

CHAPTER – I
(PRELIMINARY)

1.	Short title and extent
2.	Definitions
	(a) "Act"
	(b) "Appendix"
	(c) "Artificial Humidification"
	(d) "Belt"
	(e) "Degrees"
	(f) "District Magistrate"
	(g) "Form"
	(h) "Fume"
	(i) "Health Officer"
	(j) "Hygrometer"
	(k) "Inspector"
	(l) "Maintained"
	(m) "Manager"
2-A.	Competent Person
	SCHEDULE
3.	Approval of plans
3-A.	Previous Permission From CIF
3-B.	Details of Plants
3-C.	Certificate of Stability
4.	Application of registration and grant of license
	SCHEDULE (Factory Licence Fees Chart)
5.	Grant of license
6.	Amendment of license
7.	Renewal of license
8.	Transfer of license
8-A.	When license deemed to be granted or renewed
9.	Procedure on death or disability of license
10.	Loss of license
11.	Mode of payment of fee
11-A.	Suspension of license
12.	Notice of occupation
12-A.	Notice of appointment of new Manager
12-B.	Maintenance of records
12-C.	Health and safety policy

CHAPTER – II
(THE INSPECTING STAFF)

- | | |
|-----|------------------------------|
| 13. | Appointment of Inspectors |
| 14. | Powers of Inspectors |
| 15. | Duties of Certifying Surgeon |

CHAPTER – III
(HEALTH)

- | | |
|-------|--|
| 16. | Cleanliness of walls and ceilings |
| | SCHEDULE –(PART A & PART B) |
| 17. | Record of white-washing, etc |
| 17-A. | Compound to be kept clean |
| 18. | Disposal of trade wastes and effluents |
| 18-A. | Ventilation and Temperature |
| | 1. Limit of temperature and air movement |
| | 2. Provision of Thermometers |
| | 3. Ventilation |
| 19. | When artificial humidification not allowed |
| 20. | Provision of hygrometer |
| | (a) Weaving department |
| | (b) Other departments |
| | (c) Additional hygrometer |
| 21. | Exemption from maintenance of hygrometers |
| 22. | Copy of Schedule to rule 19 to be affixed near every hygrometer |
| 23. | Temperature to be recorded at each hygrometer |
| 24. | Specifications of hygrometer |
| 25. | Thermometers to be maintained in efficient order |
| 26. | An inaccurate thermometer not to be used without fresh certificate |
| 27. | Hygrometer not to be affixed to wall, etc unless protected by wood |
| 28. | No reading to be taken within 15 minutes of renewal of water |
| 29. | How to introduce steam for humidification |
| 30. | Lighting application and commencement |
| 31. | Lighting of interior parts |
| 32. | Prevention of glare |
| 33. | Power of Chief Inspector to exempt |
| 34. | Exemption from Rule 31 |
| | SCHEDULE –(PART I & PART II) |
| 35. | Quantity of drinking water |
| 36. | Source of water |
| 37. | Storage of water |
| 38. | Cleanliness of wells or reservoir |
| 39. | Report from Health Officer |

- | | |
|-----|---|
| 40 | Cooling of water |
| 41. | Latrine accommodation |
| 42 | * * * * * |
| 43. | Privacy of latrines |
| 44. | Sign boards to be displayed |
| 45. | Urinal accommodation |
| 46. | Latrines and Urinals to conform to public health requirements |
| 47. | Certain latrines and urinals to be connected to sewerage system |
| 48. | White-washing, colour-washing of latrines and urinals |
| 49. | Construction and maintenance of drains |
| 50. | Water taps on latrines |
| 51. | Number and location of spittoons |
| 52. | Type of spittoons |
| 53. | Cleaning of spittoons |

CHAPTER – IV (SAFETY)

- | | |
|-----|--|
| 54. | Further safety precautions |
| | SCHEDULE – I: (Textile Machinery except Machinery used) |
| | 1. Applications |
| | 2. Definitions |
| | a) “Calendar” |
| | b) “Embossing” |
| | c) “Card” |
| | d) “Card clothing” |
| | e) “Comber” |
| | f) “Combing machinery” |
| | g) “Factory Staple cutter” |
| | h) “Garnett machine” |
| | i) “Gill box” |
| | j) “In-running rolls” |
| | k) “Interlocking arrangement” |
| | l) “Kier” |
| | m) “Ribbon lapper” |
| | n) “Silver lapper” |
| | o) “Loom” |
| | p) “Starch mangle” |
| | q) “Water mangle” |
| | r) “Mule” |
| | s) “Nip” |
| | t) “Openers and pickers” |
| | u) “Paddler” |
| | v) “Plating machine” |
| | w) “Roller printing machine” |
| | x) “Continuous bleaching range” |

- y) "Mercerising range"
- z) "Sanforizing machine"
- (aa) "Shearing machine"
- (bb) "Singering maching"
- (cc) "Slasher"
- (dd) "Tenter frame"
- (ee) "Warper"
- 3. General Safety requirements
- 4. Openers and pickers
- 5. Cotton cards
- 6. Garnett Machines
- 7. Gill boxes
- 8. Silver and ribbon lappers (cotton)
- 9. Speed frames
- 10. Spinning mules
- 11. Warpers
- 12. Slashers
 - 1) Cylinder dryers
 - 2) Enclosed hot-air dryer
- 13. Looms
- 14. Valves of kiers, tanks and other containers
- 15. Shearing machines
- 16. Continuous bleaching range (cotton and rayon)
- 17. Mercerising range (piece goods)
- 18. Tandet frames
- 19. Paddlers
- 20. Centrifugal extractors
- 21. Squeezer or wringer extractor, water mangle, starch mangle, back washer (worsted yarn), crabbing machines, and decating machines.
- 22. Sanforizing and palmer machine
- 23. Rope washers
- 24. Laundry washer tumbler or shaker
- 25. Printing-machine (roller-type)
- 26. Calenders
- 27. Rotary staple cutters
- 28. Plating machines
- 29. Hand-baling machine
- 30. Flat work ironer

SCHEDULE –II : (Cotton Ginning)

- 1. Line Shaft

SCHEDULE –III : (Wood Working Machinery)

- 1. **Definitions**
 - a) "Wood-working machine"
 - b) "Circular saw"
 - c) "Band saw"
 - d) "Planning machine"
- 2. Stopping and starting device

3. Space around machines
4. Floor
5. Training and Supervision
6. Circular saws
7. Push sticks
8. Band Saws
9. Planning Machines
10. Vertical spindle moulding machine
11. Chain mortising machine
12. Adjustment and maintenance of guards
13. Exemption

SCHEDULE –IV: (Rubber Mills)

Definition

- i) “Rubber Mill”
- ii) “Calender”

1. Installation of machines
2. Safety Devices
3. Maintenance of safety devices

SCHEDULE –V : (Centrifugal Machines)

1. **Definition**
“Centrifugal machines”
2. Every part of centrifugal machine shall be
3. Interlocking guard for drum or basket
4. Breaking arrangement
5. Operating speed
6. Exemptions

SCHEDULE –VI : (Power Press)

1. **Application**
2. **Definitions**
 - a) “approved”
 - b) “fixed fencing”
 - c) “power press”
 - d) “safety device”
3. Starting and stopping mechanism
4. Protection of tool and die
5. Appointment of persons to prepare power presses for use
6. Examination and testing of power presses and safety device
7. Defects disclosed during a thorough examination and test
8. Inspection and test of safety device
9. Defects disclosed during an inspection and test
10. Identification of power press and safety devices
11. Training and instructions of operators
12. Exemptions

SCHEDULE –VII : Shares, Slitters and Guillotine Machines

1. **Definition**

	a) "guillotine"
	b) "shears"
	c) "Slitters or slitting machines"
	2. Guillotine and Shears
	3. Slitting Machines
	4. Index cutters and vertical paper sloters
	5. Corner Cutters
	6. Band knives
55-A	Tight fitting clothing
56.	Belt etc., to be regularly examined
57.	Employment of Young persons on dangerous machines
58.	Hoist examination – particulars of
59.	Exemption of certain hoists and lifts
60.	Lifting machines, chains, ropes and lifting tackles
60-A	Passage ways for cranes
61.	Pressure vessels or plant
	1. Interpretation
	a) "design pressure"
	b) "maximum permissible working pressure"
	c) "plant"
	d) "pressure vessel"
	2. Exception
	3. Design and construction
	4. Safety Device
	5. Pressure reducing device
	6. Pressure vessel or plant being taken into use
	7. In-service test and examination
	8. Thin walled pressure vessel or plant
	9. Report by competent person
	10. Application of other laws
61-A	Safety of water sealed gas-holder
61-B	Reaction vessels and kettles
62.	Excessive weights
63.	Protection of eyes
	SCHEDULE –I
	SCHEDULE –II
64.	Minimum dimensions of manholes
65.	Exemptions
66.	Means of escape in case of fire
66-A	Fire protection
	1. Processes, equipment, plant, involving serious explosion and serious fire hazards
	2. Access for fighting
	3. Protection against lightening
	4. Precautions against ignition
	5. Spontaneous ignition
	6. Cylinders containing compressed gas
	7. Storage of flammable liquids

	8.	Accumulation of flammable dust, gas, fume or vapour in air or flammable waste material on the floors
	9.	Fire exits
	10.	First-aid, fire-fighting arrangements
	11.	Other fire-fighting arrangements
	12.	Personnel in charge of equipment for fire-fighting, fire-drills etc.
67.	Means of escapes for cotton ginning factories	
68.	Ladders	
68-A	Protection of worker attending to prime movers	
68-B	Quality of personal protective equipments	
68-C	Precautions and examination of machine	
68-D	Thermic fluid heaters	
68-E	Fragile roofs : Provision of crawling boards, etc	
68-F	Safety Committee	
68-G	Ovens and Driers	
	1.	Application
	2.	Definition
	3.	Separate electrical connection
	4.	Design, construction, examination and testing
	5.	Safety ventilation
	6.	Explosion panels
	7.	Interlocking arrangements
	8.	Automatic prevention
	9.	Temperature control
	10.	Multistage processes
	11.	Combustible substances not to drip on electrical heaters or burners flame
	12.	Periodical examination, testing and maintenance
	13.	Training of operators
	14.	Polymerising machines
68-H	Ship building, ship-repairing and ship-breaking	
	1.	Application
	2.	Definition
	a)	"Certificate of entry"
	b)	"hot work"
	c)	"naked light certificate"
	d)	"oil"
	e)	"Oil tank"
	f)	"the operations"
	g)	"ship and vessel"
	h)	"shipyard"
	i)	"stage"
	j)	"stating"
	k)	"tanker"
	3.	Access to vessels in dry dock
	4.	Ladders
	5.	Lashing of ladders

- | | |
|-----|--|
| 6. | Boatswain's chairs |
| 7. | Throwing down materials and articles |
| 8. | Loose articles or materials |
| 9. | Certification for entry into confined spaces likely to contain dangerous |
| 10. | Precaution against shortage of oxygen |
| 11. | Construction of plant for cutting, welding or heating metal |
| 12. | Precautions after use of apparatus for cutting, welding or heating metal |
| 13. | Naked light and hot work on oil-carrying vessels |
| 14. | Entering oil-tanks |
| 15. | Posting of certificates |
| 16. | Cleaning of oil tanks |
| 17. | Provisions as to work in other compartments or spaces |
| 18. | Hand Protection |
| 19. | Protection in connection with cutting or welding |
| 20. | Head protection |
| 21. | Safety-belts and life-lines |
| 22. | Health and welfare |
| 23. | Safety Supervision |

CHAPTER IV-A

68-I **Site Appraisal Committee**

68-J **1. Definitions**

- | | |
|-----|---|
| a) | "hazardous chemical" |
| b) | "Industrial activity" |
| c) | "isolated storage" |
| d) | "major accident" |
| e) | "pipeline" |
| f) | "schedule" |
| g) | "site" |
| h) | "words and expressions" |
| 2. | Collection, development and dissemination of information |
| 3. | General responsibility of the Occupiers |
| 4. | Notification of major accidents |
| 5. | Industrial activities to which sub-rule (6) to (12) apply |
| 6. | Notification of industrial activity |
| 7. | Updating of the notification under sub-rule (e) |
| 8. | Transitional provision |
| 9. | Safety reports |
| 10. | Updating of reports under sub-rule (9) |
| 11. | Requirements for further information |
| 12. | Preparation of on-site emergency by the Occupier |
| 13. | Improvement notice |

SCHEDULE –I (Indicative criteria and list of chemicals)

PART – I – Indicative Criteria

- a) Toxic chemicals
- b) Flammable chemicals
- c) Explosive

PART – II – List of Hazardous Chemicals

SCHEDULE – 2 (Isolated Storage of Installation other than those covered by Scheduled 4)

SCHEDULE – 3 (List of Hazardous chemicals for application of sub-rules 5 and 7 to 13)

PART – I – List of Hazardous Chemicals**PART –II –Classes of chemicals not specifically named in Part I**

SCHEDULE – 4 (Industrial Installation within the meaning of sub-rule 1(b) (i))

SCHEDULE – 5 (Safety Data Sheet)

SCHEDULE – 6 (Information to be furnished regarding notification of a major accident)

SCHEDULE – 7 (Information to be furnished for the notification of activities / sites)

SCHEDULE – 8 (Information to be furnished in a Safety Report)

68-K **Disclosure of information to workers**

68-L **Disclosure of information to the Chief Inspector**

68-M **Review of the information furnished to workers etc**

68-N **Confidentiality of Information**

68-O **Health and Safety Policy**

68-P **Information on industrial wastes**

68-Q **Collection, development and dissemination of information**

68-R **Making available Health Records to workers**

68-S **Qualifications, etc. of Supervisors**

68-T **Medical Examination**

68-U **Occupational Health Centres**

SCHEDULE (Rule 68-U (b) (1)Equipment for occupational health center in factories

68-V **Ambulance Van**

68-W **Decontamination facilities**

68-X **Issue of guidelines**

68-Y **Safety Committee : For every factory**

CHAPTER V

69. **Washing Facilities**

69-A **Facilities for storing and drying clothing**

SCHEDULE

70. **First aid appliance**

70-A **Notice regarding first-aid**

71. **Ambulance room**

72. **Canteens**

73. **Dining Hall**

- | | |
|------|---|
| 74. | Equipment |
| 75. | Prices to be displayed |
| 76. | Accounts |
| 77. | Managing Committee |
| 78. | Foodstuffs to be served and price to be charged |
| 79. | Shelters, rest rooms and lunch-rooms |
| 80. | Creches |
| 81. | Wash room |
| 82. | Supply of Milk and Refreshment |
| 83. | Creche Staff |
| 83-A | Qualifications of woman incharge |

CHAPTER VI
(WORKING HOURS OF ADULTS)

- | | |
|------|---|
| 84. | Compensatory Holidays |
| 84-A | 1) Factories exempted under section 58 |
| 85. | Muster-roll for exempted factories |
| 85-A | Overtime Slips |
| 86. | Double employment of workers |
| 87. | Notice of periods of work for adults |
| 88. | Register of adult workers |
| 89. | Persons defined to hold positions of supervision or managements or confidential position |
| | SCHEDULE : List of persons defined to hold positions of Supervision or Management in Factories |
| | I – All factories |
| | II – Engineers Workshops |
| | III – Spinning and Weaving Mills |
| 90. | List to be maintained of persons holding confidential position of supervision of management |
| 91. | Exemption of certain adult workers |
| | SCHEDULE |
| 91-A | Exemption to women workers working in fish-curing and fish canning factories |

CHAPTER VII
(EMPLOYMENT OF YOUNG PERSONS)

- | | |
|-----|--|
| 92. | Notice of periods of work for children |
| 93. | Register of child workers |

CHAPTER VIII
(ANNUAL LEAVE WITH WAGES)

- | | |
|-----|--------------------------------|
| 94. | Leave with wages register |
| 95. | Leave Book |
| 96. | Medical Certificate |
| 97. | Notice Of Inspector of Lay off |

- | | |
|------|---|
| 98. | Notice by worker |
| 99. | Notice by Manager |
| 99-A | Mode of leave |
| 100. | Payment of leave wages due if worker dies |
| 101. | Register to be maintained in case of exemption under section 84 |

CHAPTER IX
(SPECIAL PROVISIONS)

102.	Dangerous manufacturing Process or Operations
------	--

SCHEDULE –I : (Manufacture of aerated wasters and processes incidental thereto)

- | | |
|----|--------------------------------------|
| 1. | Fencing of machines |
| 2. | Face-guards and gauntlets |
| 3. | Wearing of face guards and gauntlets |

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 |
| | a) “electrolytic process” |
| | b) “bath” |
| | c) “employed” |
| 2. | Exhaust draught |
| 3. | Prohibition relating to women and young persons |
| 4. | Floor of workrooms |
| 5. | Protective devices |
| 6. | Water facilities |
| 7. | Cautionary placard |
| 8. | Medical facilities and record of examinations and tests |
| 9. | Medical Examination by the Certifying Surgeon |

SCHEDULE –III : Manufacture and repair of electric accumulators

- | | |
|-----|---|
| 1. | Savings |
| 2. | Definitions |
| | a) “Lead Process” |
| | b) “Manipulation of raw oxide of lead” |
| | c) “Suspension” |
| 3. | Prohibition relating to women and young persons |
| 4. | Separation of certain processes |
| 5. | Air space |
| 6. | Ventilation |
| 7. | Distance between workers in pasting room |
| 8. | Floor of work-rooms |
| 9. | Work-benches |
| 10. | Exhaust draught |
| 11. | Fumes and gases from melting post |
| 12. | Container for dross |

13. Container for lead waste
14. Racks and shelves in drying room
15. Medical examination
16. Protective clothing
17. Mess room
18. Cloak-room
19. Washing facilities
20. Time to be allowed for washing
21. Facilities for bathing
22. Foods, drinks, etc prohibited in work-rooms
23. Storage of lead oxides
24. Re-use of paper or cloth restricted

SCHEDULE –IV :(Glass Manufacturers)

1. **Exemption**
2. **Definitions**
 - a) “Efficient exhaust draught”
 - b) “Lead Compound”
3. Exhaust draught
4. Prohibition relating to women and young persons
5. Floor and work-benches
6. Use of Hydrofluoric acid
7. Storage and transport of hydrofluoric acid
8. Food, drinks, etc prohibited in work-rooms
9. Protective clothing
10. Washing facilities
11. Medical Examination

SCHEDULE –V :(Grinding of glazing of metals and processes incidental thereto)

1. **Definitions**
 - a) “Grindstone”
 - b) “Abrasive wheel
 - c) “Grinding”
 - d) “Glazing”
 - e) “Racing”
 - f) “Hacking”
 - g) “Rodding”
2. **Exception**
3. Equipment for removal of dust
4. Restriction on employment on grinding operation
5. Glazing
6. Hacking and rodding
7. Examination of dust equipment

SCHEDULE –VI : (Manufacture and treatment of lead and certain compounds of lead)

1. **Exemptions**
2. **Definitions**
 - a) “Lead Compound”
 - b) “Efficient Exhaust Draught”

3. Application
4. Prohibition relating to women and young persons
5. Requirement to be observed
6. Exhaust draught
7. Certificate of fitness
8. Medical Examination
9. Food drinks, etc prohibited in work-rooms
10. Protective clothing
11. Cleanliness of work rooms, tools, etc
12. Washing facilities
13. Mess-room or Canteen
14. Cloak room

SCHEDULE -VII : (Generation of gas from dangerous petroleum as defined in clause (b) of Section 2 of the Petroleum Act, 1934)

1. Prohibition relating to women and young persons
2. Flame traps
3. Generation buildings or room
4. Fire extinguishers
5. Plant to be approved by Chief Inspector
6. Escape of Petrol
7. Prohibition relating to smoking etc
8. Access to petrol or container
9. Electric fittings
10. Construction of doors
11. Repair of containers

SCHEDULE -VIII : Cleaning, smoothing, roughening or removing or any part of the surface of articles, by a jet of sand, metal shot, or grit or other abrasive propelled by a blast of compressed air or steam (Blasting Regulations).

1. Definitions

- a) "Blasting"
- b) "Blasting enclosure"
- c) "Blasting chamber"
- d) "Cleaning of castings"

2. Prohibition of Sand Blasting
3. Precautions of connection with Blasting Operations
 - 1) Blasting to be done in blasting enclosure
 - 2) Maintenance of blasting enclosure
 - 3) Provision of separating apparatus
 - 4) Provision of ventilating plant
 - 5) Operation of ventilating plant
4. Inspection and examination
5. Provision of protective helmets gauntlets and overalls
6. Precautions in connection with cleaning and other work
7. Storage accommodation for protective wear
8. Maintenance and cleaning of protective wear

9. Maintenance of vacuum cleaning plant
10. Restrictions in employment of young persons
11. Power to exempt or relax

SCHEDULE –IX: Liming and tanning of raw hides and skins and processes incidental thereto

1. Cautionary notices
2. Protective clothing
3. Washing facilities, mess-room and cloak-room
4. Foods, drinks etc prohibited in work-rooms
5. First-aid arrangements

SCHEDULE –X: Manufacture of chromic acid or manufacture or recovery of the bichromate of sodium, potassium or ammonium

1. **Definitions**

- a) “Chrome process”
- b) “Efficient exhaust draught”
- c) “Suspension”

2. Prohibition relating to women and young persons

3. Efficient exhaust draught

3-A Separation of certain processes

4. Washing facilities

5. Time to be allowed for washing

6. Flooring

7. Medical facilities

8. Protective equipment

9. Use of protective equipment

10. Cloak room

11. Mess room

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

13. Medical examination

14. Fencing of vessels

15. Cautionary notice

16. Exemption

SCHEDULE –XI: Manufacture or Manipulation of carcinogenic dye Intermediates

1. **Application**

2. **Definition**

- a) “Controlled substances”
- b) “efficient exhaust draught”
- c) “prohibited substances”
- d) “first Employment”

3. Prohibited substances

4. Controlled substances

5. Prohibition of employment

6. Requirements for processing or handling controlled substances

7. Personal Protective Equipment

8. Prohibition relating to employment of women and young persons
9. Floor of work-room
10. Disposed of empty containers
11. Manual handling
12. Instructions regarding risk
13. Cautionary placards
14. Obligations of the workers
15. Washing and bathing facilities
16. Food, drinks etc. prohibited in work-room
17. Cloak room
18. Mess room
19. Time allowed for washing
20. Restriction on age of persons employed
21. Medical facilities and records of examination and tests
22. Medical examination by the Certifying Surgeon
23. Exemptions – Prohibited substances

APPENDIX: cautionary Placard / Notice – Carcinogenic dye intermediates

SCHEDULE –XII: (Manipulation of acids or alkalis)

1. **Definitions**
2. **Application**
3. Flooring
4. Protective equipment
5. Water facilities
6. Cautionary Notice
7. Transport
8. Device for handling acids or alkalis
9. Opening of valves
10. Cleaning tanks, stills etc
11. Storage
12. Fire extinguishers
13. Exemption

SCHEDULE –XIII: (Manufacture of bangles and other articles from cinematograph film and toxic and inflammable solvents)

1. **Definitions**
 - a) (i) Toxic inflammable solvents
 - (ii) “bangle polish and :bangle mixture”
 - b) “suspension”
 - c) “approval”
 - d) “first employment”
2. **Application**
3. Prohibition relating to employment of women and young persons
4. Medical Examination
5. Protective clothing

6. Ventilation
7. Drying of cinematograph film
8. Storage of raw materials
9. Disposal of waste films
10. Prohibition for smoking
11. Caution with regard to electrical installation
12. Floor of work-rooms
13. Time to be allowed for washing
14. Washing facilities
15. Facilities for bathing
16. Cloak room
17. Food, drinks, etc prohibited in work-rooms
18. Mess-room
19. Fire-fighting appliances
20. Means of escape in case of fire
21. Cautionary notices

SCHEDULE –XIV: (Processes involving manufacture, use or evolution of carbon Disulphide and hydrogen sulphide)

1. Definitions

- a) (i) “breathing apparatus”
(ii) any other suitable apparatus
- b) “churan”
- c) “dumping”
- d) “efficient exhaust draught”
- e) “fume process”
- f) “life belt”
- g) “suspension”

3. Efficient exhaust draught and supply of fresh air
4. Air analysis
5. Electric fittings in carbon disulphide fume process room except the spinning room
6. Washing facilities
7. Protective equipment
8. Use of protective equipments
9. Storage of protective equipment
10. Mess room
11. Prohibition relating to smoking etc in carbon disulphide fume process room
12. Prohibition to remain in fume process room
13. Mechanical Examination
14. Breathing apparatus and measures
15. Cautionary placard and instructions
16. Exemption

SCHEDULE –XV: Manufacture and Manipulation of Dangerous Pesticides

1. Definitions

- a) “Pesticides”
- b) “dangerous pesticides”

	c) "Suspension
	d) "first employment"
	e) "efficient exhaust draught"
	f) "manipulation"
2.	Application
3.	Cautionary placard
4.	Prohibition relating to employment of women and young persons
5.	Air space
6.	Prohibition of the said manufacturing process without efficient exhaust draught
7.	Floor of work-room
8.	Work Benches
9.	Waste
10.	Empty containers used for dangerous pesticides
11.	Manual handling
12.	Protective clothing
13.	Medical facilities
14.	Medical examination
15.	Time allowed for washing
16.	Washing and bathing facilities
17.	Food, Drinks, etc prohibited in work rooms
18.	Cloak-Room
19.	Mess Room
20.	Exemption
21.	Manipulation not be undertaken
	APPENDIX I : List of Dangerous Pesticides
	APPENDIX II : Cautionary Placard
	SCHEDULE XVI : Compression of oxygen and hydrogen produced by the electrolysis of water
	SCHEDULE XVII : Handling and processing of Asbestos, Manufacture of any article of Asbestos and any other process of manufacture or otherwise in which Asbestos is used in any form
1.	Application
2.	Definitions
	a) "asbestos"
	1) "asbestos dust"
	2) "airborne asbestos dust"
	3) "respirable asbestos fibers"
	4) "exposure to asbestos"
	b) "asbestos textile"
	c) "approved"
	d) "breathing apparatus"
	e) "efficient exhaust draught"
	f) "preparing"
	g) "Protective clothing"
3.	Tools and Equipment

4. Exhaust draught
5. Testing and examination of ventilating system
6. Segregation in case of certain process
7. Storage and distribution of loose asbestos
8. Asbestos sacks
9. Maintenance of floors and workplaces
10. Breathing Apparatus and Protective clothing
11. Separate accommodation for personal clothing
12. Washing and bathing facilities
13. Mess-room
14. Prohibition of employment of young persons
15. Prohibition relating to smoking
16. Cautionary Notice
17. Air Monitoring
18. Medical facilities and records of medical examinations and tests
19. Medical examination by Certifying Surgeon

SCHEDULE XVIII : Manufacture of articles from refractory materials including manufacture of refractory bricks

1. Application

2. Definitions

- a) "Refractory material"
- b) "refractory bricks"
- c) "Efficient exhaust draught"

SCHEDULE XIX : Chemicals Works

PART – I

1. Application

2. Definitions

- a) "Chemical Works"
- b) "efficient exhaust draught"
- c) "bleaching power"
- d) "chlorate"
- e) "caustic"
- f) "chrome process"
- g) "nitro or amino process"
- h) "permit to work"
- i) "toxic substances"
- j) "emergency"
- k) "dangerous chemical reactions"
- l) "manipulation"
- m) "approved personal protective equipment"
- n) "appropriate personal protective equipment"
- o) "confined space"

PART – II

First Schedule of the Act

1. Housingkeeping
2. Improper use of chemicals
3. Prohibition on the use of food, etc

4. Cautionary Notices and instructions
5. Evaluation and provision of safeguards before the commencement of process
6. Authoritsed entry
7. Examination of instruments and safety devices
8. Electrical installations
9. Handling and storage of chemicals
10. Facilities for isolation
11. Personal protective equipment
12. Alarm systems
13. Control of escape of substances into the work atmosphere
14. Conduct of dangerous chemical reactions
15. Testing examination and repair of plant and equipment
16. Staging
17. Seating arrangements
18. Entry into or work in confined spaces
19. Maintenance work etc
20. Permit to work system
21. Safety sampling personnel
22. Ventilation
23. Procedure for meeting emergencies
24. Danger due to effluents

PART – III : Fire and Explosions Risks

1. Internal combustion engine, electric motor or other electrical equipment
2. Static Electricity
3. Lightning protection
4. Process heating
5. Leakage of flammable liquids
6. Safety valves
7. Installation of pipe line etc
8. Fire-fighting systems

PART – IV : Risks of Toxic Substances

1. Leakage
2. Drainage
3. Covering of vessels
4. Continuous exhaust arrangement
5. Work Bench
6. Waste disposal

PART – V : Special Provisions

1. Special precautions for Nitro or Amino processes
2. Special precautions for chrome processes
3. Special precautions for processes carried out in all glass vessels
4. Special precautions for processes involving chlorate manufacture

5. Special precautions in use of plant and equipments made from reinforced plastics

PART – VI : Additional Welfare Amenities

1. Washing facilities
2. Mess-room facilities
3. Clockroom facilities
4. Special bathing facilities

PART – VII

1. Duties of workers

PART – VIII : Restrictions on the employment of young persons under 18 years of age and women

Appendix (Concerning special bathing accommodation in pursuance of para 4 of Part VI.)

