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CHAPTER I

Delhi the 27th July, 1950

No.F.9(13)/48-Dev-In exercise of the powers conferred by Section 112 of the Factories Act, 1948, (LXIII of 1948), read with the Government of India, Ministry of Labour Notification No. Fac.41(38), dated the 11th January, 1948, the Chief Commissioner of Delhi is pleased to make the following rules, the same having been previously published with his notification No. F.9(13)/48-P.&D., dated the 19th March, 1949,

Short title, extent and commencement

- (1) These Rules may be cited as the Delhi Factories Rules, 1950.
- (2) These Rules shall extend to the whole of the Delhi Province,
- (3) These Rules, except Rules 29 to 33, 53, 62, 65 to 71 and 95 shall come into force on 15th August, 1950 and Rules 29 to 33, 53, 62, 65 to 71 and 95 shall come into force on such dates as are specified therein.

Definitions-In these Rules unless there is anything repugnant in the subject or context:-

- (a) "Act" means the Factories Act, 1948.
- (b) "Appendix" means an appendix appended to these Rules.
- (c) "Artificial Humidification" means the introduction of moisture into the air of a room by any artificial means whatsoever, except the unavoidable escape of steam or water vapour into the atmosphere either directly due to a manufacturing process:

Provided that the introduction of air directly from outside through moistend mats or screens placed in openings at times when the temperature of the room is 80 degrees or more, shall not be deemed to be artificial humidification.
- (d) "Belt" includes any driving strap or rope.
- (e) "Degrees" (of temperature) means degrees on the Fahrenheit scale.
- (f) "District Magistrate" includes such other official as may be appointed by the Chief Commissioner in that behalf.
- (g) "Fume" includes gas or vapour,
- (h) "Health Officer" means the Municipal Health Officer or District Health Officer or such other official as may be appointed by the Chief Commissioner in that behalf.
- (j) "Hygrometer" means an accurate wet and dry bulb hygrometer conforming to the prescribed conditions as regards construction and maintenance.
- (k) "Inspector" means an officer appointed under Section 3 of the Act and includes "Chief Inspector".
"Maintained" means maintained in an efficient state, in efficient working order and in good repair.
- (l) "Manager" means the person responsible to the occupier for the working of the factory for the purposes of the Act.

Competent Person-

- (1) The Chief Inspector may recognise any person as a 'Competent Person' within such area and for such period as may be specified for the purposes of carrying out tests, examinations, inspections and certification for such buildings, dangerous machinery, hoists and lifts, lifting machines and lifting tackles, pressure plants, confined space, ventilation systems and such other process or plant and equipment as stipulated in the Act and the Rules made thereunder, located in a factory, if such a person possesses the

qualifications, experience and other requirements as set out in the schedule annexed to this Rule:

Provided that the Chief Inspector may relax the requirements of qualifications in respect of a 'Competent Person' if such a person is exceptionally experienced and knowledgeable, but not the requirements in respect of facilities at his command:

Provided further that where it is proposed to recognise a person employed under the Chief Inspector as a 'Competent Person', concurrence of the State Government shall be taken and such a person after being so recognised, shall not have powers of an Inspector:

Provided further that the 'Competent Person' recognised under this provision shall not be above the age of 62 and shall be physically fit for the purpose of carrying out the tests, examination and inspection.

- (2) The Chief Inspector may recognise an institution of repute, having person possessing qualifications and experience as set out in the schedule annexed to sub-rule (1) for the purpose of carrying out tests, examinations, inspections and certification for buildings, dangerous machinery, hoists and lifts, lifting machines and lifting tackles, pressure plant, confined space, ventilation system and such other process or plant and equipment as stipulated in the Act and the Rules made thereunder, as a 'Competent Person' within such area and for such period as may be specified.
- (3)

The Chief Inspector on receipt of an application in the prescribed form from a person or an institution intending to be recognised as a 'Competent Person' for the purposes of this Act and the Rules made thereunder, shall register, such application and within a period of sixty days of the date of receipt of application, either after having satisfied himself as regards competence and facilities available at the disposal of the applicant recognise the applicant as a 'Competent Person' and issue a certificate of competency in the prescribed form or reject the applications specifying the reasons therefore.

- (4) The Chief Inspector may, after giving an opportunity to the competent person of being heard, revoke the certificate of competency****
 - (i) if he has reason to believe that a competent person-
 - (a) has violated any condition stipulated in the certificate of competency; or
 - (b) has carried out a test, examination and inspection or has acted in a manner inconsistent with the intent or the purpose of this Act or the Rules made thereunder; or has omitted to act as required under the Act and the Rules made thereunder; or
 - (ii) for any reason to be recorded in writing

Explanation: For the purpose of this Rule, an institution included a organisation.

- (5) The Chief Inspector may, for reason to be recorded in writing, require re-certification of lifting machines, lifting tackles, pressure plant or ventilation system, as the case may be, which has been certified by a competent person outside the states.

Form of Application for grant of Certificate of Competency to a person under sub-rule (1) of Rule 2A

1. Name
2. Date of Birth
3. Name of the Organisation
(If not self-employed)
4. Designation
5. Educational Qualification
(copies of testimonials to be attached)
7. Membership, if any, of professional bodies.
8.
 - (i) Details of facilities (examination, testing etc.) at his disposal.

(ii) Arrangements for calibrating and maintaining the accuracy of these facilities.

9. Purpose for which competency certificate is sought (section or sections of the Act should be stated).
10. Whether the applicant has been declared as a Competent Person under any statute (if so, the details).
11. Any other relevant information.
12. Declaration by the applicant.

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

- (a) that in the event of any change in the facilities at my disposal (either addition or deletion) or my leaving the aforesaid organisation, I will promptly inform the Chief Inspector; to maintain the facilities in good working order, calibrated periodically as per manufacturers instructions or as per National standards; and
- (c) to fulfil and abide by all the conditions stipulated in the certificate of competency and instructions issued by the Chief Inspector from time to time.

Place:

Date:

Signature of applicant

Declaration by the Institution (if employed)

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

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

Signature....

.....

.....

Designation

.....

.....

Telephone No.

o.

Date.....

Official

Seal

Form of Application for grant of Certificate of competency to an Institution under sub-rule (2) of rule 2A.

1. Name and full address of the organisation.
2. Organisation's status
(specify whether Government, Autonomous, Cooperative, Corporate or Private).
- 3.
4. Purpose for which competency certificate is sought [specify section(s) of the Act].
5. Whether the Organisation has been declared as a competent person under this or any other statute. If so, give details.
Particulars of person employed and possessing qualification and experience as set out in Schedule, annexed to sub-rule (1) of Rule 2A.

Sl. No.	Name and Designation	Qualification	Experience	Section(s) and the Rules under which competency is sought for
1.				

2.

3.

6. Details of facilities (relevant to item 3 above) and arrangements made for their maintenance and periodic calibration.

7. Any other relevant information.

8. Declaration:

I..... hereby, on behalf of.....
certify the details furnished above are correct to the best of my knowledge and undertake

to-

- (i) maintain the facilities in good working order, calibrated periodically as per manufacturers instructions as per National Standards; and
- (ii) to fulfil and abide by all the conditions stipulated in the certificate of competency and instructions issued by the Chief Inspector from time to time.

Place &
Date

Signature of Head of the Institution
or of the persons authorised to sign on his behalf

Designation

Form of Certificate of competency issued to a person or an institution in pursuance to Rule 2A made under section 2 (ca) read with section.....

I....., in exercise of the powers conferred on me under section 2 (ca) of the Factories Act and the rules made thereunder, hereby recognize..... (Name of the institution) of Shri (Name of the person) employed

in..... (Name of the Organisation) to be a competent person for the purpose of carrying out tests, examinations, inspections and certificate for such buildings, dangerous machinery, lifts and hoists, lifting machines and lifting tackles, pressure plants, confined space, ventilation system and process or plant and equipment as the case may be, used in a factory located in under section and the Rules made thereunder-

This certificate is valid from..... to.....

This certificate is issued subject to the conditions stipulated hereunder:-

*Strikeout the words not applicable.

Sl. No.	which competency is recognised	Section or Rules under	Qualification required
1	2	3	
1.	Rules under 6 and 112-Certificate of stability buildings	made in section 6 or section 112 of the Act for Degree in Civil or Structural engineering or Equivalent	(i) A minimum experience in the construction or repair of structures. (ii) Knowledge of destructive tests, codes of practice, current the vibrations and forces the building, and (iii) Ability to draw reliable conclusion regard to the structure of the building.
2.	Rules under 21 "Dangerous machines"	made in section (2) - Degree in Electrical or Mechanical or Textile Engineering or equivalent	(i) A minimum experience in:- (a) design, maintenance, testing, examination of machinery, their safety devices appliances.

(ii)Heshallbe--

			(a) Conversant and arecurrent. (b) Conversant fracture ofconstruction; (c) Conversant treatment/stressre techniquesasappl stressbearingcom parts and machinery tackles. (d) capable defectsand reliable regard to lifting ropesandliftingtackles.	relevantcodesofp test mechan metallurgyofthen Conversant stressbearingcom parts machinery
PressurePlant	Chemical Electrical Metallurgical or Mechanical Engineeringor itsequivalent	or of7years---	(i)Aminimumexp (a)design (b) testing, andinspection,ofp plant.	
			(ii)Heshallbe-- (a) Conversant and relating vessels. (b) Conversant statutory concerning unfired and equipment underpressure; (c) Conversant destructive techniques applicable vessels. (d) able defectsand reliable conclusion regard to the pressureplants.	relevantcodesofp test p
6. Section Precautions against dangerous	36- Master's degree Chemistryora degree in in	collection calibration	(i)Aminimumof and environmentalsar of	

confirmed

spaces.

(c) be able to arrive at a conclusion as to whether the safety of the carrying out of the work is

21 / 80

compressed
air or stream.

(iii) Handling
and processing
of asbestos,

(iv)
manufacture
of Rayon
Viscose
process.

(v) Foundry
operations.

by

qualified
technical
person
canon
reasonable
conclusion
to
adequacy
the system.

with relevant codes of
practice and tests
procedures that are recurrent
in respect of ventilation
and extraction system for
fumes and be able to arrive

at a reliable conclusion with
regard to effectiveness of
the system.

Rules 3 to 11 prescribed under sub-section (1) of Section 6

The Lt. Governor or the Chief Inspector of Factories may require, for the purposes of
the Act, submission of plans of any factory which was either in existence on the date
of commencement of the Act or which has not been constructed or extended since
then. Such plans shall be drawn to scales showing:-

- (i) The site of the factory and immediate surroundings including adjacent
- (ii) buildings and other structures, road, drains, etc.
- (iii) the plan, elevation and necessary cross-section of the factory buildings
indicating all relevant details relating to natural lighting, ventilation and
means of escape in case of fire, and the position of the plant and machinery, aisles and passageways; and
such other particulars as the State Government or the Chief Inspector, as the case may be, may require.

Approval of site and plan-

Applications for such permissions shall be in Form No. 1 and accompanied by the
following documents

- (1) No site shall be used for the location of a factory or no building in a factory
should be constructed, reconstructed, extended or taken into use as a factory
or part of a factory unless previous permission in writing is obtained from the
Administrator or the Chief Inspector of Factories.

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

(b) Plans in duplicate drawn to scales showing:

- (i) The site of the factory and immediate surrounding including
adjacent buildings, and other structures roads, drains, etc.
- (ii) The plan elevation and necessary Cross-section of the various
buildings, indicating all relevant details relating to natural lighting,
ventilation and means of escape in case of fire. The plans shall
also clearly indicate the plant and machinery, aisles and passage

ways; and

(c) Such other particulars as the Chief Inspector may require.

- (2) If the Chief Inspector is satisfied that the plans are in consonance with the requirements of the Act, he shall, subject to such conditions as he may specify, approve them by signing and returning to the applicant one copy of each plan; or he may call for such other particulars as he may require to enable such approval to be given.

Application for registration and grant of licence--

The Occupier of every factory shall submit to the Chief Inspector of Factories an application in triplicate in the prescribed form No. 2 for the registration of the factory and grant of a licence.

Grant of Licence--

- (1) A licence for a factory shall be granted by the Chief Inspector of Factories or any other officer appointed under sub-section (2-A) of section 8 of the Act and specially empowered in this behalf by the State Government, in Form No. 4 prescribed for the purpose, for a period of one year or five years, as may be requested in the application for registration and grant of licence and on payment of the fees specified in sub-rule (2).
- (2) The fees for grant of licence for one year shall be as specified in the Schedule hereto. In case an application for licence has been made for a period of five years, the licence fee shall be five times the fees payable for grant of a licence for one year, as specified in the said Schedule.
- (3) A licence granted under this rule may, at the request of the licensee, be renewed for one year or five years in accordance with the provisions of rule 7.

Every licence as granted or renewed, shall remain in force up to 31st December of the year for or up to which it is renewed.

