application for cancellation of registration shall be entertained unless the employer has furnished all statutory returns, paid all statutory dues payable under the Code and rules made thereunder and submitted a self-certification to that effect along with the application.

(8) The registering officer shall maintain a register of establishment electronically in Form-3 showing the particulars of establishment in relation to which certificates of registration have been issued by him.

(9) The employer shall, within thirty days of the commencement and completion or cessation of any work, intimate to the Inspector-cum-Facilitator having jurisdiction in the area where the proposed establishment is situated or as the case may be, the work is to be executed, intimating the actual date of the commencement and, completion of work or cessation of work, as the case may be, in Form-4 electronically and the same shall be auto-shared to Employees' Provident Fund Organization (EPFO) and Employees' State Insurance Corporation (ESIC).

(10) All fees payable under this rule shall be credited into the Government treasury under the head of the account notified in this regard.

(11) Every fee for an application under these rules shall be paid online on Official Portal.

(12) If an application for the grant of registration, renewal or amendment of a registration or licence is rejected, the fees paid shall not be refunded to the applicant.

(13) Where such application is granted, any amount paid by the applicant in excess of the prescribed fee shall be refundable only after the expiry of one year from the date of such grant or the same may be adjusted against payment of any fees due for the next succeeding year.

Provided that an establishment shall be deemed to have registered under the Rajasthan Shop and Commercial Establishment Act, 1958 if the establishment is registered under the Code.

### *Factories*

**6. Information, Registration and Licence of factories.-** (1) The occupier of every factory coming within the scope of the Code, after its commencement, shall apply electronically to the Registering Officer or Authority, as the case may be, by giving details about the factory and uploading documents related to Registration of the factory and application in Form-1 and related to license of factory in Form-5 or submit an application as per the provisions of the Rajasthan Enterprises Single Window Enabling and Clearance Act, 2011, for the registration of the factory and grant of a single or common licence therefore for a period not exceeding 10 years for factories. The Form-1 and Form-5 shall be signed digitally or in any other manner as may be required on the Official Portal. The applicant shall be responsible for veracity of all information submitted in the application. Every application submitted under this sub-rule shall be accompanied with proof of payment of fee specified in sub-rule (2).

(2) Every such application shall be accompanied by online payment of the fee as specified in Fees Table-A or Fees Table-B, as the case may be, given below:- .

**Fees Table-A****Scale of Fees payable per year for Registration, Licence and Renewal of Licence for the Factories other than Electricity Generating, Transforming or Transmitting Factories**

Quantity Of H.P. Installed (max.) up to	Fees in rupees and Maximum number of persons to be employed on any day during the year											
	Up to 09	10 to 20	21 to 50	51 to 100	101 to 250	251 to 500	501 to 750	751 to 1000	1001 to 1500	1501 to 2000	2001 to 3000	Above 3000
Nil	400	800	1600	3400	4800	8200	12400	18200	20600	24800	33000	41400
10	800	1600	3400	5400	8200	12400	16400	24800	30200	34200	44000	55200
50	1600	3400	5400	8200	12400	16400	24800	33000	41400	52400	57800	69000
100	3400	5400	8200	12400	16400	24800	33000	41400	52400	57800	69000	82800
250	4800	8200	12400	16400	24800	33000	41400	52400	57800	69000	82800	103400
500	8200	12400	16400	24800	33000	44000	57800	69000	82800	103400	124200	138000
1000	12400	16400	24800	33000	44000	57800	69000	82800	103400	124200	138000	151800
2000	16400	20600	30200	44000	57800	69000	82800	103400	124200	138000	151800	165600
5000	20600	24800	33000	52400	69000	82800	103400	124200	138000	151800	165600	172400
10000	24800	30200	44000	60600	82800	103400	110400	129600	151800	165600	172200	184800
15000	33000	37200	55200	74400	99200	118600	138000	157200	184800	193200	206600	220800
20000	41400	49600	71600	99200	132400	160000	165600	215200	248400	257600	276000	303600
Above 20000	92000	111200	144400	167400	187600	211600	233600	248400	257600	276000	303600	322000

In addition to fees payable per year, at the time of registration of a Factory 50% of the fees payable for a year above shall also be payable.

**Fees Table-B****Scale of Fees Payable per year for Registration, Licence & Renewal of Licence by all Electricity Generating and Transforming Factories**

(a) Generating and transforming (including converting) Stations (Factories):-

	Fees payable in Rupees		
	Total Installed Generating Capacity In K.W.	Generating stations	Transforming (including converting) stations
Not exceeding	50	600	300
Not exceeding	100	1100	600
Not exceeding	150	1300	900
Not exceeding	300	1800	1100
Not exceeding	500	2300	1300
Not exceeding	750	3200	1800
Not exceeding	1000	3600	2300
Not exceeding	2500	6900	5100
Not exceeding	5000	10350	6900
Not exceeding	10000	12000	8550

Not exceeding	25000	13800	10350
Not exceeding	50000	20700	13800
Not exceeding	75000	27600	17250
Not exceeding	100000	34500	22200
Not exceeding	150000	55600	36800
Not exceeding	200000	64400	46000
Not exceeding	1000000	73600	59800
Over	1000000	138000	110400

(b) Transmitting factories: - All transmitting Stations Rs. 6900/-.

(c) In addition to fees payable per year, at the time of registration of a Factory 50% of the fees payable for a year above shall also be payable.

#### EXPLANATION:

1. Where an electricity generating factory includes a transmitting or converting station or plant meant for receiving, transforming, converting or transmitting or electric power supplied from a source outside the generating station and which is not meant for transforming, converting or transmitting of power generated in the generating station itself, the fees payable shall be the sum of fees payable by the generating, transforming (including converting) and transmitting stations respectively calculated separately as if they were separate factories.
2. If any generating, transforming, converting or transmitting station is situated in a factory for which licence fees has been prescribed in Fees Table-B and if it is meant for supplying power only to the said factory exclusively and is a part of the said factory the fees will be payable in accordance with Fees Table-A and not Fees Table-B and on the basis of the total rated horse power installed in the factory.

**7. Late fees.-** The late fee under the proviso to sub-section (1) of section 3 shall be 25 percent of the of fees payable for the licence as provided in Fees Table-A or Table-B, as the case may be, mentioned above.

**8. Submission and approval of plans.-** (1) No site shall be used for the location of a factory or no building in a factory be constructed, extended or taken into use as a factory or part of a factory unless previous permission in writing is obtained from the Chief Inspector-cum-Facilitator:

Provided that the occupier of a factory belonging to such class as may be specified by the State Government may submit plans certified by a third party having such qualification and experience, in such manner and recognition as may be notified by the State Government, and such plans shall be accepted by the Chief Inspector-cum-Facilitator.

Provided further that the Chief Inspector-cum-Facilitator may require amendments, if any, to such third-party-certified plans, for reasons to be recorded in writing, for the compliance with the provisions of the Code, rules, and regulations.

(2) Application for such permission shall be made in Form-6 on the Official Portal to the Chief Inspector-cum-Facilitator or in such manner as prescribed under the Rajasthan Enterprises Single Window Enabling and Clearance Act, 2011 (Act No. 7 of 2011).

(3) The occupier of a factory shall submit plans along with documents including specifications and nature as may be specified in the Official Portal.

(4) The occupier of a factory employing upto 50 workers and are involving non-hazardous process shall also submit an application in Form-7 along with Form-6 on the Official Portal.

(5) If Chief Inspector-cum-Facilitator is satisfied that the plans are in consonance with the requirements of the Code and rules and regulations made thereunder, he shall, subject to such conditions as he may specify, approve them electronically, or he may call for such other particulars as he may require to enable such approval to be given.

**9. Certificate of Stability.-** No manufacturing process shall be carried on in any building of a factory constructed, reconstructed or extended, or in any building which has been taken into use as a factory or part of a factory until a certificate of stability by a competent person in respect of each building or block of building in the Form-8 has been sent by the occupier or manager of the factory to the Chief Inspector-cum-Facilitator or any other officer authorized by him in this behalf under sub-section (6) of section 34 and accepted by him.

**10. Prohibition of use of premises as factory without licence.-** An occupier shall not use any premises as a factory or carry on any manufacturing process in a factory unless a licence has been issued in respect of such premises and is in force for the time being:

Provided that if a valid application for grant of licence has been submitted and the required fee has been paid on the Official Portal, the premises shall be deemed to be duly licenced until such date as the Chief Inspector-cum-Facilitator grants or renews the licence or refuses in writing to grant or renew the licence.

**11. Grant of Licence.-** (1) The Registering Officer or Authority, as the case may be, may, on application being made to him under sub-rule (1) of rule 6 and on payment of fees prescribed in Fees Table-A or Fees Table-B, as applicable, and on being satisfied that there is no objection to the grant of licence, shall issue electronically a single licence in Form-9 or common licence in Form-10 for a period not exceeding 10 years at a time and subject to compliance with such conditions as are specified in the licence:

Provided that, subject to the third proviso to sub-section (4) of section 119 of the Code, the Registering Officer or Authority may reject to register the factory or grant of a licence, if he is satisfied,—

- (i) that the plans of the site and building and machinery layout have not been duly approved by the Registering Officer or Authority, as the case may be,

except in the case of factory involving non-hazardous process and employing upto 50 workers;

- (ii) that the factory has not been constructed in accordance with the plans approved by the Registering Officer or Authority as the case may be, or in non-compliance with the conditions subject to which the plans are approved;
- (iii) that material requirements of the relevant provisions specified in the rule 100 or rules or regulations made under the Code or the Manufacture, Storage and Import of Hazardous Chemicals Rules, 1989 in relation to the factory concerned have not been complied with;
- (iv) that there is imminent danger to human life in the factory due to explosive material or inflammable or toxic dust, gas or fumes, and effective measures, in his opinion, have not been taken to remove the danger; or
- (v) that any outcome against the safety, health and working conditions of workers if any inquiry is made under sub-section (3) of section 119.

(2) Subject to the provisions hereinafter contained with respect to cancellation and unless earlier renewed, every such licence shall remain in force until the 31<sup>st</sup> day of March next following and shall then expire.

**12. Auto Renewal of Licence.-** (1) An application in Form-5 for the renewal of licence for a period not exceeding 10 years for factories and payment of the fees specified in the Fees Table-A or Fees Table-B, as applicable, shall be made on the Official Portal not later than 31<sup>st</sup> January of the year in which the licence is due to expire:

Provided that where a factory commences work on or after the 1<sup>st</sup> day of February in any year, application for renewal of licence shall be made on or before the 1<sup>st</sup> day of April next following.

Provided further that, the period for which the licence is applied for is one year or more but does not exceed 10 years, the fees payable per year shall be at the rates specified in Fees Table-A or Fees Table-B.

(2) On receipt of the complete application and payment of due fees, the renewed licence shall be auto generated online on the Official Portal:

Provided that where the application for the renewal of the licence is made after the expiry of the due date specified in sub-rule (1) it shall be renewed on payment of an additional fee of 25 percent of the fee per year payable for the renewal of the licence.

(3) Every licence renewed under this rule shall remain in force upto 31<sup>st</sup> March of the year for which the licence is renewed.

**13. Amendment of registration or licence.-** (1) A registration or licence granted may be amended by the Authority.

(2) A licensee shall be required to have the licence amended if there is change in the name of the factory or Occupier or expansion of production or facility or if the factory, for which the licence was granted, alters the limits specified in the licence in regard to power or the number

of persons employed, or any change or addition or deletion in manufacturing process which differs from the original licence.

(3) A licensee who desires to have his licence amended shall submit application in the Form-5 on the Official Portal stating the nature of the amendment and reasons therefore.

(4) The fees for the amendment of a licence shall be one hundred rupees plus the amount, if any, by which the fee that would have been payable if the licence had originally been issued in the amended form exceeds the fee originally paid for the licence. The fees shall be paid through the Official Portal.

(5) The registration of factory is required to be amended if there is change in the name of the factory or Occupier or the number of persons employed differs from the original registration certificate and fees for the amendment shall be one hundred rupees.

(6) In case of any administrative or processing error on the part of Registering Officer or Authority as the case may be, no amendment fees shall be levied.

**14. Change of manager.-** The occupier shall submit information of change of manager electronically in Form-11 on Official Portal.

**15. Revocation of licence.-** The Chief Inspector-cum-Facilitator, at any time before the expiry of the period for which the license has been granted or renewed, revoke the license on any of the following grounds:-

- (i) the licensee has obtained a license by fraud or mis-representation; or
- (ii) that there is a imminent danger to the life in the factory due to explosive or inflammable dust, gas or fumes, and effective measures in the opinion of the Chief Inspector-cum-Facilitator have not been taken to remove the danger:

Provided that, before revoking any license, the licensee shall be given an opportunity of being heard.

**16. Transfer of licence.-** (1) The licensee may at any time before the expiry of the licence, apply for permission to transfer his licence to another person.

(2) Such application shall be made in Form-5 on the Official Portal to the Registering Officer or the Authority, as the case may be, who shall if approves of the transfer, issue such licence in Form-9.

(3) A fee of one hundred rupees plus the amount, if any, by which the fee that would have been payable if the licence had originally been issued in the amended form exceeds the fee originally paid for the licence shall be charged on each such application.

(4) If a licensee dies or becomes insolvent, the person carrying on the business of such licensee shall not be liable to any penalty under the Code for exercising the powers granted to the licensee by the licence during such time as may reasonably be required to allow him to make an application for the amendment of the licence in his own name for the unexpired portion of the original licence.

**17. Closing of factory.-** (1) If the occupier of a factory notifies his intention to close the operation of the factory from a specific date and submit it on Official Portal to the Registering Officer or Authority as the case may be, that the premises in respect of which licence is issued shall not be used for the working of the factory, the Registering Officer or Authority as the case may be, may suspend, if closed temporarily or cancel, if closed permanently, the licence in respect of such a factory.

(2) A licence suspended under sub-rule (1) may be renewed on receipt of an application in Form-5 on Official Portal on payment of surcharge of 10 percent of license fees, in addition to the fees specified in these rules.

**18. Notice of commencement or cessation of operation under section 5.-** The occupier of a factory or employer of an establishment relating to contract labour or building or other construction works shall within thirty days of the commencement or cessation of operation of the establishment, submit to the Registering Officer notice of commencement and cessation of operation in Form-4, 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 factory or establishment have been made and the premises are kept free from storage of hazardous chemicals and substances.

***Registration fees for Building and Other Construction Works***

**19. Fees and mode of payment of fees.-** The fees to be paid for grant of a certificate of registration of Building and Other Construction Works establishment, other than a factory under rule 5 or for seeking any amendment in the certificate of registration, as the case may be, shall be as specified in table given below and paid through the Official Portal, namely:-

**Table**

Sr. No.	Number of workers proposed to be employed as building workers	Fees
(1)	(2)	(3)
1.	Up to 100	Rs. 200
2.	Exceeds 100 but does not exceed 500	Rs. 1000
3.	Exceeds 500	Rs. 2000

***Registration fees for Beedi and Cigar***

**20. Fees and mode of payment of fees.-** The fees to be paid for grant of a certificate of registration of Beedi and Cigar establishment, other than a factory, or for seeking any amendment in the certificate of registration, as the case may be, shall be as specified in table given below and paid through the Official Portal, namely:-

**Table**

<b>Sr. No.</b>	<b>Number of workers proposed to be employed</b>	<b>Fees (Rs.)</b>
(1)	(2)	(3)
1.	ten but less than twenty	250
2.	twenty but less than fifty	500
3.	fifty but less than hundred	1000
4.	hundred but less than two hundred fifty	2000
5.	two hundred fifty but less than five hundred	4000
6.	more than five hundred	5000

**Registration fees for Contract work**

**21. Fees and mode of payment of fees.-** The fees to be paid for grant of a certificate of registration of Contract work establishment, other than a factory, or for seeking any amendment in the certificate of registration, as the case may be, shall be as specified in table given below and paid through the Official Portal, namely:-

**Table**

<b>Sr. No.</b>	<b>No. of workers</b>	<b>Fees Rs.</b>
(1)	(2)	(3)
1.	10 but does not exceed 49	100
2.	50 but does not exceed 100	200
3.	101 but does not exceed 200	300
4.	201 but does not exceed 400	500
5.	More than 400	1000

**Registration fees for Motor Transport undertaking**

**22. Fees and mode of payment of fees.-** The fees to be paid for grant of a certificate of registration of Motor Transport undertaking establishment, other than a factory, or for seeking any amendment in the certificate of registration, as the case may be, shall be as specified in table given below and paid through the Official Portal, namely:-

**Table**

<b>Sr. No.</b>	<b>Number of Motor Transport Workers to be employed</b>	<b>Fees (Rs.)</b>
(1)	(2)	(3)
1.	10-24	400
2.	25-49	1000

3.	50-99	2000
4.	100-249	4000
5.	250-499	10000
6.	500-999	20000
7.	1000 and above	30000

***Registration fees for News Paper Establishments***

**23. Fees and mode of payment of fees.-** The fees to be paid for grant of a certificate of registration for News Paper establishment, other than a factory, or for seeking any amendment in the certificate of registration, as the case may be, shall be as specified in table given below and paid through the Official Portal, namely:-

**Table**

Sr. No.	Number of employees/working journalist to be employed	Fees (Rs.)
(1)	(2)	(3)
1.	10-24	400
2.	25-49	1000
3.	50-99	2000
4.	100-249	4000
5.	250-499	10000
6.	500-999	20000
7.	1000 and above	30000

***Registration fees for Audio-Visual Workers***

**24. Fees and mode of payment of fees.-** The fees to be paid for grant of a certificate of registration of Audio-Visual Workers establishment, other than a factory, or for seeking any amendment in the certificate of registration, as the case may be, shall be as specified in table given below and paid through the Official Portal, namely:-

**Table**

Sr. No.	Maximum number of Audio-Visual Workers to be employed	Fees Rs.
(1)	(2)	(3)
1.	10-24	400

2.	25-49	1000
3.	50-99	2000
4.	100-249	4000
5.	250-499	10000
6.	500-999	20000
7.	1000 and above	30000

***Registration fees for other establishments***

**25. Fees and mode of payment of fees for other establishment, other than factory, not covered in above.-** The fees to be paid for grant of a certificate of registration of any other establishment not covered under rule 19 to 24, other than a factory, or for seeking any amendment in the certificate of registration, as the case may be, shall be as specified in table given below and paid through the Official Portal, namely:-

**Table**

<b>Sr. No.</b>	<b>Maximum number of workers to be employed</b>	<b>Fees Rs.</b>
(1)	(2)	(3)
1.	10-24	400
2.	25-49	1000
3.	50-99	2000
4.	100-249	4000
5.	250-499	10000
6.	500-999	20000
7.	1000 and above	30000

***Late fees for establishments other than factories***

**26. Late fees.-** In case application for registration of establishment other than factories is not made within the time specified under sub-section (1) of section 3 of the Code, the late fee shall be twenty five percent of the fees payable for grant of certificate of registration specified under rule 19 to 25 as the case may be.

***Appeal***

**27. Manner of appeal under section 4.-** (1) The occupier or the employer aggrieved by the order of Registering Officer, may appeal against such order before the appellate officer notified by the State Government for such purpose within thirty days from the date of receipt by him of such order, electronically.

(2) 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 as specified by the State Government by general or special order.

(3) 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 or by registered post or speed post.

(4) 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 or speed post. If the appellant is present when the appeal is called on for the hearing, the Appellate Officer shall proceed to hear the appellant or his authorised agent and any other person summoned by him for this purpose, and pronounce judgment on the appeal confirming, reversing or varying the order appealed against the appeal is preferred.

(5) 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 of dismissal to the appellant electronically or by registered post or speed post.

(6) 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 of dismissal under sub-rule (5) and if the appellate officer is satisfied that the appellant was prevented by sufficient cause from appearing, the appellate officer shall restore the appeal.

(7) The order of the appellate officer shall be communicated electronically or by registered post or speed 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 off within a period of thirty days from the date of receipt of appeal.

### CHAPTER-III

#### Duties of Employer and Employees

**28. Annual Health Examination of employees under clause (c) of sub-section (1) of section 6.-** Every employer of factory or beedi and cigar works or building & other construction work shall arrange to conduct free of cost, medical examination for every employee annually i.e. within 120 days from the commencement of the calendar year who has completed 40 years of age. The medical examination shall be conducted by a qualified medical practitioner as per proforma in the Form-12. The Medical Certificate shall be submitted by the qualified medical practitioner to the concerned employer or occupier, as the case may be, and employee.

Provided that an employer may avail facility for medical examination of the employee(s) under relevant provisions of the rules made by the Central Government under the Code on Social Security, 2020 through Employees' State Insurance Corporation (ESIC).

**29. Letter of appointment to employee under clause (f) of sub-section (1) of section 6.-** No employee shall be employed in any establishment or factory unless he has been issued a letter of appointment in the format given below:

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) Date of birth:
- (iii) Father's/Mother's name:
- (iv) Aadhar number:
- (v) Labour Identification Number (LIN) of the establishment:
- (vi) Universal Account Number (UAN) or Insurance Number (ESIC) (if available):
- (vii) Designation:
- (viii) Category of skill:
- (ix) Date of joining:
- (x) Wages/Basic/Pay and Dearness Allowance:
- (xi) Other allowance including accommodation whichever is/are applicable:
- (xii) Avenue for achieving higher wages or higher position:
- (xiii) Applicability of social security Employees' Provident Fund Organisation (EPFO) and Employees' State Insurance Corporation (ESIC) benefits:
- (xiv) Broad Nature of duties to be performed:
- (xv) Any other information:

**Signature****Occupier or employer or owner or agent or manager****30. Notice of accidents and dangerous occurrences under sub-section (1) section**

**10 and section 11.-** (1) Where at any place in an establishment which is factory, beedi and cigar works, building or other construction work; an accident occurs which results in the death of any person, the employer or occupier or manager of the establishment shall forthwith send a notice thereof in Form-13 electronically or by speed post or registered post or by hand and also inform by telephone to the Inspector-cum-Facilitator, Chief Inspector-cum-Facilitator concerned, District Magistrate or Sub-Divisional Officer and the officer-in-charge of the nearest police station and the family members or kin of the deceased person.

(2) Where at any place in an establishment which is factory, beedi and cigar works, building or other construction work, 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-13 within twelve hours after the completion of forty eight hours, electronically to the Inspector-cum-Facilitator .

(3) Where in 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-13 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 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 twelve 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 on occurs in more than one spell, the report there of shall be sent to the Inspector-cum-Facilitator in the Form-13 within 24 hours following the hours when the actual total period of disability from working resulting from the accident or the dangerous occurrence becomes 48 hours.

### Schedule

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

- (i) bursting, of any plant or pipeline or equipment containing petroleum, steam, compressed air or other substance at a pressure greater than the atmospheric pressure;
- (ii) collapse or failure of a crane, derrick, winch, hoist or other appliances used in raising or lowering persons or goods, or any part thereof, or the overturning of a crane.
- (iii) explosion, explosion due to explosives, fire, leakage or release of harmful toxic gases, bursting out, leakage or escape of any molten metal, or hot liquid or gas causing bodily injury to any person or damage to any room or place in which persons are employed;
- (iv) explosion of a receiver or container used for the storage at pressure greater than atmospheric pressure of any gas or gases (including air) or any liquid or solid resulting from the compression of gas.
- (v) collapse or failure of lifting appliances or hoist or conveyors or other similar equipment for handling building or construction material or breakage or failure of rope, chain or loose gears, overturning of cranes used in building or other construction work, falling of objects from height;
- (vi) collapse of any wall, floor, gallery, roof bridge, tunnel, chimney, wall, building or subsidence of soil or any other 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) a breakage, fracture or failure of an essential part of any machine or apparatus whereby the safety of persons may be endangered;
- (xi) 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; or
- (xii) a major uncontrolled emission of petroleum or chemical spillage;

**31. Notice of disease under sub-section (1) and (2) of section 12.-** (1) A notice in the following format shall be sent forth 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 specified under the Third Schedule to the Code.

#### NOTICE OF DISEASE

- (1) Name and address of the employer or Occupier or Manager
- (2) Name and address of factory or establishment:
- (3) Nature of establishment:
- (4) Details of Patient:
  - (a) Name of Patient:
  - (b) Worker number of Patient:
  - (c) Address of patient:
  - (d) Precise occupation of patient:
- (5) Nature of disease from which patient is suffering:
- (6) Date of detection of disease:
- (7) Details of medical practitioner:
- (8) Has the case been reported to the Medical Officer:

Date:

Signature of employer or occupier or manager

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

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

**32. Duties of employee under clause (d) and (g) of section 13.-** (1) If a worker or employee comes to know of any unsafe or unhealthy condition in the workplace, he shall report the same to the occupier or employer or manager or safety officer or supervisor, as soon as practicable, electronically or in writing or telephonically and further the safety officer or manager or supervisor shall also report the same to the occupier or employer electronically or in writing as soon as practicable.

(2) The worker or employee shall not refuse undergoing training as required for the purposes of the Code and rules and regulations made thereunder.

**33. Rights of Employee under sub-section (3) of section 14.-** The employer or the occupier on receipt of information from the employee or worker relating to the existence of an imminent danger to their safety and health, the employer or the occupier shall take immediate remedial action in this regard. The Occupier or 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

**34. Constitution, procedure and other matters relating to Rajasthan State Occupational Safety and Health Advisory Board.-** (1) There shall be a Rajasthan State Occupational Safety and Health Advisory Board, hereinafter referred to as State Advisory Board, consisting of the following, namely:-

1.	Principal Secretary/Secretary, Labour Department Rajasthan	Chairman <i>ex-officio</i>
2.	Chief Inspector-cum-Facilitator	Member Secretary
3.	Chairman, Pollution Control Board	Member <i>ex-officio</i>
4.	Director, Medical & Health	Member <i>ex-officio</i>
5.	Labour Commissioner	Member <i>ex-officio</i>
6.	Representative of IIT Jodhpur	Member
7.	Representative of MNIT, Jaipur	Member
8.	Representative of SMS Hospital	Member
9.	2 representatives of Employers	Member
10.	2 representatives of Workers	Member
11.	4 Experts in Safety and Health	Member
12.	Such experts from different fields as decided by the State Advisory Board	Special Invitees

(2) Members of State Advisory Board referred to at serial number 9, 10, 11 and 12 shall be nominated by the State Government.

(3) The State Government may, by notification, constitute technical committees or advisory committees of the State Advisory Board including site appraisal committees, consisting of such number of members and having such qualifications, as specified by the State Government.

(4) The State Advisory Board may meet as often as necessary to discharge its functions but at least once in a year.

(5) The State Advisory Board may get reports from the committees made under sub-rule (3) and advise the State Government on such matters arising out of the administration of this Code in the State.

**35. Safety committee and safety officers under section 22.-** (1) Every establishment or factory employing 500 or more workers, the establishment required by general or special order under sub-section (1) of section 22, shall constitute a safety committee consisting of members as specified in rule 36.

(2) The maximum tenure of the safety committee shall be for three years. The safety committee shall meet at least once in every quarter.

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

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

(ii) data on accidents as well as data resulting from surveillance of the working environment and of the health of workers or employees, conducted at such factory or establishments:

Provided that the Committee under takes to use the data on a confidential basis and solely to provide guidance and advice on measures to improve the working environment and the health and safety of the workers and employees.

**36. Composition of Safety Committee.-** (1) The Safety Committee shall consist of equal number of members representing the employer and the workers, which shall not exceed twenty.

(2) Representatives of the management in 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 case shall be the Secretary of the Committee; and

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

(3) Representatives of the employer in the Safety Committee shall be nominated by the employer and shall, as far as possible, be officials in direct touch with or associated with the working of the establishment, preferably the heads of major departments of the establishment.

(4) Representatives of the workers in the Safety Committee shall be chosen in the following manner, namely: -

(a) where there is a sole negotiating union or negotiating union under sub-section (2) or sub-section (3) of section 14 or a negotiating council under sub-section(4) of that section 14 of the Industrial Relations Code, 2020 (Central Act No. 35 of 2020) or

negotiating union or under said sub-section (3) negotiating council, as the case may be, shall nominate the worker's representatives on the Safety Committee and in the case of the negotiating council, the nomination shall be in the manner that every registered Trade Union representing in negotiating council shall be represented in the Safety Committee in proportion to the number of workers of the industrial establishment who are members of such Trade Union;

- (b) where there is no such sole negotiating union or negotiating union or negotiating council as referred to the clause (a), the workers of the industrial establishment shall choose amongst themselves the worker's representatives on the Safety Committee:

Provided that, the employer may, deploy an electronic process of conducting the process of choosing representative of workers over an information technology application, online platform or other platform.

Provided further that there shall be adequate representation of women workers on the Safety Committee and such representation shall not be less than the proportion of women workers to the total number of workers employed in the industrial establishment:

Provided also that the tenure of the members of the Safety Committee shall be three years.

Provided also that in case there is no recognized both negotiating union or negotiating council and where any dispute arises regarding choosing of the worker's representative to the Safety Committee, the matter may be referred to the Concerned Joint/Deputy/Assistant Labour Commissioner, who shall after hearing the parties decide the matter and his decision shall be final.

(5) The minutes of the meeting of the Safety Committee referred to in sub-rule (2) of rule 35 shall be recorded.

(6) The employer, occupier 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.

(7) The minutes of the meeting shall be recorded and produced to the Inspector-cum-Facilitator on demand.

**37. Functions of Safety Committee.-** The functions of the Safety Committee in a factory or an establishment shall include,-

- (i) to discuss remedial measures against the unsafe conditions and practices in the factory or establishment as pointed out in the reports of safety officer or otherwise brought to the notice of the Committee and make appropriate recommendations;
- (ii) to consider, before commencement of operations in any commissioning of new electrical or mechanical installation or introduction of new technique for manufacturing process, the proposed Safety and health measures including related codes of practice and to make appropriate recommendations;

- (iii) to discuss the report of inquiry into accident, dangerous occurrences etc., and make appropriate recommendations;
- (iv) to formulate and implement appropriate Safety campaign based on analysis of accidents and dangerous occurrences;
- (v) to meet at least once in every quarter to consider the matter placed before it and any other matter that may be raised by the members and make such recommendations as it may deem fit;
- (vi) to serve as a forum for communication on Safety and occupational health matters;
- (vii) to discuss the standard operating procedures (SOP) prepared for different plant, equipment, installations and methods at the factory or establishment and make appropriate recommendations; and
- (viii) Functions and duties of the Safety Committee shall also include,-
- assisting and cooperating with the management in achieving the aims and objectives outlined in the Health and Safety Policy of the factory or establishment;
  - dealing with all matters concerning health, safety and environment and to arrive at practicable solutions to problems encountered;
  - creating safety awareness amongst all workers;
  - undertaking educational training and promotional activities;
  - 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;
  - carrying out health and safety surveys;
  - looking into any complaint made on the likelihood of an imminent danger to the safety and health of the workers and suggesting corrective measures;
  - reviewing the implementation of the recommendations made by it; and
  - suggesting ways & means to avoid recurrence of accidents.

**38. Safety Officers:-** (1) In an establishment or factory mentioned hereunder where appointment of Safety Officer is mandatory, the employer/occupier shall appoint safety officers, as per norms given below:-

(A) For Factories carrying on Non-Hazardous process:

S. No.	Number of workers	Number of Safety officers
(1)	(2)	(3)
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.	More than 5000 workers	Four safety officers

(B) For factories carrying on dangerous or Hazardous process or MAH installation:

S. No.	Number of workers	Number of Safety officers
(1)	(2)	(3)
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.	More than 5000 workers	Five safety officers

(C) For Building or other construction work:

S. No.	Number of workers	Number of Safety officers
(1)	(2)	(3)
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.	More than 5000 workers	Five safety officers

**39. Qualifications of the Safety officer.-** (1) No person shall be eligible for appointment as a Safety Officer relating to factory or building or other construction work unless he or she, –

- (i) possesses a recognised degree in any branch of engineering or technology and has had practical experience of working in a factory or in a building or other construction work in a supervisory capacity for a period of not less than 2 years; or
- (ii) possesses a recognized degree in physics or chemistry and has had practical experience in a supervisory capacity for a period of not less than 5 years; or
- (iii) possesses a diploma from a recognised university in any branch of engineering or technology and has had practical experience of working in a factory or in a building or other construction work in a supervisory capacity for a period of not less than 5 years; and
- (iv) possesses a degree or diploma in industrial safety from a recognised institute.

(2) Notwithstanding anything contained in sub-rule (1), any person who, –

- (i) possesses a degree or diploma in engineering or technology and has had experience of not less than 5 years in a department of the Central or State Government which deals with the administration of Factory or Building and other Construction Works; or
- (ii) possesses a degree or diploma in engineering or technology and has had experience of not less than 5 years, full time, on training, education, consultancy or research in the field of accident prevention in industry or in any institution; shall also be eligible for appointment as a Safety Officer.

**40. Duties of Safety Officer.-** The duties of a Safety Officer shall be to advise and assist the management of factory or establishment in the fulfillment of its obligations,

statutory or otherwise, concerning prevention of personal injuries and maintaining a safe working environment. These duties shall include the following, namely:-

- (i) to advise 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 studies of selected jobs;
- (iii) to check and evaluate the effectiveness of the action taken or proposed to be taken to prevent personal injuries;
- (iv) to advise the purchasing and stores departments in ensuring high quality and availability of personal protective equipment;
- (v) to provide advice on matters related to carrying out plant safety inspections:
- (vi) to carry out plant safety inspections in order to observe the physical conditions of work and the work practices and procedures followed by workers and to render advice on measures to be adopted for removing the unsafe physical conditions and preventing unsafe actions by workers;
- (vii) to render advice on matters related to reporting and investigation of industrial accident and disease;
- (viii) to investigate selected accidents;
- (ix) to investigate the cases of notifiable disease listed in the Third Schedule of the Code and dangerous occurrences reportable under the Code and rules;
- (x) to advise on the maintenance of such records as are necessary relating to accidents, dangerous occurrences and notifiable diseases;
- (xi) to organise in association with the concerned department, campaigns competitions, contests and other activities which will develop and maintain the interest of the workers in establishing and maintaining safe conditions of work and procedures; 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.

**41. Facilities to be provided to Safety Officer.-** An occupier of the factory or employer of the establishment shall provide each Safety Officer with facilities, equipment and information as are necessary to enable him to discharge his duties effectively.

## CHAPTER-V

### Hours of Work and Annual Leave with Wages

**42. 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 in each day under sub-rule (1), with intervals and spread overs, shall be as notified by the State Government.

**43. 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 transport vehicle is interrupted.

**44. Weekly holiday.-** (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 holiday. Where the weekly holiday is not the same day for all persons employed in the establishment, the notice shall show the holiday allowed to each relay, or set of persons or individual in Hindi, English and local language.

**45. Compensatory holidays.-** (1) 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, 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 holidays are given in one week.

(2) The employer or occupier or manager of the establishment or factory 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 specified under section 26 is displayed in Form-14. 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, and

(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.