SCHEDULE XX : Manufacture and use of Benzene and its allied products

2. **Definition**
 - a) substances containing benzene
 - b) substitute
 - c) enclosed system
 - e) efficient exhaust draught
3. Manner of using Benzene or its substitutes
4. Protection against inhalation
5. Measures against skin contact
6. Prohibition relating to employment of women and young persons
7. Labelling
8. Improper use of benzene
9. Prohibition of consuming of food etc in work rooms
10. Instructions regards risks
11. Cautionary notices
12. Washing facilities, cloak rooms and mess room
13. Medical Examination

APPENDIX A (See Caluse 3 b)

APPENDIX B (See Caluse 11)

SCHEDULE XXI : Process of extracting Oils and fats from vegetables and animal sources in solvent extraction plants

1. **Definition**
2. Location and Layout
3. Electrical installations
4. Restriction on smoking
5. Precautions against friction
6. Fire-fighting
7. Precaution against power failure
8. Magnetic separators
9. Venting
10. Waste water
11. Ventilation
12. Housekeeping

13. Examination and repairs
14. Operating personnel
15. Employment of women and young persons
16. Vapour detection
17. Examination

SCHEDULE XXII : Manufacturing process or operations in Carbon Disulphide plants

1. **Application**
2. Construction, installation and operation
3. Electrodes
4. Maintenance of charcoal level
5. Charcoal separator
6. Rupture discs and safety seal
7. Pyrometer and manometers
8. Check valves
9. Inspection and maintenance of electric furnaces
10. Maintenance of records
11. Electric apparatus, wiring and fittings
12. Prohibition relating to smoking
13. Means of escape
14. Warning in case of fire
15. Fire-fighting equipment
16. Bulk
17. Liquid Sulphur
18. Training and supervision
19. Washing facilities
20. Personal protective equipment
21. Cloak rooms
22. Unauthorised persons

SCHEDULE XXIII : Operations involving High Noise levels

1. **Application**
2. **Definitions**
 - a) "Noise"
 - b) "High noise level"
 - c) "Decibel"
 - d) "Frequency"
 - e) "dBA"
 - f) "A-weighting"
3. Protection against noise

SCHEDULE XXIV : Welding/Cutting operation with the use of LPG/Acetylene/Argon

1. Applicability
2. Equipment

SCHEDULE XXV : Manufacture of pottery

1. **Application**
2. **Definitions**
 - a) "pottery"
 - b) "efficient exhaust draught"

- c) "fetting"
- d) "leadless glaze"
- e) "low solubility glaze"
- f) "ground or powdered flint or quartz"
- g) "potter's shop"
- 3. Efficient exhaust draught
- 4. Separation of processes
- 5. Prohibition on use of glaze
- 6. Prohibition relating to women and young persons
- 7. Prohibition of screen to potter's wheel
- 8. Control of dust during cleaning
- 9. Floor of certain workroom
- 10. Protective equipment
- 11. Washing facilities
- 12. Time allowed for washing
- 13. Messroom
- 14. Food, Drinks, etc. prohibited in work-rooms
- 15. Cloakroom etc
- 16. Medical examination
- 17. Certificate of fitness

SCHEDULE XXVI : Operations in Foundries.

- 1. **Application**
- 2. **Definitions**
 - a) "approved respirator"
 - b) "cupola or furnace"
 - c) "dressing or feeting operator"
 - d) "foundry"
 - e) "Knock-out operation"
 - f) "pouring aisle"
- 3. Prohibition of use of certain materials as parting materials
- 4. Arrangement and storage
- 5. Construction of floors
- 6. Cleanliness of indoor workplaces
- 7. Manual operations involving molten metal
- 8. Gangways and pouring aisels
- 9. Work near cupolas and furnaces
- 10. Dust and fumes
- 11. Maintenance and examination of exhaust plant
- 12. Protective Equipments
- 13. Washing and bathing facilities
- 14. Disposal of waste
- 15. Disposal of dress and skimmings
- 16. Material and equipment left out of doors
- 17. Medical facilities and records of examinations and tests
- 18. Medical examination by Certifying Surgeon

103. **Notification of accidents and dangerous occurrences**

SCHEDULE104. **Notice of poisoning or disease****CHAPTER X
(SUPPLEMENTAL)**

105. Procedure in appeals

2) Appointment of assessors

4) Remuneration of assessors

106. Display of notice

107. Returns

1) Annual Return

2) Half yearly return

3) Annual return of holidays

108. Service of notice

109. Information required by the Inspector

110. Muster-roll

110-A Identity Cards

111. (1) Register of accidents and dangerous occurrences

112. Maintenance of Inspection Book

113. Information regarding closure of factories

114. Repeal and saving

FORMS**NOTIFICATIONS**



THE GUJARAT FACTORIES RULES 1963

Chapter I :- Preliminary

1.Short title and extent.—

- (1) These rules may be called the Gujarat Factories Rules 1963
- (2)
 - (a) Application for appraisal of sites in respect of the factories covered under section 2 (cb) of the Act shall be submitted to the Chairman of the Site Appraisal Committee.
 - (b) The application for site appraisal along with 15 copies thereof shall be submitted in Form no. 1-B The committee may dispense with furnishing the information on any particular item in the application form if it considers the same to be not relevant to the application under consideration.
- (3)
 - (a) The secretary shall arrange to register the application received for appraisal of site in a separate register and acknowledge the same within a period of seven days.
 - (b) The secretary shall fix up meeting in such a manner that all the applications received and registered are referred to the committee within a period of one month from the date of their receipt.
 - (c) The committee may adopt a procedure for its working keeping in view the need for expeditious disposal of applications.
 - (d) The committee shall examine the application for appraisal of site with reference to the prohibition and restrictions on the location of industry and the carrying on of processes and operations in different areas as per the provisions of rules 5 of the Environment (Protection) Rules, 1986 framed under the Environment Protection Act. 1986.
 - (e) (e)The committee may call for the documents examine exports inspect the site if necessary and take other steps for formulating its view in regards to the suitability of the site.
 - (f) (f)Whether the proposed site required clearance by the Ministry of Industry or the Ministry of Environment and Forests, the application for site Appraisal shall be considered by the site Appraisal Committee only after such clearance has been received.

68-J (1) Definitions.—

In this chapter, unless the context otherwise requires.—

(a) “hazardous chemical” means—

(i). any chemical which is of the criteria specified in part I of Schedule I and is included in the list of column (2) of part II of that Schedule, or

(ii). any chemical included in the list in Column 2 of Schedule 2; or

(iii). any chemical include in the list of Column 2 of Schedule 3;

(b) “Industrial activity” means—

(d) (i). any chemical which is of the criteria specified in part I of Schedule I and is included in the list of column (2) of part II of that Schedule, or

(ii). any chemical included in the list in Column 2 of Schedule 2; or

(iii). any chemical include in the list of Column 2 of Schedule 3;

(e) “Degrees” (of temperature) means degrees on Fahrenheit scale.

(f) “District Magistrate” includes such other officials as may be appointed by the State Government in the behalf.

(g) “Form” means a Form prescribed in these rules.

(h) “Fume” includes gas or vapour

(i) “Health Officer” means the Municipal Health Officer, District Health Officer or such other official as may be appointed by the State Government in the behalf.

Substituted by G.N.E., and L.D. Nos. FAC 1060/13224-I, dated the 21st January 1964

(j) “Hygrometer” means an accurate wet and dry bulb hygrometer confirming to the prescribed conditions as regards construction and maintenance.

(k) “Inspector” means any Inspector appointed under the Act and includes the Chief Inspector of Factories and a District Magistrate.

(l) “Maintained” means maintained in an efficient state, in efficient working order and in good repair.

(m) “Manager” means the person responsible to the occupier for the working of the factory for the purposes of the Act.

2-A: COMPETENT PERSON.—

- (1) The Chief Inspector may recognize any person as a “competent person”, for such area and for such period as may be specified, for the purpose of carrying out tests, examinations and inspection of such building, dangerous machineries, hoists and lifts, lifting machines and lifting tackles, pressure plants, confined spaces, ventilation systems and such other processes or plants and equipments located in a factory, as stipulated in the Act and the rules, if such a person possess 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 qualification (but not the requirements in respect of the facilities at the command of such a person) if such a person is exceptionally experienced and knowledgeable :

Provided further that where it is proposed to recognize a person employed under the Chief Inspector as a “competent person”, concurrence of a State Government shall be obtained and such a person after being so recognized, shall cease to have power of an “Inspector”:

- (2) The Chief Inspector may recognize as a “competent person”, for such area and for such period as may be specified by him any of the reputed institutions having persons possessing qualifications and experience as set out in the Schedule referred to it sub-rule (1) of this rule for the purpose of carrying out tests, examinations and inspections of such building, dangerous machineries, hoists and lifts, lifting machines and lifting tackles, pressure plants, confined spaces, ventilation1 systems and such other processes or plants and equipments as stipulated in the Act and rules made there under.

- (3) The Chief Inspector shall, on receipt of an application in the prescribed Form No. 26 or 27 form a person or institution respectively, intending to be recognized as a "competent person", register such application immediately and after having satisfied himself as regards competence and facilities available at the disposal of the applicant, either recognize the applicant as a "competent person" and issue a certificate of competency in the prescribed Form No. 4-A within a period of sixty days from the date of receipt of the application or reject the application specifying the reasons therefore.
- (4) The Chief Inspector may, after giving an opportunity to the person of being heard, revoke the certificate of competency –
- (i) if he has a reason/s be believe that a competent person—
 - (a) has violated any of the conditions 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 the Act and rules or has omitted to act as required under the Act and Rules; or
 - (ii) for any other reasons to be recorded in writing.
- Explanation :** — For the purpose of this rule, an institution includes an organization.
- (5) The Chief Inspector may, for reason to be recorded in writing, require recertification of lifting machines, lifting tackles, pressure plants or ventilation systems, as the case may be, which has been or have been certified by a competent person of other State.

[SCHEDULE](#)
(Prescribed Under Rule 2A(1))
[Download](#)

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

3. Approval of Plans.—

- (1) An application for obtaining previous permission for the site on which the factory is to be situated and for the construction or extension of a factory shall be made to the Chief Inspector of Factories.

Application for such permission shall be made in Form No. I, which shall be accompanied by the following documents:

- (a) A flow chart of the manufacturing process supplemented by a brief description of the process in its various stages;
 - (b) Plans in duplicate drawn to scale showing—
 - (i) the site of the factory and immediate surrounding including adjacent buildings and other structures, roads, drains, etc.;
 - (ii) the plan elevation and necessary cross-sections of the various building, including all relevant details relating to natural lighting, ventilation and means of escape in case of fire. The plans shall also clearly indicated the position of 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 application one copy of each plan or he may call for such approval to be given.
- 3A. No building or premises shall be constructed, extended or taken into use as factory or part of factory unless the previous permission in writing is obtained from the Chief Inspector of Factories.
- 3B. The State Government may require, for the purpose of the Act, submission of plan 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 the scale showing :
- (a) the site of the factory and immediate surrounding including adjacent building and other structures, roads, drainage, etc.;
 - (b) the plan, elevation and necessary cross section of the factory buildings indication all relevant details relating to natural lighting, ventilation and means of escape in case of fire and the position of the plant and machinery, aisles and passage way, and

Certificate of Stability.—

No manufacturing process shall be carried out in any premises of a factory constructed, reconstructed or extended or in any premises which has been taken into use as a factory or part of the factory until a certificate of stability issued by a competent person in respect of every work of engineering construction in the Form of 1-A has been sent by Occupier of the Factory to the Chief Inspector of Factories and accepted by him

Provided that for the factories which are in existence on the date of coming into force of these rules, the certificate of stability in Form 1-A may be sent to the Chief Inspector of Factories within three months from the date of publication of this Notification :

Provided further that no manufacturing process shall be carried out in any premises of a factory unless a fresh certificate of stability in Form 1-A is obtained from a competent person once in each period of five years or after every extension. Alteration, repairs, addition, or machinery, plants etc. and sent to the Chief Inspector of Factories:

Provided also that, the foregoing provisions be without prejudice to the provisions of Section 39 and 40 of the Act.

Explanation: "Work of engineering construction" means any building tank silo, scaffold, platform, chimney, bridge, supporting structural work, retaining wall or any similar structure."]

4. Application for registration and grant of License.—

- (1) The occupier or manager of every factory to which the Act applies shall submit to the Chief Inspector an application in triplicate in form No. 2 for the registration of the factory accompanied by an application in Form No. 3 for the grant of a License therefore

Provided that the occupier manager of a place to which the provisions of the Act are made application by a notification under section 15 of the Act shall submit an application within 30 days of the date of the notification.

- (2) Every application in Form No. 2 shall be accompanied by a treasury receipt, a crossed cheque, a crossed Indian Postal Order or as the case may be, an invoice for book adjustment, for payment of the fees for the purpose as specified in the Schedule3 below :-

Factory Licence Fees Chart

5. Grant of license –

- (1) The chief Inspector may, on receipt of an application under sub-rule (1) of rule 4, and on payment of the relevant fees specified in sub-rule (2) of the rule, and being satisfied that there is no objection to the grant of license applied for, register the factory and grant the license in Form No. 4, to the applicant to use as factory such premises as are specified in the application and subject to compliance with such conditions as are specified in the license.

- (2) The Chief Inspector may refuse to register the factory and to grant a license, if he is satisfied. –

That an application is not accompanied by plans-

- (a) of the site on which the factory is to be situated
- (b) for the construction or extension of the factory, or

that the application is accompanied by plans which have not been approved or the condition subject which they are approved have not been complied with,

that material requirements of the relevant provisions specified in Schedule to rule 102 of these rules in relation to the factory concerned have not been complied with or,

that there is imminent danger to life in the factory due to explosive or inflammable dust, gas or fumes and effective measures, in his opinion have not been taken to remove the danger.

- (3) Subject to the provisions hereinafter contained with respect to cancellation and unless earlier renewed under rule 7, every such license shall remain in force, until the 31st day of December next following and shall then expire."

6. Amendment of license –

- (1) A license granted under rule 5 may be amended by the Chief Inspector.
- (2) A license shall be required to have his license amended if there is a change in the name of factory, or if the factory for which the license is granted exceeds the limits specified in the license in regard to horse-power of the number of persons employed. The license whose license is required to be amended ¹shall submit it to the Chief Inspector so as to reach him within a period of 30 days from the date the event requiring amendment of the license occurs with application stating the nature of the amendment and reasons therefore

Provided that no amendment of the license shall be necessary in respect of changes in the number of workers or house-power of both unless such changes involve higher license or renewal fee.

- (3) Where a license is requires to be amended under sub-rule (2) the fee to be paid for such amendment shall be equal to the difference between the license or renewal fees on the basis of the higher number of workers and horse power and the fees for the grant of license or renewal thereof already paid for the year or par thereof.

- (4) If the application for the amendment of license is received at any time after the expiry of the period specified in sub-rule. (2) then notwithstanding any action which may be taken against the licensee for such default, the license may be amended on payment of an additional fee equal to 25 per cent of the fee payable under sub-rule (3)."

7. Renewal of license. –

- (1) An application for the renewal of license shall be sent by registered post to the Chief Inspector in Form No. 3 accompanied by a treasury receipt, a crossed cheque, crossed Indian Postal Order or as the case may be, an invoice for book adjustment, for payment of the fees specified in the Schedule to rule 4, so as to reach him not later than two months before the date on which the license is due to expire :

Provided that where a factory commences work on or after the 1st day of November in any year, application for renewal of the license shall be made on or before the 1st day of January next following.

- (2) On receipt of the application under sub-rule (1), Chief Inspector may, if he is satisfied that there is no objection to the renewal of the license, renew the same or may, after recording his reasons refuse the renewal of license applied for on any of the grounds specified in sub-rule (2) of rule 5.

Provided that where the application for the renewal of the license is made after the expiry of the period specified in sub-rule (1), it may be renewed on payment of an additional fee of 25 per cent of the fee payable for the renewal of the license."

8. Transfer of license.-

- (1) The holder of a license may, at any time before the expiry of the license, apply for permission to transfer his license to another person.
- (2) Such application shall be made to the Chief Inspector who shall enter upon the license, under his signature, an endorsement to the effect that license has been transferred to the person named.
- (3) A fee of five rupees shall be charged on each such application.

8.A. When license deemed to be granted or renewed.-

Where an application for the grant or renewal of license is duly made in accordance with these rules, the factory in respect of which the license is to be granted or renewed, as the case may be, shall be deemed to be duly licensed until such license is granted or renewed or until an intimation that the grant or renewal of the license had been refused is communicated to such person.

Explanation. – For the purpose of this rule an application for the grant or renewal of a license shall be deemed to have been duly made only if it is in the form specified therefore and is filled in with all relevant particulars and further is accompanied by a treasury receipt, a crossed cheque, a crossed Indian Postal Order or as the case may be, an invoice for book adjustment, for payment of the fees in accordance with the Schedule annexed to rule 4].

9. Procedure on death or disability of licensee.-

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

10. Loss of license. -

- (1) Where a license granted under these rules is lost or destroyed, a duplicate thereof may be granted.
- (2) The Chief Inspector may require a licensee to obtain a duplicate license if the original license is defaced or spoilt.]

11. Mode of payment of fee.-

- (1) Every application under these rules shall be accompanied by a treasury receipt showing that the appropriate amount of fees has been paid into the local treasury under the head of account "XXXII. Miscellaneous Social & Development. Organizations or by a crossed cheque or crossed Indian Postal Order" for the appropriate amount of fees drawn in favour of Chief Inspector:

Provided that in the case of a Government factory the payment of the appropriate amount of fees shall be made in the same manner as payments of amounts due by one Government Department to another are ordinarily made;

- (2) If an application for the grant, renewal or amendment of a license is rejected the fee paid shall be refunded to the applicant.
- (3) Where such application granted, any amount paid by the applicant in excess of the prescribed fee shall be refundable only after the expiry of one year from the date of such grant of the same may be adjusted against payment of any fee due for the next succeeding year.

11A. Suspension of license.-

- (1) If before the 31st October of any year an occupier notifies his intension writing to the Chief Inspector that during the year following the premises respect of which license is issued will not be used for the working of to factory Chief Inspector may suspend the license granted in respect of such factory.
- (2) A license suspended under sub-rule (1) may be revived on receipt of an application for renewal in form No. 3 accompanied by the license for the remaining part of the year on payment of the relevant fees specified in rule 7 and a surcharge at the rate of ten per cent of such fee.

Form prescribed under sub-section (1) section 7

12. Notice of occupation. –

The notice of occupation shall be in Form No. 2

12-A. Notice of appointment of new Manager.

The notice of appointment of a new manager shall be sent under sub-section (4) of section 7 in form 3.A.]

12-B. Maintenance of records.-

The occupier shall maintain records, in Form No. 37 in respect of monitoring of working environment in the factory.

12-C. Health and safety policy.-

- (1) The occupier of every factory shall prepare except as provided in sub-rule (2), a written statement of his policy of his policy in respect of Health & Safety of workers at work.
- (2) All factories.-
 - (a) covered
 - under section 2
 - (m) but employing less than 50 workings;

(b) Covered under section 2 (m) (ii) but employing less than 100 workers; are exempted from requirements of sub-rule (1).

- (3) The health and Safety Policy shall contain or deal with-
- (a) declared intention and commitment of the top management to health, safety and environment and compliance with all the relevant statutory requirements.
 - (b) Organizational set-up to carry out the declared policy clearly assigning the responsibility at different levels; and
 - (c) Arrangements for making the policy effective.
- (4) In particular, the policy shall specify the following :
- (a) arrangement for involving the workers;
 - (b) intention of taking into account the health and safety performance of individuals at different levels while considering their career advancement;
 - (c) fixing the responsibility of the contractors, sub-contractors, transporters and other agencies entering the premises;
 - (d) providing a resume of health and safety performance of the factory in its Annual Report;
 - (e) relevant techniques and method (such as safety audits and risk assessment) for periodical assessment at least once in every two years on the status of health, safety and environment and taking all the remedial measures;
 - (f) stating its intention to integrate health and safety, all decisions including those dealing with purchase of plant, equipment, machinery and material as well as selection and placement of personnel;
 - (g) Arrangements for informing, educating and retraining and retraining its own employees at different levels and the public, wherever required.
- (5) A copy of the declared health and safety policy signed by the occupier shall be made available not only to the Inspector having jurisdiction over the factory but also to the Chief Inspector.
- (6) The policy shall be made widely known by –
- (a) making copies available to all workers including contract workers, apprentices, transport workers, suppliers, etc.;
 - (b) displaying copies of the policy at conspicuous places; and
 - (c) any other means of communication in a language understood by majority of workers.

The occupier shall revise the safety policy as often as may be appropriate, but it shall necessarily be revised under the following circumstances;

- (a) whenever any expansion or modification having implications in safety and health of persons at work is made, or
- (b) when new substances or articles are introduced in the manufacturing process having implications on health and safety of persons exposed to such substances.



CHAPTER-II (THE INSPECTING STAFF)



THE GUJARAT FACTORIES RULES 1963

Chapter II - The inspecting staff

Rule prescribed under sub-section (1) of section 8

13. Appointment of Inspectors.-

No person shall be appointed as Inspector for the purposes of the Act unless he possesses the qualifications prescribed for such inspectors in the Bombay Civil Services Classification and Recruitment Rules at the time of his appointment.

Rule prescribed under section 9

14. Powers of Inspectors.-

- 1 An Inspector shall, for the purpose of the executing 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 workers 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 this 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 Magistrate and such other officers as are appointed to be additional Inspectors shall, unless otherwise expressly provided in the notifications under sub-section (5) of section 8, be limited to the inspection of factories in respect of the following matters namely – Cleanliness (section 11), Overcrowding (section 16), Lighting (Section 17), Drinking water (section 18), Latrines and 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 VII), Leave with wages (Chapter VIII) and Display of Notices (section 108);

Provided further that

- (i) the District Magistrate shall not pass any original orders or remarks under sections. 11, 17, 18 and 38 of the Act but shall limit and confine his orders or remarks under those sections to the points to which the full time Inspector of Factories has, already directed the attention of manager or occupier of the factory as the case may be;
- (ii) all additional Inspector except District Magistrate shall report the defects found and remedies suggested for enforcing compliance with requirements of sections referred to above, to the Chief Inspector who shall pass final orders in each case.

Rules prescribed under sub-section (4) of section 10

15. Duties of Certifying Surgeon.—

- (1) For purposes of the examination and certification of young 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 notice in writing of such arrangements to the managers of factories situated within the local limits assigned to him.
- (2) The certificates in Form No. 5. The foil and counterfoil 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 counterfoil and shall deliver the foil, so delivered shall be the certificate is granted. The foil so delivered shall be the certificate of fitness granted under section 69. All counterfoils shall be kept by the Certifying Surgeon for a period of at least 2 years after the issue of the certificate.
- (3) If a certificate of fitness issued to a young person is lost on receipt of an application for the grant of a duplicate, the Certifying Surgeon, after making such inquiries as he deems fit, may grant a duplicate thereof. Such application shall be forwarded through the occupier of the factory where the young person is employed.

- (4)
 - (a) A fee of Rs. 1 shall be payable for the issue of every certificate of fitness issued under rule 15 (2) and shall be paid by the occupier;
 - (b) A fee of annas 8 shall be payable for the issue of every duplicate certificate under rule 15(3) and shall be paid by the occupier.
- (5) 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
 - (c) young persons are, or are about to be, employed in any work which is likely to cause injury to their health.
- (6) For purpose of the examination of persons employed in process 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.
- (7) At such visits the certifying surgeon after examination a worker, shall issue a certificate of fitness in Form No. 5. The record of examination and re-examinations carried-out shall be kept in the custody of manager of the factory. The record of the each examination carried out under sub-paragraph (1) & (2) including the nature and the results of the tests shall also be entered by the Certifying Surgeon in a Health Register in Form No. 20.
- (8) If the Certifying Surgeon finds as a result of his examination that any person employed in such process is no longer fit for medical reasons to work in that process, he shall suspend 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.
- (9) The Manager of a factory shall afford to the Certifying Surgeon facilities to inspect any process in which any person is employed or is likely to be employed.
- (10) The manager of a factory shall provide for the purpose 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.

 [Index](#)
 [Previous Chapter](#)
[CHAPTER-III](#)
 (HEALTH)



THE GUJARAT FACTORIES RULES 1963 Chapter III HEALTH

Exemptions under sub-section (2) of section 11

16. Cleanliness of walls and ceilings.–

- (1) Clause (d) of sub-section (1) of section 11 of the Act shall not apply to the class of description of factories or parts 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-rooms in which the amount of cubic space allowed for every person employed in the room is less than 14.2 cubic meters;
 - (ii) as respects factories or parts of factories specified in Part B of the said Schedule, to work-rooms in which the amount of cubic space allowed for every person employed in the room is less than 70.5 cubic meters;
 - (iii) to engine houses, fitting shops, lunch-rooms, canteens, shelters, crèches, cloak rooms, rest rooms and wash-places; and
 - (iv) To such parts of wall, side's and tops of passage and staircases as are less than 6.1 meters 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

Blast furnaces
 Brick and tile works in which unglazed bricks or tiles are made.
 Cement works.
 Chemical works.
 Copper mills.
 Gas works.
 Iron and steel mills.
 Stone, slate and marble works

The following parts of factories:

Rooms used only for the storage of articles.
 Rooms in which the walls or ceilings consists of galvanized iron, glazed bricks, glass, slate, asbestos bamboo match.
 Parts in which dense steam is continuously evolved in the process.
 Parts in which pitch, tar or like material is manufactured or is used to a substantial extent, except in brush works, The parts of a glass factory known as the glass house.
 Rooms in which graphic is manufactured or is used to a substantial extent in any process.
 Parts in which coal, coke, oxide of iron, ochre, lime or stone is crushed or ground.
 Parts of walls partitions, ceilings or tops of rooms which are at least 6.1 meters above the floor.
 Ceiling or tops of rooms in print works bleach works or dye works, with the exception of finishing rooms or warehouses.

Inside walls of oil mills below a height of 1.5 meters from the ground floor level.

Inside walls in tanneries below a height of 1.5 meters from the ground floor level where a wet process is carried on.

PART B

Coach and motor-body works

Electric generating or transforming stations

Engineering works.