SCHEDULE

Fees for the grant of a licence for a factory for one year

H.P. Installed on	the year		Maximum number of workers to be employed on any day during					
	Upto 20	21 to 50	51 to 100	101 to 250	251 to 500	501 to 750	751 to 1000	1000
	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.
Nil	20	50	100	250	400	750	1000	1250
Upto 10	50	100	120	300	600	900	1200	1500
Above 10 and upto 50	100	150	200	500	1000	1500	2000	2500
Above 50 and upto 100	200	250	300	750	1500	2250	3000	3700
Above 100	300	400	500	1000	2000	3000	4000	5000

Amendment of Licence--

(1) A licence granted under rule 4 may be amended by the Chief Inspector of Factories or any other officer appointed under sub-section (2-A) of section 8 of the Act and specially empowered in this behalf by the State Government.

(2) No licence shall-

- (i) Change the name of his factory; or
- (ii) employ persons in excess of the number stated in the licence; or
- (iii) use motive power in excess of the limit of horse powers specified in the licence; without getting his licence amended.

(3) A licensee who desires to have his licence amended shall submit to the Chief Inspector or any other officer appointed under sub-section (2-A) of Section 8 of the Act and specially empowered in this behalf, by the State Government,

the nature of the amendment and reasons therefor.

- (4) The fee for the amendment of a licence shall be twenty-five 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.

Renewal of licence--

- (1) A licence may be renewed by the Chief Inspector of Factories or any other officer appointed under sub-section (2-A) of section 8 of the Act and specially empowered in this behalf by the State Government.
- (2) Every application for the renewal of a licence shall be made in triplicate, in Form No. 2 together with the payment of fees for a period of one year or five years as the case may be, and shall be submitted not less than 30 days before the date on which the licence expires. If the application, complete in all respects, is so made, the premises shall be held to be duly licensed until such date as the Chief Inspector of the Factories or as the case may be, the Officer appointed under sub-section (2-A) of section 8 of the Act and specially empowered in this behalf by the State Government, may decide.

A) of section 8 of the Act and specially empowered in this behalf by the State Government, renew the licence.

- (3) The fees for the renewal of licence for one year shall be the same as for the grant thereof. In case an application for renewal has been made for a period of five years, the renewal fees shall be five times the fees payable for renewal of licence for one year, as specified in the Schedule appended below rule 5.

Provided that if the application for renewal, duly completed in all respects, is not received within the time specified in sub-rule (2) of this rule, the licence shall be renewed only on payment of a fee twenty five per cent in excess of the fees ordinarily payable for the renewal of a licence for the year or years for which the application has been received late.

Transfer of licence--

- (1) The holder of a licence may, at any time before the expiry of the licence, apply for permission to transfer his licence to another person.
- (2) Such applications shall be made to the Chief Inspector of Factories or any other officer appointed under sub-section (2-A) of section 8 of the Act and specially empowered in this behalf by the State Government who shall, if he approves of the transfer, enter upon the licence, under his signature, an endorsement to the effect that the licence has been transferred to the person named.
- (3) A fee of twenty five rupees shall be charged on each such application.

Procedure on death or disability of licencee--

If a licencee dies or becomes insolvent the person carrying on the business of such licence shall not be liable to any penalty under the Act for exercising the powers granted to the licencee by the licence during such time as may reasonably be required to allow him to make an application for the amendment of the licence under Rule 6 in his own name for the unexpired portion of the original licence.

Loss of licence--

Where a licence granted under the Rules is lost or accidentally destroyed, a duplicate may be granted on payment of a fee of twenty five rupees.

Payment of fees--

- (1) Every application under the Rules shall be accompanied by a treasury receipt showing that the appropriate fee has been paid into the authorised branch of the State Bank of India under the head of account, affixed by the office of the Chief Inspector of Factories.
- (2) If an application for the grant, renewal or amendment of a licence is rejected, the fee paid shall be refunded to the applicant.

11.

11A. Prohibiting Running of a Factory without a valid 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, the premises shall be deemed to be fully licensed until such date as the Chief Inspector of Factories or the case may be, any other officer appointed under sub-section (2-A) of section

8 of the Factories Act, and specially empowered in this behalf by the State Government, grants or renews the licence or refuses in writing with reasons, to grant or

Provided further that if the Chief Inspector of Factories or the case may be, any other officer appointed under sub-section (2-A) of section 8 of the

Act and specially empowered in this behalf, by the State Government fails

to grant or renew the licence or fail to refuse to do so, for reasons to be communicated in writing to the applicant, within 60 days from the date of

the application, licence shall be deemed to have been granted or renewed.

Form prescribed under sub-section 1 of Section 7

Notice of Occupation

12.

The notice of occupation shall be in Form No. 2. Under sub-section (4) of Section 7

12A. Notice of change of Manager-

The notice of change of Manager shall be in Form No. 3.

12B. Guidelines, Instructions and records-

- (i) Without prejudice to the general responsibility of the occupier to comply with the provisions of section 7(a) the Chief Inspector may, from time to time, issue guidelines and instructions regarding the general duties of the occupier relating to health, safety and welfare of all workers while they are at work in the factory.
- (ii) The occupier shall maintain such records, as may be prescribed by the Chief Inspector, in respect of monitoring of working environment in the factory.

CHAPTER II

Rule prescribed under Section 9

13. Power of Inspectors

An Inspector shall, for the purpose of the execution of the Act, have power to do all or any of the following things, that is to say:-

- (a) to photograph any worker; to inspect, examine, measure, copy, photograph, sketch or test, as the case may be, any building or room; any plant, machinery, appliance or apparatus; any register or document; or anything provided for the purpose of securing the health, safety or welfare of the worker employed in a factory;
- (b) in the case of an Inspector who is a duly qualified medical practitioner, to carry out such medical examinations as may be necessary for the purposes of his duties under the Act;
- (c) to prosecute, conduct or defend before a Court any complaint or other proceeding arising under the Act or in discharge of his duties as an Inspector;

Provided that the powers of the District Magistrates and such

other public officers as are appointed to be additional inspectors

shall be limited to the inspection of factories in respect of the

following matters, namely:-

Cleanliness (Section 11), Over-

crowding (Section 16), Lighting

(Section 17), Drinking water (Section 18), Latrines & Urinals

(Section 19), Spittoons (Section 20), Precautions in the

case of

fire (Section 38), Welfare (Chapter V), Working hours

of adults

(Chapter VI-

except the power of exemption under the proviso to

Section 62), Employment of young

persons, (Chapter

VIII),

Leave with wages (Chapter VIII) and Display of notices (Section

108).

Rule Prescribed under Section 112

13-A. Qualification of an Inspector-

No person shall be appointed as an Inspector for the Act unless he possesses the following qualifications-

- (a) He must not be less than 23 years or more than 35 years of age. He must have:
- (b)
 - (i) had a good general education upto the Intermediate standard of a recognised University.
 - (ii) Secured a degree, or diploma equivalent to a degree of a recognised university, in any branch of Engineering, Technology of Medicine and preferably with practical experience of at least two years in a workshop or a manufacturing concern of good standing and in the case of Medical Inspector an experience of at least 2 years in a public hospital or factory medical Department or alternately a diploma in Industrial medicine.
- (c) Where for a particular post special knowledge, the deal with special problems is required the Chief Commissioner, may, in

addition to the basic qualifications prescribe appropriate qualifications for such a post."

Provided that in the case of a person who has been working as an Inspector under the Act at the time of commencement of these rules, the Chief Commissioner may, subject to such conditions as he may specify, exempt such persons from the provisions of this rule.

Provided further that the provisions of this rule shall not apply in the case of a person who is already appointed in accordance with the provisions of the Recruitment Rules framed under Art.

Rule prescribed under sub-section (4) of Section 10

14. Duties of Certifying Surgeon-

- (1) For purposes of the examination and certification of persons who wish to obtain certificates of fitness, the Certifying surgeon shall arrange a suitable time and place for the attendance of such persons, and shall give previous writing of such arrangements to the managers of the factory situated within the local limits assigned to him.

The Certifying Surgeon shall issue his certificates in Form No. 4. The foil and counter-foil shall be filled in and the left thumb mark

of the person in whose name the certificate is granted shall be taken on them. On being satisfied as to the correctness of the entries, made therein and of the fitness of the person examined, he shall sign the foil and initial the counter-foil and shall deliver the foil to the person in whose name the certificate is granted. The foil so delivered shall be the certificate of fitness granted under Section 69. All counter-foils shall be kept by the Certifying Surgeon for a period of at least 2 years after the issue of the certificate.

- (3) The certifying Surgeon shall upon request by the Chief Inspector, carry out such examination and furnish him with such report as he may indicate, for any factory or class or description of factories where:-
 - (a) cases of illness have occurred which it is reasonable to believe are due to the nature of the manufacturing process carried on or other conditions of work prevailing therein, or
 - (b) by reason of any change in the manufacturing process carried on, or in the substances used therein, or by reason of the adoption of any new manufacturing process or of

any new substance for use in a manufacturing process,
there is a likelihood of injury to the health of
workers
employed in that manufacturing process, or

- (4) (c) young persons are or are about to be, employed in any
(5) work which is likely to cause injury to their health.

For the purpose of the examination of persons employed in

processes covered by the Rules relating to Dangerous
Operations, the Certifying Surgeon shall visit the factories within
the local limits assigned to him at such intervals as are
prescribed by the Rules relating to such dangerous operations.
At such visits the Certifying Surgeon shall examine the persons
employed in such processes and shall record the results of his

examination in a Register known as the Health Register
(Form
No. 17) which shall be kept by the factory manager and
produced
to the Certifying Surgeon at each visit.

- (6) If the Certifying Surgeon finds as a result of his examinations
that any person employed in such process is no longer fit for
medical reasons to work in that process he shall suspend such
person from working in that process for such time as he may
think fit and no person after suspension shall be employed in that
process without the written sanction of the Certifying Surgeon in

the Health Register.

- (7) The manager of a factory shall afford to the Certifying Surgeon
(8) facilities to inspect any process in which any person is employed or is likely to be employed.
The manager of a factory shall provide for the purposes of any
medical examination which the Certifying Surgeon wishes to
conduct at the factory (for his exclusive use on the occasion of an

examination) a room which shall be properly cleaned and
adequately ventilated and lighted and furnished with a screen, a
table (with writing materials) and chairs.

CHAPTER III

Exemption under sub- section (2) of section 11

15. Cleanliness of walls and ceilings-

- (1) Clause (d) of sub-section (1) of section 11 of the Act shall not apply to the class or
description of factories or part of factories specified in the Schedule hereto:

Provided that they are kept in a clean state by washing, sweeping, brushing,
dusting vacuum-cleaning or other effective means:

Provided further that the said clause (d) shall continue to apply:

- (i) as respects factories or parts of factories specified in Part A of the said Schedule, to work in which the amount of cubic space allowed for every person employed in the room is less than 500 cubic feet;
- (ii) as respects factories or parts of factories specified in Part B of the said Schedule, to work in which the amount of cubic space allowed for every person employed in the room is less than 2,500 cubic feet;
- (iii) to engine houses, fitting shops, lunch-rooms, canteens, shelters, creches, clock rooms, rest rooms and wash-places; and
- (iv) to such parts of walls, sides and tops of passages and staircases as are less than 20 feet above the floor or stair.
- (2) If it appears to the Chief Inspector that any part of a factory, to which by virtue of sub-rule (1) any of the provisions of the said clause (d) do not apply, or apply as varied by sub-rule (1), is not being kept in a clean state, he may by written notice require the occupier to white-wash or colour-wash, wash paint or varnish the same and in the event of the occupier failing to comply with such requisition within two months from the date of the notice, sub-rule (1) shall cease to apply to such part of a factory, unless the Chief Inspector otherwise determines.



SCHEDULE**PART A**

Blastfurnaces.
 Bricksandtileworksinwhichunglazedbricksortilesaremade.
 Cementworks.
 Chemicalworks.
 Coppermills.
 Gasworks.
 Ironandsteelmills.
 Stone,slateandmarbleworks.
 Thefollowingpartsoffactories.
 Roomsusedonlyforthestorageofarticles.
 Roomsinwhichthewallsor ceilingconsistofgal
 vanisediron,
 glazedbricks,glass,slate,asbestos,bamboo,that
 ch.
 Partsinwhichdensesteamiscontinuouslyevolvedintheprocess.
 Partsinwhichpitch,tarorlikematerialismanufacturedorisusedtosubstantial
 extent,exceptinbrushworks.Thepartsofaglassfactoryknowntheglasshouse.
 Roomsinwhichgraphiteismanufacturedorisusedtosubstantial extentinany
 process.
 Partsinwhichcoal,coke,oxideoriron,ochre,limeorstoneiscrushedorgroundParts
 ofwalls,partitions,ceilingsortopsofroomswhichareatleast20feetabovethefloor.
 Ceilingsortopsofroomsincementworks,bleachworksordyeworkswiththe
 exceptionoffinishingroomsorware-houses.
 Insidewallsofoilmillsbelow aheightof5feetfromthegroundfloorlevel.
 Insidewallsintanneriesbelow aheightof5feetfromthegroundfloorlevelwherea
 wetprocessiscarriedon.

PART B

Coachandmotorbodyworks.
 Electricalgeneratingortransformingstations.
 Engineeringworks.
 Factoriesinwhichsugarisrefinedormanufactured.
 Foundariesotherthanfoundariesinwhichbrasscastingiscarriedon.
 Gunfactories.
 Shipbuildingworks.
 Thosepartsoffactorieswhereunpaintedorunvarnishedwoodmanufactured

Registerprescribedundersub-section(1)ofSection11**16.Recordofwhite-washingetc.-**

Therecordofdatesonwhichwhitewashing,colour-
 washingvarnishingetc.,arecarried
 outshallbeenteredinRegistermaintainedinFormNo.7.