**46. Wages for overtime under section 27.-** (1) Where in an establishment, a worker works for more than eight hours in any day as daily wager, or for more than forty-eight hours in any week, as the case may be, he shall in respect of such overtime work be entitled to wages at the rate of twice his rate of wages and shall be paid at the end of each wage period.

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

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

(4) The spread over for the workers shall exceed period of work notified under sub-rule (2) of rule 42 in any one day under the following works and circumstances in respect of factory, beedi and cigar works and building or other construction work, 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 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 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 forty-four hours in any quarter of a year.

**47. 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 factory.

**48. Notice of periods of work under sub-section (2) of section 31.-** The notice referred to in sub-section (2) of section 31 shall be displayed at conspicuous places and maintained in Form-15 and copy of such notice shall be sent to Inspector-cum-Facilitator electronically or by registered post or speed post.

## CHAPTER-VI Maintenance of Registers, Records and Returns

**49. Maintenance and production of reports, registers and other records under section 33.-** (1) every occupier or employer of establishment shall maintain,-

- (a) Register of workers and employees in Form-16;
- (b) Register of attendance cum-muster roll in Form-17;
- (c) Register of wages, overtime and deductions in Form-18;
- (d) Register of leave with wages in Form-19;
- (e) Registers under this chapter shall be maintained electronically or otherwise;
- (f) Entries in the registers shall be made in English and Hindi or the language understood by a majority of persons employed;

- (g) The occupier or every employer shall produce records and registers, on demand before the Inspector-cum-Facilitator or any person authorized in that behalf of the State Government; and
- (h) All the registers and other records shall be preserved in original for a period of five calendar years from the date of last entry made therein.
- (2) Every employer shall issue wage slips, electronically or manually to the employees in Form-20 as prescribed under rule 52 of the Code on Wages (Central) Rules 2026 and sub-section (3) of section 50 of the Code on Wages, 2019 before one day of payment of wages to the employee.
- (3) In respect of establishment which are required to maintain register under the rules framed under the Code on Wages 2019, Social Security Code, 2020, the following registers and wage slips required to be maintained by the employer of the establishment under those Codes and rules made thereunder shall be deemed to be maintained by the employer under these rules, namely:-
- (a) Register of employees;
  - (b) Register of Attendance-cum-Muster Roll;
  - (c) Register of Wages, over time and deductions; and
  - (d) Wage slip.
- (4) All registers and other records required to be maintained under the Code and rules made thereunder shall be maintained complete and up-to-date and unless otherwise provided for, shall be kept at an office or the nearest convenient building within the precincts of the work place or at a place within a radius of three kilometers.
- (5) Returns,-
- (a) The occupier or employer to which the provisions of this Code applies on or before the 1st day of February in each year, upload a unified annual return in Form-22 prescribed under the rules made in the Occupational Safety, Health and Working Conditions Code, 2020 (Central Act No.37 of 2020) online on the official web portal, giving information as to the particulars specified in respect of the preceding year;
- Provided that during inspection, the Inspector-cum-Facilitator may require the production of accounts, books, register and other documents maintained in electronic form or otherwise.
- Explanation:** For the purposes of this sub-rule, the expression “electronic form” shall have the same meaning as assigned to it in clause (r) of section 2 of the Information Technology Act, 2000 (Central Act No. 21 of 2000).
- (b) If the occupier or employer to which the provisions of this Code applies sells, abandons or discontinues the working of the establishment, then he shall, within one month of the date of such sale or abandonment or four months of the date of such discontinuance as the case may be, upload online, on the official web portal, a further unified return in Form-22 referred to in clause (a) in respect of the period between the end of the preceding year and the date of the sale, abandonment or discontinuance.
- (c) 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;
- (d) be preserved in original for a period of five years after the date of the last report or entry:

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

- (e) be produced, electronically or by registered post or speed 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.

**50. Display on notice board.-** (1) Every employer or occupier shall display or caused to be displayed at the conspicuous places of the factory or establishment under his control, notice showing the name and address of the factory or 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 factory or establishment and date of payment of unpaid wages to such workers in Form-21 in English and Hindi language.

(2) In addition to the above the following information in English and Hindi language shall be displayed at a conspicuous place in the factory:-

- (a) Hazard identification at workplace;
- (b) Do's and don'ts in respect to hazardous substances, hazardous processes, dangerous operations, MAH installations and workplaces;
- (c) Identification of storages with name of chemicals / substances / storage capacity / hot or cold / pressure / HAZCHEM number if applicable;
- (d) Emergency contact number of factory or establishment personnel and name (at least two);
- (e) Emergency contact number of local administration; and
- (f) Fire / emergency escape route chart.

Provided that the Chief Inspector-cum-Facilitator may require any other information for safety and health at workplace and the by-laws to be displayed in English and Hindi language.

(3) The notices required to be displayed by the Code, regulations and the rules shall be maintained in a clear and legible condition.

**51. Returns.-** Every employer of an establishment shall send annually a return relating to such establishment in Form-22 related to category of employees, health & welfare facilities retrenchment/ layoffs, bonus, maternity benefits etc. 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.

**52. 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 Form-24.

**53. Register of leave with wages under clause (a) of section 33.-** (1) The occupier or employer or manager of every factory or establishment shall maintain in respect of every employee thereof a record of leave with wages electronically or manually in Form-19.

(2) The register mentioned in sub-rule (1) shall be preserved for a period of five 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 s and Other Authority**

**54. Qualification and experience of Chief Inspector-cum-Facilitator under sub-section (5) of section 34.-** The Chief Inspector-cum-Facilitator shall be, -

- (a) in case of Factories, the Chief Inspector appointed under the Rajasthan Service of Inspector of Factories and Boilers and Inspector of Factories (Chemical) Rules, 1958.
- (b) for establishments other than factories, the Labour Commissioner or Additional Labour Commissioner, subject to direction and control of the Labour Commissioner.

**55. Powers and duties of Inspector-cum-Facilitator under clause (xiv) of sub-section (1) of section 35.-** (1) Inspector-cum-Facilitator shall, after every inspection, as may be deemed necessary, issue 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 or occupier and manager.

(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 and his findings and any shortcomings which may come to light during the inspection, together with any order passed by him under the Code, rules or the regulations made thereunder shall be recorded and maintained.

(3) Inspector-cum-Facilitator or Chief Inspector-cum-Facilitator may exercise such other powers as may be notified by the State Government in this behalf.

**56. Power to take samples of any articles or substances under clause (x) of sub-section (1) of section 35.-** (1) An Inspector-cum-Facilitator may take samples or substances in an establishment as per the inspection scheme mandated under the Official Portal after informing the employer 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 this code or the rules made thereunder; or
- (b) in the opinion of the Inspector-cum-Facilitator likely to cause bodily injury to, or injury to the health of worker and employee in the factory or establishment.

(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-rule unless such person willfully absents himself, divide the sample into three portions and effectively seal and suitably mark them, and shall permit such person to add his own seal and mark thereto.

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

(4) The Inspector-cum-Facilitator shall,-

- (a) forthwith give one portion of the sample to the person informed under sub-section (1);
- (b) forthwith send the second portion to a Government Analyst or National Accreditation Board for Testing and Calibration Laboratories (NABL) 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 or National Accreditation Board for Testing and Calibration Laboratories (NABL) accredited laboratory 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.

**57. Third party.-** The scheme for third party having specialised qualification and experience, duties and responsibilities of experts to be empanelled under section 37 shall be as prescribed and notified by the State Government.

**58. Manner of providing Alternative Employment under section 38 (1)(A)(d).-** Every occupier shall provide employment to the affected worker employed by him by the order in section 38(1)(A)(a) in the other parts of the factory:

Provided that the wages for period during which alternative employment is provided wages for such period shall paid and shall not be reduced due to alternate employment.

Provided further that if the whole or a part of establishment working as factory or building and other construction site is fully closed by an order, then it shall be the duty of the employer to pay wages to the affected workers as per Code on Wages, 2019 for the number of days for which the establishment was closed.

**59. Appointment of Medical Officer under sub-section (1) of section 42.-** (1) The Medical Officer shall be a medical practitioner who possesses any recognised medical qualification as defined in the National Medical Commission Act, 2019 (Central Act No. 30 of 2019) and who is enrolled on a Indian Medical Register or on a State Medical Register as per the provisions of the said Act.

(2) The Medical Officer shall be trained in Occupational Health course including International Labour Organisation (ILO) classification of chest Radiograph duly recognized by the central government.

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

(2) The Medical Officer may seek opinion of specialists like radiologist, dentist and orthopedic surgeon as the case may be, for the purpose of determination of age.

(3) Medical Officer shall carry out such examination and furnish such report as the Central Government or State Government may direct,-

- (a) for examination and certification of workers in an establishment or factory in such dangerous occupation or processes as specified in First Schedule to the Code;
- (b) for medical supervision of any establishment or factory or class of establishment or factory where cases of chronic occupational illness have occurred due to arduous nature of any process carried on or hazardous condition of work;
- (c) in respect of any establishment or factory or class of establishment or factory or description of establishment or factory in which operations involve any risk of injury to the health of any person or class of persons employed therein;
- (d) to undertake occupational health survey for any or class of an establishment or factory, where cases of illness have occurred or there is prevalence of diseases as prescribed in Third Schedule of the code.
- (e) to assess the age and issue fitness of adolescent for employment in an establishment or class of establishment.

### CHAPTER-VIII

#### Special Provision Relating to Employment of Women

**61. Employment of Women in establishment or factory under section 43.-** 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:-

- (a) the consent of woman employee shall be taken in writing;
- (b) no woman shall be employed against the maternity benefit provisions laid down under the Social Security Code, 2020 (Central Act No.-36 of 2020);
- (c) adequate transportation facilities shall be provided to women employee to pick-up and drop such employee at her residence;
- (d) the workplace including passage towards conveniences or facilities concerning toilet, washrooms, drinking water, entry and exit of women employee should be well-lit;
- (e) the toilet, washroom and drinking facilities should be near the workplace where such women employee are employed and suitable provisions of Closed-circuit television (CCTV) Surveillance on the way to these facilities shall be provided;
- (f) provide safe, secure and healthy working condition is provided so that no woman employee is disadvantaged in connection with her employment;
- (g) dedicated telephone numbers of the establishment shall be displayed at conspicuous places both at the establishment as well as inside the vehicles, so that any women employee can utilize them, in case of any exigency or emergency;
- (h) the provisions of the Sexual Harassment of Women at workplace (Prevention, Prohibition and Redressal) Act, 2013 (Central Act No. 14 of 2013), as applicable to the establishments, shall be complied with.

**62. Adequate safety of employment of women in dangerous operations under section 44.-** The State Government may declare, from time to time, by notification, the class

of establishments or factory and the standards for safeguarding of women in hazardous process or in dangerous operations.

## CHAPTER-IX Contract Labour

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

**64. 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 Code;
- (b) the wages shall be paid in accordance with the Code on Wages, 2019 (Central Act No. 29 of 2019);
- (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;
- (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 the contract workers, who have not been paid, out of the security deposit maintained under rule 70 including by invoking the bank guarantee; and
- (f) he shall intimate within fifteen days of the receipt of a contract work order about the details the contract work order and in the manner as specified in rule 72.

**65. Form and manner of application for contractor license under sub-section (1) of section 48.-** (1) Every application by a contractor for the grant of a license shall be made on-line electronically through Official Portal in Form-25 to the licensing authority.

(2) The application shall be accompanied, by way of uploading on the Official Portal, by the following documents, namely:-

- (a) A certificate by the principal employer in Form-26 to the effect that the applicant has establishment and that he undertakes to be bound by all the provisions of the Code and rules made thereunder in respect of the employment of contract labour by the applicant,
- (b) Work order given by the principal employer, for contract work, and
- (c) bank guarantee for an amount calculated at the rate of rupees 1000 for each of the worker to be employed as contract labour, in respect of which the application has been made.

(3) Every application referred to in sub-rule (1) shall also be accompanied by copy of treasury challan /e-challan or otherwise as proof of payment of fee prescribed in rule 68.

**66. Manner of taking actions and inquiry under sub-section (3) of section 119.-** In granting or refusing to grant a licence for contract work, the licensing authority shall take the following matters into account, namely:-

- (a) Whether the applicant fulfils qualification and criteria as prescribed in rule 63;
- (b) Whether a certificate of the Principal Employer in prescribed Form-26 and copy of work order is uploaded along with application;
- (c) Whether contract labour is to be employed only in the non-core activities of the establishment; and
- (d) Whether any order has been made in respect of the applicant under section 51 of the Code and if so, whether a period of three years has elapsed from the date of that order.

**67. Forms, terms and conditions of license.-** (1) Every license granted shall be in Form-27.

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

- (a) the license shall be non-transferable;
- (b) the number of workers employed as contract labour by the contractor shall not, on any day, exceed the maximum number specified in the license;
- (c) 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; and
- (d) 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.

**68. 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 1000/- for each of the worker to be employed as contract labour, in respect of which the application for license has been made, shall be deposited by the contractor for performance of the conditions of the license and compliance with the provisions of the Code or the rules made thereunder.

(2) Wherein the issued contract license had expired, based on the request of the applicant in Form-25, the licensing officer may adjust the security deposit in respect of his application for new license.

(3) The fees to be paid per year, for the grant of a license shall be as specified in the Table below, namely:-

Table

S. No.	Criteria	Fees in Rupees
(1)	(2)	(3)
1.	No license is required upto 49 contract labour	Nil.
2.	50 but does not exceed 100 contract labour	1000
3.	101 but does not exceed 300 contract labour	2000
4.	301 but does not exceed 500 contract labour	3000
5.	501 but not exceeding 1000 contract labour	5000
6.	1001 but not exceeding 5000 contract labour	10000
7.	5001 but not exceeding 10000 contract labour	20000
8.	10001 but not exceeding 20000 contract labour	30000
9.	20001 and above contract labour	40000

**69. Renewal of license issued under section 48.-** (1) Every contractor shall apply electronically on the Official Portal to the licensing authority for renewal of the license.

(2) Every such application shall be submitted on the said Official 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 per year for renewal of the license shall be the same as for the grant of license under rule 68:

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

(4) It shall be the responsibility of the authority concerned to renew license within 30 days or within such shorter period as specified by the Loksewa Guarantee Adhiniyam, for such service.

**70. 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 licence 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 off within 30 days of the receipt of the application.

**71. 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 (Central Act No. 29 of 2019) and where the rates have been fixed by agreement, settlement or award, not less than the rates fixed.

(2) In case where the contract labour employed by the contractor performs the same or similar kind of work as the worker directly employed by the principal employer of the establishment, the holidays, hours of work and other conditions of service of the contract labour 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 Chief Inspector-cum-Facilitator concerned, 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.

**72. 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 the Official Portal or e-mail of the Labour Commissioner or his representative as may be notified on the website of Labour Department.

**73. Revocation or suspension of license under section 51.-** (1) If the Licensing Authority is satisfied that the licence has been obtained by misrepresentation or suppression of any material fact or if the contractor has failed to comply with the conditions subject to which 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 feels 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 and district office of Labour Department.

(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 communicate to the contractor electronically. The copy of the order shall be endorsed electronically to the Labour Commissioner and district office of Labour Department.

**74. 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 for the purpose.

**75. 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.

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

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

(4) The Wages of contract labours shall be paid without any deductions of any kind, except those specified by the Central Government by general or special order in this behalf or permissible under the Code on Wages 2019 (Central Act No. 29 of 2019), by the contractors to the contract labour.

(5) A notice showing wage period and date and time of disbursement of wages of contract labour shall be displayed at the place of work and a copy sent by the contractor to the principal employer electronically or in person under acknowledgement.

(6) Every contractor (including the contractors employing less than 50 contract labour) shall send half-yearly return in Form-23 so as to reach the concerned licensing authority, not later than 30 days from the close of the half year, electronically, that is to say January to June, July to December.

(7) In case contractor fails to make payment of wages to the contract labour within 7 days of completion of wage period, then the principal employer shall take necessary action and make payment of wages in full or the unpaid balance dues, as the case may be, to the concerned contract labour employed by the contractor within 15 days and recover the amount so paid from the contractor either by deduction from any amount payable to the contractor under any contract or as debt payable by the contractor or from the Security deposit lying with the Principal Employer.

(8) Every principal employer of an establishment shall submit annual return in Part II of Form-22 so as to reach the authority and Labour Commissioner, so as to reach him not later than 1<sup>st</sup> February following the end of each Calendar year electronically, except in cases of contract which undertakes to produce given result.

**76. 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.

**77. Experience Certificate under section 56.-** Every concerned contractor shall issue on demand, experience certificate in Form-28 to the contract labour giving details of the period, work performed, experience gained in various fields performed by such contract labour.

**78. Prohibition of employment of contract labour under clause (b) of sub-section (2) of section 57.-** 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, to the Principal Secretary/Secretary, Labour Department, Government of Rajasthan giving reasons along with supporting documents.

## CHAPTER-X

### Inter-State Migrant Worker

**79. Journey allowance to Inter-State Migrant Worker under section 61.-** The employer shall pay a lump sum amount on account of fare for to and fro journey to inter-state migrant worker by train (not less Sleeper Class) or by bus or any other mode of passenger transport from the place of employment to the place of residence in the home state in the event if he 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 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.

**80. Setting up of a Toll-Free helpline number to the inter-state migrant worker under Section 63.-** The State Government may provide a Toll-Free help-line number to address queries and grievances of the inter-state migrant workers.

**81. 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

## CHAPTER-XI

### Audio -Visual Worker

**82. Agreement for audio-visual worker under clause (a) of sub-section (2) of section 66.-** (1) The agreement between audio-visual workers and the producer shall be executed in Form-29.

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

**83. Procedure for reference of disputes to a Conciliation Officer or a Tribunal under 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 State rules framed thereunder.

## CHAPTER-XII

### Beedi and Cigar Workers

**84. Form of application and the payment of fees under sub-section (2) of section 74.-** Subject to the provision of section 119 of the Code, every application under sub-section (2) of section 74 for a licence to use, or allow to be used, any place or premises as industrial premises shall be made on-line electronically through Official Portal in Form-25 to the licensing authority.

**85. Manner of preparing the plan of the place or premises under sub-section (3) of section 74.-** The application shall be accompanied by the 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 section 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.

**86. Other matters under clause (e) of sub-section (4) of section 74.-** Before granting licence, the licensing authority shall also take into consideration whether the site of any 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.

**87. Fees under sub-section (6) of section 74.-** The fees per year to be paid for the grant or renewal of a licence under section 74 shall be as specified in the table given below:-

TABLE

S. No.	Number of employees	Fees in Rupees for industrial premises in which power driven machinery is used	Fees in Rupees for industrial premises in which power driven machinery is not used
(1)	(2)	(3)	(4)
1.	Exceeds ten but does not exceed twenty	300	200
2.	Exceeds twenty but does not exceed fifty	700	500
3.	Exceeds fifty but does not exceed hundred	1500	1000
4.	Exceeds hundred but does not exceed two hundred and fifty	3000	2500
5.	Exceeds two hundred and fifty	5500	5000

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

- (1) Every employer shall apply electronically on the 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 fee chargeable for renewal of the license per year shall be the same as for the grant of license under rule 87:

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.

**89. Period.-** It shall be the responsibility of the authority concerned to renew or refuse to renew license within 30 days or within such shorter period as prescribed under Loksewa Guarantee Adhinium, for such service.

**90. Form and terms and conditions of licence.-** (1) A licence under section 74 shall be issued electronically in Form-27.

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

- (a) the manufacturing process shall be carried on only in that part of the industrial premises specified for the purpose in the licence;
- (b) the maximum number of employees employed in the industrial premises shall not on any day exceed the number specified in the licence;

- (c) power driven machinery not specified in the licence shall not be used in the manufacturing process in the premises;
- (d) 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;
- (e) the licence shall not be transferable; and
- (f) 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.

**91. Time of filing appeal and fees under section 75.-** (1) The employer aggrieved by the order of Licensing Officer, may appeal against such order before the appellate officer appointed by the State Government for the purpose within thirty days from the date of receipt by him of such order, electronically.

(2) 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.

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

(4) 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.

(5) 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.

(6) 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.

(7) 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 licensing 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.

(8) The fees payable in respect of an appeal under this rule shall be Rs. 100/-.

**92. Conditions for permission and form of maintaining record of the outside work under sub-section (1) and (2) of section 76.-** (1) Permission for wetting or cutting of beedi or tobacco leaves by employees outside the industrial premises may be granted on such conditions as may be specified by the State Government, from time to time.

(2) The employer shall make, through the Labour Commissioner, an application addressed to the 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. The

Labour Commissioner shall forward the application with his comments within a period of 15 days to the State Government. The State Government shall decide the application within a period of further thirty days. The permission so granted shall be valid only for such period as specified in the order granting permission.

(3) The employer shall maintain record of the work permitted under sub-section (1) of section 76 to be carried out outside the industrial premises in Form-30, electronically or otherwise.

(4) The employer shall, in respect of the employees who are permitted to work in their houses i.e. home-workers, maintain an up-to-date register in Form-31, electronically or otherwise.

**93. 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-32.

(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.

**94. 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-cum-Facilitator, raw materials to such employee or employees and during such period as may be specified in the order.

**95. 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.

**96. 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.

**97. Maintenance of certain registers.-** (1) Every employer shall provide free of cost to each home worker two books in Form-33, hereinafter referred to as the Home workers log-book and the home-worker shall keep a record in the logbook of the daily work done by him, the number of beedis or cigars supplied by him, number of standard beedis/cigars, the number of sub-standard or chhat beedis/cigars, the wages receivable and received by him for the standard beedis/cigars, sub-standard or chhat beedis/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-33. electronically 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.

### CHAPTER-XIII

#### Factories

**98. Mode of submission of application under sub-section (1) and (2) of section 79.-** The provisions of rule 5 to 18 shall *mutatis mutandis* apply to the application submitted under sub-section (1) and (2) of section 79.

**99. Common facilities and services for joint liability of owner of premises and occupiers under section 80.-** Where any premises or separate buildings are leased to different occupiers for use as separate factories, the owner of the premises and occupiers of the factories utilising such common facilities which include fire prevention and protection, access, hygiene, health, ventilation, temperature, emergency preparedness and response, canteens, shelter, rest rooms and crèches shall jointly and severally be responsible for provision and maintenance of such common facilities and services as prescribed below:-

- (i) Where in any premises separate buildings are leased to different occupiers for use as separate factories, the owner of the premises and occupiers of the factories shall jointly and severally be responsible for the provision and maintenance of common facilities and services, such as approach roads, drainage, water supply, lighting and sanitation.
- (ii) Where in any premises, independent or self-contained, floor or flats are leased to different occupiers for use as separate factories, the owner of the premises and occupiers of the factories shall jointly and severally be liable as if he were the occupier or manager of a factory, for any contravention of the provisions of the Code, rules and regulations made thereunder in respect of:-
  - (a) latrines, urinals and washing facilities in so far as the maintenance of the common supply of water for these purposes is concerned;
  - (b) fencing of machinery and plant belonging to the owner and not specifically entrusted to the custody or use of an occupier;
  - (c) safe means of access to the floors or flats or building or premises and maintenance and cleanliness of staircases and common passages;

- (d) precaution in case of fire at common place;
  - (e) maintenance of hoists and lifts at common place; and
  - (f) maintenance of any other common facilities provided in the premises.
- (iii) In respect of clause (i) and (ii), while computing for the purposes of any of the provisions of this Code the total number of workers employed, the whole of the premises shall be deemed to be a single factory.
- (iv) The Chief Inspector-cum-Facilitator shall have power to issue orders to the owner of the premises in respect of the carrying out of the provisions of this rule.

**100. Dangerous manufacturing process or operation under section 82.-** (1) The following manufacturing process or operation when carried on in any factory are declared to be dangerous manufacturing process or operation under clause (a) of section 82:-

1. Manufacture of aerated water and processes incidental thereto.
2. Electrolytic plating or oxidation of metal articles by use of an electrolyte containing chromic acid or other chromium compounds.
3. Manufacture and repair of electric accumulators.
4. Glass manufacture.
5. Grinding or glazing of metals.
6. Manufacture and treatment of lead and certain compounds of lead.
7. Generation of gas from dangerous petroleum, as defined in the Petroleum Act, 1934 (Central Act No. 30 of 1934).
8. Cleaning or smoothing, roughening etc., of articles by a jet of sand metal shot or grit or other abrasive propelled by a blast of compressed air or steam.
9. Lining and tanning of raw hides and skins and processes incidental thereto.
10. Manufacture of chemical and processes incidental thereto.
11. Manufacture of pottery and processes incidental thereto.
12. Printing presses and type foundries-certain lead processes carried therein.
13. Manufacture of bangles and other articles from cinematograph film and toxic and inflammable solvents.
14. Compression of oxygen and hydrogen produced by the Electrolysis of water.
15. 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.
16. Manipulation of stone or any other material containing free silica.
17. Handling and Manipulation of corrosive (liquids and substances).
18. Manufacture or Manipulation of Carcinogenic Dye Intermediates.
19. Process of extracting vegetable oils from oil cakes in Solvent Extraction Plant.
20. Manufacture or Manipulation of manganese and its compounds.

21. Manufacture, handling and use of Benzene.
22. Carbon Disulphide Plants.
23. Manufacture and Manipulation of Dangerous Pesticides.
24. Operations involving high Noise levels.
25. Manufacture of Rayon by Viscose Process.
26. Highly Flammable Liquid and Flammable Compressed Gases.
27. Operation in Foundries.
28. Fireworks Manufacturing and Match Factories.

(2) The provisions specified under clause (b), (c) and (d) of section 82 and in the Schedules annexed hereto shall apply to any class or description of factories wherein dangerous manufacturing process or operation specified in each Schedule are carried out.

(3) Notwithstanding the provision specified in the schedules appended to this rule, the Inspector-cum-Facilitator may, by issue of orders 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 of the workers, or to suspend any process, where such process constitutes, in the opinion of the Inspector-cum-Facilitator, imminent danger of poisoning or toxicity.

(4) Any register or record of medical examination and tests connection therewith required to be carried out under any of the schedules annexed hereto in respect of any workers shall be kept readily available to the Inspector-cum-Facilitator and shall be preserved till the expiry of one year after the workers ceases to be in employment of the factory or for the time period specifically prescribed in any of the Schedule below, whichever is higher.

(5) No pregnant woman shall be employed in any part of a factory wherein or near thereby a dangerous manufacturing process or operation is carried out. However, before employing any woman other than pregnant women in a factory wherein dangerous manufacturing process or operation is carried out, the occupier shall ensure that engineering control is installed, safety training, prescribed medical examination, specialised Personal Protective Equipment, as may be notified by the State Government, are provided.

(6) The Permit to work system shall inter alia include the observance of the following precautions while carrying out any 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 parts 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 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 persons 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 resurrexion 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) adequate rescue arrangements wherever considered equipment shall be used while 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 a regular process; and
- (h) 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 the schedules made under this rule.

(7) There shall be provided and maintained in a cleanly state and in good repair for the use of all persons employed in dangerous operation 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 60 cms. for every ten such persons employed at any one time and having a constant supply of water taps or jets above the trough at intervals of not more than 60 cms.; or
- (ii) at least one wash basin for every ten such persons employed at any one time, fitted with a waste pipe and plug and having a constant supply of clean water;
- (iii) a sufficient supply of clean towels made of suitable materials renewed daily; and
- (iv) a sufficient supply of soap or other suitable cleansing materials.

(b) there shall in addition be provided means of washing facilities if required by notice in writing from the Chief Inspector-cum-Facilitator .

(8) 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 worker or employee:

Provided that if there be one basin or 60 cms. of trough for each such person this sub-rule shall not apply.

(9) Sufficient bath accommodation to the satisfaction of the Chief Inspector-cum-Facilitator shall be provided along with sufficient supply of soap and clean towels.

(10) No food, drink, Paan and supari or tobacco shall be consumed or brought by any worker into any work-room in which any dangerous operation process is carried on.

(11) The occupier of all the factories carrying out processes covered under section 82, shall provide,-

(a) for all the workers working in a shift, mess room facility, which are well ventilated and provided with sitting facilities along with the provision of drinking water; and

(b) such facilities shall include suitable arrangements for cleaning and washing and shall be maintained in clean and hygienic conditions.

(12) The occupier of every factory carrying out any process covered under section 82 shall provide,-

(a) for all the workers employed in the process, cloak room facilities with lockers. Each worker shall be provided with locker; and

(b) the cloak room facilities shall be located as far as possible near to the facilities provided for washing. If it is not possible to locate the washing facilities the cloak room facilities shall have adequate and suitable arrangements for cleaning & washing.

(13) The occupier of every factory having licence of more than 100 workers and to which this rule applies, shall,-

(a) employ a qualified medical practitioner having qualification, training and experience in conducting a thorough Medical check-up against the hazards likely to creep in such type of process; and

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

(14) The record of medical examination and appropriate tests carried out by the said medical practitioner shall be maintained in a Health Register, which shall be kept readily available for Inspection by the Inspector-cum-Facilitator.

(15) Workers employed in processes covered under this rule shall be medically examined by a Medical Practitioner or 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 12 months or less as defined in the schedule, to ascertain the health status of the workers;

(c) The details of pre-employment and periodical medical examinations carried out as aforesaid shall be recorded in Health Register and maintained;

- (d) Any finding of the Medical Practitioner revealing any abnormality or unsuitability of any person employed in the process shall immediately be reported to the occupier. If the Factory Medical Practitioner is of the opinion that the worker so examined is required to be suspended from the process for health protection, he will advise the occupier accordingly, who shall not employ the said worker in the same process. However, the worker so suspended from the process shall be provided with alternate placement facilities unless he is fully incapacitated in the opinion of the Medical Practitioner, in which case the person affected shall be suitably rehabilitated:

Provided that the Medical Officer on his own may examine any other workers whom he feels necessary to be examined for ascertaining the suitability of his employment in the processes covered under this rule or for ascertaining the health status of any other worker and his opinion shall be final.

- (e) No person shall be newly appointed without the Certificate of Fitness granted by the Medical Practitioner. If the Medical Practitioner declares a person unfit for being appointed to work in the process covered in sub-rule (1) then such person shall have a right to appeal to the Medical Officer, whose opinion shall be final in this regard;
- (f) The worker suspended from the process owing to the circumstances covered in sub-para (d) shall be employed again in the same process only after obtaining the Fitness Certificate from the Medical Officer and after making entries to that effect in the health register.

(16) In every factory carrying out dangerous operations,-

- (a) Every worker employed in any of these processes to which this rule applies shall be examined by a Medical Officer within 15 days of his first employment. Such examination shall include such medical tests as mentioned in the Schedule related to the processes. 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.
- (b) Every worker employed in the said processes shall be re-examined by a Medical Officer at least once in every twelve months. Such re-examination shall, wherever the Medical Officer considers appropriate include tests as specified in Schedules appended to this rule.
- (c) The Medical Officer after examining a worker, shall issue a Certificate of Fitness. The record of examination and re-examinations carried out shall be entered in the Certificate and the Certificate shall be kept in the custody of the manager of the factory. The record of each examination carried out under clause (a) and (b) above, including the nature and results of the tests, shall also be entered by the Medical Officer in a health register.
- (d) The Certificate of fitness and the health register shall be kept readily available for Inspection by the Inspector-cum-Facilitator .

- (e) If at any time the Medical Officer is of the opinion that a worker is no longer fit for employment in the said processes on the ground that continuance therein would involve special danger to the health of the worker, he shall make a record of his findings in the said certificate and the health register. The entry of his findings in those documents should also include the period for which he considers that the said person is unfit for work in the said processes.
- (f) No person who has been found unfit to work as said in clause (e) above shall be re-employed or permitted to work in the said processes unless the Medical Officer, after further examination again, certifies him fit for employment in those processes.

(17) In all the factories carrying out dangerous operation there shall be provided and maintained in good order an Occupational Health Centre with facilities as per scale laid down hereunder:

(a) For factories having licence upto 50 workers,-

- (i) The services of a qualified medical practitioner, hereinafter known as Factory Medical Practitioner, available on a retainership basis, in his notified clinic near to the factory for seeking medical help during emergency. He will also carry out the pre-employment and periodical medical examinations.
- (ii) A minimum of five persons trained in first aid procedures, amongst whom at least one shall always be available during the working period:
- (iii) A fully equipped first aid box.
- (iv) List of hazardous substance, chemicals and dangerous operations along with Material Safety Data Sheets.

(b) For factories employing 51 to 200 workers,-

- (i) The occupational health centre shall have a room having a minimum floor area of 15 sq.m. with floor and walls made of smooth hard and impervious surface and shall be adequately illuminated, ventilated and equipped:
- (ii) A part time Factory Medical Practitioner will be in overall charge of the Centre who shall visit the factory minimum twice in a week and whose services shall be readily available during emergencies.
- (iii) There shall be one qualified and trained dresser-cum-compounder on duty throughout the working period.
- (iv) A fully equipped first aid box.
- (v) List of hazardous substance, chemicals and dangerous operations along with Material Safety Data Sheets.

(c) For factories employing above 200 workers,-

- (i) There shall be one full time Factory Medical Practitioner for factories employing up to 500 workers and one more Medical Practitioner for every 1000 workers or part thereof.
- (ii) The occupational health centre in this case shall have a minimum of 2 rooms each having a minimum floor area of 15 sq. m. each with floors and walls made of smooth, hard and impervious surface and shall be adequately illuminated, ventilated and equipped.
- (iii) There shall be one trained nurse, one dresser-cum-compounder and sweeper-cum-ward boy throughout the working period.
- (iv) The occupational Health Centre in this case shall be suitably equipped to manage medical emergencies.
- (v) List of hazardous substance, chemicals and dangerous operations along with Material Safety Data Sheets.

(18) In every factory having licence for more than 500 workers and carrying out dangerous operation, there shall be provided and maintained in good condition a fully equipped ambulance van as may be prescribed and manned by a full time driver-cum-mechanic and a helper, trained in first aid for the purposes of transportation of serious cases of accidents or sickness. The ambulance van shall not be used for any purpose other than the purpose stipulated herein and will always be available near the Occupational Health Centre.

## 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 siphons 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 and arms:

Provided that,-

- (i) provision of this clause 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 bottle at work upon it is exposed to danger, a gauntlet need not be provided for the arm which is not exposed to danger.

(2) The occupier shall provide and maintain in good condition for the use of all persons engaged in corking, crowning, screwing, wiring, foiling, capsuling, sighting or levelling bottles of 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 clause 2 shall, while at work in such processes, wear the face guards and gauntlets provided under the provisions of the said clause.

## SCHEDULE II

### **Electrolytic plating or Oxidation of Metal articles by use of an Electrolytes containing chromic acid or other chromium compounds**

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

- (a) "Electrolytic chromium process" means the electrolytic plating or oxidation of metal articles by the use of an electrolyte containing chromic acid or other chromium compounds.
- (b) "Bath" means any vessel used for an electrolytic chromium process or for any subsequent process.