Factories in which sugar is refined or manufactured

Foundries other than foundries in which brass casting is carried on

Gun Factories

Ship building works

Those parts of factories where unpainted or unvarnished wood is manufactured

Registered prescribed under sub-section (1) of section 11

17. Record of White-washing, etc.—

The record or dates on which white-washing, color-washing, varnishing, etc., are carried out shall be entered in a Register maintained in Form No. 7

Rule prescribed under Sub-section (1) of section 11 and section 112

17-A Compound to be kept clean.—

The compound surrounding every factory shall be maintained in a sanitary and clean condition free of rubbish, filth or debris.

Rule prescribed under Sub-section (1) of section 12

18. Disposal of trade wastes and effluents.—

- (1) In the case of a factory where the drainage system is proposed to be connected to the public sewerage, system, prior approval of the arrangements made shall be obtained from the local authority.
- (2) In the case of factories other than those mentioned in sub-rule (1) of this rule, prior approval of the arrangements made for the disposal of trade-wastes and effluents shall be obtained from the Health Officer.

18-A. Ventilation and Temperature:

(1) Limit of temperature and air movement.—

In any factory, the maximum wet bulb temperature of air in a workroom at a height of 1.5 (meter) above the floor level shall not exceed 30°C (80 F) and adequate air movement of at least 30 meter per minute shall be provided, and in relation to dry bulb temperature the wet bulb temperature in the work-room at the said height shall not exceed that, shown in the following schedule, or as regards a dry-bulb reading – intermediate between the two dry-bulb readings that specified in relation to the higher of these two dry-bulb readings.

SCHEDULE	
Dry –Bulb Temperature	Wet-bulb temperature
30°C to 34°C	29°C
35°C to 39°C	28°C
35°C to 47°C	28°C
45°C to 47°C	27°C

Provided that if the temperature measured with the thermometer inserted in the hollow globe of 15 cm. Diameter coated with black outside and kept in the environment for not less than 20 minutes exceeds the dry bulb temperature of air, the temperature so recorded by the globe thermometer shall be taken in place of the dry bulb temperature :

Provided further that when the reading of the wet-bulb temperature outside the shade exceeds 27°C (80° 60F), the value of wet bulb temperature allowed in the schedule for a given dry bulb temperature may be correspondingly increased to the same extent

Provided also that this requirement shall not apply in respect of factories covered by section 15 and in respect of factories where the nature of work carried on involves production of excessively high temperature referred to in clause (ii) of sub-section (1) of section 13 to which workers are exposed for short periods of time not exceeding one hour followed by an interval of sufficient duration in thermal environments not exceeding those otherwise laid down in this rule.

(2) Provision of Thermometers—

- (i) if it appears to the Inspector that in any factory, the temperature of air in a workroom is sufficiently high or is likely to exceed the limits prescribed in sub-rule (1), he may serve, on the manager of the factory, an order requiring him to provide sufficient number of wiring hygrometers or any other types of hygrometers or any other types of hygrometers and direct that the dry bulb and wet bulb reading in each such work-room shall be recorded at such position as approved by the Inspector twice during each working shift by a person especially nominated for the purpose by the manager and approved by the Inspector.
- (ii) If the Inspector has a reason to believe that substantial amount of heat is added inside the environment of a workroom by radiation from walls roof of other solid surroundings, he may serve, on the manager of the factory, an order requiring him to provide one or more globe thermometers referred to in the first provision in sub-rule (1) and further require him to place the globe thermometers at place specified by him and keep a record of the temperature in the suitable registers.

(3) Ventilation.—

- (i) In every factory, the amount of ventilating openings in a work-room below the eaves shall, except where mechanical ventilation as required by clause (ii) below are provided, be of an aggregate area of not less than 15% of the floor area and so located as to afford a continued supply of fresh air :

Provided that this requirement shall not apply in respect of work-rooms of factories-

- (a) covered by section 15; or
- (b) in which temperature and humidity are controlled by refrigeration
- (ii) Wherein any factory owing to special circumstances such as situation with respect to adjacent building and height of the building with respect to floor space, the requirement of ventilation opening under clause (i) can not be complied with or in the opinion of the Inspector the temperature or air in a work-room is sufficient high is likely to exceed the limits prescribed in sub-rule (1), he may serve, on the manager of the factory, an order requiring him to provide additional ventilation either by means of roof-ventilation or by mechanical means.
- (iii) The amount of fresh air supplied by mechanical means of ventilation in an hour shall be equivalent to about six times the cubic capacity of the work-room and shall be distributed evenly throughout the work-room without dead air-pockets or undue draught caused by high inlet velocities.
- (iv) In regions wherein summer (15th March to 15th July) dry-bulb temperature of outside air in the shade during most part of the year exceeds 35°C (95°F) and simultaneous wet-bulb temperature are 25°C (60°F) or below and in the opinion of the Inspector the manufacturing process carried on in the work-room of a factory permits thermal environments with relative humidity 50% or more, the Inspector serve on the manager of the factory an order to have sufficient supply of outside air for ventilation cooled by passing it through water-sprays either by means of unit-type evaporative air-coolers (desert coolers) or, where supply of outside air is provided by mechanical means through ducts in a plenum system. By means of central air washing plants.

Rules 19 to 29 prescribed under sub-section (1) of section 15**19. 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 that room exceeds 85 degrees;
- (b). at any time when the wet bulb reading of the hygrometer is higher than that specified in the following schedule in relation to the dry bulb reading of the hygrometer at that time; or as regards a dry bulb reading 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 relation to the lower or of these two dry bulb reading.

SCHEDULE

Dry bulb	Wet bulb	Dry bulb	Wet bulb	Dry bulb	Wet bulb
60.0	58.0	77.0	75.0	94.0	86.0
61.0	59.0	78.0	76.0	95.0	87.0
62.0	60.0	79.0	77.0	96.0	87.5
63.0	61.0	80.0	78.0	97.0	88.0
64.0	62.0	81.0	79.0	98.0	88.5
65.0	63.0	82.0	80.0	99.0	89.0
66.0	64.0	83.0	80.5	100.0	89.5
67.0	65.0	84.0	81.0	101.0	89.5

68.0	66.0	85.0	82.0	102.0	90.0
69.0	67.0	86.0	82.5	103.0	90.0
70.0	68.0	87.0	83.0	104.0	90.5
71.0	69.0	88.0	83.5	105.0	91.0
72.0	70.0	89.0	84.0	106.0	91.0
73.0	71.0	90.0	84.5	107.0	91.5
74.0	72.0	91.0	85.0	108.0	91.5
75.0	73.0	92.0	85.5	109.0	92.0
76.0	74.0	93.0	86.0	110.0	92.0

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.

20. Provision of hygrometer.—

In all departments of cotton spinning and weaving mills wherein 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

- (a). **Weaving department.** — One hygrometer for departments with less than 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 8495 cubic meters capacity and one extra hygrometer for each 5663.4 cubic meters or part thereof, in excess of this.
- (c). One additional hygrometer shall be provided and maintained outside each cotton spinning and weaving factory wherein artificial humidification is adopted and in a position approved by the Inspector, for taking hygrometer shade readings.

21. Exemption from maintenance of hygrometers.—

When the Inspector is satisfied that the limits of humidity allowed by the Schedule to rule 19 are never exceeded, he may for any department other than the weaving department, grant exemption from the maintenance of the hygrometer. The Inspectors shall record such exemption in writing.

22. Copy of schedule to rule 19 to be affixed near every hygrometer.—

A legible copy of the Schedule to rule 19 shall be affixed near each hygrometer.

23. Temperature to be recorded at each hygrometer.—

At each hygrometer maintained in accordance with rule 20, correct wet and dry bulb temperatures shall be recorded daily during working hours, except intervals for rest, by competent persons nominated by the Manager and approved by the Inspector. The temperature shall be taken between 7 a. m. / p. m. and 9 a.m./p.m. between 11 a. m. / p. m. and 2 a. m. / p.m. and between 4 p.m./a.m. and 5-30 p.m./a.m. if the factory is working during these hours. 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 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.

24. Specifications of hygrometer.—

- (1) Each hygrometer shall comprise two mercurial thermometers of wet bulb and dry bulb of similar construction, and equal in dimensions, scale and divisional 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 dropping 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 7.6 centimeters from the dry bulb or less than 2.5 centimeters from the surface of the water in the reservoir and the water reservoir shall be below it, on the side of it away from dry bulb.
- (4) The bulb shall be spherical and of suitable dimensions and shall be freely exposed on all sides to the air of the room.
- (5) The bores of the stems shall be such that the position of the top of the mercury column shall be readily distinguishable at a distance of 61 centimeters.
- (6) Each thermometer shall be graduated so that accurate readings may be taken between 50 and 120 degrees.
- (7) Every degree from 30 degrees up to 120 degrees shall be clearly marked by horizontal lines on the stem, each fifth and tenth degree shall be marked by longer marks than the intermediated degrees and the temperature marked opposite each tenth degree, i.e. 50, 60, 70, 80, 90, 100, 110 and 120.
- (8) The markings as above shall be accurate, that is to say, at no temperature between 50 and 120 degrees shall be indicated readings be in error by more than two-tenths of a degree.
- (9) 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 certificate shall be attached to the Humidity Register.

25. 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 filled with water which shall be completely renewed once a day. The Chief Inspector may direct the use of distilled water or pure 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.

26. An inaccurate thermometer not to 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 certificate shall be kept attached to the Humidity Register.

27. Hygrometer not to be affixed to wall, etc. unless protected by wood :

- (1) No hygrometer shall be affixed to a wall, pillar or other surface unless protected there from by wood or other non-conducting material at least 12.7 millimeters in thickness and distant at least 2.5 centimeters from the bulb of each thermometer
- (2) No hygrometer shall be fixed at a height of more than 1.7 meters from the floor to the top of thermometer stem or in the direct draughts from a fan, window or ventilating opening.

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

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

29. How to introduce steam for humidification:-

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 5.1 centimeters and in the case of pipes installed after 1st day of January 1950 the diameter shall not exceed 2.5 centimeters.
- (b). Such pipes shall be as short as is reasonably practicable.
- (c). All hangers supporting such pipes shall be separated from the bare pipes by an efficient insulator not less than 12.7 millimeters in thickness.
- (d). No uncovered jet from such pipes shall project more than 11.5 centimeters beyond the outer surface of any cover.
- (e). The steam pressure shall be as low as practicable and shall not exceed 31.8 kilograms per 6.3 square centimeters or 5 kilograms per square centimeter.
- (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.

Rules 30 to 34 prescribed under sub-section (4) of section 17

30. Lighting – application and commencement :-

- (1) Subject as in these Rules provided rules 30 to 34 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 requirement.
- (2) Rules 30 to 34 shall come into force, in respect of class or description of factories, on such dates as the State Government may, by notification in the Official Gazette, appoint in this behalf.

31. Lighting of interior parts:-

- (1) The general illumination over those interior parts of a factory where persons are regularly employed shall be not less than 30 meters candles measured in the horizontal plane at a level of 91.4 centimeters above the floor :

Provided that in any such parts in which the mounting height of the light source or general illumination necessarily exceeds 7.6 meters 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 be not less than 10 meters candle and where work is actually being done the illumination shall be not less than 30 meters 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 5 meters candles at floor level.
- (3) Artificial lighting in accordance with the following standards shall be provided and used in the interior of cotton ginning factories at times when artificial lighting necessary and is ordinarily used –
 - (i) by means of electricity, to the satisfaction of the Inspector, one lamp per six gins, each lamp of not less than twenty-five candles power; or
 - (ii) by candles placed in glass lanterns of pattern approved by the Inspector, not less than one such lantern for every two gins.
- (4) The standard specified in this Rules shall be without prejudice to the provisions of any additional illumination required to render the lighting sufficient and suitable for the nature of the work.

32. Prevention of glare -

- (1) Where any source of artificial light in the factory is less than 4.9 meters above floor level, no part of the light source or of the lighting fitting having a brightness greater than 1.5 candles per square centimeter shall be visible to persons whilst normally employed within 30.48 meters 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 each 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 there from.

33. Power of Chief Inspector to exempt -

Where the Chief Inspector is satisfied in respect of any particular factory or part thereof or in respect of any description of workroom or process that any requirements of rules 30 to 32 is inappropriate or is not reasonably practicable, he may by order in writing exempt the factory or part thereof or description of workroom or process from such requirement to such extent and subject to such condition as he may specify.

34. Exemption from Rule 31-

- (1) Nothing in rule 31 shall apply to the parts of factories specified in Part I of the Schedule annexed hereto.
- (2) Nothing in sub-rule (1) of rule 31, shall apply to the factories or parts of factories respectively specified in Part II of the said Schedule

SCHEDULE

PART I

Parts of factories in which light sensitive photographic materials are made or used in an exposed condition or where such exposing operations are carried on;

PART II

Cement works.
Works for the crushing and grading of limestone
Gas work.
Coke Oven works
Electrical stations
Flour Mills
Melting's and Breweries

Parts of factories in which the following processes are carried out –

Concrete or artificial stone making
Conversion of iron into steel.
Smelting of iron ore.
Iron or steel rolling
Hot rolling or forging, tempering or annealing of metals.
Glass blowing and other working in molten glass.
Tar distilling
Petroleum refining and blending.

Rules 35 to 40 prescribed under sub-section (1) of section 18

35. Quantity of drinking water -

The quantity of drinking water to be provided for the workers in every factory shall be at least 4.5 liters, water shall be readily available at all times during working hours.

36. Source of supply

The water provided shall be supplied-

- (a). from the taps connected with a public water supply system or
- (b) from any other source approved in writing by the Health Officer.

37. Storage of water

If drinking water is not supplied from taps connected with a public water supply system which is continuous, such water shall be kept in suitable vessels with taps and dustproof cover placed on raised platforms in the shade with drains to carry away the waste water. Such vessels shall always be kept scrupulously clean and the water renewed at least once every day. Where the water is drawn from the tube wells, such water may be drawn in vessels direct from supply taps.

38. Cleanliness of wells or reservoir-

- (1) Drinking water shall not be supplied from any open well or reservoir unless it is so constructed, protected and maintained as to be free from the possibility of pollution by chemical or bacterial and extraneous impurities.
- (2) Where drinking water is supplied from such well or reservoir the water in it shall be sterilized once a week or more frequency if the Inspector by written order so requires, and the date on which sterilizing is carried out shall be recorded :

Provided that the requirement shall not apply to any such well or reservoir if the water therein is filtered and treated to the satisfaction of the Health Officer before it is supplied for consumption.

39. Report from Health Officer -

The Inspector may by order in writing direct the Manager to obtain, at such time or at such intervals as he may direct, a report from the Health Officer as to the fitness for human consumption of the water supplied to the workers, and in every case to submit to the Inspector a copy of such report as soon as it is received from the Health Officer.

40. Cooling of water –

In every factory wherein more than 250 workers are ordinarily employed_

- (a) the drinking water supplied to the workers shall from the 1st of March to 30th of November in every year be cooled by ice or other effective method :
- (b) Provided that if ice is placed in the drinking water, the ice shall be clean and wholesome and shall be obtained only from a source approved in writing by the Health officer;
 - (i) the cooled drinking water shall be supplied in every canteen, lunch-room and rest-room and also at conveniently accessible points throughout the factory which for the purpose of these Rules shall be called "Water Centers ";
 - (ii) at least one such center shall be provided on each floor if the factory has more than one floor;
- (c) the "Water Centers" shall be sheltered from the weather and adequately drained;

- (d) (i) Number of "Water Centers" to be provided shall be one "Water Centre" for every 150 workers or part thereof employed at any one time in the factory :

Provided that in the case of a factory where the number of workers employed exceeds 450, it shall be sufficient if there is one "Water Centre" as aforesaid for every 150 workers up to the first 450 and one for every 450 workers or part thereof thereafter, and in counting the number, account shall be taken of the maximum number of workers working at any time during the day;

(i) where drinking water is provided through taps or through drinking fountains each "Water Centre" shall have at least three such taps or fountains. The taps or fountains, shall be at least 61 centimeters apart, and shall have a trough to drain away the spilt water. The trough and the walls and platform near the tap shall be laid in glazed tiles;

Provided that where mechanical refrigerating units with drinking water fountains distributed throughout the factory, are provided the number of "Water Centers" may not be according to the standard prescribed under sub-clause (i) above, as long as the total number of fountains provided is in accordance with the prescribed standard if the number of "Water Centers" as prescribed in sub-clause (i) were provided;

- (e) (i) every "Water Centre" shall be maintained in a clean and orderly condition;
- (ii) every "Water Centre" shall be in charge of a suitable person who shall distribute the water and who shall be provided with clean clothes while on duty;

Provided that in respect of factories where mechanical refrigerating units and taps are provided to the satisfaction of the Chief Inspector, he may exempt such a factory on an application made by the manager from the provisions of sub-clause (ii) on such conditions as he may deem fit.

Rules 41 to 50 prescribed under sub-section (3) of section 19

41. Latrine accommodations:-

Latrine accommodation shall be provided in every factory on the following scale:

- (a) where females are employed, there shall be at least one latrine for every 25 females;
- (b) where males are employed, there shall be at least one latrine for every 25 males; provided that, where the number of males employed exceeds 100, it shall be sufficient if there is one latrine for every 25 males up to the first 100, and one for every 50 thereafter.
- In calculating the number of latrines required under this Rule, any odd number of workers less than 25 or 50, as the case may be, shall be reckoned as 25 or 50 and the number of workers to be considered shall be the maximum number employed at any time during the day.

42. Deleted

43. Privacy of latrines

Every latrine shall be under cover and so partitioned off as to secure privacy, and shall have a proper door and fastenings.

44. Sign boards to be displayed:

Where workers of both sexes are employed, there shall be displayed outside each latrine block a notice in the language understood by the majority of the workers "For Men Only" or "For Women Only" as the case may be. The notice shall also bear the figure of a man or of a woman as the case may be.

45. Urinal accommodation.

There shall be at least one urinal for every 50 male workers or part thereof employed at a time; provided that where the number of males employed exceeds 500 it shall be sufficient if there is one urinal for every 50 males up to the first 500 and one for every 100 or part thereof thereafter.

46. Latrines and Urinals to conform to public health requirements:

Latrines and urinals other than those connected with efficient water borne sewerage system, shall comply with the requirements of the Public Health Authorities.

47. Certain latrines and urinals to be connected to sewerage system:

When any general system of underground sewerage with an assured water supply for any particular locality is provided in a municipality, all latrines and urinals of a factory situated in such locality shall, if the factory is situated within 33.5 meters of an existing sewer, be connected with that sewerage system.

48. White-washing, colour washing of latrines and urinals:

The walls, ceilings and partition of every latrine and urinal shall be white-washed or colour-washed and the white-washing or colour-washing shall be repeated at least once in every period of four months. The date on which the whitewashing or colour washing is carried out shall be entered in the prescribed Register (Form No.7)

Provided that this Rule shall not apply to latrines and urinals, the walls, ceilings or positions of which are laid in glazed tiles or otherwise finished to provide a smooth, polished impervious surface and that they are washed with suitable detergents and disinfectants at least once in every period of four months.

49. Construction and maintenance of drains

All drains carrying waste or sewage water shall be constructed in masonry or other impermeable material and shall be regularly flushed and the effluent disposed of by connecting such drains with a suitable drainage line:

Provided that where there is no such drainage line the effluent shall be deodorized and rendered innocuous and then disposed of in a suitable manner to the satisfaction of the Health Officer.

50. Water taps on latrines.

Water taps, conveniently accessible, shall be provided in or near such latrine accommodation. There shall be at least one tap for every ten latrines or part thereof. The water taps shall be connected to the municipal water supply or to an overhead storage tank of sufficient capacity, so that water is available from the taps during all hours when the workers are in the factory.

Rules 51 to 53 prescribed under sub-section (2) of section 20.

51. Number and location of spittoons:

The number and location of the spittoons to be provided shall be to the satisfaction of the Inspector. Such spittoons shall be placed on a stand or a bracket 91.4 centimeters high.

52. Type of spittoons:

The spittoons shall be of either of the following types:

- (a) a galvanized iron container with a conical funnel-shaped over. A layer of suitable disinfectant liquid shall always be maintained in the container; or
- (b) a container filled with dry, clean sand and covered layer of bleaching powder; or
- (c) any other type approved by the Chief Inspector.

53. Cleaning of spittoons:

The spittoons mentioned in clause (a) of rule 52 shall be emptied, cleaned and disinfected at least once every day; and the spittoons mentioned in clause (b) of rule 52, shall be cleaned by scrapping out the top layer of sand as often as necessary or at least once every day.

 [Index](#)

 [Previous Chapter](#)

(SAFETY)

[CHAPTER-IV](#)



THE GUJARAT FACTORIES RULES 1963

CHAPTER IV Safety

Further precautions prescribed under sub-section (2) of section 21

54. 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 Rule 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 date as the State Government may by notification in the Official Gazette, appoint in this behalf.

[SCHEDULE -I](#)

(Textile Machinery except
Machinery & used in Jute Mills)

[SCHEDULE -II](#)

(Cotton Ginning)

[SCHEDULE -III](#)

(Wood Working Machinery)

[SCHEDULE -IV](#)

(Rubber Mills)

[SCHEDULE -V](#)

(Centrifugal Machines)

[SCHEDULE -VI](#)

(Power Press)

[SCHEDULE -VII](#)

(Shears, Slitters & Guillotine Machines)

55. Register of specially trained adult worker

Register of workers attending to machinery as provided in sub-section (1) of section 22 shall be in form no. 8

55-A. Tight fitting clothing

A worker required to wear tight fitting clothing under sub-section (1) of section 22 shall be provided by the occupier with such clothing which consist of at least a pair of closely fitting full pants and closely fitting half sleeves shirt or vest. Such clothing shall be returned to the occupier on termination of service or when new clothing is provided. Such workers shall be paid washing allowance which shall not be less than Rs. 10/- per month."

Rules prescribed under section 41

56. Belt etc., to be regularly examined

All belts shall be regularly examined to ensure that the joints are safe and the belts are at proper tension.

Rules prescribed under sub-section (2) of section 23

57. Employment of young persons on dangerous machines

The machines specified in section 28, 29, 30 and the following machines shall be deemed to be of such dangerous character that young persons shall not work on them unless the provisions of sub-section (1) of section 23 are complied with:

- (i) Power presses other than hydraulic presses.
- (ii) Milling machines used in the metal trades,
- (iii) Guillotine machines
- (iv) Circular saws
- (v) Platen printing machines

Rules prescribed under sub-section (1) of section 28

58. Hoist examination – particulars of

A register shall be maintained to record particulars of examination of hoists or lifts and shall give particulars as shown in Form No. 9

Exemption under sub-section (4) of section 28

59. Exemption of certain hoists and lifts

In pursuance of the provisions of sub-section (4) of section 28, in respect of any class or description of hoist or lift specified in the first column of the following schedule, the requirements of the section 28 specified in the second column of the said schedule and set opposite to the class or description of hoist or lift shall not apply.

I	II
Class or description of hoist or lift	Requirements which shall not apply
Hoists or lifts mainly used for raising Materials for charging blast furnaces or lime kilns.	Sub-section (1) (b) in so far as it requires a gate at the bottom landing; sub-section (1) (d); sub-section (1) (e).
Hoists not connected with mechanical Power and which are not used for carrying Persons.	Sub-section (1)(b) in so far as it requires the hoist way or enclosure to be so constructed to prevent any person or thing from being trapped between any part of the hoist or lift and any fixed structure; or moving part sub-section (1)(c).

Rules prescribed under sub-section (1) of section 29

60. Lifting machines, chains, ropes and lifting tackles

- (1) No lifting machine and no chain, rope or lifting tackle except a fiber rope or fiber rope sling shall be taken in use in any factory, for the first time therein unless it has been tested and all parts have been thoroughly examined by a competent person and a certificate of such test and examination specifying the safe working load or loads and signed by the person making the test and examination has been obtained and is kept available for inspection.
- (2) A register in Form 10 containing the particulars therein specified shall be kept for every examination made under sub-rule
 - (i) The register shall be readily available for inspection
- (3)
 - (a) Every jib-crane so constructed that the safe working load may be varied by the raising or lowering of the jib, shall have attached thereto either an automatic indicator of safe working loads an automatic jib angle indicator and a table indicating the safe working loads at corresponding indication of the jib or corresponding radii of the load.
 - (b) A table showing the safe working load of every kind and size chain, rope or lifting tackle in use, and, in the case of a multiple sling, the safe working loads at different angles of the legs, shall be posted in the store room or place, where or in which the chains, ropes or lifting tackles are kept in prominent positions on the premises and no rope, chain or lifting tackle not shown in the table shall be used in a factory unless in the case of lifting tackle, the working load thereof, or in the case of a multiple sling, the safe working load at different angles of the legs, is plainly marked upon it.
- (4) All rails on which a traveling crane moves and every track on which the carriage of a transporter or runway moves, shall be of proper size and adequate strength and have an even running surface. Every such rail or track shall be properly laid and maintained and shall be adequately supported.
- (5) All chains and lifting tackle, except a rope sling, shall unless they have been subjected to such other heat treatment as may be approved by the state Government, be effectively annealed under the supervision of a competent person at the following intervals, namely

- (i) All chains, slings, rings, hooks, shackles and swivels used in connection with molten metal or molten slag or when they are made of 12.7 millimeters bar or smaller, at least once in every six months.
- (ii) All another chains, rings, hooks, shackles and swivels in general use at least once in every twelve months :

Provided that chains and lifting tackle not frequent use shall subject to the approval necessary and particulars of such annealing shall be entered in a register in Form 10.

- (6) Nothing in sub-rule (5) shall apply to the following classes of chains and lifting tackle namely
 - (i) Chains made of malleable cast iron.
 - (ii) Plate link chains.
 - (iii) Chains, rings, hooks, shackles and swivels made of steel or any non-ferrous metal.
 - (iv) Pitched chains, working on sprocket or pocketed wheels
 - (v) Rings, hooks, shackles and swivels permanently attached to pitched chains; pulleys blocks or weighing machines
 - (vi) Hooks and swivels having screw threaded parts or ball bearing or other case hardened parts.
 - (vii) Socket shackles secured to wire ropes by white metal capping.
 - (viii) Bordeaux connections.
 - (ix) Any chain of lifting tackle which has been subjected to the heat treatment known as "normalizing" instead of annealing. Such chains and lifting tackle shall be thoroughly examined by a competent person at least once in every twelve months, and particulars of such examination shall be entered in the register in Form 10
- (7) All lifting machines, chains ropes and lifting tackle except a fiber rope or fiber sling, which have been lengthened, altered or repaired by welding or otherwise; shall, not be used again, unless it is adequately tested and examined by a competent person and certified in writing by him to be in order.
- (8) No person who has not completed eighteen years of age no adult who is not sufficiently trained in the working of lifting machines and acquainted with the hazards of the machines shall be employed as a driver of a lifting machine whether driver by mechanical power or otherwise, or to give signals to a driver.

60A. Passage Ways For Cranes

- (a) To provide access to rail tracks of over head traveling cranes suitable passage ways of at least 50 cm width with toe boards and double hand rails 90 cm high shall be provided along side, and clear of the rail tracks of over head traveling cranes so that no moving part of the crane can strike persons on the way, and the passage way shall be at a lower level than the crane track itself, safe access ladders shall be provided at suitable intervals to afford access to these passage ways, and form passage ways to the rails tracks.
- (b) The state Government may in writing exempt any existing factory from the provisions of sub-rule (1) if the construction of the factory is such as to make it impossible to provide such a passage way.

61. Pressure Vessels or Plant

(1) Interpretation: In this rule

- (a) "Design pressure" means the maximum pressure that a pressure vessels or plant is designed to withstand safely when operating normally.
- (b) "Maximum permissible working pressure" means the maximum pressure at which a pressure vessel or plant is permitted to be operated or used under this rule and is determined by the technical requirement of the process.
- (c) "Plant" means a system of piping that is connected to a pressure vessel and so used to contain a gas vapour or liquid under pressure greater than the atmospheric pressure and includes the pressure vessels.
- (d) "Pressure vessel" means a vessel that may be used for containing, storing, and distributing, transferring, distilling, processing or otherwise handling any gas, vapour or liquid under pressure greater than the atmospheric pressure and includes any pipeline fitting or other equipment attached thereto or used in connection therewith.