Ruleprescribedundersub-section(2)ofSection12**17.Disposaloftradewastesandeffluents-**

Thearrangementsmadeineveryfactoryforthetreatmentofwastesandeffluentsdueto
 themanufacturing processes carriedontherein shallbeinaccordance withthe
 approvedbytherelevantWaterandAirPollutionBoards,appointedundertheWater
 (PreventionandControlofPollution)Act,1974andtheAir(PreventionandControlof
 Pollution)Act,1981andotherlocalauthorityconcerned.

Rule 18 to 28 prescribed under sub-section 1 of Section 15
18. When artificial humidification not allowed-

There shall be no artificial humidification in any room of a cotton spinning or weaving factory:-

- (a) by the use of steam during any period when the dry bulb temperature of the room is higher than the temperature specified in the following Schedule in relation to the dry bulb reading of the hygrometer at that time; or as regards dry bulb readings intermediate between any two dry bulb readings indicated consecutively in the Schedule when the dry bulb reading does not exceed the wet bulb reading to the extent indicated in the following Schedule in relation to the lower of the two dry bulb readings-
- (b) at any time when the wet bulb reading of the hygrometer is higher than the temperature specified in the following Schedule in relation to the dry bulb reading of the hygrometer at that time; or as regards dry bulb readings intermediate between any two dry bulb readings indicated consecutively in the Schedule when the dry bulb reading does not exceed the wet bulb reading to the extent indicated in the following Schedule in relation to the lower of the two dry bulb readings-

SCHEDULE					
Drybulb	Wetbulb	Drybulb	Wetbulb	Drybulb	Wetbulb
60.0	58.0	77.0	75.0	94.0	86.5
61.0	59.0	78.0	76.0	95.0	
62.0	60.0	79.0	77.0	96.0	
63.0	61.0	80.0	78.0	97.0	
64.0	62.0	81.0	79.0	98.0	
65.0	63.0	82.0	80.0	99.0	
66.0	64.0	83.0	80.5	100.0	
67.0	65.0	84.0	81.0	101.0	
68.0	66.0	85.0	82.0	102.0	
69.0	67.0	86.0	82.5	103.0	
70.0	68.0	87.0	83.0	104.0	
71.0	69.0	88.0	83.5	105.0	
72.0	70.0	89.0	84.0	106.0	
73.0	71.0	90.0	84.5	107.0	
74.0	72.0	91.0	85.0	108.0	
75.0	73.0	92.0	85.5	109.0	
76.0	74.0	93.0	86.0	110.0	

Provided, however, that Clause (b) shall not apply when the difference between the wet bulb temperature as indicated by the hygrometer in the department concerned and the wet bulb temperature taken with a hygrometer outside in the shade is less than 3.5 degrees.

19. Provision of Hygrometer-

In all departments of cotton spinning and weaving mills where artificial humidification is adopted, hygrometers shall be provided and maintained in such positions as are approved by the Inspector.

The number of hygrometers shall be regulated according to the following scale:-

- (a) Weaving departments—One hygrometer for departments with 500 looms, and one additional hygrometer for every 500 or part of 500 looms in excess of 500.
- (b) Other departments—One hygrometer for each room of less than 300.00 cubic feet capacity and one extra hygrometer for each 200.00 cubic feet or part thereof, in excess of this.
- (c) One additional hygrometer shall be provided and maintained outside each cotton spinning and weaving factory where in artificial humidification is adopted, and in a

position approved by the Inspector, for taking hygrometers shade readings.

20. Exemption from maintenance of hygrometers—

When the Inspector is satisfied that the limits of humidity allowed, by the Schedule of Rule 18 are never exceeded, he may, for any department other than the weaving department grant exemption from the maintenance of the hygrometer. The Inspector shall record such exemption in writing.

21. Copy of Schedule to Rule 18 to be affixed near every hygrometer—

A legible copy of the Schedule to Rule 18 shall be affixed near each hygrometer.

22. Temperature to be recorded at each hygrometer—

At each hygrometer maintained in accordance with Rule 19, correct wet and dry bulb temperatures shall be recorded thrice daily during each working day by competent person nominated by the Manager and approved by the Inspector. The temperatures shall be taken between 7 a.m. and 9 a.m. between 11 a.m. and 2 p.m. (but not in the rest interval) and between 4 p.m. and 5.30 p.m. In exceptional circumstances such additional readings and between such hours, as the Inspector may specify shall be taken. The temperatures shall be entered in a Humidity Register in the prescribed Form No. 6, maintained in the factory. At the end of each month, the persons who have taken the readings shall sign the Register and certify the correctness of the entries. The Register shall always be available for inspection by the Inspector.

23. Specification of Hygrometer—:-

- (1) Each hygrometer shall comprise two mercurial thermometers of wet bulb of similar construction and equal dimensions, scale and division of scale. They shall be mounted on a frame with a suitable reservoir containing water.
- (2) The wet bulb shall be closely covered with a single layer of muslin, kept wet by means of a wick attached to it and dipping into the water in the reservoir. The muslin covering and the wick shall be suitable for the purpose, clean and free from size or grease.
- (3) No part of the wet bulb shall be within 3 inches from the dry bulb or less than 1
- (4) inch from the surface of the water in the reservoir and the water reservoir shall be below it, on the side of it away from the dry bulb.
- (5) The bulb shall be spherical and of suitable dimensions and shall be freely exposed on all sides to the air of the room.
- (6) The bore of the stem shall be such that the position of the top of the mercury column shall be readily distinguishable at a distance of 2 feet.
- (7) Each thermometer shall be graduated so that accurate readings may be taken between 50 and 120 degrees.
- (8) Every degree from 50 degrees up to 120 degrees shall be clearly marked by
- (9) horizontal lines on the stems. Each fifth and tenth degrees shall be marked by

longer marks than the intermediate degrees and the temperature opposite each tenth degree, i.e., 50, 60, 70, 80, 90, 100, 110 and 120.

The markings as above shall be accurate that is to say, at no temperature between 50 and 120 degrees shall the indicated readings, be in error by more than two tenths of a degree.

A distinctive number shall be indelibly marked upon the thermometer.

- (10) The accuracy of each thermometer shall be certified by the National Physical Laboratory, London, or some competent authority appointed by the Chief Inspector and such certificates shall be attached to the Humidity Register.

24. Thermometers to be maintained in efficient order-

Each thermometer shall be maintained at all times during the period of employment in efficient working order, so as to give accurate indications and in particular:-

- (a) the wick and the muslin covering of the wet bulb shall be renewed once a week;
- (b) the reservoir shall be fitted with water which shall be completely renewed once a day. The Chief Inspector may direct the use of distilled water or purer rain water in any particular mill or mills in certain localities;
- (c) no water shall be applied directly to the wick or covering during the period of employment.

25. An inaccurate thermometer not to be used without fresh certificate-

if an Inspector gives notice in writing that a thermometer is not accurate it shall not, after one month from the date of such notice, be deemed to be accurate unless and until it has been re-examined as prescribed and a fresh certificate obtained which certificates shall be kept attached to the Humidity Register.

26. Hygrometer not to be affixed to wall etc., unless protected by wood-

- (1) No hygrometers shall be affixed to a wall, pillar or other surface unless protected therefrom by wood or other non-conducting material at least half an inch in thickness and distant at least one inch from the bulb of each thermometer.
- (2) No hygrometers shall be fixed at a height of more than 5 feet 6 inches from the floor to the top of thermometer stem or in the direct draughts from a fan, window or ventilating opening.

27. No reading to be taken within 15 minutes of renewal of water-

No readings shall be taken for record on any hygrometer within 15 minutes of the renewal of water in the reservoir.

28. How to introduce steam for humidifications-

In any room in which steam pipes are used for the introduction of steam for the purpose of artificial humidification of the air the following provisions shall apply-

- (a) The diameter of such pipes shall not exceed two inches and in the case of pipes installed after 1st August, 1950 the diameter shall not exceed one inch;
- (b) Such pipes shall be short as is reasonably practicable;
- (d) All hangers supporting such pipes shall be separated from the pipes by an efficient insulator not less than half an inch thickness
- Noun covered jet from such pipes shall project more than 4-1/2 inches beyond the outer surface of any cover;
- (e) The steam pressure shall be as low as practicable and shall not exceed 70 lbs. per square inch;
- (f) The pipe employed for the introduction of steam into the air in a department shall be effectively covered with such non-conducting material, as may be approved by

the Inspector in order to minimise the amount of heat radiated by them into the department.

Rules 29 to 33 prescribed under sub-section (4) of Section (17)**29. Lighting-application and commencement-**

- (1) Subject as in these Rules provided, Rules 29 to 33 shall apply to factories in which persons are being regularly employed in a manufacturing process or processes for more than 48 hours a week, or in shifts, provided that nothing in these Rules shall be deemed to require the provision of lighting of a specified standard in any building or structure so constructed that, in the opinion of the Chief Inspector, it would not be reasonably practicable to comply with such requirements.
- (2) Rules 29 to 33 shall come into force, in respect of any class or description of factories, on such dates as the Chief Commissioner may, by notification in the Official Gazette, appoint in this behalf.

30. Lighting of Interior parts-

- (1) The general illumination over these interior parts of a factory where persons are regularly employed shall be not less than 6 feet candles measured in horizontal plane at a level of 3 feet above the floor:

Provided that in any such parts in which the mounting height of the light source for general illumination necessarily exceeds 25 feet measured from the floor or where the structure of the room or the position or construction of the fixed machinery or plant prevents the uniform attainment of this standard, the general illumination at the said level shall not be less than 2 feet candle and where work is actually being done the illumination shall be not less than 6 feet candles.

- (2) The illumination over all other interior parts of the factory over which persons employed pass shall, when and where a person is passing, be not less than 0.5 foot candles at floor level.
- (3) The standards specified in this Rules shall be without prejudice to the provision of any additional illumination required to render the lightings sufficient and suitable for the nature of the work.

31. Prevention of glare--

- (1) Where any source of artificial light in the factory is less than 16 feet above floor level, no part of the light source or of the lighting fitting having a brightness greater than 10 candles per square inch shall be visible to persons whilst normally employed within 100 feet of the source, except where the angle of elevation from the eye to the source or part of the fitting as the case may be exceeds 20° .
- (2) Any local light that is to say an artificial light designed to illuminate particularly the area or part of the area of work of a single operative or small group of operatives working near other, shall be provided with a suitable shade of opaque material to prevent glare or with other effective means by which the light source is completely screened from the eyes of every person employed at the normal working place, or shall be so placed that no such person is exposed to glare therefrom.

CHAPTER IV

SAFETY

Further precautions prescribed under sub-section (2) of Section 21**52. Further safety precautions-**

- (1) Without prejudice to the provisions of sub-section (1) of Section 21 in regard to the fencing of machines the further precautions specified in the Schedules annexed hereto shall apply to the machines noted in each Schedule.
- (2) This Rules shall come into force, in respect of any class or description of factories, where machines noted in the said Schedules are in use, on such dates as the Chief Commissioner may, by notification in the official gazette, appoint in this behalf.

SCHEDULE I

COTTON TEXTILES

1. Cotton Openers, Scutchers, Combined Openers and Scutcher and Lap Machines, Hard Waste Breakers, etc.-

- (1) All Cotton Openers, Scutchers, Combined Openers and Scutchers, Scutchers and Lap Machines, Hard Waste Breakers and similar machines shall be driven by separate motors or from countershafts provided with fast and loose pulleys and efficient belt shifting devices.
 - (2) In all Openers, Combined Openers and Scutchers, Scutchers, Scutcher-lap machines, Hard Waste Breakers and similar machines, the beater covers and doors which give access to any dangerous part of the machines shall be fitted with effective interlocking arrangements which—
 - (a) the covers and doors being opened while the machine is in motion;
 - (b) the machine being re-started until the covers and doors are closed;

Provided that in respect of doors or openings, other than dirt doors or desk doors such openings shall be so fenced as to prevent access to any dangerous part of the machine if effective interlocking arrangement is not provided.
 - (3) In all Openers, Combined Openers and Scutchers, Scutchers, Scutcher-lap machines, Hard waste Breakers and similar machines, the openings giving access to the dust chambers shall be provided with permanently fixed fencing, which shall, while admitting light, yet prevent contact between any portion of a worker's body and the beater grid bars.
- Provided that the latter requirement in respect of the automatic locking device shall not apply while stripping or grinding operations are carried out.
- Provided further the stripping or grinding operations shall be carried out only by specially trained adult workers wearing tight fitting clothing whose name shall have been recorded in the register prescribed in this behalf as required in subsection (1) of Section 22.

2. Combined Openers and Scutchers, Scutcher-lap, Silver Lap, Lap Machines, Dorby Doublers and Ribbon Machines-

- (1) The lap forming rollers shall be fitted with a guard or cover which shall prevent access to the intake of the lap roller and fluted rollers as long as the weighted rack is down; or
- (2) The guard or covers shall be so locked that it cannot be raised until the machine is stopped and the machine cannot be started until the guard or cover is closed.