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

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

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

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

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

**5. Medical examination.-** Every worker employed in the electrolytic chrome process shall be examined within 15 days of his first employment. Such examinations shall include tests for Chromium in urine and nasal septum perforation.

**6. Cautionary placard.-** A cautionary placard 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.

**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 leads or to the repair on the premises, of any accumulator forming part of a stationery battery.

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

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

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

**3. 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; and

(e) Melting down of pasted plates.

**4. Air space.-** In every room in which a lead process is carried on, there shall be at least 14 cubic metres of air space, for each person employed therein, and in computing this air space, no height over 3.5 metres shall be taken into account.

**5. 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.

**6. Distance between workers in pasting room.-** In every pasting room, the distance between the center of the working position of any paster and that of the paster working nearest to him, shall not be less than 1.5 metres.

**7. 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; and

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

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

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

(4) Without prejudice to the requirements of sub-clause (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; and
- (c) thoroughly washed daily by means of a hose pipe.

**8. 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 there at;
- (c) all such work-benches other than those in grid casting shops shall 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 there at;
- (d) all such work-benches in grid casting shops, shall be cleansed daily; and
- (e) every work-bench used for pasting shall,-
  - (i) be covered throughout with sheet lead or other impervious material;
  - (ii) be provided with raised edges; and
  - (iii) be kept constantly moist while pasting is being carried on.

**9. 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 lining 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 persons work.

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

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

**12. 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.

**13. Racks and Shelves in drying room.**- The racks or shelves provided in any drying room shall not be more than 240 cms. from the floor not more than 60 cms in width. Provided that

as regards racks or shelves set or drawn from both sides the total width shall not exceed 120 cms. Such racks or shelves shall be cleaned only after being thoroughly damped unless an efficient suction cleaning apparatus is used for this purpose.

**14. Medical examination by Medical Officer.-** Every worker employed in lead processes shall be examined within 15 days of his first employment. Such examination shall include tests for lead in urine and blood, ALA in urine, hemoglobin content, stippling of cells and steadiness test.

**15. 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; or
- (c) the formation room;

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

#### **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 conditions in a factory or otherwise, any of the requirements of this Schedule can be suspended or relaxed without danger to the persons employed therein, or that the application of this Schedule or any part thereof is for any reason impracticable, he 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 purposes of this Schedule,-

- (a) "Efficient exhaust draught" means localised ventilation effected by mechanical means for the removal of gas, vapour, dust or fume so as to prevent them (as far as practicable under the atmospheric conditions usually prevailing) from escaping into the air of any place in which work is carried on. No draught shall be deemed efficient which fails to remove smoke generated at the point where such gas, vapour, fume or dust originate.
- (b) "Lead compound" means any compound of lead other than galena which when treated in the manner described below, yields to an aqueous solution of hydrochloric acid 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.

**Explanation:** The method of treatment shall be as follows:-

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

**3. Exhaust draught.-** The following process shall not be carried on except under an efficient exhausted 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 ammoniacal 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. Floors and work-benches.-** The floor and work-benches of every room in which a dry compound of lead is manipulated or in which any process is carried on giving off silica dust shall be kept moist and shall comply with the following requirements, -

The 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) cleansed daily after being thoroughly spread with water at a time when no other work is being carried on in the room.

The work-benches shall, -

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

**5. Use of Hydrofluoric Acid.-** The following provisions shall apply to rooms in which glass is treated with hydrofluoric acid, -

- (a) there shall be inlets and outlets of adequate size so as to secure and maintain efficient ventilation in all parts of the room;
- (b) the floor shall be covered with gutta-percha and be tight and shall slope gently down to a covered 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.

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

**7. 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 sterilizing his blow-pipe.

**8. Protective clothing.-** The occupier shall provide, maintain in good repair and keep in clean condition for the use of all persons employed in the process specified in clause 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.

**9. Medical examination.-** Every worker employed in processes specified in clause 2 shall be examined within 15 days of his first employment. Such examination shall include pulmonary function test and in suspected cases chest X-rays as well as test for lead in urine.

## SCHEDULE V

### Grinding or Glazing of Metals 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 block 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 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; and
- (g) "Rodding" means the dressing of the surface of a revolving grindstone by the application of a rod, bar or strip of metal to such surface.

**2. 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 clause 4 shall apply to any grinding or glazing of metals carried on intermittently and at which no person is employed for more than 12 hours in any week.

(3) The Chief Inspector-cum-Facilitator may by certificate in writing, subject to such 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;
- (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 efficient 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 would be.

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

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

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

**6. Hacking and rodding.-** hacking or rodding shall not be done unless during the process either,-

- (a) an adequate supply of water is laid on at the upper surface of the grindstone; or
- (b) adequate appliances for the interception of dust are provided in accordance with the requirements of clause 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 approved by the Chief Inspector-cum-Facilitator.

**8. Medical Examination.-** Every worker employed in grinding or glazing of metal processes incidental thereto shall be examined within 15 days of his first employment. Such examination shall include pulmonary function test and in suspected cases chest X-rays.

**SCHEDULE VI****Manufacture and treatment of lead and certain compounds of lead**

**1. Exemptions.-** Where the Chief Inspector-cum-Facilitator is satisfied that all or any of the provisions of this Schedule are not necessary for the protection of the persons employed, he 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 percent of the dry weight of the portion taken for analysis. In the case of paints and similar products and other mixtures containing oil or fat the "dry weight" means the dry weight of the material remaining after the substance has been thoroughly mixed and treated with suitable solvents to remove oil, fats, varnish or other media.

**Explanation:** The method of treatment shall be as follows:-

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

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

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

- (a) Work at a furnace where the reduction or treatment of zinc or lead ores is carried on.
- (b) The manipulation, treatment or reduction of ashes containing lead, the dissolve rising of lead or the melting of scrap, lead or zinc.
- (c) The manufacture of solder or alloys containing more than ten percent of lead.
- (d) The manufacture of any oxide, carbonate, sulphate, chromate, acetate, nitrate or silicate of lead.
- (e) Handling or mixing of lead tetra-ethyl.

(f) Any other operation involving the use of a lead compound.

(g) The cleaning of work-rooms where any of the operations aforesaid are carried on.

**4. 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 clause 5 to 9 are complied with.

**5. 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.

**6. Certificate of fitness. -** A person medically examined under clause 7 and found fit for employment shall be granted by a Medical Officer a certificate of fitness and such certificate shall be in the custody of the Manager of the factory. The certificate shall be kept readily available for inspection by any Inspector-cum-Facilitator and the person granted such a certificate shall carry with him, while at work, a token giving reference to such certificate.

**7. Medical Examination. -** (1) The person so employed shall be medically examined by a Medical Officer within 15 days of his first employment in such process and thereafter shall be examined by the Medical Officer at intervals of not more than three months, and a record of such examinations shall be entered by the Medical Officer in the special certificate of fitness granted under clause 6.

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

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

**8. Protective 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 by the person employed.

**9. 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.

## SCHEDULE VII

### Generation of gas from dangerous petroleum as defined in the Petroleum Act, 1934

**1. Flame traps.-** The plant for generation of gas from dangerous petroleum as defined in the Petroleum Act, 1934 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.

**2. Generating building or room.-** All plants for generation of gas from dangerous petroleum as defined in the Petroleum Act, 1934 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.

**3. Fire extinguishers.-** An efficient means of extinguishing petrol fires shall be maintained in an easily accessible position near the plant for generation of gas from dangerous petroleum as defined in the Petroleum Act, 1934.

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

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

**6. 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 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.

**7. Access to petrol or container.-** No unauthorised persons shall have access to any petrol or to a vessel containing or having actually contained petrol.

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

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

**10. 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.

### SCHEDULE VIII

#### **Cleaning or smoothing, roughening etc. of articles by a jet of sand, metal shot or grit or other abrasive propelled by a blast of compressed air or steam**

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

- (i) "Blasting" means cleaning, smoothing, 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;

- (ii) "Blast enclosure" means a chamber, barrel, cabinet or any other enclosure designed for the performance of blasting therein;
- (iii) "Blasting chamber" means a blasting enclosure in which any person may enter at any time in connection with any work or other-wise; and
- (iv) "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 in to any blasting apparatus and shall not be used for 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 and any work immediately incidental thereto and clearing and repairing of the enclosure including the plant 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 to be maintained in good condition and effective measures shall be taken to prevent dust escaping from such enclosures, and from apparatus connected therewith, into the air of any room.

(3) **Provisions 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.

(4) **Provision of ventilating plant.-** (a) 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 a manner that it shall not escape into the air of any room; and

(b) 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 clause (4) shall be kept in continuous operation whenever the blasting enclosure is in use whether or not blasting is a 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 or any repair work.

**4. Inspection and Examination.-** (1) Every blasting enclosure shall be specially inspected by a technical person, employed in the factory, at least once 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 a ventilating plant tested by a competent person at least once in six months.

(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 register 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 available delay.

**5. Provisions 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 any work connected therewith or in cleaning such a chamber, protective helmets of National or International Standard and every such person shall wear the helmet provided for his 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 or not less than 0.17 cubic metres 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 of 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.

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

**7. Medical examination.-** Every worker employed in the processes referred to in clause 1 shall be examined within 15 days of this employment. Such examination shall include tests for lead in blood and urine, 'ALA' in urine, haemoglobin content, stippling of cells and steadiness test.

**8. Maintenance of vacuum cleaning plant.-** Vacuum cleaning plant used for the purpose of this Schedule shall be properly maintained.

**9. Power to exempt or relax.-** If the Chief Inspector-cum-Facilitator is satisfied that if 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 person 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.

## SCHEDULE IX

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

**1. Cautionary notices.-** (1) Cautionary notices as to anthrax 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 shall be given to each person employed when he is engaged, and subsequently, if still employed, every year.

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

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

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

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

- (a) water-proof footwear, leg covering, aprons and gloves for persons employed in processes involving contact with chrome solutions, including the preparation of such solutions:
- (b) gloves and boots for persons employed in lime yard; and
- (c) protective footwear, aprons and gloves for persons employed in processes, involving the handling of hides or skins, other than in processes specified in sub-clauses (a) and (b):

Provided that the gloves, aprons, leg coverings or boots of National or International Standards.

**3. Medical examination.-** Every worker employed in any of these processes to which the schedule applies shall be examined within 15 days of his first employment. Such examination

shall include skin test and dermatosis and detection of anthrax bacillus from local lesion by gram stain.

**SCHEDULE X**  
**Chemical Works**  
**Preliminary**

**PART-I**

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

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

- (a) "Chemical Works" means any factory or such parts of any factory as are listed in Appendix 'A' to this schedule;
- (b) "efficient exhaust draught" means localised ventilation effected by mechanical or other means for the removal of gas, vapour, fume or dust to prevent it from escaping into the air of any place in which work is carried on;
- (c) "bleaching powder" means the bleaching powder commonly called chloride of lime;
- (d) "Chlorate" means chlorate or perchlorate;
- (e) "caustic" means hydroxide of potassium or sodium;
- (f) "Chrome process" means the manufacture of chromate or bichromate of potassium or sodium or the manipulation, movement or other treatment of these substances;
- (g) "nitro or amino process" means the manufacture of nitro or amino derivatives of phenol and of benzene or its homologues, and the making of explosives with the use of any of these substances;
- (h) "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 as specified in rules, exceeding the concentration specified therein would make the substance toxic;
- (i) "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;
- (j) "dangerous chemical reactions" means high speed reactions, run away reactions: delayed reactions, etc. and are characterised by evolution of large quantities of

heat, intense release of toxic or flammable gases or vapours; sudden pressure build-up etc.; and

- (k) "manipulation" means mixing, blending, filling, emptying, grinding, sieving, drying, packing, sweeping, handling, using etc. of substance given in appendix A;

## PART-II

### General requirements

#### Applying to all the works in Appendix 'A'

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

(2) Floors, platforms, stairways, 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. Cautionary notices 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 workers including illiterate workers about the hazards in the process including the specific hazards to which they may be exposed to, in the normal course of their work. Such instructions and education should also deal with the hazards involved in unauthorised and unsafe practices including the properties of substances used in the process under normal conditions as well as abnormal conditions and the precautions to be observed against each and every hazard, Further, an undertaking from the workers shall be obtained within 1 month of their employment and for old workers employed, within one month of coming into operation of the rules, to the effect that they have read the contents of the cautionary notices and instructions, understood them and would abide by them. The training and instructions to all workers and all supervisory personnel shall include the significance of different types of symbols and colours used on the labels stuck or painted on the various types of containers and pipelines.

**4. Evaluation and provision of safe guards 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 product to be made, and any by-products derived during manufacture, shall be carefully studied and

provisions shall be made for dealing with any hazards including effects on workers, which may occur during manufacture.

(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 at the earliest but in no within 60 days of commencing manufacture, handling, or storage of any of items 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 be taken into consideration effective safe-guards against all the safety and health hazards so evaluated.

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

**5. 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.

**6. 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 and examined once in a month, by a competent employee of the factory, 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.

**7. 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.

**8. Handling and storage of chemicals.-** (1) The containers for handling and storage of chemicals shall be of 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 the hazards and safe handling methods and shall conform 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 a knowledgeable and responsible person and spillage shall be rendered innocuous in a 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 rules.

(3) Without prejudice to the generally of the requirements in sub-clause (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 take into consideration, the

type of flooring and the capacity of flooring and the compatibility requirements of substances with other chemicals stores 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) Whenever the quantities laid down in the above item (a) are to be exceeded, the permission of the Chief Inspector-cum-Facilitator shall be obtained.
- (c) Notwithstanding anything contained in item (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 considerations of safety.

(5) Standby arrangements equal to the biggest container shall always be available to transfer the toxic substance quickly into the stand by storage facility if any defect develops in any of the containers resulting in the release of toxic substances.

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

**9. 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's, the maintenance and the health and safety personnel and these isolation facilities shall be checked for its effectiveness once in a month.

**10. 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 sterile 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.

**11. 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 conducive 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 systems 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.

**12. 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, and culverts, and burned pipes and equipment, to control the escape 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 into 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 suitably treating the substances.

**13. Control of dangerous chemical reactions.-** Suitable provision, such as automatic and or remote-control arrangements shall be made for controlling the effects of "dangerous chemical reactions." In the event of failure of control arrangements automatic flooding or blanketing or other effective arrangements shall come into operation.

**14. Testing, examination and repair of plant & equipment.-** (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 procedure. 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 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) Specific parts of plant, equipment, machinery which in the likely event of failure may give rise to an emergent situation identified by occupier or manager shall be examined once in six months by the competent person,

(3) Records of testing an examination referred to in clause (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 persons doing the work. When repairs or modification is done on pipelines, and joints are required to be welded, but welding of joints shall be preferred, wherever necessary, the responsible person shall regulate the aforesaid work through a 'permit to work system'.

**15. 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 para shall have appropriate access which are safe and shall be fitted with proper hand rails to a height of one meter and toe board.

**16. 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 or maintenance, either due to failure of plant and equipment or due to the substances which are under pressure, escaping into the atmosphere.

**17. 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 safe by washing or cleaning with neutralizing agents or purging with steam or inert gases and making adequate forced ventilation arrangements or such measure which will render the confined space safe:
- (d) shall arrange to carry out such test as are necessary for the purpose by a competent person and ensure that the confined space is safe for the persons 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 hazard involved in the work. He shall also keep in readiness the appropriate and approved personal protective equipment including

arrangements for rescue, resurrection 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 book of all entry into or work in, confined space 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.

**18. 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' employing 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,

**19. Safety sampling personnel.-** The occupier shall ensure the safety of persons assigned for collecting samples by instructing them on the safe procedures, such personnel shall be provided with proper and approved personal protective equipment, if required.

**20. 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 concentration, which are either harmful or could result in explosion, are not permitted to be built up in the work environment.

**21. 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 out-side 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 recognisable warning arrangements to caution all persons inside the plant as well as the neighbouring 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) 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.

(6) All the employees of the factory shall be trained about the action to be taken by them including evacuation procedures during emergencies.

(7) All emergency procedures must be rehearsed every three months and deficiencies, if any, in the achievements of the objectives shall suitably be corrected.

(8) The occupier shall arrange to have ten percent of the workers trained in the use of first aid firefighting appliances and in the rendering of specific first aid measures taking into consideration the special hazards of the particular process.

(9) 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 persons.

**22. 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 systems 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 or 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 pipes shall be installed outside a building and other hot pipes or hot surface or surfaces likely to become hot shall be suitable 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 not metal on them, and the wheels of trucks or conveyors shall be conductive types.

(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, pipelines 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. Lighting Protection.-** Lighting protection arrangements 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 gas, vapour, or dust coming into contact with the flame, or exhaust gases, or other sources likely to cause ignition. Wherever possible, the heating arrangements shall be automatically controlled at a predetermined temperature below the danger temperature.

**5. Leakage of flammable liquids.-** (1) Provision shall be made to confine by means of bund walls, dikes sumps etc. possible leakages from storage vessels containing flammable liquid.

(2) Waste material in contact with flammable substances shall be disposed of suitably under the supervision of knowledgeable and responsible person.

(3) Adequate and suitable firefighting 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 release the pressure. These appliances shall be maintained in good condition.

**7. Installation of pipeline etc.-** All pipelines carrying flammable or explosive substances shall be protected from mechanical damage 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 defect found and repairs made.

**8. Firefighting systems.-** (1) Every factory having licence for more than 100 workers and carrying out processes listed in Appendix 'A' shall provide,-

(a) Trained and responsible firefighting squad so as to effectively handle the firefighting and lifesaving equipment in the event of fire or other emergency. Number of persons in this squad will necessarily depend upon the size of risk involved, but in no case shall there 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 & emergency services.

(b) Squad leaders shall be trained from a recognised institution.

(c) Squad personnel shall be provided with clothing and equipment including helmets, boots and belts.

(2) Every factory having licence up to 100 workers and carrying out processes listed in Appendix 'A' shall provide-

(a) Trained and responsible firefighting squad so as to effectively handle the firefighting and lifesaving equipment in the event of fire or other emergency.

Number of persons in this squad will necessarily depend upon the size of risk involved, but in no case shall there be less than 2 such trained persons to be available at any time.

(b) Squad personnel shall be provided with clothing and equipment including helmets, boots and belts.

(3) A muster roll showing the duties allocated to each member of the squad shall be prepared and maintained.

(4) The pump man shall be thoroughly conversant with the location of all appliances. He shall be responsible for maintaining all firefighting equipment in proper working order. Any defect coming to his notice shall be immediately be brought to the notice of squad leader.

(5) As far as 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

##### Risks of toxic substances

**1. Leakage.-** (1) All plants shall be so designed and constructed to prevent the escape of toxic substance. 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, and blind walls, dikes, 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 cool action taken specifically provided for this purpose wherein deleterious material shall be neutralised, treated or otherwise rendered safe before it is discharged into public drains or sewers.

**3. Covering of vessels.-** (1) Every fixed vessels of structure containing any toxic substances and not so covered as to eliminate all reasonable risk of accidental contact or any portion of the body of a worker, shall be so constructed as to avoid physical contact.

(2) Such vessels 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 platform.

(3) Where such vessels adjoin and the space between them clear of any surrounding bricks or other work is either less than 45 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-clause (2) of this clause 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 considerations of quality, sufficient precautions shall be taken to render them in nouns 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 crystallised 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 drawing 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 vapour 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 place 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 the 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 process 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 process shall be done by a qualified nurse and record of such inspections shall be maintained.

(4) There shall be always available at designated places of work suitable ointment such as glycerine, Vaseline, etc. and water- proof plaster in a separate box readily accessible to the workers so as to protect against per-formation 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, benzyl chloride etc. which are required to be carried out in all glass vessels shall have suitable means like substantial wire mesh covering to protect persons working nearby in the event of breakage of glass vessels.

(2) Any spillage or emission of vapour from the all glass vessel due to breakage, shall be immediately inactivated or rendered innocuous by suitable means such as dilution with water or suitable solvents so as to avoid the risks of fire or explosion or health hazards.

**4. Special precautions for processes involving chlorate manufacture.-** (1) Crystallisation, grinding or packing of chlorate shall not be done in a place used for any other purpose and such places shall have hard, smooth and impervious surfaces made of non-combustible material. The place shall be thoroughly cleaned daily.

(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 vessels shall not be used for the crystallisation of chlorate or to contain crystallised ground chlorate.

**5. Special precaution in the use of plants and equipment made from reinforced plastics.-**

(1) All Plant and equipment shall conform to appropriate Indian Standard.

(2) Care shall be taken during storage, transport, handling and installation of plant and equipment to avoid accidental damage:

(3) All plants and equipment shall be installed in such a way as to ensure that loads are distributed as intended in design or as per the recommendations of the manufacturers.

(4) All pipe works 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 equipment shall be subjected to a pressure test followed by a thorough examination by 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 plant and equipment shall be subjected to periodical test and examination and record maintained as per clause 14 in part II of this schedule:

(7) Plants and equipment during their use shall not be subjected to over filling or over loading 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, 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:-

No. of persons employed at any time	No. of drenching showers
Up to 50 persons	2
Between 51 to 100	3
101 to 200	3 + 1 for every 50 persons thereafter
201 to 400	5 + 1 for every 100 persons thereafter
401 and above	7 + 1 for every 200 persons thereafter

- (c) A sufficient number of eye wash bottles filled with distilled water or suitable liquid, kept in boxes or cupboards conveniently situated and clearly indicated by a distinctive sign which shall be visible at all times.

**PART-VII****Additional Welfare Amenities**

**1. Special bathing facilities.-** (1) The occupier of any factory carrying out the process covered under appendix shall provide 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 the clean and hygienic condition.

(2) The occupier shall insist all the workers employed in the process covered in Appendix 'B' to take bath after the completion of the days or shift work using the bathing facilities so provided and shall also effectively prevent such 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****Exemptions**

**1. Power of exemption.-** The State Government or subject to the control of the State Government, the Chief Inspector-cum-Facilitator -cum Facilitator 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 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 any hydroxides;
  - (ii) ammonia, ammonium hydroxide and salts of ammonium;
  - (iii) the organic or inorganic compounds of sulphurous, sulphuric. nitric, nitrous hydrochloric, hydrofluoric, hydroiodic, hydro sulphuric, hydrobromic, boric;
  - (iv) Cyanogen compounds, cyanide compounds, cyanate compounds;
  - (v) Phosphorus and its compounds other than organophosphorus 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 or any residue of such tar is distilled or is used in any process of chemicals 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, benzyl chloride, phenol, methyl ethyl ketone peroxide, cobalt carbonyl tungsten carbide etc. are manufactured or recovered.

**Appendix B****Concerning special bathing accommodation in pursuance of clause 4 of Part-IV**

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

**Schedule XI****Manufacture of Pottery and Process Incidental Thereto****1. Definitions.-** For the purposes of this schedule,-

- (a) "Pottery" includes earthenware, stoneware, porcelain, china tile and any other article made from clay or from a mixture containing clay and other materials such as quartz, flint, feldspar and gypsum;
- (b) "efficient exhaust draught" means localised ventilation affected by mechanical or other means for removal of dust or fume so as to prevent it from escaping into the air of any place in which work is carried on. No draughts, shall be deemed efficient which fails to remove effectively dust or fume generated at the point where dust or fume originates;
- (c) "fettling" includes scalloping, towing, sand papering, sand sticking, brushing or any other process of cleaning of pottery ware in which dust is given off;
- (d) "Lead less glaze" means a glaze which does not contain more than 1% of dry weight of a lead compound calculated as lead monoxide;
- (e) "Low solubility glaze" means a glaze which does not yield to dilute hydrochloric acid more than five per cent of its dry weight of a soluble lead compound calculated as lead monoxide when determined in the manner described below:-

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

- (f) "ground or powdered flint or quartz" does not include natural sands; and
- (g) "potters' shop" includes all places where pottery is formed by pressing or by any other process and all places where shaping, fettling or other treatment of pottery articles prior to placing for the biscuit, fire is carried on.

**2. Efficient exhaust draught.-** The following process shall not be carried on without the use of an efficient exhaust draught:-

- (a) All processes involving the manipulation or use of a dry and unfretted lead compound;
- (b) The fettling operations of any kind, whether on greenware or biscuit; provided that this shall not apply to the wet fettling, and the occasional finishing of pottery articles without the aid of mechanical power;
- (c) The shifting of clay dust or any other material for making or other articles by pressure, except where,-
  - (i) this is done in a machine so enclosed as to effectually prevent the escape of dust, or
  - (ii) the material to be shifted so damp that no dust can be given off;
- (d) The processing of tiles from clay dust, an exhaust opening being connected with each press. This sub-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;
- (e) The fettling of tiles made from clay dust by pressure, except where the fettling is done wholly on, or with, damp material. This sub-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;
- (f) The process of loading and unloading of saggars where handling and manipulation of ground and powdered flint, quartz, alumina or other materials are involved.
- (g) The brushing of earthenware biscuit, unless the process is carried on in a room provided with efficient general mechanical ventilation or other ventilation which is certified by the Inspector-cum-Facilitator of Factories as adequate, having regard to all the circumstances of the case;
- (h) Fettling of biscuit ware which has been fired empowered flint or quartz except where this is done in machines so enclosed as to effectually prevent the escape of dust.
- (i) Ware cleaning after the application of glaze by dipping or other process;
- (j) Crushing and dry grinding of materials for pottery bodies and saggars, unless carried on in machines so enclosed as to effectively prevent the escape of dust or is so damp that no dust can be given off;
- (k) 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;
- (l) Grinding of tiles on a power-driven wheel, unless an efficient water spray is used on the wheel;

- (m) 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 any place at which persons are employed;
- (n) The preparation or weighing out of flow material, lawning or dry colours, colouring, dusting and colour blowing;
- (o) Mould making, unless the bins or similar receptacles used for holding plaster of Paris are provided with suitable covers; and
- (p) The manipulation of calcined material, unless the material has been made and remains so wet that no dust is given off.

**3. Carrying of processes.-** Each of the following processes shall be carried on in such a manner and under such conditions so as to secure effectual separation from one another and from other wet processes,-

- (a) Crushing and dry grinding or sieving of materials fettling, pressing of tiles, drying of clay and green ware. loading and unloading saggars; or
- (b) All processes involving the use of dry lead compound.

**4. Use of glaze.-** No glaze which is not a lead less glaze or a low solubility glaze, shall be used in a factory on which pottery is manufactured.

**5. Potter's Wheel.-** The potter's wheel (jolly and jigger shall be provided with screens or so constructed, as to prevent clay scrapings being thrown off beyond the wheel).

**6. Measures to be taken to prevent dust flowing.-** (1) All practical measures shall be taken by damping or otherwise to prevent dust arising during cleaning of floors.

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

**7. Cleaning of floors.-** The floors of potter's shops, slip houses, dipping, houses and ware cleaning rooms shall be hard, smooth and impervious and shall be thoroughly cleaned daily by a moist method.

**8. Medical examination by the Medical Officer-** (1) Every worker employed in any process mentioned under clause 3, 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 pulmonary functions tests and chest X-rays for workers engaged in processes mentioned in clauses (i) and (xiv) of clause 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.

**9. Protective equipment.-** (1) The occupier shall provide and maintain suitable overalls and head coverings for all persons employed in the processes mentioned in clause (2).

(2) The occupier shall provide and maintain suitable aprons of water proof of similar material which can be sponged daily for the use of the dippers, dippers' assistants, throwers, jolly workers, casters, mould makers and filter press and pug mill workers.

(3) Aprons provided in pursuance of sub-clause (2). shall be thoroughly cleaned daily by the wearer by sponging or other wet process. All overalls and head coverings shall be washed, cleaned and mended at least once a week and this washing, cleaning or mending shall be provided by the occupier.

(4) No person shall be allowed to work in emptying sacks of dusty materials, weighing out and mixing of dusty materials and charging of ball mills and blunger's without wearing a suitable and efficient dust respirator.

**10. Application.-** The provisions contained in this Schedule shall not apply to a factory in which any of the following articles, but no other pottery is made: -

- (a) unglazed or salt glazed bricks and tiles: and
- (b) architectural terra-cotta made from plastic clay and either unglazed or glazed with a lead less glaze only.

**11. 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 of such provisions, subject to such conditions, as he may specify therein. Such facilities may at any time be revoked by the Chief Inspector-cum-Facilitator without assigning any reasons.

## Schedule XII

### Printing Presses and type foundries-certain lead processes carried therein

**1. Exemptions.-** Where the Chief Inspector-cum-Facilitator is satisfied that all or any of the provisions of this schedule are not necessary for the protection of persons 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. Such certificate may at any time be revoked by the Chief Inspector-cum-Facilitator.

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

(1) "Lead material" means material containing not less than five percent of lead.

(2) "Lead process" means-

- (a) the melting of lead or any lead material for casting and mechanical composing;
- (b) the re-charging of machines with used lead material;
- (c) any other work including removal of dress from melting pots, cleaning of plungers, and
- (d) manipulation, movement or other treatment of lead material.

(3) "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 escaping into the air of any place in which work is carried on. No draught shall be deemed efficient which fails to remove gas, vapour, fume or dust at the point where they originate.

**3. Exhaust draught.-** None of the following processes shall be carried on except with an efficient exhaust draught,-

- (a) melting lead material or slugs; and
- (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. Separation of certain processes.-** Each of the following processes shall be carried on in such a manner and under such conditions, as to secure effectual separation from one another and from any other process,-

- (a) melting of lead or any lead material;
- (b) casting of lead ingots;
- (c) mechanical composing.

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

**6. Floor of work room.-** The floor of every work room where lead process is carried on shall be,-

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

**7. Medical examination by Medical Officer.-** 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 for lead in urine and blood ALA in urine, stippling of cells and steadiness test. 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.

### Schedule XIII

#### Manufacture of bangles and other articles from cinematograph film and toxic and inflammable solvents

**1. Definitions.-** For the purpose of this Schedule,-

- (a) toxic and inflammable solvents means,-
  - (i) solvents like acetone, tetrachloroethene, alcohol, denatured spirit, phenol, any laccinate, butyle, acetate, di-acetone, alcohol and such other substances which in the opinion of the Chief Inspector-cum-Facilitator are toxic and inflammable;
  - (ii) "bangle polish" and "bangle mixture" and such other solvents, by whatever trade name they are known, used in the manufacture of bangles and other articles from cellulose films;
- (b) "suspension" means suspension from employment in any process in which toxic and inflammable solvents are used, by written certificates in the Health Register signed by the Medical Officer, who shall have the power of suspension, as regards all persons employed in any such process;

- (c) "approval" means approved by the Chief Inspector-cum-Facilitator; and
- (d) "first employment" means first employment in any manufacturing process referred to in this Schedule and also re-employment in manufacturing process following any cessation of employment for a continuous period of three calendar months.

**2. Application.-** This Schedule shall apply in respect of all factories or any part thereof in which the process of manufacture of bangles and other articles from cinematograph film or from toxic and inflammable substances or from both (hereinafter referred to as the said manufacturing process) is carried on.

**3. Protective clothing.-** Protective clothing shall be provided and maintained in good repair for all workers employed in the factory and such clothing shall be worn by the workers concerned. The protective clothing shall consist of a suitable apron and if so required by the Chief Inspector-cum-Facilitator or head coverings provided in that behalf. The head coverings so provided shall be washed daily.

**4. Ventilation.-** Every work-room in which cinematograph film or toxic and inflammable solvents or both are handled or manipulated or used shall be provided with inlets and outlets of adequate size so as to secure and maintain efficient ventilation in all parts of the room during working hours:

Provided that the preparation of "Cylinders" from cinematograph film and toxic and inflammable solvents, cutting of such cylinders into bangles and heat treatment of the bangle shall be carried out in an open space under cover, unless specially exempted by the Chief Inspector-cum-Facilitator .

**5. Drying of cinematograph film.-** (1) Drying of cinematograph film shall not be done except under such conditions, as will prevent the cinematograph film from coming into contact or proximity with any source of heat or heated surface in such a manner, as would render the cinematograph film liable to be ignited or decomposed.

(2) Loose unwound cinematograph film shall be enclosed during drying in such a manner that a person in a room will be protected as far as practicable from an outburst of flame.

(3) The temperature in any part of a drying enclosure for loose unwound cinematograph film other than a safety acetate film, shall not at any time exceeding 110 degree F. A thermometer shall be kept available in every room in which such drying is done.

(4) Boiling of raw films either alone or in conjunction with other chemicals or heating of bangles and other articles made of film shall be carried out in any open space.

(5) A sufficient number of buckets filled with water shall be provided near the places where bangles are subjected to heat treatment.

**6. Storage of raw materials.-** (1) Each roll or package of cinematograph film used in any of the said manufacturing process, shall except when required to be exposed for the purposes of the work carried on, be kept in a separate box, properly closed and constructed of metal or other approved metal.

(2) Without prejudice to the Cinematograph Film Rules, 1948, Municipal Rules and other rules in force, all cinematograph film not being actually used or manipulated, shall be kept in

a room or chamber or similar enclosure approved by the Chief Inspector-cum-Facilitator . Toxic and inflammable solvents stock shall be stored in approved places or containers.

**7. Disposal of Waste Films.-** (1) All waste and scrap of cinematograph film shall be collected at frequent intervals during each day and be placed in strong metal receptacles fitted with self-closing lids and clearly marked with the words "Film Waster".

(2) No material liable to ignite spontaneously nor anything likely to ignite or decompose cinematograph film, shall be placed in the receptacle.

(3) At the end of each days' work, waste and scrap films shall be either transferred to a store-room or removed from the premises.

(4) Waste films and shavings shall be destroyed by burning in an open place under controlled conditions. They shall not be allowed to be thrown or scattered in or about the premises of the Factory.

**8. Prohibition for smoking.-** (1) No person shall be allowed to smoke in any room in which cinematograph film is manipulated, used or stored.

(2) No open fire or light or any smoking materials or matches nor anything likely to ignite or decompose cinematograph film, shall be allowed in any store-room or any room in which cinematograph film or toxic inflammable solvents or both are stored, manipulated or used.

**9. Caution with regard to electrical installation.-** All electrical installations and fittings shall be of flame proof type.

**10. Floor of work-rooms.-** The floor of every work-room in which any of the said manufacturing processes are 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, plants or other obstruction not required for, or produced in, the process carried on in the room; and
- (d) cleaned daily after being thoroughly sprayed with water at a time when no other work is being carried on in the room.

**11. Time to be allowed for washing.-** Before each meal and before the end of the days' 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 any of the said manufacturing processes.

**12. Facilities for bathing.-** Chief Inspector-cum-Facilitator may require any factory occupier to provide bath accommodation for all persons engaged in all or in any of the said manufacturing processes and also sufficient supply of soap and clean towels.

**13. Firefighting appliances.-**(1) Adequate means for extinguishing fires having regard to the amount of Celluloid present in the room at any one time, shall be kept constantly provided for each work-room and store-room.