(2) Exception. – Nothing in this rule shall apply to

- (a) Vessels made of ferrous materials having an internal operating pressure not exceeding 1 Kilogram per square centimeter;
- (b) Steam boilers, steam and feed-pipes and their fitting coming under the purview of the Indian Boilers Act, 1923;
- (c) Metal bottles or cylinders used for storage or transport of compressed gases or liquefied or dissolved gases under pressure covered by the Gas Cylinder Rules, 1981 framed under the Indian Explosives Act, 1884
- (d) Vessels in which internal pressure is due solely to the static head of liquid
- (e) Vessels with a nominal water capacity not exceeding 500 liters connected in a system containing air that is compressing air that is compressed to serve as a cushion.
- (f) Vessels for unclear energy application;
- (g) Refrigeration that having a capacity of 3 tons or less of refrigeration in 24 hours; and
- (h) Working cylinders of steam engines or prime movers and steam traps; turbine; casings; compressor cylinders; steam separators or dryers; steam strainers; steam de-super-heaters; oil separators; air receivers for fire sprinkler installations; air receivers of monotypes machines provided maximum working pressure of the air receiver does not exceed 1.33 kilograms per square centimeter and the capacity of 85 liters; air receivers of electrical circuit breakers; air receivers of electrical relays; air vessels on pumps, pipe coils accessories of instruments and appliances such as cylinders and piston assemblies used for operating relays and interlocking type of guards; vessels with liquids subjected to static head only; and hydraulically operating other than any cylinders communicating with an air loaded accumulator.

(3) Design and construction

Every pressure vessels or plant used in a factory –

- (a) Shall be properly designed on sound engineering practice;
- (b) Shall be of good construction, sound material, adequate strength and free from any patent defects; and;
- (c) Shall be properly maintained in a safe condition;

Provided that the pressure vessels or plant in respect of the design and construction of which there is in Indian standard or a standard of the country of manufacture or any other law or regulation in force, shall be designed and constructed in accordance with the said standard, law or regulation, as the case may be, and a certificate thereof shall be obtained from the manufacturer or from the competent person which shall be kept and produced on demand by an Inspector.

(4) Safety Devices

Every pressure vessel shall be fitted with-

- (a) a suitable safety valve or other effective pressure relieving device of adequate capacity to ensure that the maximum permissible working pressure of the pressure vessels shall not be exceeded. It shall be set to operate at a pressure not exceeding the maximum permissible working pressure and when more than one protective device is provided, only one of the devices need be set to operate at the maximum permissible working pressure and the additional device shall set to discharge at a pressure not more than 5 per cent in excess of the maximum permissible working pressure
- (b) a suitable pressure gauge with a dial range not less than 1.5 times the maximum permissible working pressure, easily visible and designed to show at all times the correct internal pressure and marked with a prominent red mark at the maximum permissible working pressure of the pressure vessel ;
- (c) a suitable nipple and end globe valve connected for the exclusive purpose of attaching a test pressure gauge for checking the accuracy of the pressure gauge referred to in clause (b) of this sub-rule;
- (d) a suitable stop or valves by which the pressure vessel may be isolated from other pressure vessel or plant or source of supply of pressure. Such a stop valve or valves shall be located as close to the pressure vessel as possible and shall be easily accessible ;
- (e) a suitable drain cock or valve at the lowest part of the pressure vessel for the discharge of the liquid or other substances that may collect in the pressure vessel :

Provided that it shall be sufficient for the purpose of this sub-rule if the safety valve or pressure relieving device, the pressure gauge and the stop valve are mounted on a pipe line immediately adjacent to the pressure vessel and where there is a range of two or more similar pressure vessel served by the same pressure lead, only set of such mounting need be fitted on the pressure lead immediately adjacent to the range of pressure vessels provided they can not be isolated.

(5) Pressure reducing devices

- (a) Every pressure vessel which is designed for a working pressure less than the pressure at the source of supply; or less than the pressure which can be obtained in the pipe connecting the pressure vessel with any other source of supply, shall be fitted with a suitable pressure reducing valve or other suitable automatic device to prevent the maximum permissible working pressure of the pressure vessel exceeded.
- (b) To further protect the pressure vessel in the event of failure of the reducing valve or device, at least one safety valve having a capacity sufficient to release all the steam, vapour or gas without undue pressure rise as determined by the pressure at the source of supply and the size of the pipe connecting the source of supply shall be fitted on the low pressure side of the reducing valve.

(6) Pressure vessel or plant being taken into use

- (a) No new pressure vessel or plant shall be taken into use in a factory after coming into force of this rule unless it has been hydrostatically tested by a competent person at a pressure at least 1.3 times the designed pressure, and no pressure vessel or plant which has been previously used or has remained isolated or idle for a period exceeding 2 months or which has undergone alterations or repairs shall be taken into use in a factory unless it has been thoroughly examined by a competent person externally and internally if practicable and has been hydrostatically tested by the competent person at a pressure which shall be 1.5 times the maximum permissible working pressure;

Provided however, that the pressure vessel or plant which is so designed and constructed that it can not be safely filled with water or liquid or is used in service when ever some traces of water can not be tolerated, shall be pneumatically tested at a pressure not less than the design pressure or the maximum permissible working pressure as the case may be :

Provided further that the pressure vessel or plant is lined with glass shall be tested hydrostatically or pneumatically as required at a pressure not less than the design pressure or maximum permissible working pressure as the case may be.

- (b) No pressure vessel or plant shall be used in a factory unless there has been obtained from the make of the pressure vessel or plant or from the competent person a certificate specifying the design pressure or maximum permissible working pressure thereof and stating the nature of tests to which the pressure vessel or plant and its fittings (if any) have been subjected, and every pressure vessel or plant so used in a factory shall be marked so as to enable it to be identified as to be the pressure vessel or plant to which the certificate relates and the certificate shall be kept available for perusal by the Inspector.
- (c) No pressure vessel or plant shall be permitted to be operated or used at a pressure higher than its design pressure, or the maximum permissible working pressure as shown in the certificates.

(7) In-service test and examinations

- (a) Every pressure vessel or in service shall be thoroughly examined by a competent person
- (i) Externally, once in every period of six months;
 - (ii) Internally, once in every period of twelve months:

Provided that if by reason of the construction of a pressure vessel or plant, a through internal examinations not possible, this examination may be replaced by a hydrostatic test which shall be carried out once in every period of two years :

Provided further that for a pressure vessel of plant in continuous process which cannot be frequently opened, the period of internal examination may be extended to four years and

- (iii) Hydrostatically tested once in every period of four years:

Provided that in respect of pressure vessel of plant with thin walls such as sizing cylinder made of copper or any other non-ferrous metal, periodic test may be dispensed with subject to the condition that the requirements laid down in sub-rule (8) are fulfilled :

Provided further that when it is impracticable to carry out through external examination of any pressure vessel or plant every six months as required in sub-clause (i) of this clause or if owing to its construction and use a pressure vessel or plant cannot be hydrostatically tested as required in sub-clause (ii) and (iii) of this clause, through external examination of the pressure vessel or plant shall be carried out at least once in every period of two years and at least once in every period of four years a through systematic non-destructive test like ultrasonic test for metal thickness or other defects of all parts of the failure of which might lead to eventual rupture of the pressure vessel or plant shall be carried out.

- (b) The pressure for the hydrostatic test to be carried out for the purpose of this sub-rule shall be 1-24 times the design pressure or .5 times the maximum permissible working pressure whichever is less.

(8) Thin walled pressure vessel or plant

- (a) In respect of any pressure vessel or plant of thin walls such as sizing cylinder made of copper or any other non-ferrous metal, the maximum permissible working pressure for every year of use after the first five years and no such cylinder shall be allowed to continue to be used for more than twenty years after it was first taken into use.
- (b) If any information as to the date or construction, thickness of walls or maximum permissible working pressure is not available the age of such pressure vessel or plant shall be determined by the competent person in consultation with the Chief Inspector from the other particulars available with the manager.
- (c) Every new and second hand pressure vessel or plant of walls to which repair is likely to effect its strength or safety have been carried out, shall be tested before used to at least 1.5 times its maximum permissible working pressure.

(9) Report by competent person

- (a) If during any examination any doubt arises as to the ability of the pressure vessel or plant to work safely until the next prescribed examination, the competent person shall enter in the prescribed register his observations and conclusions with other relevant remarks with reasons and may authorize the pressure vessel or plant to be used and kept in operation subject to a lowering of maximum permissible working pressure, or to more frequent or special examination or test or subject to both of these conditions.
- (b) A report of every examination or test carried out shall be completed in Form No. 11 and shall be signed by the person making the examination or test and shall be kept available for perusal by the Inspector at all hours when the factory or any part thereof is working.
- (c) Where the report of any examination under this rule specifies any conditions for securing the safe working of any pressure vessel or plant the pressure vessel or plant or any part thereof continue to be used with safety unless certain repairs are carried out or unless any other safety measure is taken.
- (d) The competent person making report of any examination under this rule shall within seven days of the completion of the examination send to the inspector a copy of the report in every case where the maximum permissible working pressure is reduced or the examination shows that the pressure vessel or plant or any part thereof can not continue to be used with safety unless certain repairs are carried out or unless any other safety measures is taken.

(10) Application of other laws

- (a) The requirements of this rule shall be in addition to and without any prejudice to and not in derogation of the requirements of any other law in force.
- (b) Certificate or reports of any examination or test of any pressure vessel or plant to which sub-rule(7) to (9) do not apply, conducted or required to be conducted under any other law in force and other relevant record relating to such pressure vessel or plant, shall be properly maintained as required under the said law and shall be produced on demand by the Inspector.

61-A. Safety of Water Sealed Gas-holder

- (1) The expression "gas-holder" in this rule means a water-sealed gasholder which has a storage capacity of not less than 141.5 cubic meters (5,000 cu. ft.).
- (2) Every-gas-holder shall be of good construction, sound material and adequate strength and shall be properly maintained.
- (3) Where there is more than one gasholder in a factory, every gasholder shall be marked in a conspicuous position with a distinguishing number of letters.
- (4) Every gasholder shall be thoroughly examined externally by a competent person at least once in a period of 12 months.
- (5) In the case of a gas-holder of which any lift has been in use for more than 10 years, the internal state of sheeting shall, within one year of the coming into operation of this rule and thereafter at least every period of four years, be examined by a competent person by means of electronic or other accurate devices :

Provided, that if the Chief Inspector is satisfied that such electronic or other accurate devices are not available, he may permit the cutting of samples from the crown and the sides of the holder;

Provided further that if such examination raises a doubt as to the soundness of the internal state of the sheeting an internal visual examination shall be made.

- (6) All possible steps shall be taken to prevent or minimize ingress of impurities in the gasholders.
- (7) No gasholder shall be repaired or demolished except under the direct supervision of a person who by his training and experience and his knowledge of the necessary precautions against risks of explosion and or persons being overcome by gas, is competent to supervise such work.
- (8)
 - (i) All Sample discs cut under sub-rule (5) shall be kept readily available for inspection.
 - (ii) A permanent register duly signed by the occupier or manager shall be maintained giving the following particulars :-
 - (a) The distinguished number of letter of gas-holder marked thereon under sub-rule (3) and the particulars of manufacturer i.e., maker's name, date of manufacture, capacity, number of lifts, and pressure thrown by holder when full of gas;
 - (b) The dates of examination carried out as required under sub-rules (4) and (5) above and by whom carried out;
 - (c) The methods of examination used;
 - (d) Date of painting;
 - (e) Nature of repairs and names of persons carrying out repairs; and
 - (f) Remarks
 - (i) The results of examinations by a competent person under sub-rules (4) and (5) shall be in Form No. 11-A.
 - (ii) A copy of the report in Form No. 11-A shall be kept in the register and both register and the report shall be readily available for inspection.

61. B Reaction Vessels and Kettles

- (1) This rule applies to reaction vessels and kettles (herein after referred to as "reaction vessels" which normally work at the pressure not above the atmosphere pressure but in which there is likelihood of pressure being created above the atmosphere pressure due to reaction getting out of control or any other circumstances.
- (2) In the event of the vessel being heated by electrical means, a suitable control device shall be provided to prevent the temperature exceeding the safe limit.
- (3) Where steam is used for heating purposes in reaction vessel, it shall be supplied through a suitable automatic device to prevent the maximum permissible steam pressure being exceeded unless the pressure of the steam in the supply line itself can not exceed the said maximum permissible pressure.
- (4) A suitable safety valve require disc, of adequate size and capacity shall be provided to effectively prevent the pressure being built up in the reaction vessel beyond the safe limit. Effective arrangement shall be made to ensure that the released gases, fumes, vapors, liquids or dusts, as the case may be, are lead away and disposed of through suitable pipes without causing any hazard flammable gases or vapour are like to be vented out from the vessel the discharge end shall be provided with a flame arrestor.
- (5) Every reaction vessel shall be provided with a pressure gauge having an appropriate range.
- (6) In addition to the device as mentioned in the above clauses, means shall be provided for automatically stopping the feed into the vessel as soon as process condition from the normal limit to an extent which can be considered as dangerous.
- (7) Where necessary, an effective system for cooling, flooring or blanketing shall be provided for the purpose of controlling the reaction and process conditions within the safe limits of temperature and pressures.
- (8) Automatic auditory and visual warning devices shall be provided for clear warning whenever process conditions exceed the present limits. The device wherever possible shall be integrated automatic process correction system.
- (9) A notice pointing out the possible circumstances in which pressure above atmospheric pressure may be built up in the reaction vessel, the dangers, involved and the precautions to be taken by the operators shall be displayed at the conspicuous place near the vessel.

Rule prescribed under sub-section (2) of section 34

62. Excessive Weights

- (1) No woman or young person shall unaided by another person, lift, carry or move by hand on head, any material, article, tool or appliance exceeding the maximum limit in weight set out in the following schedule :-

SCHEDULE I

	Persons	Maximum weight of Material article total by Appliance
(a)	Adult male	55.0 Kilograms
(b)	Adult female	29.5 Kilograms
(c)	Adolescent male	29.5 Kilograms
(d)	Adolescent female	20.4 Kilograms
(e)	Male child	15.9 Kilograms
(f)	Female child	13.6 Kilograms

- (2) No woman or young person shall engage, in conjunction with others in lifting, carrying or moving by hand or on head, any material article, tool or appliance if the weight thereof exceed the lowest weight fixed by the schedule to sub-rule (1) for any of the persons engaged, multiplied by the number of the persons engaged.

[62 To 67](#) , [68 To 68-G](#), [68-H](#)

 [Index](#)

 [Previous Chapter](#)

[CHAPTER-IV-A](#)



THE GUJARAT FACTORIES RULES 1963

Chapter IV-A

68-I. Site Appraisal Committee.—

The following provisions shall govern the functioning of the State Appraisal Committee :

- (1) No member, unless required to do so by a court of law, shall disclose otherwise than in connection with the purpose of the Act, any information relating to manufacturing or commercial business or any working process which may come to his knowledge during his tenure as a Member of this committee.
- (2)
 - (a) Application for appraisal of sites in respect of the factories covered under section 2 (cb) of the Act shall be submitted to the Chairman of the Site Appraisal Committee.
 - (b) The application for site appraisal along with 15 copies thereof shall be submitted in Form no. 1-B. The committee may dispense with furnishing the information on any particular item in the application form if it considers the same to be not relevant to the application under consideration.
- (3)
 - (a) The secretary shall arrange to register the application received for appraisal of site in a separate register and acknowledge the same within a period of seven days.
 - (b) The secretary shall fix up meeting in such a manner that all the applications received and registered are referred to the committee within a period of one month from the date of their receipt.
 - (c) The committee may adopt a procedure for its working keeping in view the need for expeditious disposal of applications.
 - (d) The committee shall examine the application for appraisal of site with reference to the prohibition and restrictions on the location of industry and the carrying on of processes and operations in different areas as per the provisions of rules 5 of the Environment (Protection) Rules, 1986 framed under the Environment Protection Act, 1986.
 - (e) The committee may call for the documents, examine, inspect the site if necessary and take other steps for formulating its view in regards to the suitability of the site.
 - (f) Whether the proposed site required clearance by the Ministry of Industry or the Ministry of Environment and Forests, the application for site Appraisal shall be considered by the site Appraisal Committee only after such clearance has been received.

68- J (1) Definitions.—

In this chapter, unless the context otherwise requires.—

- (a) "hazardous chemical" means—
 - (i). any chemical which is of the criteria specified in part I of Schedule I and is included in the list in column (2) of part II of that Schedule, or
 - (ii). any chemical included in the list in Column 2 of Schedule 2; or
 - (iii). any chemical included in the list of Column 2 of Schedule 3;
- (b) "Industrial activity" means—
 - (i). an operation or process carried out in an industrial installation referred to in schedule 4 involving or likely to involve one or more hazardous chemicals and includes on site storage or on-site transport which is associated with what operation or process as the case may be; or
 - (ii). isolated storage;
- (c) "isolated storage" means storage where no other manufacturing process than pumping of hazardous chemical is carried out and that storage involves at least the quantity of that chemical set out in Schedule 2, but does not include storage associated with an installation specified in schedule 4 on the same site;
- (d) "Major accident" means an occurrence (including in particular a major emission, fire or explosion) involving one or more hazardous chemicals and resulting from uncontrolled developments in the course of an industrial activity or owing to natural events leading to a serious danger to persons, with immediate or delayed, inside or outside the installation or damage to property or adverse effects on the environment;

- (e) "pipeline" means a pipe (together with any apparatus and works associated therewith), or system of pipes (together with any apparatus and works associated therewith). For the conveyance of a hazardous chemical other than a flammable gas as set out in column 2 of Part II of schedule 3 at a pressure of less than 8 bars absolute;
- (f) "schedule" means a schedule appended to these rules;
- (g) "site" means any location where hazardous chemicals are manufactured or processed, stored, handled, used, disposed of and includes the whole of an area under the control of occupier.
- (h) Words and expressions used but not defined in this chapter but defined or used in the factories act 1948 and these rules shall have the same meaning as assigned therein.

2. Collection, development and dissemination of information.—

- (1) This sub-rule shall apply to an industrial activity in which a hazardous chemical which is of the criteria specified in Part I of Schedule I and is included in the list in column 2 of part II of that Schedule is or may involved.
- (2) The occupier of every factory involving an industrial activity in terms of clause (1) shall arrange to obtain or develop details information on hazardous chemical in the form of a material safety data sheet as specified in Schedule 5. The information shall be accessible or workers upon request for reference.
- (3) The occupier while obtaining or developing a material safety data sheet as specified in Schedule 5 in respect of a hazardous chemical handled by him shall ensure that the information is recorded accurately and reflect the scientific evidence used in making the hazard determination. In case any significant information regarding hazard of a chemical is available it shall be added to the material safety data sheet as specified in Schedule 5 as soon as possible.
- (4) Every container of a hazardous chemical shall be clearly labeled or marked to identify.
 - (i) i.the contents of the container;
 - (ii) ii.the name and address of the manufacturers or importer of the hazardous chemical; and
 - (iii) the physical and toxicological of the hazardous chemical.
- (5) In terms of clause (4) where it is impractical to label a chemical in view of the size of the contained or the nature of the package, provision shall be made for other effective means like tagging or accompanying documents.

3. General responsibility of the Occupiers.—

- (1) This sub-rule shall apply to
 - (a) an industrial activities, other than isolated storage, in which a hazardous chemical which is of the criteria specified in part I of Schedule I and is included in the list of the column 2 of Part II of the Schedule is or may be involved and
 - (b) Isolated storage in which there is involved a quantity of a hazardous chemical includes in the list in column 2 of scheduled 2 which is equal to or more than the quantity specified in the schedule for that chemical in column 3 thereof.
- (2) The occupier of every factory including an industrial activity in terms of clause
 - (1) Shall provide evidence to show that he has —
 - (a) Identified the major accident hazards; and
 - (b) Taken adequate steps to —
 - (i) Prevent such major accidents and to limit their consequences to persons and the environment; and
 - (ii) Provide the persons working on the site with information training and equipment including antidotes necessary to ensure their safety.

4. Notification of major accidents.—

(1) Where a major accident occurs on site, the occupier shall forthwith intimate and report to the Inspector and the Chief Inspector about the accident, and furnish thereafter to the Chief Inspector a report relating to the accident in installments, if necessary, in Schedule 6.

(2) The chief Inspector shall on receipt of the report under clause (1) shall undertake a full analysis of the major accident and send the requisite information to the Directorate General Factory Advice Service and labour Institute (DGFASLI) and the Ministry of Labour through appropriate channel.

5. Industrial activities to which sub-rule (6 to 12) applies;

(1)

- (a) sub rule (6) to (8) both inclusive and (12) shall apply to an industrial activity, other than isolated storage, involving of a hazardous chemical included in the list in the column 2 of schedule 3 which is equal to or more than the quantity specified in the entry for the chemical in column 3 of that schedule.
- (b) Sub-rule 9 to 11 both inclusive to an industrial activities other than isolated storage, including a quantity of a hazardous chemical included in the list in column 2 of schedule 3 which is equal to or more than the quantity in the entry for that chemical in column 4 of that schedule.
- (c) Sub-rule 6 to 8 (both inclusive) shall apply to an isolated storage including involving a quantity of a hazardous chemical included in the list in column 2 of schedule 2 which is equal to or more than the quantity specified in the entry for that chemical in column 4 of that schedule.

(2) For the purpose of sub-rules (6) to (12)

- (a) "new industrial activities" means an industrial activity which—
 - (i) was commenced after the date of coming into operation of these rules; or
 - (ii) if commenced before that date is an industrial activities in which there has been since that date or modification which would be likely to have imported implications for major accident and that activities shall be deemed to have been commenced on the date on which the modification was made; and
- (b) "Existing industrial activity" means an industrial activity which is not a new industrial activity.

6. Notification of industrial activity.—

(1) An occupier shall not undertake any industrial activity unless he had submitted a written report to the chief inspector containing the particulars specified in schedule 7 at least 3 months before commencing that activity or before such shorter time as the chief inspector may agree and for the purpose of this clause an activity in which subsequently there is or is likely to be a quantity involving of a hazardous chemical included in the list in column 3 of schedules 3 and 3 or more of an additional hazardous chemical shall be notified accordingly.

(2) No report under clause (1) shall be necessary to be submitted by the occupier, if he submits a report under clause (1) of sub-rule (9).

7. Updating of the notification under sub-rule (e).

Where an activity has been reported in accordance with clause (1) of sub-rule (6) and the occupier makes a change in it (including an increase or decrease in the maximum quantity of a hazardous chemical to which this sub rule applies which is or is liable to be at the site or in the pipelines or the cessation of the activity) which affects the occupier shall forthwith furnish a further report to the chief inspector.

8. Transitional Provision.—

Where

- (a) on the date of coming into force of these rules an occupier who is engaged in existing industrial activity which is required to be reported under clause (i) of sub-rule (6) or
- (b) within 6 months after that date an occupier commences any such new industrial activities.

It shall be a sufficient compliance of that sub rule if he reports to the chief inspector with the particulars specified in schedule 7 within 3 months from the date of coming into force of these rules or within such longer time as the chief inspector in writing.

9. Safety reports.—

- (1) subject to clause (2) and (3) of this sub-rule an occupier shall not undertake any industrial activities to which this sub-rule applies unless he has prepared a safety reports on that industrial activity containing the information specified in schedule VI and has sent a copy of that report to the chief inspector at least 3 months before commencing that activity.
- (2) In the case of a new industrial activity an occupier commences or by virtue of clause (2) (a) ii of sub-rule (5) is deemed to commence within 6 months after coming into force of these rules it shall be sufficient compliance with clause (i) accordance with that clause within 3 months from the date of coming into force of these rules.
- (3) In the case of an existing industrial activity until five years from the date of coming into force of these rules it shall be a sufficient compliance with clause (1) of chief inspector the information specified in scheduled 7 relating to that activity.

10. Updating of reports under sub-rule (9)

- (1) where an occupier has made a safety report in accordance with clause (1) of sub-rule 9 he shall not make any modification to the industrial activity to which that safety report relates which could materially affected the particulars in that report, unless he has made a further report to take account of those modification and had sent a copy of the reports to the chief inspector at least 3 months before making those modifications.
- (2) Where an occupier has made a report in accordance with his sub-rule 9 and clause (1) of this rule and that industrial activity is continuing the occupier shall within three years of the date of the last such report make a further report which shall have regards in particular to new technical knowledge which has affected the particulars in the previous report relating to safety and hazard assessment and shall within one month or in such longer time as the chief inspector may agree in writing send a copy of the report to the chief inspector.

11. Requirements for further information.

Where in accordance with clause (1) of sub-rule 9 and occupier has send safety report relating to an industrial activity to the chief inspector the chief inspector may by a notice served on the occupier required him to provide such additional information as may chief inspector within such time as may be specified in the notice or within such extended time as the chief inspector may subsequently specify.

12. Preparation of on site emergency by the occupier.—

- (1) An occupier who has control of an industrial activity to which this sub-rule applied shall prepare in consultation with the chief inspector keep up to date and furnish to the chief inspector and the inspector on site emergency plan details how major accident shall be dealt with on the site on which the industrial activity is carried on and that plan shall include the name of the person who is responsible for safety on the site and the name of those who are authorized to take action in accordance with the plan in case of an emergency
- (2) The Chief Inspector may require a licensee to obtain a duplicate license if the original license is defaced or spoilt;]
- (3) The occupier shall prepare the emergency plan required under clause 1 of this sub – rule
 - (a) In the case of a new industrial activity before that activity is commenced; except that, in the case of a new industrial activity which is commenced or it deemed to have been commenced before a date of three months after the coming into force of these rules by that date o
 - (b) In the case of an existing industrial activities within three months of coming into force of these rules.

13. Improvement notice.—

- (1) If an inspector is of the opinion that an occupier-
 - (a) Is contravening one or more of these rules or
 - (b) Has contravened one or more of these rules in such a way which make it likely that the contravention shall continue or be respected.

He may serve on him a notice (in this sub-rule referred to as “an improvement notice”) stating that he is of that opinion specified the rule or rules as to which he is of that opinion giving particulars of the reasons why he is of that opinion and required that occupier to remedy the contraventions or, as the case may be the matters occasioning it within such period as may be specified in the notice.

- (2) A notice served under clause (1) of this-rule may include directions as to the matters to be taken by the occupier or remedy and contravention or matter to which the notice relates.
- (3) The occupier shall prepare the emergency plan required under clause 1 of this sub – rule

11A. Suspension of license.-

- (1) If before the 31st October of any year an occupier notifies his intension writing to the Chief Inspector that during the year following the premises respect of which license is issued will not be used for the working of to factory Chief Inspector may suspend the license granted in respect of such factory.
- (2) A license suspended under sub-rule (1) may be revived on receipt of an application for renewal in form No. 3 accompanied by the license for the remaining part of the year on payment of the relevant fees specified in rule 7 and a surcharge at the rate of ten per cent of such fee.

SCHEDULE -I

(Indicative Criteria & list of Chemicals)

SCHEDULE -II

(Isolated Storage of Installation other than those covered by shedule 4)

SCHEDULE -III

(List of Hazardous chemicals for application of sub-rules 5 & 7 to 13)

SCHEDULE -IV

(Industrial Installation within the meaning of sub-rule 1(b)(i))

SCHEDULE -V

(Safety Data Sheet)

SCHEDULE -VI

(Information to be furnished regarding notification of a major auident)

SCHEDULE -VII

(Information to be Furnished for the notification of activities/ sites)

SCHEDULE -VIII

(Information to be furnished in a Safety Report)

14. In the said rules, after rule 68-J, the following new rule shall be inserted; namely :

68-K. Disclosure of information to workers

- (1) The occupier of a factory involving a 'hazardous process' shall supply to all workers the following information in relation to handling of hazardous materials or substances in the manufactures, transportation, storage and other processes.