3. Carding Machines-

All Cylinder doors shall be secured by an automatic locking device which shall prevent the door being opened until the cylinder has ceased to revolve and shall render it impossible to restart the machine until the door has been closed.

4. Speed Framers-

Headstock shall be fitted with automatic locking arrangements which shall prevent the doors giving access to jack box wheels opened while the machinery is in motion and shall render it impossible to restart the machine until the doors have been closed.

5. Self-acting Mules-

The drives shall be from counter-shafts which shall be provided with fast and loose pulleys and efficient belt shifting devices.

6. Calendering Machines etc.-

In respect of calendering machines, mangles and similar machines, all such machines shall be provided with an efficient "nip" guard along the whole length on the intake side of each pair of bowls and similar parts which shall be so fitted and maintained, whilst the rollers or bowls are in motion, as to prevent access to the point of contact of the rollers or bowls.



SCHEDULE II**Cotton Ginning****Line Shaft-**

The line shaft for second motion in cotton ginning factories, when below floor level, shall be completely enclosed by a continuous wall or unclimbable fencing with only so many openings as are necessary for access to the shaft for removing cotton seed, cleaning and oiling; and such openings shall be provided with gates or doors which shall be kept closed and locked.



SCHEDULE III**Wood-Working Machinery****Definition-For the purposes of this Schedule:-****1.**

- (a) Wood-Working machine means a circular saw, bandsaw, planing machines,
- (b) chain mortising machine or vertical spindle moulding machine operating on Wood or Cork.
- (c) Circular saw means a circular saw working in a bench (including a rack bench)
- (d) but does not include a pendulum or similar saw which is moved towards the wood for the purpose of cutting operation.

Bandsaw means a bandsaw, the cutting portion of which runs in a vertical direction but does not include a log saw or band resawing machine.

Planing machine means a machine for overhand planing or for thickening or for both operations.

2.

An efficient stopping and starting device shall be provided on every wood-working machine. The control of this device shall be in such a position as to be readily and conveniently operated by the person in charge of the machine.

3. Space around machines-

The spaces surrounding every wood-working machine in motion shall be kept free from obstruction.

4. Floors-

The floors surrounding every wood-working machine shall be maintained in good and level condition, and shall not be allowed to become slippery, and as far as practicable shall be kept free from chips or other loose material.

5. Training and Supervision-

- (1) No person shall be employed at a wood-working machine unless he has been sufficiently trained to work that class of machine, or unless he works under the adequate supervision of a person who has a thorough knowledge of the working of the machine.
- (2) A person who is being trained to work a wood-working machine shall be fully and carefully instructed as to the dangers of the machine and the precautions to be observed to secure a safe working of the machine.

6. Circular Saws-

Every circular saw shall be fenced as follows:-

- (a) Behind and in direct line with the saw there shall be a revolving knife, which shall have a smooth surface, shall be strong, rigid and easily adjustable, and shall also conform to the following conditions:
 - (i) The edge of the knife nearer the saw shall form an arc of a circle having a radius not exceeding the radius of the largest saw used on the bench.
 - (ii) The knife shall be maintained as close as practicable to the saw having regard to the nature of the work being done at the time and at the level of the bench table the distance between the front edge of the knife and the teeth of the saw shall not exceed half an inch.
 - (iii) For a saw of a diameter of less than 24 inches, the knife shall extend

upwards from the bench table to within one inch of top of the saw and for a saw of a diameter of 24 inches or over shall extend upwards from the bench table to a height of at least nine inches.

The top saw shall be covered by a strong and easily adjustable guard, with a flange at the side of the saw farthest from the fence. The guard shall be kept so adjusted that the said flanges shall extend below the root of the teeth of the saw. The guard shall extend from the top of the riving knife to a point as point

as practicable at the cutting edge of the saw.

- (c) The part of the saw below the bench table shall be protected by two plates of metal or other suitable material on each side of the saw; such plates shall not be more than six inches apart, and shall extend from the axis of the saw outwards to a distance of not less than two inches beyond the teeth of the saw. Metal plates, if not beaded, shall be of a thickness of at least 1/10 inch, or if beaded be of a thickness of at least 1/20 inch.

7. Push Sticks-

A push stick or other suitable appliances shall be provided for use at every circular saw and at every vertical spindle moulding machine to enable the work to be done without unnecessary risk.

8. Band Saws-

Every band saw shall be guarded as follows:-

- (a) Both sides of the bottom pulley shall be completely encased by sheet or expanded metal or other suitable material.
- (b) The front of the top pulley shall be covered with sheet or expanded metal or other suitable material.
- (c) All portions of the blades shall be enclosed or otherwise securely guarded except the portion of the blade between the bench table and the top guide.

9. Planning Machines-

- (1) A planning machine (other than a planning machine which is mechanically fed) shall not be used for overhand planning unless it is fitted with a cylindrical cutter block.
- (2) Every planning machine used for overhand planning shall be provided with a "brige" guard capable of covering the full length and breadth of the cutting slot in the bench and so constructed as to be easily adjusted both in a vertical and horizontal direction.
- (3) The feeder of every planing machine used for thicknessing except the combined machine for overhand planing and thicknessing, shall be provided with an efficient guard.

10. Vertical Spindle moulding machines-

- (1) The cutter of every vertical spindle moulding machine shall be guarded by the most efficient guard having regard to the nature of the work being performed.
- (2) The wood being moulded at a vertical spindle moulding machine shall, if practicable, be held in a zig or holder of such construction as to reduce as far as possible the risk of accident to the worker.

11. Chain mortising machines-

The chain of every chain mortising machine shall be provided with a guard which shall enclose the cutters as far as practicable.

12. Adjustment and maintenance of guards-

The guards and other appliances required under this Schedule shall be-

- (a) maintained in an efficient state,
- (b) constantly kept in position while the machinery is in motion, and
- (c) so adjusted as to enable the work to be done without unnecessary risk.

18. Exemptions-

Paragraphs 6, 8, 9 and 10 shall not apply to any wood working machine in respect of which it can be proved that other safeguards are provided, maintained and used which render the machine as safe as it would be if guarded in the manner prescribed in this Schedule.

CHAPTER V WELFARE

Rules prescribed under sub-section 2 of Section 42

62. Washing facilities-

- (1) This rule shall come into force, in respect of any class or description of factories, on such dates as the Chief Commissioner may, by notification in the official gazette, appoint in this behalf.
- (2) There shall be provided and maintained in every factory for the use of employed persons adequate and suitable facilities for washing which shall include soap and nail brushes or other suitable means of cleaning and the facilities shall be conveniently accessible and shall be kept in a clean and orderly condition.
- (3) Without prejudice to the generality of the foregoing provision the washing facilities shall include:-
 - (a) a trough with taps or jets at intervals of not less than two feet, or
 - (b) wash-basins with taps attached thereto, or
 - (c) tap on stand-pipes, or
 - (d) showers controlled by taps, or
 - (e) circular troughs of the fountain type.

Provided that the Inspector may, having regard to the needs and habits of the workers, fix the proportion in which the aforementioned types of facilities shall be installed,
- (4)
 - (a) Every trough and basin shall have a smooth, impervious surface and shall be fitted with a waste-pipe and plug,
 - (b) The floor or ground under and in the immediately vicinity of every trough tap, jet, wash basin, stand pipe and shower shall be so laid or finished as to provide a smooth impervious surface and shall be adequately drained,
- (5) For persons whose work involves contact with any injurious or noxious substance there shall be at least one tap for every fifteen persons; and for persons whose work does not involve such contact the number of taps shall be as follows:-

No. of Workers	No. of Taps
Upto 20	1
21 to 35	2
36 to 50	3
51 to 150	4
151 to 200	5
Exceeding 200 but not exceeding 500	5 plus one tap for every 50 or fraction of 50

Exceeding 500

11 plus one top for every 100 or fraction of 100

- (6) If female workers are employed, separate washing facilities shall be provided and so enclosed or screened that the interiors are not visible from any place where person of the other sex work or pass. The entrance to such facilities shall bear conspicuous notice in the language understood by the majority of the workers "For Women Only" and shall also be indicated pictorially,
- (7) The water supply to the washing facilities shall be capable of yielding at least six gallons a day for each person employed in the factory and shall be from a source approved in writing by the Health Officer, provided that where the Chief Inspector is satisfied that such a yield is not practicable he may by certificate in writing permit the supply of a smaller quantity not being less than one gallon per day for every person employed in the factory,

Rules Prescribed Under Section 43

62-A. The following classes of factories shall provide therein suitable place for keeping clothing not worn during working hours and for the drying of wet clothing:-

- (1) Glass Factories.
- (2) Iron & Steel Factories.
- (3) Oil Mills.
- (4) Chemical Factories.
- (5) Automobile Workshops.

Rule prescribed under sub-section (1) of Section 45.

63. First Aid Appliance-

The first aid boxes or cup-board shall be distinctively marked with a red cross on a white ground and shall contain the following equipment:-

- A. For factories in which the number of persons employed does not exceed ten or in the case of factories in which mechanical power is not used does not exceed fifty persons- Each first aid box or cup-board shall contain the following equipments:-
 - (i) 6 small sterilized dressings.
 - (ii) 3 medium sized sterilized dressings.
 - (iii) 3 large sized sterilized dressings.
 - (iv) 1 (1 oz.) bottle containing at two percent, alcoholic solution of iodine.
 - (v)
 - (vi) 1 (1 oz.) bottle containing sal-volatile having the dose and mode of administration indicated on the label.
 - (vii) A snake-bite lancet.
 - (viii) 1 (1 oz.) bottle of potassium permanganate crystals.
 - (ix) 1 pair of scissors.
 - (x) 1 copy of the first aid leaflet issued by the Chief Adviser, Factories, Government of India.
 - (xi) Tablets of aspirin (Grs. 5) One dozen.
 - (xii) Burn Ointment. One tube.
 - (xiii) Dettol. One phial (about 2 ozs.)

For factories in which mechanical power is used and in which the number of persons employed exceeds ten but does not exceed fifty—Each first-aid box or cupboard shall contain the following equipment:—

- (i) 12 small sterilized dressings.
- (ii) 6 medium size sterilized dressings.
- (iii) 6 large size sterilized dressings.
- (iv) 6 large size sterilized burn dressings.
- (v) 6 (1/2 oz.) packets sterilized cotton wool.
- (vi) 1 (2 oz.) bottle containing a two per cent alcoholic solution of iodine.
- (vii) 1 (2 oz.) bottle containing sal-volatile having the dose and mode of administration indicated on the label.
- (viii) 1 roll of adhesive plaster.
- (ix) 1 snake bite lancet.
- (x) 1 [1 oz.] bottle of potassium permanganate crystals.
- (xi) 1 pair of scissors.
- (xii) 1 copy of first-aid leaflet issued by the Chief Adviser Factories, Government of India.
- (xiii) Tablets aspirin (Gr 5) Two dozen.
- (xiv) Burn Ointment Two tubes.
- (xv) Dettol Two Phial (about 2 ozs.)

C. For factories employing more than fifty persons. Each first-aid box or cupboard shall contain the following equipments:—

- (i) 24 small sterilized dressings.
- (ii) 12 medium size sterilized dressings—
- (iii) 12 large size sterilized dressings.
- (iv) 12 large size sterilized burn dressings.
- (v) 12 (1/2 oz.) packets sterilized cotton wool.
- (vi) 1 snake bite lancet.
- (vii) 1 pair of scissors.
- (viii) 2 (1 oz.) bottles of potassium permanganate crystals.
- (ix) 1 (4 oz.) bottles containing a two per cent alcoholic solution of iodine.
- (x) 1 (4 oz) bottle of sal-volatile having the dose and mode of

- (xi) administration indicated on the label.
- (xii) 1 copy of the first-aid leaflet issued by the Chief Adviser, Factories, Government of India.
- (xiii) 12 rolls bandages 4 inches wide.
- (xiv) 12 rolls bandages 2 inches wide.
- (xv) 2 rolls of adhesive plaster.
- (xvi) 6 triangular bandages.
- (xvii) 2 packets of safety pins.
- (xviii) A supply of suitable splints.
- (xix) 1 tourniquet.
- (xx) Tablets aspirin (grs. 5) Four dozen.
- (xxi) Burn Ointment Four tubes.
- (xxii) Dettol Four Phial (about 2 ozs.)
- (xxiii)
- (xxiv)

Provided that items (xii) to (xxiii) inclusive need not be included in the standard first-aid box or cupboard (a) where there is a properly equipped ambulance room, or (b) if at least one box containing such items and placed and maintained in accordance with the requirements of Section 45 is separately provided.

D. In lieu of the dressings required under items (i) and (ii), adhesive wound dressings approved by the Chief Adviser, Factories, Government of India, may be used.

Rules prescribed under sub-section (3) of Section 45.

64. Ambulance Room-

(1) The ambulance room shall be a room of sufficient size and shall be fitted with a first-aid box or cupboard containing the following:-
practitioner assisted by at least one qualified nurse and such subordinate staff Inspector may direct.