(2) The firefighting appliances shall be maintained in good condition and kept in a position which is easily accessible.

**14. Means of escape in case of fire.-** Adequate means of escape fire shall be provided in every room in which cinematograph film is manipulated used or stored and the means of escape shall not be deemed adequate unless,-

- (a) at least two separate exits are provided from every such room and two safe ways of escape from the building are available for all persons employed in the factory, and
- (b) all doors and windows provided in connection with the means of escape are constructed to open outwards readily.

**15. Cautionary notices.-** (1) Cautionary notices explaining the dangers to which workers are exposed due to any of the said manufacturing processes being carried, shall be affixed in prominent positions in the factory where they may be easily and conveniently read by the persons employed. The said notices shall be printed in the languages understood by the majority of workers employed in the factory.

(2) 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.

**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 process, or for any other reason, all or any of the provisions of this Schedule are not necessary for the protection of the persons 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 without assigning any reasons.

#### **Schedule XIV**

##### **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 and also the electric generator room.

(2) The purity of oxygen and hydrogen shall be tested by a competent person at least once in every shift at the following points:-

- (i) in the electrolysis room.
- (ii) at the gas holder inlet. and
- (iii) at the suction end of the compressor.

The purity figures shall be entered in the register and signed by the persons carrying out such test: provided that, if the electrolyser plant is fitted with automatic recorder of purity of oxygen and hydrogen with alarm lights, it shall be sufficient is the purity of the gases is tested 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% at any time.

(4) The bell of any gas holder shall not be permitted to go within 30 cms of its lowest position when empty and a limit switch shall be fitted to the gas-holder in such a manner as to switch off the compressor motor when this limit is reached.

(5) There shall be at least two gas-holders for each kind of gas compressed and the gas-holders for same gas shall be provided with suitable arrangements to ensure that no gas holder is connected to the compressor and to the electrolyser at the same time and only one gas-holder is connected to the compressor line at any one time.

(6) The water and caustic soda and potash used for making electrolytes shall be of standard suitable for electrolysis.

(7) Electrical connections at the electrolyser cells and at the electric generator terminals shall be so constructed, as to preclude the possibility of wrong connections leading to the reversal of polarity and in addition an automatic device shall be provided to cut off power in the event of reversal of polarity owing to wrong connections either at the switch board or at the electric generator terminals.

(8) Oxygen and hydrogen gas pipes shall be painted with distinguishing colours. Whenever a hydrogen pipe is opened for repairs or any other work, on reconnection the pipe shall be purged of all air before hydrogen is allowed to pass through that pipe.

(9) All electrical wiring and apparatus in the electrolyser room and hydrogen compression room shall be of flame-proof construction or enclosed in flame-proof fittings and no naked light or flame shall be allowed to be taken either in the electrolyser room or where compression and filling of the gases is carried on and such warning notices shall be exhibited in prominent places.

(10) No part of the electrolyser plant and the gas holders and compressor shall be subject to welding, brazing, soldering or cutting until steps have been taken to remove any explosive substance from that part and render the part safe for such operations and after the completion of such operations, no explosive substance shall be allowed to enter that part until the metal has cooled sufficiently to prevent risk of explosion.

(11) No work of operation, repair or maintenance shall be under-taken except under the direct supervision of a person who, by his training, experience and knowledge of the necessary precautions against risk of explosion is competent to supervise such work. No electric generator after erection or repairs shall be switched on to the electrolyses unless the same is certified by the competent person under whose direct supervision, erection or repairs are carried on to be in a safe condition and the terminals have been checked for the polarity as required by clause (7).

Every part of the electrolyser plant and the gas holders and compressor shall have a regular schedule of overhaul and checking and every defect noticed shall be rectified forthwith.

**SCHEDULE XV****Handling and Processing of Asbestos, Manufacture of any Article or Substance of Asbestos and any other Processes of manufacture or otherwise in which Asbestos is used in any form****1. Application.-**

(1) This schedule shall apply to all manufacturing processes as defined under clause (zi) of sub-section (1) of section 2 of the Code, carried on in a factory involving exposure of workers to asbestos and/or product containing Asbestos.

(2) The Government may, at any time, for the purpose of giving effect to any scientific proof obtained from specialised institutions or experts in the field, notification in the Office Gazette, make suitable changes in the said schedule:

(3) The provisions of this schedule shall apply to all workers exposed to asbestos in the factory and it shall be the responsibility of the occupier of the factory to comply with the provisions of the schedule in respect of the workers.

(4) (a) The occupier of the factory wherein asbestos or substances containing asbestos are in use, shall prepare work procedures and practices, in the light of scientific research and technological progress for approval by the Chief Inspector-cum-Facilitator and shall follow only such approved procedures.

(b) Notwithstanding anything mentioned in sub-clause (1) use of asbestos is prohibited in the manufacturing process as may be notified by the Government in this behalf.

(c) (i) spraying of all forms of asbestos is prohibited in a factory.

(ii) The prohibition in respect of spraying of asbestos referred to in sub-item (i) may be exempted by the Chief Inspector-cum-Facilitator if the Occupier represents that such spraying is inevitable certain purposes provided adequate measures for ensuring the safety and health of workers are undertaken by the occupier to the satisfaction of the Chief Inspector-cum-Facilitator .

**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 clothes composed of asbestos or asbestos mixed with any other materials;

(c) “approved” means approved for the time being in writing by the Chief Inspector-cum-Facilitator ;

(d) “breathing apparatus” means a helmet or face piece with necessary connection by means of which a person using it breathes air free from dust, or any other approved apparatus;

(e) “efficient exhaust draught” means a localised ventilation by mechanical means for the removal of dust so as to prevent dust from escaping into air of any place in

which work is carried on. No draught shall be deemed to be efficient which fails to control dust produced at the point where such dust originates;

- (f) “preparing” means crushing, disintegrating, and any other processes in or incidental to the opening of asbestos;
- (g) “protective clothing” means overalls and head covering, which (in either case) will when worn exclude asbestos dust;
- (h) “asbestos dust” means airborne particles of asbestos or settled particles of asbestos which are liable to become airborne in the factory;
- (i) “airborne asbestos dust” means, for the purposes of measurement, dust particles measured by gravimetric assessment or other equivalent method;
- (j) “respirable asbestos fibers” means asbestos fibers having diameter of less than 3 micrometer and a length to diameter ratio greater than 3:1; and
- (k) “exposure to asbestos” means exposure to airborne respirable asbestos fibers or asbestos dust; whether originating from asbestos or from minerals, materials or products containing asbestos in the factory.

### **3. Demolition of plants or structures.-**

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

### **4. Tools and equipment.-**

Any tools or equipment used in processes to which this schedule applies shall be such that they do not create asbestos dust above the permissible limit or are equipped with efficient exhaust draught.

### **5. Exhaust draught.-**

(1) An effective exhaust draught shall be provided and maintained to control dust from the following processes and machines as per the relevant National Standards—

- (a) manufacture and conveying machinery namely -
  - (i) preparing, grinding, or dry mixing machines;
  - (ii) carding, card waste and ring spinning machines, and looms;
  - (iii) machines or other plant fed with asbestos;
  - (iv) machines used for the sawing, grinding, turning, drilling, abrading or polishing; in the dry state, of articles composed wholly or partly of asbestos;
- (b) cleaning, and grinding of the cylinders or other parts of a carding machine;
- (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 or asbestos by hand;
- (e) workplaces at which the filling or emptying of sacks, skips or other portable containers, weighing or other process incidental thereto which is effected by hand, is carried on;

- (f) scale 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-clause (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.

#### **6. 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 as per the relevant Indian Standards, 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.

(2) A register containing particulars of such examination and tests and the state of the plant and the repairs or alternations (if any) found to be necessary shall be kept and shall be available for inspection by an Inspector-cum-Facilitator .

#### **7. Segregation in case of certain process.-**

Mixing or blending of asbestos by the hand, or making or repairing of insulating mattresses composed wholly or partly of asbestos shall not be carried on in any room in which any other work is done.

#### **8. Storage and distribution of loose asbestos. -**

All loose asbestos shall, while not in use, be kept in suitable closed receptacles which prevent the escape of asbestos dust there from. Such asbestos shall not be distributed within a factory except in closed receptacles or in a totally enclosed system of conveyance.

#### **9. Asbestos sacks. –**

(1) All sacks used as receptacles for the purpose of transport of asbestos within the factory shall be constructed of impermeable materials and shall be kept in good repair.

(2) A sack which has contained asbestos shall not be cleaned by hand beating but by a machine, complying with clause 4.

(3) Asbestos sacks or receptacles which contain asbestos shall be disposed off in a safe manner.

#### **10. 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-clause (1) above shall so far as is practicable, as carried out by means of vacuum cleaning equipment so designed and constructed and so used that asbestos dust neither escapes nor is discharged into the air of any work place.
- (3) When the cleaning is done by any method other than that mentioned in sub-clause (2) above, 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 sub-clause (2) above, 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.
- (6) The occupier shall replace asbestos or of certain types of asbestos or products containing asbestos by other materials or products or shall use alternative technology, scientifically evaluated as harmless or less harmful, wherever this is possible.
- (7) The occupier should take all the measures to prevent or control the release of asbestos into the air and to ensure that the exposure limits or other exposure criteria are complied with and also reduce exposure to as low as a level as is reasonably practicable.

### **11. Breathing apparatus and personal protective equipment and clothing.-**

- (1) The occupier of every factory to which this schedule applies shall provide to workers personnel protective equipment such as hand gloves, shoes, helmets, goggles, earplug, aprons, safety belt, overall suit, etc. as per the relevant National or International Standards as may be required.

The approved breathing apparatus and appropriate work clothing as per the relevant National or international standards in consultation with the workers representatives and maintained in good conditions for use of every person employed –

- (a) in chambers containing loose asbestos;
- (b) in cleaning, dust settling or filtering chambers of apparatus;
- (c) in cleaning the cylinders, including the defer cylinders, or other parts of a carding machine by means of hand-stickles;
- (d) in filling, beating, or levelling in the manufacture or repair of insulating mattresses; and
- (e) in any other operation or circumstances in which it is impracticable to adopt technical means to control asbestos dust in the work environment within the permissible limit.

(2) Suitable accommodation in conveniently accessible position shall be provided for the use of persons when putting on or taking off breathing apparatus and protective clothing provided in accordance with this rule and for the storage of such apparatus and clothing when not in use.

(3) All breathing apparatus and protective clothing not in use shall be stored in the accommodation provided in accordance with sub- clause (2) above.

(4) All protective clothing in use shall be de-dusted under an efficient exhaust draught or by vacuum cleaning and shall be washed at suitable intervals. The cleaning schedule and procedure should be such as to ensure the efficiency in protective the wearer.

(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-cum-Facilitator .

(7) No person shall be employed to perform any work specified in sub-clause (1) above for which breathing apparatus is necessary to be provided under that sub-clause unless he has been fully instructed in the proper use of that equipment.

(8) No breathing apparatus provided in pursuance of sub-clause (1) above 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.

(9) No worker shall take home any work clothing or special protective clothing or personal protective equipment provided to him for protection against exposure to asbestos.

### **12. 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 applies for storing of personal clothing. This should be separated from the accommodation provided under sub-clause (2) of clause 10 to prevent contamination of personal clothing.

### **13. 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.

### **14. Pictorial Cautionary notices. -**

Cautionary notices in the form specified in appendix and printed in the language easily read and understood by the majority of the workers shall be displayed in prominent places in the workrooms where asbestos or substances containing asbestos are manufactured, handled or used.

### **15. Air monitoring.-**

To ensure the effectiveness of control measures in continuous or repetitive processes, the monitoring of asbestos fibres in air as well as personal monitoring of workers shall be carried out at least once in every shift and the result so obtained shall be entered in register and

- (a) There should be no substantial change in workplace conditions.
- (b) The results of the two (2) preceding measurements have not exceeded half the relevant control limit.
- (c) All factories should adopt membrane filter test as per BIS standard... without fail.

#### **16. Medical control measures. -**

(1) The occupier of every factory in which a worker employed in the processes specified in clause 1 of this schedule, shall ensure that every worker employed be examined by a Medical Inspector-cum-Facilitator of Factories/ Medical Officer within 15 days of his first employment. Such medical examination shall include sputum examination for asbestos bodies, pulmonary function test and chest X-ray –Posterior Anterior (PA) view to be compared with standard ILO Radiographs or Pneumoconiosis. No worker shall be allowed to work after 15 days of his first employment in the factory unless certified fit for such employment by the Medical Officer.

(2) Every worker employed in the processes shall be re-examined by a Medical Officer at least once in every twelve months. Such re-examination shall, wherever the Medical Officer considers appropriate, include all the tests as specified in sub-clause (1) above except chest X-ray which shall be read by a radiologist specialised / trained in the field of reading ILO Radiographs or Pneumoconiosis and the chest x-ray which shall be carried out at least once in 3 years.

(3) Every worker employed in any of the aforesaid processes on the date on which the schedule comes into force shall be radiologically examined by the qualified Radiologist at the cost of the occupier using a standard size x-ray plates and the power of the x-ray machine shall be more than 300 milliampere (mA). The report of such x-ray shall be submitted to the Medical Inspector-cum-Facilitator of Factories / Medical Officer/ Chief Inspector-cum-Facilitator within three months of the said date.

(4) If at any time the Medical Inspector-cum-Facilitator/ Medical Officer is of the opinion that a worker is no longer fit for employment in the said process on the ground that continuance therein would involve special danger to the health of the worker he shall make a record of his findings in the said Certificate and the health register. The entry of his findings in these documents should also include the period for which he considers that the said person is unfit for work in the said processes. The person so suspended from the process shall be provided with alternate placement facilities unless he fully is incapacitated in the opinion of the Medical Officer, in which case the person affected shall be suitably rehabilitated.

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

(6) If a worker already in employment and declared unfit by the Medical Inspector-cum-Facilitator of Factories / Medical Officer shall not be allowed to work on any of the

processes specified in clause 1 of this schedule, unless he has been examined again along with standard size chest x-ray plate from a qualified Radiologist, at the cost of the occupier and has been certified to be fit to work on the said processes again.

(7) For the purpose of medical supervision by the medical practitioner/ Medical Officer so appointed by the occupier shall be provided for his exclusive use a room in the factory premises which shall be properly cleaned, adequately lighted ventilated and furnished with a screen, a table with office stationary, chairs and other facilities and other instruments including x-ray arrangements for such examinations and such other equipment as may be prescribed by the Chief Inspector-cum-Facilitator from time to time. The Factory Medical Practitioner so appointed shall perform the following duties,-

- (a) maintain health register;
- (b) undertake medical supervision of persons employed in the factory;
- (c) look after health, education and rehabilitation of sick, injured or affected workers; and
- (d) carry out inspection of work rooms where dangerous operations are carried out and advise the management of the measures to be adopted for the protection of health of the workers employed therein.

(8) The Health Records of the workers exposed to asbestos, shall be kept up to a minimum period of 40 years from the beginning of the employment or 15 years after retirement or cessation of the employment, whichever is later and shall be accessible to workers concerned or their representatives.

(9) The record of Medical Examinations and appropriate tests carried out by the said medical practitioner, a certificate of fitness and health shall be maintained in a separate register approved by the Chief Inspector-cum-Facilitator of Factories, which shall be kept readily available for inspection by the Inspector-cum-Facilitator and produced on demand.

### **17. Exemptions.-**

(1) If in respect of any factory, the Chief Inspector-cum-Facilitator is satisfied that owing to the exceptional circumstances or infrequency of the processes or for any other reason, all or any of the provisions of this schedule is not necessary for protection of the workers in the factory, the Chief Inspector-cum-Facilitator may by a certificate in writing, which he 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.

(2) The Chief Inspector-cum-Facilitator may permit temporary derogation, through a notification in an official gazette, from the measures prescribed in this Schedule under conditions and within limits of time determined after consultation with the representative organizations of employers and workers concerned.

**APPENDIX**  
**PICTORIAL CAUTIONARY NOTICE**

- (1) Asbestos/ asbestos dust which is used, handled or manipulated in this is very hazardous to health.
- (2) Prolonged exposure to asbestos dust may lead to serious diseases like lung fibrosis (Asbestosis) and lung cancer.
- (3) Entry is prohibited without protective equipment.
- (4) Wear the protective Equipment's to safeguard your health.
- (5) No food stuffs or drinks shall be brought into this area.
- (6) Smoking, eating food or drinking and chewing tobacco in this area is prohibited.
- (7) Scrupulous cleanliness shall be maintained in this area.
- (8) Dry sweeping in this area is prohibited. Any Spillage of asbestos shall be cleaned by vacuum cleaning only.
- (9) A sack or container contaminated with asbestos shall not be cleaned by hand and is to be disposed off by an appropriate method
- (10) All protective equipment and clothing shall be re-dusted by vacuum cleaning and stored in an appropriate place provided for the purpose
- (11) Entry of unauthorized persons or authorized persons without proper protective equipment is prohibited.
- (12) Report for the prescribed medical examinations and tests regularly to protect your own health.
- (13) Report to your doctor immediately if you suffer from persistent breathlessness, chest tightness or cough.

**SCHEDULE XVI**

**Manipulation of stone, or any other material containing free silica**

**1. Application.-**

- (a) This schedule shall apply to all factories or parts of factories in which the below mentioned manufacturing activity containing free silica is carried on.
- (b) The following manufacturing process shall be considered as manipulation of stone or other material containing free Silica:-

1. Stone Crushers
2. Gem and Jewellery
3. Slate Pencil Making
4. Agate Industry
5. Cement Industry
6. Pottery
7. Glass Manufacturing

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

- (a) "manipulation" means crushing, breaking, chipping, dressing, grinding, sieving, mixing, grading or handling of stone or any other material containing free silica or any other operation involving such stone or material; and
- (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. Preventive Control Measures.-** No manipulation shall be carried out in a factory or part of a factory unless the following preventive control measures are adopted, namely:-

- (i) Engineering Control Measures

## (1) Wet Methods:

- (a) Airborne Silica Dust should be minimized or suppressed by applying water to the process or clean up;
- (b) Water should be provided to drilling or sawing of concrete or masonry;

## (2) Ventilation:

- (a) An effective Local exhaust system should be provided and maintained to control/ remove silica dust from industrial processes.
- (b) Dilution/ventilation may be used to reduce free silica dust concentration to below the permissible limits in large areas.
- (c) Dust collectors /HEPA filter should be set up so that dust shall be removed from the source and all transfer points to prevent contaminating work areas.
- (d) Ventilation systems should be kept in good working conditions.

## (3) Isolation:

- (a) Containment methods should be used while carrying out sand blasting.
- (b) Cabins of vehicles or machinery cutting & drilling that might contain free silica should be enclosed and sealed.

## (4) Dust Control:

- (a) Vacuum System with High Efficiency Particle Air (HEPA) filter shall be used to remove dust from work areas and at all transfer points.
- (b) The belt conveyors transferring crushed material shall be totally enclosed throughout its length:

Provided that such control 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 limit of Exposure specified in the rules.

## (ii) Medical Control Measures.

- (1) The occupier of every factory in which a worker employed in the processes specified in clause 1, shall ensure that every worker employed be examined by a Medical Inspector-cum-Facilitator of Factories/ Medical Officer within 15 days of his first employment. Such medical examination shall include pulmonary function test and chest X-ray –Posterior Anterior (PA) view to be compared with standard ILO Radiographs or Pneumoconiosis. No worker shall be allowed to work after 15 days of his first employment in the factory unless certified fit for such employment by the Medical Officer.
- (2) Every worker employed in the processes shall be re-examined by a Medical Officer at least once in every twelve months. Such re-examination shall, wherever the Medical Officer considers appropriate, include all the tests as specified in sub-clause (1) except chest X-ray which shall be read by a radiologist specialised / trained in the field of reading ILO Radiographs on Pneumoconiosis and the chest x-ray which shall be carried out at least once in 3 years.
- (3) Every worker employed in any of the aforesaid processes on the date on which the schedule comes into force shall be radiologically examined by the qualified Radiologist at the cost of the occupier using a standard size x-ray plates and the power of the x-ray machine shall be more than 300

milliampere (mA). The report of such x-ray shall be submitted to the Medical Inspector-cum-Facilitator / Medical Officer/ Chief Inspector-cum-Facilitator within three months of the said date.

- (4) If at any time the Medical Inspector-cum-Facilitator / Medical Officer is of the opinion that a worker is no longer fit for employment in the said process on the ground that continuance therein would involve special danger to the health of the worker he shall make a record of his findings in the said Certificate and the health register. The entry of his findings in these documents should also include the period for which he considers that the said person is unfit for work in the said processes. The person so suspended from the process shall be provided with alternate placement facilities unless he fully is incapacitated in the opinion of the Medical Officer, in which case the person affected shall be suitably rehabilitated.
- (5) No person who has been found unfit to work as said in sub-clause (4) above shall be re-employed or permitted to work in the said processes unless the Medical Officer, after further examination, again certifies him fit for employment in those processes.
- (6) If a worker already in employment and declared unfit by the Medical Inspector-cum-Facilitator / Medical Officer shall not be allowed to work on any of the processes specified in clause sub-clause (1), unless he has been examined again along with standard size chest x-ray plate from a qualified Radiologist, at the cost of the occupier and has been certified to be fit to work on the said processes again.
- (7) For the purpose of medical supervision by the Factory Medical Practitioner/ Medical Officer so appointed by the occupier shall be provided for his exclusive use a room in the factory premises which shall be properly cleaned, adequately lighted ventilated and furnished with a screen, a table with office stationary, chairs and other facilities and other instruments including x-ray arrangements for such examinations and such other equipment as may be prescribed by the Chief Inspector-cum-Facilitator from time to time. The medical practitioner so appointed shall perform the following duties:-
  - (a) maintain health register;
  - (b) undertake medical supervision of persons employed in the factory;
  - (c) look after health, education and rehabilitation of sick, injured or affected workers;
  - (d) carry out inspection of work rooms where dangerous operations are carried out and advise the management of the measures to be adopted for the protection of health of the workers employed therein.
- (8) The Health Records of the workers exposed to silicosis, shall be kept up to a minimum period of 40 years from the beginning of the employment or 15 years after retirement or cessation of the employment, whichever is later and shall be accessible to workers concerned or their representatives.
- (9) The record of Medical Examinations and appropriate tests carried out by the said medical practitioner, a certificate of fitness and health shall be maintained in a separate register approved by the Chief Inspector-cum-Facilitator , which shall be kept readily available for inspection by the Inspector-cum-Facilitator and produced on demand.

## (iii) Administrative Control Measures.

- (1) Workplace/ Environment Monitoring: The occupier to ensure workplace / environment monitoring to be performed to determine magnitude of exposure/ concentration to evaluate engineering controls, selecting respiratory protection, work practices and the need for medical surveillance.
  - (a) Exposure/concentration measurements should be made in the employee's actual breathing zone.
  - (b) Total sampling time shall be at least 7 hours.
  - (c) Workplace/ Environment Monitoring shall be repeated quarterly.
  - (d) The report of dust sampling by occupier shall be made available to the public.
- (2) Training/ Awareness: Workers shall be trained in the following: -
  - (a) Health effects of free silica dust exposure.
  - (b) Operations and material that produce free silica dust hazards.
  - (c) Engineering controls and work practice controls that reduce dust concentration.
  - (d) The importance of good housekeeping and cleanliness.
  - (e) Proper use of personal protective equipment such as respirators etc.
  - (f) Personal hygiene practices to reduce exposure.
- (3) House Keeping: Maintenance of floors-
  - (a) All floors or places where 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 once at least during each shift.
  - (b) For this purpose, dry sweeping or compressed air shall be used for clean-up of dust or wet methods or vacuum system with a HEPA filter shall be used.
  - (c) Dust on overhead ledges and equipment should be removed before it becomes air borne due to vibration, traffic and random air current.
- (4) Change room and washing facilities-
  - (a) Washing and bathing facilities shall be conveniently located at a place easily accessible to the workers.
  - (b) Cloak room with individual lockers shall be provided for employees to store uncontaminated clothing.
  - (c) Workers shall take bath and change the work clothes before they leave the work site.
  - (d) Work clothes shall not be cleaned by blowing or shaking.

(e) Eating/lunch areas shall be located away from exposed areas.

(5) Display of Notices:

(a) Warning signs / Posters shall be displayed conspicuously in a prominent place.

(b) The warning signs/poster shall contain the Hazards, precautions.

(c) The display of notice shall be in the local language and also in the language understood by the majority of the workers.

(6) Personal Protective Equipment

The occupier of every factory to which this schedule apply shall provide the following PPEs as per relevant National Standards or International Standards and as applicable to a given workplace.

(a) Dust respirator.

(b) HEPA filter respirator or fume respirator.

(c) HEPA filter respirator with full face piece.

(d) Self-contained breathing apparatus (SCBA)

(e) Supplied air respirator with a full face piece, helmet or hood.

(f) SCBA with full face piece.

(g) Powered air purifying respirator with a HEPA filter.

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

## SCHEDULE XVII

### Handling and manipulation of corrosive substances

**1. Definitions.-** For the purpose of this Schedule,-

(a) "Corrosive operation" means an operation of manufacturing, storing, handling, processing, packing, or using any corrosive substance in a factory; and

(b) "Corrosive substance" includes sulphuric acid, nitric acid, hydrochloric acid, hydrofluoric acid, carboric acid, phosphoric acid, liquid chlorine, liquid bromine, ammonia, sodium hydroxide and potassium hydroxide and a mixture thereof. and any other substance which the State Government by notification in the Official Gazette specify to be a corrosive substance.

**2. Flooring.-** The floor of every workroom of a factory in which corrosive operation is carried on shall be made of impervious, corrosion and fire-resistant material and shall be so constructed as to prevent collection of any corrosive substance. The surface of such flooring shall be smooth and cleaned as often as necessary and maintained in a 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 suitably treating to get rid of the ill effects of any absorbed chemicals and by disinfecting. The occupier shall also provide suitable protective creams and other preparations wherever necessary.

(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 210 cms. (7 ft.) from a pipe of 1.25 cm. (1/2 in.) 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. Water sprinkler system should be provided over the ammonia receiver. Whenever necessary, in order to ensure continuous water supply, a storage tank having a minimum length, breadth and height of 210 cm., 120 cm., respectively or such dimensions as are approved by the Chief Inspector-cum-Facilitator shall be provided as the source of clean water.

**5. Cautionary Notice.-** A cautionary notice in the following form and printed in the language which majority of the workers employed understand, shall be displayed prominently close to the place where any of the operations mentioned in clause 2 above is carried out and where it can be easily and conveniently read by the workers. If any worker is illiterate, effective steps be taken to explain carefully to him the contents of the notice so displayed.

<p style="text-align: center;"><b>Cautionary Notice</b> <b>Danger</b> Corrosive substances cause severe burns and vapours thereof may be extremely hazardous. In case of contact immediately flood the part affected with plenty of water for at least 15 minutes. Get Medical attention quickly.</p>
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**6. Transport.-**

(a) Corrosive substances shall not be filled moved or carried except in containers or through pipes and when they are to be transported in containers they shall be included in crates of sound construction and of sufficient strength.

(b) A container with a capacity of 11.5 litres (2-1/2 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 labelled.

#### **7. Devices for handling corrosive.-**

(a) Tilting, lifting or pumping arrangements shall be used for emptying jars, carboys and other containers of corrosives.

(b) corrosive substance shall not be handled by bare hands but by means of a suitable scoop or other device.

**8. Opening of Valves.-** Valves fitted to containers holding a corrosive substance shall be opened with great care. If they do not work freely, they shall not be forced open. they shall be opened by a worker suitably trained for the purpose.

#### **9. Cleaning of Tanks and Stills, etc.-**

(a) In cleaning out or removing residues from stills or other large chambers used for holding any corrosive substance, suitable implements made of wood or other material shall be used to prevent production of ars-eniuretted hydrogen (Arsine).

(b) Whenever it is necessary for the purpose of cleaning or other maintenance work for any worker to enter chamber, tank, vat, pit or other confined space where a corrosive substance had been stored, all possible precautions required under sub-rule 33 and 34 of rule 110 of these rules shall, be taken to ensure the worker's safety.

(c) Wherever possible, before repairs are undertaken to any part to 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 for storing corrosive substances shall be so arranged that there is no possibility of any corrosive substance overflowing and causing injury to any person.

(c) Every container having a capacity of twenty litres or more and every pipeline, valves, and fitting used for carrying corrosive substances shall be thoroughly examined by competent person] 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-cum-Facilitator whenever required.

**11. Safety Measures:-** (1) All the system pipe line should be of welded joints instead of flanged joints.

(2) ISI valves should be provided in lines and periodical maintenance of valves should be checked.

(3) Whatever corrosive substance if coming out of valves should be taken to scrubber for neutralisation through a close circuit system.

(4) For the early detection of leakage of any corrosive substance sensitive devices should be provided.

(5) Absorber of proper capacity should be provided.

(6) Stand by generator of adequate capacity should be provided in factories for toxic gases.

**12. Fire Extinguishers and Fire-fighting Equipment.-** An adequate number of suitable types of fire extinguishers or other firefighting equipment, depending on the nature of chemicals stored, shall be provided. Such extinguishers or other equipment shall be regularly tested and refilled. Clear instructions as to how the extinguishers or other equipment should be used, printed in the language which majority of the workers employed understand, shall be affixed near each extinguisher or other equipment.

**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 XVIII

### Manufacture or Manipulation of Carcinogenic Dye Intermediates

**1. Application.-** The schedule shall apply in respect of all factories or any part thereof where processes in which the substances mentioned clause 3 and 4 are formed, manufactured, handled, or used and the processes incidental thereto in the course of which these substances are formed, are carried on. The processes indicated in this clause shall be referred to hereinafter as "the said processes", and such a reference shall mean any or all the processes described in this clause.

**2. Definitions.-** For the purpose of this schedule the following definitions shall apply, unless the context otherwise requires,-

(a) "controlled substances" means chemical substances mentioned in clause 4 of this schedule;

(b) "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

(c) "prohibited substances" means chemical substances mentioned in clause 3 of this schedule.

**3. Prohibited substances.-** For the purpose of this schedule, the following chemical substances shall be classified as "prohibited substances" except when these substances are present or are formed as a by-product of a chemical reaction in a total concentration not exceeding one percent :-

- (a) beta-naphthylamine and its salts;
- (b) Benzedrine and its salts;
- (c) 4-amino biphenyl and its salts;
- (d) 4-nitro diphenyl and its salts; and
- (e) any substance containing any of these compounds.

**4. Controlled substances.-** For the purpose of this schedule, the following chemical substances shall be classified as "controlled substances" :-

- (a) alpha-naphthylamine or alpha-naphthylamine containing not more than one percent of beta-naphthylamine either as a by-product of chemical reaction or otherwise, and its salts;
- (b) ortho-tolidine and its salts;
- (c) dianisidine and its salts;
- (d) dichlorobenzidine and its salts;
- (e) auramine; and
- (f) magneta.

**5. Requirements for processing or handling controlled substances.-**

(1) Wherever any of the controlled substances referred to in clause 4 are formed, manufactured, processed, handled, or used, all practical steps shall be taken to prevent inhalation,

ingestion or absorption of the said controlled substance by the workers while engaged in processing that substance, and its storage or transport within the plant, or in cleaning or maintenance of the concerned equipment, plant, machinery and storage areas.

(2) As far as possible all operations shall be carried out in a totally enclosed system. Wherever such enclosure is not possible, efficient exhaust draught shall be applied at the point where the controlled substances are likely to escape into the atmosphere during the process.

(3) The controlled substances shall be received in the factory in tightly closed containers and shall be kept so except when these substances are in process or in use. The controlled

substances shall leave the factory only in tightly closed containers of appropriate type. All the containers shall be plainly labelled to indicate the contents.

**6 .Personal protective equipment.-**

(1) The following items of personal protective equipment shall be provided and issued to every worker employed in the said processes:-

(a) long trousers and shirts or overalls with full sleeves and head coverings.  
The shirt or overall shall cover the neck completely; and

(b) rubber gum-boots.

(2) The following items of personal protective equipment shall be provided in sufficient numbers for use by workers employed in the said processes when there is danger of injury during the performance of normal duties or in the event of emergency :-

(a) rubber hand-gloves;

(b) rubber aprons; and

(c) airline respirators or other suitable respiratory protective equipment.

(3) It shall be the responsibility of the manager to maintain all items of personal protective equipment in a clean and hygienic condition and in good repair.

**7. Floors of workroom.-** The floor of every workroom in which the said processes are carried on shall be,-

(a) smooth and impervious to water provided that asphalt or tar shall not be used in the composition of the floor,

(b) maintained in a state of good repair,

(c) with a suitable slope for easy draining and provided with gutters and

(d) thoroughly washed daily with the drain water being led into a sewer through a closed channel.

**8 . Disposal of empty containers.-** Empty containers used for holding controlled substances shall be thoroughly cleaned of their contents and treated with an inactivating agent before being discarded.

**9. 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.

**10. 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.

**11. Cautionary placards.-** Cautionary placards in the form specified in appendix attached to this schedule and printed in the language of the majority of the workers employed in the said processes shall be affixed in prominent places frequented by them in the factory, where the placards can be conveniently read. Arrangements shall be made by

the manager to instruct periodically all such workers regarding the precautions contained in the cautionary placards.

**12. Obligations of the workers.-** It shall be the duty of the persons employed in the said processes to submit themselves for the medical examination including exfoliative cytology of urine by the the qualified medical practitioner as provided for under these rules.

**13. Washing and bathing facilities.-** (1) The following washing and bathing facilities shall be provided and maintained in a clean state and in good repair for the use of all workers employed in the said processes :-

- (a) a wash place under cover having constant supply of water and provided with clean towels, soap and nail brushes and with at least one stand pipe for every five such workers;
- (b) 50 percent of the stand pipes provided under clause (a) shall be located in bathrooms where both hot and cold water shall be made available during the working hours of the factory and for one hour thereafter;
- (c) the washing and bathing facilities shall be in close proximity of the area housing the said processes;
- (d) clean towels shall be provided individually to each worker; and
- (e) in addition to the taps mentioned under clause (a), one stand pipe, in which warm water is made available, shall be provided on each floor.

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

**14. 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.

**15. Cloak room.-** There shall be provided and maintained in a clean state and in good repair for the use of the workers employed in the said processes,-

- (a) a cloakroom with lockers having two compartments, one for street clothes and the other for work clothes, and
- (b) a place separate from the locker room and the messroom, for the storage of protective equipment provided under clause 7. The accommodation so provided shall be under the care of a responsible person and shall be kept clean.

**16. Mess room.-** There shall be provided and maintained for the use of 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.

**17. 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.

**18. Medical facilities and records of examinations and tests.-** (1) The occupier of every factory to which this schedule applies, shall,-

- (a) employ a qualified medical practitioner for medical surveillance of the workers employed therein whose employment shall be subject to the approval of the Chief Inspector-cum-Facilitator ; and
- (b) provide to the medical practitioner all the necessary facilities for the purpose referred to in item (a).