- (a) requirements of section 41B, 41C and 41H of the Act;
 - (b) a list of 'Hazardous Processes' carried on in the factory;
 - (c) location and availability of all material data sheet as per rule 68-G.
 - (d) physical and health hazards arising from the exposure to or handling of substances;
 - (e) measures taken by the occupier to ensure safety and control of physical and health hazards.
 - (f) measures to be taken by the workers to ensure safe handling storage and transportation of hazardous substance
 - (g) personal protective equipment required to be used by workers employed in 'hazardous process' or 'dangerous operations';
 - (h) meaning of various labels and marketing used on the containers of hazardous substances as provided under rule 68-Q;
 - (i) signs or any symptoms likely to be manifested on exposure to hazardous substances and to whom to report;
 - (j) measures to be taken by the workers in case of any spillage or leakage of a hazardous substance;
 - (k) role of workers vis-à-vis the emergency plan of the factory, in particular and the evacuation procedures;
 - (l) Any other information considered necessary by the occupier to ensure safety and health of workers.
- (2) The information required by sub-rule (1) shall be complied and made known to workers individually through supply of booklets or leaflets and display of cautionary notices at the work places.
- (3) The booklets, leaflets and the cautionary notice displayed in the factory shall be in the language understood by the majority of the workers and also explain to them.
- (4) The Chief Inspector may direct the occupier to supply further information to the workers as deemed necessary.

68-L. Disclosure of information to the Chief Inspector.—

- (1) The occupier of every factory involving a 'hazardous process' shall furnish, in writing, to the Chief Inspector; a copy of all the information furnished to the workers.
- (2) A copy of compilation of material safety data sheets in respects of hazardous substances used, produced or stored in the factory shall be furnished to the Chief Inspector, and the local Inspector.
- (3) The occupier shall also furnish any other information asked for by the Chief Inspector from time to time for the purpose of this Act and rule made there under.

68-M. Review of the information furnished to workers, etc.—

- (1) The occupier shall review once in every calendar year and modify if necessary, the information furnished under rule 68-K to 68-L to the workers, and the Chief Inspector
- (2) In the event of any change in the process or operation or methods of work or when any new substance is introduced in the process or in the event of a serious accident taking place, the information so furnished shall be reviewed and modified to the extent necessary.

68-N. Confidentiality of information.-

The occupier of a factory involving a hazardous shall disclose all information needed for protecting safety and health of the workers to ----a. his workers; Chief Inspector, As required under rule 68-K and 68-L if the occupier is of the opinion that the disclosure of details regarding the process and formulations shall adversely affect his business interests he may make a representation to the Chief Inspector stating the reasons for withholding such information. The Chief Inspector shall give an opportunity to the occupier of being heard and pass an order on the representation.

68-O. Health and Safety Policy.---

- (1) The occupier of every factory covered under the first schedule under section 2(cb) or carrying out processes or operation declared to the dangerous under section 87 of the Act shall prepare a written statement of his policy in respect of health and safety of workers at work.
- (2) Notwithstanding anything contained in sub-rule (1) the Chief Inspector may require the occupiers of any of the factories or class or description of factories to comply with the requirements of sub-rule (1), if, in his opinion, it is expedient to do so.
- (3) The health and safety should contain or deal with :
 - (a) declared intention and commitment of the top management to health, safety and environment and compliance with all the relevant statutory requirements;
 - (b) Organizational set up to carry out the declared policy assigning the responsibility at different levels; and
 - (c) Arrangements for making the policy effective.
- (4) In particular, the policy shall specify the following :

- (a) Arrangements for involving the workers.
 - (b) Intention of taking account the health and safety performance of individuals at different levels while considering their career advancement;
 - (c) Fixing the responsibility of the contractors, sub-contractors, transporters and other agencies entering the premises;
 - (d) Providing a resume of health and safety performance of the factory in its annual report;
 - (e) Relevant techniques and methods such as safety audits and risk assessment for periodical assessment at least once in every two years of the status on health, safety and environment and taking all the remedial measures;
 - (f) Stating its intention to integrate health and safety, in all decisions including these dealing with purchase of plant, equipment, machinery and material as well as selection and placement of personnel;
 - (g) Arrangements for informing, educating and training and retraining its own employees at different levels and the public, wherever required.
- (5) A copy of the declared Health and safety policy signed by the occupier shall be made available to the Inspector having jurisdiction over the factory and to the Chief Inspector.
- (6) The policy shall be made widely known by -
- (a) making copies available to all workers including contract workers, apprentices, transport workers, suppliers, etc.
 - (b) displaying copies of the policy at conspicuous places, and
 - (c) any other means of communication;
- in a language understood by majority of workers.
- (7) The occupier shall revise the Safety Policy as often as may be appropriate, but it shall necessarily be revised under the following circumstances;
- (a) Whenever any expansion or modification having implications on safety and health of persons at work is made; or
 - (b) Whenever new substance(s) or articles are introduced in the manufacturing process having implications on health and safety of persons exposed to such substances.

68-P Information on industrial wastes.---

- (1) The information furnished under rule 68-K and 68-L shall include the quantity of the solid and liquid wastes generated per day, their characteristics and the method of treatment such as incineration of solid wastes, chemical and biological treatment of liquid wastes, and arrangements for their final disposal.
- (2) It shall also include information on the quality and quantity of gaseous waste discharged through the stacks or other openings and arrangements such as provision of scrubbers, cyclone separates, electrostatic precipitators or similar such arrangements made for controlling pollution of the environment.
- (3) The occupier shall also furnish the information prescribed in the sub-rules (1) and (2) to the State Pollution Control Board

68-Q. Collection, development and dissemination of information.---

- (1) The occupier of every factory involving a 'hazardous' shall arrange to obtain to develop information in the form of Material Safety Data Sheet (MSDS) in respect of every hazardous substance or material handled in the manufacture, transportation and storage in the factory. It shall be accessible upon request to a worker for references.
 - (a) a. Every such Material Safety Data Sheet shall include the following information :
 - (i) the identity used on the table;
 - (ii) hazardous ingredients of the substance;
 - (iii) physical and chemical characteristics of the hazardous substances;
 - (iv) the physical hazards of the hazardous substances, including the potential for fire, explosion and reactivity;
 - (v) the health hazards of the hazardous substance, including signs and symptoms of exposure, and any medical conditions which are generally recognized as being aggravated by exposure to the substance;
 - (vi) the primary route(s) of entry;
 - (vii) the permissible limits of exposure prescribed in the Second Schedule under Section 41-F of the Act, and in respect of a chemical not covered by the said Schedule, and exposure limit used or recommended by the manufacturer, importer or occupier.
 - (viii) any generally applicable precautions for safe handling and use of the hazardous substance, which are known including appropriate hygienic protective measures during repairs and maintenance of contaminated equipment, procedures for clean-up of spills and leaks;

- (ix) any generally applicable control measure, such as appropriate engineering controls, work practices or use of personal protective equipments;
 - (x) emergency and first aid procedures;
 - (xi) the date of preparation of the Material Safety Data Sheet, or the last change to it; and
 - (xii) the name, address and telephone number of the manufacturer, importer, occupier or other responsible party preparing or distributing the Material Safety Data Sheet, who can provide additional information on the hazardous substance and appropriate emergency procedures, if necessary.
- (b) The occupier while obtaining or developing a Material Safety Data Sheet in respect of a hazardous substance shall ensure that the information recorded accurately reflects the scientific evidence used in making the hazard determination. If he becomes newly aware of any significant information regarding the hazards of a substance, or ways to protect against the hazards this new information shall be added to the Material Safety Data Sheet as soon as practicable.
- (c) The Material Safety Data Sheet be in format given in the Schedule-V under rule 68-J and the Manufacture, Storage and Import of Hazardous Chemicals Rules, 1989 under the Environment (Protection) Act, 1986.

Labelling :

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

68-R. Making available Health Records to workers.—

- (1) The occupier of every factory involving a 'hazardous process' shall make accessible the health records including the record of worker's exposure to hazardous process or as the case be, the medical records of any worker for his perusal under the following conditions :
- (a) once in every six months or immediately after the medical examination whichever is earlier;
 - (b) if the Factory Medical Officer or the Certifying Surgeon as the case may be, is of the opinion that the worker has manifested signs and symptoms of any notifiable disease as specified in the Third Schedule of the Act;
 - (c) if the worker leaves the employment;
 - (d) if any one of the following authorities so direct;--
 - The Chief Inspector of Factories;
 - The Health Authority of the Central or State Government;
 - Commissioner of Workmen's Compensation;
 - The Director General, Employees State Insurance Corporation;
 - The Director, Employees State Insurance Corporation (Medical Benefits); and
 - The Director General, Factory Advice Service and Labour Institutes.
- (2) A copy of the up-to-date health records including the record of worker's exposure to hazardous process or, as the case may be, the medical records shall be supplied to the worker on receipt of an application from him. X-ray plates and other medical diagnostic reports may also be made available for reference to his medical practitioner.

68-S. Qualifications, etc. of Supervisors.—

- (1) All persons who are required to supervise the handling of hazardous substances shall possess the following qualifications and experience:
 - (a)
 - (i) A degree in chemistry or Diploma in Chemical Engineering or Technology with 5 years experience; or
 - (ii) The Master's Degree in Chemistry or a Degree in Chemical Engineering or Technology with 2 years experience.

The experience stipulated above shall be in process operation and maintenance in the Chemical Industry.
 - (d) The Chief Inspector may require the Supervisor to undergo training in Health and Safety.
- (2) The syllabus and duration of the above training and the organization conducting the training shall be approved by the DGFASLI or the State Government in accordance with the guidelines issued by the DGFASLI.

68-T. Medical Examination.—

- (1) Workers employed in a 'hazardous process' shall be medically examined by a qualified medical practitioner hereinafter referred to as Factory Medical Officer, in the following manner:
 - (a) Once in a period of 6 months, to ascertain physical fitness of the person to do the particular job;
 - (b) Once in a period of 6 months, to ascertain the health status of all the workers in respect of occupational health hazards to which they are exposed and in cases where in the opinion of the Factory Medical Officer it is necessary to do so at a shorter interval in respect of any workers;
 - (c) The details of pre-employment and periodical medical examinations carried out as aforesaid shall be recorded in the Register in Form No. 32.
- (2) No person shall be employed for the first time without a certificate of fitness in Form No. 33 granted by the Factory Medical Officer. If the Factory Medical Officer declares a person unfit for being employed in any process covered under sub-rule (1), such a person shall have the right to appeal to the Inspector who shall refer the matter to the certifying Surgeon whose opinion shall be final in this regard. If the Inspector is also a certifying Surgeon, he may dispose of the application himself.
- (3) Any findings of the Factory Medical Officer revealing any abnormality or unsuitability of any person employed in the process shall immediately be reported to the certifying Surgeon who shall in turn, examine the concerned worker and communicate his findings to the occupier within 30 days. If the certifying Surgeon is of the opinion that the worker so examined is required to be taken away from the process for health protection, he will direct the occupier accordingly, who shall not employ the said workers in the same process. However, the workers so taken away shall be provided with alternate placement unless he is in the opinion of the certifying Surgeon, fully incapacitated in which case the worker affected shall be suitably rehabilitated.
- (4) A certifying Surgeon on his own motion or on a reference from an Inspector may conduct medical examination of a worker to ascertain the suitability of his employment in a hazardous process or for ascertaining his health status the opinion of the certifying Surgeon in such a case shall be final. The occupier shall pay the fee required for the medical examination.
- (5) The worker taken away from employment in any process under sub-rule (2) may be employed again in the same process only after obtaining the fitness certificate from the certifying Surgeon and after making entry to that effect in the health register.
- (6) The worker required to undergo medical examination under these rules and for any medical survey conducted by or on behalf of the Central or the State Government shall not refuse to undergo such medical examination.

68-U Occupational Health Centres.—

- (1) In respect of any factory carrying on 'hazardous process' there shall be provided and maintained in good order an Occupational Health Centre with the services and facilities as per scale laid down hereunder :
 - (a) **For factories employing up to 50 workers—**
 - (i) the services of a Factory Medical Officer on retainer ship basis, in his clinic to be notified by the occupier. He will carryout the pre-employment and periodical medical examination as stipulated in Rule 68-T and render medical assistance during any emergency.
 - (ii) a minimum of 5 persons trained in first-aid procedures amongst whom at least one shall always be available during the working period.
 - (iii) a fully equipped first-aid box.
 - (b) **For factories employing 51 to 200 workers –**
 - (i) an Occupational health Centre heaving a room with a minimum floor area of 15 sq.m. with floor and walls made of smooth and impervious surface and with adequate illumination and ventilation as well as equipment as
 - (ii) a part-time Factory Medical Officer shall be in over-all charge of the center who shall visit the factory at least twice in a week and whose services shall be readily available during medical emergencies;
 - (iii) one qualified and trained dresser-cum-compounder' on duty throughout the working period;
 - (iv) a fully equipped first-aid box in all the departments.

For factories employing above 200 workers –

- (i) one full-time Factory Medical Officer for factories employing up to 500 workers and one more Medical Officer for every additional 1000 workers or part thereof.
 - (ii) an Occupational Health Centre having at least 2 rooms each with a minimum floor area of 15 sq. meter with floors and walls made smooth and impervious surface and adequate illumination and ventilation as well as equipment as per the schedule annexed to this rule.
 - (iii) there shall be one nurse, one dresser-cum-compounder and one sweeper-cum-ward boy throughout the working period;
 - (iv) the Occupational Health Centre shall be suitably equipped to manage Medical emergencies.
- (2) The Factory Medical Officer required to be appointed under sub-rule (1) shall have qualification included in schedules to the Indian Medical Degree Act of 1916 or in the Schedule to the Indian Medical Council Act, 1956 and possess a Certificate of Training in Industrial Health of minimum three months duration recognized by the State Government.
- Provided that ---
- (i) a person possessing a Diploma in Industrial/or equivalent shall not be required to possess the certificate of training as aforesaid;
 - (ii) the Chief Inspector may, subject to such conditions as he may specify, grant exemption from the requirement of this sub-rule, if in his opinion a suitable person possessing the necessary qualification is not available for appointment;
 - (iii) in case of a person who has been working as a Factory Medical Officer for a period of not less than three years on the date of commencement of this rule, the Chief Inspector may, subject to the condition that the said person shall obtain the aforesaid certificate within a period of three years, relax the qualification.
- (3) The syllabus of the course leading to the above certificate, and the organizations conducting the course shall be approved by the Directorate General Factory Advice Service and Labour Institutes or the State Government in accordance with the guidelines issued by the DGFASLI
- (4) Within one month of the appointment of Factory Medical Officer, the occupier of the factory shall furnish to the Chief Inspector, the following particulars ---
- (a) Name and address of the Factory Medical Officer;
 - (b) Qualifications;
 - (c) Experience, if any, and
 - (d) The sub-rule under which appointed.

SCHEDULE (Rule 68-U (h) (i))

Equipment for Occupational Health Center in Factories

- (1) A glazed sink with hot and cold water always available.
- (2) A table with a smooth top at least 180 cm. X 105 cm.
- (3) Means for sterilizing Instruments.
- (4) A couch.
- (5) Two Buckets or containers with close fitting lids.
- (6) A kettle and spirit stove or other suitable means of boiling water.
- (7) One bottle of spiritus ammoniac aromaticus (120 ml.)
- (8) Two medium size sponges.
- (9)
- (10) Four cakes of toilet, preferably antiseptic soap.
- (11) Two glass tumblers and two wine glasses.
- (12) Two chemical thermometers.
- (13) Two teaspoons.
- (14) Two guaranteed (120 ml.) measuring glasses.
- (15) One wash bottle (1000 cc) for washing eyes.
- (16) One bottle (one liter) carbolic lotion 1 in 20
- (17) Three chairs
- (18) One screen.
- (19) One electric hand torch.
- (20) An adequate supply of tetanus toxoid.
- (21) Cora, one liquid (60 ml.)
- (22) Tablets – antihistaminic, antispasmodic (25 each (.))

- (23) Syringes with needles and
- (24) Two needle holders, big and small.
- (25) One dissecting forceps.
- (26) One dressing forceps.
- (27) One scalpels.
- (28) One stethoscope.
- (29) Rubber bandage – pressure bandage.
- (30) Oxygen cylinder with necessary attachments.
- (31) One Blood pressure apparatus.
- (32) One Patellar hammer
- (33) One Peak-flow meter for lung function measurement.
- (34) One Stomach wash set.
- (35) Any other equipment recommended by the Factory Medical Officer according to specific need relating to manufacturing process.
- (36) in addition—

1. For factories employing 51 to 200 workers:

- (i) Four plain wooden splints 900mm x 100mm x 6mm.
- (ii) Four plain wooden splints 350mm x 75mm x 6mm.
- (iii) Two plain wooden splints 250mm x 50mm x 12mm.
- (iv) One pair artery forceps.
- (v) Injection – morphia, pethidins, atropine, adrenaline, Cora mine, novocan (2 each).
- (vi) One surgical scissors.

2. For factories employing above 200 workers

- (i) Eight plain wooden splints 900mm x 100mm x 6mm.
- (ii) Eight plain wooden splints 350mm x 75mm x 6mm
- (iii) Four plain wooden splints 250mm x 50mm x 12mm.
- (iv) Two pair artery forceps.
- (v) Injection morphla, pathidins, atropines, adrenaline, Cora mine, novo can (4 each)
- (vi) Two surgical scissors.

68-V Ambulance Van: --

- (1) In any factory carrying on 'hazardous Process' there shall be provided and maintained in good conditions, a suitably constructed ambulance van equipped with items as per sub-rule (2) and manned by a full-time Driver-cum-Mechanic and a Helper trained in first-aid, for the purpose of transportation of serious cases of accidents or sickness. The ambulance van shall not be used for any purpose other than the purpose stipulated herein and will normally be stationed at or near to the Occupational Health Center:

Provided that a factory employing less than 200 workers may make arrangements—

Ambulance shall have the following equipments:

a. General:

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

b. Safety equipment:

- n.Flares with life of 30 minutes; flood lights;
- n.Flash lights; fire extinguisher dry powder type;
- n.Insulated gauntlets

c. Emergency Care Equipment

- (i) Resuscitation
 - n.Portable suction unit; portable oxygen units;
 - n.Bag Valve-mask, hand operated artificial ventilation unit;
 - n.Airways; Mouth gags; Tracheotomy adaptors;
 - n.Short spine board; I.V. Fluid with administration unit;
 - n.B.P. Manometer; - Cugg; Stethoscope
- (ii) Immobilization
 - n.Long and short padded board; Wire ladder splints;
 - n.Triangular bandages: - Long and short spine boards.
- (iii) Dressing
 - n.Gauze Pads 100mm x 100mm – Universal dressing 250mm x 900mm
 - n.Roll of aluminum foils – Soft roller bandages 15 cm x 5 Mts.; - Adhesive tape in 75 mm; - Safety pins;
 - n.Bandage sheets; - Burn sheet.
- (iv) Poisoning
 - n.Syrup of Ipecac – Activated Charcoal pre-packed in dozens: - Snakes – Snake-bite kit;
 - n.Drinking water.
 - v.Emergency Medicines
 - n.As per requirement (under the advice of Medical Officer only).

68-W: Decontamination facilities:

- (a) In every factory carrying out 'hazardous', 'process', the following provisions shall be made to meet emergency:
 - (b) Fully equipped first aid box;
- Readily accessible means of water for
- Washing by workers as well as for drenching clothing of workers who have been contaminated with hazardous and corrosive substance; and such means shall be as per the scale shown in the table below:

TABLE

sr. no	No. of persons employed at any time	No. of drenching showers.
(i)	up to 50 workers	2
(ii)	Between 51 to 200 workers.	2 + 1 for every additional 50 or part thereof
(iii)	Between 201 to 500 workers.	6 + 1 for every additional 100 or part thereof.
(iv)	501 workers and above	8 + 1 for every additional 200 or part thereof.

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

68-Y: Safety Committee: For every factory-

- (1)
 - (a) Which carries on any process or operation declared to be dangerous under section 87 of the Act; or
 - (b) Which carries on 'hazardous process' as defined under section 2 (cb) of the Act;

There shall be a Safety Committee.
- (2) The representatives of the management of Safety Committee shall include—
 - (a) A senior official, who by his position in the organization can contribute effectively to the functioning of the committee, shall be the Chairman;
 - (b) A safety Officer and a Factory Medical Officer wherever available and the Safety Officer in such a case shall be the Secretary of the Committee.
 - (c) A representative each from the production, maintenance and purchase departments.
- (3) The workers representatives on this Committee shall be elected by the workers.
- (4) The tenure of the Committee shall be two years.
- (5) Safety Committee shall meet as often as necessary but at least once in every quarter.

The minutes of the meeting shall be recorded and processed before the Inspector on demand.

- (6) Safety Committee shall have the right to be adequately and suitably informed of—
- (a) Potential safety and health hazards to which the workers may be exposed at work place.
 - (b) Data on accidents as well as data resulting from surveillance of the working environment and of the health of workers exposed to hazardous substances so far as the factory is concerned, provided that the Committee undertakes to use the data on a confidential basis and solely to provide guidance and advice on measures to improve the working environment and the health and safety of the workers.
 - (c) The functions and duties of the safety committee shall include—
- (7) The functions and duties of the safety committee shall include—
- (a) Assisting and co-operating with the management in achieving the aims and objectives outlined in the 'Health and Safety Policy' of the occupier;
 - (b) Dealing with all matters concerning health, safety and environment and to arrive at practicable solutions to problems encountered.
 - (c) Creating safety awareness amongst all workers;
 - (d) Undertaking educational, training and promotional activities;
 - (e) Discussing reports on safety, environmental and occupational health surveys, safety audits, risk assessment, emergency and disaster management plans and implementation of the recommendations made in the reports.
 - (f) Carrying out health and safety surveys and identifying causes of accidents;
 - (g) Looking into any complaint made on the likelihood of an imminent danger to the safety and health of the workers and suggesting corrective measures; and
 - (h) Reviewing the implementation of the recommendations made by it.
- (8) Where owing to the size of the factory, or any other reason, the functions referred to in sub-rule (7) cannot be effectively carried out by the Safety Committee; it may establish sub-committees as may be required to assist it.

(SCHEDULE)

(Rule 68-U(b)(1))

(Equipment for occupational Health centre in factories)

 [Index](#)

 [Previous Chapter](#)

[CHAPTER-V](#)



THE GUJARAT FACTORIES RULES 1963

CHAPTER V- Rule Prescribed Under Sub-section (2) of Section 42

Rules prescribed under sub-section (2) of section 53

69. Washing Facilities. -

- (1) This rule shall come into force, in respect of any class or description of factories on such date as the State Government 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 2[and shall not be located in the vicinity of latrines and urinals.
 - (a) Such facilities shall be conveniently located near the rest or lunch-rooms in factories where such rest-rooms or lunch-rooms are required to be provided except in the case of the factories which have already provided these facilities on or before the 16th December 1954. The washing facilities shall be so enclosed or screened as to ensure privacy.
- (3) Without prejudice to the generality of the foregoing provisions the washing facilities shall include -
 - (a) a trough with taps or jets at intervals of not less than 61 centimeters, or
 - (b) wash-basins with taps attached thereto, or
 - (c) taps 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 to 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 immediate 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.
Up to 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 tap for every 100 or fraction of 100.

If female workers are employed, separate washing facilities shall be provided and so enclosed or screened that the interiors are not visible from any place where persons of the other sex work or pass. The entrance to such facilities shall bear conspicuous notice in the language understood by the majority of the workers "For Women only" and shall also be indicated pictorially.

- (6) The water supply to the washing facilities shall be capable of yielding at least 27.3 liters 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 an yield is not practicable he may be certificate in writing permit the supply of smaller quantity not being less than 4.5 liters per day for every person employed in the factory.

Rule prescribed under sections 43 and 112

69A. Facilities for storing and drying clothing

All classes of factories mentioned in the schedule annexed hereto shall provide facilities for keeping clothing not worn during hours and for the drying of wet clothing. Such facilities shall include the provisions of separate rooms, pegs, lockers or other arrangements approved by the Chief Inspector.

SCHEDULE

- (1) Engineering Workshop.
- (2) Iron and Steel Works.
- (3) Oil Mills.
- (4) Chemical Factories.
- (5) Motor Garages.
- (6) Tanneries.

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

70. First aid appliance

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

- (A) For factories in which mechanical power is used and the number of persons employed does not exceed ten, or in the case of factories in which mechanical power is not used and the number of persons employed does not exceed fifty, each first-aid box or cup-board contain the following equipments :
- (i) Six small size sterilized dressings.
 - (ii) Three medium size sterilized dressings.
 - (iii) Three large size sterilized dressings.
 - (iv) Three large size sterilized burn dressings.
 - (v) One (60 ml.) bottle of cetrimide solution (1 per cent) or a suitable antiseptic solution.
 - (vi) One (60 ml. bottle of mercurochrome solution (2 per cent) in water.
 - (vii) One (30 ml.) bottle containing Sal-volatile having the dose and mode of administration indicated on the label.
 - (viii) One pair of scissors.
 - (ix) One roll of adhesive plaster (2 cms X 1 meter)
 - (x) Six pieces of sterilized eye pads in separate sealed packets.
 - (xi) A bottle containing 100 tablets (each of 5 grains) of aspirin or any other analgesic.
 - (xii) Polythene wash bottle (1/2 liter i.e., 500 c.c.) for washing eyes.
 - (xiii) A snake-bite lancet.
 - (xiv) One (30 ml.) bottle containing potassium permanganate crystals.
 - (xv) One copy of first aid leaflet issued by the Directorate General of Factories Advice Service and Labour Institutes, Government of India, Bombay.
- (B) For factories in which mechanical power is used and in which number of persons, employed exceeds ten but does not exceed fifty, each first-aid box or cup-board shall contain the following equipment :-

- (i) Twelve small size sterilized dressings.
- (ii) Six medium size sterilized dressings.
- (iii) Six large size sterilized dressings.
- (iv) Six large size sterilized dressings.
- (v) Six (15gm.) packets of sterilized cotton wool.
- (vi) One (120 ml.) bottle of cetrimide solution (1 per cent) or a suitable antiseptic solution.
- (vii) One (120 ml.) bottle of mercurochrome solution (2 per cent) in water.
- (viii) One (60 ml.) bottle containing Sal-volatile having the dose and mode of administration indicated on the label.
- (ix) One pair of scissors.
- (x) Two rolls of adhesive plaster (2 cms. x 1 meter)
- (xi) Eight pieces of sterilized eye pads in separate sealed packets.
- (xii) One dozen safety pins.
- (xiii) A bottle containing 100 tablets (each of 5 grains) of aspirin or any other analgesic.
- (xiv) One polythene wash bottle (1/2 litre i.e. 500 c.c.) for washing eyes.
- (xv) A snake-bite lancet.
- (xvi) One (30 ml.) bottle containing potassium permanganate crystals.
- (xvii) One copy of the First-aid leaflet issued by the Directorate General of Factory Advice Service and Labour Institutes, Government of India, and Bombay.