Explanations- "Qualified medical practitioner" means a person holding a qualification granted by an authority specified in the Schedule to the Indian Medical Degrees Act, 1916 (VII of 1916) or in the Indian Medical Council Act, 1916 (XVI of 1916).
The ambulance room or dispensary shall be separated from the rest of the factory and shall have a floor area of at least 250 sq. ft. and smooth, hard and impervious walls and floor and shall be adequately ventilated and lighted.

(2)

artificial means. An adequate supply of wholesome drinking water shall be laid on and the room shall contain at least:-

- (i) Aglazed sink with hot and cold water always available.
- (ii) A table with a smooth top at least 6"x3'6".
- (iii) Means for sterilizing instruments.
- (iv) A couch.
- (v) Two stretchers.
- (vi) Two buckets or containers with close fitting lids.
- (vii) Two rubber hot water bags.
- (viii) A kettle and spirit stove or other suitable means of boiling water.
- (ix) Twelve plain wood splints 36"x4"x1/4".
- (x) Twelve plain wood splints 14"x3"x1/4".
- (xi) Six plain wood splints 10"x2"x1/2".
- (xii) Six woolen blankets.
- (xiii) One pair of stethoscopes.
- (xiv) One bottle of brandy.
- (xv) Two medium size sponges.
- (xvi) Six hand towels.
- (xvii) Four "kidney" trays.
- (xviii) For cake carbolic soap.
- (xix) Two glass tumblers and two wine glasses.
- (xx) Two clinical thermometers.
- (xxi) Graduated measuring glass with teaspoon.
- (xxii) One eye bath.
- (xxiii) One bottle (2 lbs.) carbolic lotion 1 in 20.
- (xxiv) One screen.
- (xxv) Three chairs.
- (xxvi) One electric hand torch.
- (xxvii) Four first-aid boxes or cupboards stocked to the standards prescribed
- (xxviii)
- (xxix)
- (xxx)
- (xxxi)
- (xxxii)

under item C of Rule 63.

- (xxviii) A adequate supply of anti-tetanus serum.

- (3) The occupier of every factory to which these Rules apply shall for the purpose of removing serious cases of accident or sickness, provide in the premises and maintain in good condition a suitable conveyance unless he has made arrangements for obtaining such a conveyance from a hospital.
- (4) A record of all cases of accident and sickness treated at the room shall be kept and produced to the Inspector of Certifying Surgeon when required.

Rules 65 to 71 prescribed under Section 46

65. Canteens-

- (1) Rules 65 to 71 shall come into force in respect of any class or description of factories on such dates as the Chief Commissioner may, by notification in the official gazette, appoint in this behalf.

- (2) The occupier of every factory notified by the Chief Commissioner, and wherein more than two hundred and fifty workers are ordinarily employed shall provide in or near the factory an adequate canteen according to the standards prescribed in these Rules.
- (3) The Manager of a factory shall submit for the approval of the Chief Inspector plans and site plan, in duplicate, of the building to be constructed or adapted for use as a canteen.
- (4) The canteen buildings shall be situated not less than fifty feet from any latrine, urinal, boiler house, coal stacks, ash dumps and any other source of dust, smoke or abnoxious fumes.

Provided that the Chief Inspector may in any particular factory relax the provisions of this sub-rule to such extent as may require measures to be adopted to secure the essential purpose of this sub-rule.
- (5) The canteen buildings shall be constructed in accordance with the plans approved by the Chief Inspector and shall accommodate at least a dining hall, kitchen, storeroom, pantry and washing places separately for workers and for utensils.
- (6) In a canteen the floor and inside walls up to a height of four feet from the floor shall be made of smooth and impervious materials; the remaining portion of the inside walls shall be made smooth by cement plaster or in any other manner approved by the Chief Inspector.
- (7) The doors, windows of a canteen buildings shall be of fly proof construction.
- (8) The canteens shall be sufficiently lighted at all times when any person has access to them.

- (9) (a) In every Canteen-
 - (i) all inside walls of rooms and all ceilings and passages and staircases shall be lime-washed or colour-washed at least once each year or painted once in three years dating from the period when last lime-washed, or painted, as the case may be;
 - (ii) all woodwork shall be varnished or painted once in three years dating from the period when last varnished or painted;
 - (iii) all internal structural iron or steel work be varnished or painted once in three years dating from the period when last varnished or painted. Provided that inside walls of the kitchen shall be lime-washed once every four months.
- (b) Record of dates on which lime-washing, colour-washing, varnishing or painting is carried out, shall be maintained in the prescribed Register [Form No. 7].

The precincts of the canteens shall be maintained in a clean and sanitary condition. Wastewater shall be carried away in suitable covered drains and shall not be allowed to accumulate so as to cause an nuisance. Suitable arrangement shall be made for the collection and disposal of garbage.
- (10) shall be made for the collection and disposal of garbage.

66. Dining Hall-

- (1) The dining hall shall accommodate at a time at least 30 percent of the workers working at a time:

Provided that, in any particular factory or in any particular class of factories, the Chief Commissioner may, by a notification in this behalf, alter the percentage of workers to be accommodated.

- (2) The floor area of the dining hall, excluding the area occupied by the service counter and any furniture except tables and chairs, shall be not less than 10 square feet per diner to be accommodated as prescribed in sub-rule (1),
 - (4) A portion of the dining hall and service counters shall be partitioned off and reserved for women workers in proportion to their number. Washing place for women shall be separate and screened to secure privacy.
- Sufficient tables, chairs or benches shall be available for the number of diners to be accommodated as prescribed in sub-rule (1).

67. Equipment-

- (1) There shall be provided and maintained sufficient utensils, crockery, cutlery, furniture and any other equipment necessary for efficient running of the canteen.
Suitable clean clothes for employee serving in the canteen shall also be provided and maintained.
- (2) The furniture, utensils and other equipments shall be maintained in a class and hygienic condition. A service counter, if provided, shall have a top of smooth and impervious material. Suitable facilities including an adequate supply of hot water shall be provided for the cleaning of utensils and equipment.
- (3) Where the canteen is managed by a co-operative society, registered under the Bombay Co-operative Societies Act, 1952 as in force in the Union Territory of Delhi, the occupiers shall provide and maintain the equipment as required under sub-rule (1) for such Canteen.

68. Prices to be charged-

- (1) Food, drink and other items served in the canteen shall be sold on a non-profit basis and the prices charged shall be subject to the approval of the Canteen Managing Committee.

Provided that where the canteen is managed by a Co-operative Society of the workers of the factory registered under the Bombay Co-operative Societies Act, 1952 as in force in the Union Territory of Delhi, such Society may include in the charges to be made for the food-stuff served, a profit up to 5% on its working capital employed in running the canteen.
- (2) In computing the prices referred to in sub-rule (1) the following items of
- (3) expenditures shall not be taken into consideration, but will be borne by the occupier:-
 - (a) the rent for the land and building;
 - (b) the depreciation and maintenance charges of the building and equipment provided for the canteen;
 - (c) the cost of purchase, repair and replacement of equipment including furniture, crockery, cutlery and utensils;
 - (d) the water charges and expenses for providing lighting and ventilation;
 - (e) the interest on the amounts spent on the provision and maintenance of the building furniture and equipment provided for the canteen;
 - (f) the cost of fuel required for cooking or heating food stuffs or water; and
 - (g) the cost of uniforms, if any provided to them.

The charge per portion of food stuff, beverages and any other items served in the canteen shall be conspicuously displayed in the canteen.

69. Account-

- (1) All books of accounts, registers and any other documents used in connection with

running of the canteens shall be produced on demand to an Inspector of Factories.

- (2) The accounts pertaining to the Canteens shall be audited, once every twelve month, by registered accountants and auditors. The balance-sheet prepared by the said auditor shall be submitted to the Canteen Managing Committee not later than two months after the closing of the audited accounts.
- (3) Provided that the accounts pertaining to the canteen in a Government may be audited in such Department. Provided further that where the canteen is managed by a co-operative society of the workers of the factory, registered under the Bombay Co-operative Societies Act, 1925, as in force in the Union Territory of Delhi, the accounts pertaining to such canteen may be audited in accordance with the provisions of the said Act.

70. Managing Committee-

- (1) The Manager shall appoint a Canteen Managing Committee which shall be consulted from time to time as to:
- the quality and quantity of food stuffs to be served in the canteen;
 - the arrangement of the menu;
 - times of meals in the canteen; and
 - any other matter as may be directed by the Committee.
- provided that where the canteen is managed by a co-operative society of the workers of the factory, registered under the Bombay Co-operative Societies Act, 1925, as in force in the Union Territory of Delhi, it shall not be necessary to appoint a Canteen Managing Committee.
- (2) The Canteen Managing Committee shall consist of an equal number of persons nominated by the occupier and elected by the workers. The number of elected workers shall be in the proportion of 1 for every 1,000 workers employed in the factory, provided that in no case shall there be more than 5 or less than 2 workers on the Committee.
- (3) The Managers shall determine and supervise the procedure for election to the Canteen Managing Committee.
- (4) A Canteen Managing Committee shall be dissolved by the Manager two years after the last election, no account being taken of a bye-election.

Rule prescribed under Section 47

72. Shelters, Rest Rooms and Lunch Rooms-

The shelters, or rest rooms and lunch rooms shall conform to the following standards and the Manager of a factory shall submit for the approval of the Chief Inspector a site plan in duplicate of the building to be so constructed or adopted-

- The buildings shall be soundly constructed and all the walls and roof shall be of suitable heat resisting materials and shall be water proof. The floor and walls to a height of 3 feet shall be so laid or finished as to provide a smooth, hard and impervious surface.
- The height of every room in the buildings shall be not less than 12 feet from floor level to the lowest part of the roof and there shall be at least 12 square feet of

floor area for every person employed.

Provided that (i) workers who habitually go home for their meals during the rest periods may be excluded in calculating the number of workers to be accommodated; and (ii) in the case of factories in existence at the date of

commencement of the Act, where it is impracticable, owing to lack of space to provide 12 square feet of floor area for each person, such reduced floor area per person shall be provided as may be provided in writing by the Chief Inspector.

- (c) Effective and suitable provisions shall be made in every room for securing and
- (d) maintaining adequate ventilation by the circulation of fresh air and there shall also be provided and maintained sufficient and suitable natural or artificial lighting.
- (e) Every room shall be adequately furnished with chairs or benches with back-rests. Sweepers shall be employed whose primary duty is to keep the rooms, building and precincts thereof in a clean and tidy condition.

Rules 73 to 76 prescribed under sub-section (3) of Section 48

73. Creches-

- (1) The creche shall be conveniently accessible to the mother of the accommodated therein and so far as is reasonably practicable it shall not be situated in close proximity to any part of the factory where obnoxious fumes, dust or odours are given off or in which excessively noisy processes are carried in.

- (2) The building in which the creche is situated shall be soundly constructed and all the walls and roof shall be of suitable heat-resisting materials and shall be water-proof. The floor and internal walls of the creches shall be solid or finished as to provide a smooth impervious surface,

- (3) The height of the rooms in the buildings shall be not less than 12 feet from the

- (4) floor to the lowest part of the roof and there shall be not less than 20 sq. ft. of floor area for each child to be accommodated,

- (5) Effective and suitable provisions shall be made in every part of the creche for securing and maintaining adequate ventilation by the circulation of fresh air.

The creches shall be adequately furnished and equipped and in particular there shall be one suitable cot or cradle with the necessary bedding for each child, (provided that for children over two years of age it will be sufficient if suitable

bedding is made available) at least one chair or equivalent seating accommodation for the use of each mother while she is feeding or attending to her child, and as sufficient supply of suitable toys for the older children.

- (6) As suitably fenced and shady open air play-grounds shall be provided for the older children, Provided that the Chief Inspector may by order in writing exempt any factory from compliance with this sub-rule if he is satisfied that there is not sufficient space available for the provision of such a play-ground,

73-A.

The case equivalent of the advantage accruing through the concessional sale to a worker of food-grains and other articles shall be computed at the end of the every wages period fixed under the provisions of the Payment of Wages Act, 1936.

of food-

73-B.

For the purpose of computing the case equivalent of the advantage occurring through the concessional sale to a worker of food-grains and other articles, the difference between the value of food-grains and other articles at the average rates in the nearest market prevailing during the wages period in which overtime was marked and value of food-grains and other articles supplied at concessional rates shall be calculated and allowed for the number of overtime hours worked.

This rule shall not apply to any Federal Railway Factory whose alternative method of computation has been approved by the Chief Commissioner.

74. Wash Room-

- (1) There shall be in or adjoining the creche a suitable washroom for the washing of the children and their clothing. The washroom shall conform to the following standards:-

(a) The floor and internal walls of the room to a height of 3 feet shall be solaid or finished as to provide a smooth impervious surface. The room shall be adequately lighted and ventilated and the floor shall be effectively drained and maintained in a clean and tidy condition.

(b) There shall be at least one basin or similar vessel for every four children accommodated in the creche at any one time together with a supply of water provided, if practicable through taps from a source approved by the Health Officer. Such sources shall be capable of yielding for each child a supply of at least five gallon of water a day.

(c) An adequate supply of clean clothes, soap and clean towels shall be made available for each child while it is in the creche.