(2) The record of such examinations carried out by the medical practitioner shall be maintained in a separate, register, which shall be kept readily available for inspection by the Inspector-cum-Facilitator.

**19. Medical examination.-** (1) Every worker employed in the processes specified in clause 1 shall be examined by a medical practitioner within 15 days of his first employment. Such examinations shall include skin test for dermatitis and 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 practitioner.

(2) Every worker employed in a manganese process shall be re-examined by a medical practitioner at least once in every three calendar months and such examination shall, wherever the medical practitioner considers appropriate, include all the tests in sub-clause (1).

(3) The Medical practitioner after examining a worker, shall issue a Certificate of Fitness in Form 23. The record of examination and re-examinations carried out shall be entered in the Certificate and the Certificate shall be kept in the custody of the manager of the factory. The record of each examination carried out under sub-clause (1) and (2), including the nature and the results of these test, shall also be entered by the medical practitioner in a health register in Form 24.

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

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

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

**20. Exemptions.-** If in respect of any such factory, the Chief Inspector-cum-Facilitator is satisfied that owing to the exceptional circumstances or infrequency of the processes or

for any other reason, all or any of the provisions of this schedule is not necessary for the protection of the workers in the factory, the Chief Inspector-cum-Facilitator may exempt such factory from all or any of such provisions subject to such conditions, if any, as he may specify therein.

**APPENDIX**  
**Cautionary Placard/Notice**  
**Carcinogenic dye intermediates**

1. Dye intermediates which are nitro amino derivatives or aromatic hydrocarbons are toxic. You have to handle these chemicals frequently in this factory.
2. Use the various items of protective wear to safeguard your own health.
3. Maintain scrupulous cleanliness at all times. Thoroughly wash hands and feet before taking meals. It is essential to take a bath before leaving the factory.
4. Wash off any chemical falling on your body with soap and water. If splashed with a solution of the chemical, remove the contaminated clothing immediately. These chemicals are known to produce cyanosis. Contact the medical officer or appointed doctor immediately and get his advice.
5. Handle the dye intermediates only with long handled scoops, never with bare hands.
6. Alcoholic drinks should be avoided as they enhance the risk of poisoning by the chemicals.
7. Keep your food and drinks away from work place. Consuming food, drinks or tobacco in any form at the place of work is prohibited.
8. Serious effects from work with toxic chemicals may follow after many years. Great care must be taken to maintain absolute cleanliness of body, clothes, machinery and equipment.

**SCHEDULE XIX**  
**Solvent Extraction Plants**

**Process of extracting Vegetable Oil from oil cakes in Solvent Extraction Plants**

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

- (a) "Solvent Extraction Plant" means the plant in which the process of extracting vegetable oils from oil cakes by the use of solvents is carried on.
- (b) "Solvent" means an inflammable liquid such as pentane hexane and heptane used for the recovery of vegetable oils.
- (c) "Flame Proof 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 originate inside the enclosure without suffering damage and without communicating internal inflammation (or explosion) to the external flammable gas or vapour.

**2. Location and layout.-** (a) No solvent extraction plant shall be permitted to be constructed or extended to within a distance of 30 meters from the nearest residential locality.

(b) A 1.5 meter high continuous wire fencing shall be provided around the Solvent Extraction Plant up to a minimum distance of 15 meters from the plant.

(c) No person shall be allowed to carry any matches or mobile or an open flame or fire inside the area bound by the fencing.

(d) Boiler houses and other buildings where open flame processes are carried on shall be located at least 30 meters away from the Solvent extraction Plant.

(e) If godowns and preparatory processes are at less than 30 meters distance from the Solvent Extraction Plant, these shall be at least 15 meters distance from the plant, and a continuous barrier wall of non-combustible material 1.5 meters high shall be erected at a distance of not less than 15 meters from the Solvent Extraction Plant so that it extends to at least 30 meters of vapour travel around its ends from the plant to the possible sources of ignition.

### **3. Electrical installations.-**

(a) All electrical motors and wiring and other electrical equipment 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 energized shall be properly bounded together and connected to earth so as to avoid accidental rise in the electrical potential of such parts above the earth potential.

**4. Restriction on smoking.-** Smoking shall be strictly prohibited within 15 meters distance from Solvent Extraction Plant. For this purpose, "No Smoking" signs shall be permanently displayed in the area.

### **5. Precautions against friction.-**

(a) All tools and equipment including ladders, chains and other lifting tackle required to be used in Solvent Extraction Plant shall be of non-sparking type.

(b) No machinery or equipment in any solvent extraction plant shall be belt driven, unless the belt used is of such a type that it does not permit accumulation of static electricity to a dangerous level.

(c) No person shall be allowed to enter and work in the Solvent Extraction Plant if wearing cloths made of nylon or such fibre that can generate static electrical charge, or wearing footwear 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 fires shall be provided in the Solvent Extraction plant.

(b) An automatic water spray sprinkler system on a wet pipe or open-head deluge system with sufficient supply of storage water shall be provided over Solvent Extraction Plant and throughout the building housing such plant.

**7. Precautions against power failure.-** Provision shall be made for the automatic cutting off of steam in the event of power failure and also for emergency overhead water supply for

feeding water by gravity to condensers which shall come into play automatically with the power failure.

**8. Magnetic Separators.-** Oil cake shall be fed to the extractor by a conveyor through hopper and a magnetic separator shall be provided to remove any pieces 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 terminate at least 6 metres above the ground and be so located that vapours will not re-enter the building in which Solvent Extraction Plant is located.

**10. Waste water.-** Process waste water shall be passed through a flash evaporator to remove any solvent before it is discharged into a sump.

**11. Ventilation.-** The Solvent Extraction Plant shall be well ventilated and if the plant is housed in a building, the building shall be provided with mechanical ventilation with provision for at least six air changes per hour.

**12. Housekeeping.-**

- (a) Solvents shall not be stored in an area covered by Solvent Extraction Plant except in small quantities which shall be stored in approved safety cans.
- (b) Waste materials such as oily rags, other wastes and absorbents used to wipe off solvent and paints and oils shall be deposited in approved containers and removed from the premises at least 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 cleaned 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 examination shall be submitted to the Inspector-cum-Facilitator with his observation 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 employee of the factory.
- (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 duly qualified and trained person are certified by the competent person to be fit for the purpose and no other person shall be allowed to operate the plant and machinery.

**15. Vapour detection.-** A suitable type of 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.

**16. Further precautions in cases of batch type Solvent Extraction Plants.-** In case of batch type Solvent Extraction Plants, the following further precautions shall be observed:-

- (a) When the solvent is removed from batch extractor by vacuum gauges shall be provided and tests shall be carried out to ensure that a minimum vacuum of 650 mm (26") mercury is obtained and maintained steadily for a minimum period of 30 minutes before the extractor is allowed to be opened for discharge of cake or for persons to enter.
- (b) When on opening the door of a batch extractor the extracted meal cannot be dislodged from the extractor freely, door shall be closed and the material reheated (dry) under vacuum for at least 60 minutes before the door is reopened.
- (c) Where solvent is removed by steam heating, the presence of the solvent shall be tested at the vent provided on the top of the vessel before opening the vessel.
- (d) A log book of operations with the following particulars shall be maintained and made available on demand to the Inspector-cum-Facilitator:-
  - (i) vacuum gauge reading for each charge.
  - (ii) testing of continuity of electrical bending and earthing system,
  - (iii) loss of solvent every 24 hours or loss per tonne of raw materials used.

**17. Exemption.—** If in respect of any factory, the Chief Inspector-cum-Facilitator is satisfied that owing to the exceptional circumstances or infrequency of the processes for any other reasons, all or any of the provisions of this schedule is not necessary for the protection of the workers in factory, the Chief Inspector-cum-Facilitator may by a certificate in writing (which he may in his discretion revoke at any time) exempt such factory from all or any of such provision subject to condition. if any, as he may specify therein.

## SCHEDULE XX

### Manufacture or manipulation of manganese and its compounds

**1. Definitions.-** For the purpose of this Schedule:-

- (a) "Manganese process" means processing, manufacture or manipulation of manganese or any compound of manganese or any ore or any mixture containing manganese.
- (b) "First employment" means first employment in any manganese process and includes also re-employment in any manganese process following any cessation of employment for a continuous period exceeding 3 calendar months.
- (c) "Manipulation" means mixing, blending, filling, emptying, grinding, sieving, drying, packing, sweeping, or otherwise handling of manganese, or a compound of manganese or an ore or mixture containing manganese.
- (d) "Efficient Exhaust Ventilation" means localised 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 fume or mist at the point where it is generated and fails to prevent it from escaping into and spreading into the atmosphere of a 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. Exemptions.-** Where 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 any 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 on such conditions and for such period as he may specify in the said order.

**4. Isolation of a process.-** Every manganese process which may give risk 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 process 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.-** Every worker employed in any manganese process shall be medically examined within 15 days of his first employment. Such examination shall include, tests for detection of serum calcium, serum phosphate and manganese in blood and urine and also include steadiness tests and other neuro-muscular co-ordination tests.

**7. Personal Protective Equipment.-**

(i) The occupier of the factory shall provide and maintain in good and clean condition suitable overalls and head coverings for all persons employed in any manganese process and such overalls and head coverings shall be worn by the persons while working on manganese process.

(ii) The occupier of the factory shall provide suitable respiratory protective equipment for use by workers in emergency to prevent inhalation of dusts, fumes or mists. Sufficient number of complete sets of such equipment shall always be kept near the work place and the same shall be properly maintained and kept always in a condition to be used readily.

(iii) The occupier of the factory 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 equipments.

**8. Cautionary placard and instructions.-** Cautionary notices in the form given below 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 occupier to instruct periodically all workers employed in a manganese process regarding the health hazards connected with their duties and the best preventive measures and methods to protect themselves. The notices shall always be maintained in a legible condition.

**Cautionary Notice****Manganese and Manganese Compounds**

1. Dust fumes and mists of manganese and compounds are toxic when inhaled or when ingested.
2. Do not consume food or drink near the workplace.
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 dusts, fumes or mists are likely to be inhaled, use respiratory protective equipment provided for the purpose.
7. If you get severe headaches, prolonged sleeplessness or abnormal sensations on the body, report to the manager who would make arrangements for your examination and treatment.

**SCHEDULE XXI****Manufacture, Handling and use of Benzene**

1. The schedule is made to provide protection against hazards of poisoning from benzene and shall apply in respect of factories or parts thereof in which benzene or substances containing benzene are manufactured, handled or used.

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

- (a) 'Substances containing benzene' means substances wherein benzene content exceeds 1 per cent by volume.
- (b) 'Substitute' means a chemical which is harmless or less harmful than benzene and can be used in place of benzene.
- (c) 'Enclosed system' means a system which will not allow escape of benzene vapours to the working atmosphere.
- (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 workroom. No draught shall be deemed to be efficient if it fails to remove smoke generated at the point where such gases, vapours, fumes of dusts originate.

**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 de-greasing 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 exemption 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, however, it is not practicable to carry out the process in an enclosed system, the work room in which benzene or substances containing benzene are used shall be equipped with an efficient exhaust draught or other means for the removal of benzene vapours to prevent their escape into the air of the work room so that the concentration of benzene in the air does not exceed 25 parts per million by volume or 80 mg/m<sup>3</sup>.

(c) Air analysis for the measurement of concentration or 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 as measured by air analysis, exceeds 25 parts per million by volume or 80 mg./3m., the manager shall forthwith report the concentration to the Chief Inspector-cum-Facilitator 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 suitable respirators or face masks. The durations of such exposure shall be limited as far as possible.

#### **5. Measure 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 and where necessary vapour tight chemical goggles made of material not affected by benzene or its vapours.

(b) The protective wear referred to in sub-clause (a) shall be maintained in good condition and inspected regularly.

**6. 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.

**7. Improper use of benzene.-**

(a) The use of benzene or substances 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.

**8. 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 within an emergency.

**9. 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 substances containing benzene are manufactured, handled or used.

**10. Medical examination.-** Every worker employed in processes mentioned in this schedule, shall be examined within 15 days of his first employment, such examination shall include tests for detection of phenol in urine and determination of urinary sulphide ratio and C.N.S. and hematological 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 or Factory Medical Practitioner.

**Appendix 'A'**

[Clause 3(c)]

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

**Appendix 'B'**

[Clause 9]

**CAUTIONARY NOTICE****(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 the 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, excessive excitation and losing of consciousness, immediately inform your factory manager.
- (v) Keep all the containers of benzene closed or underground, if feasible.
- (vi) Handle, use and process benzene and substances containing benzene carefully in order to prevent their spillage on floor.
- (vii) Sensor with alarm system should be installed to detect benzene at appropriate places.
- (viii) Maintain good house-keeping.

**(c) The protective equipment to be used:-**

- (i) Use respiratory protective equipment in places where benzene vapours are present in high concentration.
- (ii) In emergency, use self-generating oxygen mask or oxygen or air cylinder marks.
- (iii) Wear hand gloves, aprons, goggles and gurney boots to avoid contact of benzene with your skin and body parts.

**(d) The first-aid measure to be taken in case of acute benzene poisoning:-**

- (i) Remove the clothing immediately if it is wetted with benzene.
- (ii) If liquid benzene enters eyes, flush thoroughly 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) Lay him down without a pillow and keep him quiet and warm.

If the Exposed Person is Unconscious:

- (A) Lay 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 shallow breathing or cyanosis (Blueness of skin, lips, ears, finger nail beds). He should be provided with medical oxygen. If needed, he should be given artificial respirations. Oxygen should be administered by a trained person only.

**SCHEDULE XXII****Carbon Disulphide Plants****1. Application.-**

(a) 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.

(b) These rules are in addition to and not in derogation of any of the provisions of the Code and rules made thereunder.

**2. Construction, Installation & Operation.-**

(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 of open type to ensure optimum ventilation and the plant lay out 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 to sustain the internal pressure to which the furnace or the plant may be subjected and shall be so designed that carbon disulphide liquid and gas are in closed system during their normal working.

(c) The electric furnace supports shall be firmly grouted about 0.75 meters in concrete or by other effective means.

(d) Every electric furnace shall be installed and operated according to manufactures instructions and these instructions shall be clearly imparted to the personnel in-charge of construction and operation.

(e) The instructions regarding observance of correct furnace temperature sulphur doze, admissible current/power consumption and periodical checking of charcoal level shall be strictly complied with.

**3. Electrodes.-**

(a) Where upper ring electrode (s), made of steel are used in the electric furnace, they shall be of seamless tube construction and shall have arrangement for being connected to cooling water system through a siphon built in the electrodes or through a positive pressure water pump.

(b) The arrangement for cooling water referred to in clause (a) shall be connected with automatic alarm system which will actuate in the event of interruption of cooling water in the electrodes and give visible and audible alarm signals in the control room and simultaneously stop power supply for the furnace operation and to stop the further supply of water. The alarm system and the actuating device shall be checked every day.

**4. Charcoal level indicator and vibrator.-** Means shall be provided on each electric furnace for indicating the correct level of charcoal in the furnace and for vibrating the charcoal. This means shall be employed as often as necessary to maintain correct charge and level of the charcoal.

**5. Charcoal Separator.-** A cyclone type of charcoal separator shall be fitted on the off take pipe between the electric furnace and sulphur separator to prevent entry of pieces of charcoal into the condensers and piping.

**6. Rupture discs and safety seal.-**

(a) At least two rupture discs of adequate size which shall blow off at a pressure twice the maximum operating pressure shall be provided on each furnace and shall either be mounted directly on the top of the furnace or each through an independent pipe as close as possible to the furnace.

(b) A safety water seal shall be provided and tapped from a point between the charcoal separator and the sulphur separator.

**7. Pyrometer and Manometers.-**

(a) Each electric shall be fitted with adequate number of pyrometers to make a correct assessment of the temperature at various points in the furnace. The dials for reading the temperatures shall be located in the control room.

(b) Manometer 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.

**8. Check valves.-** All piping carrying carbon disulphide shall be fitted with check valves at suitable positions so as to prevent gas from flowing back into any electric furnace in the event of its shut down.

**9. Inspection and Maintenance of Electric furnaces.-**

(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 or de-ashing or for replacing electrodes.

(b) When an electric furnace is shut down for cleaning or de-ashing,-

- (i) the brick lining shall be checked for continuity and any part found defective removed.
- (ii) after removal of any part of the lining, referred to in (a) the condition of the shell shall be closely inspected, and
- (iii) any plates forming shell found corroded to the extent that safety of the furnace is endangered shall be replaced.

**10. Maintenance of records.-** The following hourly records shall be maintained in a log book:-

- (i) Manometer readings at the points specified in item (i) and (ii) of sub-clause (b) of clause 7;

- (ii) Gas temperature indicated by pyrometer's and all other vital points near the sulphur separator and primary and secondary condensers;
- (iii) Water temperature and flow of water through the siphon in the electrodes; and
- (iv) Primary and secondary voltages and current and energy consumed.

**11. Electrical apparatus, wiring and fittings.-** All buildings in which carbon disulphide is refined or store shall be provided with electrical apparatus, wiring and fittings which shall afford adequate protection from fire and explosion.

**12. Prohibitions 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 other means of producing naked light or spark into such rooms.

**13. Means of escape.-** Adequate means of escape shall be provided and maintained to enable persons to move to a safe place as quickly as possible in case of an emergency. At least two independent staircases of adequate width shall be provided in every building housing the furnaces at reasonable intervals at opposite ends. These shall always be kept clear of all obstructions and so designed as to afford easy passage.

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

**15. Firefighting equipment.-**

(a) Adequate number of suitable fire extinguishers or other firefighting equipment shall be kept in constant for dealing with risks involved and depending on the amount and nature of materials stored.

(b) Clear instruction as to how the extinguishers or other equipment should be used printed in the language which the majority of the workers employed understand, shall be affixed to each extinguisher or other equipment and the personnel trained in their use.

**16. Bulk sulphur.-**

(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 off by nearby locomotives etc.. and precautions shall be taken to see that flames smoking's and matches and other sources of ignition do not come in contact with the clouds of dust rising during handling 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 enclosures shall be handled in such a manner as to minimise the formation of dust clouds and no flame, smoking and matches or other sources of ignition shall be employed during handling and non-sparking tools shall be used whenever sulphur is shovelled or otherwise removed by hand.

(d) No repairs involving flames, heat or use of hand or power tools shall be made in the enclosure where bulk sulphur is stored.

**17. Liquid sulphur.-** Open flames, electric sparks and other sources of ignition, including smoking and matches, shall be excluded from the vicinity of molten sulphur.

**18. Training & Supervision.-**

(a) All electric furnaces and all plants in which carbon disulphide is condensed, refined or stored shall be under adequate supervision at all times while the furnaces and plant are in operation.

(b) Workers in-charge of operation and maintenance of electric furnaces and the plants shall be properly qualified and adequately trained.

**19. 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 stand pipe, having a constant supply of clean water for every five such persons, the taps or stand pipes being spaced not less than 120 centimetres apart with a sufficient supply of soap and clean towels: provided that towels shall be supplied individually to each worker, if so ordered by the Inspector-cum-Facilitator. All the workers employed in the sulphur storage, handling and melting operations shall be provided with a nail brush.

**20. Personal protective equipment.-**

(a) Suitable goggles and protective clothing consisting of overalls without pockets, gloves and footwear shall be provided for the use of operatives,-

(i) when operating valves or cocks controlling fluids etc.;

(ii) drawing off of molten sulphur from sulphur 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.

**21. Unauthorised persons.-** Only maintenance and repair personnel, persons directly connected with the plant operation and those accompanied by authorised persons shall be admitted into the plant.

## SCHEDULE XXIII

### Manufacture and Manipulation of Dangerous Pesticides

**1. 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 is covered by the Insecticides Act, 1968 and the rules made thereunder and any other product, as may be notified from time to time by the State Government.

- (b) 'Manipulation' includes mixing, blending, formulating, filling, emptying, packing or otherwise handling.
- (c) 'Efficient exhaust draught' means localized mechanical ventilation for removal of smoke, gas, vapour, dust, fume or mist so as to prevent them from escaping in the air of any work-room in which work is carried on. No exhaust draught shall be considered efficient if it fails to remove smoke generated at the point where such gas, fume, dust, vapour or mist originates from the process.
- (d) 'First Employment' means first employment in any manufacturing process to which this Schedule applies and also includes re-employment in the said manufacturing process following any cessation of employment for a continuous period exceeding three calendar months.

**2. Application.-** This Schedule shall apply in respect of all factories or any plant thereof in which the process of manufacture or manipulation of dangerous pesticide hereinafter referred to as the said manufacture or manufacturing process is carried on.

**3. Instruction to workers.-** Every worker on his first employment shall be fully instructed on the properties including dangerous properties of the chemicals handled in the said manufacturing process and the hazards involved. The employees shall also be instructed in the measures to be taken to deal with any emergency. Such instructions shall be repeated periodically.

**4. Cautionary notice and Placards.-** Cautionary notices and placards in the form specified in Appendix I of this Schedule and printed in the language of the majority of the workers shall be displayed in all workplaces in which said manufacturing process is carried on so that they can be easily and conveniently read by the workers. Arrangements shall be made by the occupier or the manager of the factory to periodically instruct the workers regarding the health hazards arising in the said manufacturing process and methods of protection. Such notices shall include brief instructions regarding the periodical clinical tests required to be undertaken for protecting health of the workers.

**5. Medical examination.-** Every worker employed in the processes mentioned in clause 1 shall be examined within 15 days of his first employment. Such examination in respect of Halogenated pesticides shall include test for determination of the chemical in blood and in fat tissues EEG abnormalities and memory tests. In respect of organophosphorus compounds, such examination shall include test for depression of cholinesterase in plasma and red blood cells.

**6. Protective clothing and protective equipment.-**

(a) Protective clothing consisting of long pants and shirts or overalls with long sleeves and head coverings shall be provided for all workers employed in the said manufacturing process.

(b) (i) Protective equipments consisting of rubber gloves, gum boots, rubber aprons, chemical safety goggles and respirators shall be provided for all workers employed in the said manufacturing process.

(ii) Gloves, boots, aprons shall be made from synthetic rubber where a pesticide contains oil.

- (c) Protective clothing and equipment shall be worn by the workers supplied with such clothing and equipment.
- (d) Protective clothing and equipments shall be washed daily from inside and outside if the workers handle pesticides containing nicotine or phosphorus and shall be- washed frequently if handling other pesticides.
- (e) Protective clothing and equipment shall be maintained in good repair.

#### **7. Floors and work benches.-**

- (a) Floors in every work room where dangerous pesticides are manipulated shall be of cement or other impervious material giving a smooth surface.
- (b) Floors shall be maintained in good repairs, provided with adequate slope leading to a drain and thoroughly washed once a day with hose pipe.
- (c) Work benches where dangerous pesticides are manipulated shall be made of smooth, non-absorbing material preferably stainless steel and shall be cleaned at least once daily.

#### **8. Spillage and waste.-**

- (a) If a dangerous pesticide during its manipulation splashes or spills on the work bench, floor or on the protective clothing worn by a worker, immediate action shall be taken for thorough decontamination of such areas or articles.
- (b) Cloth, rags, paper or other material soaked or soiled with a dangerous pesticide shall be deposited in a suitable receptacle with tight fitting cover. Contaminated waste shall be destroyed by burning at least once a week.
- (c) Suitable deactivating agents, where available, shall be kept in a readily accessible place for use while attending to a spillage.
- (d) Easy means or access shall be provided to all parts of the plant for cleaning, maintenance and repairs.

**9. Empty containers used for dangerous pesticides.-** Containers used for dangerous pesticides shall be thoroughly cleaned of their contents and treated with an inactivating agent before being discarded or destroyed.

#### **10. Manual handling.-**

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

#### **11. Ventilation.-**

- (a) In every work room or area where a dangerous pesticide is manipulated adequate ventilation shall be provided at all times by the circulation of fresh air.

(b) Unless the process is completely enclosed, the following operations during manipulation of a dangerous pesticide shall not be undertaken without an efficient exhaust draught—

- (i) emptying a container holding a dangerous pesticide,
- (ii) blending a dangerous pesticide,
- (iii) preparing a liquid or powder formulation containing a dangerous pesticide.
- (iv) Changing or filling a dangerous pesticide into a container tank hopper or machine or small sized containers.

(c) In the event of a failure of the exhaust draught provided on the above operation, the above operations shall be stopped forthwith.

### **12. Time allowed for washing.-**

(a) 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.

(b) Every worker engaged in the manipulation of dangerous pesticides shall have a thorough wash before consuming any food and also at the end of the day's work.

**13. Exemption.-** If in respect of any factory the Chief Inspector-cum-Facilitator is satisfied that owing to the exceptional circumstances or infrequency of the said manufacturing process or for any other reason, which he shall record in writing, all or any of the provision 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 conditions as he may specify therein. Such certificate may at any time be revoked by the Chief Inspector-cum-Facilitator after recording his reasons therefor.

**14. Manipulation not to be undertaken.-** Manufacture or manipulation of a pesticide shall not be undertaken in any factory unless a certificate regarding its dangerous nature or otherwise is obtained from the Chief Inspector-cum-Facilitator .

### **Appendix-1**

#### **Cautionary Notice (Insecticides & Pesticides)**

1. Chemicals handled in this plant are poisonous substances.
2. Smoking, eating food or drinking, chewing tobacco in this area is prohibited, no foodstuff 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 foodstuffs.
8. Spillage of the chemical 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 treatment.
13. All workers shall be report for the prescribed medical tests regularly to protect their own health.

## SCHEDULE XXIV

### Operations involving high Noise levels.

**1. Application.-** This schedule shall apply to all operations in any manufacturing process having high noise level.

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

- (a) "Noise" means any unwanted sound.
- (b) "High noise level" means any noise level measured on the A-weighted scale is 90 dB or above.
- (c) "Decibel" means one-tenth of "Bel" which is the fundamental division of a logarithmic scale used to express the ratio of two specified or implied quantities, the number of "Gels" 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  $20 \times 10^{-5}$  newtons per square or 0.0002 dynes per square centimeter which is the schedule of hearing, that is the lowest sound pressure level necessary to produce the sensation of hearing in average healthy listeners. The decibel in abbreviated form is dB.
- (d) "Frequency" is the rate of pressure variations expressed in cycles per second or hertz.
- (e) "dBA" refers to sound level in decibels as measured on a sound level meter operating on the A-weighting net work with slow meter response.
- (f) "A weighting" means making graded adjustments in the intensities of sound of various frequencies for the purpose of noise measurement, so that the sound pressure level measured by an instrument reflects the actual response of the human ear to the sound measured.

**3. Protection against noise.-** (1) In every factory suitable engineering control of administrative measures shall be taken to ensure, so far as is reasonable practicable that no worker is exposed to sound level exceeding the maximum permissible exposure levels specified in Tables 1 and 2.

**Table 1**

Total time of exposure (Continuous or a number of short term exposures) per day in hours.	Sounds pressure level in dBA
8	90
6	92
4	95
3	97
2	100
1.5	102
1	105
0.75	107
0.5	110
Less than 0.5	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 higher 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 of Impulsive or Impact Noise.**

Peak Sound pressure level in in dB	Permitted number of impulses or impacts per day
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 of 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 shall apply. In other cases, the noise is to be considered as impulsive or impact noise and the criteria given in table 2 shall apply.

(3) When the daily exposure is composed of two or more periods of noise exposure at different levels their combined effect should be considered, rather than the individual effect

of each. The mixed exposure should be considered to exceed the limit value if the sum of the fraction  $C_1/T_1 + C_2/T_2 + \dots + C_n/T_n$  exceeds unity,-

Where the  $C_1, C_2$  etc. indicate the total time of actual exposure at a specified noise level and  $T_1, T_2$ , etc. denote the time of exposure permissible at that level. Noise exposure of less than 90 dBA may be ignored in the above calculation.

(4) Where it is not possible to reduce the noise exposure to the levels specified in sub-clause (1) above by reasonably practicable engineering control or administrative measures, the noise exposure shall be reduced to the greatest extent feasible by such control measures, the each worker so exposed shall be provided with suitable ear protectors so as to reduce the exposure to noise to the levels specified in sub-clause (1), above.

(5) Where the ear protectors provided in accordance with sub-clause (2) and worn by a worker cannot still attenuate the noise reaching near his ear, as determined by subtracting the attenuation value in dBA of the ear protectors concerned from the measured sound pressure level to a level permissible under Table 1 or Table 2 as the case may be, the noise exposure period shall be suitably reduced to correspond to the permissible noise exposures specified in sub-clause (1).

(6) (a) In all cases where the prevailing sound levels exceed the permissible levels specified in sub-clause (1) there shall be administered an effective hearing conservation programme which shall include among other hearing conservation measures, pre-employment and periodical auditory surveys conducted on workers exposed to noise exceeding the permissible levels, and rehabilitation of such workers either by reducing the exposure to the noise level or by transferring them to place where noise levels are relatively less or by any other suitable means.

(b) Every worker employed in areas where the noise exceeds the maximum permissible exposure levels specified in sub-clause (1), above, shall be subjected to an auditory examination by a Medical Officer within 14 days of his first employment thereafter, shall re-examined at least once, every 12 months. Such initial the periodical examinations shall include tests which the Medical Officer may consider appropriate, and shall include determination of auditory thresholds for pure tones on 125, 250, 500, 1000, 2000, 4000 and 8000 cycles per second.

## SCHEDULE XXV

### Manufacture of Rayon by Viscose Process

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

(a) "approved" means approved for the time being in writing by the Chief Inspector-cum-Facilitator;

(b) "breathing apparatus" means a helmet or face piece with necessary connections by means of which the person using it in a poisonous, asphyxiating or irritant atmosphere breathes unpolluted air; or any other approved apparatus;

- (c) "churn" means the vessel in which alkali cellulose pulp is treated with carbon disulphide;
- (d) "dumping" means transfer of cellulose exothate from a dry churn to a dissolver;
- (e) "efficient exhaust draught" means localised ventilation by mechanical means for the removal of any gas or vapour, so as to prevent it from escaping into the air of any place in which work is carried on. No draught shall be deemed to be efficient if it fails to control effectively any gas or vapour generated at the point where such gas or fume originates;
- (f) "fume process" means any process in which carbon disulphide or hydrogen sulphide is produced, used or given off;
- (g) "life belt" means a belt made of leather or other suitable material which can be securely fastened round the body with a suitable length of rope attached to it. each of which is sufficiently strong to sustain the weight of a man; and
- (h) "protective equipment" means apron, goggles, face shields, footwear, gloves and overalls made of suitable materials.

**2. Ventilation.-** (1) In all workrooms where a fume process is carried on, adequate ventilation by natural or mechanical means shall be provided so as to control, in association with other control measures, the Concentration of Carbon-disulphide and hydrogen sulphide in the air of every work environment within the permissible limits.

(2) Notwithstanding the requirements in sub-clause (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 churns,
- (b) Spinning machines,
- (c) hydro-extractors for yarn cakes,
- (d) after treatment processes,
- (e) trick rollers and cutters used in staple fibre spinning, and
- (f) Spin baths.

(3) In so far as the spinning machines and trio rollers and cutters used in staple fibre spinning are concerned, they shall be, for the purpose of ensuring the effectiveness of the exhaust draught to be provided as required in sub- clause (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-clause (2), (3) and (4) is ineffective, fails, or is stopped for any purpose

whatsoever, all persons shall be required to leave the work areas where the equipment or process specified in the above said sub-clause are in used as soon as possible and in any case not later than 15 minutes after such as occurrence.

- (6) (a) All ventilating systems provided for the purposes as required in sub-clause (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.
- (b) A register containing particulars of such examinations and tests, and the state of the systems 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 .

**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 anthate 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-disulphide 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-clause (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 Concentrations of either carbon disulphide or hydrogen sulphide exceeds the permissible limits for such vapour or gas as laid down in rule 111, suitable steps shall be taken for controlling the concentration in air of such contaminants. A report of such occurrences shall 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. Protective equipment. -(1)** The occupier shall provide and maintain, in good condition protective equipment as specified in the Table for use of persons employed in the processes referred to therein.

**Table**

Process		Protective equipment
1.	Dumping	overalls, face shields gloves and footwear all made of suitable material.
2.	Spinning	Suitable aprons gloves and footwear.
3.	Process involving or likely to involve contact with viscose solution	Suitable gloves and footwear.

4.	Handling of Sulphur	Suitable chemical goggles.
5.	Any other process involving contact with hazardous chemicals	Protective equipment as may be directed by the Chief Inspector-cum-Facilitator by an order in writing.

(2) A suitable room, rooms or lockers shall be provided exclusively for the storage of all the protective equipment supplied to workers and no such equipment shall be stored at any place other than the room, rooms or lockers so provided.

**8. Breathing apparatus.-** (1) There shall be provided in every factory where fume process is carried on sufficient supply of.—

- (a) breathing apparatus;
- (b) Oxygen and suitable appliances for its administration. and
- (c) life belts.

(2) (a) The breathing apparatus and other appliances referred to in sub-clause (1) shall be maintained in good condition and kept in appropriate location so as to be readily available.

(b) The breathing apparatus and other appliances referred to in clauses (a) and (b) of sub-clause (1) shall be cleaned and disinfected at suitable intervals and thoroughly inspected once every month by responsible person.

(c) A record of the maintenance of the condition of the breathing apparatus and other appliances referred to in sub-clause (1) shall be entered in a register provided for that purpose which shall be readily available for inspection by an Inspector-cum-Facilitator .

(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 such trained persons would be available during all the working hours in each room in which fume process is carried on.

(4) Breathing apparatus shall be kept properly labelled in clean, dry, light, proof cabinets and if liable to be affected by fumes, shall be protected by placing them in suitable containers.

(5) No person shall be employed to perform any work, specified in sub-clause (1) for which breathing apparatus is necessary to be provided under that sub-clause unless he has been fully instructed in the proper use of the equipment.

(6) No breathing apparatus provided in pursuance of sub-clause (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 duly instructed in the proper use of that equipment.

**9. Electric fittings.-** All electric fitting in any room in which carbon-disulphide is produced, used or given off or is likely to be given off into work environment, other than electric conductors shall either be enclosed in metal conducts spinning room shall be flame proof construction and all or be lead- sheathed.

**10. Prohibition relating to smoking etc.-** No person shall smoke or carry matches, fire or naked light or other means of producing a naked light or spark in a room in which fume process is carried on. A notice in the language understood by the majority of the workers shall be pasted at prominent locations in plant prohibiting smoking and carrying of matches, fire or naked light or other means of producing naked light or spark into such rooms:

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

**11. Cautionary notice and instructions.-** (1) The following cautionary notice shall be prominently displayed in each fume process room:-

#### Cautionary Notice

1. Carbon disulphide (CS<sub>2</sub>) and Hydrogen sulphide (H<sub>2</sub>S) which may be present in this room are hazardous to health.
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 hazard connected with their work and the preventive measures and methods to protect themselves. Such instructions shall be given on his first employment and repeated periodically.