(C) For factories employing more than fifty persons, each first-aid box or cup-board shall contain the following equipments

- (i) Twenty-four small sterilized dressings.
 - (ii) Twelve medium size sterilized dressings
 - (iii) Twelve large size sterilized dressings.
 - (iv) Twelve large size sterilized burn dressings.
 - (v) Twelve (15 gm.) packets of sterilized cotton wool.
 - (vi) One (200 ml.) bottle of cetrimide solution (1 per cent) or a suitable antiseptic solution.
 - (vii) One (200 ml.) Bottle of mercurochrome (2 per cent) solution in water
 - (viii) One (120 ml.) bottle of Sal-volatile having the dose and mode of administration indicated on the label.
 - (ix) One pair of scissors.
 - (x) One roll of adhesive plasters (6 cms. X 1 meter)
 - (xi) Two rolls of adhesive plaster (2 cms. X 1 meter)
 - (xii) Twelve pieces of sterilized eye pads in separate sealed packets.
 - (xiii) A bottle containing 100 tablets (each of 5 grains) of aspirin or any other analgesic.
 - (xiv) One polythene wash bottle (500 c.c.) for washing eyes.
 - (xv) Twelve roller bandages 10 cms. wide.
 - (xvi) Twelve roller bandages 5 cms. wide.
 - (xvii) Six triangular bandages.
 - (xviii) A supply of suitable splints
 - (xix) Two packets of safety pins.
 - (xx) Kidney tray.
 - (xxi) A snake-bite lancet.
 - (xxii) One (30 ml.) bottle containing potassium permanganate crystals.
 - (xxiii) First-aid leaflet issued by the Directorate General of Factory Advice Service and Labour Institutes, Bombay
- Provided that items (xiv) to (xx) inclusive need not be included in the standard first-aid box or cup-board

- (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.
- In lieu of the dressings required under items (i) and (ii), there may be substituted adhesive wound dressings approved by the Chief
- (D) Inspector of Factories and other equipment or medicines that may be considered essential and recommended by the Chief Inspector of Factories from time to time

70A. Notice regarding first aid

A notice containing the names of the persons working within the precincts of the factory who are trained in first-aid treatment and who are in charge of the first-aid boxes or cup-boards shall be posted in every factory at a conspicuous place and near each such box or cupboard. The notice shall also indicate workroom where the said person shall be available. The name of the nearest hospital and its telephone number shall also be mentioned prominently in the said notice.

Rule prescribed under sub-section (4) of Section 45.

71. Ambulance Room

- (1) This rule shall come into force, in respect of any class or descriptions of factories, on such dates as the State Government may, by notification in the Official Gazette, appoint in this behalf.
- (2) The ambulance room or dispensary shall be in charge of a qualified medical practitioner assisted by at least one qualified nurse and such sub-ordinate staff as the Chief Inspector direct.

Explanation -

For the purpose of this sub-rule "Qualified medical practitioner" means a person holding a qualification granted by an authority specified in the schedule to the Indian Medical Degrees Act, 1916 or in the schedule to the Indian Medical council Act, 1956 and includes a person having qualification of B.A. M.S., (Bachelor of Ayurvedic Medicine) who has worked for a period of not less than six months as a houseman in surgery and emergency department of an allopathic hospital.

- (2A) there shall be displayed in the ambulance room or dispensary a notice giving the name, address and telephone number of the medical practitioner in charge. The name of the nearest hospital and its telephone number shall also be mentioned prominently in the said notice.
- (3) The ambulance room or dispensary shall be separate from the rest of the factory and shall be used only for the purpose of the first aid treatment and rest. It shall have a floor area of at least 24 sq. meters and smooth, hard and impervious walls and floors shall be adequately ventilated and lighted by both natural and artificial means. An adequate supply of whole-some drinking water shall be laid on and the room shall contain at least :-
 - i. A glazed sink with hot and cold water always available
 - ii. A table with a smooth top at least 180 cms. X 105 cms.
 - 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 wooden splints 900 m.m X 100 m.m. X 6 m.m.
 - x. Twelve plain wooden splints 350 m.m. X 75 m.m. X 6 m.m.
 - xi. Six plain wooden splints 250 m.m. x 50 m.m. X 12 m.m.
 - xii. Six woolen blankets.
 - xiii. Three pairs artery forceps.
 - xiv. One bottle of spiritus Ammonium Aromaticus (120 ml.)
 - xv. Smelling salts (60 gms.)
 - xvi. Two medium size sponges.
 - xvii. Six hand towels.
 - xviii. Four "Kidney" trays.
 - xix. Four cakes of toilet, preferably antiseptic soap.
 - xx. Two glass tumblers and two wine glasses.
 - xxi. Two clinical thermometers.

- xxii. Tea spoons-two.
- xxiii. Graduate (120 ml.) measuring glass-two
- xxiv. Minimum measuring glass-two.

- xxv. One wash bottle (1000 c.c.) for washing eyes

- xxvi. One bottle (one liter) carbolic lotion 1 in 20.
- xxvii. Three chairs.
- xxviii. One Screen.
- xxix. One electric hand torch.
- xxx. Four first-aid boxes or cupboard stocked to the standards prescribed under C of rule 70.
- xxxi. An adequate supply of anti-tetanus toxiod.
- xxxii. Injections - Morphia, Pethidine, Atropine, Adrenaline, Cora mine, Novo cam - 6 each.
- xxxiii. Cora mine liquid (60 ml.)
- xxxiv. Tablets - antihistaminic, antispasmods (25 each)
- xxxv. Syringes with needles - 2 cc., 5 cc., 10 cc., 50 cc.,
- xxxvi. A22= Surgical scissors - three.
- xxxvii. Needle holder.
- xxxviii. Suturing needles and materials.
- xxxix. Dissecting forceps - three
- xl. Dressing forceps - three.
- xli. Scalpels - three
- xl.ii. Stethoscope-one
- xl.iii. Rubber bandage - pressure bandage.
- xl.iv. Oxygen cylinder with necessary attachments.

- (4) 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.
- (5) A record of all cases of accident and sickness treated at the room shall be kept and produced to the Inspector or Certifying Surgeon when required.

Rules 72 to 78 prescribed under section 46

72. Canteens.-

- (1) Rules 72 to 78 shall come into force in respect or any class or description or factories on such dates as the State Government may, by notification in the Official Gazette, appoint in this behalf.
- (2) The occupier of every factory wherein more than 250 workers are ordinarily employed and which is specified by the States Government by a notification in this behalf, shall provide, in or near the factory, an adequate canteen according to the standards prescribed in the Rules . The canteen shall be available for the use of the workers within six month from the date of such notification
- (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 building shall be situated not less than 15.2 meters from the latrine, urinal, boiler house, coal stacks, ash dumps and any other source of dust, smoke or obnoxious fumes :
Provided that the Chief Inspector may in any particular factory relax the provisions of this sub-rule to such extent as may be reasonable in the circumstances and may require measures to be adopted to secure the essential purpose of this sub-rule.
- (5) The canteen building shall be constructed in accordance with the plans approved by the Chief Inspector and shall accommodate at least a dining hall, kitchen,store room, pantry and washing places separately for workers and for utensils.
- (6) In a canteen the floor and inside walls up to a height of 1.2 meters from the floor shall be made of smooth and impervious material; 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 and windows pf a canteen building shall be of fly proof construction and shall allow adequate ventilation.
- (8) The canteen shall be sufficiently lighted at all times when any person has access to it.

- (9) (a) In every canteen -
- (i) all inside walls of rooms and all ceilings and passages and stair cases shall be lime-washed or colour-washed at least once in 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 wood work 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) Records of dates on which lime-washing, colour-washing, varnishing or painting is carried out shall be maintained in the prescribed Register (Form No. 7)
- (10) The precincts of the canteen shall be maintained in a clean and sanitary condition. Waste shall be carried away in suitable covered drains and shall not be allowed to accumulate so as to cause a nuisance. Suitable arrangements shall be made for the collection and disposal of garbage.

73. Dining Hall

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

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

- (2) Floor area of the dining hall, excluding the areas occupied by the service counter and any furniture except tables and chairs shall be not less than 0.9 square meters per diner to be accommodated as prescribed in sub-rule (1).

Provided that in the case of factories in existence at the date of the commencement of the Act, where it is impracticable, owing to the lack of space to provide 10 square feet of floor area for each person, such reduced floor area per person shall be provided as may be approved in writing by the Chief Inspector.

- (3) A portion of the dining hall and service counter shall be partitioned off and reserved for women workers in proportion to their number. Washing places for women shall be separate and screened to secure privacy
- (4) Sufficient tables, stools, chairs or benches shall be available for the number of diners to be accommodated as prescribed in sub-rule (1).

74. Equipment

- (1) There shall be provided and maintained sufficient utensils, crockery, cutlery, furniture and any other equipment necessary for the efficient running of the canteen. Suitable clean clothes for the employees serving in the canteen shall also be provided and maintained.
- (2) The furniture, utensils and other equipment shall be maintained in a clean 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 equipments.
- (3) Where the canteen is managed by a Co-operative Society registered under the Bombay Co-operative Societies Act, 1925, the occupier shall provide the initial equipment for such canteen and shall undertake that any equipment required thereafter for the maintenance of such canteen shall be provided by such co-operative Society.

75. Prices to be displayed.-

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

76. Accounts.-

- (1) All books of accounts, registers and any other documents used in connection with the running of the canteen shall be produced on demand to an Inspector of Factories.
- (2) The Accounts pertaining to the canteen shall be audited, once every twelve months, by registered accountants & auditors. The balance sheet prepared by the said auditors shall be submitted to the canteen managing Committee not later than two months after the closing of the audited accounts

Provided that the accounts pertaining to the canteen in a Government factory having its own accounts department may be audited in such department:

Provided further that where the canteen is managed by the Co-operative Society registered under the Bombay Co-operative Societies Act, 1925 the accounts pertaining to such canteen may be audited in accordance with the provisions of the Bombay Co-operative Societies Act, 1925.

77. Managing Committee.-

- (1) The manager shall appoint a Canteen Managing Committee which shall be consulted from time to time as to-
 - (a) the quality and quantity of foodstuffs to be served in the canteen;
 - (b) the arrangement of the menus ;
 - (c) times of meals in the canteen ; and
 - (d) any other matter pertaining to the canteen as may be directed by the Committee ;
 Provided that where the canteen is managed by a Co-operative Societies Act, 1925, 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, in the case where there is a Joint Committee constituted under the Bombay Industrial Relations Act, 1946 or any other committee constituted under any law for the time being in force consisting of representatives of an employer and workers in a factory, by the members of such Joint Committee or of such other committee representing the workers, and in any other case, by the workers themselves

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 Manager shall in consultation with the members of the Joint Committee, if any, determine and supervise the procedure for election to the Canteen Managing Committee.
- (4) Canteen Managing Committee shall be reconstituted every two years; the previous Managing Committee holding office till such time as the new committee takes charge.

78. Foodstuffs to be served and price to be charged.-

- (1) The Chief Inspector of Factories may, by an order in writing; direct the Manager to provide in the canteen any item of foodstuff if he is satisfied that such item is in general demand. Such order shall specify the size of each portion to be served, the number of portions which shall be available and the frequency of serving the particular item per week. Such order shall also specify the time limit within which the order shall be complied with
- (2) Food, drink and other items, served in the canteen shall be sold on non-profit basis and in computing the charge to be made for such food, drink or other items the following shall not be taken into consideration, namely;
 - (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, repairs and replacement of equipment including furniture, crockery, cutlery, and utensils;
 - (d) the water charges and other charges incurred for lighting and ventilation; and
 - (e) the interest on the amounts spent on the provision and maintenance of furniture and equipment provided for the canteen;

Provided that where the canteen is managed by a Co-operative Society registered under the Bombay Co-operative Societies Act, 1925 such society may include in the charge to be made for any such food drink or other item served a profit up to 5 per cent on its working capital employed in running the canteen.

- (f) the cost of fuel required for cooking or heating food stuffs or water; and

- (g) The wages of the employees serving in the canteen and the cost of uniforms, if any, provided to them.
- (3) The food stuffs to be served in the canteen or in the dining hall shall be handled by only such member of the canteen staff as has been certified to be medically fit by the Factory Medical Officer or certifying Surgeon after medical examination of such member. The medical examination shall be undertaken annually and shall include :
- (i) routine blood examination,
 - (ii) routine and bacteriological testing of faces and urine for germs of dysentery and typhoid fever,
 - (iii) Any other examination including chest X-ray which may be considered necessary by the Factory Medical Officer of the certifying surgeon.
- (4) Any person who in the opinion of the Factory Medical Officer or the certifying surgeon unsuitable for employment which may involve handling of food stuffs in the canteen or in dining hall on account of possible risk to the health of others shall not be so employed.

Rules prescribed under section 47.

79. Shelters, rest rooms and lunch-rooms

- (1) This rule shall come into force, in respect of any class or description of factories; on such dates as the State Government may, by notification in the Official Gazette, appoint in this behalf. The shelters, or rest rooms and lunch rooms shall conform to the following standards:-
- (a) The building shall be soundly constructed and all the walls and roofs shall be of suitable heat resisting materials and shall be waterproof. The floor and walls to a height of 91.4 centimeters shall be so laid or finished as to provide a smooth, hard and impervious surface.
 - (b) The height of every room in the building shall be not less than 12 feet from floor level to the lowest part of the roof and there shall be at least 1.1 square meters 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 floor area for each person, such reduced floor area per person be provided as may be approved in writing by the Chief Inspector.

Provide further that, in the case of rooms in buildings in existence at the date of the coming into force of this rule which have been or are intended to be adapted for use as shelters or rest rooms, as the case may be, the Chief Inspector may approve the rooms having such reduced height as may in his opinion be reasonable in the circumstances of the case on such conditions as may be deemed expedient.

- (c) Effective and suitable provision shall be made in every room for securing and maintaining adequate ventilation by the circulation of fresh air and there shall also be provided and maintained sufficient and suitable, natural or artificial lighting.
- (d) Every room shall be adequately furnished with chairs or benches with back rests.
- (da) Where in any factory washing facilities are not located near the rest or lunch room, a sufficient number of wash basins shall be provided in the lunch room.
- (e) Sweepers shall be employed whose primary duty is to keep the rooms, buildings and precincts thereof in a clean and tidy condition.

Rules prescribed under sub-section (3) of section 48

80. Crèches

- (1) Rules 80 to 83 A shall come into force in respect of any class or description of factories, on such dates as the State Government may, by notification in the Official Gazette, appoint in this behalf. (Rules 80 to 83 came in to force in respect of every factory where in more than 50 women workers are ordinarily employed and when works for more than 180 days in a year vide G. N. L. and H. D. NO. 44/48, VII, dated 20th December 1950)
- (2) The crèche shall be conveniently accessible to the mothers of the children 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 odors are given off or in which excessively noise processes are carried on.
- (3) The building in which the crèche is situate4d shall be soundly constructed and the walls and roof shall be of suitable heat resisting materials and shall be water-proof. The floor and internal walls of the crèche shall be so laid or finished as to provide a smooth impervious surface.
- (4) The height of the rooms in the building shall be not less than 3.7 meters from the floor to the lowest part of the roof and there shall be not less than 11.9 square meters of floor area for each child to be accommodated.

Provided that in the case of rooms in buildings in existence at the date of the coming into force of this rule which have been of are intended to be adopted for use as a crèche, the Chief Inspector may approve the rooms having such reduced height as may in his opinion be reasonable in the circumstances of the case on such conditions as may be deemed expedient.

- (5) Effective and suitable provision shall be made in every part of the crèche for securing and maintaining adequate ventilation by the circulation of fresh air.
- (6) The crèche 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 beddings made available and at least one chair or equivalent seating accommodation for the use of each mother while she is feeding or attending to her child, and a sufficient supply of suitable toys for the older children.
- (7) A suitably fenced and shady open air play-ground 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 no sufficient space available for the provision of such a play-ground.

81. Wash Room

There shall be in or adjoining the crèche a suitable wash room for the washing of the children and their clothing. The wash room shall conform to the following standard:-

- (a) The floor and internal walls of the room to a height of 91.4 centimeters shall be so laid or finished as to provide a smooth impervious surface. The room shall be adequately lighted and the floor shall be effectively drained and in a clean and tidy condition
- (b) There shall be at least one basin or similar vessel for every four children accommodated in the crèche at any one time together with supply of water provided, if practicable, through taps from a source approved by the Health Office. Such source shall be capable of yielding for each child a supply of at least five gallons 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 crèche.

82. Crèche Staff

For each crèche there shall be appointed a woman in charge and an adequate number of female-attendants to help the woman in charge. The crèche staff shall be provided with suitable clean clothes for use while on duty.

83-A. Qualifications of a woman in charge

- (1) Except as provided in sub-rule (2) no woman shall be appointed under rule 83 as a woman in charge of a crèche after the 1st June 1952 unless she possesses the Bombay Provincial Nurses Council's mid-wifery qualification or produces a certificate that she has undergone training for a period of not less than 18 months in a hospital, maternity home or nursing home approved in this behalf by the Chief Inspector of Factories, or produces a certificate that she has received training for a preprimary teacher in an institution approved by the State Government.

The provisions of sub-rule (1) shall not apply in the case of a woman who is in charge of a crèche in a factory on the 1st June 1952.



THE GUJARAT FACTORIES RULES 1963

CHAPTER VI- Working Hours of Adults

Rules prescribed under sub-section (2) of section 53

84. Compensatory Holidays.-

- (1) Except in the case of worker engaged in any work which for technical reasons must be carried on continuously throughout the day, the compensatory holidays to be allowed sub-section (1) section 53 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 Workers 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 the holiday.
- (3) Any compensatory holidays to which a worker is entitled shall be given to him before he is discharged or dismissed and shall not be reckoned as part of any period of notice required to be given before discharge or dismissal.
- (4)
 - (a) The Manager shall maintain a Register in Form No. 12 :
 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 the factory or return made by the manager, gives in respect of any or all the workers in the factory the particulars required for the enforcement of section 53, 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 this 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.

Rules prescribed under sub-section (2) of section 58 and section 112

84A. (1) Factories exempted under section 58.-

The Printing presses attached to the newspaper offices shall be exempted from the provisions of sub-section (1) of section 58, subject to the following conditions, namely

In such printing press-

- (i) The workers of each relay shall bear a badge of distinct colour which will identify the worker of one relay from that of the other;
- (ii) The colour of the badge to be worn by the workers of each relay shall be specified in the notice of periods of work required to be displayed and correctly maintained under sub-section (1) of section 61 and in the copies of the notice to be sent to the Inspector under sub-section 9 and 10 of the said section;
- (iii) a flag or light having the same colour as that of the badge to be worn by the workers of any relay actually at work shall be displayed during the time of actual working of one or more relays in the department concerned;
- (iv) each worker engaged in the work carried on by means of overlapping shifts shall be in possession of an identity card. The identity card shall be supplied to the worker by the factory management free of costs and shall bear the photograph of the workers, his full name, signature or thumb impression and visible identification mark and the signature of the Manager.

Muster roll prescribed under sub-section (4) of section 59

85. Muster -roll for exempted factories.-

The Manager of every factory -

- (a) which is exempted under section 5, or
- (b) in which workers are exempted under section 64 or section 65, or from the provisions of section 51 or section 54, shall keep a muster roll in Form No. 13 showing the normal piece work rate of pay, or the rate of pay per hour, of all the exempted workers in the factory.

In this muster roll-

shall be correctly entered the extent of overtime worked by each worker together with the overtime earnings in respect thereof and the dates of the payment of such earning. The muster roll in Form No. 13 shall always be available, and produced for inspection whenever required by an Inspector.

85 A. Overtime Slips.-

Any work done by a worker beyond the normal specified periods of work shall be entered in the overtime slips in duplicate indicating therein, the actual period of overtime worked by him. A copy of such overtime slip duly signed by the manager or by a person duly authorized by in that behalf, shall be given to the worker immediately after completion of the overtime work :

Provided that if the Chief Inspector of Factories is satisfied that because of the nature of work carried out in the factory, it is not possible to issue daily slips to the workers he may permit issue of weekly slips to the workers.

Rule prescribed under section 60

86. Double employment of workers.-

- (a) The Inspector may sanction the employment of adult workers in more than one factory on the same day if he is satisfied that such adult worker is allowed to work not more than forty-eight hours in a week and is allowed weekly holidays as per section 52.
- (b) A note under the initials of the Inspector shall be made in the remarks column of a Register of such workers permitted to work in more than one factory.

Notice prescribed under sub-section (8) of section 61

87. Notice of periods of work for adults.-

The notice of period of work for adult workers shall be in Form No.14.

Register prescribed under sub-section (2) of section 62

88. Register of adult workers.-

The register of adult workers shall be in Form No. 15. This register shall be written up afresh each year and shall be preserved for a period of twelve months.

Rules 89 to 91 prescribed under section 64

89. Persons defined to hold positions of supervision or managements or confidential position.-

The persons specified in the Schedule annexed to this rule shall hold positions of supervision or management or to be employed in a confidential position in the factory.

SCHEDULE

List of Persons defined to hold positions of Supervision or Management in Factories.**I ALL FACTORIES**

Manager, Assistant Manager, Labour Officer, Welfare Officer, Departmental Heads and Assistant Engineer and Certified Assistants, Electrical Engineer, Head Storekeeper and Assistants, Boiler Serang or such Boiler Attendants who are in charge of battery of boilers and are only required to do supervisory work, Technical Experts, Technologists.

II ENGINEERS WORKSHOPS

Foremen, Inspectors, Charge men, Workshop Overseers, (In addition to persons in the List - "I - All Factories" above).

III SPINNING AND WEAVING MILLS**Engineer Department**

Foremen Mechanics.

Spinning Department

Jobbers or Muccadams, Patrolmen.

(Note: - Spinning Department shall, for the purpose of these rules be deemed to include also the blowing, carding and frame departments).

Weaving Department

Jobbers, Overseers, or Muccadams, patrolmen.

(Note: - Weaving departments shall, for the purpose of these Rules be deemed to include the preparatory departments of winding, warping and sizing).

Dyeing, Bleaching, Folding, Calendaring and Clothe Printing Departments.

Jobbers, Overseers or Muccadams.

In addition to persons in the list "I-ALL Factories" above)

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

A list showing the names and designation of all persons in a factory holding confidential position or position of supervision and management in that factory shall be maintained in every factory.

91.Exemption of certain adult workers.-

Adult workers engaged in factories specified in column 3 of the schedule annexed to these rules on the work specified in column 4 of the said schedule shall be exempted from the provision of the sections of specified in column 5 subject to the conditions, if any specified in column 6 of the said schedule.

Provided that -

- (a) no female adult worker shall be required or allowed to work for more than nine hours in any day.
- (b) except in the case of urgent repairs.-
 - (1) no male adult worker shall be required or allowed to work for more than ten hours in any day;
 - (2) no male adult worker shall be required or allowed to work in any quarter for more than fifty hours overtime on weekly limits;
 - (3) Period of work for each male adult worker shall be so arranged that inclusive of his interval for rest they shall not spread over more than twelve hours in any day :

Provided further that the restrictions imposed by sub-clause (1) and (3) shall not apply in the case of a shift worker mentioned in entries 8, 10 to 37 (1) 36 (1) 46 and 53 of the schedule who is allowed to work the whole or part of a subsequent shift in the absence of a worker who has failed to report for duty.

SCHEDULE

([Download](#))

91-A. Exemption to women workers working in fish-curing and fish canning factories.-

All women working in fish-curing factories shall be exempted from the restrictions set out in sub-section (1) of section 66 subject to the following conditions:

- (1) No women shall be employed before 6-a.m., or after 7-00 p.m. for more than fifteen days in any calendar month. The number of days on which a women may be so employed shall not exceed hundred in a year.
- (2) Women may be employed after 11-00 p.m. only if the occupier of the factory provides free transport facilities to the women workers to reach their home after night work.

A period of uninterrupted rest of at least 9 hours shall intervene between the cessation of a period of work after 7-00 p.m. on any day and the beginning of a fresh period of work on the following day.



CHAPTER-VII

(THE INSPECTING STAFF)


[Home](#)

THE GUJARAT FACTORIES RULES 1963 CHAPTER VII-Employment Of Young Persons

Notice prescribed under sub-section (3) of section 72

92. Notice of periods of work for children.-

The notice of periods of work for child workers shall be in Form No. 16.

Register prescribed under sub-section (2) of section 73

93. Register of child workers.-

The Register of child workers shall be in Form No. 17. This register shall be written up afresh each year and shall be preserved for a period of twelve months.

[◀ Index](#)
[◀ Previous Chapter](#)
[CHAPTER VIII](#)

(ANNUAL LEAVE WITH WAGES)



THE GUJARAT FACTORIES RULES 1963 CHAPTER VIII-Annual Leave with Wages

Rules 94-101 prescribed under section 80 (3) and 83

94. Leave with wages register.-

- (1) The Manager shall keep a Register in Form No. 18 hereinafter called the Leave with Wages Register:

Provided that if the Chief Inspector is of the opinion that nay 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 by treated as the register, or return required under this Rule in respect of that factory.

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

95. Leave Book.

- (1) The Manager shall provide each worker with a book in Form No. 19(hereinafter called the leave Book). The Leave Book shall be the property of the worker and the Manager or his agent shall not demand it except to make relevant entries therein and shall not kept it for more than a week at a time.
- (2) If a worker loses his Leave Book, the Manager shall provide him with another copy on the payment of anna one within fifteen days, and shall complete it from his record.

96. Medical Certificate.-

If any worker is absent from work and if he wants to avail himself of the leave with wages due to him to cover the period of illness as provided in sub-section (7) of section 79, he shall, if so required by the Manager, produce a medical certificate signed by a registered medical practitioner or by a recognized vaid or hakim stating the cause of the period for which the worker is, in the opinion of such medical practitioner vaid or hakim unable to attend to his work :

Provided that if in any village there is no registered medical practitioner or registered or recognized vaid or hakim a certificate of the President of Village

Panchayat or Headman of the village shall be deemed as sufficient for the purpose of this rule.

97. Notice Of Inspector of Lay off.-

The Manager shall give, as soon as possible, a notice to the Inspector of every case of lay-off workers by agreement or contract or as permissible under the standing orders, giving the numbers of such workers and the reasons for the lay-off, entries to this effect shall be made in the Leave with Wages Register and the Leave Book in respect of each worker concerned.

98. Notice by Worker.-

Before or at the end of every calendar year a worker may give notice to the Manager of his intention not to avail himself of the annual leave with wages falling due to him during the following 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.

99. Notice by Manager.-

The Manager, shall, as soon as possible, in the first quarter of each calendar year cause a notice to be displayed giving the names of all workers whose maximum leave has been carried forward, under the first proviso to sub-section (5) of section 79. A copy of the notice shall be delivered at the office of the Inspector of Factories.

99-A. Mode of leave.-

- (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 notice of four weeks to the worker."

100. Payment of leave wages due if worker dies.-

If a worker, who is entitled to advance payment in accordance with the provisions of section 81, dies before he resumes work, the balance of his pay due for the period of leave shall be paid to his nominee and failing such nominee to his legal representative within one month of the receipt of intimation of death of the worker. The nomination shall be in Form No. 35 and signed by the worker and attested by two witnesses.

101. 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 send a copy of it to the Inspector.
- (3) No alteration shall be made in the schedule approved by the State Government at the time of granting exemption under section 84 without its previous sanction.

 [Index](#)

 [Previous Chapter](#)

[CHAPTER-IX](#)
(SPECIAL PROVISIONS)

THE GUJARAT FACTORIES RULES 1963

CHAPTER IX-Special Provisions

Rule prescribed under section 87

102. Dangerous 1[manufacturing Process or Operations

- (1) The following operations when carried on in any factory are declared to be dangerous 1[manufacturing process or operations] under section 87 -
- (2) The provisions specified in the Schedules annexed hereto shall apply any class or description of factories wherein dangerous operations specified in each Schedule are carried out.
- (3) This Rules shall come into force in respect of any class or description of factories wherein the said operation are carried on, such dates as the State Government may by notification in the official Gazette appoint in this behalf.