Adjoining the washroom referred to above a latrine shall be provided for the sole

(2) use of the children in the creche. The design of latrine and the scale of accommodation to be provided shall either be approved by the Public Health Authorities, or where there is no Public Health Authority, by the Chief Inspector of Factories.

75. Supply of Milk and Refreshment-

At least half a pint of clean pure milk shall be available for each child every day it is accommodated in the creche and the mother of such a child shall be allowed in the course of her daily work; 2 intervals at least 15 minutes each to feed the child. For children above two years of age there shall be provided in addition an adequate supply of wholesome refreshment.

76. Clothes for Creche Staff-

The creche staff shall be provided with suitable clean clothes for use while on duty in the creche.

Rule provided under Section 49

Welfare Officers-

76-A.

(1) There shall be one Welfare Officer for factories employing between 500 to 2000 workers. Where the number of workers exceeds 2000, there shall be an additional Welfare Officer for every additional thousand workers or fraction thereof over 500.

(2) No person shall be eligible for appointment as a Welfare Officer, unless he

- (a) possesses a degree of a University recognised by the Chief Commissioner in this behalf;
- (b) has obtained a Degree or Diploma in Social Science from an institution recognised by the Chief Commissioner in this behalf; and
- (c) has adequate knowledge of the languages spoken by the majority of the workers in the factory which he is to be attached.

Provided that, in the case of a person, who is acting as a Welfare Officer to the

commencement of this rule, the Chief Commissioner may, subject to such conditions as he may specify, relax all or any of the aforesaid qualifications, Provided further that the Chief Commissioner may relax the above qualification if he is satisfied that the person is otherwise fully competent to discharge the duties,

(3) (a) The post of a Welfare Officer shall be advertised in at least two newspapers, one of which shall be in English, having a wide circulation in the State.

- (b) Theselectionshallbemadefromamongstthecandidateapplyingforthe postbyaCommitteeappointedbytheOccupieroftheFactories.
 - (c) TheappointmentwhenmadeshallbenotifiedbytheOccupiertheChief CommissionerorsuchauthorityastheChiefCommissionermayspecifyfor thepurpose,givingfulldetailsofthequalificationsetc.oftheofficer appointedandtheconditionsofhiservice,
- (4)
- (a) A Welfare Officershall begivenastatuscorrespondingtothestatusofthe otherexecutiveheadsofthefactoryandshallbeappointedataminimum salaryofRs,200.00petmonth.
 - (b) TheconditionsofserviceofaWelfareOfficershallbethesameasofother membersofthestaffofcorrespondingstatusinthefactory,providedthat nopunishmentshallbeinflictedonaWelfareOfficerwithoutobtain ingthepriorapprovaloftheChiefCommissioner.
- (5) ThedutiesofaWelfareOfficershallbe-
- (i) toestablishcontractsandholdconsultationswithaviewtomaintaining harmoniousrelationsbetweenthefactorymanagementandworkers.
 - (ii) tobringtothenoticeofthefactorymanagementthegrievancesofa workerorworkers,withaviewtosecureexpeditiousredressandtoact asaLiaisonOfficerbetweenthe managementandlabour.
 - (iii) tostudyandunderstandthepointofviewoflabourinordertohelpthe factorymanagementtoshape andformulatelabourpoliciesand to
 - (iv) interpretthesepolicies to the workersinalanguageunderstoodbythem;
 - (v) towatchindustrialrelationswithaviewtousehisinfluenceintheevent ofadisputearisingbetweenthefactorymanagementandworkersandto bringaboutasettlementbypersuasiveefforts;
 - (vi) to advise on fulfilment by the management and the concerned departmentsofthefactoryoftheiropbligations,statutoryorotherwise concerningRegulationofworkinghours,maternitybenefit,medicalcare compensationforinjuriesandsicknessandotherwelfareandsocial benefitmeasures; toadviseandassistthemanagementinthe fulfillmenttofitsobligations statutoryorotherwise,concerningpreventionofpersonalinjuriesand maintainingasafeworkenvironmentinsuchfactorieswhereSaf ety Officerisnotrequiredtobeappointedundertheenablingprovisi ons undersection4OB;
 - (vii) (vi-A) topromotesuchrelationsbetweentheconcerneddepartments of the factory and workers as are likely to bring about productiveefficiencyaswellasameliorationintheworking conditionsandtohelptheworkersintheiradjustmentand adoptionoftheirworkingenvironments;
 - (viii) toencourage theformationofworksandJointProductionCommittees, andSafety- FirstandWelfareCommittees,andtosupervisetheirwork;
 - (ix) toencourageprovisionsofamenitiessuchascanteens,sheltersforrest, creches, adequate latrine facilities, drinking water sickness and benevolent scheme payments, pension and superannuation funds, gratuitypayments,grantingofloansandlegaladvicetoworkers; tohelpthefactorymanagementinregulatingthegrantofleavewith wagesandexplaintotheworkerstheprovisionsrelatingtoleavewith wagesandotherleaveprivilegesandtoguidetheworkersinthematter

of submission of applications for the grant of leave for regulating authorised absence;

- (x) to advise on questions relating to provision of welfare facilities, housing facilities, foodstuffs, social and recreational facilities, individual personnel problems and education of children;
 - (xi) to advise the factory management on question relating to training of new starters, apprentices, workers on transfer and promotion, instructions and supervisors, supervise and control notice-boards and information bulletins to further education of workers and to encourage their attendance at Technical Institutes;
 - (xii) to suggest measures which will raise the standard of living of workers and promote their well-being in general.
- The Chief Commissioner may, by notification in the official Gazette, exempt any factory or class or description of factories from the operation of all or any of the provisions of this rules subject to such conditions as may be specified in the said

notifications.

- (7) Welfare Officers not to deal with disciplinary cases, or appear on behalf of the management against workers.

No Welfare Officers shall deal with any disciplinary case against a worker or appear before a Conciliation Officer, or in a Court or Tribunal on behalf of the factory management against a worker or workers.

SCHEUDLE

1. Manager
2. Assistant Manager
3. Chief Engineer
4. Chief Chemists
5. Departmental head
6. Electrical/Mechanical Engineers (Maintenance) Labour Officers
7. Overseers
8. Boiler Incharge
9. Technical Experts
10. Head Store Keepers
11. Laboratory Incharge
12. Power House Superintendent Working in power
13. Assistant Power House Superintendent house Workshop Incharge
14. Foreman
15. Inspectors Working in Engg.
- 16.
- 17.

18. Chargemen Workshop
19. Workshop Overseers or works in charge Working in Spg. & Wvg. Fac.
20. Head Electricians
21. Supervisors
22. Jobbers

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24. Weaving & Spinning Masters
25. Foremen Mechanics.

CHAPTER VI WORKING HOURS OF ADULTS

Rules prescribed under sub-section 2 of Section 53

77. Compensatory Holidays-

- (1) Except in the case of workers engaged in any work which for technical reasons must be carried on continuously throughout the day, the compensatory holidays to be allowed under sub-section (1) of Section 52 of the Act shall be so spaced that not more than two holidays are given in one week.
- (2) The Manager of the 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 date thereof, at the place at which the notice of Periods of Works, prescribed under Section 61 is displayed.
Any subsequent change in the notice in respect of any compensatory holiday shall be made not less than three days in advance of the date of that holiday.
- (3) Any compensatory holiday or holidays to which a worker is entitled shall be given to him before he is discharged or dismissed and shall not be reckoned as part of any period-
- (4) of notice required to be given before discharge or dismissal.
 - (a) The managers shall maintain a Register in Form No. 9: Provided that if the Chief Inspector of Factories is of the opinion that any muster roll or register maintained as part of the routine of factory or return made by the Manager, gives in respect of any or all of the workers in the factory the particulars required for the enforcement of Section 52; he may, by order in

writing, direct that such muster-roll or register or return shall, to the corresponding extent be maintained in place of and be treated as the register or return required under this Rule for that factory.

(b)

The register maintained under Clause (a) shall be preserved for a period of three years after the last entry in it and shall be produced before the Inspector on demand.

Muster-roll prescribed under sub-section 4 of Section 59

78. Muster-roll for exempted factories-

The Manager of every factory in which workers are exempted under Section 64 and 65 from the provisions of section 51 or 54 shall keep a muster-roll in Form No. 10 showing the normal piece-work rate of pay, or the rate of pay per hour, of all exempted employees, in this muster-roll shall be correctly entered the over-time hours of work and payments therefore of all exempted workers. The muster-roll in Form No. 9 shall always be available for inspection.

78-A. Overtimeslip for Overtime work-

Period of overtime work shall be entered in overtime slip in Form No. 10(a) in duplicate a copy of which duly signed by the Manager or by a person duly authorised by him in this behalf shall be given to the worker immediately after completion of this overtime work.

Notice prescribed under sub-section 8 of Section 61

79. Notice of periods of work for adults-

- (1) The notice of periods of work for adults shall be:
 - (a) in Form 11(a) when all the adult workers in a factory are required to work within the same period.
 - (b) in Form 11(b) in all other cases.
- (2) All notices shall be painted in bold letters on a wooden or metal plate and shall be displayed in a conspicuous place at the main entrance to the factory.

Register prescribed under sub-section 2 of Section 62

80. Register of adult workers-

The muster-roll or the register, as the case may be, shall be written up fresh each year and shall be preserved for a period of 12 months after the last entry in it, and shall be produced before the Inspector on demand.

81. Persons defined to hold positions of supervision or Management-

The following persons shall be deemed to hold positions of supervision or management provided they are not required to perform any manual labour as a regular part of their duties and they are employed in a supervisory capacity.

- (i) All persons specified in the Schedule below annexed hereto.
- (ii) Any other persons specified, who in the opinion of the Chief Inspector hold a position of supervision or management and if so declared by him in writing.

82. Persons to hold confidential position-

The following persons shall be deemed to hold confidential position in a factory:-

1. Stenographers.
2. Office Superintendent or Head Clerk.
3. All timekeepers.
4. Head Cashiers and Cashiers.
5. Head Accountants and Accountants.
6. Secretary to Managing Director or Personal Assistant to the Manager.
7. Any other person who is in the opinion of the Inspector holds a confidential position and is so declared by him in writing.

83. List to be maintained of persons holding position of supervision or management or confidential position-

A list showing the names and designations of all persons in rule 81 and 82 shall be maintained in every factory and shall be produced before the Inspector whenever required.

84. Exemption of certain adult Workers-

Adult Workers engaged in factories specified in column 2 of the schedule hereto annexed on the works specified in column 3 of the said Schedules shall be exempted from the provisions of these sections specified in column 4 subject to the conditions if any specified in column 5 of the said Schedule.

Section the		empowering		Act	
exemption					
1				2	
(a)				64	All factories
64(3)	(2)(a)		and		

worker employed on such works.

to

probably required for the completion and a copy of the notices shall be affixed on

the factory

workers are put on urgent repairs.

(v)

names of all persons who have worked for more than 9 hours in any one day or more than 48 hours of the

(vi) If the Inspector is of the opinion that any work being carried on is likely to be carried on in a factory as

shall

the

64 All Factories

and

(b)

(2)(b)
64(3)

64(3) (2)(c) and



64(3) (d)64(2)& Electric supply undertaking generating electricity

switchgear.

(ii) No 14 consecutive without rest period of at least

shall 53 of the Act.

(iii)

than 56

report

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Work
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All
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Chemical
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The diagram illustrates the relationships between various industrial sectors and their associated workers. It is organized into four quadrants by a vertical line. The left quadrant lists industries: Oil Mills, Iron smelting factories, and Glass and foundries. The right quadrant lists workers: engine drivers, assistants, boiler operators, powerhouses, firemen, kilns, compressors, and workers. The top and bottom quadrants list specific work connections: 'Work connection with pressing of foil, oil soap and the work in' and 'Work connection with the work in'.

Industry	Worker	Work Connection
Oil Mills	engine drivers	Work connection with pressing of foil, oil soap and the work in
Iron smelting factories	assistants	Work connection with the work in
Glass and foundries	boiler operators	Work connection with the work in
	powerhouses	Work connection with the work in
	firemen	Work connection with the work in
	pottery kilns	Work connection with the work in
	compressors	Work connection with the work in
	workers	Work connection with the work in

beaters,
making
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Rubber
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(e)	64 (2) Dairies (c) & 64(3)			All work
(f)	64 (2) Engine (h) & 64(3) & houses		room boiler	Workers employed operation engines boilers.
(g)	64 (2) (i) & 64(3)	All Newspaper		Teleprinter Service
(h)	64 (2) All factories (j)			Loading, unloading Railway of Trucks.
			(i)	No than
			(ii)	The rest shall not exceed 12 hours in any one day.

Explanation:-

The following shall be considered to be urgent repairs.

- not possible to be done without stoppage of the normal manufacturing process of any part of machinery, plant or structure of a factory which has such a nature that delay in their execution involve, danger to their human life or safety or the stoppage of manufacturing process.
- Break-down repairs to the motive power, transmission or other essential plant of other factories, collieries, railways dockyards, harbours, tramways, motor transport, gas, electrical generating and transmission, pumping or similar essential or public utility service carried out in general engineering works and foundries and which are necessary to enable such concerns to maintain their main manufacturing process, production of service during normal working hours.
- Repairs in connection with change of motive power, for example from steam to electricity or vice versa, when such work can be done.