(3) Simple and special instructions shall be framed to ensure that effective measures will be carried out in case of emergency involving escape of carbon disulphide and hydrogen sulphide. These instructions shall be displayed in the concerned areas and workers shall be instructed and trained in the actions to be taken in such emergencies.

**12. Medical examination.-** Every worker employed in the fume process shall be examined within 15 days of his first employment such examination shall include test for examination of exposure co- efficient (iodine azide test for urine), and cholesterol, as well as electrocardiogram (ECG) and Central Nervous System (CNS) test.

**13. 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 reasons, all or any of the provisions of this schedule is not necessary for protection of the workers in the factory, the Chief Inspector-cum-Facilitator may by a certificate in writing, which he 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 XXVI****Highly Flammable Liquids and Flammable Compressed Gases**

**1. Application.-** These rules will be applicable to all factories where highly flammable liquids or flammable compressed gases are manufactured, stored, handled or used.

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

(a) "highly flammable liquid" means any liquid including its solution, emulsion or suspension which when tested in a manner specified by sections 14 and 15 of the Petroleum Act, 1934, (Central Act No. 30 of 1934) gives off flammable vapours at a temperature less than 32 degrees centigrade:

(b) "flammable compressed gas" means flammable compressed gas as defined in section 2 of the Static and Mobile Pressure Vessels (Unfired) Rules, 2016 framed under the Explosives Act, 1884.

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

(2) Except as necessary for use, operation or maintenance, every vessels or tank which contained a highly flammable liquid for 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.-** Wherever it is reasonably practicable, highly flammable liquids shall be conveyed within factory in totally enclosed systems consisting of pipe lines, pump and similar appliances from the storage tank or vessel to the point of use. Such enclosed systems shall be so designed, installed, operated and maintained as to avoid leakage or the risk of spilling.

**5. Preventing Formation of Flammable mixture with Air.-** Wherever there is a possibility for leakage or spill of 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.-** In every room work place or other location where highly flammable liquid or flammable combustible gas is stored, conveyed, handled or used or where there is danger of fire or explosion from accumulation of highly flammable liquid or flammable compressed gas in air, all practicable measure shall be taken to exclude the sources of ignition. Such precautions shall include the following:-

(a) All electrical apparatus shall either be excluded from the area of risk or they shall be of such construction and so installed and maintained as to prevent the danger of their being a source of ignition;

- (b) effective measure shall be adopted for prevention of accumulation of static charges to a dangerous extent;
- (c) No person shall wear or be allowed to wear any foot wear having iron or steel nails or any other exposed ferrous materials which is likely to cause sparks by friction;
- (d) smoking, lighting or carrying of matches, lighters or smoking materials shall be prohibited;
- (e) transmission belts with iron fasteners shall not be used; and
- (f) all other precautions, as are reasonably practicable, shall be taken to prevent initiation or 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 measure to ensure compliance with this requirement including display of a notice indicating prohibition of smoking at every places where this requirement applies.

**8. Fire Fighting.-** In every factory where highly flammable liquid or flammable compressed gas is manufactured stored, handled or used, appropriate and adequate means of fighting a fire shall be provided. The adequacy and suitability of such means which expression includes the fixed and portable fire extinguishing systems, extinguishing material procedures and the process of firefighting, shall be to the standards and levels prescribed by the Indian standards applicable and in any case not inferior to the stipulations under the Code, rules, regulations and standards made thereunder.

**9. Exemptions.-** If in respect of any factory, the Chief Inspector-cum-Facilitator is satisfied that owing to the exceptional circumstances or infrequency of the processes or for any other reasons, all or any of the provisions of this schedule is not necessary for protection of the workers in the factory, the Chief Inspector-cum-Facilitator may by a certificate in writing, which he 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 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 castings in molds made of sand, loam, molding composition or other mixture of materials, or by shell molding, or by centrifugal casting and any process incidental to such production;
- (b) the production of non-ferrous castings by casting metal in molds made of sand, loam, metal, molding composition or other material or mixture of materials or by shell moldings, die- casting (including pressure die-casting), centrifugal casting of 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,-
- (i) any process with respect to the smelting and manufacture of lead and the Electric Accumulators;
  - (ii) any process for the purposes of a printing works; or
  - (iii) any smelting process in which metal is obtained by a reducing operation or any process incidental to such operation; or
  - (iv) the production of steel in the form of ingots; or
  - (v) any process in the course of the manufacture of solder or any process incidental to such manufacture; or
  - (vi) The melting and casting of lead or and 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 respirators" means a respirator of a type approved by the Chief Inspector-cum-Facilitator;
- (b) "cupola or furnace" includes a receiver associated therewith;
- (c) "dressing or fettling operations" includes stripping and other removal of adherent sand, cores runners, risers flash and other surplus metal from a casting and the production of reasonably clean and smooth surface, but does not include,-
  - (i) 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
  - (ii) 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 molds made of sand, loam, molding composition or other mixture of materials, or by shell molding or by centrifugal casting in metal molds lined with sand, or die casting including pressure die casting, 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 molds and cores, knock out operations and dressing or fettling operation;
- (e) "knock-out operations" means all methods of removing casting from molds and the following operations, when done in connection therewith namely, stripping, coring out and the removal of runners and risers; and
- (f) "pouring aisle" means an aisle leading from a main gangway or directly from a cupola or furnace to where metal is poured into molds.

**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 percent by weight of the dry material:

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 (Zircon)
- (b) Calcined china clay
- (c) Calcined aluminous fire clay
- (d) Sillimanite
- (e) Calcined or fused alumina
- (f) Olivine
- (g) Natural sand

(2) Dust or other matter deposited from a fettling or blasting processes shall not be used as a parting material or as a constituent in a parting material.

**4. Arrangement and storage.-** For the purposes of promoting safety and cleanliness in workrooms the following requirement shall be observed:-

- (a) molding boxes, loam plates, ladles, patterns; pattern plates, frames, boards, box weights, and other heavy articles shall be so arranged and placed as to enable work to be carried on without unnecessary risk;
- (b) suitable and conveniently accessible racks, bins or other receptacles shall be provided and used for the storage of other gear and tools; and
- (c) where there is bulk storage of sand, fuel, metal scrap or other materials or residues, suitable bins, bunkers, or other receptacles shall be provided for the purpose of such storage.

**5. Construction of floors.-** (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 or any such indoor work place 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 wall shall be effectively cleaned by a suitable method to a height of not less than 4.2 meter 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 clause including the date (which shall be not less than five months or 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 one 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.-** (1) 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 all parts of which where any person walks while engaged in the operation shall be on the same level:

Provided that, where necessary to enable the operation to be performed without undue risk, nothing in this clause 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 work-room to which this clause applies constructed, reconstructed or converted for use as such after the making of this schedule and, so far as reasonably practicable, in every other work-room to which this clause applies, sufficient and clearly defined main/gangways shall be provided and properly maintained which:—

- (a) shall have as 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 or 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 men carrying hand shanks, at least 1.8 metres in width.

(2) In workroom to which this clause 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 molds alongside the aisle are more than 510 millimetres above the floor of the aisle. The aisle shall not be 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 760 millimetres wide;
- (e) if molten metal is carried in crane, trolley or truck ladles, shall be of the width adequate for the safe performance of the work.

(3) Requirements of sub-clause (1) and (2) shall not apply to any workroom or part of a workman if, by reason of the nature of the work done therein, the floor of that work-room or, as the case may be, that part of a work room has to be of sand.

(4) In this clause "workroom to which this clause 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 clause applies shall be deemed for the purposes of this clause 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 lines passing through the delivery end 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 within 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 molds except in circumstances in which the use of such fires is unavoidable.

(3) Mold stoves. core stoves and annealing furnace 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 a part 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 plants used for the purpose of extracting, suppressing or controlling dust or fumes shall be properly maintained.

(2) All ventilating plants 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-cum-Facilitator. Any defect found on any such examination and test shall be immediately reported in writing by the person carrying out the examination and test to the occupier or manager of the factory.

**12. Protective equipment.-** (1) The occupier shall provide and maintain suitable protective 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 (b) 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 therefore 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 mold 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 the feet and ankles.

(4) Where appropriate, suitable screens shall be provided for protection against flying materials (including splashes of molten metal and sparks and chips thrown off in the course of any process).

(5) The occupier shall provide and maintain suitable accommodation for the storage and make adequate arrangements for cleaning and maintaining of the protective equipment supplied in pursuance of this clause.

(6) Every person shall make full and proper use of the equipment provided for his protection in pursuance of sub-clause (1) and (4) and shall without delay report to the occupier, manager or other appropriate person any defect in, or less of, the same.

**13. Disposal of dross and skimming.**- Dross and skimming removed from molten metal or taken from a furnace shall be placed forthwith in suitable receptacles.

**14. Disposal of Waste.**- Appropriate measures shall be taken for the disposal of all waste products from shell molding (including waste burnt sand) as soon as reasonably practicable after the castings have been knocked out.

**15. Material and equipment left out of doors.**- All material and equipment left out of doors (including material) and equipment so left only temporarily or occasionally) shall be so arranged and placed as to avoid unnecessary risk. There shall be safe means of access to all such material and equipment and, so far as reasonably practicable, such access shall be by roadways or pathways which shall be properly maintained. Such roadways or pathways shall have a firm and even surface and shall, so far as reasonably practicable be kept free from obstruction.

**16. Medical Examination.**- Every worker employed in a foundry shall be examined by a Medical Officer within 15 days of his first employment, such medical examination shall include pulmonary function tests and chest X-ray.

**17. Exemption.**- 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 at this schedule is not necessary for protection of the workers in the factory, the Chief Inspector-cum-Facilitator may by a certificate in writing, which he 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-XXVIII

#### Fire Works Manfactories and Match Factories

**1. Application.**- The provisions of this Schedule shall apply to all manfactories and processes incidental thereto carried on in any Fire Works Manfactory or a match works and

shall be in addition to and not in derogation of any provisions of the Code or of any other Act or Rules that are applicable to fire works manufactories and match factories.

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

(a) "Fire Works Manufactory" means any factory or such parts of any factory wherein the following chemicals or combination of chemicals and materials are being used for the manufacture of crackers, sparklers, caps, fuses, blasting powder and fire works.

Saltpetre,

Pyrotechnic Aluminium (sic Aluminium) Powder,

Barium Nitrate,

Charcoal,

Potassium Chloride,

Red Phosphorus,

Gum,

Dextrine,

Strontium Nitrate,

Magnesium Powder,

Copper Coated Wires,

Steel filings or iron filings,

G.I. Wire.

Gun Powder (Black Powder).

(b) "Match works" means any factory or establishment which manufactures safety matches or colour matches by the use of chemicals mentioned in sub-clause (a).

(c) "Breathing apparatus" means a device covering mouth or nose with necessary connections by means of which a person using it in a poisonous asphyxiating or irritant atmosphere breathes ordinary air or any other suitable apparatus approved in writing by the Chief Inspector-cum-Facilitator in this behalf.

**3. Building.-**

(a) The building of any fire works manufactory or match factory shall conform to the standards prescribed under the Indian Explosives Act, 1884 (Central Act No. IV of 1884), and the height of such buildings shall at no time be less than 3 meters.

(b) No building inside a fire works manufactory shall have a first floor at any time.

(c) In Match works, provided with a first floor, there shall be 2 staircases leading from the first floor to the ground floor irrespective of the number of persons employed in the first floor and one of the staircases shall be of masonry construction or non-inflammable materials.

(d) All doors shall open outwards and all the doorways shall be kept free from obstructions.

(e) All doors of workrooms shall not be less than 1.2 meters in width or less than 2 meters in height.

(f) The floors of all work rooms including mixing sheds shall be completely covered by a rubber sheet having a smooth surface and having a thickness of at least 3 mm. If the floor cannot be covered by a single rubber sheet, more than one rubber sheet maybe used, so that each sheet is over lapped by the other at least 150 mm, and

(g) Mixing sheds shall be 30.5 meters away from all other sheds and be separated by baffle walls opposite each exit of the mixing shed.

#### **4. House-Keeping.-**

(a) Every part of ways, work, machinery and plant shall be maintained in a clean and tidy condition.

(b) Any spillage of materials shall be cleaned without delay.

(c) Close platforms, passages and gang ways shall be kept free of temporary obstructions.

#### **5. Electrical Equipment.-**

(a) If at any time use of electricity is allowed in the factory, all leads, etc., shall be in conduits with flame-proof junctions.

(b) Electrical supply shall never be through a lamp even with a non-conducting handle.

#### **6. Protective clothing.-**

(a) Under no circumstances clothes made of artificial fibre like terelene, etc. be allowed inside the factory.

(b) All workers shall be supplied with asbestos aprons especially to cover the chest, gonads and thighs.

(c) Breathing apparatus shall be used in mixing sheds to avoid workers inhaling poisonous fumes in the event of an untoward reaction.

(d) In mixing sheds where aluminium and magnesium powders are used "anti-stat" footwear to combat static electricity shall be supplied.

(e) All protective equipments shall be maintained in an efficient condition and also shall be maintained in a clean and hygienic condition.

#### **7. Match Factories.-** In match factories.-

(a) the residue of the head composition shall not in any way be mixed with the residue of the friction composition.

(b) The rooms comprising the two mixing departments namely, (i) head composition and (ii) friction composition shall be entirely separate from each other and the drains from these two departments shall be kept entirely separate.

(c) Rubbish containing the residues of the head composition and friction composition shall be kept and burnt separately.

(d) Department in which completed matches (matches with heads on) are stored shall be separated from all other departments by means of fire-proof walls and doors providing adequate means of escape in case of fire:

(e) Splints, veneers and other materials in excess of the quantity required for the day's manufacture shall be kept in separate rooms of the factory where no manufacturing process is carried on. No manufactured material shall be stored anywhere in the factory compound for more than five days after the manufacture except in the storage godowns:

Provided that nothing contained in this clause shall apply to splints and veneers in cases stored in peeling and box making departments.

(f) Store room for matches shall be entirely separated by fire-proof walls from the building used for manufacture.

(g) The racks in the dipped splints room shall have sides top and the rear part provided with non-inflammable materials.

(h) The process of packing shall be done in an area away from the place of manufacture to the satisfaction of the Inspector-cum-Facilitator ; and

(i) No child shall be employed or permitted to work directly connected with the manufacturing process up to final production of match sticks.

#### **8. Precaution to be taken in connection with manufacture of fuses used in crackers, etc.-**

(a) Bundles of fuses shall be handled by carrying and not dragging them on the floor;

(b) drying of fuses after wrapping shall be carried out on platforms away from workrooms;

(c) cutting shall be done by experienced workers employed only for this purpose and under proper supervision;

(d) cutting shall be done on a large masonry platform covered with a tarpaulin and kept free from grit and pebbles;

(e) cutting shall be done on a raised platform so that workers can work standing. Cutting must be done by placing the fuse on wooden sleepers kept over blocks of wood. Brick shall not be used beneath the wooden reapers; and

(f) workers, while on dangerous operations, shall not wear clothing sewn with ferrous or steel buttons, buckles or attachments. They shall not carry on their persons, iron knives, keys, etc.

#### **9. General.-**

(a) No person other than a factory worker and/or an inspecting officer or others connected with the manufacturing process shall be allowed to enter the working area.

(b) Cardboard containers and trays without steel mails shall be used for storage and day-to-day working purposes.

(c) During the manufacture of fuses only brass or non-ferrous knives shall be used and drying of fuses shall be away from all workrooms.

(d) Door mats shall be provided outside the workroom and near all drying platforms and where fuses are cut for the workers to clean their feet.

(e) At no time, mixing materials shall exceed the quantity that is required for the manufacture of mixing for half an hour operation only.

(f) For filling up chemicals in the inner tubs of crackers, only aluminium or plastic rings shall be used and not galvanised iron rings.

- (g) Buckets, containers, hoops, locks, nails, screws, bolts, nuts, Knives, scissors, etc. made up of iron shall not be used within the factory premises.
- (h) Wooden racks without iron nails shall be used for drying paper cap sheets, in amrocess factories.
- (i) Wooden racks used for drying paper cap sheets shall be provided with asbestos or other fire resistant sheets on the three sides leaving the front side open.
- (j) Dried paper cap sheets shall be carried in wooden trays with four compartments (partitions) each compartment (partition) carrying a single sheet.
- (k) Each manufacturing shed of a fire works shall have at least two doors facing each other. The doors provided to the work sheds of adjacent rows shall not face each other.
- (l) Not more than four persons shall be employed or allowed at any one time in any one building in which explosive is being manufactured.

**10. Display of notices.-** The following notices in the local language understood by the majority of workers shall be displayed at a conspicuous place in the factory.

- (a) Smoking is strictly prohibited.
- (b) No one shall carry matches or other igniting materials into the factory.
- (c) No worker shall be in a workroom or area where no work has been assigned to him.
- (d) If anything untoward happens in any shed all workers shall dash to the gates which serve as out gates of the factory and in no circumstances be curious to see what has happened in the affected shed.
- (e) Any spillage of materials should be cleaned without any delay.
- (f) Wearing of clothes made of artificial fibre like terrene, terelene, etc., is prohibited, clothing's sewn with ferrous or steel buttons or buckles or attachments should not be worn.
- (g) Foot wears with iron nails should not be used.
- (h) Workers should not carry with themselves iron knives and iron keys, etc.

**11. Exemption.-** If the Chief Inspector-cum-Facilitator is satisfied in respect of any factory or any process that, owing to the special conditions or special methods of work or by reason of the frequency of the processes or for other reason the application of all or any of the provisions of the schedule to the factory or process, or for the persons employed in such factory or process is not necessary, he may by order in writing exempt such factory or part of the factory or process or any part of the process or person from all or any of these provisions subject to such conditions as he may deem expedient to ensure safety and health of the workers. The Chief Inspector-cum-Facilitator may at any time in his discretion revoke such order without assigning any reason.

**101. Site appraisal committee under section 83.-** The State Government may by notification constitute a site appraisal committee to consider and to give recommendation on an application for grant of permission for the initial location of a factory involving a

hazardous process or for the expansion of such factory. The occupier shall submit an application for site appraisal in PART-I of Form-33A for the purposes of section 83 and the site appraisal committee shall submit its recommendation in PART-II of Form 33A.

**102. Disclosure of information to workers under sub-section (1) of section 84.-** (1)

The occupier of a factory involving a hazardous process shall publicise measures laid down for the handling, usage, transportation and storage of hazardous substances inside the factory premises and the disposal of such substances outside the factory premises among the workers and the general public living in the vicinity using posters in Hindi and English understood by the majority:-

- (a) A list of hazardous materials and substances used or stored in the factory with its toxic / fire /explosion properties with location of storage;
- (b) A list of 'hazardous processes' carried on in the factory;
- (c) Location and availability of all Material Safety Data Sheets;
- (d) Physical and health hazards arising from the exposure to or handling of substances;
- (e) Measures taken by the occupier to ensure safety and control of physical and health hazards;
- (f) Measures to be taken by the workers to ensure safe handling, storage and transportation of hazardous substances;
- (g) Personal protective equipment required to be used by workers employed in 'hazardous process';
- (h) Signs and symptoms likely to be manifested on exposure to hazardous substances and to whom to report;
- (i) Measures to be taken by the workers in case of any spillage or leakage of a hazardous substance;
- (j) emergency plan of the factory, in particular the evacuation procedures;

(2) The Chief Inspector-cum-Facilitator may direct the occupier to supply further information to the workers as deemed necessary.

**103. Disclosure of information to general public under sub-section (1) of section 84.-** The occupier of every factory carrying on a 'hazardous process' shall in consultation with the District Emergency Authority designated by the State Government take appropriate steps to inform the general public who are likely to be in the area which might be affected by an accident. Such information shall include,-

- (a) Name of the factory and address where situated;
- (b) An explanation in simple terms of the hazardous process carried on in the premise;
- (c) Brief description of the measures to be taken to minimise the risk of an accident;
- (d) Salient features of the disaster control measures adopted in the factory;
- (e) Details of the factory's emergency warning system for the General Public;

- (f) General advice on the action, members of the public should take on hearing the warning; and
- (g) Brief description of arrangements in the factory.

**104. Disclosure of information to local authority and Chief Inspector-cum-Facilitator under sub-section (1) of section 84.-** (1) The occupier of every factory carrying on a 'hazardous process' shall furnish the following information in writing to the local authority having jurisdiction over the area in which the factory is situated: –

- (a) the information furnished to general public as specified in rule 103;
  - (b) a statement of the names and quantities generally stored or in process of hazardous substances.
- (2) The occupier of every factory carrying on hazardous process shall furnish, electronically or in writing to the Chief Inspector-cum-Facilitator or Inspector-cum-Facilitator, the local authority, information furnished to the workers in rule 102.
- (3) A copy of compilation of Material Safety Data Sheets in respect of hazardous substances used, produced or stored in the factory shall be furnished to the Chief Inspector and the local Inspector.
- (4) The occupier shall furnish detailed description of the measures to be taken to minimise the risk of an accident.
- (5) The occupier shall also furnish any other information asked for by the Chief Inspector, from time to time, for the purpose of this Code and rules and regulations made thereunder.

**105. Health and Safety policy under sub-section (2) of section 84. -** (1) In every factory,-

- (a) wherein more than 100-workers are ordinarily employed.
  - (b) which carries on any process or operation declared to be dangerous under Section 82 of the Code and employing more than 50 workers or
  - (c) which carries on 'hazardous process' as defined under section 2(za) of the Code and employing more than 50 workers.
  - (d) the occupier shall prepare a written statement of his policy in respect of health and safety of workers at work.
- (2) Notwithstanding anything contained in sub-rule (1), the Chief Inspector may require the occupier(s) of any factory 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.
- (3) 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.

(4) In particular, the policy should specify the following:-

- (a) arrangements for involving the workers;
- (b) intention of taking into account the health and safety performance of individuals at different levels while considering their career advancement;
- (c) fixing the responsibility of the contractors, sub-contractors, transporters and other agencies entering the premises;
- (d) providing a resume of health and safety performance of the factory in its Annual 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 purchase of plant, equipment, machinery and material as well as selection and placement of personnel;
- (g) arrangements for informing, educating and training and retraining its own workers and employees at different levels and the public wherever required; and
- (h) obligations of worker and employees for promoting health and safety.

(5) 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.

(6) The policy shall be made widely known by,-

- (a) displaying copies of the policy at conspicuous places and making copies of the policy available to worker and employees on demand; and
- (b) any other means of communication, in a language under-stood by majority of workers.

(7) The occupier shall revise the Health and Safety Policy as often as may be appropriate, but it shall necessary be revised under the following circumstances:-

- (a) whenever any expansion or modification having implications on safety and health of persons at work is made; or
- (b) whenever new substance(s) or articles are introduced in the manufacturing process having implications on health and safety of persons exposed to such substances.

(8) The occupier or the manager of every factory shall maintain updated Health and Safety Policy and submit it on the Official Portal electronically as and when updated.

**106. The form and manner of informing Chief Inspector-cum-Facilitator under sub-section (5) of section 84.-** The occupier of every factory involving a hazardous process shall submit the nature and details of the process in Form-6.

**107. Accessibility to the record by the workers under clause (a) of section 85.-** (1) The occupier or the manager of the factory shall provide access to the workers, who are exposed to any chemical, toxic or any other harmful substances which are manufactured,

stored, handled or transported, of his/her health or medical record at least once in every year and shall keep record of the accessibility.

(2) The occupier or the manager shall provide copies of the health or medical record of the worker, if demanded by the worker in writing. In case of the death of the worker, the record shall be made accessible to his/her spouse/children on demand.

**108. Qualification and experience of persons handling hazardous substance and manner of providing necessary facilities for protecting the workers under clause (b) of section 85.-** (1) All persons who are required to supervise the handling of hazardous substances shall possess the following qualifications and experience:-

- (a) A degree in Chemistry or Diploma in Chemical Engineering or Technology with 5 years experience; or
- (b) A Master's Degree in Chemistry or a Degree in Chemical Engineering or Technology with 2 years experience,

the experience stipulated above shall be in process operation and maintenance in the hazardous process factory.

(2) The occupier of a factory involving any hazardous process shall provide the necessary facilities such as personal protective equipments and safety accessories at all working places as required under the rules and regulations made under the Code through the person so appointed for protecting the workers.

**109. Medical examination of a worker under sub-clause (ii) of clause (c) of section 85.-** (1) Workers employed in a 'hazardous process' shall be medically examined by a qualified medical practitioner, in the following manner: -

- (a) Once before employment, to ascertain physical fitness of the person to do the particular job.
- (b) Once in a period of 6 months, to ascertain the health status of all the workers in respect of occupational health hazards to which they are exposed and in cases where in the opinion of the medical practitioner it is necessary to do so at a shorter interval in respect of any workers.
- (c) The details of pre-employment and periodical medical examination carried out as aforesaid shall be recorded in the Health Register.

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

(3) Any findings of the medical practitioner revealing any abnormality or unsuitability of any person employed in the process shall immediately be reported to the Medical Officer who shall in turn, examine the concerned worker and communicate his findings to the occupier within 30 days. If the Medical Officer is of the opinion that the worker so examined is

required to be taken away from the process for health protection, he will advise the occupier accordingly, who shall not employ the said worker in the same process. However, the worker so taken away shall be provided with alternate placement unless he is in the opinion of the Medical Officer, fully incapacitated in which case the worker affected shall be compensated as per law.

(4) A Medical Officer on his own motion or on a reference from an Inspector may conduct medical examination of a worker to ascertain the suitability of his employment in a hazardous process or for ascertaining his health status. The opinion of the Medical Officer in such a case shall be final. The fee required for this medical examination shall be paid by the occupier.

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

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

### *Standards for the health and safety*

**110. Standards for the health and safety under sub-section (1) of section 86.-** The standards for the health and safety of the workers employed in every factory shall be as follows: -

#### **Cleanliness**

(1) Every factory shall be kept clean and free from effluvia arising from any drain, privy or other nuisance, and in particular,-

- (a) accumulation of dirt and refuse shall be removed daily by sweeping or by any other effective method from the floors and benches of workrooms and from staircases and passages, and disposed off in a suitable manner;
- (b) the floor of every workroom shall be cleaned at least once in every week by washing, using disinfectant, where necessary, or by some other effective method;
- (c) where a floor is liable to become wet in the course of any manufacturing process to such extent as is capable of being drained, effective means of drainage shall be provided and maintained;
- (d) all inside walls and partitions, all ceilings or tops of rooms and all walls, sides and tops of passages and staircases shall,-
  - (i) where they are painted otherwise than with washable water-paint or varnished, be repainted or re-varnished at least once in every period of five years;
  - (ii) where they are painted with washable water-paint, be repainted with at least one coat of such paint at least once in every period of three years and washed at least once in every period of six months;

- (iii) where they are painted or varnished or where they have smooth impervious surfaces, be cleaned at least once in every period of fourteen months;
- (iv) in any other case, be kept whitewashed, or colour washed, and the whitewashing or colour washing shall be carried out at least once in every period of fourteen months;
- (v) all doors and window frames and other wooden or metallic framework and shutters shall be kept painted or varnished and the painting or varnishing shall be carried out at least once in every period of five years;

#### **Disposal of wastes and effluents**

(2) Effective arrangements shall be made in every factory for the treatment of wastes and effluents due to the manufacturing process carried on therein, so as to render them innocuous, and for their disposal.

#### **Ventilation and temperature**

(3) Effective and suitable provision shall be made in every factory for securing and maintaining in every workroom,-

- (a) adequate ventilation by the circulation of fresh air, and
- (b) such a temperature as will secure to workers therein reasonable conditions of comfort and prevent injury to health; and in particular, —
  - (i) walls and roofs shall be of such material and so designed that such temperature shall not be exceeded but kept as low as practicable;
  - (ii) where the nature of the work carried on in the factory involves, or is likely to involve the production of excessively high temperatures, such adequate measures as are practicable shall be taken to protect the workers therefrom, by separating the process which produces such temperatures from the workroom, by insulating the hot parts or by other effective means.

#### **Dust and fume**

(4) In every factory in which, by reason of the manufacturing process carried on, there is given off any dust or fume or other impurity of such a nature and to such an extent as is likely to be injurious or offensive to the workers employed therein, or any dust in substantial quantities, effective measures shall be taken to prevent its inhalation and accumulation in any workroom, and if any exhaust appliance is necessary for this purpose, it shall be applied as near as possible to the point of origin of the dust, fume or other impurity, and such point shall be enclosed so far as possible.

(5) In any factory no stationary internal combustion engine shall be operated unless the exhaust is conducted into the open air, and no other internal combustion engine shall be operated in any room unless effective measures have been taken to prevent such

accumulation of fumes therefrom as are likely to be injurious to workers employed in the room.

### **Overcrowding**

(6) No room in any factory shall be overcrowded to an extent injurious to the health of the workers employed therein.

(7) there shall be in every workroom of a factory in existence on the date of the commencement of these rule at least 9.9 cubic metres and of a factory built after the commencement of these rules at least 14.2 cubic metres of space for every worker employed therein, and for the purposes of this sub-rule no account shall be taken of any space which is more than 4.2 metres above the level of the floor of the room.

### **Lighting**

(8) In every part of a factory where workers are working or passing there shall be provided and maintained sufficient and suitable lighting, natural or artificial, or both.

(9) In every factory all glazed windows and skylights used for the lighting of the workrooms shall be kept clean on both the inner and outer surfaces and, so far as is practicable, free from obstruction.

(10) In every factory effective provision shall, so far as is practicable, be made for the prevention of,-

- (a) glare, either directly from a source of light or by reflection from a smooth or polished surface;
- (b) the formation of shadows to such an extent as to cause eye-strain or the risk of accident to any worker.

### **Drinking water**

(11) In every factory effective arrangements shall be made to provide and maintain at suitable points conveniently situated for all workers employed therein a sufficient supply of wholesome drinking water.

(12) All such points shall be legibly marked "drinking water" in a language understood by a majority of the workers employed in the factory, and no such point shall be situated within six metres of any washing place, urinal, latrine, spittoon, open drain carrying sullage or effluent or any other source of contamination unless a shorter distance is approved in writing by the Chief Inspector-cum-Facilitator.

(13) In every factory wherein more than two hundred and fifty workers are ordinarily employed, provision shall be made for cool drinking water during hot weather by effective means and for distribution thereof.

### **Latrines and urinals**

(14) In every factory,-

- (a) sufficient latrine and urinal accommodation shall be provided conveniently situated and accessible to workers at all times while they are at factory;
- (b) separate enclosed accommodation shall be provided for male and female workers;

- (c) such accommodation shall be adequately lighted and ventilated, and no latrine or urinal shall, unless specially exempted in writing by the Chief Inspector-cum-Facilitator, communicate with any work room except through an intervening open space or ventilated passage;
- (d) all such accommodation shall be maintained in a clean and sanitary condition at all times;
- (e) sanitary napkins of adequate quantity conforming to Indian Standards shall be provided and maintained in the women's toilets for their use, and the same replenished on daily basis; and
- (f) disposable bins with lids shall be provided within the women's toilets for the collection of used napkins and used napkins shall be disposed off properly.

### Safety

(15) In every factory the following, namely:-

- (a) every moving part of a prime mover and every flywheel connected to a prime mover, whether the prime mover or flywheel is in the engine house or not;
- (b) the headrace and tailrace of every water-wheel and water turbine;
- (c) any part of a stock-bar which projects beyond the head stock of a lathe; and
- (d) unless they are in such position or of such construction as to be safe to every person employed in the factory as they would be if they were securely fenced, the following, namely:-
  - (i) every part of an electric generator, a motor or rotary converter;
  - (ii) every part of transmission machinery; and
  - (iii) every dangerous part of any other machinery,

shall be securely fenced by safeguards of substantial construction which shall be constantly maintained and kept in position while the parts of machinery they are fencing are in motion or in use:

Provided that for the purpose of determining whether any part of machinery is in such position or is of such construction as to be safe as aforesaid, account shall not be taken of any occasion when,-

- I. (I) it is necessary to make an examination of any part of the machinery aforesaid while it is in motion or, as a result of such examination, to carry out lubrication or other adjusting operation while the machinery is in motion, being an examination or operation which it is necessary to be carried out while that part of the machinery is in motion, or
- (II) in the case of any part of a transmission machinery used in such process as being a process of a continuous nature the carrying on of which shall be or is likely to be substantially interfered with by the stoppage of that part of the machinery, it is necessary to make an examination of such part of machinery while it is in motion or, as a result of such examination, to carry out any mounting or shipping of bells or lubrication, or other adjusting operation while the machinery is still in motion.

**Work on or near machinery in motion**

(16) Where in any factory it becomes necessary to examine any part of machinery referred to in sub-rule (15), while the machinery is in motion, or, as a result of such examination, to carry out any mounting or shipping of belts or lubrication or other adjusting operation, while the machinery is in motion, such examination or operation shall be made or carried out only by a specially trained worker wearing tight fitting clothing, which shall be supplied by the occupier.

(17) No adolescent shall be allowed to clean, lubricate or adjust any part of a prime mover or of any transmission machinery while the prime mover or transmission machinery is in motion, or to clean, lubricate or adjust any part of any machine if the cleaning, lubrication or adjustment thereof would expose the woman or adolescent to risk of injury from any moving part either of that machine or of any adjacent machinery.

**Striking gear and devices for cutting off power**

(18) In every factory,-

- (a) suitable striking gear or other efficient mechanical appliance shall be provided and maintained and used to move driving belts to and from fast and loose pulleys which form part of the transmission machinery, and such gear or appliances shall be so constructed, placed and maintained as to prevent the belt from creeping back on the fast pulley;
- (b) driving belts when not in use shall not be allowed to rest or ride upon shafting in motion.
- (c) In every factory suitable devices for cutting off power in emergencies from running machinery shall be provided and maintained in every workroom.
- (d) When a device, which can inadvertently shift from “off” to “on” position, is provided in a factory to cut off power, arrangements shall be provided for locking the device in safe position to prevent accidental starting of the transmission machinery or other machines to which the device is fitted.

**Self-acting machines**

(19) No traversing part of a self-acting machine in any factory and no material carried thereon shall, if the space over which it runs is a space over which any person is liable to pass, whether in the course of his employment or otherwise, be allowed to run on its outward or inward traverse within a distance of forty-five centimetres from any fixed structure which is not part of the machine.

**Casing of new machinery**

(20) In all machinery driven by power and installed in any factory,-

- (a) every set screw, bolt or key on any revolving shaft, spindle, wheel or pinion shall be so sunk, encased or otherwise effectively guarded as to prevent danger;

- (b) all spur, worm and other toothed or friction gearing which does not require frequent adjustment while in motion shall be completely encased, unless it is so situated as to be as safe as it would be if it were completely encased.