[SCHEDULE -I](#)

(Manufacture of aerated waters & processes)

[SCHEDULE -II](#)

(Electrolytic plating or oxidation of metal)

[SCHEDULE -III](#)

(Manufacture and repair of electric accumulators)

[SCHEDULE -IV](#)

(Glass Manufactures)

[SCHEDULE -V](#)

(Grinding of glazing of metals & processes)

[SCHEDULE -VI](#)

(Manufacture of lead & treatment of lead &certain compounds)

[SCHEDULE -VII](#)

(Generation of gas from dangerous petroleum)

[SCHEDULE -VIII](#)

(Cleaning,smoothing etc.of any part of the surface of articles)

[SCHEDULE-IX](#)

(Liming &tanning of raw hides& skins& process incidental)

[SCHEDULE-X](#)

(Manufacture of chromic acid or manufacture or recovery of the bichromate of sodium, potassium or ammonium)

[SCHEDULE-XI](#)

(Manufacture or manipulation of carcinogenic dye intermediates)

[SCHEDULE-XII](#)

(Manipulation of acids or alkalis)

[SCHEDULE-XIII](#)

(Manufacture of bangles & other articles from cinematograph film & toxic & inflammable solvents)

[SCHEDULE-XIV](#)

(Process involving manufacture,use or evolution of carbon Disulphide & hydrogen sulphide)

[SCHEDULE-XV](#)

(Manufacture & manipulation of dangerous pesticides)

SCHEDULE-XVI

(Compression of oxygen & hydrogen produced by the electrolysis of water)

SCHEDULE-XVII

(Handling & processing of Asbestos, manufacture of any article of asbestos & any other process in which it is used)

SCHEDULE-XVIII

(Manufacture of articles from refractory materials including manufacture of refractory bricks)

SCHEDULE-XIX

(Chemical Works)

SCHEDULE-XX

(Process of extracting Oils and fats from vegetables & animal sources in solvent extraction plants)

SCHEDULE-XXI

(Manufacture & use of Benzene or its allied products)

SCHEDULE-XXII

(Manufacturing process or operations in Carbon Disulphide plants)

SCHEDULE-XXIII

(Operations involving High Noise levels)

SCHEDULE-XXIV

(Welding/Cutting operation with the use of LPG/Acetylene/Arcon)

SCHEDULE-XXV

(Manufacture of pottery)

SCHEDULE-XXVI

(Operations in Foundries)

103. Notification of accidents and dangerous occurrences.

- (1) When any accident which results in the death of any person or which results in such bodily injury to any person as is likely to cause his death, or any dangerous occurrence specified in the schedule annexed hereto takes place in a factory. The manager of the factory shall forthwith send a notice thereof by telephone, special messenger or telegram to the Inspector and the Chief Inspector.
- (2) When any accident or any dangerous occurrence specified in the schedule in the schedule annexed hereto, which results in such bodily injury to any person as is likely to cause his death, takes place in a factory, notice as mentioned in sub-rule(1) shall be sent also to;
 - (a) The District Magistrate or sub-divisional officer;
 - (b) The officer in charge of the nearest police station; and
 - (c) The nearest relatives of the injured or deceased person.
- (3) Any notice given as required under sub-rule (1) and (2) shall be confirmed by the manager of the factory to the authorities mentioned in those sub-rule within 12 hours of the accident or the dangerous occurrence by sending them a written report in Form No.21 in the case of an accident or dangerous occurrence causing death and bodily injury to any person.
- (4) When any accident or dangerous occurrence specified in the schedule takes place in a factory and it causes such bodily injury to any person as prevent the person injured from working for a period of 48 hours or more immediately following the accident or the dangerous occurrence, as the case may be, the manager of the factory shall send a report thereof to the Inspector in Form No.21 within 24 hours after the expiry of 48 hours from the time of the accident or the dangerous occurrence:

Provided that if in the case of an accident or dangerous occurrence death occurs of any person injured by such accident or dangerous occurrence after the notices and reports referred to in sub-rule(1), (2), (3) or (4) as the case may be, have sent, the manager of the factory shall forthwith send a notice thereof by telephone, special messenger or telegram to the authorities and persons mentioned in sub-rules (1) and (2) and also have this information confirmed in writing within 12 hours of the death:

Provided further that if the period of disability from working for 48 hours or more referred to in sub-rule (4) does not occur immediately following the accident, or the dangerous occurrence, but later, or occurs in more than one spell, the report referred to shall be sent to the Inspector in the prescribed Form No.21 within 24 hours immediately following the hours when the actual total period of disability from working resulting from the accident or the dangerous occurrence become 48 hours.

SCHEDULE

The following clauses of dangerous occurrences, whether or not they are attended by personal injury or disablement;

- (1) Bursting of a plant used for containing or supplying steam under pressure greater than atmospheric pressure;
- (2) Collapse or failure of a crane, derrick, winch, hoist or other appliances used in raising or lowering persons or goods, or any part thereof, or the overturning of a crane.
- (3) Explosion, fire, bursting out, leakage, or escape of any molten metal, or hot liquor or gas causing bodily injury to any person or damage to any room or place in which persons are employed or fire in rooms of cotton pressing factories, where a cotton opener is in use.
- (4) Explosion of a receiver or, container used for the storage at a pressure greater than atmosphere pressure of any gas or gases (including air) or any liquid or solid resulting from the compression of gas.
- (5) Collapse or subsidence of any floor, gallery, roof, bridge, tunnel, chimney, wall, building or any other structure;

[◀ Index](#)[◀ Previous Chapter](#)[CHAPTER-X](#)
(SUPPLEMENTAL)



THE GUJARAT FACTORIES RULES 1963

Chapter: -X-Supplemental

Rule prescribed under section 107

105. Procedure in appeals.-

- (1) An appeal presented under section 107 shall lie to the Chief Inspector, or in cases where the order appealed against is an order passed by that officer, to the State Government or to such authority as the State Government may appoint in this behalf and shall be in the form of a memorandum setting forth concisely the grounds of objection to the order and bearing court-fees stamps in accordance with Article 11 of Schedule 11 to the Court fees Act, 1870, and shall be accompanied by a copy of the order appealed against.
- (2) Appointment of assessors.- On receipt of the memorandum of appeal, the appellate authority shall, if it thinks fit or if the appellant has requested that the appeal should be heard with the aid of assessors, call upon the body declared under sub-rule
- (3) to be representative of the industry concerned, to appoint an assessor within a period of 14 days. If an assessor is nominated by such body, the appellate authority shall appoint a second assessor itself. It shall then fix a date for the hearing of the appeal and shall give due notice of such date to the appellant and to the Inspector whose order is appealed against, and shall call upon the two assessors to appear upon such date to assist in the hearing of the appeal.
- (4) The appellant shall state in the memorandum presented under sub-rule (1) whether he is a member of one or more of the following bodies. The body, empowered to appoint the assessor shall-
 - (a) if the appellant is a member of one of such bodies, be that body ;
 - (b) if he is a member of two such bodies, be the body which the appellant desires should appoint such assessor; and
 - (c) if the appellant is not a member of any of the aforesaid bodies or if does not state in the memorandum which of such bodies he desires, should appoint the assessor, be the body which the appellant authority considers as the best fitted to represent the industry concerned.
 - (1) Mill owners Association, Ahmedabad.
 - (2) Gujarat Chamber of Commerce, Ahmedabad
 - (3) Federation of Gujarat and Industries, Baroda.
 - (4) Saurashtra Chamber of Commerce, Bhavnagar.
 - (5) Other Association of employer in the industry concerned if any
- (5) Remuneration of assessors.-

An assessor appointed in accordance with the provisions or sub-rule (2) and (3) shall receive for the hearing of the appeal; a fee to be fixed by the appellant authority, subject to a maximum of fifty rupees per diem. He shall also receive the actual traveling expenses. The fees and traveling expenses shall be paid to the assessor by Government but where assessors have been appointed at the request of the appellate authority and the appeal has been decided wholly and partly against him the appellate authority may direct that the fees and traveling expenses of the assessor shall be paid in whole or in part by the appellant.

Rule prescribed under section 108

106. Display of notices.-

The abstract of the Act and of the Rules required to be displayed in every factory shall be in Form No. 23.

Rule prescribed under section 110

107. Returns.-

The manager of every factory shall furnish to the Inspector or other officer appointed by the State Government in this behalf the following returns, namely :

- (1) Annual return.- On or before the 1st February of each year, an annual return in duplicate in Form No. 24 relating to the following matters:-
 - (a) average number of workers employed daily and normal hours worked per week ;
 - (b) leave with wages ;
 - (ba) number of discharged or dismissed workers ;
 - (bb) wages in lieu of leave ;
 - (c) Compensatory holidays;
 - (d) Canteens in the case of factories wherein more than 250 workers are ordinarily employed ;
 - (e) crèches in the case of factories wherein more than 50 women workers are ordinarily employed
 - (f) Shelters, rest rooms and lunch rooms in the case of factories wherein more than 150 workers are ordinarily employed.

(2) Half yearly return.-

On or before the 15th July and 15th January of each year, a half yearly return in duplicate in Form No. 25;

(3) Annual return of holidays.-

Before the end of each year, a return giving notice of all the days on which it is intended to close the factory during the next ensuing year. If in any year a factory is newly started or restarted after a closure during the previous year, such return shall be submitted before the date as such starting or restarting for the remaining period of the year:

Provided that the State Government may dispense with this return in the case of any specified factory or of any class of factories or of the factories in any particular area. Provide further that the annual return of holidays shall be dispensed with in case of all factories;

- (a) which regularly observe Sundays as holidays ; or
- (b) which regularly observe a fixed day in the week as holiday ; or
- (c) which observe holidays according to a list approved by the Chief Inspector; where the manager of any factory makes any departure from such a holiday or list of holidays as aforesaid, prior intimation shall be given to the Chief Inspector.
- (3) to (8) -----Deleted;

Rules prescribed under section 109

108. Service of notice

The dispatch by post under registered cover of any notice or order shall be deemed such sufficient service on the occupier, owner or manager of a factory of such notice or order.

Rules prescribed under section 112

109. Information required by the Inspector

The occupier, owner or manager of a factory shall furnish any information that an Inspector may require for the purpose of satisfying himself whether any provision of the Act has been complied with or whether any order of an Inspector has been duly carried out. Any demand by an Inspector for any such information if made during the course of inspection, shall be complied forthwith if the information is available in the factory or, if made in writing shall be complied with within seven days of receipt thereof.

110. Muster-roll

- (1) The manager of every factory shall maintain a muster-roll of all the workers employed in the factory in Form No. 28 showing (a) the name of each worker, (b) the nature of his work and (c) the daily attendance of the worker.
- (2) The muster-roll shall be written up afresh each month and shall be preserved for a period of 3 years from the date of last entry in it:

Provided that if the daily attendance is noted in respect of Adult and Child Workers in the Registers of Workers in Forms Nos. 15 and 17 respectively, or the particulars required under sub-rule (1) are noted in any other register, and such registers are preserved for a period of 3 years from the date of last entry in them, a separate muster-roll required under sub-rule (1) need not be maintained.

110-A. Identity Cards

- (1) The Manager of every factory shall provide to each worker an identity card with photograph, free of cost, in Form No. 36 and shall enter the serial number of such card against the name of such worker in the register of adult workers maintained by him under section 62 read with rule 88 or the register of child workers under section 73 read with rule 93, as the case may be :

Provided that it shall not be necessary to furnish such identity card to any worker to whom an identity card containing similar particulars and information is furnished under any other law applicable to him.

- (2) No worker shall be allowed or required to work in a factory unless he carries while he is at work an identity card, provided under sub-rule (1).
- (3) Every worker shall, on demand by an Inspector appointed for the purposes of the Act, produce the identity card provided to him under sub-rule (1).
- (4) If any worker loses his identity card a duplicate card shall be furnished to him by the Manager immediately on production of a recent passport size photograph by the worker for affixing on it, free of charge.

111. (1) Register of accidents and dangerous occurrences.-

- (1) The manager of every factory shall maintain a Register of all accidents and dangerous occurrences which occur in the factory in Form No. 29 showing the –
 - (a) Name of injured person (if any)
 - (b) Date of accident or dangerous occurrence.
 - (c) Date of report of Form No. 21 to Inspector.
 - (d) Nature of accident or dangerous occurrence.
 - (e) Date of return of injured person to work.
 - (f) Number of days of absence from work of injured person.
- (2) The manager of every factory shall furnish to the Inspector annually on or before the 15th February a copy of the entries in Form No. 29 relating to the year immediately preceding the 1st January.

112. Maintenance of Inspection Book

- (i) The manager of every factory shall maintain a bound Inspection Book in Form No. 31 of the size 13 ½" x 8 ½" and shall produce it when so required by the Inspector or Certifying Surgeon.
- (ii) The Inspection Book shall contain at least 180 pages, every third page thereof shall be consecutively numbered and the other two unnumbered pages between each two consecutively numbered page, shall have a vertical perforated straight line on the margin side at a margin of 1".
- (iii) In case the Inspection Book containing remarks passed by the Inspector or Certifying Surgeon is lost, the manager of the factory shall forthwith report in writing the loss of the Inspection Book to the Inspector-in-charge of the areas and immediately maintain a new Inspection Book.

The manager shall obtain as early as possible copies of all available remarks from the Factory Inspection Office concerned, on payment of necessary charges.

113. Information regarding closure of factories

- (1) The occupier and the Manager shall be jointly or severally responsible for sending information in duplicate, to the Inspector of any intended closure of the factory or any shift, section or department thereof, immediately after it is decided to do so, and before the closure takes place stating:
 - (a) the date of intended closure ;
 - (b) the reasons for closure ;
 - (c) the number of workers on the muster-roll of the factory on the day the information is sent ;
 - (d) the number of workers likely to be affected by the closure; and
 - (e) the probable period of closure;

Provided that in the case of any factory in respect of which Standing Orders settled or certified under the Bombay Industrial Relations Act, 1946; or the Industrial Employment (Standing Orders) Act, 1946, as the case may be, provide for the display on the notice boards of the factory a notice of the proposed closure of the factory or any shift, section, or department thereof such information to the Inspector shall be given on the date on which such notice is displayed:

Provided further that it shall not be necessary for the occupier or manager to send information of intended closure if the closure is rendered inevitable on account of fire, break down of machinery, stoppage of power or water supply or any other cause beyond his control.

- (2) The occupier and the manager shall be jointly or severally responsible for sending information in duplicate to the Inspector as soon as the factory or any shift, section or department thereof, is actually closed in following form namely:-

Name of factory and full address	Name of Industry*	Date of closure*	Reasons for closure	Name of closure whether, entire or partial, if partial the shift, section of department closed	Number of workers on the muster roll of factory at the time of closure	Number of workers affected by the closure.
1	2	3	4	5	6	7

Class of Industry whether (1) Cotton Textile, (2) Silk Textile, (3) Woolen Textile, (4) Hosiery, (5) Engineering or (6) Miscellaneous should be stated.

- (3) The occupier and the manager shall be jointly or severally responsible for sending also information in duplicate to the Inspector as soon as the factory or any shift, section or department thereof is re-opened in the following form namely:-

Name of factory and full address	Name of Industry	Date of closure	Number of workers affected at the time of closure	Factory or any shift, section or department thereof opened	Number of workers on muster roll at the time of re-opening	Number of workers re-employed (ii) newly employed
1	2	3	4	5	6	7

Class of Industry whether (1) Cotton Textile or (2) Silk Textile, (3) Woolen Textile, (4) Hosiery, (5) Engineering or (6) Miscellaneous should be stated.

Explanation 1.

For the purpose of this rule, "closure" means the closing of a factory, or any shift, section or department thereof or the total or partial suspension of work (other than work of a temporary nature) by the occupier or manager of the factory or total or partial refusal by the occupier for manager of the factory to continue to employ persons employed by him where such refusal does not amount to the discharge, dismissal or suspension of a worker or workers by way of punishment.

Explanation 2.

This rule shall not apply in the case of a closure of any section or department of a factory if such closure does not affect the total number of workers employed in the factory.

114. Repeal and saving

The Saurashtra Factories Rules, 1949, and the Kutch Factories Rule, 1951, are hereby repealed.

Provided that, anything done or any action taken under the provisions of the rules so repealed shall, in so far as it is not inconsistent with the provisions of these rules, be deemed to have been done or taken under the corresponding provisions of these rules and shall continue in force until superceded by any thing done or any action taken under the Act of these Rules.

[\(FORMS\)](#)

 [Index](#)

 [Previous Chapter](#)

THE GUJARAT FACTORIES RULES 1963

CHAPTER – X SUPPLEMENTAL

No.	Form and Detail	Word Document 
1)	FORM NO. 1 (Prescribed under Rule 3)	Download
2)	FORM NO. 1-A (Prescribed under Rule 3-C)	Download
3)	FORM NO. 1-B (Format of application to the Site Apprasial Commitee)	Download
4)	FORM NO. 2 (Prescribed under Rule 4)	Download
5)	FORM NO. 3 (Prescribed under Rule 4 and 7) Application for renewal of license	Download
6)	FORM NO. 3-A (Prescribed under Rule 12A) Notice of change of manager	Download
7)	FORM NO. 4 (Licence to work a factory)	Download
8)	FORM NO. 4-A (Certificate of Compentency issued to a person or an institution in pursuance to Rule 2(A)made under section 2(ca))	Download
9)	FORM NO. 5 (Certificate of fitness for young person)	Download
10)	FORM NO. 6 (Prescribed under Rule 23)	Download
11)	FORM NO. 7 (Prescribed under Rule 17) Record of Lime washing, painting, etc.	Download
12)	FORM NO. 8 (Prescribed under paragraph 5(1)(c) of Schedule VI to Rule 54 and Rule 55)	Download
13)	FORM NO. 9 (Prescribed under Rule 58)	Download
14)	FORM NO. 10 (Prescribed under Rule 60)	Download
15)	FORM NO. 11 (Prescribed under Rule 61)	Download
16)	FORM NO. 11-A (Prescribed under Rule 61-A)	Download
17)	FORM NO. 12 (Prescribed under Rule 84)	Download
18)	FORM NO. 13 (Prescribed under rule 85)	Download
19)	FORM NO. 14 (Prescribed under Rule 87) Notice of period of work for adult workers	Download
20)	FORM No. 15 (Prescribed under rule 88) Register of adult workers	Download
21)	FORM NO. 16 (Prescribe under Rule 92)	Download
22)	FORM NO. 17 (Prescribe under Rule 93)	Download
23)	FORM NO. 18 (Prescribe under Rule 94) Register of Leave with wages.	Download
24)	FORM NO. 19 (Leave Book)	Download
25)	FORM NO. 20 (Prescribe under Rule 15) Health Register	Download
26)	FORM NO. 21 (Prescribed under Rule 103) Report of accident including, dangerous occurrence resulting in Death or bodily injury	Download
27)	FORM NO. 21-A (Prescribed under Rule 103)	Download
28)	FORM NO. 22 (Prescribed under Rule 104) Notice of poisoning or disease (See instruction reverse)*	Download
29)	FORM NO. 23 (Abstract of the Factories Act,1948 and the Gujarat Factories Rules,1963)	Download

30)	FORM NO. 24	Download
31)	FORM NO. 25	Download
32)	FORM NO. 26 (Application for grant of Certificate of competency to a person under sub-rule(3) of Rule 2(A))	Download
33)	FORM NO. 26-A (Prescribed under Rule 102)	Download
34)	FORM NO. 27 (Application for grant of Certificate of competency to an institution under sub-rule(3) of Rule 2(A))	Download
35)	FORM NO. 27-A (Prescribed under Rule 102)	Download
36)	FORM NO. 28 (Prescribed under Rule 110)	Download
37)	FORM NO. 29 (Prescribed under Rule 111)	Download
38)	FORM NO. 30 (Prescribed under Schedule VI of Rule 102)	Download
39)	FORM NO. 31 (Prescribed under rule 112)	Download
40)	FORM NO. 32 (Prescribed under Rule 68-T and 102)	Download
41)	FORM NO. 33 (Prescribed under Rule 68-T and 102)	Download
42)	FORM NO. 35 (Prescribed under Rule 100)	Download
43)	FORM NO. 36 (See rule 110-A)	Download
44)	FORM NO. 37 (Prescribed under Rule 12-B)	Download
45)	Closer Notice Under GFR 113	Download
46)	Re-Opening Notice Under GFR 113	Download

 **TOP**

 **Index**

 **Back To Chapter**



THE GUJARAT FACTORIES RULES 1963

CHAPTER IV - SAFETY

SCHEDULE I

Textile machinery except Machinery used in Jute Miles.

1. Application:-

The requirement of this Schedule shall apply to machinery in factories engaged in the manufacture or processing of textile other than jute textiles. The Schedule shall not apply to machinery in factories engaged exclusively in the manufacture of synthetic fibres.

2 Definitions:-

For the purpose of the Schedule:-

- (a) **"Calendar"** means a set of heavy rollers mounted on vertical side farms and arranged to pass cloth between them. Calendars may have two to ten rollers, or bowls, some of which can be heated.
- (b) **"Embossing Calendar"** means a calendar with two or more rolls, one of which is engaged for producing figures of various kinds of fabric.
- (c) **"Card"** means a machine consisting of cylinders of various sizes and in certain cases flats-covered with card clothing and set in relation to each so that fibres in staple form may be separated into individual relationship. The speed of the cylinders and their direction of rotation. The finished products is delivered as a silver Cards of different types are the revolving flat card, the roller and clear card, etc
- (d) **"Card clothing"** means the material with which the surface of the cylinder, doffer, flats etc. of a card are covered and consists of a thick foundation material made of, either textile fabric through which are pressed many fine closed spaced, specially bent wires, or mounted raw toothed wire.
- (e) **"Comber"** means a machine for combing fibres of cotton wool, etc. The essential parts are device for feeding forward of fringe of fibres at regular intervals and an arrangement of combs or pins, which, at the right time, pass through the fringe. All tangled fibres, short fibres, and nipe are removed and the long fibres and laid parallel.
- (f) **"Combing machinery"** means a general classification of machinery including combers, silver lap machines, ribbon lap machines and gill boxes, but excluding cards.
- (g) **"Factory Staple cutter"** means a machine consisting of one more rotary blades used for the purpose of cutting textile fibres into staple lengths.
- (h) **"Garnett machine"** means any of a number of type of machines for opening hard twisted waste of wool, cotton, silk, etc. Essential, such machines for consist of a licker in one or more cylinder, each having a competent worker and stripper rolls and a fancy roll and deffer. The action of each machines is somewhat like that of a wood card, but it is much more severe in that the rolls are covered with garnett wire instead of card clothing.
- (i) **"Gill box"** means a machine used in the woested system of manufacturing yarns. Its function is to arrange fibres in parallel order. Essential, it consists of a pair of feed rolls and a series of followers where the followers move at a faster surface speed and perform a combing action.
- (j) **"In-running rolls"** means any pair of rolls or drums between which there is a "nip".
- (k) **"Interlocking arrangement"** means a device that prevents the setting in motion of a dangerous part of a machine or the machine itself while the guard cover or door unlocked, and which will also hold the guard, cover or door unlocked, and which will also hold the guard, cover or door closed and locked while the machine or the dangerous part is in motion.
- (l) **"Kier"** means a large metal vat, usually a pressure type, in which fabrics may be boiled out, leached, etc. guard on all sides or a complete cover if a vertical guard is used the distance from the floor or working platform to the top of guard shall be not less than 1.83 metres."
- (m) **"Ribbon lapper"** means a machine or a part of machine used to prepare laps for feeding a cotton comb; its purpose is to provide a uniform lap in which the fibres have been straightened as much as possible.
- (n) **"Silver lapper"** means a machine or a part of a machine I which a number of parallel card silvers are drafted slightly, laid side by side a compact sheet, and wound into a cylindrical package.

- (o) **"Loom"** means a machine for affecting the interlocking of two series of yarns crossing one another at right angles. The warp yarns are wound on a warp beam and pass through headless and reeds. The filling is shot across in a shuttle and settled in place by reeds and slay, and the fabric is wound on a cloth beam.
- (p) **"Starch mangle"** means a mangle that is used specifically for starching cotton goods. It commonly consists of two large rolls and a shallow open vat with several immersion rolls. The vat contains the starch solution.
- (q) **"Water mangle"** means a calendar having two or more rolls used for squeezing water from fabrics before drying. Water mangle also may be used in other ways during the finishing of various fabrics. Provided to safeguard against danger, is open; or
- (r) **"Mule"** means a type of spinning frame having a head stock and a carriage as its two main sections. The head stock is stationery. The carriage is movable and it carries the spindles which draft and spin the roving into yarn. The carriage extends over the whole width of the machine and moves slowly towards and away from the head stock during the spinning operation.
- (s) **"Nip"** is the danger zone between two rolls or drums which by virtue of their positioning and movement create a nipping hazard.
- (t) **"Openers and pickers"** means a general classification of machinery which includes breaker pickers, Intermediate pickers, finishers pickers, single process pickers, multiple pickers, willow machines, card and picker waste cleaners, thread extractors, shredding machines, roving waste openers, shoddy pickers, bair breakers feeders, vertical openers, lattice cleaners, horizontal cleaners, and any similar machinery equipped with either cylinders, screen section, calendar section, rolls or batters used for the preparation of stock for further processing.
- (u) **"Paddler"** means a trough for a solution and two or more squeeze rolls between which cloth passes after being passed through a mordant or dry bath.
- (v) **"Plating machine"** means a machine used to lay cloth into folds of regular length for convenience of subsequent process or use.
- (w) **"Roller printing machine"** means a machine consisting of a large central cylinder, or pressure bown, around the lower part of the perimeter of which is placed a series of engraved colour roller (each having a color through), a furnisher roller, doctor blades, etc. The machine is used for printing fabrics.
- (x) **"Continuous bleaching range"** means a machine for bleaching of cloth in rope or open width form the following arrangement. The cloth, after wetting out, pass through a squeeze roll into a saturator containing a solution of caustic soda and then to an enclosed J-Box. A V-shaped arrangement is attached to the front part of the J-Box for uniform and rapid saturation of the cloth with steam before it is packed down in the J-Box. The cloth, in a single strand rope form, passes over a guide roll down the first arm of the "V" and up the second. Steam is injected into the "V" at the upper end of the second arm so that the cloth is rapidly saturated with stream at this point. The J-Box capacity is such that cloth will remain hot for a sufficient time to complete the scouring action. It then passes a series of series of washers with a squeeze roll in between. The cloth then passes through a second set of saturator, J-Box and washer, where it is treated with the peroxide solution. By light modification of the form of the unit, the same process can be applied to open-width cloth
- (y) **"Mercerizing range"** means a 3-bowl mangle, a tenter frame, and a number of boxes for washing and scouring. The whole set up is in a straight line and all parts operate continuously. The combination is used to saturate the cloth with sodium hydroxide, stretch it while saturated, and washing out most of the caustic before releasing tension.
- (z) **"Sanforizing machine"** means a machine consisting of a large steam-heated cylinder, and endless, thick, woolen felt which is in close contact with the cylinder for most of its perimeter, and electrically heated shoe which process the cloth against the blanket while the latter is in a stretched condition is curves around feed-in-roll.
- (aa) **"Shearing machine"** means a machine used for shearing cloth. Cutting action is provided by number of steel blades spirally mounted on a roller. The roller rotates in close contact with a fixed lader blade. There may be from one to six such rollers on a machine.
- (bb) **"Singer machine"** means a machine which comprises of heated roller, plate, or an open gas flame. The cloth or yarn is rapidly passed over the roller or the place or through the open gas flame to remove fuzz or hairiness by burning.
- (cc) **"Slasher"** means a machine used for applying a size mixture to warp yarns. Essential, it consists of a stand for holding section beams, a size box, one or more cylindrical dryers or an enclosed hot air dryer, and a beaming end for winding the yarn on the loom beams.
- (dd) **"Tenter frame"** a machine for drying cloth under tension. It essentially consists of pair of endless traveling chains fitted with clips of fine pins and carried on tracks. The cloth firmly held at the salvages by the two chains which diverge as they move forward so that the cloth is brought to the desired width.
- (ee) **"Warper"** means a machine for preparing and arranging the yarns intended for the warp of a fabric, a beam warper.