CHAPTER VII EMPLOYMENT OF PERSONS

Notice prescribed under sub-section 3 of Section 72

85. Notice of period of work for children-

The notice of period of work for child workers shall be in Form No. 13.

Register prescribed under sub-section 2 of Section 73**86. Register of child workers-**

The Register of child workers shall be in Form No. 14.

86-A.

The cash equivalent of the advantage accruing through the concessional sale of food grains and other articles payable to workers proceeding on leave shall be the difference between the value at the average rates in the nearest market prevailing during the month immediately preceding his leave and the value at the concessional rates allowed of food grains and other articles he is entitled to.

For the purpose of the cash equivalent monthly average market rate of food grains and other articles shall be computed at the end of every month.

CHAPTER VIII**LEAVE WITH WAGES****Rule 87-94 prescribed under Sections 83 and 112****87. Leave with wages register-**

- (1) The Manager shall keep a Register in Form No. 15 hereinafter called the Leave with Wages Register:

Provided that if the Chief Inspector is of the opinion that any muster-roll or register maintained as part of the routine of the factory, or return made by the manager, gives, in respect of any or all of the workers in the factory, the particulars required for the enforcement of Chapter VIII of the Act, he may, by order in writing, direct that such muster-roll or register or return shall, to the corresponding extent, be maintained in place of and be treated as the register or return required under this Rule in respect of that factory.

- (2) The Leave with Wages registers shall be preserved for a period of three years after the last entry in it and shall be produced before the Inspector on demand.

88. Leave Book-

- (1) "The Manager shall provide each worker who has become entitled to leave during a calendar Year, with a book in Form No. 16 (hereinafter called the Leave Book). Not later than the 31st January of the following calendar Year. The leave Book shall be the property of the worker and the Manager of his agents shall not demand it except to make the relevant entries therein whenever necessary and shall not keep it for more than a week, at a time."

Provided that in the case of a worker who is discharged or dismissed from service during the course of the year, i.e. who is covered under sub-section (3) of Section 79 of the Act, the Manager shall issue an abstract from the "Register of Leave with Wages" (Form No. 15) within a week from the date of discharge or dismissal, as the case may be.

- (2) If a worker loses his Leave Book, Manager shall provide him with another copy on payment of 15 naye paise and shall complete it from his record.

89. Medical Certificate-

If any worker is absent from work due to his illness and he wants to avail himself of leave with wages to cover the whole or part of the period of his illness under the provisions of sub-section (7) of Section 9, he shall, if required by the Manager, produce a medical certificate signed by a Registered Medical Practitioner or recognised Vaid or Hakim stating the cause of the absence and the period for which the worker, in the opinion of such medical practitioner, Vaid or Hakim, is unable to attend to his work or other

reliable evidence to prove that he was actually sick during the period for which he leave is to be availed of.

90. Notice to Inspector of involuntary unemployment-

The Manager shall give, as soon as possible, a notice to the Inspector of every case of involuntary unemployment of workers, giving numbers of unemployed and the reason of their unemployment. Entries to this effect shall be made in the Leave with Wages Register and the Leave book in respect of each worker concerned.

91. Notice by Worker-

Before or at the end of every calendar year, a worker whom may be required to avail of leave in accordance with sub-section (8) of Section 79 may give notice to the Manager of his intention not to avail himself of the leave with wages falling due during the following calendar year. The Manager shall make an entry to that effect in the Leave with Wages Register and in the Leave Book of the worker concerned.

92. Notice of Leave with wages-

- (1) As far as circumstances permit members of the same family comprising husband, wife and children shall be allowed leave on the same date.
- (2) The Manager may alter the dates fixed for leave only after giving a notice of four weeks to the worker.

93. Payment of wages if the worker dies-

If a worker dies before he resumes work, the balance of his pay due for the period of leave with wages not availed of shall be paid to his nominee within one week of the intimation of the death of the worker. For this purpose each worker shall submit nomination in the following form duly signed by himself and attested by two witnesses.

FORM

I hereby require that in the event of my death before resulting work to balance of my pay due for the period of leave with wages not availed of shall be paid to..... who is my..... and resides at....."Then nomination shall remain in force until it is cancelled or revised by another nomination".

94. Register to be maintained in case of exemption under section 84--

- (1) Where an exemption is granted under Section 84, the Manager shall maintain a Register showing the position of each worker as regards leave due, leave taken and wages granted.
- (2) He shall display at the main entrance of the factory, a notice giving full details of the system established in the factory for leave with wages and shall send a copy of it to the Inspector.
- (3) No alterations shall be made in the scheme approved by the Chief Commissioner at the time of granting exemption under Section 84 without its previous sanction.

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Rule prescribed under Section 87

95.

Dangerous Operations-

(1) The following operations (Manufacturing process or operation) when carried on in a factory are declared to be dangerous operations under Section 87:-

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 and 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. Generating petrol gas from petrol.
8. Cleaning or smoothing of articles by jet of sand, metal shot or grit or other abrasive propelled by blast of compressed air or steam.
9. Liming and tanning of raw hides and skins and processes incidental thereto.
10. Manufacture of Pottery.
11. Lead Processing.
12. Chemical works and processes incidental thereto.
13. Manufacture of articles from refractory materials.
14. Handling and processing of asbestos for manufacture of any article of asbestos and process of manufacture or otherwise in which asbestos is used in any form.
15. Handling or manipulation of corrosive substances.
16. Compression of Oxygen or Hydrogen produced by electrolysis of water.
17. Process of extracting oil and fats from extraction plants.
18. Manufacture or manipulation of Manganese and its compounds.
19. Manufacture or manipulation of dangerous pesticides-
20. Manufacture, handling and use of Benzene and substances containing Benzene.
21. Manufacturing process or operation is Carbon Di Sulphide plants.

22. Manufacture and manipulation of carcinogenic dye intermediates.
23. Operation involving high noise levels.
24. Highly flammable compressed gases.
25. Operations in foundries.
26. Manipulation of stone or any other material containing Free Silica.

The provisions specified in the Schedules annexed hereto shall apply to any class or description of factories where in dangerous manufacturing process or operation specified in each Schedule are carried out.

- (2-A)
 - (a) For the medical examination of workers to be carried out by the Certifying Surgeon as required by the Schedule annexed to this rule, the occupier of the factory shall pay fees at the rate of Rupee one per year for each worker.
 - (b) The fees prescribed in sub-rule 2A shall be exclusive of any charges as for biological, radio-logical or other test which may have to be carried out in connection with the medical examinations. Such charges shall be payable by the occupier.
 - (c) The fees to be paid for medical examinations shall be paid into the local treasury under the head of account Major Head 087, Labour and Employment, Receipts Under Labour Law. Receipts under various Acts, Fees realised under Factories Act.
 - (d) For each biological and radiological examination of worker stake carried out by the certifying Surgeon as required by the Schedules annexed to this rule the occupier of the factory shall pay fees at the rate of rupees five and twelve respectively for each worker at the time of each examination.
 - (3) The Rules shall come into force in respect of any class or description of factories
 - (4) where in the said operations are carried on such dates as the Chief Commissioner may, by notification in the official gazette, appoint in this behalf.
- Notwithstanding the provisions specified in the Schedule annexed to this rule, the Inspector or the Chief Inspector, as the case may be, by issue of order in writing to the manager, or occupier or both, direct to carry out such _____ and within such time, as may be specified in such order with a view to _____ conditions dangerous to the health of the workers or to suspend any process, where such process constitutes in the opinion of the Inspector or the Chief Inspector, as the case may be, danger of poisoning or toxicity.

SCHEDULE I**Manufacture of Aerated Waters and processes incidental thereto****Fencing of machines-**

1.

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

2.

Face guards and gauntlets-

(1) The occupiers shall provide and maintain in good condition for the use of all persons engaged in filling bottles or syphons:

- (a) suitable face-guard to protect the face, neck and throat, and
 - (b) suitable gauntlets for both arms to protect the whole hand and arms.
- Provided that:

(i) paragraph 2(1) shall not apply 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 occupiers shall provide and maintain in good condition for the use of all persons engaged in corking, crowning, screwing, wiring, foiling, capsuling, sighting or labelling bottles or syphons-

- (a) suitable face-guard to protect the face, neck and throat, and
- (b) suitable gauntlets for both arms to protect the arms and at least half of the palm and the space between the thumb and forefinger.

3.

Wearing of face guards and gauntlets-

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

SCHEDULE II

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

1. Definitions-

For the purposes of this Schedule:-

- (a) "electrolytic process" means the electrolytic plating or oxidation of metal articles by the use of an electrolyte containing acids, bases or salts of metals such as chromium, nickel, cadmium, zinc, copper, silver, gold etc.
- (b) "bath" means any vessel used for an electrolytic process or for any subsequent process; and
- (c) "employed" means employed in any process involving contact with liquid from a bath.

2. Exhaust draught-

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

3. Prohibition relating to women and young persons-

No women, adolescent or child shall be employed or permitted to work at a bath.

4. Floor of workrooms-

The floor of every workroom containing a bath shall be impervious to water. The floor shall be maintained in good and level condition and shall be washed down at least once a day.

5. Protective devices-

- (1) The occupiers shall provide and maintain in good and clean condition the following articles of protective devices for the use of all persons employed on any process at which they are liable to come in contact with liquid from a bath and such devices shall be worn by the persons concerned-
 - (a) waterproof aprons and bibs; and
 - (b) for persons actually working at a bath, loose fitting rubber glove and rubber or other waterproof footwear, and chemical goggles.
- (2) The occupiers shall provide and maintain for the use of all persons employed suitable accommodation for the storage and drying of protective devices.

6. Water facilities-

(1) There shall be provided and maintained in good repairs for the use of all persons employed in electrolytic process and processes incidental to it-

- (a) a wash place under cover, with either-
 - (i) a trough with a smooth impervious surface filled with a waste pipe, and of sufficient length to allow at least 60 cms for every 5 persons employed at any one time, and having a constant supply of water

from taps or jets above the trough at intervals of not more than 60 cms, or

- (ii) at least one wash basin for every five such persons employed at any one time, fitted with a waste pipe and having a constant supply of water laid on.

- (b) a sufficient supply of clean towels renewed daily, and soap or other suitable cleaning material.

In addition to the facility in sub-paragraph 1, an approved type of emergency shower with eye fountain shall be provided and maintained in good working order.

- (2) Whenever necessary, in order to ensure continuous water supply, storage tank of 1500 litres capacity shall be provided as a source of clean water for emergency use.

7. Cautionary placard-

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

CAUTIONARY NOTICE

A. Electrolytic plating-

1. Chemicals handled in this plant are corrosive and poisonous.
2. Smoking, chewing tobacco, eating food or drinking, in this area is prohibited. No food stuff or drink shall be brought in this area.
3. Some of these chemicals may be absorbed through the skin and may cause poisoning.
4. A good wash shall be taken before meals.
5. Protective devices supplied shall be used while working in this area.
6. Spillage of the chemical on any part of the body or on the floor shall be immediately washed away with water.
7. All workers shall report for the prescribed medical tests regularly to protect their own health.

Medical facilities and records of examinations and tests-

B.

- (1) The occupier of every factory in which electrolytic processes are carried on shall-
 - (a) employ a qualified medical practitioner for medical surveillance of the workers employed therein whose appointments shall be subject to the approval of the Chief Inspector of Factories;
 - (b) provide to the said medical practitioner all the necessary facilities for the purposes referred in clause (a); and
 - (c) maintain a sufficient supply of suitable barrier cream, ointment and

Impermeable waterproof plaster in a separate box readily accessible to the workers and used solely for the purpose of keeping these substances. In case cyanides are used in the bath, the box shall also contain an emergency cyanide kit.

(2) The medical practitioner shall examine all workers before they are employed in electrolytic processes. Such examination in case of chrome plating shall include inspection of hands, forearms and nose and will be carried out once at least every fortnight.

(3) The record of the examinations referred to in sub-paragraph (2) shall be maintained in a separate register approved by the Chief Inspector of Factories which shall be kept readily available for inspection by the

Inspector.

9.

Medical examination by the Certifying Surgeon-

(1) Every worker employed in the electrolytic processes shall be examined by a Certifying Surgeon before his first employment. Such examinations shall include X-ray of the chest and-

- (a) in case of chromium plating include examination for nasal septum
- (b) perforation and test for chromium in urine;
- (c) in case of nickel plating, test for nickel in urine; and
in case of cadmium plating, test for cadmium in urine and microglobulin in urine.

(2) No workers shall be employed in any electrolytic process unless certified fit for such employment by the Certifying Surgeon.

Every worker employed in the electrolytic processes shall be re-examined by the Certifying Surgeon at least once in every year, except in case of the workers employed in cadmium, chromium and nickel plating processes for whom this examination shall be carried out once in every six months. Such re-examination

shall, wherever the Certifying Surgeon considers appropriate, include tests as specified under sub-paragraph (1) excluding the X-ray of the chest which shall not be required normally to be carried out earlier than once in three years.

(4) The Certifying Surgeon after examining a worker, shall issue a Certificate of Fitness in Form 5. The record of examination and re-examination carried out shall be kept in the custody of the manager of the factory. The record of each examination carried out under sub-paragraphs (1) and (2), including the nature and the result of the tests, shall also be entered by the Certifying Surgeon in a health register in Form 17.