### **Hoists and lifts**

(21) In every factory,-

- (a) every hoist and lift shall be,-
- (i) of good mechanical construction, sound material and adequate strength;
  - (ii) properly maintained, and shall be thoroughly examined by a competent person at least once in every period of six months;
- (b) every hoist way and lift way shall be sufficiently protected by an enclosure fitted with gates, and the hoist or lift and every such enclosure shall be so constructed as to prevent any person or thing from being trapped between any part of the hoist or lift and any fixed structure or moving part;
- (c) the maximum safe working load shall be plainly marked on every hoist or lift, and no load greater than such load shall be carried thereon;
- (d) the cage of every hoist or lift used for carrying persons shall be fitted with a gate on each side from which access is afforded to a landing;
- (e) every gate referred to in clause (b) or clause (d) shall be fitted with interlocking or other efficient device to secure that the gate cannot be opened except when the cage is at the landing and that the cage cannot be moved unless the gate is closed.

### **Lifting machines, chains, ropes and lifting tackles**

(22) In any factory the following provisions shall be complied with in respect of every lifting machine, other than a hoist and lift, and every chain, rope and lifting tackle for the purpose of raising or lowering persons, goods or materials,-

- (a) all parts, including the working gear, whether fixed or movable, of every lifting machine and every chain, rope or lifting tackle shall be,-
- (i) of good construction, sound material and adequate strength and free from defects;
  - (ii) properly maintained; and
  - (iii) thoroughly examined by a competent person at least once in every period of twelve months, or at such intervals as the Chief Inspector-cum-Facilitator may specify in writing; and a register shall be kept containing the particulars of every such examination;
- (b) no lifting machine and no chain, rope or lifting tackle shall, except for the purpose of test be loaded beyond the safe working load which shall be plainly marked thereon together with an identification mark and duly entered in a register; and where this is not practicable, a table showing the safe working loads of every kind and size of lifting machine or chain, rope or lifting tackle in use shall be displayed in prominent positions on the premises;

- (c) while any person is employed or working on or near the wheel track of a travelling crane in any place where he would be liable to be struck by the crane, effective measures shall be taken to ensure that the crane does not approach within six metres of that place.

### **Revolving machinery**

(23) In every factory in which the process of grinding is carried on there shall be permanently affixed to or placed near each machine in use a notice indicating the maximum safe working peripheral speed of every grindstone or abrasive wheel, the speed of the shaft or spindle upon which the wheel is mounted, and the diameter of the pulley upon such shaft or spindle necessary to secure such safe working peripheral speed.

(24) The speeds indicated in notices under sub-rule (23) shall not be exceeded.

(25) Effective measures shall be taken in every factory to ensure that the safe working peripheral speed of every revolving vessel, cage, basket, flywheel, pulley, disc or similar appliance driven by power is not exceeded.

### **Pressure plant**

(26) If in any factory, any plant or machinery or any part thereof is operated at a pressure above atmospheric pressure, effective measures shall be taken to ensure that the safe working pressure of such plant or machinery or part is not exceeded;

(27) every pressure plant shall be,-

- (i) of good construction with proper safety devices, sound material and adequate strength and free from defects;
- (ii) properly maintained; and
- (iii) thoroughly examined by a competent person at least once in every period of twelve months, or at such intervals as the Chief Inspector-cum-Facilitator may specify in writing; and a register shall be kept containing the particulars of every such examination.

### **Floors, stairs and means of access**

(28) In every factory,-

- (a) all floors, steps, stairs, passages and gangways shall be of sound construction and properly maintained and shall be kept free from obstructions and substances likely to cause persons to slip, and where it is necessary to ensure safety, steps, stairs, passages and gangways shall be provided with substantial handrails;
- (b) there shall, so far as is reasonably practicable, be provided and maintained safe means of access to every place at which any person is at any time required to work.
- (c) when any person has to work at a height from where he is likely to fall, provision shall be made, so far as is reasonably practicable, by fencing or otherwise, to ensure the safety of the person so working.

### Pits, sumps openings in floors, etc.

(29) In every factory every fixed vessel, sump, tank, pit or opening in the ground or in a floor which, by reason of its depth, situation, construction or contents, is or may be a source of danger, shall be either securely covered or securely fenced.

### Excessive weights

(30) No person shall be employed in any factory to lift, carry or move any load so heavy as to be likely to cause him injury.

(31) No person, unaided by another person, or mechanical aid, be required or allowed to lift, put down, carry or move any load of material, article, tools or appliance exceeding the maximum limit in weight as set out in the following schedule:-

#### SCHEDULE

Persons	Maximum weight of material, article, tool or appliance
(a) Adult male	25 Kg
(b) Adult female	15 Kg

### Protection of eyes

(32) In respect of any such manufacturing process carried on in any factory, being a process which involves,-

- (a) risk of injury to the eyes from particles or fragments thrown off in the course of the process, or
- (b) risk to the eyes by reason of exposure to excessive light, effective screens or suitable goggles shall be provided for the protection of persons employed on, or in the immediate vicinity of, the process.

### Precautions against dangerous fumes, gases, etc.

(33) No person shall be required or allowed to enter any chamber, tank, vat, pit, pipe, flue or other confined space in any factory in which any gas, fume vapour or dust is likely to be present to such an extent as to involve risk to persons being overcome thereby, unless it is provided with a manhole of adequate size or other effective means of egress.

(34) No person shall be required or allowed to enter any confined space as is referred to in sub-rule (33), until all practicable measures have been taken to remove any gas, fume, vapour or dust, which may be present so as to bring its level within the permissible limits and to prevent any ingress of such gas, fume, vapour or dust and unless,-

- (a) a certificate in writing has been given by a competent person, based on a test carried out by himself that the space is reasonably free from dangerous gas, fume, vapour or dust; or
- (b) such person is wearing suitable breathing apparatus and a belt securely attached to a rope the free end of which is held by a person outside the confined space.

#### **Precautions regarding the use of portable electric light**

(35) In any factory,-

- (a) no portable electric light or any other electric appliance of voltage exceeding twenty-four volts shall be permitted for use inside any chamber, tank, vat, pit, pipe, flue or other confined space unless adequate safety devices are provided; and
- (b) if any inflammable gas, fume or dust is likely to be present in such chamber, tank, vat, pit, pipe, flue or other confined space, no lamp or light other than that flame-proof construction shall be permitted to be used therein.

#### **Explosive or inflammable dust, gas, etc.**

(36) Where in any factory any manufacturing process produces dust, gas, fume or vapour of such character and to such extent as to be likely to explode on ignition, all practicable measure shall be taken to prevent any such explosion by,-

- (a) effective enclosure of the plant or machinery used in the process;
- (b) removal or prevention of the accumulation of such dust, gas, fume or vapour;
- (c) exclusion or effective enclosure of all possible sources of ignition.

(37) Where in any factory the plant or machinery used in a process such as is referred to in sub-rule (36) is not so constructed as to withstand the probable pressure which such an explosion as aforesaid would produce, all practicable measures shall be taken to restrict the spread and effects of the explosion by the provision in the plant or machinery of chokes, baffles, vents or other effective appliances.

(38) Where any part of the plant or machinery in a factory contains any explosive or inflammable gas or vapour under pressure greater than atmospheric pressure, that part shall not be opened except in accordance with the following provisions, namely:-

- (a) before the fastening of any joint of any pipe connected with the part or the fastening of the cover of any opening into the part is loosened, any flow of the gas or vapour into the part of any such pipe shall be effectively stopped by a stop-valve or other means;
- (b) before any such fastening as aforesaid is removed, all practicable measures shall be taken to reduce the pressure of the gas or vapour in the part or pipe to atmospheric pressure;
- (c) where any such fastening as aforesaid has been loosened or removed effective measures shall be taken to prevent any explosive or inflammable gas or vapour from entering the part or pipe until the fastening has been secured, or the case may be, securely replaced:

Provided that the provisions of this sub-rule shall not apply in the case of plant or machinery installed in the open air.

(39) No plant, tank or vessel which contains or has contained any explosive or inflammable substance shall be subjected in any factory to any welding, brazing, soldering or cutting operation which involves the application of heat unless adequate measures have first been taken to remove such substance and any fumes arising therefrom or to render such substance and fumes non-explosive or non-inflammable, and no such substance shall be allowed to enter such plant, tank or vessel after any such operation until the metal has cooled sufficiently to prevent any risk of igniting the substance.

### **Precautions in case of fire**

(40) In every factory, all practicable measures shall be taken to prevent outbreak of fire and its spread, both internally and externally, and to provide and maintain,-

- (a) safe means of escape for all persons in the event of a fire, and
- (b) the necessary equipment and facilities for extinguishing fire.

(41) Effective measures shall be taken to ensure that in every factory all the workers are familiar with the means of escape in case of fire and have been adequately trained in the routine to be followed in such cases.

(42) Notwithstanding anything contained in clause (a) of sub-rule (40) or sub-rule (41), if the Inspector-cum-Facilitator, having regard to the nature of the work carried on in any factory, the construction of such factory, special risk to life or safety, or any other circumstances, is of the opinion that the measures provided in the factory, whether as prescribed or not, for the purposes of clause (a) of sub-rule (40) or sub-rule (41), are inadequate, he may, by order in writing, require that such additional measures as he may consider reasonable and necessary, be provided in the factory before such date as is specified in the order.

### **Safety of buildings and machinery**

(43) No building, wall, chimney, bridge, tunnel, road, gallery, stairway, ramp, floor, platform, staging, or other structure, whether of a permanent or temporary character, shall be constructed, situated or maintained in any factory in such a manner as to cause risk of bodily injury.

(44) If it appears to the Inspector-cum-Facilitator that any building or part of a building or any part of the ways, machinery or plant in a factory is in such a condition that it may be dangerous to human life or safety, he may serve on the occupier or manager or both of the factory an order in writing requiring him before a specified date,-

- (a) to furnish such drawings, specifications and other particulars as may be necessary to determine whether such building, ways, machinery or plant can be used with safety, or
- (b) to carry out such tests in such manner as may be specified in the order, and to inform the Inspector-cum-Facilitator of the results thereof.

(45) If it appears to the Inspector-cum-Facilitator that any building or part of a building or any part of the ways, machinery or plant in a factory is in such a condition that it is dangerous to human life or safety, he may serve on the occupier or manager or both of the factory an

order in writing specifying the measures which in his opinion should be adopted, and requiring them to be carried out before a specified date.

(46) If it appears to the Inspector-cum-Facilitator that the use of any building or part of a building or any part of the ways, machinery or plant in a factory involves imminent danger to human life or safety, he may serve on the occupier or manager or both of the factory an order in writing prohibiting its use until it has been properly repaired or altered.

(47) If it appears to the Inspector-cum-Facilitator that any building or part of a building in a factory is in such a state of disrepair as is likely to lead to conditions detrimental to the health and welfare of the workers, he may serve on the occupier or manager or both of the factory an order in writing specifying the measures which in his opinion should be taken and requiring the same to be carried out before such date as is specified in the order.

(48) No machinery, plant or equipment shall be constructed, situated, operated or maintained in any factory in such a manner as to cause risk of bodily injury.

(49) No process or work shall be carried on in any factory in such a manner as to cause risk of bodily injury.

(50) No materials or equipment shall be stacked or stored in such a manner as to cause risk of bodily injury.

### **Provision of crawling boards etc., on fragile roofs**

(51) In any factory, no person shall be required to stand or pass over or work on or near any roof or ceiling covered with fragile material through which he is liable to fall, in case it breaks or gives, way, a distance of more than three metres unless,-

- (a) suitable and sufficient ladders, such ladders or crawling boards, which shall be securely supported are provided and used, and
- (b) a permit to work on the fragile roof is issued to him each time he is required to work thereon by a responsible person of the factory concerned.

### **Safety Belts**

(52) Where any person is required or allowed to work at a place from where he may fall from a distance of more than ten feet, he shall be provided with a safety belt with leather shoulder straps of not less than two inches in width and a 'D' ring at the back for fastening a rope, the other end of which shall be securely tied or hooked to some suitable rigid fixture. The safety belt so provided shall be tested and examined thoroughly by a competent person at least once in six months and a certificate with regard to its suitability shall be obtained from the said competent person and entered in a register, which shall be produced before the Inspector-cum-Facilitator on demand.

### **Permissible limits of certain chemical substance in work environment**

**111. Permissible limits of certain chemical substance in work environment under section 88.-** Without prejudice to the requirements in any other provisions in the Code or the rules, the requirements specified in this schedule shall apply to all factories.

### Schedule

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

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

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

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

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

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

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

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

Provided that in the case of a substance mentioned in Table 1 in respect of which a limit in terms of short term maximum concentration is indicated, the concentration of such a substance may exceed the permissible limit of the time weighted average concentration for the substance for short periods not exceeding 15 minutes at a time, subject to the condition that,-

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

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

(3) In the cases where the word "skin" has been indicated against certain substance mentioned in Tables 1 and 3. appropriate measures shall be taken to prevent absorption through

cutaneous routes particularly skin, mucous membranes and eyes as the limits specified in these Tables are for conditions where the exposure is only through respiratory track.

- (4) (a) In case, the air at any work location contains a mixture of such substances mentioned in Table 1, 2 or 3 which have similar toxic properties, the time weighted concentration of each of these substances during the shift should be such, that when these time weighted concentration divided by the respective permissible time weighted average concentration specified in the above mentioned tables, and the fractions obtained are added together, the total shall not exceed unity  $C_1/L_1 + C_2/L_2 + \dots + C_n/L_n$  should not exceed unity when  $C_1, C_2, \dots, C_n$  are the time weighted concentration of toxic substance 1, 2, ..... and n respectively, determined after measurement at work location, and  $L_1, L_2, \dots, L_n$  are the permissible time weighted average concentration of the toxic substance 1, 2, ... and n respectively.
- (b) In case the air at any work location contains a mixture of substances, mentioned in Table 1, 2 or 3 and these do not have similar toxic properties, that the time weighted concentration of each of these substances shall not exceed the permissible time weighted average concentration specified in the above mentioned tables, for that particular substance.
- (c) The requirement in clauses (a) and (b) shall be in addition to the requirements in clause 2 (1) and 2 (2).

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

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

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

Aerodynamic diameter (Unit density Sphere)	Percentage allowed by size-selector
2.0	90
2.5	75
3.5	50

5.0	25
10.0	0

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

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

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

### Permissible limits

**Table 1**

Substance	Permissible limits of exposure			
	Time weighted average concentration		Short term maximum concentrated	
1	2		3	
	ppm	mg/m <sup>3</sup>	ppm	mg/m <sup>3</sup>
Acetic acid	10	25	15	37
Acrolein	0.1	0.25	0.03	0.8
Aldrin-skin	-	0.25	-	0.75
Anisidine (o-poisonous)-skin	0.1	0.5	-	-
Ammonia	25	18	35	27
Aniline Skin	2	10	5	20
Arsenic & Compound (as)	-	0.2	-	-
Benzene	10	30	-	-
Bromine	0.1	0.7	0.3	2
2 Butanene Methyl ethyl (Ketone-MEK)	200	590	300	885
n-Butyl acetate	150	710	200	950
Sec/ter. Butyl acetate	200	950	250	1190
Cadmium-dust and salts (as Cd)	-	0.05	-	0.2
Calcium Oxide	-	2	-	-
Carbaryl (Sovin)	-	5	-	10
Carbofuran (Furadan)	-	0.1	-	-

Carbon disulphide- skin	2	60	30	90
Carbon monoxide	50	55	400	440
Carbon tetrachloride- skin	10	65	20	130
Carbonyl chloride (Phosgene)	0.1	0.4	-	-
Chlordane-skin	-	0.5	-	2
Chlorobenzene (mono chloro-benzene)	75	350	-	-
Chlorine	1	3	3	9
bis-chloromethyl ether	.001	-	-	-
Chromic acid and chromates (as Cr.)	-	0.05	-	-
Chromium, Sol. Chromic Chromous Salts (as Cr.)	-	0.5	-	-
Copper Fume	-	0.2	-	-
Cotton Dust, raw	-	0.2	-	0.6
Cresol, all isomers skin	5	22	-	-
Cyanides, as CN skin	-	5	-	-
Cyanogen	10	20	-	-
DDT (Dichloro-diphenyl-trichloroethane)	-	1	-	3
Dameton- skin	0.01	0.1	0.03	0.3
Diazion- skin	-	0.1	-	0.3
Dibutyl Phthalate	-	5	-	10
Dichloroves (DDVP) skin	0.01	1	0.03	3
Dieldrin- skin	-	0.25	-	0.75
Dinitro Benzene (all isomers) skin	0.15	1	0.5	3
Dinitro toluene skin	-	1.5	-	5
Diphenyl	0.2	1.5	0.6	4
Endosulfan (Thiodan) skin	-	0.1	-	0.3
Endrin-skin	-	0.1	-	0.3
Ethyl acetate	400	1000	-	-
Ethyl alcohol	1000	1900	-	-
Ethyl amine	10	18	-	-
Fluorides (as F)	-	2.5	-	-
Fluorine	1	2	2	4
Hydrogen Cyanide- Skin	10	11	15	16
Hydrogen Sulphide	10	15	15	27
Iron Oxide Fume (Fe <sub>2</sub> O <sub>3</sub> as Fe)	-	5	-	10
Isoamyl acetate	100	525	125	655
Isoamyl alcohol	100	360	125	450
Isobutyl alcohol	50	150	75	225
Lead, inorg, fumes and dusts (as Pb)	-	0.15	-	0.45
Lindane -skin	-	0.5	-	1.5
Melathion- skin	-	10	-	-

Manganese fume (as Mn)	-	1	-	3
Mercury (as Hg)	-	0.05	-	0.15
Mercury (alkyl compounds) skin (as Hg)	0.001	0.01	0.003	0.03
Methyl alcohol (methanol) skin	200	260	250	310
Methyl cellosolve skin (2 methoxy ethanol)	25	80	35	120
Methyl isobutyl Ketone skin	100	410	125	510
Naphthalene	10	50	15	75
Nickel carbonyl (as Ni)	0.05	0.35	-	-
Nitric acid	2	5	4	10
Nitric oxide	25	30	35	45
Nitrobenzene- skin	1	5	2	10
Oil Mist mineral	-	5	-	10
Parathion skin	-	0.1	-	0.3
Phenel skin	5	19	10	38
Phorate (Thimet) skin	-	0.05	-	0.2
Phosgene (carbonyl chloride)	0.1	0.4	-	-
Phosphine	0.3	0.4	1	1
Phosphours Pentachloride	-	1	-	3
Phosphours Trichloride	0.5	3	-	-
Picric acid skin	-	0.1	-	0.3
Phosphorus (yellow)	-	0.1	-	0.3
Pyridine	5	15	10	30
Silane (silicon tetrahydride)	0.5	0.7	1	1.5
Styrene, monomer (Phenyl ethylene)	100	420	125	525
Sulphure dioxide	5	13	-	-
Sulphuric acid	-	1	-	-
Toluene (toluol)- skin	100	375	150	560
O-Toludine	5	22	10	44
Trichloroethylene	100	535	150	800
Vinyl Chloride	5	10	-	-
Welding fumes (NOC)	-	5	-	-
Xylene (o-m-isomers) skin	100	435	150	655

Table 2

Substance 1		Permissible time weighted average concentration 2	
1.	Silica		
	(a) Crystalline		
	(i) Quartz		
	(1) In terms of dust count		mppcm

		$\frac{1060}{\% \text{Quartz} + 10}$	
	(2) In terms of respirable dust	$\frac{10}{\% \text{respirable Quartz}}$	mg/m <sup>3</sup>
	(3) In terms of total dust	$\frac{30}{\% \text{Quartz} + 3}$	mg/m <sup>3</sup>
	(ii) Cristobalite	Half the limits given against quartz.	
	(iii) Tridymite	Half the limits given against quartz.	
	(iv) Silica fused.	Same limit as for quartz.	
	(v) Tripoli	Same limit as in formula in items 2 given against quartz.	
	(b) Amorphous	705 mppcm.	
2.	Silicate having less than 1% free silica by weight		
	(a) Asbestos fibres longer than 5 microne.		
	(i) Amosite	0.5% fibre/cubic centimeter.	
	(ii) Chrysolite	2% fibre/cubic centimeter.	
	(iii) Crocidolite	0.2% fibre/cubic centimeter.	
	(iv) Other form	2% fibre/cubic centimeter.	
	(b) Mica	705 mppcm	
	(c) Mineral wool fibre	10 mg/m <sup>3</sup>	
	(d) Porlite	1060 mppcm	
	(e) Portland cement	1060 mppcm	
	(f) Soapstone	705 mppcm	
	(g) Talc (nonobosti form)	705 mppcm	
	(h) Talc (fibrous)	Same limits as for asbestos	
	(I) Tromolite	Same limits as for asbestos	
3.	Coal dust		
	(1) For airborne dust having less than 5% silicon dioxide by weight	2 mg/m <sup>3</sup>	
	(2) For airborne dust having over 5% silicon dioxide.	Same limit as prescribed by formula in item (2) against quartz.	

Table 3

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

**112. Appellate authority under section 90.-** The Chief Inspector-cum-Facilitator shall be the appellate authority for appeal against the order of Inspector-cum-Facilitator.

**113. Manner of appeal.-** The manager of a factory on whom an order in writing by an Inspector-cum-Facilitator has been served under the provisions of the Code and rules made thereunder or the occupier of the factory may, within thirty days of the service of the order, appeal against it to the appellate authority, and such authority may confirm, modify or reverse the order.

**114. Hearing of appeal.-** The appellate authority may, or if so required in the petition of appeal shall, hear the appeal with the aid of representative of factory.

**115. Procedure in appeal.-** (1) an appeal presented under section 90 shall lie with the Chief Inspector-cum-Facilitator in cases where the order appealed against is an order passed by Inspector-cum-Facilitator and shall be accompanied by a copy of the order appealed against.

(2) On receipt of the appeal, the Chief Inspector-cum-Facilitator shall fix a date for the hearing of the appeal within a month and shall give due notice of such date to the appellant and to the Inspector-cum-Facilitator whose order is appealed against, and after hearing both shall dispose off the appeal in writing.

**116. Persons defined to hold positions of supervision or management under section 91.-** (1) The State Government may by notification specify the persons who hold positions of supervision or management or are employed in a confidential position in a factory under clause (a) sub-section (1) of section 91.

(2) The State Government may by notification specify, in respect of any worker or class of workers in any establishment or class of establishment, for providing the exemption, extent of

exemption and conditions subject to which such exemption may be given under clause (b) sub-section (1) of section 91.

**117. Exemption of certain adult workers.-** The State Government may by notification exempt any or all of the adult workers in any establishment or class of establishments under sub-section (2) of section 91.

## CHAPTER-XIV

### Offences and Penalties

**118. Manner of holding enquiry under sub-section (1) of section 111.-** The officer appointed by the State Government for the purpose of imposing penalty shall hold enquiry in following manner:-

- (a) Upon receiving details of violations of the provisions of the Code, as mentioned in sub-section (1) of section 111, from Inspector-cum-Facilitator of concerned jurisdiction, the officer holding enquiry will summon for attendance of the employer/occupier/manager and the Inspector-cum-Facilitator for giving evidence and producing relevant documents of the enquiry.
- (b) After hearing the parties, the officer shall record proceedings and within fifteen days thereafter, shall pass an speaking order of imposing penalty or discharge employer/manager. Copy of order shall be delivered to both the parties, electronically.

**119. Form, manner and fee of appeal.-** (1) An employer or occupier or manager aggrieved by an order of imposing penalty made under sub-section (1) of section 111 may appeal in Form-35 against such order, within two months from the date of such order, to the Appellate Officer appointed by the State Government.

(2) The appeal shall be accompanied with,—

- (a) the order appealed against;
- (b) a fee equivalent of one percent of the amount of penalty under the appeal;
- (c) a statement of points of dispute; and
- (d) documentary evidence relied upon.

**120. Manner of compounding of offences by the authorized officer specified under sub-section (1) of section 114.-** (1) The officer notified by the State Government for the purposes of compounding of offences under sub-section (1) of section 114 shall issue electronically a compounding notice to the concerned alleged accused person for the offences compoundable under sub-section (1) of section 114.

(2) The person so noticed under sub-rule (1) 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 Officer referred to in sub-rule (1) shall issue a composition certificate within ten days of receipt of the composition amount, to such person from whom such amount has been received in satisfaction of the composition notice.

(4) If a person so noticed fails to deposit the composition amount within one month before the institution of prosecution, the prosecution shall be proceeded with before the competent Court.

(5) No prosecution shall be instituted without giving an opportunity to the employer or occupier or manager to comply with such provisions subjected to proviso of sub-section (1) of section 110 and compounding as under section 114.

#### **CHAPTER-XV** **Social Security Fund**

**121. Social Security Fund.-** The Social Security Fund established by the State Government under the provisions of sub-section (1) of section 115 shall be funded by the amount received from the composition of offences specified in sub-section (4) of section 114, the amount of penalty specified in sub-section (6) of section 111 and such other sources as may be specified by the State Government, from time to time. Fund shall be administered and expended for welfare of the unorganised workers in such manner as may be specified by the State Government, from time to time.

#### **CHAPTER-XVI** **Miscellaneous**

**122. Manner of survey on situation relating safety and health and other related matters under sub-section (2) of section 121.-** (1) The State Government may direct the Labour Commissioner or the Chief Inspector-cum-Facilitator or any institute under the control of the State Government, to appoint a committee to undertake a survey on the situation relating to safety and health at work at any workplace or class of workplaces or into the effect of work activity on the health of the employees and workers within and in the vicinity of the workplace in the following manner:-

- (a) A committee to be constituted by the Labour Commissioner or the Chief Inspector-cum-Facilitator, under the Chairmanship of Chief Inspector-cum-Facilitator for carrying out the survey.
- (b) The committee shall carry out the survey with a view to finding out status of safety and health at the workplace and its effect on the employees and workers.
- (c) The report of the committee shall be status of an inspection report and contain conclusive findings of the survey along with the recommendations for imposing the status of occupational safety and health for prevent of accidents or dangerous occurrence or occupational diseases and containing suggestions for implementation therefor compliance or which shall be ensured by the inspector-cum-facilitator, as the case may be.

(2) The committee may, at any time during the normal working hours of an establishment or factory, or at any other time as is found necessary by it, after giving notice in writing to the employer or occupier or manager, of the establishment or factory, or any other person who for the time being purports to be in charge of the establishment or factory.

(3) Employer or occupier 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.

(4) 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.

(5) Any time spent by a worker or employee for undergoing medical examination or furnishing information under sub-rule (4) 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.

**123. Competent person.**— In pursuance to clause (l) of sub-section (1) of section 2, the Chief Inspector-cum-Facilitator may recognise any person or any institute employing person with such qualification and experience and facilities at command as may be notified by the State Government as a 'competent person' within such area and for such period as may be specified for the purposes of carrying out such tests, examinations and inspections as may be prescribed.

**124. Other.**— (1) The provisions for guidelines, instructions and records are,-

- (i) Without prejudice to the general responsibility of the occupier or employer to comply with the provisions of Code and rules and regulations made thereunder, the Chief Inspector-cum-Facilitator may, from time to time, issue guidelines and instructions regarding the general duties of the occupier or employer relating to health, safety and welfare of all workers and employees while they are at work in the factory or establishment.
- (ii) The occupier or employer shall maintain such records in a visible place in the factory such as canteen and/or entrance and/or any other frequently visited location of the workers, as may be prescribed by the Chief Inspector-cum-Facilitator.

(2) The Chief Inspector-cum-Facilitator may approve a training centre or institute where training is imparted for occupational health and safety at work having such criteria as may be notified by the State Government.

**125. Maintenance of Inspection Book.**— For this purpose, inspection book may be maintained as follows:-

- (i) The Inspector/Sr. Inspector/Dy. Chief Inspector shall maintain a bind Inspection Book in Form-34.
- (ii) The Inspection Book shall contain at least 90 pages and every third page thereof shall be consecutively numbered and the other two numbered page each between two consecutively numbered page.
- (iii) Whenever an inspection is made by the Inspector/Sr. Inspector/Dy. Chief Inspector, he will prepare an inspection note at the site in triplicate, one copy of that inspection report will be handed over to the occupier/manager or any other responsible person present at the time of inspection.

**126. Appeal Form and Fees.-** Any appeal by the occupier or employer or manager shall be submitted in Form-35 to the appellate authority along with a fees, wherever not prescribed for appeal in these rules, Rs. 100/-.

**127. Health register.-** For the purpose of these rules the health register shall be in Form-36.

**128. Certificate of Fitness.-** For the purpose of these rules the certificate of fitness shall be in Form-37.

**129. Saving for Pending Cases.-** Nothing contained in these 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.

**130. Repeal and savings.-** (1) On and from the date of commencement of these rules,-

- (1) The Rajasthan Beedi and Cigar Workers (Conditions of Employment) Rules, 1969;
- (2) The Rajasthan Building and Other Construction Workers (Regulation of Employment and Condition of Services) Rules, 2009;
- (3) The Rajasthan Contract Labour (Regulation and Abolition) Rules, 1971;
- (4) The Rajasthan Factories Rules, 1951;
- (5) The Rajasthan Welfare Officers (Recruitment and Conditions of Service) Rules, 1959;
- (6) The Rajasthan Inter-State Migrant Workmen (Regulation of Employment and Conditions of Service) Rules, 1981; and
- (7) The Rajasthan Motor Transport Workers Rules, 1962,

are hereby repealed.

(2) The repeal of the rules specified in sub-rule (1) shall not,-

- (i) revive anything not in force or existing at the time of such repeal; or
- (ii) affect the previous operation of any rules so repealed and orders or anything duly done or suffered thereunder; or
- (iii) affect any right, privilege, obligation, or liability acquired, accrued or incurred under the rules so repealed or orders issued under such repealed rules;
- (iv) affect any investigation, inquiry, verification, adjudication and any other legal proceedings or recovery of arrears or remedy in respect of any such rights, privilege, obligation, liability, forfeiture or punishment, as aforesaid, and any such investigation, inquiry, verification proceedings, adjudication and other legal proceeding or recovery of arrears or remedy may be instituted, continued or enforced, and any penalty, fine, interest, forfeiture or punishment may be levied or imposed as if these rules had not been so repealed; or
- (v) affect any proceedings including that relating to an appeal, revision, review or reference, instituted before, on or after the commencement of these rules and

such proceedings shall be continued under the said repealed rules as if these rules had not come into force and the said rules had not been repealed.

(3) The mention of the particular matters referred to in sub-rule (2) above shall not be held to prejudice or affect the general application of provisions of the General Clauses Act, 1897 (Central Act No. 10 of 1897) with regard to the effect of repeal.

### Form-1

(see rule 5(1)(a), 5(6) & 6(1))

#### Application for Registration for existing establishment or factory/New Establishment or factory/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. -PAN:

5. Other 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	Maximum Power installed/used
1	2	3	4	5

5(b). For Beedi and Cigar Works:

Details of the manufacturing process	Full postal address and situation of the establishment	Name and address of the employer and manager	Maximum number of workers to be employed on any day in the establishment	Number of home workers
1	2	3	4	5

5(c). For Motor Transport undertaking:

Nature of motor transport service e.g. City service, long distance passenger service and long distance freight service	Full postal address and situation of the establishment	Name and address of the employer and manager	Maximum number of workers to be employed or proposed to be employed during	Total No. of Motor transport vehicles on the date of

etc.			period of registration	application
1	2	3	4	5

## 5(d). 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	Date of Commencement /Probable date of Completion of work
1	2	3	4	5

## 5(e). For News Paper Establishments:

Name of Establishments	Full postal address and situation of the establishment	Name and address of the employer and manager	Maximum number of workers to be employed on any day in the establishment	Date of Commencement /Probable date of Completion of work
1	2	3	4	5

## 5(f). For Audio-Visual Workers:

Name of Establishment	Full postal address and situation of the establishment	Name and address of the employer and manager	Maximum number of workers to be employed on any day in the establishment	Date of Commencement /Probable date of Completion of work
1	2	3	4	5

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 &amp; Address of Employer / Occupier / Owner/Agent/ Chief Executive/ port authority etc.:

2. Designation:

3. Father 's/ Husband 's Name of the Employer:

4. Email Address, Telephone&amp; Mobile No:

**C. Manager/ Agent Details**

1. Full name & Address of Manager/ Agent or person responsible for supervision and control of the Establishment:
2. Address of Manager/ Agent:
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
1	2	3	4	5

**E. Others Details:**

Signature/ E-sign/digital sign of Occupier/Employer

Dated:

Place:

**Declaration by the Occupier/Employer for Auto-Registration of Factory**

I hereby **declare** that the information furnished above, including the address of the factory, is true and correct to the best of my knowledge and belief. I further declare that I have ensured that the use of the above-mentioned premises is duly approved for the purpose of carrying out the manufacturing process specified in column (1) of the Table under clause 5(a) of **Form-1**.

Signature/ E-sign/digital sign of Occupier/Employer

Name:

Designation:

Date:

Place:

**Form-2****(see rule 5(1)(d))****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 (Central Act No 37 of 2020) to..... (Name of the establishment)

1. Nature of work carried on in the establishment (Please tick mark)

(a) Factory

(b) Mining

(c) Dock work

(d) Contract Work

(e) Building and Other Construction Works

(f) 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:

d. Number of inter-state migrant workers engaged:

3. (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

3. (b) For mines

Name of Mineral(s)	Lease extent of the mine (in Acres)	Name and address of the owner	Average Monthly output, targeted (Tonne)	Maximum number of persons to be employed on any day
1	2	3	4	5

3. (c) For Dock work

Name of Dock Work / Major Port	Types of Dock Works	Name of the Cargo handled and stored along with quantity	Name of the chemicals handled and stored along with quantity	Name of the hazardous chemicals handled and stored along with quantity
1	2	3	4	5

3. (d) 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. Amount of registration fee paid:

5. 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 4 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-4 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-3**

(See rule 5(8))

**Register of Establishment**

SI. No.	Nature of work	Registration No. and Date	Name and Address, location of the establishment registered	Name, Address and Contact Details of Employer	Total number of Workers and Total Horsepower (if any)	Total number of contract Workers	Remarks
1	2	2	3	4	5	6	
	(a) Factories (b) Mines (c) Dock Work (d) Building and other Construction work (e) Contract work (f) Interstate Migrant Work (g) Any other work (not covered above)						

**Form-4****(see rule 5(9) & 18)****Notice of Commencement / completion of work/ cessation of Establishment:**

1. Registration No:
2. Name and Address of Factory or Establishment:
3. Name & Designation of occupier in case of factory or employer / Port authority (who has ultimate control over the affairs of the establishment):
4. Full address to which communication relating to the factory or establishment to be sent:
5. Nature of work of the factory or establishment:
6. In case of the notice is for commencement of work the approximate duration of work (establishment only):
7. in case of completion of work/cessation of establishment, the date of completion /cessation:

I/We hereby intimate that the work of factory or establishment having registration No. ....  
.....dated ..... is likely to commence/cessation of work is likely  
to be 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 occupier/employer

(Name and seal)

To,

The Inspector-cum-Facilitator

**Form-5**

(see rule 6(1), 12, 13(3), 16(2) &amp; 17(2))

**Application for License/Renewal of license/Amendment to license/Transfer of license of factory**

## 1. Period of licence:

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

## 2. General Information:

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

## 3. Address and contact information of Factory:

3.	Full postal address along with pin code and Contact Number and email id
----	---

## 4. Nature of manufacturing processes:

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

## 5. Workers employed:

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

## 6. Power installed:

6.	Total rated Horse Power or amount of Power (installed or to be installed or used) whichever is maximum and K.No. of consumer (attach sanction load certificate and first electricity bill)	
----	--	--

## 7. Particulars of Factory Manager:

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

## 8. Particulars of Occupier:

8a.	Name and address of the occupier (in case of a private firm.) Attach list of partners with complete details, (in case of partnership firm)	Name	
		Residential Address	
		Contact No. and email id	
8b.	Name and address of the Director in case of a private/ public limited company (attach list of Director with details)	Name	
		Residential Address	
		Contact No. and email id	
8c.	Full name and residential address of the Managing Agent in case where a managing agent	Name	

	is appointed by the Central Government / State Government / Local authority as Occupier	Address	
		Contact No. and email id	

9. Land & Building:

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

10. Other information

a. Information of manufacturing process as per National Industrial Classification (NIC Code):

1. Activity as per National Industrial Classification:

2. Details of Selected NIC Code:

b. Identification of the factory:

**NOTE:**

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

b. Seal bearing " authorized signatory " shall not be used on any document.