3. General Safety requirements.-

- (1) Every textile machine shall be provided with individual mechanical or electrical means for starting and stopping such machines. Belt-shifter on machines driven by belts and shafting should be provided with a belt shifter lock of an equivalent positive locking device.
- (2) Stopping and starting handles or other controls shall be of such design and so positioned as to prevent the operator's hand or fingers from striking against any moving part or any other part of the machine.
- (3) All belts, pulleys, gears, chains, sprocket, wheels, and other dangerous moving parts of machinery which either form part of the machinery or are used in association with it, shall be securely guarded.

4. Openers and pickers..-

- (1) In all opening or picker machinery, beaters and other dangerous parts shall be securely fenced by suitable guards so as to prevent contact with them. Such guards and doors or covers or opening giving access to any dangerous part of the machinery shall be provided with interlocking arrangement :

Provided that in the case of doors or covers of openings giving access to any dangerous part, other than beater covers, instead of the interlocking arrangement, such opening may be so fenced by guards which prevent access to any such dangerous part and which is either kept positively locked in position or fixed in such a manner that it cannot be removed without the use of hand tools.

- (2) The feed rolls on all opening and picking machinery shall be covered with a guard designed to prevent the operator from reaching the nip while the machinery is in operation.
- (3) The lap-forming rollers shall be fitted with a guard or cover which shall prevent access to the nip at the intake of the lap roller and fluted as long as the weighted rack is down. The guard or cover shall be so locked that it cannot be raised until the machine is stopped, and the machine cannot be started until the cover or guard is closed :

Provided that the foregoing provision shall not apply to the machines equipped with automatic lap forming devices:

Provided further that any such machine equipped with an automatic lap-forming device shall be used unless the automatic lap forming device is in efficient working order.

(5) Cotton cards. -

- (1) All cylinder doors shall be secured by interlocking arrangement 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

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 that stripping or grinding operations shall be carried out only by specially trained adult workers wearing tight fitting clothing whose names have been recorded in the register prescribed in this behalf as required in sub-section

- (1) of section.
- (2) The lick-in shall be guarded so as to prevent access to the dangerous parts.
- (3) Every card shall be equipped with an arrangement that would enable the card cylinder to be driven by power during stripping/grinding operations without having to either shift the main belt to the fast pulley of the machine or to dismantle the interlocking mechanism. Such an arrangement shall be used only for stripping or grinding operations.

6. Garnett Machines.-

- (1) Garnett licker-ins shall be enclosed.
- (2) Garnett fancy rolls shall be enclosed by guards. These shall be installed in a way that keeps worker rolls reasonably accessible for removal or adjustment.
- (3) The under side of the Garnett shall be guarded by a screen mesh or other form of enclosures to prevent access.

7. Gill boxes.-

- (1) The feed end shall be guarded so as to prevent fingers being caught in the pins of the intersecting fallers.
- (2) All nips of in-running rolls shall be guarded by suitable nip guards conforming to the following specifications :

Any opening which the guard may permit when fitted in position be so restricted with respect to the distance of the opening from any nip point through that opening and in any circumstances the maximum width of the opening shall not exceed the following :

Distance of opening from the point Maximum width of opening

0 to 38 mm 6 mm

39 to 63 mm 10 mm

64 to 88 mm 13 mm

89 to 140 mm 15 mm

141 to 165 mm 19 mm

166 to 190 mm 22 mm

191 to 215 mm 32 mm

8. Silver and ribbon lappers (cotton).-

The calender drums and the lap spool shall be provided with a guard to prevent access to the nip between the in-running rolls.

9. Speed frames.-

Jack box wheels at the head stock shall be guarded and the guard shall have interlocking arrangement.

10. Spinning mules.-

Wheels on spinning mule carriage shall be provided with substantial wheel guards; extending to within 6 mm of the rails.

11. Warpings:-

Swivelled double-bar gates shall be installed on all warpings operating in excess of 410 metres/min. These gates shall have interlocking arrangement, except for the purpose of inching or jogging:

Provided that the top and bottom bars of the gate shall be at least 1.05 and 0.53 metres high from the floor or working platform, and the gate shall be located 38 mm from the vertical tangement to the beam-head.

12. Slashers:-

(1) Cylinder dryers:-

- (a) All open nips of in-running rolls shall be guarded by nip-guards conforming to the requirement in Paragraph 1.
- (b) When slashers are operated by control levers, these levers shall be connected to a horizontal bar or treadle located not more than 170 cm above the floor to control the operation from any point.
- (c) Slashers operated by push-button control shall have stop and start buttons located at each end of the machine, and additional buttons located on both sides of the machine at the size box and the delivery end. If calendar rolls are used, additional buttons shall be provided at both sides of the machine at points near the nips, except when slashers are equipped with an enclosed dryer as in paragraph (b).

(2) Enclosed hot-air-dryer:-

- (a) All open nips of the top squeezing rollers shall be guarded by nip guards conforming to the requirements in paragraph 7(2)
- (b) When slashers are operated by control levers, these levers shall be connected to a horizontal bar or treadles located not more than 170 cm. Above the floor to control the operation from any point.
- (c) Slashers operated by push-button control shall have stop and start buttons located at each end of the machine and additional stop and start buttons located on both sides of the machines at intervals spaced not more than 1.83 meters on centers

13. Looms

- (1) Each loom shall be equipped with suitable guards designed to minimum the danger from flying shuttles.
- (2) Beam weights for tension in beam shall be of such construction so as to prevent it falling during its adjustment.

14. Valves of kiers, tanks and other containers

- (1) Each valve controlling the flow of steam, injurious gas or liquids into a kier or any other tank or container into which a person is likely to enter in connection with a process, operation, maintenance or of any other purpose, shall be provided with a suitable locking arrangement to enable the said person to lock the valve securely in the closed position and retain the key with him before entering the kier, tank or container.
- (2) Wherever boiling tanks, caustic tanks and any other containers from which liquids which are hot, corrosive or toxic may overflow or splash, are so located that the operator can not see the containers from the floor or working area emergency shut-off valves which can be controlled from a point not subjects to danger of splash shall be provided to prevent danger.

15. Shearing machines

All revolving blades on shearing machines shall be guarded so that the opening between the cloth surface and the button of the guard shall not exceed 10 mm.

16. Continuous bleaching range (cotton and rayon)

The nip of all in-running rolls on open-width bleaching machine rolls shall be protected with a guard to prevent the worker from being caught at the nip. The guard shall extend across the entire length of the nip.

17. Mercerizing range (piece goods)

- (1) A stopping device shall be provided at each end of the machine.
- (2) A guard shall be provided at each end of the frame between the in-running chain and the clip opener.
- (3) A nip guard shall be provided for the in-running rolls of the mangle and washers and the guard shall conform to the requirements in paragraph (2)

18. Tandet frames

- (1) A stopping device shall be provided at each end of the machine
- (2) A guard shall be provided at each end of the machine frame at the in-running chain and clip opener.

19. Paddlers

Suitable nip guard conforming to the requirement in paragraph 7 (2) shall be provided to all dangerous in-running rolls.

20. Centrifugal extractors

- (1) Each extractor shall be provided with a guard for the basket, and the guard shall have interlocking arrangement.
- (2) Each extractor shall be equipped with a mechanically or electrically operated brake to quickly stop the basket when the power driving the basket is shut off.

21. Squeezer or wringer extractor, water mangle, starch mangle, back washer (worsted yarn), crabbing machines, and decating machines

All in-running rolls shall be guarded with nip guards conforming to the requirements in paragraph 7(2).

22. Sanforizing and palmer machine

- (1) Nip guard shall be provided on all accessible in-running rolls and these shall conform to the requirements in paragraph 7(2)
- (2) Access from the sides to the nips of in-running rolls shall be fenced by suitable side guards.
- (3) A safety trip-rod, cable or wire-center cord shall be provided across the front and back of all palmer cylinders extending the length of the face of the cylinder. It shall operate readily whether pushed or pulled. The safety-trip shall not be more than 170 cm above the level at which the operator stands and shall be readily accessible.

23. Rope washers

- (1) Splash guards shall be installed on all rope washers unless the machine is so designed as to prevent the water or liquid from splashing the operator, the floor, or working surface.
- (2) A safety trip-rod, cable or wire-centre cord shall be provided across the front and back of all rope washers extending the length of the face of the washer. It shall operate readily whether pushed or pulled. This safety trip shall be not more than 170 cm above the level on which the operator stands and shall be readily accessible.

24. Laundry washer tumbler or shaker

- (1) Each drying tumbler, each double cylinder shaker or clothes tumbler and each washing machine shall be equipped with an inter-locking arrangement which shall prevent the power operation of the inside cylinder when the outer door on the case or shell it open and which shall from being opened without shutting off the power and the cylinder coming to a stop. This should not prevent the movement of the inner cylinder by means of a hand operated mechanism or in inching device.
- (2) Each closed barrel also be equipped with adequate means for holding open the doors or covers of the inner and outer cylinder or shell while it is being loaded or unloaded.

25. Printing-machine (roller-type)

- (1) All in-running rolls shall be guarded by nip guards conforming to the requirement in paragraph 7(2)
- (2) The ingrated rollers, gears and the large crown wheel shall be guarded.

26. Calenders

The nip at the in-running side of the rolls shall be provided with a guard extending across the entire length of the nip and arranged to prevent the fingers of the workers from being pulled in between the guard and the rolls, and so constructed that the cloth can be fed into the rolls easily.

27. Rotary staple cutters

The cutter shall be protected by a guard to prevent hands reaching the cutting zone.

28. Plating machines

Access to the trap between the knife the knife and card bar shall be prevented by a guard.

29. Hand-baling machine

An angle iron handle-stop guard shall be installed at right angle to the frame of the machine. The stop guard shall be so designed and so located that it shall prevent the handle from traveling beyond the vertical position should the handle slip from the operator's hand when the pawl has been released from the teeth of the take-up gear.

30. Flat work ironer

Each flat work or collar ironer shall be equipped with a safety bar or the other guard across the entire front of the feed or first pressure rolls so arranged that the striking of the bar or guard by the hand of the operator or the other person shall stop the machine. The guard shall be such that the operator or the other person can not reach into the rolls without removing the guard. This may be either a vertical guard on all sides or a complete cover if a vertical guard is used, the distance from the floor or working platform to the top of guard shall be not less than 1.83 meters.

 [Back To Chapter](#)

[SCHEDULE -II](#)

(Cotton Ginning)



THE GUJARAT FACTORIES RULES 1963 CHAPTER IV - SAFETY

SCHEDULE II (Cotton Ginning)

Line Shaft

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

[Back To Chapter](#)

[Back](#)

[SCHEDULE -III](#)

(Wood Working Machinery)



THE GUJARAT FACTORIES RULES 1963

CHAPTER IV - SAFETY

Schedule III (Wood-working Machinery)

1. Definitions.—

For the purpose of the Schedule :

- (a) Wood-working machine means a circular saw, band saw, planning machine, chain mortising machine or vertical spindle moulding machine operating on wood or cork.
- (b) Circular saw means a circular saw working in a bench (including a rack bench) but does not include a pendulum on similar saw which is moved towards the wood for the purpose of cutting operation.
- (c) Band saw means a band saw, the cutting portion of which runs in a vertical direction but does not include a log saw or band re-sawing machine.
- (d) Planning machine means a machine for overhead planning or for thickening or for both operations.

2. Stopping and starting device

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 machine

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

4. Floor

The floor 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 on a wood-working machine shall be fully and carefully instructed as to the dangers of the machine and the precaution to be observed to secure 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 riving 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 trade the distance between the front edge of the knife and the teeth of the saw shall not exceed 12.7 milli meters.
 - (iii) For a saw of a diameter of less than 61 centimeters the knife shall extend upwards from the bench table to within 2.5 centimeters of the top of the saw, and for a saw of a diameter of 61 centimeters or over shall extend upward from the bench table to a height of at least 22.5 centimeters
- (b) The top of the saw shall be covered by a string 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 flange shall extend below the roots of the teeth of the saw. The guard shall extend from the top of the riving knife to a point as low 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 materials one on each side of the saw; such plates shall not be more than 15.2 centimeters apart, and shall extend from the axis of the saw outwards to a distance of not less than 5.1 centimeters beyond the teeth of the saw. Metal plates, if not beaded, shall be of a thickness of at least 2.5 milli-meters or if beaded be of a thickness of at least 1.3 milli-meters.

7. Push sticks

A push stick or other suitable appliance shall be provided for used 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 blade 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 "bridge" guard capable of covering the full length and breath of the cutting slot in the bench and so constructed as to easily adjusted both in a vertical and horizontal direction.
- (3) The freed roller of every planning machine used for thickening, except the combined machine for overhand planning and thickening shall be provided with an efficient guard.

10. Vertical spindle moulding machine

- (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 jig or holder of such construction as to reduce as far as possible the risk or accident to the worker.

11. Chain mortising machines

The chain of every mortising machine shall 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.

13. Exemption

Paragraph 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.

 [Back To Chapter](#)

 [Back](#)

[SCHEDULE -IV](#)

(Rubber Mills)



THE GUJARAT FACTORIES RULES 1963

CHAPTER IV SAFETY

Schedule IV (Rubber Mills)

Definition

- (i) a **"Rubber Mill"** shall mean machines with rollers used in breaking down, cracking, washing, grating, mixing, refining and warming of rubber or rubber goods.
- (ii) A **"calender"** shall mean machines with rolls under for fractioning, sheeting, coating and spreading of rubber compounds.

1. Installation of machines

Rubber mills shall be so installed that the top of the front roll is not less than 96.5 centimeters above the floor or working level. Provided that in existing installations where the top of the front roll is below this height a strong rigid distance bar guard shall be fitted across the front of the machine in such position that the operator cannot reach the nip of the roller from the normal working position of the operator.

2. Safety Devices

(i) Rubber mills shall be equipped with —

- (a) hoppers so constructed or guarded that it is impossible for the operators to come into contact in any manner with the nip of the rolls; or
- (b) horizontal safety-trip rods or tight wire cable across both front and rear, which will, when pushed or pulled, operate instantly to disconnect the power and apply the brakes, or to reverse the rolls, safety trip rods or tight wire cables on rubber mills shall extend across the entire length of the face of the rolls and shall be located not more than 1.8 meters above the floor or working level.

(ii) Calender machines shall be equipped with

- (a) horizontal safety-trip rods or tight wire across both front and rear, which will, when pushed or pulled, operate instantly to disconnect the power and apply the brake, or to reverse the roll;
- (b) safety-trip rods or tight wire cables on calender machines shall extend across the entire length of the face of the roll and shall be located not more than 1.8 meters above the floor or working level;
- (c) on each side of all calender and near both ends of the face of the rolls there shall be a vertical tight-wire connection with the bar tripping mechanism at the top and fastened to the frame with 30.5centimetres of the floor. These cables should be positioned at a distance of not more than 30.5 centimeters from the face of the roll and at a distance of not less than 2.5 centimeters from calender frame.

3. Maintenance of safety devices

Safety trip rods and tight wire cables on all rubber mills and calenders shall be examined and tested daily in the presence of the Manager or other responsible persons and if any defect is disclosed by such examination and test the mill shall not be used until such defect has been remedied.

[◀ Back To Chapter](#)
[◀ Back](#)
[SCHEDULE -V](#)

(Centrifugal Machines)



THE GUJARAT FACTORIES RULES 1963

CHAPTER IV - SAFETY

Schedule V Centrifugal Machines

1. Definition

"Centrifugal machines" include centrifugal extractors, separators and driers.

2. Every part of centrifugal machine shall be

- (a) of good design and construction and of adequate strength;
- (b) properly maintained; and
- (c) examined thoroughly by a competent person at regular intervals.

3. Interlocking guard or drum or basket

- (1) The cage housing the rotating drum or basket of every centrifugal machine shall be provided with a strong lid. The design and construction of the cage as well as the lid should be such that no access is possible to the drum or basket when the lid is closed.
- (2) Every centrifugal machine shall be provided with an efficient interlocking device that shall effectively prevent the lid referred to in sub-paragraph (1) from being opened while the drum or basket is in motion and prevent the drum or basket being set in motion while the lid is in the open position.

4. Braking arrangement

Every centrifugal machine shall be provided with an effective braking arrangement capable of bringing the drum or basket to rest within as short a period or time as reasonably practicable after the power is cut off.

5. Operating speed

No centrifugal machine shall be operated at speed in excess of the manufacturer's rating which shall be legibly stamped at easily visible places both on the inside of the basket and on the outside of the machine casing.

6. Exemptions

Sub-paragraph (2) of paragraph 3, paragraphs, 4 and 5 shall not apply in case of top-lung machines or similar machines used in the sugar-manufacturing industry.

[◀ Back To Chapter](#)
[◀ Back](#)
[SCHEDULE -VI](#)

(Power Press)



THE GUJARAT FACTORIES RULES 1963

CHAPTER IV - SAFETY

Schedule VI Power-Press

1. Application.—

The schedule shall apply to all types of power-presses including press brakes, except when used for working hot metal.

2. Definitions.—

For the purpose of the schedule—

- (a) “**approved**” means approved by the Chief Inspector.
- (b) “**fixed fencing**” means fencing provided for the tools for a power press being fencing which has no moving part associated with or dependent upon the mechanism of a power and includes that part of a closed tool which acts as a guard;
- (c) “**power press**” means machine used in metal or other industries for mounding, pressing, blanking, raising drawing and similar purposes;
- (d) “**safety device**” means the fencing and any other safeguard provided for the tools of a power press.

3. Starting and stopping mechanism.—

The starting and stopping mechanism shall be provided with a safety stop so as to prevent over running of the press or descent of the ram during tool setting, etc.

4. Protection of tool and die.—

- (1) Each press shall be provided with a fixed guard with a slip plate on the underside enclosing the front and all sides of the tool
- (2) Each die shall be provided with a fixed guard surrounding its front and sides, and extending to the back in the form of tunnel through which the pressed article falls to the rear of the press.
- (3) The design, construction and mutual position of the guards referred to in (1) and (2) shall be such as to preclude the possibility of the workers hand of fingers reaching the danger zone.
- (4) The machine shall be fed through a small aperture at the bottom of the die guard, but a wider aperture may be permitted for second or subsequent operations if feeding is done through a chuta.
- (5) Notwithstanding anything contained in sub-clauses (1) and (2), an automatic or an inter-locked guard may be used in place of a fixed guard; but where such guard are used they shall be maintained in an efficient working condition and if any guard develops a defect, the power press shall not be operated unless the defect of the guard is removed.

5. Appointment of persons to prepare power presses for use :—

- (1) Except as provided in sub-paragraph (4), no person shall set, adjust or try out the tools on a power press or install or adjust any safety device thereon, being installation or adjustment preparatory to production of die proving, or carry out an inspection and test of any safety device thereon required by paragraph 8 unless he—
 - (a) Has attained the age of eighteen years;
 - (b) Has been trained in accordance with sub paragraph (2), and
 - (c) Has been appointed by the occupier of the factory to carry out those duties in respect of the class or description of power press or the class or description of safety device to which the power press or the safety device (as the case may be) belongs; and the name of every such person shall be entered in a register in Form No. 8
- (2) The training shall include suitable and sufficient practical instruction in the matter relating to each type of power press and safety device in respect of which it is proposed to appoint the person being trained.

6. Examination and testing of power presses and safety device.—

- (1) No power press or safety device shall be taken into use in any factory for the first time on any power press, unless it has been thoroughly examined and tested, in the case of a power press, after installation in the factory, or in the case of safety device, when in position on the power press in connection with which it is to be used
- (2) No power press shall be used unless it has been thoroughly examined and tested by a competent person within the immediately preceding period of twelve months.
- (3) No power press shall be used unless every device (other than fixed fencing) thereon has within the immediately preceding period of six months when in position on that power press, been thoroughly examined and tested by competent person.
- (4) The competent person carrying an examination and test under the foregoing provision shall make a report of the examination and test containing the following particulars and every such report shall be kept readily available for inspection:
 - (a) name of the occupier of the factory
 - (b) address of the factory;
 - (c) identification number or mark sufficient to identify the power press or the safety device;
 - (d) date on which the power press or the safety device was first taken into use in the factory;
 - (e) the date of each periodical thorough examination carried out as per requirements of sub-paragraph (2) above.
 - (F) Particulars of any defects effecting the safety of the power press or the safety device found at any such thorough examination and steps taken to remedy such defects.

7. Defects disclosed during a thorough examination and test.—

- (1) Where any defect is disclosed in any power press or in any safety device by any examination and test under paragraph 6 and in the opinion of the competent person carrying out the examination and test, either—
 - (a) The said defect is a cause of danger to workers and in consequence, the power press or safety device (as the case may be) ought not to be used until the said defect has been remedied; or
 - (b) The said defect may become a cause of danger to workers and in consequence the power press or safety device (as the case may be) ought not to be used after the expiration of a specified period unless the said defect has been remedied; such defect shall, as soon as possible after the completion of the examination and test, be notified, in writing, by the competent person to the occupier of the factory and, in the case of a defect falling within clause (b) of this sub-paragraph, such notification shall include the period within which, in the opinion of the competent person, the defect ought to be remedied
- (2) In every case where notification has been given under this paragraph, a copy of the report made under paragraph 6 (4) shall be sent by the completion person to the Inspector of the area within fourteen days of the completion of the examination and test.
- (3) Where any such defect is notified to the occupier in accordance with the foregoing provisions of this paragraph, the power press or safety device (as the case may be) having the said defect shall not be used—
 - (a) in the case of defect falling within clause (a) of sub-paragraph (1), until the said defect has been remedied, and
 - (b) in the case of defect falling within clause (b) of sub-paragraph (1), after the expiration of the specified period unless the said defect has been remedied.
- (4) As soon as is practicable after any defect of which notification has been given under sub-paragraph (1) has been remedied, a record shall be made by or on behalf of the occupier stating the measures by which and the date on which the defect was remedied.

8. Inspection and test of safety device.—

- (1) No power press shall be used after the setting resetting or adjustment of the tool thereon unless a person appointed or authorized for the purpose under paragraph 5 has inspected and tested every safety device thereon while it is in position on the said power press
Provided that an inspection, test and certificate as aforesaid shall not be required where any adjustment of the tools has not caused or resulted in any alteration to or disturbance of any safety device on the power press and if, after the adjustment of the tools, the safety device remain, in the opinion of such a person as aforesaid, in efficient working order.
- (2) Every power press and every safety device thereon while it is in position on the said power press shall be inspected and tested by a trained person every day.

9. Defects disclosed during an inspection and test.—

- (1) where it appears to any person as a result of any inspection and test carried out by him under paragraph 8 that any necessary safety device is not in position or is not properly in position on a power press or that any safety device which is in position on a power press is not in his opinion suitable he shall notice the manager forthwith.
- (2) Except as provided in sub-paragraph (3) where any defect is disclosed in a safety device by any inspection and test under paragraph 8, the person carrying out the inspection and test shall notify the manager forthwith.
- (3) Where any defect in a safety device is the subject of a notification in writing under paragraph 7 by virtue of which the use of the safety device may be continued during a specified period without the said defect having been remedied, the requirement in sub-paragraph (2) of this paragraph shall into apply the said defect until the said period has expired

10. Identification of power presses and safety devices.—

For the purpose of identification, every power press and every safety device provided for the same shall be distinctively and plainly marked.

11. Training and instructions to operators.—

The operators shall be trained and instructed in the safe method of work before starting work on any power press.

12. Exemptions.—

- (1) if in respect of any factory, the Chief Inspector is satisfied that owing to the circumstances or infrequency of the processes or for any other reason, all or any of the provisions of this schedule are not necessary for the protection of the workers employed on any power press or any class or description of power press or in the factory, the Chief Inspector may by a certificate in writing (which he may in his discretion revoke at any time), exempt such factory from all, or any of such provisions subject to such conditions, if any, as he may specify therein.
- (2) Where such exemption is granted, a legible copy of the certificate, showing the conditions (if any) subject to which it has been granted, shall be kept posted in the factory in a position where it may be conveniently read by the persons employed.

 [Back To Chapter](#)

 [Back](#)

(Shears, Slitters & Guillotine Machines)

[SCHEDULE -VII](#)



THE GUJARAT FACTORIES RULES 1963

CHAPTER IV- SAFETY

Schedule VII

Shears, Slitters and Guillotine Machines

1. Definition

For the purpose of this schedule :

- (a) "guillotine" means a machine ordinarily equipped with straight, bevel-edged operation vertically against a stationary resisting edge and used for cutting metallic or non-metallic substances;
- (b) "shears" or "shearing machine" means a machine ordinarily equipped with straight level-edged blades operating vertically against resisting edges, or with rotary over tapping cutting wheels and used for shearing metals or non-metallic substances;
- (c) "Slitters" or "slitting machines" means a machine ordinarily equipped with circular disc-type knives, and used for trimming or cutting into metal or non-metallic or for slitting them into narrow strips; for the purpose of this schedule, this term includes bread or other food slicers equipped with rotary knives or cutting discs.

2. Guillotine and Shears

- (1) Wherever practicable a barrier metal guard of strength shall be provided at the front of the knife, fastened to the machine frame and shall be so fixed as wood prevent any part of the operator's body to reach the descending blade from above, below or through the barrier guard of from the sides : Provided that in case of machines used in the paper printing and allied industries, where a fixed barrier metal guard is not suitable on account of the height and volume of the material being fed, there shall be provided suitable starting devices which require simultaneous action of both the hands of the operator or an automatic device which shall remove both the hands of the hands of the operator from the danger zone at every descent of the blade
- (2) At the back end of such machines an inclined guard shall be provided over which the slitplaces would slide and be colleted at a distance in a manner as would prevent a person at the back from reaching the descending blade.
- (3) Power-driven guillotine cutters except continuous feed trimmers, shall be equipped with—
 - (a) starting device which require the simultaneous action of both hands to start the cutting motion and of at least one hand on a control during the complete stroke of the knife; or
 - (b) an automatic guard which shall remove the hands of the operator from the danger zone at every descent of the blade used in conjunction with one-hand starting device which require two distinct of the device to start the cutting motion, and so designed as to return positively to the non-starting position each complete cycle of the knife.
- (4) Where two or more workers are employed at the same time on the same power-driven guillotine cutter equipped with two-hand control the device shall be so arranged that each worker shall be required to use both hands simultaneously on the safety trip to start the cutting motion and at least one hand on a control to complete the cut.
- (5) Power-driven guillotine cutters other than continuous trimmer shall be provided in addition to the brake or other stopping mechanism with an emergency device which shall prevent the machine from operating in the event of failures of the brake when starting mechanism is in the non-starting position.

3. Slitting Machines

- (1) Circular disc type knives on machines for cutting metal and leather paper, rubber textiles or other non-metallic substances shall, if within reach of operators standing on the floor or working level be provided with guards enclosing the knife edges at all times as near as practicable to the surface of the material and which may either—
 - (a) automatically adjust themselves to the thickness of the material; or
 - (b) be fixed or manually adjusted so the space between the button of the guard and the material shall not exceed 6 mm (1/4 in) at any time.
- (2) Portions of blades underneath the tables or benches of slitting machines shall be covered with guards.

4. Index cutters and vertical paper sloters

Index cutters, and other machines for cutting strips from the ends of books and for similar operations, shall be provided with fixed guards, so arranged that the fingers of the operators cannot come between the blades and the tables.

5. Corner Cutters

Corner cutters, used in the manufacture of paper-boxes, shall be equipped with—

- (a) suitable guard, fastened to the machines in front of the knives and provided with slots or perforations to afford visibility of the operations; or
- (b) other guard equally efficient for the protection of the fingers of the workers.

6. Band knives

Band wheels on band knives, and all portions of the blades except the working side between the sliding guide and the table on vertical machines, or between the wheel guard on horizontal machines, shall be completely enclosed with hinged guards of sheet metal not less than 1 mm (0.04 in) in thickness or of other material of equal strength.

 [Back To Chapter](#)

 [Back](#)