(5) The certificate of Fitness and the health registers shall be kept readily available for inspection by the Inspector.

(6) If at any time the Certifying Surgeon is of the opinion that a worker is no longer fit for employment in the electrolytic processes on the ground that continuance therein would involve danger to the health of the worker, he shall make a record of his findings in the said certificate and the health register. 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. The person declared unfit in such circumstances shall be provided with alternate placement facility

unless he is fully incapacitated in the opinion of the Certifying Surgeon, in which case the person affected shall be suitably rehabilitated.

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



SCHEDULE III**Manufacture and repair of electric accumulators****Savings-**

1.

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

2.

Definitions-

For the purposes of this Schedule:-

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

"Manipulation of raw oxide of lead" means any lead process involving any manipulation or movement of raw oxides of lead other than its conveyance in a

receptacle or by means of an implement from one operation to another.

- (c) "Suspension" means suspension from employment in any lead process by written certificates in the Health Register (Form 17) signed by the Certifying Surgeon, who shall have power of suspension as regards all persons employed in any such process.

3.

Prohibition relating to women and young persons-

Nowoman or young person shall be employed or permitted to work in any lead process or any room in which the manipulation of raw oxide of lead or pasting is carried on.

4.

Separation of certain processes-

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

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

5.

Air Space--

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

6.

Ventilation-

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

7.

Distance between workers in pasting room-

In every pasting room the distance between the centre of the working position of any paster and that of the paster working nearest to him shall not be less than six feet.

8.

Floor of work-rooms-

- (1) The floor of every room in which a lead process is carried on shall be-

- (a) Of cement or similar material so as to be smooth and impervious to water;
 - (b) Maintained in sound condition;
 - (c) Kept free from materials, plant or other obstruction not required for or produced in the process carried on in the room.
- (2) In all such rooms other than grid casting shop 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 shop the floor shall be cleaned daily.
- (4) Without prejudice to the requirements of sub-paragraphs (1) (2) and (3), where manipulation of raw oxide of lead or pasting is carried on, the floor shall also be-
- (a) Kept constantly moist while work is being done;
 - (b) Provided with suitable and adequate arrangements for drainage;
 - (c) thoroughly washed daily by means of a house pipe.

9. **Work-benches-**

The work-benches at which any lead process is carried on shall-

- (a) have smooth surface and be maintained in sound condition;
- (b) be kept free from all material or plant not required for, or produced in the process carried on thereat; and all such work-benches other than those in grid casting shop shall-
be cleaned daily either after being thoroughly damped or by means of a suction cleaning apparatus at a time when no other work is being carried on thereat and all such work-benches in grid casting shops, shall-
- (c) be cleaned daily;
- (d) and every work-bench used for pasting shall-
- (e) be covered throughout with sheet lead or other impervious material;
- (f) be provided with raised edges;
- (g) be kept constantly moist while pasting is being carried on.

10. **Exhaust draught-**

The following processes shall not be carried on without the use of an efficient exhaust draught-

- (a) Melting of lead or materials containing lead;
- (b) Manipulation of raw oxide of lead, unless done in an enclosure apparatus so as to prevent the escape of dust into the work-room;-
- (c) Pasting;-
- (e) Trimming, brushing, filing or any other abrading or cutting of pasted plates giving rise to dust;
Lead burning other than;
- (i) "tacking" in the formation rooms;
- (ii) Chemical burring for the making of lead linings for cell cases necessarily

carried on in such a manner that the application of efficient exhaust is impracticable.

Such exhaust draught shall be affected 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 its entering the air of any room in which persons work.

11. **Fumes and gases from melting pots-**

The products of combustion produced in the heating of any melting pot shall not be allowed to escape into a room in which persons work.

12. **Container for dross-**

Asuitable receptacle with tightly fitting covers shall be provided and used for dross as it is removed from every melting pot. Such receptacles shall be kept covered while in the work-room, except when dross is being deposited therein.

13. **Container for lead waste--**

Asuitable receptacles shall be provided in every work-room in which old plates and waste materials which may give risk to dust shall be deposited.

14. **Racks and Shelves in drying room-**

The racks or shelves provided in any drying room shall not be more than 8 feet from the floor or more than 2 feet in width; provided that as regards racks or shelves set or drawn from both sides the total width shall not exceed 4 feet.

Such racks or shelves shall be cleansed only after being thoroughly damped unless an efficient suction cleaning apparatus is used for this purpose.

15. **Medical Examination-**

- (a) Every person employed in a lead process shall be examined by the Certifying Surgeon within seven days preceding or following the date of his first employment in such process and thereafter shall be examined by the Certifying Surgeon once in every calendar month or at such other intervals as may be specified in writing by the Chief Inspector, on a day of which due notices shall be given to all concerned.
'First Employment' means first employment in a lead process in the factory or workshop and also re-employment therein in a lead process following any & cessation of employment in such process for a period exceeding three calendar months.
- (b) A Health Register in Form No. 17 containing the names of all persons employed in a lead process shall be kept.
- (c) No person after suspension shall be employed in a lead process without written sanction from the Certifying Surgeon entered in or attached to the Health Register.

16. **Protective clothing-**

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

- (a) manipulation of raw oxide of lead;
 - (b) pasting;
 - (c) the formation room;
- and such clothing shall be worn by the persons concerned. The protective clothing shall consist of a water proof apron and water proof footwear; and also as regards

person employed in the manipulation of raw oxide of lead or in pasting head coverings. The head coverings shall be washed daily.

17. **Mess Room-**

There shall be placed and maintained for the use of all person employed in a lead process and remaining on the premises during the mean intervals, a suitable mess-room, which shall be furnished with (a) sufficient tables and benches, and (b) adequate means for warming food.

The mess-room shall be provided under the charge of a responsible person and shall be kept clean.

18. **Cloak-Room-**

There shall be provided and maintained for the use of all persons, employed in a lead process-

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

19. **Washing facilities-**

There shall be provided and maintained in a clean state and in good repair for the use of all person employed in a lead process-

- (a) A wash-place under cover, with either-
 - (i) a trough with a smooth impervious surface fitted with a waste pipe, without plug and of sufficient length to allow of at least two feet for every five such person employed at any one time, and having a constant supply of water from taps or jets above the trough at intervals of not more than two feet; or
 - (ii) at least one wash basin for every five such person employed at any one time, fitted with a waste pipe and plug and having a constant supply of water laid on;
 - (iii) as sufficient supply of clean towels made of suitable material renewed daily, which supply, in the case of pasters and employed in the manipulation of raw oxide of lead, shall include a separate marked towel for each such worker;
 - (iv) as sufficient supply to soap or other suitable cleansing material and of nail brushes.
- (b) There shall in addition be provided means of washing in close proximity to the rooms in which manipulation of raw oxide of lead or pasting is carried on, if required by notice in writing from the Chief Inspector.

20. **Time to be allowed for washing-**

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

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

21. Facilities for bathing-

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

22. Food, drinks, etc. prohibited in work-rooms-

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

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Dated the April, 1969

No.F.11(32)/58I&L:-In exercise of the powers conferred by sub-section (3) of Section 26 of the Factories Act, 1948 read with the Government of India, Ministry of Labour & Employment Notification No.S.O.108, dated 14th February, 1958, the Chief Commissioner, Delhi hereby make the following amendment to the Delhi Factories Rules, 1950, the draft of which was published with his Notification of even number dated 10th July, 1958-

AMENDMENT

In the said Rules, 53 the following rules shall be inserted, namely-

*53-A- The provisions of sub-section (2) which prohibit the sale or letting

(2) on hire of certain machines of Section 26 of the Act shall extend to the class of description of machines specified in the

first column of the

(3) Schedules suspended to this Rule.

No machines specified in the first column of the Schedule above mentioned shall be sold or let on hire by any person for use in any factory after the date of bringing these rules in force unless it is constructed or provided with guards, fencing or other protective devices in conformity with the requirements set opposite to the class of description to which the machine belongs in the second column of the said Schedule.

Provision under these rules shall not be deemed to relieve any occupier or

manager of a factory of his responsibilities under Section 21 of the Factories Act, 1948.



SCHEDULE

Requirements as to the construction and safeguards of machines

First Column

Second Column

Class or Description
of Machines

Requirements

Blowing
Machinery.

Room 1.

(a) Beater covers and the door immediately over the dirt grid shall be fitted with an automatic locking arrangement which renders it impossible to open the covers while the beater is still running, or to restore the machinery until the door has been enclosed.

(b) The covers over the porcupine cylinders shall be fitted with an automatic locking arrangement which renders it impossible to open the covers while the cylinders are still running or to restart the machinery until the covers have been enclosed.

Thenip between the cage wheels and cylinder wheels shall be efficiently protected on all machines. Guards

2.

3. shall be provided extending round the cut edge of both the wheels.

4. Projecting ends of beater shafts shall be respectively covered.

5. Spiked or fluted rollers on hand fed crisper or lattices on breakers and openers shall be so covered as to prevent access to intake.

6. Exposed toothed gearing on all machines shall be securely covered,

On lap forming and shechers with weighing rollers the lap rollers shall be so protected that as soon as the

weights are run down the lap rollers are completely covered.

1. All feed roller wheels, doffer and narrow wheels, side shaft wheels, cylinder wheels roller wheels, and, all thatched gearing in spite of the Boiler head shall be securely covered.

2. All cylinder doors shall be fitted with an automatic locking arrangement which will prevent the door from being opened until the cylinder has ceased to receive, to restart the machine until the door has again been closed.

3. Licker shall be completely covered and the covers shall be screwed down so that they can not readily be lifted while the machine is in motion.

4. Over the deferr, covers shall be extended as far as is reasonably practicable.

5.All driven pulley shall be plated.

1.Exposed to toothed gearing on all machines shall be securely covered.

2.On all machines the lap forming roller shall be provided with a guard or cover which shall be either.

(i) Prevent access to the intake of the lap roller and fluted rollers so long as the weighing rack is down, or

(ii) Prevent access to the intake of the lap roller and fluted roller and be so locked that the guard or cover

closed.

Combers.

1. securely covered.
2. securely covered.
- 3.

Drawing Frames.

until all guards have been

- 1.
- started until the cover
2. pulley on the undersh
- 3.

Speed Frames.

4. The calendar roller gears shall be guarded independently of the coils cage and coiler head shall be covered.

1. All jack boxes shall be provided with a cover which shall prevent access to the machinery in motion until the door has been closed.

2. Draft change wheels, twist and carrier wheels, and swing wheels, shall be securely covered.

3. The bobbins skew gear wheels shall be either,

(i) Be covered over the top, and the total enclosure shall be completed by uprights

floor and screen arranged as to from continu

(ii) Be covered over the top and

extended both in front

4.

5.

6.

Frames Ring and Throttle 1.

wheel shall be so locked that the cover cannot be started until the cover is closed. On machines with double treadle

2.

rollers.

Winding Frames.

1. Traverse motion and mangle rollers shall be effectively covered.

2. Where there is a double treadle in roller the treadle shall be provided with a guard.

3. Bevel wheels driving spindles of frames shall be effectively covered.

4. Exposed toothed gearing on all types of frames shall be effectively covered.

Warping

1. Bevel wheels on all warping machines shall be effectively covered.

2. All toothed gearing on machines and other parts shall be effectively covered.

Clay Pans and fize Becks.

1. All toothed gearing on these shall be effectively guarded.

Taping Machine.

1. The distance between large cylinders shall be effectively guarded where this distance is less than 12 inches.

2. The following dangerous moving parts shall be effectively covered.

(a) Bevel wheels on side shaft.

(b) Bevel wheels and upright shaft for driving colored or top box.

(ac) Measuring motion wheels.

(d) Speed change gears.

(e) Intake of drag and measuring rollers.

(bf) Blinder at end of dry tapping.

Looms:-

1. To prevent shuttle from striking the slay of the loom, the shuttle shall be fitted with a stop.

		between the guard placed on the face shaft on the top of incl
	on looms other than velvet looms or looms of 60 shall not be less than 5/8 inch unless the guard is so designed and constructed as to pre	
	- The guard shall extend to at least half the shuttles - length from the spindle stud belt on overpick looms, or the trash plate on underpick looms. - Between the hammer head/and the beam there shall - be space of not less than 3/4 inches unless the hammer head always extend over the breast beam. Duck bills on all looms reed looms shall be effectively protected. All gearing including tappet and will motion wheels shall be completely encased. On small and similarly barral motions the top and bottom pair of bevel wheel and that portion of shaft connecting them which above the warp shall be effectively covered There shall be a space of not less than one inch left	
	between the connecting rod driving the dobbie and the picking stick and picking stick and framework	the
		space of not less than two inch
Plaiting Machines.	- All the toothed gear the bottom shaft shall be effectively - At the delivery and a guard shall be provided. - Side arm shall be effectively	
Shearing cropping Machines.	and - All revelling knives prevent access to the and when possible, the covers shall be so locked no one of them can be raised until the machine stopped, and the machine cannot be started until All the exposed toothed gearings shall be effectively	

*Subs. vide Notification No. F.11(32)/58-19 LDt. April, 59.