Place: \_\_\_\_\_

Date: \_\_\_\_\_

**e-sign/Signature of Factory Manager with seal: \_\_\_\_\_**

**( Name )**

**e-sign/Signature of occupier with seal: \_\_\_\_\_**

**( Name )**

**VERIFICATION**

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

Place: \_\_\_\_\_

Date: \_\_\_\_\_

e-sign/Signature of Occupier .....

**Form-6**

(see rule 8(2) & (4) & rule 106)

**Submission and approval of plans**

**Application for permission for the site on which the factory is to be situated and for the construction or extension thereof**

**1. Details of Occupier**

- (a) Name: \_\_\_\_\_
- (b) Father's/Mother's/Husband's Name \_\_\_\_\_
- (c) Address (office): \_\_\_\_\_
- (d) Address (residential): \_\_\_\_\_
- (e) Mobile number: \_\_\_\_\_
- (f) Email \_\_\_\_\_

**2. Details of factory**

- (a) Name of Factory: \_\_\_\_\_
- (b) Situation of factory \_\_\_\_\_  
1. Industrial Area/Other 2. Urban / Rural
- (c) Address with PIN code: \_\_\_\_\_
- (d) District: \_\_\_\_\_
- (e) Contact number: \_\_\_\_\_
- (f) Email: \_\_\_\_\_
- (g) Website: \_\_\_\_\_

**3. Particulars of plant to be installed**

\_\_\_\_\_

**4. Name of Manufacturing process**

\_\_\_\_\_

**5. Maximum number of Workers**

(Proposed to employ)

Male	Female	Transgender
_____	_____	_____

**6. Details of**

- (a) Raw material \_\_\_\_\_
- (b) Intermediate product/by product \_\_\_\_\_
- (c) Final Product \_\_\_\_\_

**7. Name of Chemicals for use in the manufacturing process, if any**

S. No.	Trade name:	Chemical name:	Maximum storage quantity at any time:

**8. Area of the factory premises:****9. If common premises, then no. of factories working in premises:****10. Name, address, contact number of owner of premises;****11. NOTE**

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

Place: \_\_\_\_\_

Date: \_\_\_\_\_

**e-sign/Signature of occupier with seal: \_\_\_\_\_**  
**(Name of occupier)**

**Form-7****(see rule 8(4))****Application for factories involving non-hazardous process and employing up to 50 workers**

I \_\_\_\_\_ S/o \_\_\_\_\_ R/o \_\_\_\_\_  
\_\_\_\_\_ and Occupier of M/s \_\_\_\_\_ hereby state as under-

- That I have applied for registration of my factory in the name of M/s \_\_\_\_\_ situated at (Complete address of the factory) \_\_\_\_\_
- That I have gone through the Code & rules and regulations made thereunder and have fully understood the contents of the Code & Rules and undertake to abide by the same.
- That I propose to employ up to 50 workers.
- That I shall inform and submit relevant necessary documents as per Code and Rules, in case of:
  - change of building & machinery layout;
  - change in manufacturing process;
  - addition of any manufacturing process involving hazardous process or dangerous process Major Accident Hazards (MAH) Installation; or

iv. employment of more than 50 workers.

5. **NOTE** - Seal bearing "Authorised Signatory shall not be used.

Place: \_\_\_\_\_

Date: \_\_\_\_\_

e-sign/Signature of occupier with seal: \_\_\_\_\_

(Name of occupier)

### VERIFICATION

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

Place: \_\_\_\_\_

Date: \_\_\_\_\_

e-sign/Signature of occupier with seal: \_\_\_\_\_

(Name of occupier)

### Form-8

(see rule 9)

### Form of 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. Nature of manufacturing process to be carried on in the factory:
6. Name and description of building / block of building:
7. Year of construction:
8. Manufacturing process to be carried out in the building/ block of building:
9. Number of floors on which workers will be employed:

I certify that I have inspected the building / block of building and carried out the required tests, 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 / block of building which have been constructed/ reconstructed /extended / taken to be 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 be endangered by its /their use as factory/part of factory for the manufacture of ..... for which the machinery, plant, etc. installed are intended.

Signature with Name, address,  
Qualification and Contact details  
Of Competent Person

Enclosures:

(1) Details of Competency Certificate issued by Chief Inspector-cum-Facilitator

(2) Test reports

Form-9

(see rule 11(1) &amp; 16(2))



Government of Rajasthan

**Licence to work a Factory**

Registration No. ....

Fee Rs. ....

Licence No. ....

Licence is hereby granted to.....valid only for the premises described below for use as a factory employing not more than persons on any one day during the year and using motive power not exceeding... (Power Unit - HP/KW) subject to the provisions of the Occupational Safety, Health and Working Conditions Code, 2020, and the Rules made thereunder.

This licence shall remain in force till the 31st day of March, 20.....

Chief Inspector-cum-Facilitator

**Description of the licenced premises**

The licenced premises shown on Plan No.....dated are.....situated in.....and carrying out the manufacturing process .....

Date:

Signature of licensing authority

Conditions of Licence:

- 1.
- 2.
- 3.

**Form-10**  
**(see rule 11(1))**  
**Common Licence for Factory and Establishments**



Government of Rajasthan

Registration No.

Date

Licence No.

Fee Rs. ....

A common licence containing the following particulars is hereby granted under the Occupational Safety, Health and Working Conditions Code, 2020 to..... (Name of the factory/establishment etc.)

1. Nature of work carried on in the establishment (Please tick mark)

(a) Factory

(b) Building and Other Construction Works

(c) Contract Work

(d) any other work (not covered above)

2. Details of the Factory, Establishment, BOCW, Contract Work, etc.:

**(a) For factories 1. Valid up to ----- (Date) 2. Plan approval no. ...date....3. Annual Fees.....**

Name of the factory	Full postal address of the factory	Manufacturing process	Name of the occupier	Maximum number of workers proposed to be employed on any day	Maximum power (HP/KW) installed/use/sanctioned
1	2	3	4	5	6

Date of issue/renewal:

Signature/ E -Sign/DSC of Licensing Authority along with designation

**(b) For establishment Valid up to -----(Date)**

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

(a) Total Number of the workers and employees engaged directly and through contractor:

(b) Total Number of Contractors and their details:

(c) Number of inter-state migrant workers engaged:

Amount of fee paid:

Date:

Signature/ E -Sign/DSC of Licensing Authority along with designation

**(c) Other ..... Valid up to -----(Date)**

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

(a) Total Number of the workers and employees engaged directly and through contractor:

(b) Total Number of Contractors and their details:

(c) Number of inter-state migrant workers engaged:

Amount of fee paid:

Date:

Signature/ E -Sign/DSC of Licensing Authority along with designation

**Conditions of Licence.-** Licence shall be subject to the following conditions, namely:

- (1) the number of workers employed in a factory or establishment directly and contract employees shall not, on any day, exceed the maximum number specified in the license;
- (2) the employer shall intimate the change, if any, in the number of workers or the conditions of work to the Licensing Officer within 30 days
- (3) the employer shall, within thirty days of the commencement and completion of any work, intimate to the Inspector-cum-Facilitator , having jurisdiction in the area where the proposed establishment or as the case may be work is to be executed, intimating the actual date of the commencement or, as the case may be, completion of establishment such work in Form-IV of Occupational Safety, Health and Working Conditions (Central) Rules, 2020 electronically.
- (4) a copy of this licence shall be displayed at the conspicuous places at the premises where the work is being carried on.

**Other conditions for:**

(1) Factory

- 1.
- 2.
- 3.

(2) Building and other construction work

- 1.
- 2.
- 3.

(3) Other work

- 1.
- 2.

**Form-11**  
**(see rule 14)**  
**Notice of change of Manager**

1. Name of factory with registration and licence number :
2. Postal address:
3. Name of outgoing Manager:
4. Name of new Manager with postal address of the residence and Telephone number, if installed:
5. Date of appointment of the new Manager :

Signature and seal of new Manager  
(Name)

Signature and seal of occupier  
(Name)

**Form-12**  
**(see rule 28)**  
**Health Check-up for employee**  
**PART-A**

**(Sl. No. 1-11) : To be filled by the Employee:..... Date.....**

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

1. Name of employee.....2. Sex..... 3. Age (with DOB).....
4. Company..... 5.Designation.....5a. UAN:.....
6. In-charge Employer / Executive Contacts.....
7. Complete personal /plant Address .....
8. Mobile /Phone ..... 9. Email.....
10. Medical illness (Current) and under treatment & medication, If any.....
- .....
11. Nature of Job (furnish more details, if hazardous and work-related viz. Physical, Chemical, Biological, Ergonomic etc)  
.....

Date:

Signature of Employee

**PART-B**

12. Medical Test Carried out & Reports to be Attached as Annex . Medical Officer's interpretation/ Opinion of the Tests below (To indicate only if abnormal , referring the attached Test reports) :

- a. Ht. Wt. Chest, Waist Circumference, Body Mass Index: .....
- b. Vision (Ophthalmologist tests):
- i. Visual Acuity both Right & left eyes .....
- ii. Colour Vision.....
- c. Blood Pressure .....
- d. Complete Blood Count: .....
- e. Blood Sugar (Fasting/PPBS/HbAC1).....
- f. SpO<sub>2</sub>.....
- g. Blood Urea Nitrogen (BUN).....
- h. SGOT/SGPT.....
- i. Lipid profile.....
- j. ESR.....
- k. Thyroid profile.....
- l. X-ray Chest etc.....
- m. ECG.....
- n. Others if any.....

-----

13. Final Diagnosis/ Opinion / Treatment if any, advise by qualified medical practitioner .....

14. Does the person have seizure (s) related disorders or difficulties working at Height? If yes, explain the works to be avoided:

Yes/No/ NA (Not applicable)

**Date:**

**Signature of the qualified medical practitioner SEAL**

**NOTE:** All the above information is highly confidential between the Applicant and the Examining Physician. Sharing of the above with Employer or any other agency/persons is permitted only on obtaining Consent from the Applicant/Employee.

**Form-13**  
**(see rule 30(1), (2) & (3))**  
**NOTICE OF ACCIDENT OR DANGEROUS OCCURRENCE**

E.S.I.C. Employer's Code number:

E.S.I.C. Insurance Number of the injured person:

1. Name of employer:
2. Address of works / premises where the accident or dangerous occurrence took place:
3. Nature of industry and LIN of the establishment:
4. Branch or department and exact place where the accident or dangerous occurrence took place:
5. Name and address of the injured person:
6. (a) Sex:  
(b) Age (at the last birthday):  
(c) Occupation of the injured Person:
7. Local E.S.I.C. Office to which the injured person is attached:
8. Date, shift and hour of accident or dangerous occurrence:
9. (a) Hour at which the injured person started work on the day of accident or dangerous occurrence:  
(b) whether wages in full or part are payable to him for the day of the accident or dangerous occurrence:
10. (a) Cause or nature of accident or dangerous occurrence:  
(b) If caused by machinery-  
(i) Give the name of machine and the part causing the accident or dangerous occurrence:  
(ii) state whether it was moved by mechanical power at the time of accident or dangerous occurrence:  
(c) State exactly what the injured person was doing at the time of accident or dangerous occurrence:  
(d) In your opinion, was the injured person at the time of accident or dangerous occurrence -  
(i) acting in contravention of provisions of any law applicable to him; or  
(ii) acting in contravention of any orders given by or on behalf of his employer; or  
(iii) acting without instructions from his employer?  
(e) In case reply to (d) (i), (ii) or (iii) is in the affirmative, state whether the act was done for the purpose of and in connection with the employer's trade or business.:
11. In case the accident or dangerous occurrence took place while travelling in the employer's transport, state whether -

- (a) the injured person was travelling as a passenger to or from his place of works;
- (b) the injured person was travelling with the express or implied permission of his employer;
- (c) the transport is being operated by or on behalf of the employer or some other person by whom it is provided in pursuance of arrangements made with the employer; and :
- (d) the vehicle is being/not being operated in the ordinary course of public transport service :
12. In case the accident or dangerous occurrence took place while meeting emergency, state-
- (a) its nature ; and
- (b) whether the injured person at the time of accident or dangerous occurrence was employed for the purpose of his employer's trade or business in or about the premises at which the accident or dangerous occurrence took place.:
13. Describe briefly how the accident or dangerous occurrence took place :
14. Names and addresses of witnesses : (1)  
(2)
15. (a) Nature and extent of injury (e.g. fatal, loss of finger, fracture of leg, scald, scratch followed by sepsis, etc.):  
(b) Location of injury (e.g. right leg, left hand, left eye, etc.)
16. (a) If the accident or dangerous occurrence was not fatal, state whether the injured person was disabled for more than 48 hours :  
(b) date and hour of return of work :
17. (a) Physician, dispensary or hospital from whom or which the injured person received or is receiving treatment:  
(b) Name of dispensary/panel doctor elected by the injured person:
18. (a) Has the injured person died ?:  
(b) If so, date of death:

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

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



On working days

From ..

To ..

From ..

To ..

From ..

To ..

On partial

Working days

From ..

To ..

From ..

To ..

Date on which this notice is first exhibited :

Signature of Occupier/owner/employer/manager:

Date :

**Form-16**

**(see rule 49(1)(a))**

**Register of employees**

**Registration number ..... Name of factory or  
establishment.....Address.....District.....**

**Labour Identification Number (LIN):.....**

**(The register can also be maintained in electronically capturing, inter-alia the following details)**

<b>Name of Establishment:</b>		
<b>Name of the Employer/owner:</b>		
<b>Labour Identification Number (LIN)/Registration Number of Establishment</b>		
<b>To be maintained for all employees of the establishments</b>		
1.	Employee Code	
2.	Name	
3.	Surname	
4.	Gender	

5.	Father's/Spouse's Name	
6.	Date of Birth	
7.	Place of Birth	
8.	Nationality	
9.	Education level	
10.	Date of Joining	
11.	Designation	
12.	Category (unskilled, semi-skilled, skilled or highly skilled)	
13.	Type of employees / worker	
14.	Mobile Number	
15.	Universal Account Number (UAN)	
16.	PAN	
17.	PPF No.	
18.	Nominee	
19.	EPS/NPS	
20.	Details of Family	
21.	Details of Posting	
22.	Scale of Pay	
23.	Promotion	
24.	ESIC Insurance No.	
25.	Aadhaar number	
26.	Bank A/c No.	
27.	Bank	
28.	Branch(IFSC)	
29.	Present address	
30.	Permanent address	
31.	Service Book No.	
32.	Date of Exit	
33.	Reason for Exit	
34.	Mark of Identification	
35.	Photo	
36.	Specimen Signature/Thumb Impression	
37.	Remarks	

**Form-17**  
**(see rule 49(1)(b))**  
**Attendance muster roll register**

Registration number ..... Name of factory or factory or  
establishment.....Address.....District.....

Month---Year

(The attendance register-cum-muster roll can also be maintained in electronically capturing, inter-  
alia the following details)

															For the Month of ....., year 20.....	
<b>Name of Establishment:</b>																
<b>Name of the Employer/owner:</b>																
<b>Labour Identification Number (LIN)/Registration Number of Establishment</b>																
1.	Serial Number															
2.	Employee Code															
3.	Name															
4.	Designation															
5.	Shift or relay															
6.	Place of work/department/section															
7.	Date and timings of <b>In</b> and <b>Out</b>															
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	
	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
8.	Total number of days worked															
9.	Total number of extra hours worked															
10.	In case of tour or assignments outside the work															
	place suitable entries may be made															
11.	Signature of Register keeper															

**Form-18**  
(see rule 49(1)(c))

Month ending.....20...

**REGISTER FOR WAGES, OVERTIME AND DEDUCTIONS**

(The register can also be maintained in electronically capturing, inter-alia the following details)

<b>Name of Establishment:</b>		
<b>Name of the Employer/owner:</b>		
<b>Labour Identification Number (LIN)/Registration Number of Establishment</b>		
<b>Wage Period from dd/mm/yyyy to dd/mm/yyyy (Monthly/Fortnightly/Weekly/Daily/Piece Rated)</b>		
1.	Serial Number	
2.	Employee Code Number	
3.	Name	
4.	Designation	
5.	<b>Rate of Wage</b>	
	a)Basic	
	b)DA	
	c)Other allowance	
	d)Total	
6.	No. of days worked	
7.	Overtime hours worked	
8.	Amount of Wages Earned	
	a)Basic	
	b)DA	
	c)Other allowance	
	d)Payment of overtime	
	e)Total wages earned	
9.	<b>Deductions</b>	
	a)EPF	
	b)ESIC	
	c)Society	
	d)Income Tax	
	e)Insurance	
	f)Others	
	g)Recovery of Fine	
	h)Recovery of Damaged/Losses	
	<b>Total Deductions</b>	
10.	Net Payment	

11.	Receipt by Employees/Bank Transaction ID	
12.	Date of Payment	
13.	Initials of Employer/Representative	
14.	Remarks	

**Form-19**  
**(see rule 49(1)(d) & 53)**  
**Register of leave with Wages**

Registration No. of factory or establishment.....

Name of factory or establishment:

Part I - Adults

Part II - Adolescents

Name of worker :

Father's Name:

Department :

Sl. No	Sl.no. in the register of workers	Date of entry into service	Interruptions				
			Sickness and accidents	Authorized Leave	Lock Out or Legal Strike	Involuntary unemployment	Others
1	2	3	4	5	6	7	8

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
				Date of Discharge	Date & amount of payment made in lieu of leave due	
9	10	11	12	13	14	15

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

**FORM-20**  
**Wage slip**  
**(see rule 49(2))**

Name of the Establishment .....				
Address:.....			Period:.....	
1.	Name of the Employee:			
2.	Father's/Spouse's Name:			
3.	Designation:			
4.	UAN:			
5.	Bank Account Number:			
6.	Wage period:			
7.	Rate of wages payable	a) Basic	b) D.A.	c) other allowances
8.	Total attendance/unit of work done:			
9.	Overtime wages			
10.	Gross wages payable			
11.	Total deductions	a) PF	b) ESI	c) Others
12.	Net wages paid			

**Form-21**  
**(see rule 50(1))**  
**Display of notice**

Registration number .....

Labour Identification Number (LIN):.....

1. Name and address of the factory or establishment,
2. Rates of wages,
3. Hours of work,
4. Wage period,
5. Date of payment of such wages,
6. Name and address of the Inspector-cum-Facilitator

**Form-22**  
(see rule 49(5), rule 51 & 75(8))  
**UNIFIED ANNUAL RETURN FORM**  
**FOR THE YEAR ENDING.....**

**Single Annual 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 and the rules made there under.**

**Instructions to fill up the Annual Return**

- (1) This return is to be filled-up and furnished on or before 1<sup>st</sup> February every year.
- (2) The return has two parts i.e. Part-I to be filled up by all establishments.
- (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	M/F/T	M/F/T	M/F/T	M/F/T	M/F/T	M/F/T	M/F/T	M/F/T	
(ii) Average No. of employees employed in the establishment during the year	No. to be indicated	M/F/T	M/F/T	M/F/T	M/F/T	M/F/T	M/F/T	M/F/T	
(iii) Migrant Worker out of (ii) above	M/F/T	M/F/T	M/F/T	M/F/T	M/F/T	M/F/T	M/F/T	M/F/T	
(iv) Number of fixed term	M/F/T	M/F	M/F/T	M/F/					

employee engaged		/T		T					
<b>D. Details of contractors engaged in the Establishment:</b>									
Sl. No.	Name with LIN of the Contractor	No. of Contract Labour Engaged							
<b>E. Details of various Health and Welfare Amenities provided.</b>									
Sl. No.	Nature of various welfare amenities provided	Statutory (specify the statute)	Instructions for filling						
1.	Whether facility of Canteen provided (as per section 24(v) of OSH Code, 2020)	Tick yes or no in the box	Applicable to all establishments where in hundred or more worker including contract labour were ordinarily employed						
2.	Crèches (as per section 67 of Code on Social Security Code, 2020 and Section 24 of the OSH Code 2020)	Tick yes or no in the box	Applicable to all establishments where fifty or more workers are employed						
3.	Ambulance Room (as per section 24(2)(i) of OSH Code, 2020)	Tick yes or no in the box	Applicable to mine, building and other construction work wherein more than five hundred workers are ordinarily employed						
4.	Safety Committee (as per Section 22(1) of OSH Code, 2020.	Tick yes or no in the box	Applicable to establishments 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 mandays lost	Loss in term of money
(a)	Strike				
(b)	Lockout				
8.	<b>Details of retrenchment / lay off</b>				
Sl. No.	No. of persons retrenched during the	Details of payment paid to retrenched	No. of workers laid off during	No. of man-days lost due to lay-off	

	period	employees	the period		

<b>G. Details pertaining to maternity benefit:</b>				
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	

<b>H. Details of payment of bonus:</b>			
Sl. No.	No. of employees covered under the Bonus provision	Total amount of bonus actually paid	Date on which the Bonus paid

<b>I. Details of accidents, dangerous occurrence and notifiable diseases:</b>				
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

<b>J. Mandays and Production Lost due to accidents / dangerous occurrence</b>			
Sl. No.	Accident/Dangerous Occurrence	Mandays lost	Production Lost

**PART II****(see rule 75)****ANNUAL RETURN****Period ending 31<sup>st</sup> December.....**

(to be submitted by the principal employer on Shram Suvidha Portal/Official Portal)

1. Name of the principal employer:
2. Name of the establishment:
3. Registration number (LIN) of the establishment:
4. Details of the Contractors, wages paid, etc.:

Sl.	Month	Name and address of the contractors	LIN of the contractor	Name of the work	Maximum number of contract worker employed	Amount paid against wage bill (if applicable) to the contractor (including EPF, ESIC, Bonus etc.)	Date of payment of wage bill (if applicable)	Amount of the wages paid directly to the contract labour by Principal Employer (in case the contractor fails to pay)	Date of payment of wages paid directly to the contract labour by Principal Employer (in case the contractor fails to pay)	Remarks

**Date:**  
**principal employer**

**Signature of the**

**Form-23****(see rule 75(6))**

**(Half Yearly Return (January to June / July to December) to be submitted by Contractor to be filed electronically to the concerned licensing authority under rule 75(6))**

1. Name and address of the contractor:
2. Name and address of the principal employer and LIN:
3. LIN of the contractor:
4. License number of the contractor (if applicable):
5. Name of the contract work with location/station:
5. Details of the number of Contract Workers, Wages Paid etc.:

Sl. No.	Months	Number of Contract Labour employed	Total amount of wages paid in a month	Overtime	Bonus	Date and amount of Wage bill received by contractor from Principal Employer	ECR number of ESIC	ECR number of EPF	Wages paid by 7 <sup>th</sup> of the month or due date as applicable Yes/No	remark
	January									
	February									
	March									
	April									
	May									
	June									

Signature of the contractor:

Date:

Place:

**Form-24**  
(see rule 52)

**REGISTER OF ACCIDENTS AND DANGEROUS OCCURRENCES**

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

**Form-25**  
**(see rule 65(1), 68(2) & 84)**  
**APPLICATION FOR LICENSE**

<b>On Line Application for License/ Renewal of License/Amendment of License (including Common/single license)</b>	
Government of India, Ministry of Labour and Employment	
<b>ESTABLISHMENT PROFILE:</b>	
Labour Identification Number	Date
Acknowledgement Number: ..... Date of Application: .....	
<b>I. Particulars of Establishment for which licence required:</b>	
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	
<b>II. Details of Employer:</b>	
1. Full Name of Employer: .....relationship with establishment.	
2. Full Address of Employer:	
3. Email Id of employer:	
4. Mobile No. of employer:	
<b>III. Particulars of the Contract Labour to be employed / is employed (If licence is required work wise)</b>	

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

1. Maximum number of workmen proposed to be employed on the Establishment on any date: **24**

2. Amount of Licence Fee: **INR** ( Transaction Id : )

3. 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

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

Name of States in which the establishments are situated	Name of each work	Maximum number of labour will be/is employed	Date of commencement	Permanent establishment or probable date of completion	Maximum number of employees employed/ proposed to be employed	Registration number, if obtained, then details thereof
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:	
<b>APPLICATION FOR AMENDMENT OF LICENCE :</b>	
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-26**  
**(see rule 65(2) & rule 66)**  
**CERTIFICATE BY THE PRINCIPAL EMPLOYER**

Certified that I have engaged the applicant/contractor .....  
(Name and registration number of the contractor establishment) as a contractor in my Establishment,  
namely, .....( Name and registration number of the establishment).

That the contract work shall commence from .....(date) and shall be effective till .....(date).

I undertake to be bound by all the provisions of the Occupational Safety, Health and Working  
Conditions Code, 2020 and State rules made thereunder, in respect of the employment of contract labour by  
the applicant in my Establishment.

Signature of Principal Employer

Name and address of the Establishment

Registration Number.....

Place: ..... Date: .....

**Form-27**  
**(see rule 67(1) & 90(1))**  
**PROFORMA OF LICENSE**

Licence No. ----- Reg. No. ----- Date of Reg. ----- Licence is hereby granted to ----- for the premises known as ----- situated at ----- nature of work..... 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					
1	2	3	4	5	6	7	8

**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
1	2	3	4	5

E-sign /digital sign of the designated authority

**Form-28**  
**(see rule 77)**  
**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	

**Form-29**  
**(see rule 82)**

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

This agreement is made on this day ..... month .....year..... between Messers..... having office at ..... (hereinafter referred to as the –Producer) on the first part and Shri/Smt/Kum ..... son/daughter/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:

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.

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.

That in consideration of the audio-visual worker services, as aforesaid, the Producer agrees to pay and the audiovisual worker agrees to receive a sum of Rs. ....(Rupees .....) payable as advance on signing of this agreement and the balance of Rs. ....payable in ..... equal installments.

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.

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.

That the audio-visual worker shall, if so required, attend the studios, location or work-place, as the case may be, earlier than the a scheduled time of the shift, for preparatory work, and in that case, he/she shall be paid by the Producer extra wages at the rate of Rs. ....per hour or part thereof for such early attendance.

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.

That the Producer shall provide transport and food or pay traveling allowances to and fro to report to duty and food allowance while on duty as are customary or fixed by bilateral arrangements between the Producer’s and audio-visual worker’s representative organizations.

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.

That the Producer shall get the audio-visual worker insured for any injury or damage to his/her person including death caused by accident arising out of or in the course of his/her employment and/or during the period of his/her assignment under this agreement.

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 :-

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

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.

That in case if the Producer desires to terminate this agreement before the expiry of its term for reasons other than misconduct in relation to performance of the audio-visual worker's duties or of his/her unwillingness to perform the services required under this agreement, the producer shall be entitled to do so only upon payment of the balance of the stipulated amount of the agreement. Only after such payment to the audio-visual worker, the Producer shall be titled to employ another audio-visual worker in his/her place.

That the Producer shall have the right to terminate this agreement on ground of misconduct on the part of the audio-visual worker in relation to performance of his/her duties or his/her unwillingness to perform the service required under the agreement, upon payment to the audio-visual worker of the amount due at the time of termination, calculated taking into consideration the audio-visual worker's total work in the audio-visual and the work he/she has completed till the date of termination of this agreement. Termination under this clause shall not be made unless the charges of the Producer against the audio-visual worker are proved before a forum comprising equal number of representatives of the Producers' Organisation and the audio-visual worker's Organisation to which the Producer and the audio-visual worker respectively may belong. The decision of the forum shall be binding on both the parties. The producer can engage another audio-visual worker for the job towards this agreement only after the forum has given a decision in favour of such termination and the audio-visual worker has been paid all his dues.

That in case of premature termination of this agreement, it shall be the option of the Producer whether or not to retain the work of the audio-visual worker in the audio-visual and at the same time, it shall be option of the audiovisual worker whether or not to allow his/her name to go on the credit titles of the film.

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.

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.

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 location outdoors.

That the Producer shall get the audio-visual worker insured for any injury or damage to his/her person including death caused by accident arising out of or in the course of his/her employment and/or during the period of his/her assignment under this agreement.

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 :-

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 audiovisual worker and shall pay all his/her dues up to the date of service of such notice. Upon resumption of work on the film, this agreement shall revive and shall remain valid for the period stipulated in Clause I excluding the period of suspension there from ; or

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.

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.

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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.

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.

That the audio-visual worker shall comply with all the regulations of the studio, location or work place as the case may be.

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.

That the provisions of the Employees' Provident Funds and Miscellaneous Provisions Act, 1952 shall be applicable to this agreement.

That the Producer shall not utilise the work of the audio-visual worker in any film, other than the audio-visual under this agreement, without prior permission of the audio-visual worker.

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.



**Form-32**  
(see rule 93(1)(c))  
(Format for recording proceedings)  
**Record of Decision or Order (Dispute relating to raw material)**

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.....

Signature

**Form-33**  
(see rule 97(1) & (2))  
(Work permitted out-side)  
**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
(1 2)	(13)	(14)	(15)

**Form-33A**  
**(see rule 101)**  
**PART-I**  
**APPLICATION FOR APPRAISAL OF SITES**

**Application number-**

1. Previous online application id (if any):
2. Name, address, Contact details of the applicant:
3. Address and details of site proposed to be used as factory involving a hazardous process or for the expansion of such factory:
4. Has the site been used/approved previously by any other or same factory. If yes then details:
5. Details of surrounding area such as Site Plan with clear identification of boundaries and total area proposed to be occupied and showing details nearby the proposed site.
6. Site plan of the factory showing the entry and exit points, roads within, water drains, etc.
7. Project Report: A summary of the salient features of the project.
  - (a) Status of the organization (Government, Semi Government, Public or Private etc.)
  - (b) Maximum number of person likely to be working in the factory.
  - (c) Maximum amount of electric power HP/KW/MVA.
  - (d) Block diagram of the buildings and installations, in the proposed factory.
8. Area allocated for treatment of waste and effluent.
9. Manufacturing process information with Process flow diagram.

10. Information of hazardous materials: Raw materials, intermediates, products and by-products and their quantities (enclose Material Safety Data Sheet in respect of hazardous substance).
11. Information on dispersal/disposal of wastes and pollutants.
12. Process hazards information, information on safety and health measures and proposed Health and Safety Policy.
13. 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, Signature and Seal of the Occupier.

## PART II

### Recommendation of Site Appraisal Committee

1. Application Number: -----
2. Name, address, Contact details of the applicant: -----
3. Recommendations:-----
4. Whether Site is suitable for grant of permission or not : Yes/No
5. If no, then reasons thereof; -----

### Signature, Name, Designation of site appraisal committee members

#### Form-34 (see rule 125)

The Rajasthan Occupational Safety, Health and Working Condition Rules, 2026

#### Inspection Book containing headings as under:

Covering page	Inspection Book for Inspector/Sr. Inspector/ Dy. Chief Inspector of Factories only.
Every Numbered Page	Inspector's/Sr. Inspector's/Dy. Chief Inspector's of Factories remarks.

**Form-35**  
**(see rule 119 and 126)**  
**Appeal**

LIN.....

Registration number .....

Name of factory or establishment.....

Address.....

District.....

Manufacturing process.....

Occupier or employer Particulars

Name with Father's name/Husband's name

Full residential address with PINCODE

Contact number and email.....

Manager Particulars

Name with Father's name/Husband's name

Full residential address with PINCODE

Contact number and email.....

Date of accident (if any).....

Date(s) of inspection(s).....

No. and date of notice by the Inspector-cum-Facilitator .....

No. and date of order of the enquiry officer under section 111(1).....

Facts and grounds for Appeal:

.....  
.....  
.....

Relief wanted.....

.....

Details of fees.....

Enclosures:

1.

2.

.....

Signature of Occupier / Manager.....

Name with designation and seal

Date.....

Place-----

**Form-36**  
**(see rule 100 & 127)**  
**Health Register**

(In respect of persons employed in occupations declared to be dangerous operations under section 82).

Name of Medical Practitioner/Officer

Dr.....

From.....To.....

Serial No.	Works No.	Name of worker	Sex	Age (last birthday)
1	2	3	4	5

Date of employment on present work	Date of leaving or transfer to other work	Reason for leaving, transfer or discharge	Nature of job or occupation	Raw material or by product handled
6	7	8	9	10

Date of Medical Examination by Medical Practitioner/Officer						
Result of Medical Examination						
11						

If suspended from work, state period of suspension with detailed reasons	Re-certified to resume duty on (with signature of Medical Practitioner/Officer)	If certificate of unfitness or suspension issued to worker	Signature, with date of Medical Officer
12	13	14	15

For transfer or discharge should be stated Unfit/Suspended.

**Form-37**  
**(see rule 128 )**  
**Certificate of Fitness**

1. Serial No..... Date.....	Serial No..... Date.....
2. Name.....	I certify that I have personally examined (name).....
3. Father's Name.....	.....

4. Sex.....	son/daughter of.....
5. Residence.....	.....
6. Date of birth, if available/and certified age.....	Residing at .....who is desirous of being employed in a factory, and that his/her age as nearly as can be ascertained from my examination date of birth is.....years,
7. Physical fitness.....	that he/she is fit for employment in factory, as an adult
8. Descriptive marks.....	His/Her descriptive marks are .....
9. Reason for - (1) Refusal of certificate ..... (2) certificate being revoked .....	
	Initials of Medical Practitioner/Officer

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

[No. F-PS-HQ-RajFAB(1)F&B, Rajasthan/2018-000302]

By order of the Governor,

Sohan lal meena

Senior Deputy Secretary to the Government.

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Government Central Press, Jaipur.